

Tampa-Hillsborough County Expressway Authority
Minutes of the July 24, 2023, Board Meeting
1104 E. Twiggs Street
Tampa, FL 33602

The Tampa-Hillsborough County Expressway Authority held a public meeting at 1 p.m. on July 24, 2023, at THEA Headquarters, 1104 E. Twiggs Street in Tampa Florida. The following were present:

ATTENDANCE

Board:

Mr. Vincent Cassidy, Chairman
Bennett Barrow, Vice Chairman
Mr. John Weatherford, Secretary
FDOT District Secretary David Gwynn, Member
Commissioner Donna Cameron Cepeda, Member

Staff:

Greg Slater	Judith Villegas
Amy Lettelleir	Shannon Bush
Jeff Seward	Toni Nhlapo
Brian Pickard	Julie Aure
Shari Callahan	Szabina Sznassey
Charlene Ponce	Emma Antolinez
Anna Quinonez	Frederick Pekala
Gary Holland	Tiana Hill

Other:

Matthew Blair, Corcoran Partners	Christina Matthews, WSP
Brent Wilder, PFM	Jessica Fizer, TEAMFL
Al Stewart, HNTB	Suzette Taylor, TEAMFL
Todd Josko, Ballard Partners	
Jim Drapp, HNTB	
Alex Bournell, RS&H	
David Hubbard, Wey Engineering	
Matthew Sansbury, RBC	
Rachel Hillery, Playbook	
Rick Patterson, Raymond James	
Sally Dee, Playbook	
Stephanie McQueen, HDR	
Frank Leto, Citi	
Sarah Lesch, Playbook	
Stefanie McQueen, HDR	

Call to Order and Pledge of Allegiance

Chairman Cassidy called the meeting to order at 1:30 pm, followed by the Pledge of Allegiance.

I. Public Input/Public Presentations

There were no public comments or presentations.

II. Consent Agenda

A. Approval of the Minutes from the June 26, 2023, Board of Directors Meeting

B. Replace Waterline at East Toll Plaza

Approve the updated cost to complete the work from \$135,000 to \$173,138, and approve the vendor change from Webber Infrastructure Management to A-Stellar Property Maintenance and Landscaping, Inc.

Chairman Cassidy requested a motion to approve the consent items. Mr. Barrow moved approval, seconded by Mr. Weatherford.

The motion passed unanimously.

III. Discussion/Action Items

A. Planning & Innovation – John Weatherford, Committee Chair – Anna Quinones, Project Manager

1. US 301 Preliminary PD&E Services – WSP & CUTR, \$475,000

Ms. Quinones presented a task for developing a Scope of Services for the US 301 PD&E, conducting an evacuation analysis, engaging in initial public involvement with key organizations (HOAs, Chambers of Commerce, and other organizations), and conducting an economic impact analysis. She noted that funding, not to exceed \$475,000, would come from the Capital Budget.

The requested Board action is approval to execute a work order for WSP to complete preliminary PD&E services for the US 301 PD&E in the amount not to exceed \$350,000, and to execute a work order for USF Center for Urban Transportation (CUTR) to perform the economic impact analysis in an amount not to exceed \$125,000.

Chairman Cassidy requested a motion to approve. Mr. Weatherford moved approval, seconded by Mr. Barrow.

The motion passed unanimously.

2. Economic Studies & Analysis, CUTR, \$125,000

Ms. Quinones presented a second request for a task with CUTR to perform the annual economic impact analyses on the entirety of the Selmon Expressway system, which includes economic and business impact analysis for the THEA expressway system and the impact of the work program on the region. Funding, not to exceed \$125,000 will come from the Capital Budget.

The requested action is for Board approval to execute a work order for CUTR to perform Economic Studies and Analyses related to THEA, the existing system, and future system improvements in the amount not to exceed \$125,000.

Chairman Cassidy requested a motion to approve. Mr. Weatherford moved approval, seconded by Mr. Barrow.

The Chairman clarified that this action is for a general economic analysis and is not specific to US 301.

The motion passed unanimously.

B. Operations & Engineering – Bennett Barrow, Committee Chair – Brian Pickard, P.E., Director

1. THEA Railroad (RR) Track Removal along Meridian Avenue

Mr. Pickard presented an item to select the lowest bid firm for the THEA Railroad Track Removal Project. Funding will come from the Capital Budget.

The requested action is:

a) Board approval of the selection of the lowest bid from Kimmins Contracting Corp. in the amount of \$2,710,650.00 for the removal of the THEA RR tracks along Meridian and restoration of the area.

Firm	Amount
Kimmins Contracting Corp	\$2,710,650.00
Granite Construction Company of California	\$3,169,619.00
Gonzalez and Sons Equipment, Inc.	\$3,378,595.00

b) Request the Board authorize and direct staff to negotiate and execute a contract with the lowest responsible bid firm. If negotiations are unsuccessful, staff shall negotiate with the next lowest bid firm. The contract is subject to review and approval of THEA General Counsel.

Chairman Cassidy requested a motion to approve. Mr. Weatherford moved approval, seconded by Mr. Barrow.

The motion passed unanimously.

2. East Selmon Resurfacing FY2023 Low bid Design/Build Contract Award

Mr. Pickard presented the bids for the East Selmon Resurfacing (FY2023) Design-Build Contract for designing and constructing pavement improvements at various locations on the eastern portion of the Selmon Expressway. Funding will come from the Capital Budget.

The requested action is for the Board to approve the selection of the lowest bid and authorize staff to negotiate and execute a contract with C.W. Roberts Contracting, Inc. in the amount of \$7,887,296.65. Contract execution is subject to final review and approval of THEA General Counsel.

Firm	Amount
CWR Contracting, Inc.	\$7,887,296.65
Ajax Paving	\$8,164,138.31

Chairman Cassidy requested a motion to approve. Mr. Weatherford moved approval, seconded by Mr. Barrow.

The Chairman asked if CWR is new to Florida. Mr. Slater noted they are new to THEA but not to the area. FDOT has used CWR for a number of projects. Secretary Gwynn added that they have done good work for FDOT.

The motion passed unanimously.

3. Construction Engineering Inspection (CEI) Services for the East Selmon Resurfacing FY2023 Design/ Build Project

Mr. Pickard presented a request to procure CEI services for the East Selmon Resurfacing FY2023 Design-Build Project, including all investigations, design, permitting, coordination, construction activities, and necessary approvals to complete the project. Funding will come from the Capital Budget. He noted that the rankings as shown on the presentation slide were incorrect, and should read as follows:

Firm	Total
CONSOR Engineers, LLC	1
Keystone Civil, Inc	2
HDR Construction Control Corp	3

The requested Board actions include:

- a) Approve selection of Evaluation Committee ranking for CEI Services for the East Selmon Resurfacing FY2023 Design-Build Project
- b) Authorize and direct staff to negotiate and execute a contract with the highest-ranked firm for CEI Services for the design and construction of the East Selmon Resurfacing FY2023 project. If negotiations are unsuccessful, staff shall negotiate with the next highest-ranked firm. The contract is subject to review and approval of THEA General Counsel.

Chairman Cassidy requested a motion to approve. Mr. Weatherford moved approval, seconded by Mr. Barrow.

The motion passed unanimously.

IV. Chairman – Vincent Cassidy

A. Acceptance of Board Member Evaluations of the Executive Director and General Counsel

Chairman Cassidy requested a motion to accept the appraisals. Mr. Weatherford moved approval, seconded by Mr. Barrow.

The motion passed unanimously.

V. General Counsel – Amy Lettelleir, Esquire

A. Board Elections

Ms. Lettelleir advised the Board that THEA is required to conduct annual elections for Chair, Vice Chair and Secretary. She began the process by opening the floor for nominations for Chairman. Secretary Gwynn nominated Mr. Cassidy to serve as Chairman.

With no other nominations, Ms. Lettelleir called for a roll-call vote. Mr. Cassidy was elected by a unanimous roll-call vote.

Ms. Lettelleir then requested nominations for Vice Chairman. Secretary Gwynn nominated Mr. Barrow to serve as Vice-Chairman.

With no other nominations, Ms. Lettelleir called for a roll-call vote. Mr. Barrow was elected by a unanimous roll-call vote.

Finally, Ms. Lettelleir requested nominations for Secretary. Chairman Cassidy nominated John Weatherford to serve as Secretary.

With no other nominations, Ms. Lettelleir called for a roll-call vote. Mr. Weatherford was elected by a unanimous roll-call vote.

The 2023-2024 Board Officers are:

- Chairman – Vince Cassidy
- Vice-Chairman – Bennett Barrow
- Secretary – John Weatherford

VI. Staff Reports

A. Operations & Engineering – *Brian Pickard, P.E., Director*

Mr. Pickard provided an update on the East Selmon Slip Ramp Project, pointing out that the present contract amount is \$25,317,361, with 88% of the contract earned. The current contract end date is September 2023, and the contract time is at 90%.

Chairman Cassidy asked if the 88% contract earned/90% contract time was good. Mr. Pickard responded in the affirmative.

B. Toll Operations – *Gary Holland, Manager*

Mr. Holland provided the Board with updated statistics for Toll Operations. He began with weekly transactions for May 2023, which averaged 1.3M, followed by monthly transactions for May 2023, which totaled 6.6M compared to 6.1M for May 2022. He also presented the year-to-year average weekday transactions for West Mainline, East Mainline, REL, and the West Extension, all showing an increase over the previous year.

Finally, Mr. Holland reported 6.6M tolls processed in May 2023. Seventy-one percent were transponders and 29% were toll-by-plate transactions. Past due accounts paid in May totaled \$1.3M.

The Chairman asked if the \$1.3M received was from past due accounts. Mr. Holland replied in the affirmative. There was a discussion about when accounts become past due, the actual amount that is past due, and how much effort goes into collections. Mr. Slater pointed out that the \$1.3 is not all toll dollars, late fees, and other administrative fees are included in that amount. Mr. Holland explained that we have a vendor who pursues past-due accounts as well as a partnership with the Hillsborough Tax Collector. Mr. Slater added that once an account goes into collections a hold is placed on their registration and they cannot renew until the debt is paid.

There was additional discussion about selling debt.

C. Information Technology & Security – *Shari Callahan, Director*

Ms. Callahan provided the Board with an update on cybersecurity efforts, noting that THEA has elevated its training for all users over the past six

months, and our risk score is now 27, down from 40. She pointed out that 26 is the standard for a company our size, so THEA is in good shape. She also noted that THEA's cybersecurity assessment is underway.

The Chairman asked for clarification on the risk score of 27. Ms. Callahan noted that the number is a rating, and it is in line with the standard of 26. It is an indicator of how well your employees identify and report phishing.

Ms. Callahan also explained the upcoming PEN testing that will occur, which consists of tests by hackers to see if they can get into our system.

The Chairman asked if THEA's servers shut down when a hack is detected. Ms. Callahan explained that the system does not shut down, but it does send alerts.

Mr. Weatherford asked if this is something that the government pays for or if it is paid for by THEA. Ms. Callahan noted that there is government assistance for different, more in-depth programming and training, but our monthly training and tests are paid for by THEA.

Chairman Cassidy asked if staff are permitted to connect personal devices to the network. Ms. Callahan confirmed that staff are not permitted to connect to the network with anything other than company-issued equipment.

VII. Executive Reports

A. Executive Director – *Greg Slater, Executive Director*

Mr. Slater thanked the board for their continued support. He noted that we are on track to bring the South Selmon Capacity Study Contract award to the Board in August. He added that THEA is watching costs, market, and supply chain very closely.

He had the opportunity to present our Work Program and Strategic Plan at the Floridians for Better Transportation Conference last week and it was very well received.

He also updated the Board about the Hillsborough TPO and their work to evaluate the value of a merger with the three TPOs of this region, with a focus on regionalism and a greater resource pool to meet the needs of the broader Tampa Bay community.

Mr. Slater reported on two contract renewals, both are the first of two option one-year renewals: one for Ballard Partners and the other for Corcoran Partners. Both are for Government Relations and Lobbyist Services.

Finally, he recognized Frederick Pekala for his five years of service.

B. General Counsel – Amy Lettelleir

1. Legislative Update – 2023 Session

Ms. Lettelleir introduced Mr. Matt Blair with Corcoran Partners to provide the Board with an update on the 2023 Legislative Session.

Mr. Blair reported that the 2023 Legislative Session wrapped up in May. The Governor signed the budget, which included \$18B for transportation. That includes just over \$13.5B for work program projects, an expedite of additional projects of about \$4B, and about \$400M in local projects. Several bills dealing with transportation passed, including:

- Facilities Designation Bill
- Transportation Package 425 (what FDOT requires)
- Transportation Package 1309 (how FDOT operates)
- Bill related to phospho-gypsum to study the byproduct for use in road projects
- TBARTA – dissolved

The legislature will go back into session in January 2024 rather than March. Committee Weeks begin this September.

Finally, he reported that the State’s budget and economic outlook continue to be strong.

C. Chairman – Vincent Cassidy

1. Upcoming Meetings

- Committees of the Whole – August 14, 2023 (may get canceled)
- Board Meeting – August 28, 2023

VIII. Old Business

No old business to discuss.

IX. New Business

No new business to discuss.

X. Adjournment

With no further discussion, the meeting adjourned at 2:01 p.m.

APPROVED: _____

Chairman: Vincent Cassidy

ATTEST: _____

Vice Chairman: Bennett Barrow

DATED THIS 28th DAY OF AUGUST 2023.