

## **MINUTES OF MEETING**

### **RHODE ISLAND AIRPORT CORPORATION**

### **OPERATIONS AND CAPITAL COMMITTEE MEETING**

**Wednesday, June 16, 2005**

**3:30 p.m.**

**in the Mary Brennan Board Room, T. F. Green Airport, Warwick,  
Rhode Island**

**The meeting of the Rhode Island Airport Corporation (“Corporation”) Operations and Capital Committee was called to order by Chairman, James Forte, at 3:55 p.m., in the Mary Brennan Board Room, T. F. Green Airport, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.**

**COMMITTEE MEMBERS PRESENT: James Forte, Joseph Cianciolo; Robert Sangster.**

**ALSO PRESENT: Mark P. Brewer, A.A.E., President and CEO; Laurie K. Cullen, A.A.E., Executive Vice President; Brian C. Schattle, Senior Vice President of Finance and Administration/CFO; Peter A. Frazier, Chief Legal Counsel; and those individuals listed on the attendance sheet attached hereto.**

**1. Approval of the Minutes: Mr. Forte moved that the minutes of the Operations and Capital Committee Meeting of May 11, 2005 be approved. Mr. Sangster seconded the motion. The motion was**

**passed unanimously.**

## **2. Report from Chair, Operations and Capital Committee:**

**Mr. Forte reported that the annual air show at Quonset Airport sponsored by the Air National Guard is scheduled for June 18 and 19.**

## **3. Discussion Item:**

### **(a) Discussion of Capital Improvement Program.**

**Ms. Cullen reported that the Board had delegated acceptance of federal grants to Mr. Brewer and stated that several had recently been accepted by the Corporation and sent back to the FAA so that the appropriate paperwork could be completed for the transfer of the monies.**

### **(b) Discussion of Bond Issue.**

**Mr. Schattle gave an overview of the recent sale of bonds reporting that the yields were better than expected.**

### **(c) Update on Environmental Impact Statement.**

**Ms. Cullen reported that the contract with VHB for the draft EIS, is**

due to be finalized. Upcoming public meetings will focus on noise monitoring issues. Ms. Cullen further reported that the Corporation had received a categorical exclusion from the FAA for up to 150,000 gallons of additional fuel storage at the existing fuel farm at T. F. Green Airport.

#### **4. Action Items:**

A motion was made by Mr. Sangster to approve items 4(a) through 4(i) at the same time. The motion was seconded by Mr. Cianciolo. The motion was passed unanimously.

**(a) Consideration of and Action Upon Consultant Task Order for Off-Airport Obstruction Easements at Westerly Airport.**

**WHEREAS, RIAC has recommended that the Operations and Capital Committee award a contract for Land Acquisition and Relocation Services for Noise Mitigation and Avigation Easement Acquisition for Obstruction Removal to O. R. Colan and Associates; and**

**WHEREAS, it is RIAC's intent to request a scope and fee from O. R. Colan and Associates in an amount not-to-exceed \$84,500 to perform consultant services associated with the Acquire Off-Airport Obstruction Easements Project at Westerly Airport; and**

**WHEREAS, the proposed RIAC Fiscal Year 2006 Capital Improvement**

**Program (CIP) budget includes \$1,179,207 to be funded 95% (\$1,120,247) through the FAA under AIP 3-44-0005-15-2005, with RIAC's 5% (\$58,960) through the General Purpose Fund; and**

**WHEREAS, this Task Order will be funded 95% (\$80,275) through the FAA under AIP 3-44-0005-15-2005, with RIAC's 5% (\$4,225) through the General Purpose Fund Account.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to negotiate and execute a Task Order with O. R. Colan and Associates for consultant services associated with the Acquire Off-Airport Obstruction Easements Project at Westerly Airport in an amount not-to-exceed \$84,500, subject to execution of the Professional Services Agreement (PSA) and Board approval.**

**(b) Consideration of and Action Upon Consultant Task Order for Off-Airport Obstruction Easements at Newport Airport.**

**WHEREAS, RIAC has recommended that the Operations and Capital Committee award a contract for Land Acquisition and Relocation Services for Noise Mitigation and Avigation Easement Acquisition for Obstruction Removal to O. R. Colan and Associates; and**

**WHEREAS, it is RIAC's intent to request a scope and fee from O. R.**

**Colan and Associates in an amount not-to-exceed \$143,000 to perform consultant services associated with the Acquire Off-Airport Obstruction Easements Project at Newport Airport; and**

**WHEREAS, the proposed RIAC Fiscal Year 2006 Capital Improvement Program (CIP) budget includes \$1,651,804 to be funded 95% (\$1,569,214) through the FAA under AIP 3-44-0002-13-2005, with RIAC's 5% (\$82,590) through the General Purpose Fund; and**

**WHEREAS, this Task Order will be funded 95% (\$135,850) through the FAA under AIP 3-44-0002-13-2005, with RIAC's 5% (\$7,150) through the General Purpose Fund Account.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to negotiate and execute a Task Order with O. R. Colan and Associates for consultant services associated with the Acquire Off-Airport Obstruction Easements Project at Newport Airport in an amount not-to-exceed \$143,000, subject to execution of the Professional Services Agreement (PSA) and Board approval.**

**(c) Consideration of and Action Upon Consultant Task Order for Noise Mitigation Program – Land Acquisition Phase 5 at T. F. Green Airport.**

**WHEREAS, the proposed Fiscal Year 2006 Capital Improvement Program (CIP) includes \$12,560,000 to be funded 80% (\$10 million) through the FAA, with RIAC's 20% (\$2.5 million) plus an additional \$60,000 for ineligible costs through the upcoming 2005 Airport Revenue Bond issue for the Noise Mitigation – Land Acquisition – Phase 5 Project at T. F. Green Airport; and**

**WHEREAS, RIAC has recommended that the Operations and Capital Committee award a contract for the Land Acquisition and Relocation Services for Noise Mitigation and Avigation Easement Acquisition for Obstruction Removal to O. R. Colan and Associates; and**

**WHEREAS, it is RIAC's intent to request a scope and fee from O. R. Colan and Associates in an amount not-to-exceed \$2,746,659 to perform acquisition and relocation services associated with the Noise Mitigation – Land Acquisition – Phase 5 Project at T. F. Green Airport; and**

**WHEREAS, this Task Order will be funded 80% (\$10 million) through the FAA under AIP 3-44-0003-73-2005, with RIAC's 20% (\$2.5 million) plus an additional \$60,000 for ineligible costs through the upcoming 2005 Airport Revenue Bond.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to**

**negotiate and execute a Task Order with O. R. Colan and Associates for land acquisition and relocation services associated with the Noise Mitigation – Land Acquisition – Phase 5 Project at T. F. Green Airport in an amount not-to-exceed \$2,746,659, subject to execution of the Professional Services Agreement (PSA) and Board approval.**

**(d) Consideration of and Action Upon Consultant Task Order Amendment for Aircraft Apron Rehabilitation at North Central Airport AND Consideration of and Action Upon Award of Construction Contract for Aircraft Apron Rehabilitation at North Central Airport.**

**WHEREAS, RIAC entered into a Task Order with HNTB Corporation to provide design services associated with the Aircraft Apron Rehabilitation Project at North Central Airport; and**

**WHEREAS, RIAC is currently negotiating a scope and fee with HNTB Corporation to provide construction phase services for this project in the amount not-to-exceed \$88,871; and**

**WHEREAS, the current Passenger Facility Charge (PFC) Application identifies \$1,200,000 in PFC funds for the Aircraft Apron Rehabilitation Project at North Central Airport; and**

**WHEREAS, this Consultant Task Order amendment will be funded 100% with PFC funds.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to negotiate and execute a Consultant Task Order amendment with HNTB Corporation to provide construction phase services for the Aircraft Apron Rehabilitation Project at North Central Airport in an amount not-to-exceed \$88,871, subject to Board approval.**

**WHEREAS, a competitive bidding process was undertaken according to the RIAC Procurement Rules and Regulations for the Aircraft Apron Rehabilitation Project at North Central Airport and four bids were received; and**

**WHEREAS, the firm of HNTB Corporation, serving as RIAC's design consultant for this project, determined that J. H. Lynch & Sons, Inc. submitted the lowest responsive bid in the amount of \$671,421; and**

**WHEREAS, HNTB recommended that J. H. Lynch & Sons, Inc. be awarded the construction contract for this project and RIAC staff agrees; and**

**WHEREAS, this contract will be funded 100% with PFC funds.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to**

**execute a construction contract with J. H. Lynch & Sons, Inc. for the Aircraft Apron Rehabilitation Project at North Central Airport in the amount of \$671,421, subject to Board approval.**

**(e) Consideration of and Action Upon Consultant Task Order Amendment for Aircraft Apron Rehabilitation at Quonset Airport AND Consideration of and Action Upon Award of Construction Contract for Aircraft Apron Rehabilitation at Quonset Airport.**

**WHEREAS, RIAC entered into a Task Order with HNTB Corporation to provide design services associated with the Aircraft Apron Rehabilitation Project at Quonset Airport; and**

**WHEREAS, RIAC is currently negotiating a scope and fee with HNTB Corporation to provide construction phase services for this project in the amount not-to-exceed \$89,171; and**

**WHEREAS, the current Passenger Facility Charge (PFC) Application identifies \$1,111,000 in PFC funds for the Aircraft Apron Rehabilitation Project at Quonset Airport; and**

**WHEREAS, this Consultant Task Order amendment will be funded 100% with PFC funds.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to negotiate and execute a Consultant Task Order amendment with HNTB Corporation to provide construction phase services for the Aircraft Apron Rehabilitation Project at Quonset Airport Rehabilitation in an amount not-to-exceed \$89,171, subject to Board approval.**

**WHEREAS, a competitive bidding process was undertaken according to the RIAC's Procurement Rules and Regulations for the Aircraft Apron Rehabilitation Project at Quonset Airport and three bids were received on May 25, 2005; and**

**WHEREAS, the firm of HNTB Corporation, serving as RIAC's design consultant for this project, determined that Cardi Corporation submitted the lowest responsive bid in the amount of \$899,405.25; and**

**WHEREAS, HNTB recommended that Cardi Corporation be awarded the construction contract for this project and RIAC staff agrees; and**

**WHEREAS, this contract will be funded 100% with PFC funds.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to execute a construction contract with Cardi Corporation for the**

**Aircraft Apron Rehabilitation Project at Quonset Airport in the amount of \$899,405.25, subject to Board approval.**

**(f) Consideration of and Action Upon On-Call Professional Services Agreement (PSA) for Land Acquisition and Relocation Services for Noise Mitigation and Avigation Easement Acquisition for Obstruction Removal.**

**WHEREAS, RIAC conducted a Consultant Selection process for Land Acquisition and Relocation Services for Noise Mitigation Projects and Avigation easement acquisition for obstruction removal projects for the six airports pursuant to RIAC's Procurement Rules and Regulations; and**

**WHEREAS, a Consultant Selection Committee was formed pursuant to RIAC's Procurement Rules and Regulations; and**

**WHEREAS, the Consultant Selection Committee received two proposals and recommends the firm O. R. Colan Associates perform the desired services for a three-year period, with the option to extend the contract annually, up to a maximum of five years; and**

**WHEREAS, funding will be established on a task-by-task basis.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to negotiate and execute a Professional Services Agreement (PSA) for Land Acquisition and Relocation Services for Noise Mitigation projects and Avigation easement acquisition for obstruction removal services to O. R. Colan Associates, subject to Board approval.**

**(g) Consideration of and Action Upon Extension of Professional Services Agreement for On-Call Environmental Services.**

**WHEREAS, effective July 1, 2002, the Rhode Island Airport Corporation entered into an On-Call Environmental Services Agreement with Fuss & O'Neill (F&O) for a three year period; and**

**WHEREAS, RIAC is in the process of issuing a Request for Proposals (RFP) document to solicit on-call environmental services; and**

**WHEREAS, RIAC would like to continue with the services of F&O for three additional months; and**

**WHEREAS, funding will be established on a task-by-task basis.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to extend the On-Call Environmental Services PSA with Fuss & O'Neill**

**for three additional months to expire on September 30, 2005, subject to Board approval.**

**(h) Consideration of and Action Upon Extension of Professional Services Agreement for On-Call Environmental Services.**

**WHEREAS, effective July 1, 2002, the Rhode Island Airport Corporation entered into an On-Call Environmental Services Agreement with Camp Dresser & McKee (CDM) for a three-year period; and**

**WHEREAS, RIAC is in the process of issuing a Request for Proposals (RFP) document to solicit on-call environmental services; and**

**WHEREAS, RIAC would like to continue with the services of CDM for three additional months; and**

**WHEREAS, funding will be established on a task-by-task basis.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to extend the On-Call Environmental Services PSA with CDM for three additional months to expire on September 30, 2005, subject to Board approval.**

**(i) Consideration of and Action Upon Consultant Task Order Amendment for Design and Remove On-Airport Obstructions at Westerly Airport AND Consideration of and Action Upon Award of Construction Contract for Design and Remove On-Airport Obstructions at Westerly Airport.**

**WHEREAS, RIAC entered into a Task Order with Dufresne-Henry, Inc. to provide design services for the On-Airport Obstruction Removal Project at Westerly Airport; and**

**WHEREAS, RIAC is currently negotiating a scope and fee with Dufresne-Henry, Inc. to provide construction phase services for this project in an amount not-to-exceed \$98,072; and**

**WHEREAS, this Task Order Amendment will be funded \$77,778 through the FAA under AIP 3-44-0005-14-2005 and \$20,294 through the RIAC General Purpose Fund Account.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to negotiate and execute a Consultant Task Order amendment with Dufresne-Henry, Inc. to provide construction phase services for the On-Airport Obstruction Removal Project at Westerly Airport in an amount not-to-exceed \$98,072, subject to receipt of a federal grant**

**offer and Board approval.**

**WHEREAS, a competitive bidding process was undertaken according to the RIAC's Procurement Rules and Regulations for the On-Airport Obstruction Removal Project at Westerly Airport; and**

**WHEREAS, the firm of Dufresne-Henry, Inc., serving as RIAC's design consultant for this project, determined that Northern Land Clearing, Inc. submitted the lowest responsive bid in the amount of \$499,115.80; and**

**WHEREAS, Dufresne-Henry recommended that Northern Land Clearing, Inc. be awarded the construction contract for this project and RIAC staff agrees; and**

**WHEREAS, this contract will be funded \$410,273 through the FAA under AIP 3-44-0005-14-2005 and \$88,843 through the RIAC General Purpose Fund Account.**

**.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee hereby authorizes the President and CEO to execute a construction contract with Northern Land Clearing, Inc. for the On-Airport Obstruction Removal Project at Westerly Airport in the amount of \$499,115.80, subject to receipt of a federal grant offer and Board approval.**

**(j) Consideration of and Action Upon Amendment 1 to Task Order Number 12 for the On-Call Airport Consultant Contract.**

**Mr. Schattle reported that the request is for the Committee to approve Amendment 1 to Task Order 12 to the Ricondo and Associates Inc., consultant contract for Passenger Facility Charge (PFC) amendments and applications.**

**A motion was made by Mr. Cianciolo and seconded by Mr. Sangster to approve the following resolution:**

**WHEREAS, the Board of Directors approved the selection of Ricondo and Associates Inc. (Ricondo) as Airport Consultants at the February 2002 Board of Directors meeting for a three year period ending February 28, 2005 and subsequently extended the term of the agreement through December 31, 2005 at the January 2005 Board of Directors meeting; and**

**WHEREAS, Ricondo has assisted RIAC with strategic, analytical, and research projects, including PFC applications, over the past three years; and**

**WHEREAS, it has been determined that there is a need to amend three previous PFC applications and file new PFC applications in support of the Rhode Island Airport Corporation's goals and objects;**

and

**WHEREAS, RIAC has negotiated a scope and fee not-to-exceed \$58,860 to complete the amendments of the three previous PFC applications and file a new PFC application; and**

**WHEREAS, the proposed Fiscal Year 2006 Rhode Island Airport Corporation budget provides funding for these services through its Operating and Maintenance (O & M) budget; and**

**WHEREAS, the fees associated with the preparation of these amendments and applications are eligible for reimbursement by PFC funds and will be included in the PFC application.**

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

**That the Committee authorizes the President and CEO to execute Amendment 1 to Ricondo's Task Order 12 adjusting the contract to an amount not-to-exceed \$58,860, subject to Board approval.**

**The motion was passed unanimously.**

**(k) Consideration of and Action Upon Ratification of Fourth Amendment to the Lease Between the Rhode Island Airport Corporation (RIAC) and the State.**

**Mr. Schattle reported that this lease extension was a requirement of the recent bond issue.**

**A motion was made by Mr. Sangster and seconded by Mr. Forte to ratify the Fourth Amendment to the Lease Between the Rhode Island Airport Corporation (RIAC) and the State in the form presented to the Committee, subject to the final approval of the Board.**

**5. Executive Session:**

**(a) Discussion Related to Safety and Security - R. I.G. L. § 42-46-5(a)(3).**

**(b) Discussion Related to Potential Litigation – R. I.G. L. § 42-46-5(a)(2).**

**(c) Discussion Related to Investment of Public Funds - R. I.G. L. § 42-46-5(a)(7).**

**At approximately 4:18 p.m., a motion was made by Mr. Sangster and seconded by Mr. Forte to go into Executive Session pursuant to R. I.G. L. § 42-46-5(a)(3), and .§ 42-46-5(a)(7). It was noted that there would be no discussion of potential litigation. By the following roll call vote the motion was passed unanimously.**

**YEAS: James Forte**

**Joseph Cianciolo**

**Robert Sangster**

**NAYS: None**

**At approximately 4:50 p.m., a motion was made by Mr. Sangster to reconvene to the Open Session. The motion was seconded by Mr. Cianciolo. The motion was passed unanimously.**

**6 Future Meetings:**

**The next Operations and Capital Committee Meeting is scheduled for Wednesday, July 13, 2005 at 4:00 p.m., in the Mary Brennan Board Room, at T. F. Green Airport.**

**7. Adjournment:**

**Mr. Cianciolo moved to adjourn at approximately 4:51 p.m. Mr. Sangster seconded the motion. The motion was carried by acclamation.**

**Respectfully submitted,**

**James Forte, Chairman**

**Rhode Island Airport Corporation**

**Operations and Capital Committee**