

MINUTES OF MEETING

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE

WEDNESDAY, JULY 18, 2007

2:00 P.M.

IN THE MARY BRENNAN BOARD ROOM,

T. F. GREEN AIRPORT

2000 POST ROAD, 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 2:00 p.m., in the Mary Brennan Board Room at T. F. Green Airport, 2000 Post Road, 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; Don Pillsbury (Ex-Officio Member).

COMMITTEE MEMBER ABSENT: Michael Traficante.

ALSO PRESENT: Marci A. Greenberger, A.A.E., Senior Vice President of Operations and Maintenance; Brian Schattle, Senior Vice President of Finance and CFO; Peter Frazier, General 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 June 20, 2007 be approved. Mr. Sangster seconded the motion. The motion was passed unanimously.

2. Report from Chair, Operations and Capital Committee:

Mr. Forte reported that he had signed the following change orders:

Edwards and Kelcey BID – Tie Down Project Provide Construction Oversight Services \$ 56,991.00

VHB PVD – Drainage Master Plan Phase 4 – Stormwater Hydrologic & Hydraulic Modeling \$ 92,960.48

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

Ms. Greenberger reported that the bypass ramps are scheduled to open on August 9th. There will be a Ribbon Cutting Ceremony.

Ms. Greenberger reported that FedEx and the MS Society are planning to host the 1st Annual MS Jet Pull on August 20. The event requires a minimum of 10 teams, each team consisting of 20 members. They currently have 4 teams signed up, so they need an additional 6 teams by August 3rd.

4. General Aviation Report:

Mr. Tibbetts gave an overview of the GA monthly Operations Report, noting that fuel sales were good. Mr. Tibbetts reported that he is working with a foreign government representative on arrangements

to house a foreign dignitary aircraft at Quonset for 20 days as there is no room for the 747 aircraft at Dulles Airport. Mr. Tibbetts noted that this arrangement would have a positive impact on revenues.

5. Discussion Item:

(a) Discussion of North Central Airport Easements and Part 77.

Ms. Pope gave an update reporting that there had been a public meeting three weeks ago at CCRI which was not well attended. There was however a meeting with the Lincoln Town Council where their questions were answered. The project is due to start on August 1.

6. Action Items:

(a) Consideration of and Action Upon Contract for Glycol Management Services for T. F. Green Airport and Quonset Airport.

Ms. Pope gave an overview of the contract. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a one-year contract with Inland Technologies, Inc., to provide Glycol Management Services at T. F. Green Airport and Quonset Airport with two additional one-year terms at the discretion of RIAC, subject to Board approval.

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

WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the Operating and Maintenance (O&M) of airport facilities at the six Rhode Island airports; and

WHEREAS, it has been determined that there is a need for Glycol

Management Services at T. F. Green and Quonset Airports; and

WHEREAS, RIAC issued a Request for Proposals (RFP) in June 2007 for Glycol Management Services pursuant to RIAC Procurement Rules; and

WHEREAS, four firms, Inland Technologies International, Inc. (Inland), Contego Systems, LLC, ASIG and The Environmental Quality Company were expressly notified of the solicitation; and

WHEREAS, the solicitations closed on July 9, 2007 with one response from Inland; and

WHEREAS, Inland's submission was determined to be both responsive and responsible; and

WHEREAS, RIAC staff independently contacted the three firms that did not submit proposals and confirmed reasonable explanations for their lack of responses; and

WHEREAS, the approved Fiscal Year 2008 O&M budget includes \$614,800 for these services.

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 contract with Inland Technologies, Inc. to provide Glycol Management Services at T. F. Green and Quonset Airports in an amount not-to-exceed \$595,000 with two additional one-year terms at the discretion of RIAC, subject to Board approval.

The motion was passed unanimously.

(b) Consideration of and Action Upon Approval of a Consultant Contract Amendment for the Draft Environmental Impact Statement (DEIS) at T. F. Green Airport.

Ms. Pope gave an overview of the contract amendment. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a Contract Amendment with VHB for the inclusion of an additional alternative, Phase 2 Archeological Study, additional Public Outreach, Agency Coordination and Project Management Services related to the Draft Environmental Impact Statement (DEIS) at T. F. Green Airport, subject to Board approval.

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

WHEREAS, the Rhode Island Airport Corporation (RIAC) entered into

a Professional Services Agreement (PSA) with Vanasse, Hangen, Brustlin, Inc. (VHB) to provide services associated with the preparation of the Draft Environmental Impact Statement (DEIS) at T. F. Green Airport; and

WHEREAS, on May 30, 2007, the Board authorized RIAC staff to coordinate with the Federal Aviation Administration (FAA) to add the 8,700 foot Runway 5-23 conceptual option to the five Alternatives under review in the DEIS; and

WHEREAS, the FAA has approved this additional alternative, additional analysis year (2025) per FAA headquarters, the Phase 2 Archaeological Study, additional Public Outreach, Agency Coordination and Project Management services and RIAC staff and the FAA have negotiated a scope and fee with VHB in the amount of \$1,422,216; and

WHEREAS, this project is included in the approved Fiscal Year 2008 Capital Improvement Program (CIP) budget in the amount of \$9,605,361; and

WHEREAS, this Contract Amendment will be funded with 2000 Airport Revenue Bond Funds and RIAC General Purpose Funds; and

WHEREAS, RIAC will continue to pursue additional FAA Airport Improvement Program grants for this project.

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 VHB in the amount of \$1,422,216 for the inclusion of an additional alternative, additional analysis year (2025) per FAA headquarters, Phase 2 Archaeological Study, additional Public Outreach, Agency Coordination and Project Management services related to the Draft Environmental Impact Statement at T. F. Green Airport, subject to Board approval.

The motion was passed unanimously.

(c) Consideration of and Action Upon Approval of a Construction Contract for the Rehabilitation of Taxiway F Project at T. F. Green Airport.

Mr. Shihadeh 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 Lynch for the rehabilitation of Taxiway F Project at T. F. Green Airport, subject to receipt of a federal grant offer and Board approval.

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

WHEREAS, a competitive bidding process was undertaken according to the Rhode Island Airport Corporation's (RIAC) procurement rules for the Rehabilitation of Taxiway F Project at T. F. Green Airport and three bids were received; and

WHEREAS, the firm of PB Americas, Inc. (PB), serving as RIAC's design consultant for this project, determined that J H Lynch & Sons, Inc. (Lynch) submitted the lowest responsive bid in the amount of \$276,950; and

WHEREAS, PB recommends that Lynch be awarded the construction contract for this project and RIAC staff agrees; and

WHEREAS, the project is included in the approved Fiscal Year 2008 Capital Improvement Program (CIP) budget in the amount of \$1.6 million; and

WHEREAS, this contract will be funded 75% (\$207,713) through the Federal Aviation Administration (FAA) under AIP No. 3-44-0003-79-2007 with the 25% (\$69,238) matching share through the 2005 Airport Revenue Bond.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute a Construction Contract with Lynch for the

Rehabilitation of Taxiway F Project at T. F. Green Airport in the amount of \$276,950, subject to receipt of a federal grant offer and Board approval.

The motion was passed unanimously.

(d) Consideration of and Action Upon Approval of Agreement Between the Rhode Island Airport Corporation and the Rhode Island State Council on the Arts.

Mr. Schattle gave an overview of the agreement. There was discussion of the timeline for the acquisition and installation. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute the Agreement between the Rhode Island Airport Corporation and the Rhode Island State Council on the Arts in substantially the form presented, subject to Board approval.

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

WHEREAS, Chapter 75.2 of Title 42 of the Rhode Island General Laws entitled “Allocation for Art for Public Facilities” (“Act”) requires the

Rhode Island Airport Corporation (RIAC) to expend one percent (1%) of monies appropriated for construction for the purpose of including works of art in or about T. F. Green Airport and the five General Aviation airports; and

WHEREAS, representatives of RIAC and Rhode Island State Council of the Arts (RISCA) wish to agree upon certain procedures for selection of art for T. F. Green Airport, Block Island Airport and Quonset Airport; and

WHEREAS, an amount of \$822,213.00 representing one percent (1%) of the approximate aggregate construction costs of the following projects, which are part of RIAC's Capital Improvement Program, is appropriated for art by RIAC as required by the Act:

- Terminal Security Project – T. F. Green Airport**
- New Airfield Maintenance Facility – T. F. Green Airport**
- IT Shop Build Out – T. F. Green Airport**
- Ground Transportation Improvements – T. F. Green Airport**
- Upgrade of Operations Building – T. F. Green Airport**
- Operations Building Repairs – T. F. Green Airport**
- Landside Improvements – Block Island Airport**
- Construction of New Hangar – Quonset Airport; and**

WHEREAS, the projects have been combined into one program which gives RIAC and RISCA the flexibility to allocate the funds among the

three airports; and

WHEREAS, approximately \$487,500 is to be used for Phase 1 which will acquire works of art for T. F. Green Airport; approximately \$100,000 is to be used for Phase 2 which will acquire works of art for Block Island Airport; approximately \$80,000 is to be used for Phase 3 which will acquire works of art for Quonset Airport; and

WHEREAS, approximately \$50,000 is to be used to develop a revolving public art program and associated gallery/display equipment at T. F. Green Airport; and

WHEREAS, approximately \$12,500 will be used to cover the expenses associated with the creation of a comprehensive Master Plan for artwork at all airport facilities; and

WHEREAS, an amount of \$23,000 shall be retained by RIAC in an account for the purpose of conservation and maintenance of the works of art (“Art Conservation Fund”); and

WHEREAS, an amount of \$69,213 is for use by RISCA to cover the administrative costs for all three phases including the convening of meetings of the Selection Panels, design and travel fees for artist finalists, and other expenses as set forth in any Request for Proposals (RFP) for the acquisition of public art for T. F. Green State

Airport, Quonset Airport and Block Island Airport; and

WHEREAS, any amounts not expended for costs shall be retained by RIAC in the Art Conservation Fund account under the terms of the Agreement; and

WHEREAS, the three phases of the program will run concurrently but timelines for art selection and installation will vary based on site selection, project design, and construction schedules. Contracts with individual artists will be prepared by RISCA and executed by RIAC, subject to review by General Counsel.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee authorizes the President and CEO, or his designee, to execute the Agreement between the Rhode Island Airport Corporation and the Rhode Island State Council on the Arts in substantially the form presented, subject to the approval of the Board.

The motion was passed unanimously.

7. Executive Session:

(a) Investment of Public Funds (FBO, Fuel Farm, Intermodal) – R.I.G. L. § 42-46-5(a)(7).

At approximately 2:15 p.m., a motion was made by Mr. Sangster and seconded by Mr. Forte to go into Executive Session. By the following roll call vote the motion was passed unanimously:

YEAS: James Forte

Robert D. Sangster

Joseph Cianciolo

NAYS: None

ABSTAIN: None

At approximately 2:28 p.m., a motion was made by Mr. Sangster and seconded by Mr. Forte to reconvene to the Open Session. The motion was passed unanimously.

8. Future Meetings:

The next Operations and Capital Committee Meeting is scheduled for Wednesday, August 15, 2007 at 3:00 p.m., in the Mary Brennan Board Room, T. F. Green Airport, 2000 Post Road, Warwick, Rhode Island.

9. Adjournment:

Mr. Sangster moved to adjourn at approximately 2:29 p.m. Mr. Forte 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
JULY 18, 2007**

NAME AFFILIATION

Doug Dansereau RIAC

Patti Goldstein RIAC

Bruce Wilde RIAC

Brenda Pope RIAC

Ahmed Shihadeh RIAC

Steve Tibbetts Landmark Aviation

Randy Rosenbaum RISCA

Cristina DiChiera RISCA

**MINUTES OF THE EXECUTIVE SESSION
OF THE RHODE ISLAND AIRPORT CORPORATION
OPERATIONS AND CAPITAL COMMITTEE
ON JULY 18, 2007**

1. At approximately 2:15 p.m., a motion was made by Mr. Sangster and seconded by Mr. Forte to go into Executive Session. The motion was passed unanimously.

2. Board Members and Corporation Personnel discussed the T. F. Green Airport FBO Contract and Fuel Farm. Discussion focused on the current lease arrangement.

3. Mr. Frazier gave an update on the Intermodal project.

At approximately 2:28 p.m., a motion was made by Mr. Sangster to reconvene to the Open Session. The motion was seconded by Mr. Forte. By the following roll call vote the motion was passed unanimously.

YEAS: James Forte

Robert D. Sangster

Joseph Cianciolo

NAYS: None

Respectfully submitted,

James C. Forte, Vice Chair

Rhode Island Airport Corporation