

NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
MINUTES OF THE AIRPORT COMMITTEE MEETING
JUNE 8, 2011 – 10:00 A.M.

The regular monthly meeting of the Airport Committee of the Non-Flood Protection Asset Management Authority was held on Wednesday, June 8, 2011 at 10:00 A.M., in the Lake Vista Community Center, 2nd Floor, 6500 Spanish Fort Blvd., New Orleans, Louisiana after due legal notice of the meeting was sent to each Board member, the news media, and a copy of the call was posted.

Chairman Saizan called the meeting to order at 10:15 a.m. and led in the Pledge of Allegiance.

The roll was called which did not constitute a quorum making the meeting of the Airport Committee informational only.

PRESENT:

Chairman Darrel Saizan
Commissioner Wilma Heaton

FURTHERMORE PRESENT:

Chairman Robert E. Smith Lupo

ABSENT:

Commissioner Romona Theresa Baudy
Commissioner Pearl Cantrelle
Commissioner William Hoffman

STAFF:

Louis Capo, Executive Director
Sharon Martiny, Non-Flood
Fred Pruitt – Airport
Nina Marchand – Non-Flood

ALSO PRESENT:

Alton Davis
Charles Curtis
Wesley Mills
Steve Nelson
Albert Pappalardo
John Hottgreve
Tommy Martin
Bruce Adams

APPROVAL OF AGENDA

Due to a lack of quorum, the Agenda was not approved.

APPROVAL OF PRIOR MINUTES

Due to a lack of quorum, the minutes of the May 3, 2011 meeting were not approved. These minutes will be presented for approval at the July 12, 2011 Airport Committee meeting.

REPORT ON CURRENT AIRPORT ISSUES

Mr. Pruitt informed that operations in 2010 were up by 26%. The tower chief is doing a study and we should be submitting to increase his hours. If these trends continue it should not be a problem. Flight school activity at the Airport is picking up now that we are in the summer months with longer sunlight. There are two flight schools open presently at the Airport. Mr. Pruitt informed that a private license costs approximately \$5,000-\$7,000 for the total package, depending on

the person's ability to fly on a regular basis. These flight schools are certified by the FAA.

Mr. Pruitt addressed the fiscal year fuel flowage sales stating that last year was \$469,000 and we are presently up to \$511,000 in fuel sales for the Airport. The actual sales to aircraft this fiscal year is at approximately 2.1 million gals.

Mr. Pruitt also addressed the steps for the Part 139 process which is the capability of the Airport to receive Air Carrier flights. Currently, Lakefront Airport is a general aviation Airport. Pre-Katrina the Airport had a 139 limited certificate which enables the Airport to request Part 139 again. Presently the Airport does not have a scheduled air carrier (121). In the past there were some small carriers making runs to the Florida coast but they did not last very long. Mainly there were non-scheduled 121 flights coming in. Pre-Katrina the FAA's certification process was a little different. The Airport had a limited certificate which no longer exists. Mr. Pruitt recommends that the Airport file for the Class 2. Currently, the Airport does not have any large scheduled aircraft. A large carrier aircraft is 31 passengers and above, anything under 31 is considered small. Mr. Pruitt stated there is some maintenance that needs to be performed before the Airport can meet the standards for Part 139. Once that is accomplished the surface areas will be ready for the Part 139 certificate.

The operating manual needs to be amended due to building changes and staffing changes which will take approximately one month to yellow line the old manual and several months to get it into a digital format for submission to the FAA. At the same time, it is also necessary that the emergency operations manual is updated as this was specific to the Part 139 process. There is an OLD emergency operations manual in place but not one specific to part 139. Training records also need to be kept. The Airport is keeping records and operations as if we were a 139 Airport. We have discontinued yearly driving test for personnel to access the airfield area because of staffing issues. Previously Lakefront was a B index, however we won't be able to determine the index size as it is based on the size aircraft and number of operations if a scheduled 121 carrier is operating on the field.

There are changes in place regarding the process of the FAA that would cause the Airport to increase its capacity in pump and water volume in the ARFF (fire) department. We may need a second truck which would be available through AIP funding with the FAA. The Airport Emergency Plan also needs updating which is a matter of yellow lining changes and inputting the data into an electronic version which FAA requires so you can make changes readily.

The Airport Safety Self-Inspection program is currently underway. The firemen are the Airport's operations personnel who perform runway checks and maintain all paperwork as if we were a Part 139 Airport. The Wildlife Hazard Management is also being done as a Part 139 Airport. The AIP project is out for bid to get the Hazard Management study. Birds are the biggest issue, although the Airport also had 5-6 coyotes, now down to 2. If coyotes can be captured and moved it is done, otherwise they are eliminated if they pose a hazard to aircraft. Coyotes are generally what gets on to the runway although we have about anything that South Louisiana has in terms of wildlife due to the amount of unused land and swampland. When the Authority decides when certificates are to be requested the manuals could be updated and in place beforehand at which time the request would be made. This would be brought back to the Airport Committee and then to the full Board. If that is the direction the Board wants to go, Mr. Pruitt will present paperwork to secure a staff person to input the data and whatever is needed for the Part 139 process.

Mr. Capo stated a reorganization is in process with staff which would enable an assistant in the Airport office. Chairman Lupu requested a report to the full Board on the status of the personnel issue along with a good argument to be presented at the next Board meeting. Chairman Saizan added that a person with knowledge of Airport issues would be helpful.

Mr. Capo stated if the Committee desires to move forward and apply for the Part 139 certification there is no need for Board action other than the Committee wanting to proceed. Mr. Pruitt can adopt and update the manual and work with the FAA in getting all of the requirements. Once completed, this will be presented to the Airport Committee and we could move forward with the FAA. Chairman Saizan stated that the Committee needs to do due diligence with the FAA and get the manual updated and the Part 139 addressed. These things will bode well for us in the future when the terminal is up and running in 7-8 months.

PRESENTATION

1) Update on Airport interior – Alton Davis

Mr. Davis advised that the terminal interior was put out to bid on May 13, 2011 and it advertised on May 13, 20 and 27th. There was a mandatory pre-bid conference at the terminal for the contractors on June 2, 2011. Twelve general contractors attended and are qualified to submit responsive bids. There is a scheduled meet and greet for the DBE sub-contractors June 9, 2011 from 9-10:00 a.m. at the Airport terminal building. The Airport terminal will also be open from 9:00-2:00 p.m. from June 9-10 to allow subcontractors and general contractors to do more investigative work for their bids. The bid closing is scheduled for Thursday, June 16, 2011 at 2:00 p.m. There have been complaints regarding bidders' concerns with securing sub-contractor pricing in time for the June 16th bid. We have issued an addendum to clarify items going out today in reference to DBE forms, some front end documents and additional RFIs that came in. Discretion is requested to be able to extend the bid one week if need be, although that decision will not be made until next week. If the bid is extended one week it will help bidders because some general contractors won't back out. We want to enter into a contract as quickly as we can after we qualify the low bidder. We would miss the 16th Board meeting so we would request a special meeting to award the contract. Mr. Capo stated if we had all paperwork and Mr. Davis selected the lowest responsive bidder we would need Board approval to enter into the contract.

Holding a DBE meet and greet indicates that everyone knows there is an opportunity and for them to come and put their best foot forward. Permission is requested to extend the bid because there is a lot of detail in this project. There are material, labor and specific items relative to the stones, terrazzo and plaster. It is not like a new building where you can just take the square foot cost. This work will be done in places that require special molds and so forth making the cost hard to estimate. The contractor is much more qualified to do this. It takes time and contractors are worried the subs will not have the pricing in time to put together their numbers. Commissioner Heaton commented that the extra week may save a lot of grief down the road with more concise pricing.

Mr. Davis addressed the Bastian-Mitchell and Wedell Hangars. The Bastian-Mitchell Hangar is undergoing a constructability review. There is a meeting this Friday to finalize that which would allow us to advertise the Bastian-Mitchell Hangar the following Friday. The Wedells, which have been split, would be a week behind that. The structural engineer has been very tied up completing the constructability review as it is a time consuming process. Mr. Davis will notify Ms. Marchand when the advertisement goes out and see she gets a set of plans and specs which give her 2-3 full weeks because we have the pre-bid approximately 2 weeks after it is advertised. In lieu of having two meetings, we will advertise that the DBE and subs will both be at the pre-bid. Commissioner

Saizan commented he wanted local people involved in what we are doing at the Airport because when you have people coming from out of town you are bearing the cost of housing them. On the Wedell Hangars, drawings were submitted to FEMA for review of the delineation of what is covered under FEMA funding because there are canopies, a slight landscaping and a piece of paving that FEMA does not want to pay for. Once input is received from FEMA we will be able to finalize those drawings and get those out to bid. If all goes well, we will bid the Bastian-Mitchell next Friday and the Wedell Hangars the following Friday.

OLD BUSINESS

1) Selection of URS as engineering firm for AIP project from FAA for RFQ 3-22—0038-021-2011

Chairman Saizan commented that a selection would not be made because there is no quorum and questioned if the FAA would have a problem with URS (who did the master plan) doing this work because if you have done the preliminary you are prohibited on final engineering or the construction process. Mr. Pruitt advised that the FAA would have no problem with URS doing this project. Chairman Saizan advised there will be no Old Business because it requires a vote.

Mr. Pruitt advised that the RFQ went out for the engineering and design work for the AIP project. URS was the winner of the selection process and per FAA regulations the next step will be to have URS send us their costs and fees. Mr. Capo advised that after the last Airport Committee meeting Mr. Pruitt and Mr. Capo went back to Andy Velayos because there was some confusion on who was going to do the independent fee analysis. It was Mr. Velayos' opinion that since it was a small project (approximately \$1 million) we ought to move forward with the highest scoring firm. Mr. Tommy Martin was added to the scoring team because Mr. Velayos advised we should have an engineer involved. Since the Authority has no engineering group Mr. Martin was contacted because he sat on panels of this nature before and was willing to assist the Authority. Mr. Martin scored the proposals independently, we added his scores to ours and URS is still the higher selected firm. Mr. Velayos then advised to move forward. A firm is now needed to perform an independent fee analysis and the recommendation is Stuart Consulting as Stuart Consulting knows the Airport and our projects. The authorization came in a conference call with Mr. Pruitt and Mr. Capo. Chairman Saizan requested to ask Mr. Velayos or the FAA for written authorization.

Chairman Lupo questioned what comes under the \$1 million dollars. Mr. Pruitt informed these are seal coats, crack fill, painting, the main runway, the taxiway Bravo, the taxiway Foxtrot and possibly the terminal apron depending on how the funding plays out. We are also getting a Wildlife Hazard Mitigation survey and a new Airfield Lighting Transformer building. Mr. Capo advised that the FAA would reimburse us for the construction costs in addition to our engineering. Mr. Pruitt advised that the presentation was on Part 139 and these projects are a prerequisite to reapply for the Part 139.

Mr. Capo noted for the Committee members that he received an e-mail from a location manager wanting to film Fire With Fire at the Airport. The company wanted to shoot interior and exterior scenes of the Airport terminal building for approximately two weeks. If this will have an impact on anything being done at the Airport it will not be allowed. The monetary consideration was \$10,000 for 2 weeks which is not a lot of money.

ADJOURNMENT

Due to lack of a quorum, there was not motion to adjourn.

ANNOUNCEMENT OF NEXT MEETING

The next Airport Committee meeting is scheduled for Tuesday, July 12, 2011 at 9:30 a.m.

The meeting adjourned at 11:10 a.m.