

**PORT TAMPA BAY  
MONTHLY BUSINESS MEETING  
JULY 16, 2013 - 9:30 AM**

<b>A. Invocation - Pledge</b>	<b>3</b>
<b>Public Comment</b>	
<b>B. Minutes and Financial Statement</b>	
1. Approval of Minutes of June 18, 2013 Board Meeting	4
2. Presentation and Approval of Financial Statement for Nine Months Ending June 30, 2013	17
<b>C. Consent Agenda</b>	
1. Approval of Private-Line Telecommunication Services Agreement with Level 3 Communications, LLC	18
2. Approval of Site Improvements Permit and Utility Easement - Bright House Networks Underground Utility	19
3. Approval of Cost Reimbursement Agreement with U.S. Customs and Border Protection of IT/Communications Equipment Furnished for Cruise Terminal No. 6	20
4. Approval of Contract Renewal with Hugh Wood, Inc. for Insurance Broker Services	22
<b>D. Regular Agenda</b>	<b>23</b>
1. Approval of the Contract Award for Disaster Recovery Services	24
2. Approval of the Purchase and Implementation of Cloud Solution and Services	30
3. Approval of the Ranking of Firms and Contract Award for Independent Insurance Consultant Services	31
4. Approval of the Tentative Millage Rate for Fiscal Year (FY) 2014	37
5. Approval of the Renewal of Parking Facilities Operations Agreement with USA Parking Systems, Inc.	39
6. Approval of the Renewal of Parking Access Revenue Control System Maintenance Contract with Scheidt & Bachmann USA, Inc.	40
7. Approval of the Resolution Endorsing the Hillsborough Metropolitan Planning Organization 2013 Membership Apportionment Plan	41
<b>E. Receipt of Reports</b>	<b>78</b>
1. Report of Legal Fees by Project	79
2. Report of Aged Account Receivables	82
3. Report of Contract Status	86
4. Report of Minor Work Permits	88
<b>F. Executive Director Report</b>	<b>89</b>
<b>G. Presentations</b>	
<b>Federal Legislative Quarterly Report - Lois Moore, Alcalde &amp; Fay</b>	
<b>City of Tampa Fire Rescue - Chief Emilio Salabarria</b>	
<b>H. New Business/Commissioners' Comments</b>	
<b>I. Future Proposed Projects</b>	<b>90</b>
<b>J. Calendar of Events</b>	<b>91</b>
<b>K. Date of Next Meeting</b>	

## L. Adjournment

**A. INVOCATION AND PLEDGE**

**B. PUBLIC COMMENT**

**C. APPROVAL OF MINUTES**

**PRESENTATION AND APPROVAL OF  
FINANCIAL STATEMENT**

**APPROVAL OF CONSENT AGENDA**

**TAMPA PORT AUTHORITY  
Business Meeting  
June 18, 2013**

The Tampa Port Authority (TPA) Business Meeting was called to order at 9:29 a.m. with the following Board members present: Mr. William Brown, Chairman; Mr. Stephen Swindal, Vice Chairman; Mr. Lawrence Shipp, Jr., Commissioner; Mr. Patrick H. Allman, Commissioner; Ms. Sandra Murman, Commissioner; and Mayor Bob Buckhorn, Commissioner. Mr. Carl Lindell, Jr., Secretary/Treasurer, was absent.

The following senior management staff members were present: Mr. Paul Anderson, Chief Executive Officer and Port Director; Mr. Charles Klug, Deputy Port Director of Administration and Port Counsel; Mr. Mike Macaluso, Chief Financial Officer; Mr. Ram Kancharla, Senior Director of Economic Development; Mr. John Thorington, Senior Director of Communications and Board Coordination; Mr. Ken Washington, Chief Information Officer; Mr. Jim Renner, Senior Director of Real Estate; Mr. Bruce Laurion, Port Engineer; and Mr. Wade Elliott, Senior Director of Marketing.

The public attendance sheet is Attachment 1.

**A. INVOCATION – PLEDGE**

Deacon Max Montayre gave the invocation and led the Pledge of Allegiance.

**B. PUBLIC COMMENT**

Ms. Marilyn Smith made comments about Channelside, several agenda items, and the financial report.

The public comment sheet is Attachment 2.

**C. APPROVAL OF MINUTES OF THE MAY 21, 2013 BOARD MEETING**

Commissioner Murman, seconded by Mayor Buckhorn, moved to approve and receive the Minutes of the May 21, 2013 Board Meeting as presented. The motion carried six to zero with Commissioner Lindell absent.

**APPROVAL OF THE FINANCIAL STATEMENT OF EIGHT MONTHS ENDING  
MAY 31, 2013**

Mike Macaluso presented the Financial Statement of Eight Months ending May 31, 2013, and reviewed specific line items.

In response to Chairman Brown, Mr. Macaluso stated staff had budgeted ethanol shipments earlier in fiscal year 2013 and although shipments began in November, staff had anticipated starting at a much higher level than actually happened. Mr. Macaluso noted that rail shipments of ethanol to the port had increased in April and May.

Commissioner Murman, seconded by Mayor Buckhorn, moved to approve the Financial Statement of Eight Months ending May 31, 2013. The motion carried six to zero with Commissioner Lindell absent.

#### **APPROVAL OF CONSENT AGENDA**

- 1. Approval of Consent to Assignment of Submerged Lands Lease, EcoVenture New Port Marina, LLC**
- 2. Approval of Cemex, Inc. – Stevedore License**
- 3. Approval of the Purchase of Digital Signing System for Terminal Three**

Commissioner Shipp, seconded by Swindal, moved to approve the Consent Agenda as presented. The motion carried six to zero with Commissioner Lindell absent.

#### **D. REGULAR AGENDA**

- 1. Approval of Ranking of Firms and Contract Award for Outside Counsel for Construction**
- 2. Approval of the Contract Award for Outside Counsel for Employment Labor**

Mr. Charles Klug presented Items D-1 and D-2 together, outlining the items as presented in the write-ups included in the agenda.

Commissioner Shipp, seconded by Commissioner Murman, moved to authorize the Port Director to enter into one-year contracts with the firms listed in the agenda item, with two (2) consecutive, one (1) year renewal options, subject to review by Port Counsel. The motions carried six to zero with Commissioner Lindell absent.

- 3. Approval of Petroleum Facilities License Agreement at the REK Facility, and Purchase of Berth 223 Unloading System**

Mr. Bruce Laurion outlined the item as presented in the write-up included in the agenda.

In response to Commissioner Swindal, Ram Kancharla stated that the total project cost would be \$56 million with about 48% of that amount funded by external sources, primarily through state resources.

In response to questions from Commissioner Allman, Mr. Laurion responded that future users, when approved, would pay the \$500,000 licensing fee to the four initial stakeholders, and the new user would be added to their operating and maintenance agreement. After further discussion, Mr. Laurion confirmed that after 25 years the initial users could own the asset if they invoke their option for a nominal fee.

Commissioner Murman, seconded by Commissioner Shipp, moved to authorize the Port Director to execute the Petroleum License Agreement with Kinder Morgan Liquids Terminals, LLC; TPSI Terminals, LLC; Murphy Oil USA, Inc. and Buckeye Terminals, LLC and authorize the purchase of Kinder-Morgan's Berth 223 unloading system, and repay Kinder-Morgan's piping relocation cost at the central manifold, subject to review by Port Counsel. The motion carried six to zero with Commissioner Lindell absent.

#### **4. Approval of Carnival Cruise Lines – Operating Agreement**

Mr. Wade Elliott outlined the item as presented in the write-up included in the agenda.

Mayor Buckhorn, seconded by Commissioner Shipp, moved to authorize the Port Director to execute an agreement with Carnival Corporation in accordance with the terms and conditions listed in the agenda item, subject to legal review by Port Counsel. The motion carried six to zero with Commissioner Lindell absent.

#### **5. Approval of Executive Search Services Fees for Boyden Global Executive Search**

Ms. Vickie Russo-Gonzalez outlined the item as presented in the write-up included in the agenda.

Mayor Buckhorn, seconded by Swindal, moved to authorize the Port Director to provide payment to Boyden for professional fees for executive search services for Raul Alfonso in an amount not to exceed \$ 54,600, subject to review by the Port Counsel. The motion carried six to zero with Commissioner Lindell absent.

### **E. RECEIPT OF REPORTS**

- 1. Report of Legal Fees by Project**
- 2. Report of Aged Account Receivables**
- 3. Report of Contract Status**
- 4. Report of Minor Work Permits**

Commissioner Murman, seconded by Mayor Buckhorn, moved to receive the reports as presented. The motion carried six to zero with Commissioner Lindell absent.

## **F. EXECUTIVE DIRECTOR REPORT**

Mr. Anderson congratulated Commissioner Allman on his retirement from the United States Navy after 30 years of dedicated service. Mr. Anderson also thanked Commissioner Allman for his service to our nation and the community.

Mr. Anderson reported that the latest Port of Tampa Economic Impact Study was released June 17, 2013 to an audience of about 70 people at Vigo Distributors in Tampa. The event was attended by community members, business leaders, county partners, and representatives from both the state legislature and the U.S. Congress.

Mr. Anderson stated the Port of Tampa economic impact to our region has grown to \$15.1 billion, which is a significant increase from the \$8 billion reported in the 2005 economic impact study. During that time, Port of Tampa related jobs decreased slightly to 80,216 during a very difficult economic period in our nation's history. Despite the decrease, Mr. Anderson reported overall wages and salaries had significantly increased, and there were a number of other positive indicators in the economic impact study. Martin Associates provided the economic impact study results and outlined some very significant opportunities going forward for new cargo growth for the Port of Tampa and the region.

Mr. Anderson congratulated Captain Gary Maddox, who recently retired from the Tampa Bay Pilots Association after 38 years of dedicated service. During his career, Captain Maddox piloted over 8,500 vessels in the Tampa Harbor.

Mr. Anderson announced he had attended the recent U.S. Coast Guard change of command ceremony. Captain Sheryl Dickinson was replaced by Captain Gregory Case. Mr. Anderson noted that he would also be attending Admiral William Baumgartner's upcoming retirement as Commander of the U.S. Coast Guard's Seventh District.

Mr. Anderson stated the Board received a copy of the Comprehensive Annual Financial Report for fiscal year ending September 30, 2012 in their binders.

Mr. Anderson informed the Board of a planned June 19, 2013 trip to New York City where TPA and Ports America would host a dinner for members of the maritime community, ocean carriers, and public finance organizations. Mayor Buckhorn and Hillsborough County Board of County Commissioners Chairman, Ken Hagan, would accompany Mr. Anderson to New York to convey the message to the major corporate enterprises that the Port of Tampa is open for business with significant growth opportunities.

While in New York, Mr. Anderson stated the TPA would meet with Standard & Poors, who had requested a presentation on the Port of Tampa. Mr. Anderson emphasized the importance for the rating agencies having continued confidence in the Port of Tampa. Mr. Anderson also planned to have meetings with key ocean carriers and potential new customers for the Port of Tampa.

**G. PRESENTATIONS**

Mr. Ram Kancharla gave a brief presentation outlining the state seaport funding for FY13.

Mr. Kancharla's presentation is Attachment 3.

**H. NEW BUSINESS / COMMISSIONERS' COMMENTS**

Commissioner Swindal, seconded by Mayor Buckhorn, moved to retain current officers for 2013-2014: Chairman, William A. Brown; Vice-Chairman, Stephen W. Swindal; Secretary/Treasurer, Carl Lindell, Jr. The motion carried six to zero with Commissioner Lindell absent.

**I. FUTURE PROPOSED PROJECTS**

Mr. Anderson noted several projects listed and encouraged local vendors to check the TPA web site and to bid on the projects.

**J. CALENDAR OF EVENTS**

There were no events posted in the agenda.

[The remainder of this page left intentionally blank.]

**K. NEXT MEETING**

Chairman Brown announced the next Board meeting was scheduled for July 16, 2013 at 9:30 a.m.

**L. ADJOURNMENT**

There being no further business, the meeting adjourned at 10:24 a.m.

ATTEST:

---

William A. Brown, Chairman

---

Carl Lindell, Jr., Secretary/Treasurer

## TAMPA PORT AUTHORITY – BUSINESS MEETING

June 18, 2013 – 9:30 a.m.

PUBLIC ATTENDANCE SIGN-IN SHEETNAMEBUSINESS

Rev. Max Montaire

TPM captain

John Rice

RS &amp; H

Emilio F. Salabarría

TFR

ROB STERN

JRWAN KEMKER

Justin Day

The Advocacy Group

TOM DANAHY

GRAY ROBINSON

HENRY SAAVEDRA

PTMIA

BOB TELSMAN

ATKINS

BRIAN HUNTON

F.D.O.T.

LES THOMPSON

FMT

Stephan Hall

ILA

Philip Eibland

S+ME

A.R. Saurage

A.R. Saurage &amp; Son

Bill Krennick

AmV.c/Relain

JAMAC THALJE

Timmer

Tom Fikes

Scheda Ecological

TROY MANTHEY

YACHT STARSHIP

Additional spaces on next page.

# TAMPA PORT AUTHORITY – BUSINESS MEETING

June 18, 2013 – 9:30 a.m.

## PUBLIC ATTENDANCE SIGN-IN SHEET

### NAME

### BUSINESS

BRAD SATAVA

MOSEAL

DANIELLE JOHNSON

ISK

Hamid Sakebkar

Stantec

Bob Musselwhite

ARROW WESTERN

Chris Claytor

CH2M HILL

Brandi Alkgood

RS&H

Judy Dena

TPM

Marilyn Smith

GSU Pub

Allen Thompson

TAMPA BAY Pilots

MARK DAVEL

DAVE : CARL

ABBY BAYIA

Gulf Marine

Wendela Jackson

Holland America Line

Dennis Manelli

Hendry Marine

GRÉGOIRE HUTT

TRENAM KEMKER

Tanel Andry

Goldier Associates

Beverly Smoak

International Ship Repair

Additional spaces on next page.



# TAMPA PORT AUTHORITY – BUSINESS MEETING

June 18, 2013 – 9:30 a.m.

## PUBLIC COMMENT SIGN-IN SHEET

Public Comments may be made at the beginning of the Business Meeting, and/or prior to each Agenda Item. Please specify if you plan to speak at the beginning of the meeting and/or prior to an Agenda Item and list the agenda item number.

To make comments at beginning of meeting:


**NOTE: If you wish to speak at the beginning of the meeting AND before a regular item, please sign in both places.**

<u>NAME / ADDRESS</u>	<u>TOPIC / AGENDA ITEM NUMBER(S)</u>
Mae Lynn Smith	Agenda

To make comments on specific agenda items:

<u>NAME / ADDRESS</u>	<u>AGENDA ITEM NUMBER(S)</u>

PLEASE NOTE: Members of the public wishing to make a statement have three (3) minutes to address the Board of Commissioners. Prepared written statements may be submitted to the recording secretary. Persons addressing the Board shall step up to the speaker's lectern and state their names and addresses.



## State Seaport Funding Port of Tampa – Fiscal Year 2014

Project	Funding
Port Red Wing Improvements	\$7,500,000
Hooker's Point	\$18,000,000
Eastport Waterside Development	\$6,000,000
Dredging, Rail, Road, Upland and Marine Improvements	\$3,990,853
<b>Total</b>	<b><u>\$35,490,853</u></b>

# Port Redwing Improvements





<b>Economic Impact of Capital Investments</b>		
<i>Hooker's Point—Port Redwing—East Port</i>		
Total Jobs	Total Personal Income	Business Services Revenue
<b>6,057</b>	<b>\$376M</b>	<b>\$306M</b>
	Local Purchases	State & Local Taxes
	<b>\$189M</b>	<b>\$35M</b>
<b>Construction Impacts</b>		
Total Jobs	Personal Income	State & Local Taxes
<b>1,276</b>	<b>\$51M</b>	<b>\$4M</b>

**TAMPA PORT AUTHORITY**  
**Budgetary Comparative Statement of Revenue and Expenses**  
**with Debt Service Coverage**  
**For periods ending June, 2012 and 2013**

YTD June, 2012 Actual	YTD June, 2013 Actual	Favorable (Unfavorable)	% Favorable (Unfavorable)		YTD June, 2013 Budget	YTD June, 2013 Actual	Favorable (Unfavorable)	% Favorable (Unfavorable)
				-----Operating revenue-----				
\$ 24,898,111	\$ 25,211,953	\$ 313,842	1.26%	Port usage fees	\$ 26,547,544	\$ 25,211,953	\$ (1,335,591)	(5.03%)
\$ 7,464,677	\$ 8,595,456	\$ 1,130,780	15.15%	Rentals	\$ 7,975,152	\$ 8,595,456	\$ 620,304	7.78%
\$ 715,385	\$ 668,160	\$ (47,225)	(6.60%)	Other operating	\$ 849,559	\$ 668,160	\$ (181,399)	(21.35%)
<b>\$ 33,078,173</b>	<b>\$ 34,475,569</b>	<b>\$ 1,397,397</b>	<b>4.22%</b>	-----Total operating revenue-----	<b>\$ 35,372,255</b>	<b>\$ 34,475,569</b>	<b>\$ (896,686)</b>	<b>(2.53%)</b>
				-----Operating expense-----				
\$ 7,699,751	\$ 7,580,957	\$ 118,794	1.54%	Personnel	\$ 8,224,501	\$ 7,580,957	\$ 643,544	7.82%
\$ 236,430	\$ 345,119	\$ (108,689)	(45.97%)	Promotional	\$ 435,573	\$ 345,119	\$ 90,454	20.77%
\$ 9,281,706	\$ 8,628,142	\$ 653,564	7.04%	Administrative	\$ 9,167,391	\$ 8,628,142	\$ 539,249	5.88%
<b>\$ 17,217,888</b>	<b>\$ 16,554,219</b>	<b>\$ 663,669</b>	<b>3.85%</b>	-----Total operating expense-----	<b>\$ 17,827,465</b>	<b>\$ 16,554,219</b>	<b>\$ 1,273,246</b>	<b>7.14%</b>
<b>\$ 15,860,285</b>	<b>\$ 17,921,351</b>	<b>\$ 2,061,066</b>	<b>13.00%</b>	-----Operating income----- *	<b>\$ 17,544,790</b>	<b>\$ 17,921,351</b>	<b>\$ 376,561</b>	<b>2.15%</b>
				--Other non-operating revenue/(expense)--				
\$ 806,488	\$ 556,470	\$ (250,017)	(31.00%)	Interest income	\$ 666,258	\$ 556,470	\$ (109,788)	(16.48%)
\$ (4,647,157)	\$ (3,776,463)	\$ 870,694	18.74%	Interest expense	\$ (4,310,654)	\$ (3,776,463)	\$ 534,191	12.39%
\$ 10,547,803	\$ 10,708,645	\$ 160,842	1.52%	Ad valorem tax receipts	\$ 10,473,960	\$ 10,708,645	\$ 234,685	2.24%
\$ (460,725)	\$ (214,489)	\$ 246,236	53.45%	Other, net	\$ (193,963)	\$ (214,489)	\$ (20,526)	(10.58%)
<b>\$ 6,246,409</b>	<b>\$ 7,274,163</b>	<b>\$ 1,027,755</b>	<b>16.45%</b>	-----Net non-operating revenue-----	<b>\$ 6,635,601</b>	<b>\$ 7,274,163</b>	<b>\$ 638,562</b>	<b>9.62%</b>
<b>\$ 22,106,693</b>	<b>\$ 25,195,514</b>	<b>\$ 3,088,821</b>	<b>13.97%</b>	Net income, excluding grant revenue*	<b>\$ 24,180,391</b>	<b>\$ 25,195,514</b>	<b>\$ 1,015,123</b>	<b>4.20%</b>
				-----Grants-----				
\$ 11,135,796	\$ 14,139,563	\$ 3,003,766	26.97%	Capital/Non-Operating Grants	\$ 15,225,000	\$ 14,139,563	\$ (1,085,437)	(7.13%)
<b>\$ 11,135,796</b>	<b>\$ 14,139,563</b>	<b>\$ 3,003,766</b>	<b>26.97%</b>	-----Total Grants-----	<b>\$ 15,225,000</b>	<b>\$ 14,139,563</b>	<b>\$ (1,085,437)</b>	<b>(7.13%)</b>
<b>\$ 33,242,490</b>	<b>\$ 39,335,077</b>	<b>\$ 6,092,587</b>	<b>18.33%</b>	Net income, including grant revenue*	<b>\$ 39,405,391</b>	<b>\$ 39,335,077</b>	<b>\$ (70,314)</b>	<b>(0.18%)</b>
<i>*Before depreciation/amortization</i>				-----Debt Service Coverage-----				
				<i>(based on preceding 12-month period)</i>				
\$ 20,960,647	\$ 23,176,355	\$ 2,215,708	10.57%	Total available for debt service				
\$ 13,562,837	\$ 14,747,170	\$ (1,184,333)	(8.73%)	Combined debt service, parity bonds				
1.55	1.57			Bond coverage, parity bonds				
\$ 13,562,837	\$ 14,747,170	\$ (1,184,333)	(8.73%)	Combined debt service, parity & junior				
1.55	1.57			Bond coverage, parity & junior bonds				

**SUBJECT: PRIVATE-LINE TELECOMMUNICATION SERVICES AGREEMENT  
WITH LEVEL 3 COMMUNICATIONS, LLC**

**BACKGROUND:**

In April 2013, the Tampa Port Authority (TPA) installed Wi-Fi Services in Cruise Terminal 2, Cruise Terminal 3, Cruise Terminal 6 and the TPA's Boardroom. The Wi-Fi service is currently being supported on an infrastructure with limited bandwidth.

**FACTS/COMMENTS:**

In order to provide dependable Wi-Fi service to TPA's stakeholders and cruise passengers in a more secure manner, the infrastructure currently supporting TPA's Wi-Fi service needs to be changed. In addition, as part of TPA's continuing efforts to enhance its disaster recovery and business recovery model, TPA plans to relocate its critical production infrastructure to a region outside the State of Florida, which will also require additional bandwidth in the form of a dedicated private-line connection.

In an effort to support these requirements, TPA staff researched and contacted several firms and determined that Level 3 Communications, LLC offers private-line services. Level 3 Communications, LLC is a government-authorized reseller for the Internet, network infrastructure, and telecommunication services and has extensive experience in establishing and supporting such services.

Level 3 Communications, LLC can provide these services under the General Services Administration (GSA) Federal Acquisition Service, Contract Number, GS-35F-0177J. Therefore, under the TPA's Enabling Act, a competitive bid process for such services is not necessary.

**RECOMMENDATION:**

Authorize the Port Director or his designee to enter into an agreement for private-line telecommunication services with Level 3 Communications, LLC, for a period of five years, at a cost not to exceed \$40,000 per year, subject to review by Port Counsel.

Board Meeting  
July 16, 2013  
Information Technology  
#179234

**SUBJECT: SITE IMPROVEMENTS PERMIT AND UTILITY EASEMENT– BRIGHT HOUSE NETWORKS UNDERGROUND UTILITY**

**BACKGROUND:**

Tampa Port Authority's (TPA) policy on Site Improvements Permits, effective December 18, 2007, requires that all improvements or modifications on TPA property that exceed \$200,000.00 or involve granting of easements be brought to TPA's Board of Commissioners for approval.

**FACTS/COMMENTS:**

Bright House Networks (Bright House) submitted a Site Improvements Permit application requesting an underground utility easement and approval to construct new fiber-optic infrastructure. Bright House proposes to install the fiber-optic communications cable under TPA's driveway to be routed to the TPA Administration Building. Bright House will bury the cable to meet TPA's 3-foot minimum standard burial depth, and will cross all roadways and driveways using directionally-bored conduit.

**RECOMMENDATION:**

Approve the Bright House Networks Site Improvements Permit and authorize the Port Director or his designee to execute a Utility Easement to Bright House Networks for construction and maintenance of underground fiber-optic infrastructure as described above, subject to review by Port Counsel.

Board Meeting  
July 16, 2013  
Engineering #178998v2

**SUBJECT: COST REIMBURSEMENT AGREEMENT WITH U.S. CUSTOMS AND BORDER PROTECTION FOR IT/COMMUNICATIONS EQUIPMENT FURNISHED FOR CRUISE TERMINAL NO. 6**

**BACKGROUND:**

A contract for an amount not-to-exceed \$756,000 for building improvements needed at Terminal 6 to comply with U.S. Customs and Border Protection (CBP) was authorized by the Tampa Port Authority (TPA) Board of County Commissioners at its May, 2013 meeting. At the same time, authorization was also given to reimburse CBP for its proprietary IT and communications systems in amount not-to-exceed \$200,000.

**FACTS/COMMENTS:**

Subsequent to the authorizations that were given in May, CBP has requested an agreement documenting TPA's reimbursement of CBP's IT and communications costs. Under this agreement, TPA would be responsible for the procurement and installation of all data cabling and electrical components required for connectivity of the automated data processing (ADP) equipment according to CBP specifications. The TPA would also be required to reimburse CBP costs to upgrade the ADP equipment.

**RECOMMENDATION:**

Authorize the Port Director or his designee to execute an Agreement with CBP delineating the terms of the previously approved reimbursement for CBP's costs of IT and communications systems for Cruise Terminal 6, in an amount not-to-exceed \$160,000, subject to review by Port Counsel.

Board Meeting  
July 16, 2013  
Engineering #179194v1



**SUBJECT: CONTRACT RENEWAL WITH HUGH WOOD, INC. FOR INSURANCE  
BROKER SERVICES**

**BACKGROUND:**

On August 21, 2012, the Tampa Port Authority's (TPA) Board of Commissioners approved the award of the insurance broker services contract to Hugh Wood, Inc. (HWI). HWI is responsible for the marketing/handling of TPA's insurance program under TPA direction and in consultation with TPA's independent insurance consultant to maximize TPA's insurance coverage in the most efficient and cost effective manner possible. The original contract term was for the period September 1, 2012 to August 31, 2013, with two (2) consecutive one-year renewal options.

**FACTS/COMMENTS:**

The use of an insurance broker has resulted in lower insurance costs because the selected broker has access to all insurance markets as opposed to previous TPA insurance procurement which resulted in assigning certain insurance underwriters to specific brokers. HWI is paid a flat fee as opposed to a commission based on a percentage of total insurance premiums.

HWI has fulfilled all requirements as TPA's provider of insurance broker services, including the effective negotiations on TPA's behalf to lower insurance costs in all lines of TPA's insurance program. For this reason, staff recommends exercising the first one-year renewal option with HWI for the period of September 1, 2013 through August 31, 2014.

Compensation for this service will not exceed a flat fee of \$52,000 per year. The compensation paid by TPA will be credited with any and all commissions, fees, or any other source of revenue received by HWI or any affiliated intermediary, wholesale, managing general agent or affiliated company. In accordance with its contract, HWI has maintained 10% Small Business Enterprise (SBE) participation.

**RECOMMENDATION:**

Authorize the Port Director or his designee to extend the contract with Hugh Wood, Inc. as the provider of insurance broker services for the first one-year renewal period from September 1, 2013 to August 31, 2014, at a cost not-to-exceed \$52,000, subject to review by Port Counsel.

Board Meeting  
July 16, 2013  
Finance  
#179140

## **D. REGULAR AGENDA**

**SUBJECT: CONTRACT AWARD FOR DISASTER RECOVERY SERVICES****BACKGROUND:**

Recent natural disasters and catastrophic events have illustrated the necessity for efficient preparation and recovery plans varying in type and intensity. In coordination with key stakeholders such as the Port Heavy Weather Advisory Group, United States Coast Guard, and Tampa Bay Pilots, the Tampa Port Authority (TPA) has identified a list of critical needs that would be necessary to restore the Port of Tampa to a specified level of operation in the case of a disastrous event. The need for a services contract is driven by the potential lack of available assistance and equipment for disaster recovery as evidenced by lessons learned from recent events such as Hurricanes Ike and Sandy.

**FACTS/COMMENTS:**

In accordance with TPA policy, staff advertised a request for qualifications (RFQ) for Disaster Recovery Services in the Tampa Tribune, Tampa Bay Times, Florida Sentinel Bulletin and La Gaceta as well as electronically on Onvia-DemandStar (e-procurement database system) on May 17, 2013. Six (6) firms participated in the May 24, 2013, mandatory pre-proposal teleconference. On June 13, 2013, TPA received one proposal from Belfor USA Group, Inc. (Belfor).

The evaluation committee (Committee) consisting of Bob Callahan, Director of Marine Operations; Mark Dubina, Director of Security; and Bruce Laurion, Chief Engineer, met on June 20, 2013, and evaluated the proposal based on experience and qualifications. The Committee determined that Belfor's experience, size and practical knowledge fully met the criteria set forth in the RFQ.

Belfor's equipment, personnel, and disaster experience extends beyond the TPA operational repair capabilities in an extreme disaster. The company has 137 warehouse locations in the United States, 4,387 full time personnel, 35 mobile warehouses which include initial impact required equipment, 1200 response vehicles and mobile command centers. There are four (4) Florida warehouses located in Tampa, Deerfield Beach, Orlando and Fort Myers as well as nearby response centers in Mobile, Savannah, and Atlanta. References reflect Belfor has responded to many high profile disasters including the recoveries at the Ports of Galveston and New York.

On June 28, 2013 the Committee met with Belfor and negotiated the terms of a Disaster Recovery unit price contract that includes the following terms:

- Contract Duration will be three (3) years with two consecutive one (1) year renewal options.
- Retainer fee of \$10,000 per year to provide recovery services from any catastrophic event to the TPA on a priority basis.
- Additional first year expenses will include contractor conducted surveys of TPA buildings and facilities to prepare baseline video surveys required for insurance or Federal Emergency Management Agency claims. The contractor will also

assist in reviewing and improving the TPA Disaster Response and Recovery Plans. Additional first year work is estimated not-to-exceed \$40,000.

- TPA will pay the contractor for initial mobilization for each event not to exceed TPA's estimated insurance deductible for the event.
- The TPA will determine the level of "last resort" contracted services (if any) needed for each event. In addition, the TPA reserves the right to award new contracts or use any other TPA contracts for disaster recovery services.
- Contractor's national unit price rates (attached) are fully loaded (ten-percent (10%) markup for overhead and ten-percent (10%) for profit).
- The contract may be terminated at any time at TPA's convenience.

The contract is intended to be used only in the event of emergencies, when a delay in procurement could endanger lives or property or subject the TPA to undue liability. Work under the contract will be authorized pursuant to a "Work Authorization" procedure for each assignment. Under this procedure, any work order in excess of \$100,000 must be brought to the Board for prior approval. For recent catastrophic events, the full-service property restoration rate has averaged \$350,000 - \$500,000 per day.

Staff recommends approval of the contract with initial funding of \$50,000 which includes the first year retainer as well as the cost of performing the baseline survey and assisting with review of TPA's Disaster Response and Recovery Plan. Any additional work authorizations would follow the TPA's policy for emergencies or as otherwise approved by the Board.

Belfor has committed to partnering with Small Business Enterprise firms for a total of nine-percent (9%) participation on this contract.

Funds for this contract were not included in the approved FY 2013 Operating Expense budget; however, they have been identified.

**RECOMMENDATION:**

Authorize the Port Director to negotiate a disaster recovery services unit price contract with Belfor USA Group, Inc. to provide priority disaster recovery services for an initial term of three (3) years with two (2) consecutive one (1) year renewal options in an amount not to exceed \$50,000 for the first year and \$10,000 for each year thereafter, subject to review by Port Counsel.

Rate and Materials Schedule for Invoicing (Exhibit B)

Effective Date: August 2009



§ I.

**Service Line Labor Rates and Rate Conditions**

Rate Code	Job Title	Hourly Rate
-----------	-----------	-------------

**Project Management Classifications:<sup>1</sup>**

AA	Administrative Assistant .....	\$ 37.50
PA	Project Auditor .....	\$ 54.50
APM	Assistant Project Manager .....	\$ 68.00
HSO	Health & Safety Officer .....	\$ 85.00
PM	Project Manager .....	\$ 100.00
PE	Project Estimator.....	\$ 109.00
SPM	Senior Project Manager .....	\$ 124.00
PC	Project Coordinator .....	\$ 151.00

<sup>1</sup> These classifications are used throughout other service lines  
<sup>2</sup> In New York City, Alaska, and Hawaii, a multiplier of 1.25 will be applied to the hourly rate. The New York rate applies to a seventy five mile radius from the borough of Manhattan.

**General Classifications:<sup>1,2</sup>**

GL	General Labor (labor experienced with BELFOR operations).....	\$ 32.75
DL	Day Labor.....	\$ 27.50
LF	Labor Foreman .....	\$ 38.50

<sup>1</sup> These classifications are used throughout other service lines. Rates are not applicable to specialty or licensed trade labor.  
<sup>2</sup> In California, New York City, Alaska, and Hawaii, a multiplier of 1.25 will be applied to the hourly rate. The New York rate applies to a seventy five mile radius from the borough of Manhattan.

**Restoration Services (General):<sup>1</sup>**

RT	Restoration Technician .....	\$ 50.00
RS	Restoration Supervisor .....	\$ 54.50

<sup>1</sup> In California, New York City, Alaska, and Hawaii, a multiplier of 1.25 will be applied to the hourly rate. The New York rate applies to a seventy five mile radius from the borough of Manhattan.

**Reconstruction Services:<sup>1,2</sup>**

PT	Painter .....	\$ 60.00
DP	Drywall Installer/Finisher.....	\$ 67.50
CR	Carpenter (General Framer/Finish/Trim/Cabinet/Mechanic).....	\$ 69.50
TF	Trade Foreman (Commercial Supervision) .....	\$ 72.50
EL	Electrician .....	\$ 96.50
HV	HVAC Mechanical .....	\$ 99.00
PL	Plumber .....	\$ 102.00

<sup>1</sup> In California, New York City, Alaska, and Hawaii, a multiplier of 1.25 will be applied to the hourly rate. The New York rate applies to a seventy five mile radius from the borough of Manhattan.  
<sup>2</sup> If the rates listed for Reconstruction Services vary by more than 10% from the applicable Xactimate Price List, the Xactimate rates will be used.

**Technical Services (Dehumidification, Documents/Media, Electronics, HVAC, Machinery, Mold):**

TN	Technician .....	\$ 65.00
TS	Technical Specialist .....	\$ 72.50
TL	Team Leader .....	\$ 84.50
TSE	Technical Support Engineer .....	\$ 89.50
	(Chemistry, Electronic, Machinery, Quality Control)	

**Semiconductor Services:**

DM	Documentation Manager .....	\$ 65.00
DPA	Decon Project Auditor .....	\$ 75.00
DC	Decon Technician .....	\$ 84.50
DPM	Decon Project Manager .....	\$ 145.00
DE	Decon Engineer .....	\$ 164.50

**Environmental Services:**

HT	Hazmat/Asbestos Technician.....	\$ 50.00
HLT	Hazmat/Asbestos Lead Technician.....	\$ 62.00
HEO	Hazmat/Asbestos Equipment Operator.....	\$ 67.00
HS	Hazmat/Asbestos Supervisor.....	\$ 76.00

<sup>1</sup> In California, New York City, Alaska, and Hawaii, a multiplier of 1.25 will be applied to the hourly rate. The New York rate applies to a seventy five mile radius from the borough of Manhattan.

§ I.II

**Labor Calculation Policy:**

The guidelines for labor invoicing will be as follows: The first eight hours worked on any scheduled shift Monday through Friday will be charged at the regular hourly rate. Any hours worked in excess of eight hours on any shift Monday through Friday will be charged at 1.5 times the regular hourly rate. All hours worked on Saturday will be at 1.5 times the regular hourly rate. All hours worked on Sunday and all Holidays (see §I.III Item 3 for recognized holidays) will be charged at 2 times the regular hourly rate.

After Hours Emergency Services: In the event that BELFOR personnel are required for emergency services after normal BELFOR business hours (Weekdays 4:00 p.m.-7:00 a.m.), 1.5 times the scheduled rate will be charged.



- § I. **Service Line Labor Rates and Rate Conditions**
- § I.III **Labor Considerations**
- 1). Work performed under a particular contract that is subject to Federal and State wage and hour laws, prevailing wages, and/or collective bargaining agreements may require negotiated changes to the above stated rates. If necessary, adjustments will be made to the hourly rates and other labor provisions.
  - 2). When circumstances beyond our control require BELFOR personnel to stand-by at the job site, a minimum stand-by charge of 6 hours at the standard hourly rate (no overtime) will be charged.
  - 3). National holidays recognized by BELFOR for rate (not payroll) purposes are New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.
  - 4). The scheduled Labor Rates will be charged for all BELFOR personnel, labor subcontractors, and subcontractors fulfilling any Labor Classifications.
  - 5). Work performed in the Washington D.C. Metropolitan area is entitled to an additional 5% markup that will be applied to the total of all labor rates.
- § II. **Scheduled Equipment Rental (see § II.I Itemized Scheduled Equipment Rental)**
- 1). The listed prices shall be applied to all equipment that are utilized in the performance of the work.
  - 2). During the course of performance of the work BELFOR may add additional equipment to the schedule.
  - 3). Work performed in the Washington D.C. Metropolitan area is entitled to an additional 5% markup that will be applied to the total of all Scheduled Equipment Rental rates.
- § III. **Scheduled Consumables (see § III.I Itemized Scheduled Consumables)**
- 1). Any scheduled consumables purchased locally where the price exceeds 80% of the rate, the item will be invoiced at documented cost plus Contractor's 10% Overhead / 10% Profit (21%).
  - 2). BELFOR reserves the right to change the rates of consumables affected by market conditions.
  - 3). Consumables are charged on a "per unit" basis whether utilized by the unit or not.
  - 4). During the course of performance of the work BELFOR may add additional consumables to the Rate Schedule.
  - 5). The freight charge for all Scheduled Consumables utilized during area-wide catastrophes will be one percent (1%) of the scheduled rate.
  - 6). Work performed in the Washington D.C. Metropolitan area is entitled to an additional 5% markup that will be applied to the total of all Scheduled Consumable rates.
- § IV. **Vendors, Unscheduled Materials and Unscheduled Equipment**
- 1). Contractor's 10% overhead and 10% profit (21%) will be added to the total of all documented costs for Unscheduled Materials, Unscheduled Equipment, and Subcontractors / Vendors (including DUCTZ HVAC and BELFOR Environmental Services) who are not fulfilling a scheduled Labor Classification.
  - 2). Work performed in the Washington D.C. Metropolitan area is entitled to an additional 5% markup that will be applied to the total of all Vendors, Unscheduled Materials and Unscheduled Equipment invoices.
- § V. **Reimbursables**
- 1). Contractor's 10% overhead will be added to the total of all reimbursables.
  - 2). Per diem rates are \$30 per person per day and will be charged for all personnel in § I. Service Line Labor Rate and Rate Conditions. BELFOR incurs, and thus charges, this daily rate whether the per diem is paid directly to the employee, is charged to BELFOR as a separate charge, or is included with other compensation considerations. For multiple jobs on a single day, per diem will be prorated accordingly.  
Per Diem reimbursement is subject to certain limitations regarding deductibility governed by the Internal Revenue Service, Code of 1986, Section 274(n)(1). Please consult your tax advisor on the appropriate treatment of these costs on your project as it is our policy that any deductibility limitation for income tax purposes is the responsibility of the customer.
  - 3). BELFOR shall be reimbursed for travel expenses (airfare, hotels, rental cars) for personnel at documented costs plus markup (see item 1).
- § VI. **Document Drying and Recovery Services**
- Freeze drying charges will range from \$40 to \$75 per cubic foot based on the volume of documents to be dried, the type of document (bound or loose paper), and the moisture saturation.
- Other recovery service charges will be determined per job, based on the following relevant factors:
- \* Nature of Damage
  - \* Degree of soot / char
  - \* Mold contamination
  - \* Odor
- Because the type and level of contamination may vary so greatly and thus affect the resultant recovery protocol required, these additional services will be quoted after examining a sample of the affected documents.
- § V. **CAT Considerations**
- 1). Due to higher cost structure, all CAT labor will be billed at the General Labor (GL) rate.
  - 2). A 6% fee will be added to the total of each invoice. This fee will cover all of the indirect charges that must be allocated to each job in the CAT. Examples of these charges would be freight, CAT management, CAT office, admin support, warehousing, delivery charges, etc...
  - 3). Lodging will be charged at the average nightly rate of up to three hotels that house the most BELFOR personnel. The full average nightly rate will be charged for single occupancy and 50% of the average nightly rate per person will be charged for double occupancy.
  - 4). The freight charge for all Scheduled Equipment utilized during area-wide catastrophes will be one additional day of rental.
- The rates contained in this exhibit are exclusive of federal, state and local sales or use taxes and the costs associated with any applicable federal, state or local approvals, consents, permits, licenses and orders incident to performance of the work.

Rate and Materials Schedule for Invoicing (Exhibit B)

Effective Date: August 2009



§ II. ITEMIZED SCHEDULED EQUIPMENT

Equipment Description	Unit	Rate
<b>GENERAL</b>		
Accounting Package (laptop, printer)	Ea / Day	\$ 69.00
Air compressor, gas/electric	Ea / Day	\$ 37.00
Air compressor, tow behind	Ea / Day	\$ 118.50
Air movers/carpet blowers	Ea / Day	\$ 30.00
Barricade fencing, 100 feet	100 ft / wk	\$ 37.00
Blasting Unit, Agri/Soda	Ea / Day	\$ 648.00
Bobcat, Small	Ea / Day	\$ 386.00
Buffer, Floor	Ea / Day	\$ 37.00
Camera, IR	Ea / Day	\$ 225.00
Cart, Tilt/Demolition	Ea / Day	\$ 40.00
Containment System (zipper door)	Ea / Day	\$ 24.50
Dehumidification, Dehumidifier - 100 to 140 AHAM Pints	Ea / Day	\$ 187.50
Dehumidification, Dehumidifier - 500/600 cfm	Ea / Day	\$ 405.00
Dehumidification, Dehumidifier - 2000/2250 cfm	Ea / Day	\$ 842.50
Dehumidification, Dehumidifier - 3500 cfm	Ea / Day	\$ 1,004.00
Dehumidification, Dehumidifier - 4500-5000 cfm	Ea / Day	\$ 1,360.50
Dehumidification, Dehumidifier - 9000/10000 cfm	Ea / Day	\$ 2,138.50
Dehumidification, Dehumidifier - 15000 cfm	Ea / Day	\$ 3,669.00
Dehumidification, Dehumidifier - 1 Ton Spot Cooler	Ea / Day	\$ 161.50
Dehumidification, Dehumidifier - DX Unit - 20 / 30 ton	Ea / Day	\$ 1,295.50
Dehumidification, Dehumidifier - DX Unit - 60 Ton	Ea / Day	\$ 2,041.50
Dehumidification, Dehumidifier - Chiller 100 to 400 Ton	Ton / Day	\$ 26.00
Dehumidification, Dehumidifier, gas fired - 2000/2250 cfm	Ea / Day	\$ 972.50
Dehumidification, Dehumidifier, gas fired - 4500/5000 cfm	Ea / Day	\$ 1,620.00
Dehumidification, Dehumidifier, gas fired - 9000/10000 cfm	Ea / Day	\$ 2,559.50
Dehumidification, Heater - 20 KW	Ea / Day	\$ 160.00
Dehumidification, Heater - 50 KW	Ea / Day	\$ 356.50
Dehumidification, Heater - 100 KW	Ea / Day	\$ 488.00
Dehumidification, Heater - 150 KW	Ea / Day	\$ 583.00
Dehumidification, Heater - 200 KW	Ea / Day	\$ 939.50
Dehumidification, Heater - 400 KW	Ea / Day	\$ 1,328.50
Dehumidification, Heater - 600 KW	Ea / Day	\$ 1,815.00
Dehumidification, Heater - 1000 KW	Ea / Day	\$ 2,138.50
Dolly, 4-wheel, Appliance	Ea / Day	\$ 18.00
Dry Cleaning Unit (portable)	Ea / Day	\$ 143.00
Dry Ice Blaster w/Accessories	Ea / Day	\$ 973.50
Electrical Distribution (Spider Box)	Ea / Day	\$ 75.00
Extension Cord	Ea / Day	\$ 4.50
Extraction Unit (portable)	Ea / Day	\$ 155.50
Extraction Unit (Truck or Trailer mount)	Ea / Day	\$ 561.50
Floor cleaning system (walk behind)	Ea / Day	\$ 237.00
Fogger, Commercial	Ea / Day	\$ 112.50
Fogger, ULV / Thermal (electric)	Ea / Day	\$ 40.00
Generator (portable)	Ea / Day	\$ 124.50
Heater, Electric	Ea / Day	\$ 15.50
Heater, Propane/Torpedo	Ea / Day	\$ 55.50
HEPA Filtration Unit / Air Scrubber	Ea / Day	\$ 155.50
Injectidry Unit	Ea / Day	\$ 131.00
Insulation Machine	Ea / Day	\$ 89.50
Ion Air Cleaning System	Ea / Day	\$ 47.50
Jack Hammer	Ea / Day	\$ 100.00
Ladder, 24', 34' & Extension ladders	Ea / Day	\$ 12.50
Ladder, 4', 6', 8', 10 & 12'	Ea / Day	\$ 10.50
Light, Temporary (Demo / Stand / String)	Ea / Day	\$ 24.50
Light, Tower Mobile (400 WT diesel)	Ea / Day	\$ 155.50
Manometer	Ea / Day	\$ 82.50
Mechanical Gang Box (heavy tools)	Ea / Day	\$ 37.00
Moisture Meter	Ea / Day	\$ 21.00
Mop Bucket with wringer	Ea / Day	\$ 7.50
Ozone Generator	Ea / Day	\$ 124.50
Pump, Sump / Flood	Ea / Day	\$ 34.00
Pump, Trash with Hose, 2"	Ea / Day	\$ 139.00
Radio, 2 way - Job site communications (minimum qty - 2)	Ea / Day	\$ 24.50
Sand Blaster	Ea / Day	\$ 39.00
Sander - Dustless	Ea / Day	\$ 31.00
Saw, Demo	Ea / Day	\$ 106.00
Scaffolding, Baker	Ea/Section	\$ 28.00
Smoke Machines (small)	Ea / Day	\$ 100.00
Small Tools Charge	PP/Day	\$ 5.30
Soda Blaster	Ea / Day	\$ 966.00
Sponge Jet Blaster	Ea / Day	\$ 224.50
Sponge Jet Media Classifier	Ea / Day	\$ 206.00
Steam Cleaner	Ea / Day	\$ 243.00

Equipment Description	Unit	Rate
<b>GENERAL (Cont'd)</b>		
Tool Box (portable)	Ea / Day	\$ 24.50
Tool Set, Frame/Demo (passload, saws, etc)	PP/Day	\$ 31.00
Trailer, Freezer	Ea / Day	\$ 149.50
Truck, Moving/Box	Ea / Day	\$ 155.50
Truck/Trailer	Ea / Day	\$ 124.50
Upholstery Machine/Lady Vac (steam cleaner)	Ea / Day	\$ 63.00
Vacuum, HEPA	Ea / Day	\$ 100.00
Vacuum, Upright	Ea / Day	\$ 16.50
Vacuum, Wet/Dry	Ea / Day	\$ 34.00
Vehicle, Pickup 3/4 Ton, 4x4	Ea / Day	\$ 118.50
Vehicle, Pickup, SUV or Car	Ea / Day	\$ 69.00
Vehicle, Truck 1 Ton 4x4 Liftgate	Ea / Day	\$ 165.00
Vehicle, Van (1 van per 10 people)	Ea / Day	\$ 112.50
Washer, High Pressure (cold)	Ea / Day	\$ 100.00
Washer, High Pressure (hot)	Ea / Day	\$ 124.50
X-Ray Dryer	Ea / Day	\$ 155.50
X-Ray Separation Tank	Ea / Day	\$ 467.50
<b>ELECTRONICS / MECHANICAL</b>		
Cart, Electronic Decontamination	Ea / Day	\$ 63.00
Cleaning Room, HEPA filtered	Ea / Day	\$ 978.50
Crane, A-Frame (1 ton)	Ea / Day	\$ 139.00
Crane, Overhead (2 Ton, monorail 38 feet)	Ea / Day	\$ 272.50
Decon Room	Per Project	\$ 2915.00
DI Water System	Ea / Day	\$ 40.00
Documentation Kit (digital camera/photo printer)	Ea / Day	\$ 69.00
Electrical Distribution (120 Amp Panel)	Ea / Day	\$ 187.50
Electrical Test Equipment (Megger, Hi-Pot, Grounding Cables)	Ea / Day	\$ 412.00
Electronic Dehumidification Unit/Heating (KH-T)	Ea / Day	\$ 224.50
Gas Detector, ATI PortaSens II	Ea / Day	\$ 307.00
HEPA Filtered Hood	Ea / Day	\$ 154.50
HEPA Water Displacement Unit	Ea / Day	\$ 93.50
Oven, Convection Drying (ULT)	Ea / Day	\$ 436.50
Oven, Vacuum Drying	Ea / Day	\$ 623.00
Quality Control Kit, (scientific instruments)	Ea / Day	\$ 187.50
Reflectoquant Test Device	Ea / Day	\$ 103.00
Sealer, Vacuum	Ea / Day	\$ 273.00
Spray Booth with 2 sinks (portable)	Ea / Day	\$ 187.50
Sprayer, Airless H.P. (Wagner)	Ea / Day	\$ 81.50
Tool Handling Charge	Per Project	\$ 463.50
Ultrasonic Bath, Portable	Ea / Day	\$ 324.50
Ultrasonic Bath, Bench Top	Ea / Day	\$ 187.50
Ultrasonic Dip Line, Industrial Multi-step	Ea / Day	\$ 3,365.00
Vacuum, Clean Room	Ea / Day	\$ 154.50
Wet Bench (portable)	Ea / Day	\$ 188.00
Workstation (table, chair, lights, ESD)	Ea / Day	\$ 24.50
<b>ENVIRONMENTAL</b>		
Cascade Breathing Air System	Ea / Day	\$ 170.00
Chemical Hose, Hazmat	Ea / Day	\$ 226.50
Confined Space Entry System	Ea / Day	\$ 206.00
Decontamination Shower/Filter	Ea / Day	\$ 144.00
Jerome Mercury Vapor Analyzer	Ea / Day	\$ 252.50
Mini-Rae (PID)	Ea / Day	\$ 180.00
MSA Passport (O2, LEL, CO, H2S)	Ea / Day	\$ 206.00
Personal Sample Pump	Ea / Day	\$ 29.00
Pump, Diaphragm 1", Hazmat	Ea / Day	\$ 206.00
Pump, Diaphragm 2", Hazmat	Ea / Day	\$ 309.00
Self-Contained Breathing Apparatuses (SCBA), 30 Minute	Ea / Day	\$ 144.00
Self-Contained Breathing Apparatuses (SCBA), 5 Minute	Ea / Day	\$ 113.50
Trailer, Emergency Response, Hazmat	Ea / Day	\$ 309.00
<b>HVAC</b>		
HVAC, High Volume Tornado System	Ea / Day	\$ 95.00
HVAC, Mobile Resource Unit	Ea / Day	\$ 155.50
HVAC, Power and Manual Hand Tools	PP/Day	\$ 25.00
HVAC, Rotary Brush Duct Cleaning System	Ea / Day	\$ 45.00
HVAC, Service Vehicle / Trailer Combo	Ea / Day	\$ 124.50
HVAC Vacuum System	Ea / Day	\$ 195.00
HVAC Video / Tool Robot	Ea / Day	\$ 504.50
HVAC, Viper Duct Cleaning System	Ea / Day	\$ 45.00
<b>SAFETY</b>		
Personal Fall Protection (PFP)	PP / Day	\$ 37.00
Personal Protection Equipment (PPE)	PP / Day	\$ 18.50
Personal Respiratory Protection (PRP)	PP / Day	\$ 37.00
Respirator, PAPER	Ea / Day	\$ 82.50

The rates contained in this exhibit are exclusive of federal, state and local sales or use taxes and the costs associated with any applicable federal, state or local approvals, consents, permits, licenses and orders incident to performance of the work.

Rate and Materials Schedule for Invoicing (Exhibit B)

Effective Date: August 2009



ITEMIZED SCHEDULED CONSUMABLES

Consumable Description	Unit	Rate	Consumable Description	Unit	Rate
<b>CHEMICALS</b>			<b>GENERAL (Cont'd)</b>		
Alcohol, Isopropyl	Gal	\$ 79.50	Tape, Poly Box	Roll	\$ 3.00
BELFOR-AC 14 Alkaline Cleaner 14	Gal	\$ 34.00	Tarp	Sq. Ft.	\$ 0.40
BELFOR-AC 12 Alkaline Cleaner 12	Gal	\$ 46.00	Wipes, Cotton Cloth	Lb.	\$ 5.00
BELFOR-All Natural Citrus Solvent Cleaner	Gal	\$ 34.00	Wipes, Lint Free	Pak	\$ 35.00
BELFOR-All Purpose Cleaner	Gal	\$ 10.50	Wipes, Wipe All	Pak	\$ 12.50
BELFOR-All Purpose Spotter	Gal	\$ 22.50	Wipes, Workshop (rags)	Lb.	\$ 4.00
BELFOR-Carpet Rinse & Neutralizer	Gal	\$ 18.50	Wrap, Bubble/Anti Static	Roll	\$ 84.50
BELFOR-CD 04-C Complex Deuster 04 C	Gal	\$ 73.00	Wrap, Stretch	Roll	\$ 59.50
BELFOR-CD 13 Complex Deuster 13	Gal	\$ 114.50	<b>ELECTRONICS / MECHANICAL</b>		
BELFOR-CIF Citrox Lemon Scent	Ounce	\$ 1.00	Apron, Chemical	Ea.	\$ 5.00
BELFOR-Concentrated Odor Counteractant & Smoke Eliminato	Gal	\$ 31.00	Arm Sleeves, Chemical	Ea.	\$ 4.00
BELFOR-EC 12 Electronics Cleaner	Gal	\$ 30.00	Arsenic Test Kit	Per Test	\$ 5.00
BELFOR-ESL Label Protection Laquer	Ounce	\$ 17.50	Bags, Anti Static	Ea.	\$ 4.00
BELFOR-Extra Duty Cleaner Degreaser	Gal	\$ 17.00	Brush, Dispersion (large)	Ea.	\$ 13.50
BELFOR-Fabric Protector	Gal	\$ 40.00	Brush, Dispersion (small)	Ea.	\$ 5.00
BELFOR-GC General Cleaner	Gal	\$ 28.00	Brush, Non Conduct	Ea.	\$ 10.50
BELFOR-Glass Cleaner	Gal	\$ 8.00	Chloride Quick Test Strips	Ea.	\$ 1.25
BELFOR-Hand Cleaning Wipes	Tub	\$ 41.00	Cleaning / Decon Sticks	Ea.	\$ 1.25
BELFOR-HD 01 Hand Deuster 01	Gal	\$ 39.00	Non-Conduct Scrubbers, Green (#7447)	Box	\$ 28.00
BELFOR-Lemon Oil Furniture Polish	Gal	\$ 5.00	Non-Conduct Scrubbers, Maroon (#96)	Box	\$ 78.50
BELFOR-Liquid Laundry Detergent	Gal	\$ 17.50	Non-Conduct Scrubbers, White (#98)	Box	\$ 47.50
BELFOR-LP 40 Light Preserver 40	Gal	\$ 73.00	Tape, Clean Room	Roll	\$ 24.50
BELFOR-MPP Metal Polishing Paste	Ounce	\$ 15.50	Wipes, Pressurated IPA/DI	Pak	\$ 20.50
BELFOR-Multi-Enzyme Spotter-Deodorizer-Protector	Gal	\$ 31.00	Wipes, Standard Clean Room	Pak	\$ 29.00
BELFOR-Multi-Purpose Restroom Cleaner	Gal	\$ 13.50	Wipes, Ultra Clean Room	Pak	\$ 62.00
BELFOR-NC CR Neutral Cleaner CR	Gal	\$ 122.50	<b>ENVIRONMENTAL</b>		
BELFOR-NK One Step Cleaner and Preserver (electrical)	Pint	\$ 12.50	Asbestos Glove Bag	Ea.	\$ 34.00
BELFOR-OC24 Organic Cleaner 24	Gal	\$ 46.50	Breathing Air, Type K Bottle	Ea.	\$ 55.50
BELFOR-OC62 Organic Cleaner 62	Gal	\$ 32.00	Drum, Poly Closed Top, 15 Gallon	Ea.	\$ 42.00
BELFOR-Oil Preserver	Gal	\$ 46.50	Drum, Poly Open Top, 15 Gallon	Ea.	\$ 45.50
BELFOR-One Step Traffic Film Remover	Gal	\$ 13.50	Drum, Steel Closed Top, 15 Gallon	Ea.	\$ 34.00
BELFOR-O-SW Oil Black (Elect. Contacts Only)	Ounce	\$ 34.00	Drum, Steel Open Top, 15 Gallon	Ea.	\$ 38.00
BELFOR-PM Polish Milk	Ounce	\$ 5.00	Drum, Poly Closed Top, 30 Gallon	Ea.	\$ 49.50
BELFOR-Premium Dish Detergent	Quart	\$ 6.00	Drum, Poly Open Top, 30 Gallon	Ea.	\$ 53.50
BELFOR-Quarry & Hard Tile Cleaner	Gal	\$ 17.50	Drum, Steel Closed Top, 30 Gallon	Ea.	\$ 40.00
BELFOR-Rug & Upholstery / Traffic & Bonnet Cleaner	Gal	\$ 25.00	Drum, Steel Open Top, 30 Gallon	Ea.	\$ 47.50
BELFOR-SD 02 Sulfide Defroster	Gal	\$ 52.50	Drum, Poly Closed Top, 55 Gallon	Ea.	\$ 70.00
BELFOR-Vehicle & Transportation Wash	Gal	\$ 15.50	Drum, Poly Open Top, 55 Gallon	Ea.	\$ 76.00
BELFOR-WP Wax Preserver	Gal	\$ 78.50	Drum, Steel Closed Top, 55 Gallon	Ea.	\$ 55.50
Disinfectant/Antimicrobial	Gal	\$ 51.00	Drum, Steel Open Top, 55 Gallon	Ea.	\$ 67.00
Encapsulant, Antifungal	Gal	\$ 82.00	Drum, Steel Salvage, 85 Gallon	Ea.	\$ 168.00
Encapsulant, Soot	Gal	\$ 43.50	Drum, Poly Overpack, 95 Gallon	Ea.	\$ 257.50
Nitric Acid, Ultra Pure	Quart	\$ 154.50	Drum, Steel Overpack, 110 Gallon	Ea.	\$ 504.50
Soda, Soda Blaster Material	Bag	\$ 35.00	Protective Suits (Acid)	Ea.	\$ 84.50
Thermo Fog Deodorizer	Gal	\$ 63.00	Protective Suits (Level A, fully encapsulating)	Ea.	\$ 1,570.50
Thinner, Paint/Mineral Spirits	Gal	\$ 22.50	Protective Suits (PolyPro Asbestos)	Ea.	\$ 8.00
Zinser, or similar sealant	Gal	\$ 75.00	Protective Suits (Saranex Chemical)	Ea.	\$ 31.00
<b>GENERAL</b>			Sorbent Boom	Ea.	\$ 67.00
Adhesive, Caulk	Tube	\$ 8.00	Sorbent Pad	Bale	\$ 101.00
Adhesive, Remover	Can	\$ 11.50	Sorbent Pads (individual)	Ea.	\$ 10.50
Bags, Environmental Trash Bags	Ea.	\$ 3.00	Sorbent Pillows	Ea.	\$ 25.50
Bags, Insulation machine	Ea.	\$ 31.00	<b>HVAC</b>		
Bags, Trash	Ea.	\$ 0.82	HVAC Air Blast Nozzle, Replacement	Ea.	\$ 50.00
Banner Guard	Roll	\$ 28.00	HVAC Air Whip, Multi Head, Replacement	Ea.	\$ 65.00
Blades, Demo (saw, grinder wheels, etc)	Ea.	\$ 18.50	HVAC BBJ Freshduct / Microbiocide	15oz	\$ 50.00
Boot Covers, Latex	Per Pair	\$ 10.50	HVAC Cleaner Degreaser	Gal	\$ 17.00
Boxes, Book	Ea.	\$ 5.00	HVAC Closed Cell Foam Insulation Tape 1/8"x2"x30'	Roll	\$ 24.75
Boxes, Dish Pack	Ea.	\$ 6.00	HVAC Coil Cleaner	Gal	\$ 47.75
Boxes, Slip Covers	Ea.	\$ 3.00	HVAC Collection Machine Filters (Pleated Filter & Bag Filter)	Ea.	\$ 58.00
Boxes, Wardrobe/Specially	Ea.	\$ 35.00	HVAC Collection Machine HEPA Filter	Ea.	\$ 340.40
Brady Cards	Ea.	\$ 7.00	HVAC Duct Liner 1" - 3"x100'	Roll	\$ 400.00
Brush, Scrub (long handle)	Ea.	\$ 11.50	HVAC Duct Mastie	Gal	\$ 29.00
Brushes, Pipe	Ea.	\$ 31.00	HVAC Encapsulant, Antimicrobial (Foster)	Gal	\$ 82.00
Brushes, Wire (large)	Ea.	\$ 7.00	HVAC Fiberlock	Gal	\$ 72.00
Brushes, Wire (small)	Ea.	\$ 5.00	HVAC HEPA Vac Collection Bag & Filter Protector	Ea.	\$ 10.00
Disposable Decontamination Unit	Ea.	\$ 416.00	HVAC HEPA Vac Filters (Dacron Filter Bag & Impaction)	Ea.	\$ 60.00
Duct, Lay Flat (500') with hog rings	Roll	\$ 467.50	HVAC HEPA Vac HEPA Filter	Ea.	\$ 285.00
Fasteners, Misc / Lock & Hasp	Ea.	\$ 30.00	HVAC Propane Fill Charge	Cylinder	\$ 45.00
Filter, Charcoal	Ea.	\$ 65.00	HVAC Rotary Brush Head, Replacement	Ea.	\$ 114.25
Filter, HEPA	Ea.	\$ 230.50	HVAC Rotary Brush System, Replacement Core	Ea.	\$ 40.00
Filter Material	Roll	\$ 119.50	HVAC Sheetmetal Blank	Ea.	\$ 17.00
Floor Buffer Pad	Ea.	\$ 12.50	HVAC Sheetmetal Screw	Box 100	\$ 21.50
Floor Dry (40#)	Bag	\$ 15.50	HVAC Spray Adhesive	Can	\$ 24.00
Foam Blocks	Ea.	\$ 0.12	HVAC Unibit	Ea.	\$ 82.00
Foam Scrubbing Pads	Pak	\$ 51.50	HVAC Vacuum Brush Head - Replacement	Ea.	\$ 24.00
Insulation	Foot	\$ 0.37	HVAC Vacuum Extension Wand 1.25"	Ea.	\$ 9.00
Inventory Tags	Box	\$ 124.50	<b>SAFETY</b>		
Lock Box	Ea.	\$ 45.50	Boots, Chemical PVC	Per Pair	\$ 45.50
Mop Heads	Ea.	\$ 13.50	Cartridge, MSA Combination	Ea.	\$ 16.50
Moving Blanket	Ea.	\$ 3.00	Dust Mask	Ea.	\$ 2.00
Plastic Sheeting, 1.5 mil (24 x 200)	Ea.	\$ 43.50	Gloves, Nitrile	Per Pair	\$ 5.30
Plastic Sheeting, 4 mil (20 x 100)	Ea.	\$ 62.50	Gloves, Cotton	Per Pair	\$ 2.00
Plastic Sheeting, 6 mil (20 x 100)	Ea.	\$ 81.50	Gloves, Cotton Underliners	Per Pair	\$ 0.26
Plastic Sheeting, 6 mil-Fire Retardant / Anti Static (20 x 100)	Ea.	\$ 319.00	Gloves, Latex (Surgical)	Box 100	\$ 23.50
Plastic Sheeting, Carpet Protector	Roll	\$ 81.50	Gloves, Leather	Per Pair	\$ 8.00
Red Resin Paper (200 ft. roll)	Roll	\$ 24.50	Gloves, Nylon Inspection	Per Pair	\$ 0.50
Sponge (for Sponge jet)	Bag	\$ 46.50	Protective Suits (Tyvek)	Ea.	\$ 18.50
Sponge, Particulate Removal (3/4"x3"x6")	Ea.	\$ 2.00	Respirator, (N95)	Ea.	\$ 3.50
Sponge, Particulate Removal (1.5"x3"x6")	Ea.	\$ 4.00	Respirator, HEPA (P100)	Ea.	\$ 10.50
Spray Bottle w/trigger	Ea.	\$ 4.00	Respirator, HEPA Replacement Pancake Filter	Ea.	\$ 8.50
Steel wool	Ea.	\$ 1.06	Respirator, HEPA + Particulate Replacement Filter	Ea.	\$ 36.00
Tape, Caution	Roll	\$ 16.00	Respirator, HEPA (P100)	Ea.	\$ 10.50
Tape, Duct (Gray or Teal)	Roll	\$ 7.00	Respirator, HEPA Replacement Pancake Filter	Ea.	\$ 8.50
Tape, Painters (blue)	Roll	\$ 8.00	Respirator, HEPA + Particulate Replacement Filter	Ea.	\$ 36.00

The rates contained in this exhibit are exclusive of federal, state and local sales or use taxes and the costs associated with any applicable federal, state or local approvals, consents, permits, licenses and orders incident to performance of the work.

**SUBJECT: PURCHASE AND IMPLEMENTATION OF CLOUD SOLUTION AND SERVICES**

**BACKGROUND:**

In an effort to build upon its disaster recovery and business continuity model, the Tampa Port Authority (TPA) is looking to relocate its current business applications at the Joseph A. Garcia International Center (Headquarters) TPA to a Cloud platform located outside of the Tampa Bay region. Having TPA's business applications in the Cloud will afford TPA staff the capabilities to access critical information from remote locations.

**FACTS/COMMENTS:**

TPA's current production environment is located at the Headquarters building, and the disaster-recovery site is located at the University of South Florida (USF) which is in the same regional area as TPA (11 miles from the Headquarters building). If a major disaster were to occur in this region, there is a possibility that both the TPA and USF locations could be affected. By relocating its business applications to a Cloud platform outside the region, TPA staff can mitigate this risk.

Relocating to a Cloud platform will also reduce TPA's expenses by prolonging the life and reducing the maintenance of the production servers that are currently located at TPA's facilities. In addition, it will help reduce the amount of hours spent on a day-to-day basis for setup and troubleshooting these servers.

All Cloud data centers are located in secured facilities in three states outside of Florida. TPA staff has evaluated several Cloud providers and has determined that Tribridge Holdings, LLC (Tribridge) provides the best services to meet TPA's needs. Tribridge will provide the server infrastructure, setup, and unlimited around-the-clock support services. In addition, Tribridge will also provide unrestricted application support for Great Plains, which is TPA's Enterprise Resource Planning system.

Because TPA currently has an agreement with Tribridge for the Enterprise Resource Planning (ERP) services, it would not be practicable to use another provider for the Cloud services. Thus, under TPA's Enabling Act, a competitive bid process for such services is not necessary.

Funding for this purchase is available in the approved FY 2013 Operating Expense budget.

**RECOMMENDATION:**

Authorize the Port Director or his designee to enter into an agreement with Tribridge Holdings, LLC for the purchase and implementation of the Cloud solution and services, for a period of five years, at a cost not to exceed \$80,000 per year, subject to review by Port Counsel.

Board Meeting  
July 16, 2013  
Information Technology  
179242

**SUBJECT: RANKING OF FIRMS AND CONTRACT AWARD FOR INDEPENDENT INSURANCE CONSULTANT SERVICES**

**BACKGROUND:**

The Tampa Port Authority (TPA) has contracted and utilized the services of an independent insurance consultant to provide assistance to TPA staff with various insurance and bonding requirements for leases, contracts, and other agreements, loss analysis, claims analysis, negotiations of various insurance-related coverages, and writing of specifications for insurance providers. The current independent insurance consultant contract expires on July 31, 2013.

**FACTS/COMMENTS:**

In accordance with TPA policy, TPA staff advertised a Request for Proposal (RFP) on May 3, 2013, in the Tampa Tribune, Tampa Bay Times, LaGaceta, and Florida Sentinel as well as electronically on DemandStar (an e-procurement database system). Six (6) firms participated in the May 14, 2013, mandatory pre-proposal teleconference. On May 30, 2013, TPA received three (3) proposals.

The Evaluation Committee, consisting of Cecelia Sealy, TPA Sr. Program Coordinator-Risk; Patrick Blair, TPA Professional Engineer; and Michael McNabb, Hillsborough County Risk and Safety Manager, evaluated the proposals based on experience, qualifications, and cost of services and ranked the firms as follows:

<b><u>Firm / Location</u></b>	<b><u>SBE</u></b>
1. Interisk Corporation, Tampa, FL	100%
2. E.W. Siver & Associates, St. Petersburg, FL dba Siver Insurance Consultants	100%
3. Hanover Stone Partners, LLC, New York, NY	50%

The Evaluation Committee chose Interisk Corporation (Interisk) as the overall most qualified firm to perform independent insurance consulting services for TPA. In addition to its qualifications, Interisk is a TPA-registered Small Business Enterprise (SBE) firm.

Compensation under this contract will be on an hourly rate basis with an estimated annual contract amount not-to-exceed \$75,000. The term of the contract will be for one (1) year with two (2) consecutive one-year renewal options which may be exercised at the sole discretion of TPA.

Funds for this contract were included in the approved FY2013 Operating Expense Budget.

**RECOMMENDATION:**

Authorize the Port Director or his designee to enter into an agreement with Interisk Corporation for independent insurance consultant services for a period of one (1) year, with two (2) one-year consecutive renewal options at an amount not to exceed \$75,000 per year, subject to review by Port Counsel.

Board Meeting  
July 18, 2013  
Finance  
#179131

**RFP NO. P-007-13 INSURANCE CONSULTANT SERVICES**

**PROPOSAL EVALUATION SUMMARY**

<b>Committee Member</b>	<b>Firm Names</b>		
	<b>EW Siver &amp; Associates dba Siver Insurance Consultants</b>	<b>Hanover Stone Partners</b>	<b>Interisk Corporation</b>
Evaluator #1	1.70	2.90	1.35
Evaluator #2	1.80	2.90	1.25
Evaluator #3	1.95	2.90	1.10
<b>Total:</b>	<b>5.45</b>	<b>8.70</b>	<b>3.70</b>
<b>Ranking:</b>	<b>2</b>	<b>3</b>	<b>1</b>

33

**Ranking Scale:** #1 (the lowest score) is the best score, #2 second best, #3 third best.....

**Ranking Directions:** Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

**PROPOSAL EVALUATION - RFP NO. P-007-13 INSURANCE CONSULTANT SERVICES**

		Firm Names			
	Evaluation Criteria	Weight	EW Siver & Associates dba Siver Insurance Consultants	Hanover Stone Partners	Interisk Corporation
	<p><b>Qualifications and Experience of the Firm (i.e., Responsible):</b></p> <ul style="list-style-type: none"> <li>Breadth and depth of the firm's experience as a whole in the performance of comparable insurance consulting assignments.</li> <li>Respondent's understanding of and recommended approach of the firm who will implement to perform the work (see Scope of Services).</li> <li>Credit for local availability and accessibility will be under this criteria.</li> <li>Specific credit will be given for clear, step-by-step methodologies that address: 1) the initial approach to/evaluation of the TPA's existing insurance program; 2) the ongoing monitoring of the TPA's insurance program; and 3) any innovative approaches to the evaluation and monitoring of the TPA's insurance program.</li> <li>Specific credit will also be given for experience in consulting with Public Entities along with experience in the Port/Marine insurance requirements.</li> </ul>	25%	2	3	1
	<p><b>Qualifications and Experience of Key Personnel:</b></p> <ul style="list-style-type: none"> <li>Evaluation of individuals who will specifically perform and / or oversee the work detailed in Criteria #1 including years of experience in insurance consulting work.</li> <li>Ability to effectively communicate complex insurance concepts to technical and non-technical audiences.</li> </ul>	25%	1	3	2
	<p><b>Hourly Cost Proposal</b> (Form 7).</p>	30%	2	3	1
	<p><b>Responder's Overall Responsiveness:</b> Response meets the requirements as stated in Section A; Part 3.0 and Section B; Part 1.3 and is organized, tabbed and presented in exactly the order requested and includes only the data requested. Specific emphasis is placed on Questionnaire Responses (Form 6) including references and the Firm's approach to the scope of work to be performed.</p>	15%	2	3	1
	<p><b>Volume of Work:</b> Considers the dollar amount of fee previously paid to the firm by the TPA.</p>	5%	1	1	3
	<b>Total:</b>	<b>100%</b>	<b>1.70</b>	<b>2.90</b>	<b>1.35</b>

**Ranking Scale:** #1 is the highest score, #2 second highest, #3 third highest.....

**Ranking Directions:** Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

4

**Evaluator Printed Name:** Evaluator #1

**Date:** 6/21/2013

**Evaluator Signature:** (On File)

**PROPOSAL EVALUATION - RFP NO. P-007-13 INSURANCE CONSULTANT SERVICES**

		Firm Names			
	Evaluation Criteria	Weight	EW Siver & Associates dba Siver Insurance Consultants	Hanover Stone Partners	Interisk Corporation
	<p><b><u>Qualifications and Experience of the Firm (i.e., Responsible):</u></b></p> <ul style="list-style-type: none"> <li>• Breadth and depth of the firm's experience as a whole in the performance of comparable insurance consulting assignments.</li> <li>• Respondent's understanding of and recommended approach of the firm who will implement to perform the work (see Scope of Services).</li> <li>• Credit for local availability and accessibility will be under this criteria.</li> <li>• Specific credit will be given for clear, step-by-step methodologies that address: 1) the initial approach to/evaluation of the TPA's existing insurance program; 2) the ongoing monitoring of the TPA's insurance program; and 3) any innovative approaches to the evaluation and monitoring of the TPA's insurance program.</li> <li>• Specific credit will also be given for experience in consulting with Public Entities along with experience in the Port/Marine insurance requirements.</li> </ul>	25%	2	3	1
	<p><b><u>Qualifications and Experience of Key Personnel:</u></b></p> <ul style="list-style-type: none"> <li>• Evaluation of individuals who will specifically perform and / or oversee the work detailed in Criteria #1 including years of experience in insurance consulting work.</li> <li>• Ability to effectively communicate complex insurance concepts to technical and non-technical audiences.</li> </ul>	25%	2	3	1
	<p><b><u>Hourly Cost Proposal</u></b> (Form 7).</p>	30%	2	3	1
	<p><b><u>Responder's Overall Responsiveness:</u></b> Response meets the requirements as stated in Section A; Part 3.0 and Section B; Part 1.3 and is organized, tabbed and presented in exactly the order requested and includes only the data requested. Specific emphasis is placed on Questionnaire Responses (Form 6) including references and the Firm's approach to the scope of work to be performed.</p>	15%	1	3	2
	<p><b><u>Volume of Work:</u></b> Considers the dollar amount of fee previously paid to the firm by the TPA.</p>	5%	1	1	3
	<b>Total:</b>	<b>100%</b>	<b>1.80</b>	<b>2.90</b>	<b>1.25</b>

**Ranking Scale:** #1 is the highest score, #2 second highest, #3 third highest,....

**Ranking Directions:** Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

or

Evaluator Printed Name: Evaluator #2

Date: 6/21/2013

Evaluator Signature: (On File)

**PROPOSAL EVALUATION - RFP NO. P-007-13 INSURANCE CONSULTANT SERVICES**

		Firm Names			
	Evaluation Criteria	Weight	EW Siver & Associates dba Siver Insurance Consultants	Hanover Stone Partners	Interisk Corporation
<b>1</b>	<p><b><u>Qualifications and Experience of the Firm (i.e., Responsible):</u></b></p> <ul style="list-style-type: none"> <li>Breadth and depth of the firm's experience as a whole in the performance of comparable insurance consulting assignments.</li> <li>Respondent's understanding of and recommended approach of the firm who will implement to perform the work (see Scope of Services).</li> <li>Credit for local availability and accessibility will be under this criteria.</li> <li>Specific credit will be given for clear, step-by-step methodologies that address: 1) the initial approach to/evaluation of the TPA's existing insurance program; 2) the ongoing monitoring of the TPA's insurance program; and 3) any innovative approaches to the evaluation and monitoring of the TPA's insurance program.</li> <li>Specific credit will also be given for experience in consulting with Public Entities along with experience in the Port/Marine insurance requirements.</li> </ul>	25%	2	3	1
<b>2</b>	<p><b><u>Qualifications and Experience of Key Personnel:</u></b></p> <ul style="list-style-type: none"> <li>Evaluation of individuals who will specifically perform and / or oversee the work detailed in Criteria #1 including years of experience in insurance consulting work.</li> <li>Ability to effectively communicate complex insurance concepts to technical and non-technical audiences.</li> </ul>	25%	2	3	1
<b>3</b>	<p><b><u>Hourly Cost Proposal</u></b> (Form 7).</p>	30%	2	3	1
<b>4</b>	<p><b><u>Responder's Overall Responsiveness:</u></b> Response meets the requirements as stated in Section A; Part 3.0 and Section B; Part 1.3 and is organized, tabbed and presented in exactly the order requested and includes only the data requested. Specific emphasis is placed on Questionnaire Responses (Form 6) including references and the Firm's approach to the scope of work to be performed.</p>	15%	2	3	1
<b>5</b>	<p><b><u>Volume of Work:</u></b> Considers the dollar amount of fee previously paid to the firm by the TPA.</p>	5%	1	1	3
	<b>Total:</b>	<b>100%</b>	<b>1.95</b>	<b>2.90</b>	<b>1.10</b>

**Ranking Scale:** #1 is the highest score, #2 second highest, #3 third highest.....

**Ranking Directions:** Each evaluator shall rank each respondent independently for each category based on the above referenced ranking scale.

6  
of  
6

**Evaluator Printed Name:** Evaluator #3

**Date:** 6/21/2013

**Evaluator Signature:** (On File)

**SUBJECT: TENTATIVE MILLAGE RATE FOR FISCAL YEAR (FY) 2014****BACKGROUND:**

Each year the Hillsborough County Property Appraiser provides to the Tampa Port Authority (TPA) and all other taxing authorities an estimated taxable value of non-exempt properties in Hillsborough County. The purpose of this estimate is to allow the taxing authorities to begin deliberations on the level of millage rate that they plan to assess in the upcoming fiscal year.

The TPA has traditionally used ad valorem tax receipts solely to construct, maintain, or repair port infrastructure. Examples of TPA projects which have been funded entirely or partially through tax receipts include dredging of TPA berths, improvements to cargo and container facilities and berths, numerous drainage projects, the acquisition of property needed for the construction of TPA's cruise terminals, the reconstruction of the Petroleum Terminal Facility, and the construction of the new Gateway Rail Facility.

Since 1994, TPA has either decreased or held its millage rate constant. The current millage rate established by TPA for FY2013 is \$0.1850 per \$1,000 valuation. For FY2014, property values in Hillsborough County as provided by the Hillsborough County Property Appraiser have increased approximately \$3.0 billion from \$61.0 billion to \$64.1 billion.

The proposed millage rate that a Hillsborough County taxing authority expects to levy must be submitted to the Hillsborough County Property Appraiser no later than August 4<sup>th</sup>, 2013 or the 35<sup>th</sup> day following receipt of certification of property valuations from the Property Appraiser. This allows the Property Appraiser time to prepare consolidated millage information from all taxing authorities and to provide required truth in millage (TRIM) notices to Hillsborough County property owners.

**FACTS/COMMENTS:**

Taking into consideration the rise in Hillsborough County property values and the anticipated level of funding from other sources such as surplus revenues and grant funds, TPA staff recommends reducing the proposed millage rate from the current \$0.1850 per \$1,000 valuation to \$0.1750 per \$1,000 valuation. This millage rate is below the legislatively defined "roll-back" rate of \$0.1787 per \$1,000 valuation and below the maximum allowable millage rate of \$0.3141 per \$1,000 valuation that TPA may levy in accordance with the State of Florida's property tax reform bill. This rate will result in estimated net ad valorem tax receipts of \$10.1 million in FY2014, slightly less than FY2013 projected net ad valorem tax receipts.

Per Florida Statutes Section 200.065(2)(d), the proposed millage rate that a taxing authority submits to the Property Appraiser is the maximum rate that the taxing authority can assess for the upcoming fiscal year. Once the proposed millage rate is submitted, TPA may choose to lower the millage rate prior to the fiscal year but cannot increase the rate. The millage rate is not finalized until mid-September when the Tentative and Final Millage and Fiscal Year Budget Public Hearings are held.

**RECOMMENDATION:**

Authorize the Port Director to submit the tentative millage rate of \$0.1750 per \$1,000 property valuation to the Hillsborough County Property Appraiser. Final approval of the FY2014 millage rate will be subject to Board approval subsequent to the public hearings to be held in September 2013.

**SUBJECT: RENEWAL OF PARKING FACILITIES OPERATIONS  
AGREEMENT WITH USA PARKING SYSTEMS, INC.**

**BACKGROUND:**

On May 15, 2012, the Tampa Port Authority (TPA) Board of Commissioners awarded the Parking Facilities Operations contract to USA Parking Systems, Inc. (USA). The original contract was for a period of one (1) year (September 1, 2012 to August 31, 2013), with two (2) consecutive one-year renewal options.

**FACTS/COMMENTS:**

USA has provided parking facility operation services for all of TPA's parking operations including the existing parking garage, surface lots, and the cruise valet operations for the past year with an annual budget of \$1,324,273. The contract includes daily operation expenses, labor, materials and supplies, general liability insurance, automobile liability, garage liability, excess/umbrella liability, workers compensation and employer's liability, repairs and maintenance, uniforms, and miscellaneous expenses.

USA's willingness and ability to follow the direction of TPA staff has resulted in positive improvements in the areas of customer service and the reporting of revenues and events. At this time, USA is on track to meet its Small Business Enterprise (SBE) participation goal of nine percent (9%).

TPA staff recommends exercising the first one (1) year renewal option with USA for the period of September 1, 2013 to August 31, 2014.

Funding for this contract was included in the approved FY 2013 and proposed FY 2014 Operating Expense budget.

**RECOMMENDATION:**

Authorize the Port Director or his designee to exercise the first one (1) year renewal option with USA Parking Systems, Inc. as the provider of parking facilities operations services from September 1, 2013 through August 31, 2014, at a cost not-to-exceed \$1,324,273, subject to review by Port Counsel.

**SUBJECT: RENEWAL OF PARKING ACCESS REVENUE CONTROL SYSTEM  
MAINTENANCE CONTRACT WITH SCHEIDT & BACHMANN USA, INC.**

**BACKGROUND:**

On August 21, 2012, the Tampa Port Authority (TPA) Board of Commissioners awarded the Parking Access Revenue Control System (PARCS) maintenance contract to Scheidt & Bachmann USA, Inc. (S & B). The S & B system utilized in the parking garage is a proprietary system. The S & B system has significantly improved the level of customer service the parking operation provides to the patrons of the parking garage.

**FACTS/COMMENTS:**

The contract is designed to provide TPA with complete integrated hardware and software systems support for the PARCS. The contract includes a four (4) hour phone response to system-related service calls in addition to providing preventive maintenance service on the software and all moving parts every six (6) months. S & B has been responsive to TPA's requests and service requirements throughout the past year which has led to all parking devices operating as efficiently as possible.

The contract cost for the first year was \$45,000. The contract allows for two (2) consecutive one (1) year renewal options with an automatic rate increase of five percent (5%) per year. TPA staff recommends exercising the first one (1) year renewal option for the period of September 1, 2013 to August 31, 2014 in the amount of \$47,500.

Funding for this contract has been included in the approved FY 2013 and in the proposed FY 2014 Operating Expense budget.

**RECOMMENDATION:**

Authorize the Port Director or his designee to execute the first one-year renewal option with Scheidt & Bachmann USA, Inc. as the provider of parking facilities operations services from September 1, 2013 through August 31, 2014, at a cost not-to-exceed \$47,500, subject to review by Port Counsel.

Board Meeting  
July 16, 2013  
Real Estate/Channelside Operations  
#178066v1

**SUBJECT:**                   **RESOLUTION ENDORSING THE HILLSBOROUGH METROPOLITAN  
PLANNING ORGANIZATION 2013 MEMBERSHIP APPORTIONMENT  
PLAN**

**BACKGROUND:**

The Hillsborough Metropolitan Planning Organization (MPO) is the agency designated to conduct a continuing, coordinated, and comprehensive transportation planning process for Hillsborough County and the greater Tampa area. The Tampa Port Authority (TPA) currently holds one seat on the MPO as a member government and operator of a major mode of transportation.

**FACTS/COMMENTS:**

Section 134 of Title 23 of the United States Code and Section 339.175(3), Florida Statutes, set forth membership requirements for MPOs designated for transportation management areas, defined as areas with 200,000 or more in population. In addition, Section 339.175(4) (a), Florida Statutes, requires the Governor to review the composition of the MPO membership in conjunction with the decennial census and make adjustments to the membership as necessary.

On June 4, 2013, the MPO approved a draft *Hillsborough MPO 2013 Membership Apportionment Plan* proposed for Hillsborough County, its jurisdictions, and transportation operators. The plan proposes changes in membership to the MPO including:

- Adding one county commissioner to the voting members, reflecting the growth in unincorporated county population since 2003;
- Changing the Planning Commission seat from non-voting to voting status, to improve coordination between land use planning and transportation;
- Changing the Florida Department of Transportation's participation to that of a non-voting advisor, consistent with changes in Florida Statute;
- Calling for a process to allow the designation of alternate members on the board.

The MPO has requested a resolution from the TPA Board endorsing the proposed plan.

**RECOMMENDATION:**

Approve and authorize the Chairman to sign the Resolution endorsing the Hillsborough MPO 2013 Membership Apportionment Plan and sign an amendment to the *Interlocal Agreement for the Creation of the Hillsborough MPO* to reflect the changes in membership specified in the 2013 Membership Apportionment Plan. In addition, authorize the Port Director to designate an alternate member to participate and vote in the MPO meetings when the Port Director is unavailable.

Board Meeting  
July 16, 2013  
Legal #179359

**Resolution  
Endorsing the Hillsborough MPO 2013 Membership Apportionment Plan**

**Tampa Port Authority**

**WHEREAS**, Section 134 of Title 23 of the United States Code requires the designation of MPOs in urbanized areas, as defined by the United States Bureau of the Census; and

**WHEREAS**, the Hillsborough Metropolitan Planning Organization (MPO) is the agency designated to conduct a continuing, coordinated, and comprehensive transportation planning process for Hillsborough County and the greater Tampa area; and

**WHEREAS**, Section 339.175(4)(a), Florida Statutes, requires the Governor to review the composition of the Metropolitan Planning Organizations (MPO) membership in conjunction with the decennial census; and

**WHEREAS**, Section 134 of Title 23 of the United States Code and Section 339.175(3) of Florida Statutes set forth membership requirements for MPOs designated for transportation management areas, defined as areas with 200,000 or more populations; and

**WHEREAS**, the Tampa Port Authority is a member government and/or operator of a major mode of transportation and therefore should be considered for membership on the MPO; and

**WHEREAS**, the *Interlocal Agreement for the Creation of the Hillsborough MPO* by and between the County of Hillsborough; the cities of Tampa, Temple Terrace, Plant City; Hillsborough Transit Authority; Hillsborough County Aviation Authority; Tampa-Hillsborough Expressway Authority; Tampa Port Authority; the Hillsborough County City-County Planning Commission; and the Florida Department of Transportation outlines the membership and responsibilities for cooperatively carrying out transportation planning in Hillsborough County;

**NOW, THEREFORE NOW BE IT RESOLVED** by the Tampa Port Authority, that the ***Hillsborough MPO 2013 Membership Apportionment Plan*** proposed for Hillsborough County, its jurisdictions, and transportation operators, be endorsed for submittal to the Governor's Office; and our Chair authorized to sign an amendment to the *Interlocal Agreement for the Creation of the Hillsborough MPO* to reflect the changes in membership specified in the 2013 Membership Apportionment Plan.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman, Tampa Port Authority

ATTEST:  
  
\_\_\_\_\_

\_\_\_\_\_



June 30, 2013

Mr. William A. "Hoe" Brown, Chairman  
Tampa Port Authority  
1101 Channelside Drive  
Tampa, F: 33602

Commissioner Mark Sharpe  
Hillsborough County  
MPO Chairman

Councilwoman Lisa Montelione  
City of Tampa  
MPO Vice Chairman

Dear Chairman Brown:

Re: MPO Membership Apportionment Plan

Commissioner Kevin Beckner  
Hillsborough County

Mayor Frank Chillura  
City of Temple Terrace

Councilman Harry Cohen  
City of Tampa

After each census, as required by state law, the Hillsborough Metropolitan Planning Organization (MPO) reviews its Membership Apportionment Plan in consultation with the local governing bodies, and transmits this plan for the Governor's approval.

Joe Lopano  
Hillsborough Co. Aviation Authority

Commissioner Rick A. Lott  
City of Plant City

On June 4, 2013, the MPO approved the 2013 Membership Apportionment Plan draft for circulation. This plan proposes the following changes to the MPO membership:

Commissioner Lesley "Les" Miller, Jr.  
Hillsborough County

Commissioner Sandra Murman  
Hillsborough County

Steve Polzin  
HART

Councilman Mike Suarez  
City of Tampa

Joseph Waggoner  
Expressway Authority

Paul Anderson  
Tampa Port Authority

Bowen Arnold (Ex-Officio)  
The Planning Commission

- Adding one county commissioner to the voting members, reflecting the growth in unincorporated county population since 2003;
- Changing the Planning Commission seat from non-voting to voting status, to improve coordination between land use planning and transportation;
- Changing the Florida Department of Transportation's participation to that of a non-voting advisor, consistent with changes in Florida Statute;
- Calling for a process to allow the designation of alternate members on the board.

Ramond A. Chiamonte, AICP  
Executive Director

Hillsborough County  
Metropolitan Planning Organization  
P.O. Box 1110  
601 E. Kennedy, 18<sup>th</sup> Floor  
Tampa, Florida 33601-1110  
813/272-5940  
FAX No.: 813/301-7172  
www.hillsboroughmpo.org  
e-mail: transportation@plancom.org

After the Governor's review and approval of the 2013 MPO Membership Apportionment Plan, we will contact you regarding an amendment to the Interlocal Agreement for Creation of the MPO to reflect the above changes. The Interlocal Agreement, to which your organization is a party, specifies the MPO's composition, membership terms, powers and duties. An amendment must be signed by all parties before the above changes can take effect.

In order to move forward with this process, we respectfully request a resolution from your board endorsing the Hillsborough MPO 2013 Membership Apportionment Plan, and empowering your chair to sign an amended interlocal agreement to reflect these specified changes. We have provided a sample resolution for your consideration.

We are coordinating with your staff to schedule this item for an upcoming Tampa Port Authority Board meeting. MPO staff will be available to attend and answer any questions that might arise. Please do not hesitate to call me or Beth Alden at 272-5940 if further information is needed.

Sincerely,

A handwritten signature in cursive script that reads "R Chiamonte".

Ramond Chiamonte, AICP  
Executive Director

Enclosures



## MEMBERSHIP APPORTIONMENT PLAN



**Approved for Submittal: June 4, 2013**

Hillsborough County Metropolitan Planning Organization  
601 East Kennedy Blvd., 18<sup>th</sup> Floor  
P.O. Box 1110  
Tampa, FL 33601  
(813) 272-5940

# MEMBERSHIP APPORTIONMENT PLAN

## Hillsborough County Metropolitan Planning Organization

**Commissioner Mark Sharpe  
Chairman**

Paul Anderson  
Tampa Port Authority

Commissioner Kevin Beckner  
Hillsborough County

Mayor Frank Chillura  
City of Temple Terrace

Councilman Harry Choen  
City of Tampa

Joe Lopano  
Hillsborough Co. Aviation Authority

Commissioner Rick Lott  
City of Plant City

Commissioner Lesley "Les" Miller, Jr.  
Hillsborough County

**Councilwoman Lisa Montelione  
Vice Chairman**

Councilwoman Lisa Montelione  
City of Tampa

Commissioner Sandra Murman  
Hillsborough County

Steve Polzin  
HART

Commissioner Mark Sharpe  
Hillsborough County

Councilman Mike Suarez  
City of Tampa

Joe Waggoner  
Tampa Hillsborough Co. Expressway Authority

Bowen Arnold(Ex-Officio)  
The Planning Commission

Ramond A Chiaramonte, AICP  
Executive Director

Approved for Submittal: June 4, 2013

# MEMBERSHIP APPORTIONMENT PLAN

## TABLE OF CONTENTS

Authorizing Resolution.....	1
Introduction & Background .....	2
MPO Apportionment Plan for Hillsborough County	
Section 1: MPO Urban Area Boundary .....	3
Section 2: Current and Proposed MPO Membership .....	3
Section 3: Geographic Characteristics and Location.....	7
Section 4: Summary .....	10
Section 5: Supporting Documentation .....	12
Attachment A: Issues of Local & Regional MPOs.....	13
Attachment B: Minutes from the MPO Meeting of October 14, 2003....	25
Attachment C: Endorsing Resolutions from Member Governments ...	30

### List of Tables

Table 1: Proposed Jurisdictional Membership.....	6
Table 2: Proposed Agency Membership.....	7
Table 3: Hillsborough County Metropolitan Planning Organization Re- Apportionment Plan .....	11

### List of Maps

Map 1: MPO Urban Area Boundary and Jurisdictions.....	5
-------------------------------------------------------	---

**RESOLUTION 2013-1  
HILLSBOROUGH COUNTY  
METROPOLITAN PLANNING ORGANIZATION**

**MEMBERSHIP APPORTIONMENT PLAN**

WHEREAS, the Hillsborough County Metropolitan Planning Organization is the agency designated to conduct a continuing, coordinated, and comprehensive transportation planning process in Hillsborough County; and

WHEREAS, Section 134 of Title 23 of the United States Code requires the designation of MPOs in urbanized areas, as defined by the United States Bureau of the Census; and

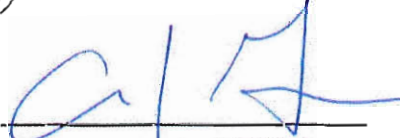
WHEREAS, Section 134 of Title 23 of the United States Code sets forth membership requirements for MPOs designated for transportation management areas, defined as areas with 200,000 or more populations; and

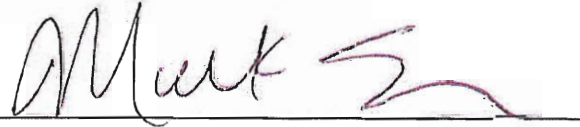
WHEREAS, the Hillsborough County Metropolitan Planning Organization met on June 4, 2013 to review its voting composition and agreed on the changes presented herein ; and

WHEREAS, Section 339.175(4)(a), Florida Statutes, requires the Governor to review the composition of the Metropolitan Planning Organizations (MPO) membership in conjunction with the decennial census.

**NOW, THEREFORE NOW BE IT RESOLVED, that the Hillsborough County Metropolitan Planning Organization approves the submittal of a MPO Membership Apportionment Plan to the Governor's Office.**

June 4, 2013  
Date

  
Adam Gormly, MPO Attorney

  
Mark Sharpe, Chairman

  
Linda M. Ferraro, MPO Secretary

## **INTRODUCTION & BACKGROUND**

To carry out federal transportation planning requirements, Title 23 of the United States Code provides that a metropolitan planning organization (MPO) be designated for each urbanized area with a population of more than 50,000 individuals. In response, the Hillsborough County Metropolitan Planning Organization (MPO) was created in 1974 to meet the requirements of federal law governing the expenditure of federal transportation funds by state and local agencies in Hillsborough County. Currently the MPO Board consists of 13 voting and 2 non-voting members from local jurisdictions and transportation agencies.

The designation of MPOs is accomplished by agreement between the Governor and the affected local governments. In addition, section 339.175, Florida Statutes, provides requirements for MPO membership composition and the apportionment of voting membership. This statute further requires the Governor to review the membership composition of each MPO in conjunction with the decennial census and to apportion it as necessary to comply with these requirements.

At its regular monthly meeting on June 4, 2013, the MPO reviewed its composition and acted to approve this membership apportionment plan for submittal.

## **SECTION 1: MPO URBAN AREA BOUNDARY**

The Hillsborough County Metropolitan Planning Organization's current Urbanized Area Planning (PL) Boundary includes the entire Hillsborough County area. This includes the City of Tampa, City of Temple Terrace, City of Plant City and unincorporated Hillsborough County. Map 1 shows the Urbanized Area Planning (PL) Boundary, the jurisdictions and their estimated populations for 2010, used to apportion the MPO membership proposed in this plan.

The three counties included in the Tampa – St. Pete Urbanized Area – Hillsborough, Pasco and Pinellas – have decided to maintain separate county-level MPOs. This decision is due to several factors which are documented in Attachment A – Issues of Local & Regional MPOs. Following the 2000 Census Urbanized Area designation, the three MPO's along with the Hernando MPO and FDOT agreed to provisions for regional coordination.

## **SECTION 2: CURRENT & PROPOSED MPO MEMBERSHIP**

Currently, thirteen (13) voting and two (2) non-voting members serve on the MPO Board. This composition was agreed to by the local governments in a membership re-apportionment plan approved by the Governor in 2003. The proposed MPO Board membership in this apportionment plan is fifteen (15) voting members with one (1) nonvoting advisor. Three changes are specifically introduced in this apportionment plan relative to the current composition of the MPO Board.

1. A change to Section 339.175(4)(a), Florida Statutes, during the 2012 legislative session designates representation from FDOT on the MPO Board as a nonvoting advisor. As such the FDOT position on the MPO is changed from a nonvoting member to a nonvoting advisor.

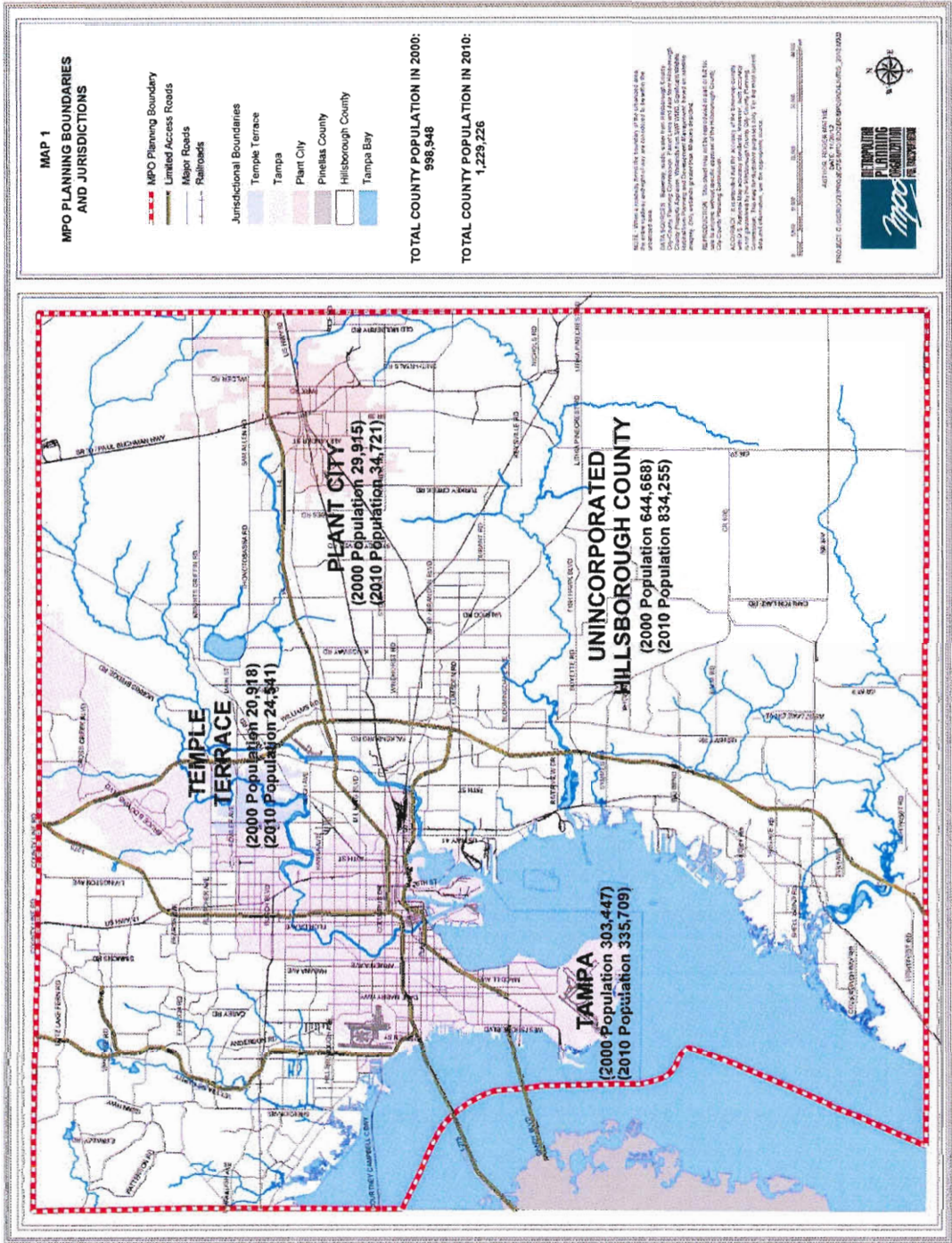
2. An increased emphasis on the integration on land-use and transportation planning has propelled a change in the status of The Planning Commission member on the MPO Board from a nonvoting member to a voting member. This is consistent with provisions in Section 339.175(3), Florida Statutes, allowing “an M.P.O. [to] include... a member of a statutorily authorized planning board...”
3. Additional representation on the MPO is added from the Hillsborough County Board of County Commissioners. This addition is based on percentage representation on the MPO Board from the County Commission consistent with State Statutes and an increased portion of the countywide population residing in the unincorporated county.

In addition to the changes listed above, the MPO is also initiating the process for allowing alternate members to attend and vote at MPO meetings in place of regular members. Consistent with Section 339.175(4)(a), Florida Statutes, “the Governor and a majority of units of general-purpose local government serving on an MPO shall cooperatively agree upon and prescribe who may serve as an alternate member.”

Following the adoption of this apportionment plan and resolution by each member agency or jurisdiction endorsing the plan, a method for identification of alternates will be developed for incorporation into the Interlocal Agreement for the designation of the Hillsborough County Metropolitan Planning Organization.

### **Local Jurisdictional Membership**

Under this plan, the voting composition for the local jurisdictions depicted in Map 1 as part of the Hillsborough County MPO is shown in Table 1. Map 1 illustrates the countywide population geographically distributed across the county and its three municipalities while Table 1 shows the proposed number of votes accorded to the local jurisdictions:



**Table 1**

<b>Proposed Local Jurisdictional Membership</b>		
<b>Jurisdiction</b>	<b>Voting Members</b>	<b>Percent of Total MPO Votes</b>
Unincorporated Hillsborough County	5	33
City of Tampa	3	20
City of Plant City	1	7
City of Temple Terrace	1	7
Non-Jurisdictional Agencies*	5	33
* - Non-Jurisdictional Agencies are listed in Table 2		

**Transportation Agency Membership**

Under federal law, the MPO membership must include all agencies that administer or operate major modes of transportation in the metropolitan area. In addition, state law requires MPO membership of transportation agencies not under the jurisdiction of a general-purpose local government (S. 339.175(3)(b), F.S.). MPO membership may also apportion membership to a statutorily authorized planning board (S. 339.175(3)(a), F.S.). The MPO proposes to meet these requirements by retaining the voting rights of the Tampa-Hillsborough County Expressway Authority, Hillsborough Area Regional Transit Authority (HART), Hillsborough County Aviation Authority, and Tampa Port Authority and adding a member to the MPO from The Planning Commission, as shown in Table 2.

Table 2

Proposed Agency Membership	
Agency	Votes
Expressway Authority	1
HART	1
Aviation Authority	1
Port Authority	1
The Planning Commission	1

Lastly, to complete the MPO membership, this plan designates the Florida Department of Transportation as ex-officio (non-voting) advisor on the board (F.S. 339.175(4)(a)). Thus, the proposed membership plan for the Hillsborough County Metropolitan Planning Organization is increased to a total membership of 16 members (15 voting and 1 non-voting).

**SECTION 3: GEOGRAPHIC CHARACTERISTICS & LOCATIONS**

Map 1 depicts the current and proposed MPO boundaries, member jurisdictions, and jurisdictional populations. A brief description of each jurisdiction follows:

*Unincorporated Hillsborough County*

Hillsborough County was established in 1834 and continues to be Florida’s fourth most populous county with a total 2010 population of 1,229,226. Comprised of 1,020square miles, Hillsborough County is situated on Florida’s west coast surrounding Tampa Bay, and encompasses four political jurisdictions: the unincorporated County, City of Plant City, City of Tampa and the City of Temple Terrace. The municipal function of the unincorporated county is governed by a seven member Board of County Commissioners, four of whom represent districts and three elected at-large. County Commission districts do not apply to the MPO’s membership.

Most of Hillsborough County's growth over the past decade has taken place in the unincorporated portion of the County. Population from 2000 to 2010 increased by 25% in the unincorporated area to 834,255 representing 68% of the countywide population. Significant growth during the past decade occurred in, western and southern areas of the County in communities such as Apollo Beach, Brandon, Citrus Park, Riverview and Westchase., These areas have also recently seen most of the County's new road construction. Eastern and Southern Hillsborough County are predominantly rural and agricultural, although recent development has occurred in communities such as Fishhawk, Ruskin Sun City Center and Valrico.

#### *City of Tampa*

As the County's oldest (established in 1823) and largest city, Tampa serves as the seat of government for Hillsborough County. It is governed by an elected mayor and a seven-member city council. Its 2010 population was 335,709. Tampa similar to the unincorporated county experienced faster population growth between 2000 and 2010 than in the previous decade. Major annexations in the northeastern part of the city, known as New Tampa prior to 2000 resulted in large population growth resulting from new development. Contrasted with new development is the redevelopment Tampa saw during the past decade in the urban core. The county's three major employment centers: Downtown Tampa; The Westshore Business District; and the University of South Florida Tampa continue to attract employment growth.

Tampa is the regional center of government, medicine and business. Major activity centers such as the Port of Tampa, Tampa International Airport, Lowry Park Zoo, Florida Aquarium, Tampa Bay Times Forum and Raymond James Stadium are all located within the Tampa's city limits. It is densely settled and has the most developed

street grid in the County, which constrains road improvements and makes Tampa the focus of transit service in Hillsborough County.

*City of Plant City*

Situated in eastern Hillsborough County, Plant City was incorporated in 1885 on the rail line built by Henry B. Plant, for whom it is named. A five Member City Commission governs the City. After seeing significant growth during the 1990's, Plant City grew by nearly 12% between 2000 and 2010. Surrounded by large amounts of agricultural and open land, Plant City's 2010 population was 34,721 and is expected to continue growing through both annexation and redevelopment. Having recently completed a visioning exercise for the mid-town redevelopment area and an annexation plan through a joint planning agreement with Hillsborough County Plant City is preparing for future growth. Providing adequate facilities for growth and controlling rail and truck traffic are major transportation concerns in Plant City.

*City of Temple Terrace*

Temple Terrace is located on north of the Hillsborough River and east of the City of Tampa. It was incorporated in 1925 as a golf course residential community promoted during the Florida land boom. It is governed by an elected mayor and five-member city council.

In percentage growth and total increase, the population of Temple Terrace remains the smallest of the incorporated municipalities. Growing less than 1% between 2000 and 2010, Temple Terrace has undertaken a mixed-use redevelopment project in the city's downtown area. The City has established a "Reserve Area" east of the City in unincorporated Hillsborough County. The City provides some municipal services and anticipates annexations in this area. Most of the major roads in Temple Terrace are maintained by the State or County.

## SECTION 4: SUMMARY

Table 3 shows the proposed MPO Membership Apportionment Plan. It meets all applicable Federal and State requirements, including:

1. It provides for representation of at least 75% of the affected population (Section 134(d)(1)(A), USC.)
2. As a transportation management area (over 200,000 in population), it provides for representation of agencies that administer or operate major modes of transportation. (Section 134(d)(2)(B), USC.)
3. The number of members was determined on an equitable geographic-population ratio basis, based on an agreement among the affected units of general purpose local government. (S. 339.175(3)(a), F.S.)
4. The proposed membership includes 15 voting members and 1 non-voting advisor, which is not fewer than 5 and not more than 19. (S. 339.175(3)(a), F.S.)
5. All voting members are elected officials of general-purpose governments except those representing agencies that operate or administer major modes of transportation or a statutorily authorized planning board. (S. 339.175(3)(a), F.S.)
6. Authorities or other agencies that have been created by law to perform transportation functions that are not under the jurisdiction of a general-purpose local government are provided voting membership. (S. 339.175(3)(b), F.S.)
7. The county commission represents 33% - more than 20% - of the voting membership. (S. 339.175(3)(a), F.S.)
8. The Florida Department of Transportation is recommended as *ex-officio* (non-voting) advisor. (S. 339.175(4)(a), F.S.)

<b>TABLE 3: HILLSBOROUGH COUNTY METROPOLITAN PLANNING ORGANIZATION MEMBERSHIP REAPPORTIONMENT PLAN</b>		
<b>GOVERNMENT OR AGENCY REPRESENTED</b>	<b>2010 CENSUS POPULATION</b>	<b>TYPE OF REP.</b>
<b>UNINCORPORATED HILLSBOROUGH COUNTY</b> Board of County Commissioners Board of County Commissioners Board of County Commissioners Board of County Commissioners Board of County Commissioners	834,255	Voting Voting Voting Voting Voting
<b>CITY OF PLANT CITY</b> City Commission	34,721	Voting
<b>CITY OF TAMPA</b> Office of Mayor City Council City Council	335,709	Voting Voting Voting
<b>CITY OF TEMPLE TERRACE</b> Office of Mayor	24,541	Voting
<b>EXPRESSWAY AUTHORITY</b> Tampa/Hillsborough County Expressway Authority	N/A	Voting
<b>HARTLINE</b> Hillsborough Area Regional Transit Authority	N/A	Voting
<b>AVIATION AUTHORITY</b> Hillsborough County Aviation Authority	N/A	Voting
<b>PORT AUTHORITY</b> Tampa Port Authority	N/A	Voting
<b>PLANNING COMMISSION</b> Hillsborough County City-County Planning Commission	N/A	Voting
<b>STATE</b> Florida Department of Transportation	N/A	Non-Voting Advisor

**SECTION 5: SUPPORTING DOCUMENTATION**

- Attachment A        Issues of Local & Regional MPOs
- Attachment B        Minutes from the MPO's meeting of June 4, 2013, authorizing  
Proposed Apportionment Plan
- Attachment C        Resolutions or Motions from Member Governments Endorsing  
Proposed Apportionment Plan

## **Attachment A**

### **Issues of Local & Regional MPOs**

## Issues of Local & Regional MPOs

**Background.** Multiple MPOs can be designated within an urbanized area if the Governor and existing MPO determine that size and complexity of the planning area make it appropriate.

This process was followed in Tampa Bay in 2003, following release of the 2000 Census urbanized area data. The MPO chairs of Hernando, Hillsborough, Pasco and Pinellas Counties, and the FDOT District Seven Secretary, signed a joint letter to the Governor recommending that the MPOs be redesignated as individual MPOs, with the following provisions for regional coordination:

- Interlocal agreements for a separate regional planning entity, the MPO Chairs Coordinating Committee (CCC);
- A regional long range transportation plan, with needs and affordable projects;
- A regional project prioritization process and ranked order list;
- An air quality consultative process;
- A regional public involvement plan;
- Annual evaluations of the regional process as part of the annual MPO certifications.

MAP-21, the transportation spending reauthorization law of 2012, made minimal changes to this process. Nothing requires or prevents consolidation among multiple MPOs within a single urbanized area.

**Size and Complexity of the Tampa Bay Urbanized Area.** The metropolitan planning process promotes consistency between transportation improvements and state and local planned growth and economic development patterns. The more regional a MPO becomes, the less localized are the decisions it renders.

Hillsborough County alone is approximately 1,000 square miles in size, as large as the three-county Portland Metro area. Hillsborough's land use characteristics are different from its neighbors, with Hillsborough County approximately one-third rural. Pinellas County is almost entirely built-out, resulting in the highest population density of any county in the state.

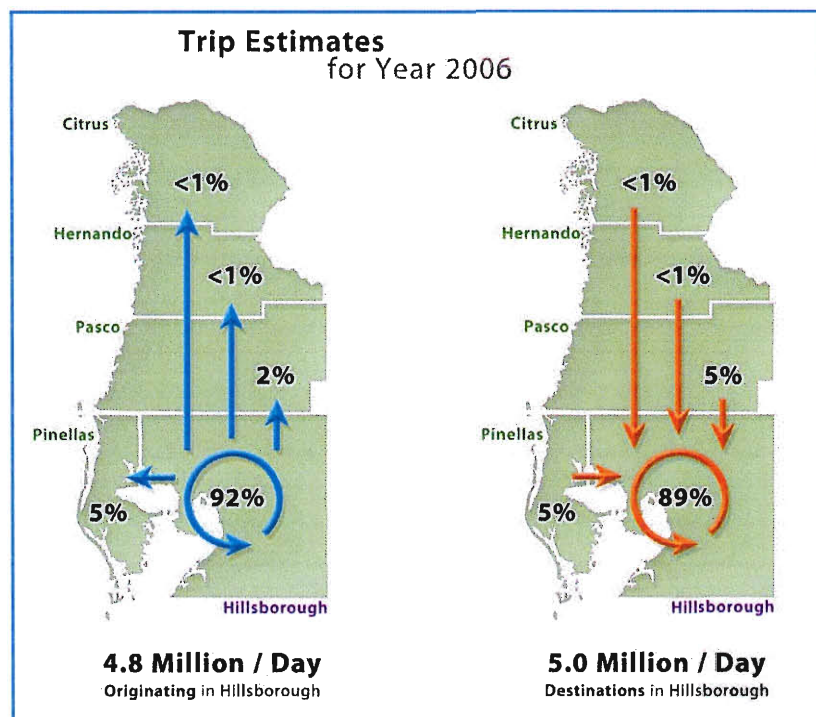
Hillsborough also has very different demographic characteristics. Twenty-one percent of Pinellas' population is over the age of 65, in contrast to Hillsborough's 12%. Hillsborough has a larger working age population, and a larger Hispanic population. As a result, Hillsborough's transportation challenges are more focused on morning and evening peak-hour congestion, and on the multimodal mobility challenges of a diverse mix of residents. In fact, Pinellas traffic is often as high at mid-day as it is at traditional "rush hour."

Though there is some cross-county commuting, the travel demand between counties is not as strong as that between major centers inside Hillsborough and major centers inside Pinellas, as discussed in more detail below.

The level of organized governance is also very different between Hillsborough and Pinellas Counties. Hillsborough has one of the highest percentages of residents living in unincorporated areas of any metropolis in the country (chart attached). Pinellas has 24 incorporated municipalities where the majority of its residents reside, while Hillsborough’s larger population resides primarily (68%) in the unincorporated county. This means that in Pinellas there are 6,800 residents per local councilperson/commissioner (on average countywide), while in Hillsborough the proportion is 51,000 residents per local councilperson/commissioner. Pinellas communities may therefore be better organized to advocate for their needs than Hillsborough Communities. Further, Hillsborough relies on its county-level government organizations to provide direct customer service and support to county residents; shifting this responsibility to a multi-county organization is likely to dilute the organization’s responsiveness.

**Tampa Bay Region Travel Patterns.** Even in a region such as Tampa Bay that has major cities spread across several counties, the great preponderance of trips begin and end within a single county. **Map 1** illustrates traffic patterns in Hillsborough County for 2006. It shows that 92% of all trips originating in Hillsborough County end in Hillsborough County, and 89% of all trips ending in Hillsborough County also started in Hillsborough County. **Maps 2 and 3** illustrate that this pattern holds true for other counties in the Tampa Bay region.

Furthermore, although overall travel grows, the model forecasts that this pattern of local trip making continues through 2035. Thus, most traffic issues result from travel patterns internal to each county, and are best addressed at that level.



**Map 1: Daily Trip Patterns for Hillsborough County**

Source: Tampa Bay Regional Planning Model

## Hosting Arrangements & Cost Efficiency.

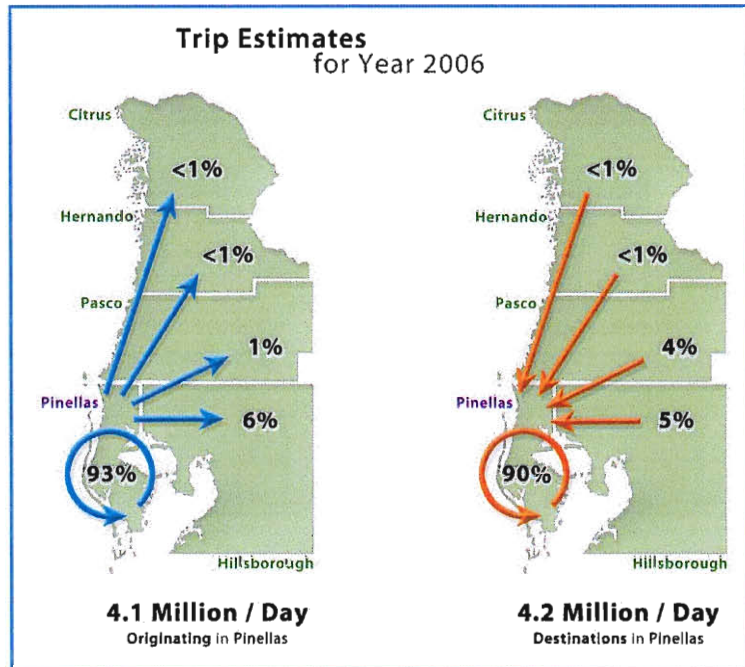
The Hillsborough MPO currently is hosted by Hillsborough’s City-County Planning Commission. The Pinellas MPO is currently hosted by Pinellas County but is actively working towards a merger with the Pinellas Planning Council.

Hosting arrangements like these tend to be more cost-effective than free-standing MPO structures, like the independent Sarasota-Manatee MPO that was created to serve two counties. According to a Federal Highway Administration 2010 report, a frequently cited disadvantage of being an independent MPO is the high cost of operation.

Advantages of hosting arrangements include:

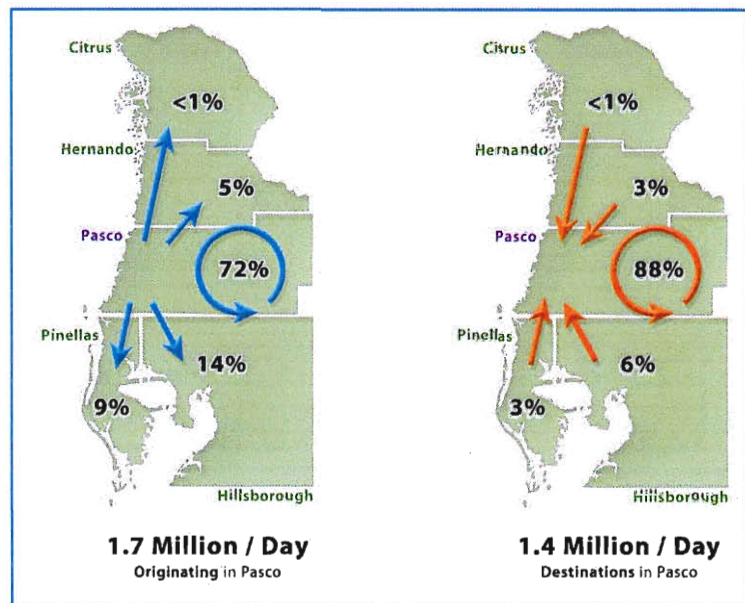
- Eliminating or substantially reducing office rent;
- Reducing the cost of pooled office support services such as human resources, payroll, benefits and IT support;
- Reducing the cost of office supplies through leveraged purchases;
- Pooled legal services.

These savings allow a hosted MPO staff to focus more resources on the planning process than on overhead tasks. Hillsborough MPO is a good example of this efficiency, providing federally certified transportation planning with a staff of only 10.5 persons. If the Hillsborough MPO had



Map 2: Daily Trip Patterns for Pinellas County

Source: Tampa Bay Regional Planning Model



Map 3: Daily Trip Patterns for Pasco County

Source: Tampa Bay Regional Planning Model

an average size staff for an MPO serving a county of over one million population, it would have 26 staff members.

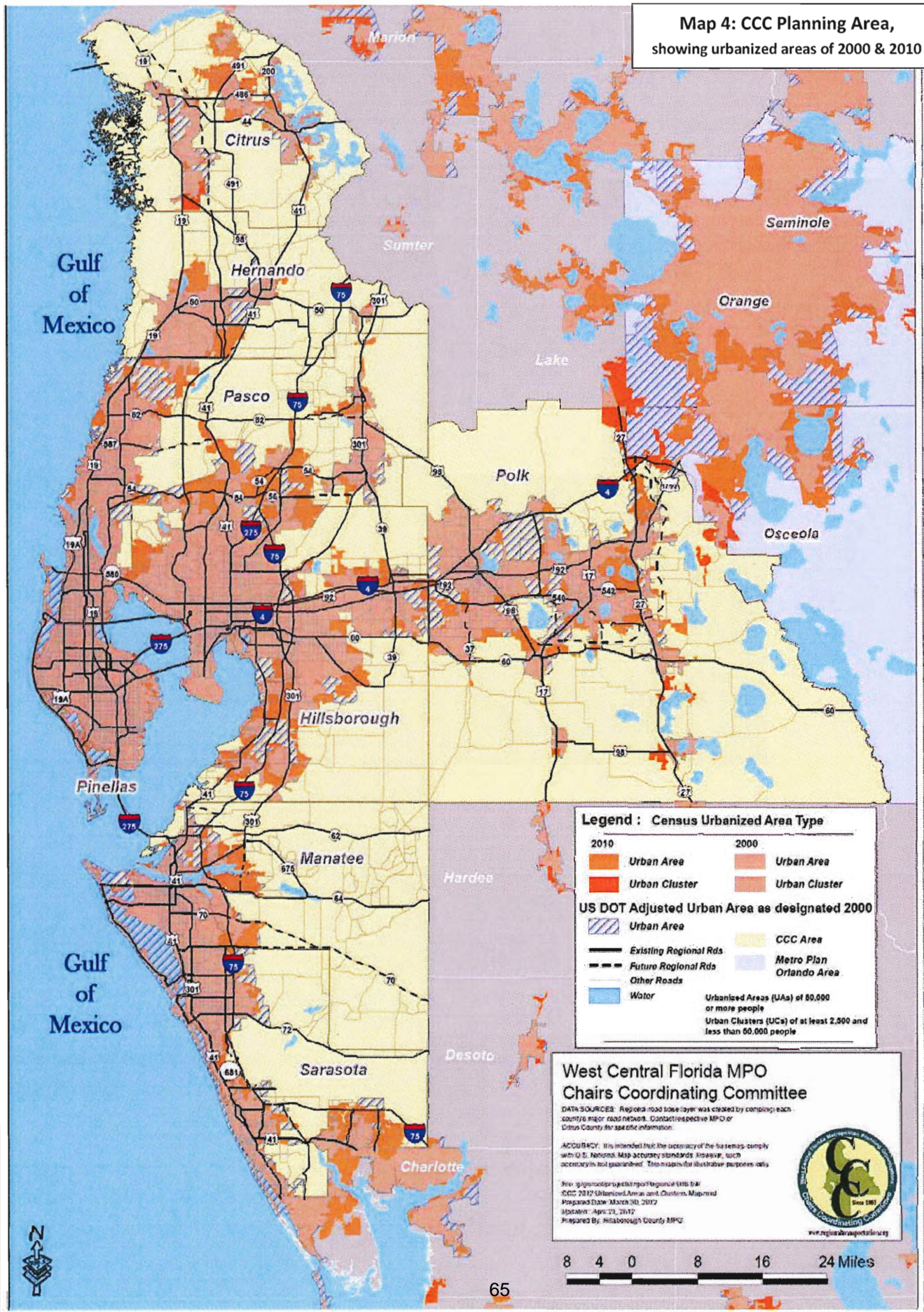
A further advantage of hosting arrangements like these is the opportunity for greater coordination between the MPO's transportation planning work and related planning activities conducted by the host agency. In the case of the Hillsborough City-County Planning Commission and the Pinellas Planning Council, there is tremendous opportunity for collaborative work and coordination between the long range transportation plans and the comprehensive plans of the county and municipalities. Advantages include:

- Greater consistency and seamlessness between local government policies for growth and community development, and the MPO's transportation priorities and spending decisions;
- Fuller and more complete information on multimodal infrastructure capacity and improvement plans in the development review and approval process;
- Minimizing duplication of effort in the creation and maintenance of GIS, socioeconomic forecasts, and other data sets; in familiarization and compliance with changing legislation, and state and federal administrative rules; and in public involvement activities such as visioning and goal-setting workshops and charrettes.

**Regional Planning Today.** Regional transportation planning in the Tampa Bay area is currently conducted at an even broader scale than the Hillsborough/Pinellas/Pasco transportation management area. The Tampa Bay Area MPO Chairmen's Coordinating Committee (CCC) has held joint public meetings of MPO board members, to address intercounty connections, since 1992. Over time it has been expanded, renamed the West Central Florida CCC, and given statutory responsibilities under F.S. 339.175(5)(h). Today it includes the MPOs and TPOs of Citrus, Hernando, Pasco, Pinellas, Hillsborough, Polk, and Sarasota/ Manatee – thereby serving three interrelated urbanized areas – along with non-voting representatives of the regional planning councils, TBARTA, and the FDOT Districts 1 and 7 Secretaries. The CCC's planning area is shown in **Map 4**.

The CCC is responsible for providing continuing coordination and communication among its member agencies. It holds quarterly public meetings of its board – the MPO Chairs and other representatives – and its Joint Citizens Advisory Committee; it holds biweekly meetings of staff. It annually updates its list of priority projects at a public hearing, and updates its eight-county cost-affordable Regional Long Range Transportation every five years, consistent with federal law. It also takes on other activities periodically and as required, such as air quality

**Map 4: CCC Planning Area,  
showing urbanized areas of 2000 & 2010**



**Legend : Census Urbanized Area Type**

2010	2000
Urban Area	Urban Area
Urban Cluster	Urban Cluster

**US DOT Adjusted Urban Area as designated 2000**

- Urban Area
- CCC Area
- Existing Regional Rds
- Future Regional Rds
- Other Roads
- Water
- Metro Plan Orlando Area

Urbanized Areas (UAAs) of 50,000 or more people  
Urban Clusters (UCAs) of at least 2,500 and less than 50,000 people

**West Central Florida MPO  
Chairs Coordinating Committee**

DATA SOURCE: Regional road base layer was created by compiling each county's major road network. Contact respective MPO or Citrus County for specific information.

ACCURACY: It is intended that the accuracy of the data comply with U.S. National Map Accuracy Standards. However, such accuracy is not guaranteed. This map is for illustrative purposes only.

File: g:\gis\mop\proj\regional\1116\_041  
CCC 2010 Urbanized Area and Clusters Map  
Prepared Date: March 30, 2012  
Updated: April 19, 2012  
Prepared By: Hillsborough County MPO

[www.regionaltransportation.org](http://www.regionaltransportation.org)



coordination, multi-use trails coordination, and regional congestion management studies and plans. It maintains a website, [www.regionaltransportation.org](http://www.regionaltransportation.org), with access to its work products.

Its activities are funded voluntarily by its MPO and TPO member agencies. This past year, the CCC contracted with TBARTA to provide staff support services for the CCC's coordination tasks and public meetings. The cost of this contract was shared equally among the member MPOs and TPOs. Contracting with TBARTA provides a permanent contact person for anyone wishing to reach the CCC; supports TBARTA's existing regional coordination work; and minimizes duplication of effort.

The CCC's regional transportation planning process was reviewed by the FHWA and FTA in 1996, 1999, 2002, 2005, and 2009, and in each case found to be in compliance with the requirements of 23 CFR Part 450, Subpart C, and other federal rules. Over the years, several noteworthy practices have been identified. Only one corrective action has ever been identified; in 1999, the CCC was asked to adopt a regional public involvement plan, which it did the following year.

## Other Issues for Consideration

- **Smaller jurisdictions will have reduced representation.** Florida statute limits the number of voting members on an MPO board to 19. Pinellas County has 24 municipalities (some of which take turns year by year having membership on the MPO), in addition to PSTA and Pinellas County government representation on the MPO Board. Factor in Hillsborough County and its cities, along with the Aviation Authority, Port Authority, Expressway Authority, Transit Authority; and it is evident that small city representation in transportation planning issues will be reduced.
- **Public participation will be more challenging.** Providing meaningful opportunities for members of the public, including the transportation disadvantaged, to participate in the transportation decision-making process is a challenge regardless of community size. The issues are amplified for agencies serving large, multi-county areas. Over the years, the CCC has brought its planning products to the public through the public meetings and outreach efforts of its county-level member agencies, which are able to provide a finer grain of attention and interaction. Another strategy is that used by TBARTA, which held i-Town Hall meetings; this strategy reached hundreds of residents around the region by calling them at home, but requires significant financial resources. Having a single MPO in the urbanized area would move the decision-making process farther away from the people who may be most affected by it. A decision on a local arterial could be made by officials whose jurisdictions could be 50 or more miles away.

- **Consolidation will have minimal effect on the expenditures of local or federal governments.** MPO's are primarily funded through federal planning grants, which are allocated based on population.

## **Background: How Did We Get To Where We Are Today?**

The requirement for metropolitan transportation planning came about as a result of the Federal Aid Highway Act of 1973. Urban areas with a strong tradition of planning (especially transportation planning) on a regional scale tended to assign MPO functions to their pre-existing regional bodies. Examples include the Denver Council of Governments, Atlanta Regional Commission, Delaware Valley Regional Planning Council (Philadelphia), and Puget Sound Regional Council (Seattle).

In contrast, areas with pre-existing multi-jurisdictional planning agencies that covered only one county often resulted in a single-county MPO. Examples include Phoenix, San Diego, and Tampa.

It is also worth noting that, prior to the Federal Aid Highway Act of 1973, many urban areas were already engaged in what was commonly referred to as the "3C" planning process. This was mandated by the Federal Aid Highway Act of 1962, which required the establishment of a "continuing, cooperative, and comprehensive" planning process as a condition for receiving federal highway construction funds. Prior to their formal designation as MPOs, many urban areas, Tampa included, maintained "urban area transportation studies." In fact, as far back as 1964, the Hillsborough County City-County Planning Commission signed a Memorandum of Agreement with the State Road Department (today the Florida Department of Transportation), Hillsborough County, and the Cities of Plant City, Tampa, and Temple Terrace. The agreement established the Tampa Urban Area Transportation Study along with three standing committees: policy, technical, and citizens. Thus, the basis for a single-county MPO was already in place and it may have been a matter of administrative convenience to continue this arrangement.

### **Counties with Home Rule Powers**

In 1973, the Florida Legislature adopted the Home Rule Powers Act, enabling counties to adopt charters giving them considerable flexibility in the way they are governed. Twenty out of 67 Florida counties have a home rule charter in force, including the largest urban areas in the state. Notably, 11 out of these 20 counties are also served by single-county MPOs:

<u>County</u>	<u>MPO</u>
Alachua	Gainesville MTPO
Brevard	Space Coast TPO
Broward	Broward County MPO
Charlotte	Charlotte-Punta Gorda MPO
Hillsborough	Hillsborough County MPO
Lee	Lee County MPO
Miami-Dade	Miami-Dade MPO
Palm Beach	Palm Beach MPO
Pinellas	Pinellas County MPO
Polk	Polk TPO
Volusia	Volusia TPO

### **Designation of Urban Areas and MPOs in Florida**

The U.S. Census Bureau designates Urban Areas based on population and population density. Urban areas are defined as having a population of at least 50,000 and a density of at least 1,000 persons per square mile. By virtue of its relatively recent growth, over the past 40 years Florida experienced a rapid expansion in the number of urban areas reaching the population threshold of 50,000, the point at which an MPO must be designated. Following each decennial census, there have been several “waves” of MPOs designated in Florida:

<u>Year</u>	<u>Florida MPOs in Existence</u>
1980	14
1990	20
2000	25
2010	26*

\* The two newest urban areas, Homosassa Springs-Beverly Hills-Citrus Springs and Sebring-Avon Park, have not yet designated MPOs.

As shown in **Map 5**, in 1990 many of Florida’s communities that had reached the population threshold for Urban Areas were confined to one county, and were separated by rural expanses not adjacent to another urbanized county. Examples include Naples, Brooksville, Cape Coral, Gainesville, Lakeland, Ocala, Panama City, and Winter Haven. Consequently, Florida has a preponderance of single-county MPOs. Furthermore, multiple MPOs serving one urban area have also resulted from changing Census Bureau boundaries and definitions. For example, the

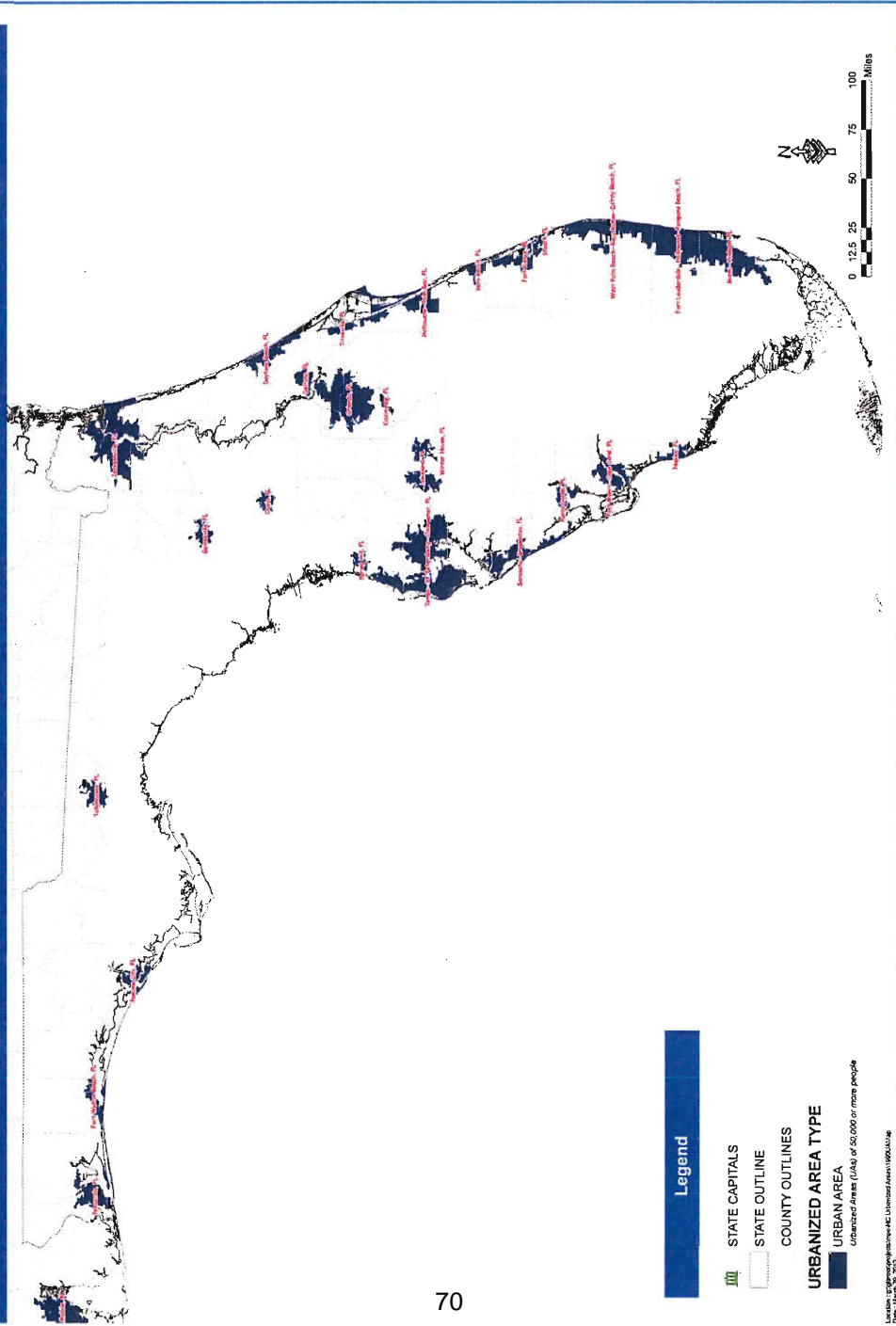
current Miami urban area is made up of three formerly separate urban areas (Miami, Ft. Lauderdale and Palm Beach).

**Map 6** shows the growth in both the number and geographic extent of urban areas by 2010. It also includes “Urban Clusters”, defined by the Census Bureau as having a population of greater than 2,500 but less than 50,000.

### **Geographical Barriers & Political Boundaries**

Multiple MPOs serving one urban area can also result from geographic barriers or political boundaries. For example, the New York-Newark, NY-NJ-CT and Portland, OR-WA areas are each served by two MPOs separated by state lines and major water bodies. Interestingly, the nation’s largest urban area, New York-Newark, was served previously by one MPO (the Tri-State Regional Planning Commission) but political rifts caused its dissolution into two separate MPOs in 1982.

# 1990 U.S. CENSUS: URBAN AREAS



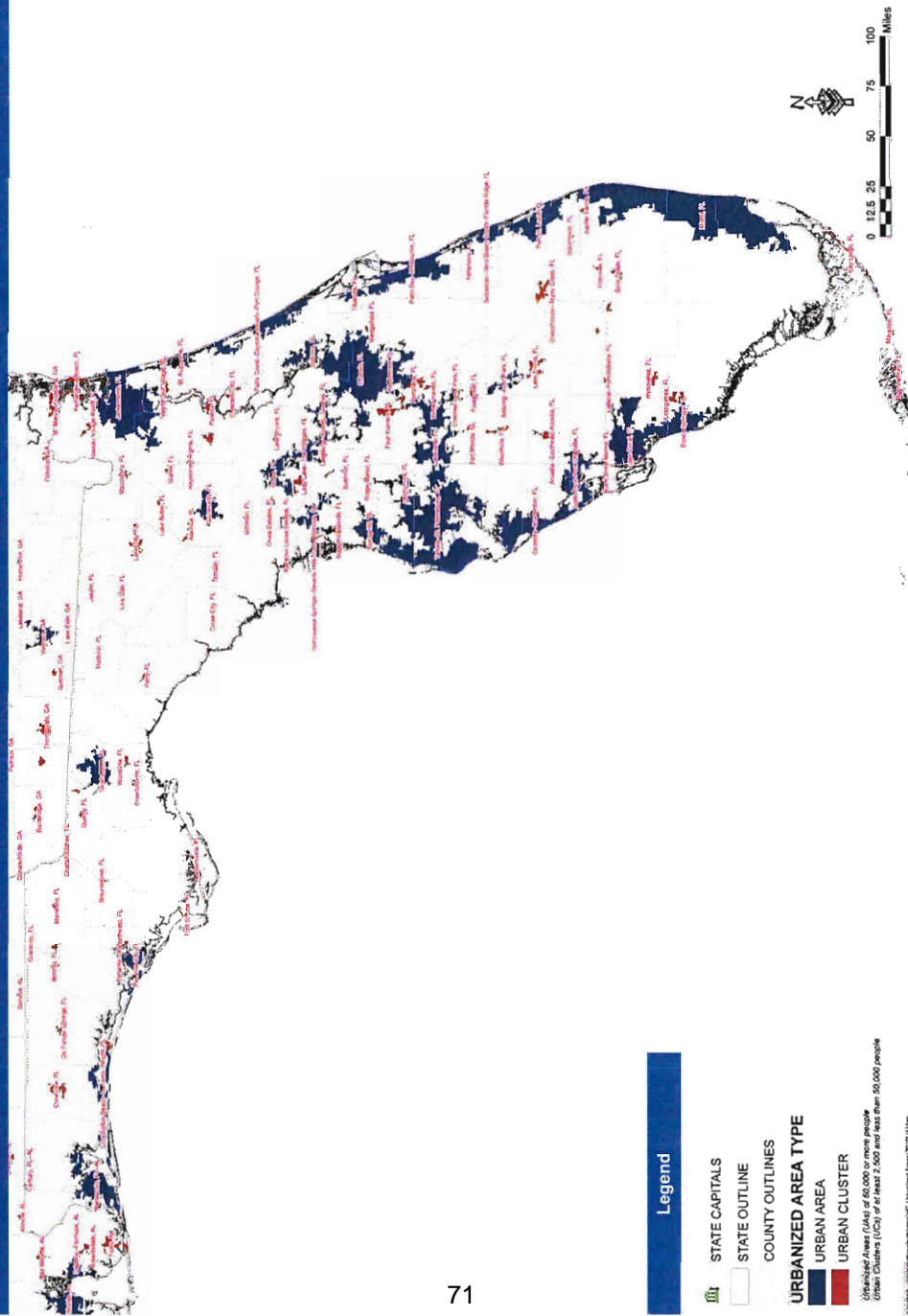
**Legend**

- STATE CAPITALS
- STATE OUTLINE
- COUNTY OUTLINES
- URBAN AREA TYPE**
- URBAN AREA  
Urbanized Areas (UAs) of 50,000 or more people

Location: US Census Bureau, 1990; Data: US Census Bureau, 1990; Date: October 1, 2011

Map 5: Florida Urban Areas (1990)

# 2010 U.S. CENSUS: URBAN AREAS & URBAN CLUSTERS



**Legend**

- STATE CAPITALS
- STATE OUTLINE
- COUNTY OUTLINES
- URBANIZED AREA TYPE**
  - URBAN AREA
  - URBAN CLUSTER

Urbanized Areas (UAs) of 50,000 or more people  
Urban Clusters (UCs) of at least 2,500 and less than 50,000 people  
Source: U.S. Census Bureau, 2010 Census of Population and Housing

Map 6: Florida Urban Areas (2000)

## **Attachment B**

### **Minutes from the MPO's meeting of June 4, 2013, approving Proposed Apportionment Plan for Submittal**

TUESDAY, JUNE 4, 2013 - DRAFT MINUTES

**HILLSBOROUGH COUNTY  
METROPOLITAN PLANNING ORGANIZATION  
MEETING OF JUNE 4, 2013  
MINUTES**

The Metropolitan Planning Organization (MPO), Hillsborough County, Florida, met in Regular Meeting, scheduled for Tuesday, June 4, 2013, at 9:00 a.m., in the Boardroom, Frederick B. Karl County Center, Tampa, Florida.

The following members were present:

Mark Sharpe, Chairman	Commissioner, Hillsborough County
Paul Anderson	Chief Executive Officer, Tampa Port Authority
Kevin Beckner (arrived at 9:15 a.m.)	Commissioner, Hillsborough County
Joe Lopano	Chief Executive Officer, Hillsborough County Aviation Authority
Lesley Miller Jr.	Commissioner, Hillsborough County
Lisa Montelione (arrived at 9:08 a.m.)	Councilwoman, City of Tampa (Tampa) City Council
Sandra Murman (arrived at 9:07 a.m.)	Commissioner, Hillsborough County
Steven Polzin	HART
Mike Suarez	Councilman, Tampa City Council
Joseph Waggoner	Tampa-Hillsborough Expressway Authority

The following members were absent:

Bowen Arnold	Planning Commission (nonvoting)
Frank Chillura	Mayor, City of Temple Terrace
Harry Cohen	Councilman, Tampa City Council
Rick Lott	Commissioner, City of Plant City

**I. CALL TO ORDER**

Chairman Sharpe called the meeting to order at 9:06 a.m. Commissioner Miller led in the pledge of allegiance to the flag and gave the invocation.

## II. PUBLIC COMMENTS

Dr. Maurice Harvey, Carver City/Lincoln Gardens Civic Association Incorporated, displayed photographs, spoke about neighborhood hardships and public input/requests not being addressed regarding the interstate master plan, and asked the MPO Board to initiate a review of the project to determine if the design-build plans deviated from the approved master plan. Commissioner Murman wanted to have Florida Department of Transportation (FDOT) representatives attend the July 30, 2013, Policy Committee meeting to discuss the issue. Replying to Commissioner Miller, Mr. Ming Gao, FDOT, relayed FDOT efforts within the neighborhood, agreed to attend the Policy Committee meeting, and answered MPO Board questions. Commissioner Miller requested the neighborhood be informed prior to changes occurring. After questioning survey work, Councilwoman Montelione suggested door-to-door neighborhood communication. Following discussion, **Councilman Suarez moved to direct staff to find out what the significant changes were from the original design-build project and come back to the MPO at the next regular meeting, seconded by Councilwoman Montelione.** Subsequent to remarks, **the motion carried ten to zero.** (Members Chillura, Cohen, and Lott were absent.) Mr. Alan Johnson, Westshore Residential Neighborhood Improvements Committee, relayed concerns with deviations to the design-build plan. Chairman Sharpe asked FDOT representatives to speak with Mr. Johnson.

## III. COMMITTEE REPORTS

Ms. Beth Alden, MPO, summarized the reports.

## IV. PUBLIC HEARING: Transportation Improvement Program (TIP) Annual Update

Mr. Wally Blain, MPO, gave an overview of the item and responded to MPO Board member queries. After dialogue, Councilwoman Montelione requested the MPO Board be given a list of TIP projects deferred to the Board of County Commissioners and be kept abreast of changes. Commissioner Beckner asked for deferred projects to remain on the list with funding sources indicated.

Chairman Sharpe called for public comment; there was no response. **Commissioner Miller moved the item, seconded by Commissioner Murman.** Commissioner Beckner clarified the motion included the changes. Following a roll call vote, **the motion carried nine to zero.** (Councilman Suarez was out of the room; Members Chillura, Cohen, and Lott were absent.)

## V. CONSENT AGENDA

- A. MPO Meeting Minutes: May 14, 2013
- B. TIP Amendments
- C. Letter Regarding Strategic Intermodal System 2040 Cost Feasible Plan

#### D. Committee Appointment

After comments from Managing County Attorney Adam Gormly, Chairman Sharpe sought a motion to approve Items A, C, and D on the Consent Agenda. **Commissioner Murman so moved, seconded by Councilwoman Montelione, and carried ten to zero.** (Members Chillura, Cohen, and Lott were absent.)

Mr. Blain reviewed Item B. **Councilwoman Montelione moved to approve the amendments, seconded by Commissioner Murman.** Upon a roll call vote, **the motion carried nine to zero.** (Councilman Suarez was out of the room; Members Chillura, Cohen, and Lott were absent.)

#### VI. ACTION ITEMS

##### A. MPO Reapportionment Plan Draft for Circulation

Ms. Alden sought approval of a letter to the FDOT, as contained in background material. After comments, **Commissioner Murman moved approval.** Councilwoman Montelione suggested changing language in the last paragraph on the first page of the FDOT letter to state “we intend to remain individual MPOs and form a working group.” Dr. Polzin wanted “Hartline” edited to “HART” on Table 2 of the plan. Councilwoman Montelione asked to amend the motion as including Dr. Polzin’s as well as her comments. **Commissioner Murman agreed. Dr. Polzin seconded the motion, which carried nine to zero.** (Councilman Suarez was out of the room; Members Chillura, Cohen, and Lott were absent.)

##### B. University Area Circulator Study

Ms. Brandie Miklus, Jacobs Engineering Incorporated, gave a presentation. Discussion ensued concerning private/independent transit providers and service duplication. Replying to Commissioner Murman, Ms. Alden offered information about the circulator study process/cost for South County and agreed to provide assistance. Following dialogue, Mr. Randy Kranjec, MPO, acknowledged the need for Innovation Alliance member collaboration during the planning process.

Subsequent to talks, Chairman Sharpe asked Mr. Kranjec about ongoing circulator studies within the County and wanted further discussion at the next Policy Committee meeting, which Commissioner Miller suggested all the impacted entities attend. Commissioner Murman sought to ascertain HART’s position and to continue with planning. Chairman Sharpe called for a motion to approve the report while stakeholders continued to explore funding partnerships and opportunities to collaborate on the very important issue. **Councilwoman Montelione so moved, seconded by Commissioner Beckner, and carried eight to zero.** (Members Lopano and Suarez were out of the room; Members Chillura, Cohen, and Lott were absent.)

### C. Tampa Bay Area Regional Transportation Authority (TBARTA) Master Plan 2013 Update

Mr. Richard Clarendon, MPO, reviewed background material and staff recommendation. Mr. Anderson inquired about the plan impact on the freight component, referred to a 2010 freight and intermodal study and project prioritization, questioned coordination with the statewide freight and intermodal plan, and asked to meet with TBARTA staff. Dr. Polzin felt qualifiers reflecting current fiscal/demographic realities should be added to the plan. Commissioner Murman spoke to absences/relevancies within the plan, including the Interstate (I) 75/I-4/I-275 corridor. Dialogue occurred. Mr. Ray Chiaramonte, MPO Executive Director, touched on the plan process.

After remarks and confirming the recommendation was to support the 2013 TBARTA master plan with the MPO attached recommendations, **Commissioner Miller made that motion.** Councilwoman Montelione wanted to amend the motion to include the concerns of the port and also the South County so the MPO was approving those comments and recommendations, as attached, with the addition of the port director and Commissioner Murman’s comments. **Commissioner Miller agreed. Councilwoman Montelione seconded the motion, which carried eight to zero.** (Members Lopano and Suarez were out of the room; Members Chillura, Cohen, and Lott were absent.)

## VII. STATUS REPORTS

### A. Bus Toll Lane Study

Mr. Waggoner expounded on a presentation, as furnished in background material. Discussion ensued. Chairman Sharpe requested Mr. Waggoner provide revenue stream updates to Dr. Herbert Marlowe Jr. and the County Administrator relative to the County transportation plan. Commissioner Murman suggested Mr. Waggoner work with the County Public Works staff. Responding to Mr. Lopano, Mr. Waggoner sought concept support. **Commissioner Murman moved support, seconded by Dr. Polzin, and carried ten to zero.** (Members Chillura, Cohen, and Lott were absent.)

### B. Bruce B. Downs Boulevard Peak Hour High Occupancy Vehicle (HOV) Lane Feasibility Study

Ms. Gena Torres, MPO, highlighted the item, as included in background material. Mr. Waggoner suggested incorporating bus toll lanes as an option, especially to Bruce B. Downs Boulevard; opined on HOV toll lanes; and asked to participate in the study.

## VIII. EXECUTIVE DIRECTOR’S REPORT

Mr. Chiaramonte said the report was available in background material.

## **Attachment C**

### **Resolutions from Member Governments and Agencies Endorsing Proposed Apportionment Plan.**

**Board of County Commissioners (BOCC)**  
**Plant City Commission**  
**Tampa City Council**  
**Temple Terrace City Council**  
**Hillsborough Area Regional Transit Authority**  
**Hillsborough County Aviation Authority**  
**Tampa Port Authority**  
**Tampa-Hillsborough County Expressway Authority**  
**The Hillsborough County City-County Planning Commission**

## **E. RECEIPT OF REPORTS**

- 1. REPORT OF LEGAL FEES BY PROJECT**
- 2. REPORT OF AGED ACCOUNTS RECEIVABLES**
- 3. REPORT OF CONTRACT STATUS**
- 4. REPORT OF MINOR WORK PERMITS**

## FY 2013 – LEGAL FEES AND EXPENSES REPORT THROUGH JUNE 30, 2013

### YEAR-TO-DATE LEGAL FEES AND EXPENSES

	<u>FY 2013 Budget</u>	<u>FY 2013 Actual</u>
General Support / Litigation	\$ 65,000.00	\$ 52,679.75
General Admiralty / Maritime	\$ 9,000.00	\$ 0.00
General Real Estate / Land Use	\$ 69,000.00	\$ 33,400.10
General Construction Services Legal Support	\$ 18,000.00	\$ 17,867.50
General Environmental Legal Support	\$ 15,000.00	\$ 3,442.50
General Labor/Employment Legal Support	\$ 25,000.00	\$ 62,038.33
General Bankruptcy Services Legal Support	\$ 9,000.00	\$ 2,160.00
 <b>YEAR-TO-DATE FY 2012-13</b>	<b>\$210,000.00</b>	<b>\$ 171,588.18</b>
[ Remaining Budget \$38,411.82 ]		

### LITIGATION AND GENERAL LEGAL SUPPORT

Outside Counsel / Matter	June	Cumulative FY To Date	Cumulative Budget (1)	Budget Increase/ Matter Total
Gray Robinson				
General		\$ 2,316.19	\$ 30,000.00	
Channelside Bay Mall/Lit	\$ 9,971.25	\$32,941.42	\$225,000.00	
Anglo-Irish Bank v. CBM	\$ 1,147.50	\$ 8,311.50	\$135,000.00	
Hamilton, Miller & Birthisel				
General		\$ 1,365.00	\$ 15,000.00	
Ins – CD *	\$ 4,745.47	\$ 27,673.72	\$ 40,000.00	
Ins – MD			\$ 15,000.00	
Ins – JH		\$ 1,480.00	\$ 15,000.00	
<small>* Information only – Legal Fees paid by Insurance Company</small>				
Venable, LLC.				
General	\$ 2,250.00	\$ 3,989.00	\$ 15,000.00	

### GENERAL ADMIRALTY / MARITIME LEGAL SUPPORT

Outside Counsel / Matter	June	Cumulative FY To Date	Cumulative Budget (1)	Budget Increase/ Matter Total
		\$ 0.00		

**GENERAL REAL ESTATE / LAND USE LEGAL SUPPORT**

<u>Outside Counsel / Matter</u>	<u>June</u>	<u>Cumulative FY To Date</u>	<u>Cumulative Budget (1)</u>	<u>Budget Increase/ Matter Total</u>
Gray Robinson – Real Estate				
General			\$ 50,000.00	
Channelside Bay Mall/RE			\$ 15,000.00	
DRI	\$ 225.00	\$ 270.00	\$ 15,000.00	
Murphy Oil USA, Inc.			\$ 30,000.00	
NexLube Tampa, LLC			\$ 20,000.00	
CBM – New Developer	\$ 877.50	\$ 28,160.00	\$ 45,000.00	
P&G Consulting Group				
DRI			\$ 20,000.00	
NexLube Tampa, LLC			\$ 15,000.00	
Cruise Terminals		\$ 200.00	\$ 15,000.00	
South Bay			\$ 15,000.00	
Gen'l Projects			\$ 15,000.00	

**GENERAL CONSTRUCTION SERVICES LEGAL SUPPORT**

<u>Outside Counsel / Matter</u>	<u>June</u>	<u>Cumulative FY To Date</u>	<u>Cumulative Budget (1)</u>	<u>Budget Increase/ Matter Total</u>
Trenam Kemker				
Special Construction		\$ 17,867.50	\$ 75,000.00	
General			\$ 15,000.00	
Lease Review			\$ 15,000.00	

**GENERAL BANKRUPTCY LEGAL SUPPORT**

<u>Outside Counsel / Matter</u>	<u>June</u>	<u>Cumulative FY To Date</u>	<u>Cumulative Budget (1)</u>	<u>Budget Increase/ Matter Total</u>
McIntyre Panzarella				
Hoeffner			\$ 15,000.00	
Corp Svcs			\$ 15,000.00	
Claims/Collection		\$ 2,160.00	\$ 15,000.00	

**GENERAL LABOR / EMPLOYMENT LEGAL SUPPORT**

<u>Outside Counsel / Matter</u>	<u>June</u>	<u>Cumulative FY To Date</u>	<u>Cumulative Budget (1)</u>	<u>Budget Increase/ Matter Total</u>
Glenn Rasmussen				
General	\$ 157.50	\$ 3,712.95	\$155,000.00	
Civil Service-JH		\$ 1,652.03	\$ 25,000.00	
Civil Service-AL		\$ 1,583.68	\$ 25,000.00	
Civil Service-MB			\$ 15,000.00	
Civil Service-MD	\$ 1,240.00	\$ 12,683.67	\$ 15,000.00	
Gray Robinson				
Civil Service		\$ 500.00	\$ 15,000.00	
Civil Service-MD			\$ 15,000.00	
Civil Service-22	\$ 3,998.00	\$ 23,064.00	\$ 25,000.00	
Civil Service-23		\$ 18,842.00	\$ 25,000.00	
Thompson Sizemore				
General			\$ 15,000.00	
Allen Norton & Blue, P.A.				
General			\$ 15,000.00	

81

**GENERAL ENVIRONMENTAL LEGAL SUPPORT**

<u>Outside Counsel / Matter</u>	<u>June</u>	<u>Cumulative FY To Date</u>	<u>Cumulative Budget (1)</u>	<u>Budget Increase/ Matter Total</u>
Enola Brown, P.A.				
General			\$ 15,000.00	
South Bay			\$ 15,000.00	
Winner Metals			\$ 15,000.00	
Pendola Point			\$ 15,000.00	
Manson Law Group				
General		\$ 3,442.50	\$ 15,000.00	

Board Meeting  
July 16, 2013  
Legal #179377v1

**TAMPA PORT AUTHORITY**  
**Monthly Aged Receivables Report**  
**as of June 30, 2013**

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
S036	ALTAMAR SHIPPING	\$ 56.00	\$ -	\$ -	\$ -	\$ 56.00
Q023	ALTAMAR SHIPPING SERVICE	\$ 1,842.07	\$ -	\$ -	\$ -	\$ 1,842.07
T012	AMALIE OIL COMPANY	\$ 4,025.72	\$ -	\$ -	\$ -	\$ 4,025.72
A415	AMERICAN VICTORY MARINERS	\$ 185.42	\$ -	\$ 16.31	\$ -	\$ 201.73
Q228	ArcelorMittal International America	\$ 5,180.69	\$ -	\$ -	\$ -	\$ 5,180.69
Q212	ATLANTIC RO-RO CARRIERS, INC.	\$ -	\$ -	\$ -	\$ 52.11	\$ 52.11
A012	BOUCHARD TRANSPORT CO	\$ 16,554.78	\$ 13,239.78	\$ 2,365.44	\$ -	\$ 32,160.00
S041	BRONCO TRANSPORT	\$ 224.00	\$ -	\$ -	\$ -	\$ 224.00
A514	BUCKEYE TERMINALS, LLC.	\$ 40.00	\$ -	\$ -	\$ -	\$ 40.00
S040	C & V LOGISTIC SERVICES	\$ 80.00	\$ -	\$ 208.00	\$ 296.00	\$ 584.00
T002	C F INDUSTRIES	\$ 33,762.05	\$ 3,624.43	\$ -	\$ -	\$ 37,386.48
T021	C F INDUSTRIES (NH3)	\$ 25,848.65	\$ 1,653.81	\$ -	\$ -	\$ 27,502.46
S025	CARGILL SALT DIVISION	\$ 192.00	\$ -	\$ -	\$ -	\$ 192.00
T131	CARNIVAL CRUISE LINES	\$ 256,089.76	\$ -	\$ -	\$ -	\$ 256,089.76 <sup>82</sup>
T141	CEMEX INC	\$ 222,137.93	\$ -	\$ -	\$ -	\$ 222,137.93
T109	CITRUS PRODUCTS	\$ 773.19	\$ -	\$ -	\$ -	\$ 773.19
D047	CITY OF TAMPA	\$ 400.00	\$ -	\$ -	\$ -	\$ 400.00
WTC05	CLARK REPORTING SERVICE INC	\$ 744.72	\$ -	\$ -	\$ -	\$ 744.72
D004	CTL DISTRIBUTION INC	\$ 40.00	\$ -	\$ -	\$ -	\$ 40.00
A084	DIVERSIFIED MARINE TECH	\$ 344.25	\$ -	\$ -	\$ -	\$ 344.25
Q081	DONGKUK INTERNATIONAL INC	\$ -	\$ -	\$ 76.78	\$ -	\$ 76.78
Q032	DUFERCO STEEL, INC	\$ 3,816.23	\$ -	\$ -	\$ -	\$ 3,816.23
A478	ENTERPRISE MARINE SERVICES LLC	\$ 3,995.28	\$ -	\$ -	\$ -	\$ 3,995.28
A031	FILLETTE GREEN & CO, INC	\$ 4,197.45	\$ -	\$ -	\$ -	\$ 4,197.45
Q097	FRONTIER LOGISTICS	\$ 603.08	\$ -	\$ -	\$ -	\$ 603.08
A429	GAC SHIPPING (USA) INC	\$ 108,698.37	\$ -	\$ -	\$ -	\$ 108,698.37
T185	GAETANO CACCIATORE INC	\$ 25,228.67	\$ -	\$ -	\$ -	\$ 25,228.67
S043	GLOBAL DISTRIBUTION INC	\$ 32.00	\$ -	\$ -	\$ -	\$ 32.00
T108	GRIFFIN INDUSTRIES	\$ 1,033.01	\$ -	\$ -	\$ -	\$ 1,033.01
A264	GULF MARINE REPAIR INC	\$ 4,306.93	\$ -	\$ -	\$ -	\$ 4,306.93
M048	HOOTERS	\$ -	\$ 320.13	\$ -	\$ -	\$ 320.13
Q010	HUSTEEL USA INC	\$ 1,148.95	\$ -	\$ -	\$ -	\$ 1,148.95

**TAMPA PORT AUTHORITY**  
**Monthly Aged Receivables Report**  
**as of June 30, 2013**

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
A306	INCHCAPE SHIPPING SERVICES	\$ 3,809.88	\$ -	\$ -	\$ -	\$ 3,809.88
A040	INTERNATIONAL SHIP MANAGEMENT & AGENCY SERVICES	\$ 3,945.29	\$ -	\$ -	\$ -	\$ 3,945.29
A078	INTERNATIONAL SHIP REPAIR	\$ 360.00	\$ -	\$ -	\$ -	\$ 360.00
S021	J W WATSON TRUCKING INC	\$ 88.00	\$ -	\$ -	\$ -	\$ 88.00
A350	KIMMINS CONTRACTING	\$ 160.00	\$ -	\$ 140.00	\$ -	\$ 300.00
D036	KINDER MORGAN BULK	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00
T116	KINDER MORGAN BULK/TBS	\$ 2,125.98	\$ -	\$ -	\$ -	\$ 2,125.98
A346	KIRBY CORPORATION	\$ 449.25	\$ -	\$ -	\$ -	\$ 449.25
A010	KIRBY INLAND MARINE, LP	\$ 9,981.75	\$ -	\$ -	\$ -	\$ 9,981.75
A003	KIRBY OFFSHORE MARINE	\$ 12,698.06	\$ -	\$ -	\$ -	\$ 12,698.06
Q224	KLOECKNER METAL CORPORATION	\$ 5,791.00	\$ -	\$ -	\$ -	\$ 5,791.00
A248	LA CARRIERS, INC	\$ 114.00	\$ -	\$ -	\$ -	\$ 114.00
S049	MARDOT LOGISTICS INC	\$ 432.00	\$ -	\$ -	\$ -	\$ 432.00 <sup>83</sup>
A360	MARTIN GAS MARINE	\$ 7,609.33	\$ -	\$ -	\$ -	\$ 7,609.33
T135	MARTIN MARIETTA AGGREGATES	\$ 164,910.97	\$ -	\$ -	\$ -	\$ 164,910.97
T134	MARTIN OPERATING PARTNERSHIP	\$ 34,987.75	\$ -	\$ -	\$ -	\$ 34,987.75
D044	MCROBERTS PROTECTIVE AGENCY	\$ 20.00	\$ -	\$ -	\$ -	\$ 20.00
T199	MEDITERRANEAN SHIPPING CO./CHARLESTON	\$ 17,230.21	\$ 13,689.00	\$ 16,512.40	\$ -	\$ 47,431.61
Q226	MEGA FERTILIZER AND FEED, LLC.	\$ -	\$ -	\$ -	\$ 2,602.58	\$ 2,602.58
M025	MILLENIUUM MANAGEMENT GROUP, INC.	\$ -	\$ -	\$ 628.00	\$ -	\$ 628.00
A053	MORAN TOWING CORPORATION	\$ 4,819.80	\$ -	\$ -	\$ -	\$ 4,819.80
A430	MORAN-GULF SHIPPING AGENCIES	\$ 1,305.75	\$ -	\$ 457.96	\$ -	\$ 1,763.71
D050	NEXLUBE TAMPA, LLC	\$ 80.00	\$ -	\$ -	\$ -	\$ 80.00
A486	NORTH AMERICAN GENERAL AGENTS	\$ 2,210.01	\$ -	\$ -	\$ -	\$ 2,210.01
A071	NORTON LILLY INTERNATIONAL	\$ 45,142.60	\$ -	\$ -	\$ -	\$ 45,142.60
A439	NOVA INTERNATIONAL SHIPPING	\$ 3,277.50	\$ -	\$ -	\$ -	\$ 3,277.50
A464	NYK LINE (NA) INC.	\$ 7,879.27	\$ -	\$ -	\$ -	\$ 7,879.27
T150	ONESTEEL RECYCLING INC	\$ 60.00	\$ -	\$ -	\$ -	\$ 60.00
S050	ONLINE TRANSPORT INT'L LLC	\$ 696.00	\$ -	\$ -	\$ -	\$ 696.00
A341	ORION MARINE CONSTRUCTION	\$ 864.75	\$ -	\$ -	\$ -	\$ 864.75

**TAMPA PORT AUTHORITY**  
**Monthly Aged Receivables Report**  
**as of June 30, 2013**

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
Q229	OXBOW STEEL INTERNATIONAL, LLC.	\$ 312.03	\$ -	\$ -	\$ -	\$ 312.03
T064	PASCO TERMINALS INC	\$ 5,092.59	\$ -	\$ 5,107.74	\$ -	\$ 10,200.33
A172	PENN MARITIME INC	\$ 1,242.00	\$ 417.75	\$ 417.75	\$ -	\$ 2,077.50
S039	PORTS AMERICA	\$ 28.00	\$ -	\$ -	\$ -	\$ 28.00
T006	PORTS AMERICA	\$ 7,818.54	\$ -	\$ -	\$ -	\$ 7,818.54
T182	PORTS AMERICA	\$ 24,245.07	\$ -	\$ 15,725.54	\$ 822.94	\$ 40,793.55
Q012	R W SMITH & COMPANY	\$ 660.02	\$ -	\$ -	\$ -	\$ 660.02
A064	SAVAGE & SON, AR	\$ 213,348.71	\$ -	\$ -	\$ -	\$ 213,348.71
A065	SEA & LAND SHIPPING	\$ 63,928.92	\$ -	\$ -	\$ -	\$ 63,928.92
S042	SOUTHERN WASTE SERVICES INC	\$ 8.00	\$ -	\$ -	\$ -	\$ 8.00
M049	STATE OF FLORIDA, OFFICE OF CFO JEFF ATWATER	\$ 58.52	\$ -	\$ -	\$ -	\$ 58.52
A283	STEPHENSON INTERNATIONAL INC	\$ 80.00	\$ -	\$ -	\$ -	\$ 80.00
A520	STEVENS TOWING CO INC	\$ -	\$ -	\$ 64.50	\$ -	\$ 64.50
A417	SULPHUR CARRIERS	\$ 1,572.00	\$ -	\$ -	\$ -	\$ 1,572.00 <sup>84</sup>
T101	SULPHURIC ACID TRADING COMPANY	\$ 4,312.63	\$ -	\$ -	\$ -	\$ 4,312.63
S055	TAMPA CONTAINER TRANSPORT	\$ 416.00	\$ -	\$ -	\$ -	\$ 416.00
T137	TAMPA JUICE SERVICE INC	\$ 1,651.77	\$ -	\$ -	\$ -	\$ 1,651.77
A384	TAMPA SHIP LLC	\$ 900.00	\$ -	\$ -	\$ -	\$ 900.00
T173	TARMAC AMERICA TITAN	\$ 33,742.75	\$ -	\$ -	\$ 11,996.22	\$ 45,738.97
T193	TITAN METAL SERVICE, INC.	\$ 2,656.09	\$ -	\$ -	\$ -	\$ 2,656.09
A251	TRADEMARK METALS RECYCLING LLC	\$ 25,964.95	\$ -	\$ -	\$ -	\$ 25,964.95
T020	TRANSMONTAIGNE INC	\$ 69,544.79	\$ -	\$ -	\$ -	\$ 69,544.79
M034	USA PARKING SYSTEM, INC.	\$ 140.00	\$ -	\$ -	\$ -	\$ 140.00
Q220	VA INTERTRADING	\$ 8,788.26	\$ -	\$ -	\$ -	\$ 8,788.26
A465	VALLS SHIPPING COMPANY	\$ 141,963.32	\$ 14,837.20	\$ -	\$ -	\$ 156,800.52
T119	VULCAN MATERIALS COMPANY	\$ 45,089.28	\$ -	\$ -	\$ -	\$ 45,089.28
P004	WORLDWIDE SHORE SERVICES	\$ 766.86	\$ -	\$ 826.04	\$ -	\$ 1,592.90
T056	YARA NORTH AMERICA INC	\$ 3,592.22	\$ -	\$ -	\$ -	\$ 3,592.22
T171	ZIM ISRAELI NAVIGATION COMPANY	\$ 71,666.00	\$ 30,083.50	\$ -	\$ -	\$ 101,749.50
<b><u>SUBTOTAL PORT USAGE FEES</u></b>		<b><u>\$ 1,782,419.67</u></b>	<b><u>\$ 77,865.60</u></b>	<b><u>\$ 42,546.46</u></b>	<b><u>\$ 15,769.85</u></b>	<b><u>\$ 1,918,601.58</u></b>

**TAMPA PORT AUTHORITY**  
**Monthly Aged Receivables Report**  
**as of June 30, 2013**

Customer Number	Customer Name	Current	31 - 60 Days	61 - 90 Days	91 & Over	Customer Balance
<b><u>LEASE CHARGES:</u></b>						
L010	C F INDUSTRIES	\$ 2,090.94	\$ -	\$ -	\$ -	\$ 2,090.94
L049	C F INDUSTRIES	\$ 11,029.04	\$ -	\$ -	\$ -	\$ 11,029.04
L207	CARGILL INC SALT FACILITY	\$ 75.80	\$ 151.60	\$ -	\$ -	\$ 227.40
L299	CEMEX CEMENT OF LOUISIANA, INC.	\$ 4,806.74	\$ -	\$ -	\$ -	\$ 4,806.74
L277	CEMEX CONSTRUCTION MATERIALS FLORIDA LLC	\$ 91,939.12	\$ -	\$ -	\$ -	\$ 91,939.12
L124	GULF MARINE REPAIR INC	\$ 91,334.74	\$ -	\$ -	\$ -	\$ 91,334.74
L103	INTERNATIONAL SHIP REPAIR	\$ 4,515.47	\$ 343.47	\$ -	\$ -	\$ 4,858.94
L098	KINDER MORGAN BULK TERMINALS	\$ 9,942.05	\$ -	\$ -	\$ -	\$ 9,942.05
L039	MURPHY OIL USA INC	\$ -	\$ -	\$ 8.00	\$ -	\$ 8.00
L292	NEXLUBE TAMPA LLC	\$ 5,350.00	\$ -	\$ -	\$ -	\$ 5,350.00
L209	ONESTEEL RECYCLING INC	\$ 19,160.13	\$ -	\$ -	\$ -	\$ 19,160.13
L196	SEABULK TOWING INC	\$ 4,012.50	\$ 4,012.50	\$ 123.31	\$ -	\$ 8,148.31 <sup>85</sup>
L064	SUPERIOR SEAFOODS INC	\$ 3,170.09	\$ -	\$ -	\$ -	\$ 3,170.09
L301	TAMPA BAY INTERNL TERMINALS	\$ 9,000.00	\$ -	\$ -	\$ -	\$ 9,000.00
L067	TAMPA BAY PIPELINE COMPANY	\$ 4,840.00	\$ -	\$ -	\$ -	\$ 4,840.00
L187	TROPICAL SHIPPING	\$ 882.87	\$ -	\$ -	\$ -	\$ 882.87
<b><u>SUBTOTAL LEASE CHARGES</u></b>		<b>\$ 262,149.49</b>	<b>\$ 4,507.57</b>	<b>\$ 131.31</b>	<b>\$ -</b>	<b>\$ 266,788.37</b>
<b><u>ACCOUNTS IN LITIGATION/RENEGOTIATION/BANKRUPTCY:</u></b>						
L219	AMERICAN VICTORY SHIP MEMORIAL MUSEUM	\$ -	\$ -	\$ -	\$ 1,725.00	\$ 1,725.00
L279	ANDINO CEMENT USA, LLC	\$ 17,999.82	\$ -	\$ 199,981.69	\$ 298,211.63	\$ 516,193.14
Q205	ASSURANCE FORENINGEN SKULD(GJENSIDIG)	\$ -	\$ -	\$ -	\$ 19,682.93	\$ 19,682.93
T011	MURPHY OIL USA INC	\$ -	\$ -	\$ -	\$ 2,564.49	\$ 2,564.49
A069	OSG AMERICA INC	\$ 7,224.46	\$ -	\$ -	\$ -	\$ 7,224.46
<b><u>SUBTOTAL LITIGATION/RENEGOTIATION/BANKRUPTCY</u></b>		<b>\$ 25,224.28</b>	<b>\$ -</b>	<b>\$ 199,981.69</b>	<b>\$ 322,184.05</b>	<b>\$ 547,390.02</b>
<b>TOTAL AGED RECEIVABLES AS OF JUNE 30, 2013</b>		<b>\$ 2,069,793.44</b>	<b>\$ 82,373.17</b>	<b>\$ 242,659.46</b>	<b>\$ 337,953.90</b>	<b>\$ 2,732,779.97</b>

**TAMPA PORT AUTHORITY**  
**MONTHLY CONTRACT STATUS REPORT**  
 June 30, 2013

Project	Contractor	Contract Financial Record #	Original Bd App Date	Amt Approved Including Amendments	Costs Incurred to Date	Percent Complete
<b>OPERATING AND NON-CAPITAL CONTRACTS:</b>						
Federal Government Relations Consultants	Alcade & Fay	11-10	09/21/10	\$ 272,000	\$ 241,231	89%
Insurance Consultants	Interisk	11-15	06/15/10	\$ 195,000	\$ 114,863	59%
Financial Advisory Services	Public Financial Management	11-16	08/17/10	\$ 150,000	\$ 91,636	61%
Parking Facilities Operations	USA System Parking	12-12	05/15/12	\$ 1,620,499	\$ 681,008	42%
Landscape Maintenance	Ed's Lawn & Landscaping, Inc.	12-13	07/17/12	\$ 73,900	\$ 54,881	74%
Grounds Maintenance	Great Bay Landscape	12-14	08/21/12	\$ 149,400	\$ 113,000	76%
Financial Audit & Related Areas	Cherry, Bekaert & Holland	12-15	07/17/12	\$ 87,750	\$ 57,500	66%
Insurance Broker Services	Hugh Wood	12-17	08/21/12	\$ 52,000	\$ 52,000	100%
Copier Leases (7 copiers)	Ricoh Americas Corporation	12-18	07/17/12	\$ 72,000	\$ 38,764	54%
Annual Maintenance & License - Great Plains	Tribridge	12-19	09/18/12	\$ 55,000	\$ 51,903	94%
Janitorial Services	Performance Cleaning Service	13-05	10/16/12	\$ 220,000	\$ 101,633	46%
Renaissance Planning Group	General Planning Services	13-06	10/16/12	\$ 400,000	\$ 48,002	12%
State Legislative Services	Bryant Miller Olive	13-07	12/18/12	\$ 25,000	\$ 25,000	100%
Security Guard Services	AlliedBarton	13-08	12/18/12	\$ 1,370,728	\$ 543,996	40%
Maintain TPA Cameras and Access Control	GSA	13-09	12/18/12	\$ 192,318	\$ 143,237	74%
Law Enforcement Services	BOCC / HCSO	13-10	01/15/13	\$ 1,900,708	\$ 60,412	3%
Online Data Service Backup	Venju Solutions, Inc.	13-13	05/21/13	\$ 50,000	\$ -	0%
License & Support for Document Management System (eDocs)	OpenText Corporation	13-14	05/21/13	\$ 50,000	\$ -	0%
SBE Uniformed Security Guard Service	Martinez & Company	13-15	05/21/13	\$ 150,000	\$ -	8%
2014 Tampa Steel Conference	Tampa Marriott Waterside	13-16	06/18/13	\$ 89,045	\$ -	0%
				\$ 7,175,348	\$ 2,419,064	34%
<b>CONTINUING ANNUAL CONTRACTS:</b>						
Professional Services Agreements	Various	07-29	09/18/07	\$ 4,000,000	\$ 3,393,780	85%
Professional Services Contracts	Various	08-21	09/16/08	\$ 4,500,000	\$ 3,888,114	86%
Container Terminal Facilities Development Consultant	Moffatt & Nichol	09-06	11/18/08	\$ 1,000,000	\$ 999,105	100%
Professional Service Contracts	Various	10-10	09/15/09	\$ 2,250,000	\$ 1,800,774	80%
Continuing Repair / Improvements Contracts	Various	10-11	09/15/09	\$ 2,200,000	\$ 895,391	41%
Continuing Repair / Improvements Contracts	Various	11-01	09/21/10	\$ 2,200,000	\$ 804,839	37%
Professional Service Contracts	Various	11-02	09/21/10	\$ 2,050,000	\$ 1,789,770	87%
Continuing Repair / Improvements Contracts	Various	12-01	09/20/11	\$ 2,200,000	\$ 1,404,499	64%
Professional Service Contracts	Various	12-02	09/20/11	\$ 2,050,000	\$ 1,759,309	86%
Continuing Repair / Improvements Contracts	Various	13-01	09/18/12	\$ 1,850,000	\$ 368,837	20%
Professional Service Contracts	Various	13-02	09/18/12	\$ 2,300,000	\$ 462,186	20%
				\$ 26,600,000	\$ 17,566,604	66%
<b>CONSTRUCTION AND CAPITAL CONTRACTS:</b>						
Final Closeout/Pmt Ybor Turning Basin	US Army Corps of Engineers	04-40	09/21/04	\$ 1,826,482	\$ 558,597	31%
Feasibility Study Cost Sharing Agreement	Department of the Army - ACOE	05-16	03/15/05	\$ 2,000,000	\$ 1,357,557	68%
Strategic & Master Plan Consultant	Moffatt & Nichol	06-01	10/18/05	\$ 1,355,000	\$ 1,345,794	99%
ERP Phase III & Support	Tribridge, Inc	11-03	11/16/10	\$ 273,000	\$ 237,572	87%
Ph 2 - Amend 1 -4 (Container Term Facility)	Batson-Cook	09-13	03/17/09	\$ 22,430,881	\$ 22,206,264	99%
Rail Crossing Improvements	CSX	11-06	06/15/10	\$ 450,000	\$ 324,834	72%
Channelside Parking Garage LED Lighting	Himes Electrical	11-12	04/19/11	\$ 643,448	\$ 582,167	90%
Professional Engineering Services - Petroleum Facilities	CH2M Hill	11-13	12/21/10	\$ 2,364,538	\$ 2,327,605	98%

**TAMPA PORT AUTHORITY**  
**MONTHLY CONTRACT STATUS REPORT**  
 June 30, 2013

Project	Contractor	Contract Financial Record #	Original Bd App Date	Amt Approved Including Amendments	Costs Incurred to Date	Percent Complete
Port Redwing Off-Site Mitigation	Keystone Excavators	11-14	04/19/11	\$ 1,000,000	\$ 939,847	94%
TPA Container Expansion Phase 4B- IERT	Batson-Cook	12-03	09/20/11	\$ 10,941,673	\$ 10,893,394	100%
Navigational Improvements / Unit Price Dredging	Orion Dredging	12-04	07/19/11	\$ 8,329,870	\$ 8,295,069	100%
Eastport B151/152 Mitigation	Tampa Bay Construction	12-08	10/18/11	\$ 2,907,632	\$ 2,443,628	84%
Petroleum Facilities Improvements -CMS	Balfour Beatty/Batson Cook	12-09	05/15/12	\$ 46,352,357	\$ 22,587,539	49%
Cruise Terminal 2 & 3 Security Improvements	Tampa Bay Marine	12-10	05/15/12	\$ 176,259	\$ 150,803	86%
Spoil Island 3D Control Discharge Structures	Orion Dredging	12-11	08/21/12	\$ 1,709,509	\$ 1,293,070	76%
Economic Analysis Services	Martin & Associates	12-16	09/18/12	\$ 150,000	\$ 80,629	54%
Disaster Recovery Trailers and Equipment	Texas Trailers	12-21	07/17/12	\$ 30,818	\$ 11,380	37%
Navigational Improvements / Unit Price Dredging	Orion Dredging	13-04	09/18/12	\$ 4,500,000	\$ 1,785,199	40%
Pendola Point Reclaimed Water and Force Main Service	TB Landmark Construction	13-11	12/18/12	\$ 2,600,000	\$ 1,518,603	58%
Eastport B151/152 Phase 2 Fill Project	JVS Contracting Inc	13-12	12/18/12	\$ 1,800,000	\$ 873,965	49%
Digital Signing System for Cruise Terminal Three	Audio Visual Innovations (AVI-SPL)	13-17	06/18/13	\$ 49,950	\$ -	0%
Cruise Terminal 6 Customs & Border Protection	Nelco	13-19	06/18/13	\$ 956,000	\$ -	0%
Railroad Construction and Improvements	Gonzalez & Sons Equipment	13-20	06/18/13	\$ 1,347,000	\$ -	0%
				\$ 114,194,417	\$ 79,813,515	70%
				\$ 147,969,765	\$ 99,799,183	67%
	<b>Total</b>					

**Minor Work Permitting Report**  
6/1/2013– 6/30/2013

**PERMITS ISSUED**

12-018	Tampa Electric Company	Subaqueous electrical conduit pipeline crossings/Cypress Creek/Tampa
13-005	Bright House Networks	Subaqueous fiber optic cable conduit pipeline crossings/Cypress Creek/Tampa
13-007	Shell Point Marina	Floating Dock/Little Manatee River/Ruskin

**REVISIONS**


**VIOLATIONS**


\*Indicates that permit was issued After-The-Fact

Board Meeting/July 16, 2013  
Environmental Department/ #179176 v1

**F. EXECUTIVE DIRECTOR REPORT**

**G. PRESENTATIONS**

- **FEDERAL LEGISLATIVE QUARTERLY UPDATE – LOIS MOORE, ALCALDE & FAY**
- **CITY OF TAMPA FIRE RESCUE – CHIEF EMILIO SALABARRIA**

**H. NEW BUSINESS/COMMISSIONERS' COMMENTS**

**I. FUTURE PROPOSED PROJECTS**

# TAMPA PORT AUTHORITY

## LIST OF FUTURE PROPOSED PROJECTS

UPDATED 07/01/13

Project Name	Current Contractor	Estimated Proposal Release	Estimated Board Approval
<b>Employee Dental Plan</b>	<b>Dental Decisions</b>	<b>July 2013</b>	<b>August 2013</b>
<b>Facilities Storage Building</b>	<b>New ITB</b>	<b>July 2013</b>	<b>September 2013</b>
FY13 Portwide Roadway Improvements	New ITB	July 2013	September 2013
Building 229 Improvements	New ITB	July 2013	September 2013
Federal Government Relations Consultant	Alcalde & Fay	July 2013	September 2013
Outside Counsel - Admiralty / Maritime / Tariff	Robert Birthisel	August 2013	October 2013

Recently added projects are reflected in **bold**.

90

**J. CALENDAR OF EVENTS**

**K. DATE OF NEXT MEETING**

**TUESDAY, AUGUST 20, 2013 – 9:30 AM**

**L. ADJOURNMENT**