

MINUTES OF MEETING

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE MEETING

MONDAY, OCTOBER 24, 2005

3:00 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 3:01 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: Laurie Cullen, A.A.E., Executive Vice President; Brian Schattle, Senior Vice President of Finance and Administration/CFO; Marci Greenberger, Senior Vice President of Operations and Maintenance; and those individuals listed on the attendance sheet attached hereto.

1. Approval of the Minutes: Mr. Sangster moved that the minutes of the Operations and Capital Committee Meeting of September 21, 2005 be approved. Mr. Forte seconded the motion. The motion was passed

unanimously.

2. Report from Chair, Operations and Capital Committee:

There was no report.

3. Report from Senior Vice President of Operations and Maintenance:

Ms. Greenberger reported that the TSA is currently updating the allocation of staffing using more recent information.

Ms. Greenberger reported that the annual snow meeting had been held with the airlines in readiness for the winter season.

4. Discussion Items:

(a) Update on Capital Projects.

Ms. Cullen gave her monthly project update. There was specific discussion of the terminal security projects, and the Airfield Maintenance Facility Project. Ms. Cullen also gave an overview of ongoing projects at the general aviation airports.

Ms. Cullen reported that two public meetings had been held, one in Warwick and one in Cranston regarding the development of the EIS Purpose and Need Statement

Mr. Forte asked for an update on the Economic Impact Study. Ms. Goldstein reported that the study is currently underway and work is due to start on customer surveys. Mr. Schattle noted that the study is scheduled to take approximately 10 months to complete.

5. Action Items:

(a) Consideration of and Action Upon Consultant Task Order for the Rehabilitate Runway 10-28 and Safety Areas and Extend Taxiway C to Runway 10 Projects at Block Island Airport.

Ms. Cullen gave an overview of the project noting that the recommendation is for the Committee to authorize the President and CEO, or his designee, to negotiate and execute a Task Order with Edwards & Kelcey, Inc., to provide design and bid phase services for the project, subject to Board approval.

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

WHEREAS, RIAC has contracted with the firm of Edwards & Kelcey, Inc. to perform on-call architectural and engineering services; and

WHEREAS, RIAC received a scope and fee from Edwards & Kelcey, Inc. to provide design and bid phase services in a not-to-exceed

amount of \$190,000 and is currently conducting negotiations; and

WHEREAS, the current Fiscal Year 2006 Capital Improvement Program (CIP) includes the Rehabilitate Runway 10-28 and Safety Areas and Extend Taxiway C to Runway 10 at Block Island Airport budgeted in the amount of \$2,832,500, 95% (\$2,690,875) funding through the Airport Improvement Program (AIP), with RIAC's 5% matching share (\$141,625) through the 2005 Airport Revenue Bonds and the General Purpose Fund; and

WHEREAS, this Task Order will initially be funded 95% (\$180,500) through the RIAC General Purpose Fund Account with reimbursement from the FAA upon receipt of a federal AIP grant offer, and 5% (\$9,500) through the 2005 Airport Revenue Bonds.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby recommends that the President and CEO, or his designee, execute a Task Order with Edwards & Kelcey, Inc. to provide design and bid phase services for the Rehabilitate Runway 10-28 and Safety Areas and Extend Taxiway C to Runway 10 Projects at Block Island Airport in an amount not-to-exceed \$190,000, subject to Board approval.

The motion was passed unanimously.

(b) Consideration of and Action Upon Consultant Task Order for the New Terminal Building, Entrance Roadway and Reconstruct Auto Parking Projects at Block Island Airport.

Ms. Cullen gave an overview of the project reporting that the recommendation is that the Committee authorize the President and CEO, or his designee, to negotiate and execute a Task Order with L. A. Torrado Architects, Inc., to provide design and bid phase services for this project.

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

WHEREAS, RIAC has contracted with the firm of L. A. Torrado Architects to perform on-call architectural and engineering services; and

WHEREAS, RIAC received a scope and fee from L. A. Torrado Architects to provide design and bid phase services in a not-to-exceed amount of \$380,284 and is currently conducting negotiations; and

WHEREAS, the current Fiscal Year 2006 Capital Improvement Program (CIP) includes the New Terminal Building, Entrance Roadway, and Reconstruct Auto Parking Lot Projects at Block Island Airport budgeted in the amount of \$2,840,225, with funding through

the Airport Improvement Program (AIP) (\$1,004,250), with RIAC's matching share (\$1,835,975) through the 2005 Airport Revenue Bonds and the General Purpose Fund; and

WHEREAS, this Task Order will be funded through the RIAC General Purpose Fund Account with reimbursement of eligible costs from the FAA upon receipt of a federal AIP grant offer, and the 2005 Airport Revenue Bond Fund Account.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby recommends that the President and CEO, or his designee, execute a Task Order with L. A. Torrado Architects to provide design and bid phase services for the New Terminal Building, Entrance Roadway and Reconstruct Auto Parking Projects at Block Island Airport in an amount not-to-exceed \$380,284, subject to Board approval.

The motion was passed unanimously.

(c) Consideration of and Action Upon Consultant Contract Amendment for the In-Line EDS Baggage System/Security Checkpoint Modifications and Terminal Building Improvements (Replace Carpet) Projects at T. F. Green Airport.

Ms. Cullen gave an overview of the project. The recommendation is

that the Committee authorize the President and CEO, or his designee, to execute a contract amendment to the design services contract with HNTB Corporation to perform design services associated with the mechanical, electrical, plumbing and fire protection systems of the simplified in-line EDS baggage handling system at T. F. Green Airport, subject to Board approval. There was also discussion of the financing for this project.

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

WHEREAS, RIAC contracted with the firm of HNTB Corporation to provide consultant services associated with the installation of the in-line Explosive Detection Systems (EDS) into the baggage make-up systems; and

WHEREAS, this contract was amended to include design services associated with the Security Screening Checkpoint Expansion at T. F. Green Airport; and

WHEREAS, RIAC has received a Scope and Fee from HNTB Corporation to provide design services associated with the mechanical, electrical, plumbing and fire protection systems of the simplified in-line EDS baggage handling system, and 100% construction documents related to the in-line EDS in the amount of \$223,576 and is currently conducting negotiations; and

WHEREAS, RIAC will fund this project through the 2000 and 2005 Airport Revenue Bond Accounts and the Passenger Facility Charge (PFC) Account.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute a contract amendment with HNTB Corporation to perform consultant services for the In-Line EDS Baggage System/Security Checkpoint Modification and Terminal Building Improvements (Replace Carpet) at T. F. Green Airport in a not-to-exceed amount of \$223,576, subject to Board approval.

The motion was passed unanimously.

(d) Consideration of and Action Upon Construction Contract for the Perimeter Fencing Upgrades: Overflow Parking Lot Project at T. F. Green Airport.

Ms. Cullen gave an overview of the contract. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a construction contract with Cosco, Inc., for the project, subject to Board approval.

A motion was made by Mr. Sangster and seconded by Mr. Cianciolo

to approve the following resolution:

WHEREAS, a competitive bidding process was undertaken according to RIAC's Procurement Rules and Regulations for the Perimeter Fencing Upgrades: Overflow Parking Lot at T. F. Green Airport; and

WHEREAS, the RIAC Engineering Department has determined that Cosco, Inc. submitted the lowest responsive bid in the amount of \$57,750; and

WHEREAS, the Engineering Department recommends that Cosco, Inc. be awarded the construction contract for this project; and

WHEREAS, this contract will be funded 75% (\$43,313) through the Federal Aviation Administration under AIP 3-60, with RIAC's 5% (\$14,437) matching share through the General Purpose Fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby recommends that the President and CEO, or his designee, to execute a construction contract with Cosco, Inc. for the Perimeter Fencing Upgrades: Overflow Parking Lot Project at T. F. Green Airport in the amount of \$57,750, subject to Board approval.

The motion was passed unanimously.

(e) Consideration of and Action Upon Consultant Task Order Amendment

for the Catch Basin Maintenance Program at T. F. Green Airport.

Ms. Cullen gave an overview of the project. The recommendation is that that Committee authorize the President and CEO, or his designee, to negotiate and execute a Task Order Amendment with Fuss & O'Neill to inspect and seal additional catch basins at T. F. Green Airport, subject to Board approval.

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

WHEREAS, RIAC has contracted with the firm of Fuss & O'Neill to perform on-call environmental services; and

WHEREAS, RIAC has entered into a Task Order with Fuss & O'Neill in a not-to-exceed amount of \$49,308 to inspect and repair up to thirty-three (33) catch basins at T. F. Green Airport,

WHEREAS, while inspecting the catch basins additional basins were identified that need repair; and

WHEREAS, RIAC staff has received a Scope and Fee from Fuss & O'Neill for these additional services for an amount not to exceed

\$12,000; and

WHEREAS, the current Fiscal Year 2006 Department of Environmental Management Systems Professional Services Budget includes \$168,900 for miscellaneous as needed environmental services that will fund this amendment.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby recommends that the President and CEO, or his designee, negotiate and execute a Task Order Amendment with Fuss & O'Neill to inspect and seal additional catch basins at T. F. Green Airport in an amount not-to-exceed \$12,000, subject to Board approval.

The motion was passed unanimously.

((f) Consideration of and Action Upon Consultant Task Order for the Glycol Waste Management Program 2005-2006 Deicing Season at T. F. Green Airport.

Ms. Cullen gave an overview of the project. The recommendation is that the Committee authorize the President and CEO, or his designee, to negotiate and execute a Task Order with Fuss & O'Neill to provide 2005-2006 Deicing Season Support Activities at T. F. Green Airport. There was discussion of the glycol program and Ms. Cullen explained

that Fuss & O'Neill will evaluate new technology that is more cost effective than traditional deicing methods.

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

WHEREAS, RIAC has contracted with the firm of Fuss & O'Neill to perform on-call environmental services; and

WHEREAS, RIAC staff has received a scope and fee for Glycol Waste Management Program support services for the 2005-2006 Deicing Season in the amount of \$81,672 from Fuss & O'Neill and is conducting negotiations; and

WHEREAS, RIAC is requesting 75% reimbursement from the Federal Aviation Administration under AIP Nos. 3-44-0003-40 and 3-44-0003-43 (\$61,254); and

WHEREAS, the current Fiscal Year 2006 Department of Environmental Management Systems Professional Fees Budget includes \$179,200 for RIPDES Permitting/Compliance.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby recommends that the President and CEO, or his designee, negotiate and execute a Task Order with Fuss &

O'Neill to provide support services associated with the Glycol Waste Management Program for the 2005-2006 Deicing Season at T. F. Green Airport in an amount not-to-exceed \$81,672, subject to Board approval.

(g) Consideration of and Action Upon Three Professional Services Agreements for On-Call Vegetative Management Services.

Ms. Cullen gave an overview of the project. The recommendation is that the Committee authorize the President and CEO, or his designee, to negotiate and execute Professional Services Agreements for On-Call Vegetative Management Services with (1) RLV Industries, Inc. (2) North Eastern Tree Service, Inc. and (3) Northern Land Clearing, Inc., subject to Board approval.

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

WHEREAS, RIAC conducted a selection process for on-call vegetative management services for the six airports pursuant to RIAC's Procurement Rules; and

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

WHEREAS, the Selection Committee received three proposals and

recommends the firms RLV Industries, North Eastern Tree Service, Inc, and Northern Land Clearing, Inc to perform On-Call Vegetative Management Services for a one year period with up to two one-year extensions at the option of RIAC; 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, or his designee, to negotiate and execute Professional Services Agreements for On-Call Vegetative Management Services with RLV Industries, North Eastern Tree Service, Inc, and Northern Land Clearing, Inc, subject to Board approval.

(h) Consideration of and Action Upon Purchase of Two Mobile Aircraft Deicing Units for Quonset and North Central Airports.

Ms. Greenberger gave an overview of the contract. The recommendation is that

the Committee authorize the President and CEO, or his designee, to award a contract to Premier Engineering & Mfg. Inc. for the acquisition of two mobile aircraft deicing units. It was noted that fuel sales at Quonset Airport increased last winter season because deicing was available.

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

WHEREAS, the Rhode Island Airport Corporation is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and

WHEREAS, it has been determined that there is a need for deicing equipment at the Quonset Airport and North Central Airport; and

WHEREAS, the Rhode Island Airport Corporation has a Fiscal Year budget which provides funding for this purchase through its Operating Capital budget; and

WHEREAS, in September 2005, the Corporation issued an Invitation for Bids (IFB) for two mobile aircraft deicing units; and

WHEREAS, two submissions were received in response to the solicitation; and

WHEREAS, in compliance with RIAC Procurement Rules, the submissions were evaluated to determine both responsiveness and responsibility; and

WHEREAS, as a result of this evaluation, the recommendation is to award a contract to Premier Engineering Mfg., Inc. of Marinette,

Wisconsin in the amount of \$97,300.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to award a contract to Premier Engineering Mfg., Inc. of Marinette, Wisconsin in the amount of \$97,300 for the acquisition of two mobile aircraft deicing units, subject to Board approval.

The motion was passed unanimously.

(i) Consideration of and Action Upon Professional Services Agreement for Public Relations and Advertising.

Ms. Goldstein gave an overview of the agreement and noted that two firms had submitted proposals. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a one year Professional Services Agreement with two one-year extensions at the option of RIAC for Public Relations and Advertising Services with The RDW Group, Inc., subject to Board approval.

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

WHEREAS, RIAC conducted a selection process for public relations

and advertising services for T. F. Green and the five General Aviation Airports pursuant to RIAC's Procurement Rules and Regulations; and

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

WHEREAS, the Selection Committee received two proposals and recommends the firm RDW Group, Inc. to perform Public Relations and Advertising Services for a one year period with two one year extensions at the option of RIAC; and

WHEREAS, funding will be established on an annual basis.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute a one year Professional Services Agreement with two one year extensions at the option of RIAC for Public Relations and Advertising Services with RDW Group, Inc. with a retainer in an amount not to exceed \$72,000 per year, subject to Board approval. Expenditures under this contract in future fiscal years will be dependant on the appropriation of funds for this purpose in the Operating and Maintenance budget.

The motion was passed unanimously,

6. Future Meetings:

The next Operations and Capital Committee Meeting is scheduled for Wednesday, November 16, 2005, at 3:00 p.m., in the Mary Brennan Board Room, at T. F. Green Airport.

7. Adjournment:

Mr. Sangster moved to adjourn at approximately 3:31 p.m. Mr. Cianciolo seconded the motion. The motion was carried by acclamation.

Respectfully submitted,

James Forte, Chairman

Rhode Island Airport Corporation

Operations and Capital Committee

ATTENDANCE SHEET

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE MEETING

OCTOBER 24, 2005

NAME AFFILIATION

Doug Dansereau RIAC

Joe DaSilva RIAC

Patti Goldstein RIAC

Steve Tibbetts Garrett/Piedmont Hawthorne/Associated

Patti Doyle The RDW Group

Maya Dehart UNITE Here