

Tampa-Hillsborough County Expressway Authority
Minutes of the June 24, 2024, Board Meeting
1104 E. Twiggs Street
Tampa, FL 33602

The Tampa-Hillsborough County Expressway Authority held a public meeting at 1:30 p.m. on June 24, 2024, at THEA Headquarters, 1104 E. Twiggs Street in Tampa Florida. The following were present:

BOARD:

Vincent Cassidy, Chairman
Bennett Barrow, Vice Chairman
John Weatherford, Secretary
FDOT District 7 Secretary David Gwynn, Member
Mayor Jane Castor, Member

STAFF:

Greg Slater	Brian Ramirez
Amy Lettelleir	Elizabeth Gray
Bob Frey	Julie Aure
Brian Pickard	Szabina Szenassy
Jeff Seward	Anna Quinones
Keisha Boyd	Ha Nguyen
Tim Garrett	William Quinones
Shari Callahan	Hope Scarpinato
Charlene Varian	Felipe Velasco
Chaketa Mister	Lisa Pessina
Emma Antolinez	Josue Mazariegos
Shannon Bush	Tiana Hill
Gary Holland	

OTHERS:

Joe McConnell, WSP	Alex Bourne, RS&H
Sally Dee, Playbook	Brian Kirkpatrick, RS&H
Nicole Dufva, WSP	Doug Reed, RS&H
Hope Scarpinato, PFM	Snehal Ambare, CDM Smith
Mark Easley, Lochner	Doug Draper, BofA
David Hubbard, Wey Engineering	John Generali, Wells Fargo
Sarah Lesch, Playbook	Jess Baker, Mitre
Rick Patterson, Raymond James	Chris Jadick, WSP
Kim Ragon, Gallagher	Kevin Hoeflich, HNTB
Jim Drapp, HNTB	Joey Roselli, ASI
Christina Matthews, WSP	Steve Williams, Infotect
Johnathan Tursky, TransCore	Tim Schock, Parsons

Call to Order and Pledge of Allegiance

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

Public Input/Public Presentations

There was no public comment.

Discussion/Action Items

A. Budget and Finance, Commissioner Cepeda, Committee Chair – Jeff Seward, Director

1. Budget – Fiscal Year 2025

Mr. Seward presented the final budget, and pursuant to Section (3) of FS 189.016, Uniform Special District Accountability Act, requested the Board to approve Resolution No. 675 to adopt the FY2025 Annual Operating, Maintenance, and Administrative Budget.

Chairman Cassidy requested a motion to approve the FY2025 Budget. Mr. Barrow moved approval, seconded by Mr. Weatherford.

Mr. Weatherford noted that since he was appointed to the Board, he has noticed that revenue and debt service coverage have consistently increased. He questioned whether, in our five-year projections, we anticipate seeing a dip at some point. Mr. Slater noted that a dip is expected once some of THEA's larger projects get underway.

The motion passed unanimously.

2. Adoption of the THEA Work Program (FY2025)

Mr. Seward presented a summary of the FY2025 Capital Work Program, which consists of preservation and enhancement projects that will increase the safety, operations, and reliability of the THEA facilities. The Work Program includes the existing fiscal year, budget year, and four planning years.

The requested action is for Board approval of the FY2025 Capital Work Program.

Chairman Cassidy requested a motion to approve the FY2025 Work Program. Mr. Barrow moved approval, seconded by Mr. Weatherford.

The motion passed unanimously.

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

1. Fiber to DMS Communications Improvement/Wrong-Way-Driving Countermeasures – Contractor Selection

Mr. Pickard presented the item to select the contractor for the DMS Communications Improvements/Wrong-Way-Driving Countermeasures project. The contractor will provide all the labor, materials, equipment, and incidentals necessary to upgrade communications

to DMS signs along the REL and to construct Wrong-Way-Driving Countermeasures at all exits east of Kennedy Boulevard.

The requested action is for the Board to:

- a. Approve the selection of Highway Safety Devices (HSD) to upgrade the communications to REL DMS signs and to construct Wrong-Way-Driving Countermeasures at all exits east of the Kennedy Boulevard off-ramp.
- b. Authorize and direct staff to negotiate a contract with Highway Safety Devices for \$6,477,756 from the capital budget. 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. Webber Infrastructure Management, Selmon Greenway Striping

Mr. Pickard introduced a task order request for Webber Infrastructure Management to install longitudinal striping, bollards, and ADA Ramp improvements on the Selmon Greenway from Riverwalk to 19th Street.

The action requested is for the Board to authorize the Executive Director to sign a task order with Webber Infrastructure Management, to install longitudinal striping, bollards, and ADA improvements from Riverwalk to 19th Street for \$146,718 from the capital budget.

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

The motion passed unanimously.

3. CEI Services for Selmon Greenway Striping from the Riverwalk to 19th Street – Consor

Mr. Pickard presented an item to procure the services of a CEI consultant to perform field engineering and testing for the contract work called for in the Selmon Greenway Striping Project to be completed by Webber from the Riverwalk to 19th Street. Negotiations were conducted and finalized with Consor Engineering selected previously (August 26, 2019, Board meeting) for task-driven contracts for minor design and CEI projects.

The requested action is for the Board to authorize the Executive Director to execute a task order with Consor Engineering for \$117,244 from the capital budget to provide CEI services for the Selmon Greenway Striping Project from Riverwalk to 19th Street.

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

The motion passed unanimously.

4. A-Stellar Property Maintenance & Landscaping, Inc. Six-month Contract Extension

Mr. Pickard presented an item to extend A-Stellar's contract for six months, from July 1, 2024, through December 31, 2024, to continue the contract requirements for landscape, hardscape, and aesthetic lighting maintenance services at THEA Headquarters, Brandon Parkway Gateway, Meridian Avenue Gateway, and Selmon West Extension.

The requested action is for the Board to authorize the Executive Director to sign a task order with A-Stellar Property Maintenance & Landscaping, Inc., for \$281,511 from the operations and maintenance budget to extend their contract to maintain THEA's landscape and hardscape through December 31, 2024.

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

The motion passed unanimously.

5. Drainage Upgrade Design Task Order – KCA

Mr. Pickard presented an item to execute a task order with KCA Technologies, Inc. to develop a design and scope for an invitation to bid to procure a contractor to upgrade THEA's open drainage system between 22nd Street and I-75. The current system is slow to drain with many areas of standing water and sediment berms preventing proper drainage. This project will restore the open drainage system to its original condition.

He noted that KCA Technologies, Inc. was previously selected (May 24, 2021, Board meeting) for task-driven contracts covering general consulting tasks.

The requested action is for the Board to authorize the Executive Director to sign a task order with KCA Technologies, Inc. for \$195,210 from the capital budget to develop a design and scope for an Invitation to Bid to procure a contractor to upgrade THEA's open drainage system from 22nd Street to I-75.

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

The Chairman asked for confirmation that this action is for local roads and not the REL. Mr. Pickard confirmed.

The motion passed unanimously.

6. ITS Infrastructure Phased Design-Build Assistance – HNTB

Mr. Pickard presented an item to utilize the GEC (HNTB) to assist staff with the procurement of the Phased Design-Build contractor and the CEI team, and to assist in overseeing their work during the design and construction of ITS infrastructure for Selmon West Extension, East Selmon, and REL grounding efforts.

The requested action is for the Board to authorize the Executive Director to execute a task order with HNTB for \$1,950,000 from the capital budget to assist in procuring a contractor and CEI, and to assist in overseeing the design and construction of the ITS

infrastructure to be installed on the Selmon West Extension, East Selmon, and grounding efforts on the REL.

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

Chairman Cassidy asked for a definition of “grounding efforts.” Mr. Pickard explained that lightning was causing issues, and it was determined to be a grounding issue. Mr. Slater added that the specifications for the aesthetic lighting treated it as an overhead light. The specifications now call for grounding, in accordance with ITS, which is more restrictive.

The motion passed unanimously.

7. Pedestrian Safety Upgrades – HNTB

Mr. Pickard presented an item to utilize the GEC (HNTB) to assist staff with procuring the designer, contractor, and the CEI team, and assist in overseeing their work during the design and construction of the pedestrian safety upgrades on all THEA pedestrian crossings.

The requested action is for the Board to authorize the Executive Director to execute a task order with HNTB for \$105,600 from the capital budget to assist in procuring a designer, contractor, and CEI, and to assist in overseeing the design and construction of the pedestrian upgrades at all THEA pedestrian crossings.

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

The motion passed unanimously.

8. THEA Headquarters Office Renovation – Contractor Selection

Mr. Pickard presented the contractor selection request for the THEA Headquarters Office Renovation project. The contractor will provide all the labor, materials, equipment, and incidentals necessary to reconstruct four office areas at the THEA headquarters building to provide office space for new staff in 2025.

The requested action is for the Board to:

- a. Approve the selection of the lowest bid from Qualis General Contractors, LLC for \$227,827 from the capital budget to renovate four office spaces at THEA Headquarters.

Firm	Amount
Qualis General Contractors, LLC	\$227,827.00
Rycon Construction, Inc.	\$259,497.42

- b. Authorize and direct staff to negotiate a contract with the lowest responsible bid firm. If negotiations are unsuccessful, staff will negotiate with the next lowest responsible 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.

9. Headquarters Safety Upgrades and East Selmon Roof Replacement Support - HNTB

Mr. Pickard presented an item to utilize the GEC (HNTB) to assist staff with overseeing the design effort, procuring a contractor, procuring the CEI Team, and overseeing their work during the design and construction of THEA Headquarters safety improvements and the East Toll Plaza roof construction efforts.

The requested action is for the Board to authorize the Executive Director to execute a task order with HNTB for \$236,800 from the capital budget to assist in procuring a contractor and CEI and to assist in overseeing the design and construction of THEA Headquarters safety improvements and the East Toll Plaza roof construction efforts.

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

The motion passed unanimously.

10. Whiting Street Improvement Project Design Support – HNTB

Mr. Pickard presented an item to utilize the GEC (HNTB) to assist staff with procuring the designer and overseeing the design of the Whiting Street Improvement Project.

The requested action is for the Board to authorize the Executive Director to execute a task order with HNTB for \$880,000 from the capital budget to assist in procuring a designer and overseeing the design effort for the construction of the Whiting Street Improvement Project.

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

The motion passed unanimously.

11. South Selmon Capacity Procurement, Risk Avoidance, and Scope Development Support – HNTB

Mr. Pickard presented an item to utilize GEC (HNTB) to assist THEA staff in managing the South Selmon Capacity Project procurement and completion of Risk Avoidance. This task covers the anticipated costs for HNTB's assistance to the Notice to Proceed date which will encompass all FY25 and part of FY26. The Board previously authorized a task with the GEC for this effort through FY24.

The requested action is for the Board to authorize the Executive Director to execute a task order with HNTB to provide GEC support for procurement of the South Selmon Capacity Project for \$2,600,000 from the capital budget.

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

The motion passed unanimously.

12. Change Order to Contract No. 0-0523 with CW Roberts Contracting, Inc.

Mr. Pickard presented an item to reimburse CW Roberts Contracting, Inc. for contract adjustments related to fuel and bituminous, spread rate, and material quality totaling \$776,180. This revises the contract value to \$8,879,180, which is 12.6% above the original contract amount.

The requested action is for the Board to authorize the Executive Director to execute a purchase order with CW Roberts Contracting, Inc. for contract adjustments related to fuel and bituminous, spread rate, and material quality in the amount of \$776,180 from the capital budget.

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

The motion passed unanimously.

C. Toll Operations – Tim Garrett, Interim Director

1. Approval of a \$212,332 task order for TransCore to develop a staging database to support the migration of the legacy THEA Tolls Data to the new Operational Back Office System

Mr. Garrett presented an item to establish a staging database for THEA's toll transaction data in preparation for the migration of this data to the new Operational Back Office System (OBOS) that is being procured by THEA. The establishment of the staging database will provide a more seamless, verifiable, and operationally efficient migration of THEA's data to the new operational back office.

The requested action is for the Board to authorize the Executive Director to execute a task order with TransCore for \$212,332 from the capital budget to develop the staging database of THEA toll data in support of the migration to the new operational back office.

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

Chairman Cassidy inquired about the status of this procurement. Mr. Garrett noted the team is wrapping up the scope and boilerplate document and expects the project to be advertised in the first quarter of FY2025. Mr. Slater added that staff is staging the two to ensure OBOS is stable before we begin RTCS.

The motion passed unanimously.

D. General Counsel – Amy Lettelleir, Esquire

1. Approval of Tampa-Hillsborough County Expressway Authority Interlocal Agreements with Florida Tax Collector Offices

Ms. Lettelleir presented an item that will allow customers to pay THEA tolls to the Tax Collector offices listed below for the release of registration holds and to provide the procedures for remittance and reporting between the parties.

- | | |
|-----------------|--------------|
| 1. Brevard | 6. Pasco |
| 2. Charlotte | 7. Pinellas |
| 3. Citrus | 8. Sumter |
| 4. Hernando | 9. St. Lucie |
| 5. Indian River | 10. Walton |

The requested action is for the Board to authorize THEA's Chairman to execute Interlocal Agreements with the stated Florida Tax Collector Offices.

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

The motion passed unanimously.

2. Fiscal Year 2025 Commercial Property Insurance, and Crime Insurance

Ms. Lettelleir introduced Kim Ragan with Gallagher Insurance to review the FY2025 Commercial Property and Crime Insurance Coverage for FY2025. Ms. Ragan briefly discussed the history of THEA's property program since 2012, noting that current rates with Zurich are 13% less than the 2011 program, with a cumulative savings of over \$3.3M over the 10+ years versus the prior program. She then reviewed the Infrastructure Property Program, crime insurance coverage, and terrorism and sabotage coverage. She pointed out that railroad liability has been non-renewed because of the completion of the Railroad Track Removal project.

Ms. Lettelleir requested the Board to approve the binding of the FY2025 Commercial Property and Crime Insurance Coverage for \$1,004,907 from the operating budget.

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

The motion passed unanimously.

IV. Consent Agenda

A. Approval of the Minutes from the April 22, 2024, Board Meeting and the May 6, 2024, Workshop

B. Approval of Ongoing Capital Project Task Work Orders – FY25

1. LIDAR and ArcGIS Updates, HNTB, \$200,000
2. SWE Inspection Support, HNTB, \$150,000

3. Incident Management Implementation, HNTB, \$90,000
4. East Selmon Paving Support, HNTB, \$225,000
5. ACCS Implementation Support, HNTB \$100,000
6. Asset Management Inventory and Development Support, HNTB, \$860,000
7. South Selmon Capacity Geotechnical Support, HNTB, \$200,000
8. South Selmon Capacity Tolls Support, HNTB, \$100,000
9. South Selmon Capacity Drainage, Permits, and Cross Slope Support, Consor, \$195,938
10. South Selmon Capacity Survey and Utility Support, HNTB, \$530,000
11. US 301 Preliminary PD&E Services - Stakeholder & Community Engagement & Speakers Bureau Program, WSP, \$279,000
12. KPI Tool Development & Tracking, WSP, \$110,000
13. US 301 Economic Study & Analysis, CUTR, \$175,000
14. Emerging Technology & Commsignia RSU Integration, HNTB, \$150,000
15. Road User Safety Technology, HNTB, \$200,000
16. Intelligent Decision Support System & Data Management, HNTB, \$250,000
17. MultiModal ITS (MMITSS) Project Support Services, HNTB, \$76,000
18. Implementable Data-Driven Pedestrian Safety, HNTB, \$75,000
19. Resiliency & Sustainability, HNTB, \$100,000
20. Vulnerable Road User (VRU) Project Support Services, HNTB, \$125,000
21. Emerging Technology THEA System Evaluation & Solution Concepts, MITRE, \$150,000
22. Roadside Toll Collection System Support, HNTB, 195,000
23. Operational Back Office System Support, HNTB, \$320,000
24. US 301 Preliminary PD&E Services – Stakeholder Listening and Data Collection, Vistra Communications, \$115,350

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

The motion passed unanimously.

V. Executive Reports

A. Executive Director – Greg Slater, Executive Director

1. Contract Renewals and Expirations

Mr. Slater reported two contract renewals, one for Gannett Fleming and the other for Infotect. Both are the first one-year renewal.

2. Director's Report

Mr. Slater announced that staff would be coming to the board in the coming weeks seeking approval for the development of an investment grade T&R model. THEA has not done a system-wide model since 2017. The model will be critical for THEA as our large construction program advances.

He reported that the new slip ramp near I-75 suffered some damage after an eastbound driver on the REL had a medical issue, lost control of the vehicle and crashed through all the slip ramp gates. Due to the extent of the damage we had to use a truck to block the entry during times of closure. The new gates have arrived, and repairs are scheduled for next week.

Mr. Slater announced a traffic change on Harbor Island. Currently, southbound Meridian at Channelside has one lane for left turns, one lane through traffic to Harbor Island (Beneficial Dr.) and one for right turn only onto Channelside. The reconstruction of Channelside has changed the traffic patterns at the intersection of Channelside and Meridian, resulting in an opportunity to change the right turn only lane to a combination through lane to Harbor Island and right turn onto Channelside. The result – Harbor Island will have two lanes that can be used from Meridian. THEA will be making this change soon.

He also announced the upcoming Twiggs Street construction –The City of Tampa will begin the Twiggs St project on Friday. The road, between Meridian and 12th St., will be under construction for the next 12 to 18 months. The first segment will close Twiggs St. eastbound for 6 months with no access to Raymond from Twiggs St. including 10 days when Meridian will be reduced to one lane northbound north of Kennedy affecting access to the REL. The second phase closes Twiggs westbound but will allow a left turn from Twiggs into Raymond when driving eastbound on Twiggs, but no exit out of Raymond.

Moving on, Mr. Slater noted that THEA is participating in a Joint Safety Campaign with FTE, CFX, and GMX, with summer safety messages coordinated by all our communications directors.

Mr. Slater congratulated all of Team THEA and the Board for THEA being awarded the **Best in Construction Award** by FTBA, in the Expressway Authority Project of the Year category for the slip ramp project. This project was completed with The Middlesex Corporation and is a great example of an early solution that came out of the planning study that efficiently went into construction and had a great team approach throughout.

He then thanked the Board for all their work and support during the budget process and pointed to a stat sheet noting many of THEAs accomplishments from the FY2024 budget. He announced that over the next fiscal year, the Board will see:

- The start of the South Selmon Capacity Project
- A full inventory of THEA assets in a modern GIS system
- New asset management and landscape contracts with a higher system performance standard
- Procurements for a new OBOS and RTCS
- Outsourced payroll

- Fractional HR resources
- Business continuity plans
- Advanced cybersecurity systems and training programs
- New video wall for tomorrow's operations
- Plans for US 301 and the initial community outreach, our underpasses, and real estate assets.

Finally, Mr. Slater introduced and welcomed three new interns to the Team.

Corah Price – is a student at Auburn University who will graduate in August with a Bachelor of Software Engineering. Corah is from a military family that is stationed at MacDill.

Ha Nguyen – is a student at USF – Judy Genshaft Honors College, and she expects to graduate Spring of 2026 with a Bachelor of Science in Civil Engineering

William Quinones – is also a student at USF and is set to graduate next May with a Bachelor of Science in Mechanical Engineering.

All three interns will be with us throughout the summer, and we have many interesting projects for them to work on.

B. General Counsel – Amy Lettelleir

Ms. Lettelleir mentioned the Ethics Disclosure Forms that were handed out for signature and requested Board members sign and return them to her.

C. Chairman – Vincent Cassidy

1. Upcoming Meetings

- Board Workshop – July 8, 2024, *Cancelled*
- Board Meeting – July 22, 2024

VII. Old Business

VIII. New Business

IX. Adjournment

With no further business, the meeting adjourned at 2:11 p.m.

APPROVED: _____

Chairman: Vince Cassidy

ATTEST: _____

Secretary: Bennet Barrow

DATED THIS 26TH DAY OF AUGUST 2024.