

NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
MINUTES OF THE AIRPORT COMMITTEE MEETING
TUESDAY, MARCH 5, 2013 – 9:30 A.M.

The regular monthly meeting of the Airport Committee of the Non-Flood Protection Asset Management Authority was held on Tuesday, March 5, 2013 at 9:30 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 9:40 a.m. and led in the Pledge of Allegiance.

The roll called which did not constitute a quorum so the meeting became informational only.

PRESENT:

Chairman Darrel Saizan
Commissioner Romona Baudy
Commissioner Pearl Cantrelle

FURTHERMORE PRESENT:

Chairman Robert E. Smith Lupo

ABSENT:

Commissioner Wilma Heaton
Commissioner William Hoffman
Commissioner Nyka Scott

STAFF:

Louis Capo - Executive Director
Sharon Martiny – Non-Flood
Dawn Wagener – Non-Flood
Fred Pruitt – Airport Manager

ALSO PRESENT:

Gerard Metzger – Legal Counsel
Albert Pappalardo – Real Estate Consultant
Alton Davis – Richard C. Lambert Consultants
Chris Fenner – Stuart Consulting
Brayton Matthews – Flightline First
Addie Fanguy – Landmark Aviation
Ray Landeche – Lakeshore
Don Lapeyrolerie – Stuart Consulting
Tim Gaines – URS

APPROVAL OF AGENDA

Due to a lack of quorum there was no motion to approve the Agenda and the meeting was informational only.

APPROVAL OF PRIOR MINUTES

Due to a lack of quorum, the Airport Committee meeting minutes from February 5, 2013 will be presented for approval at the April 2, 2013 Airport Committee meeting.

REPORT ON CURRENT AIRPORT ISSUES

Mr. Pruitt reported February fuel sales were up at \$283,405.00 or approximately 97,000 gallons above last year. The January and February numbers show overages of approximately \$274,000 or basically the Super Bowl fuel. The T-Hangars are in the process of re-roofing which is necessary and good to see

happening. The Women's Final Four is April 7th and 9th and the Airport estimates an additional 130,000 gallons of fuel will be sold.

OLD BUSINESS

1) Update on Airport Terminal Interior Restoration

Chris Fenner, Stuart Consulting, reported that cleaning and repair of the Tower has been authorized, artwork tiles are going up in the lobby and crews are working on stone and decorative plaster on the ceiling. The air condition protection was removed from the murals. Part of the next phase is completing the work in the lobby. The current projected completion date is June or July.

Mr. Davis reported that the ceiling tile work is complete. The air condition will be turned on next week which will allow for more finish work to be completed. The water-proof problem in the Tower is being repaired and should alleviate water issues and allow crews to complete finish work. Walnut is up in the Walnut Room and a larger lounge area was added. The capacity should be more than before as the Walnut Room was not previously sprinkled. It is basically the same size, but previously there was an outdoor seating area. There is now a segregated lounge area from the restaurant.

2) Update on construction of the Bastian-Mitchell Hangar and James Wedell Hangar

Mr. Fenner reported that construction crews are working on the Hangar door, interior finishes, completing the fire suppression system and painting the trusses in the Hangar area. The Bastian-Mitchell Hangar should be complete by mid-April. Mr. Davis reported the Bastian-Mitchell is 38,000 s.f. on the Hangar with office space on the second floor and two areas that could be designated for shop or maintenance with a office attached to each area. A wing on the south side serves for a conference room and the west wing was set for avionics and a pilot lounge, but could be office space. There is a reception area that has a circular stairway in the main lobby and the desk is a custom desk that goes in the curve.

NEW BUSINESS:

Mr. Capo advised that items under New Business are discussion items that do not require action on the part of the Airport Committee.

1) Discussion regarding the purchase of exterior light fixtures and lamps from Nu-Lite Electric in the amount of \$16,470

Mr. Fenner reported the exterior flood lights surrounding the Terminal were damaged beyond repair from Hurricane Isaac. These lights will be architectural flood lights equipped to be pulled up and stored on the second floor in the event of a storm to avoid damage. Mr. Davis noted that the lights have a switch and can also be put on an automatic sensor. Mr. Capo advised that the lights were purchased due to the lead time.

2) Discussion regarding a contract with Kevin Clark Electrical Services, LLC to install replacement exterior lights (\$4,925) and to replace and reroute damaged electrical conduit in the crawlspace (\$9,675)

Mr. Fenner advised that Kevin Clark submitted the lowest quote for installing lights purchased from Nu-Light. The conduit will be rerouted and junction boxes in the crawl space that were affected by the flood waters will be moved up into the building to avoid future damage due to a storm or flooding. The lights are expected to be covered by the flood insurance because the crawl space is in the building and the exterior lights are a part of the building. Two bids were received and Kevin Clark was the lowest bid submitted.

Mr. Davis noted that the contract was not large enough to advertise a formal RFQ/P. Kevin Clark, the electrical contractor that did the original installation was approached as well as Sharp, the building electrical contractor, who came back with a much higher price as Sharp is union.

Commissioner Baudy noted there should be more DBE participation, even in the smaller contracts. The Authority is not giving DBEs the opportunity because projects are not advertised on the website and do not go through Joan Coats in Compliance. No big contractor will take this job because due to the 35% minority participation as contractors cannot find DBEs willing to work or DBEs that will do a good job. When the Authority has small contracts, DBEs should be used because the Authority does not look good as far as DBE participation which is a bad mark for this Board and for the Administration. Chairman Saizan agreed and suggested a mechanism be put in place to advise of small contracts as there are people in the minority community who are able to bid on these smaller jobs. Mr. Davis noted that RCL was asked to review this quickly and determined that the best route was to approach the two contractors that had the ability to complete the project as the electrical system in this building is very complicated with exterior and interior panels. There are many issues with the electrical system so the two firms that are familiar with the structure were approached.

Mr. Davis advised that RCL's contract in terms of DBEs is 23% and the RCL contractual service contract went well above 16%. Additional quotes can be obtained as there is a long lead time for the lights and a resolution cannot be passed until the lights come in. Mr. Davis advised that he would contact Ms. Coats to get a list of DBE electrical contractors and submit to them for more quotes.

Chairman Saizan advised that he knows of electrical and plumbing services in the City that have all State and local licenses who are presently doing commercial work in the City. When there are small jobs Ms. Coats' list should be used to get a broad selection to bid with Orleans Parish people on top of the list. Mr. Capo advised that there are two lists. One list is certified DBEs and the other list are disadvantaged businesses not on the certified list that can do the work. Mr. Davis advised that a person does not have to be certified to bid. If a local minority contractor is hired and is not a certified DBE that does not give credit toward the goal. The list of certified DBEs is followed to give them the qualifications to make the voluntary percentages.

Mr. Capo noted that Ms. Coats' list has been utilized on several occasions such as concrete and window work at the Lake Vista Community Center and for work on the Naval Reserve Facility. On smaller contracts Ms. Coats' list should be utilized to submit the request for a quote from the DBEs. The Board previously passed a resolution to withdraw from the LAUCP Certification Program so this Authority will not be certifying companies as disadvantaged businesses. The Authority is still moving in that direction with the Resolution, but has not yet met with LAUCP to officially withdraw. Future lists can be obtained through RTA, Louis Armstrong Airport and Sewerage & Water Board. Monitoring of the Authority's contracts will be handled by Ms. Coats, who will also be the liaison with the FAA as her main function is DBE compliance. Commissioner Saizan noted that the Federal Transportation Law puts more emphasis on DBEs which was passed in bipartisan fashion and has been renewed by Congress. The DOTD has mandates and the FAA encouraged this Authority to move in this direction at the meeting with Andy Velayos in Fort Worth.

Mr. Davis noted RCL monitors the DBEs for compliance and advised that for all projects, DBE forms are submitted with monthly payouts to show the level of participation for any monies paid out and how much went to DBEs. Ms. Coats is aware of RCL's procedures and has called on several occasions to determine the compliance on various projects. It is more critical for the FAA due to mandatory requirements and the fact that the FAA is funding the project.

3) Discussion regarding a contract with Champagne Elevators for the purchase and installation of a replacement wheelchair lift in the amount of \$18,370;

Mr. Fenner advised that the elevator has a wheelchair lift on the exterior of the building on the airfield side. The motor was damaged by Hurricane Isaac and Champagne Elevators has the maintenance contract on the lift. Champagne inspected the lift and was advised that the company that manufactured that lift is no longer in business. The repair cost far exceeded the cost to replace the lift. A quote was provided for a replacement lift with a motor located above the main portion of the lift to avoid future damage due to storms or flooding. This wheelchair lift will provide wheelchair access from the airfield into the Terminal Building. Mr. Davis advised that the Terminal Building was designed to be handi-capped friendly and noted that the old restrooms were reconfigured along with ramps that were added to the front of the building to allow for handi-capped access. Ramps were not placed on the back of the building due to safety issues.

4) Discussion regarding a contract with Strategic Support Corporation, Inc. in the amount of \$7,200 for repairs to concrete failures at Landmark Aviation and Hawthorne South

Mr. Fenner advised that areas of pavement were damaged near the Landmark and Hawthorne Hangars and quotes were solicited. The lowest of three quotes was \$7,200. The contractor insured that all of the scope was captured in that price and would like to move forward. Mr. Fenner suggested hiring Terracon or PSI for concrete testing to ensure what is put in the field is what was specified.

5) Discussion regarding a contract with AGL Architecture to provide a full assessment of the roof leaks on the McDermott Hangar, Hangar 101 and the Fire Station for a total cost of \$15,000

Mr. Fenner advised of ongoing roof problems related to flashing on the three buildings. AGL will assess damages, prepare a plan for repair and monitor the repairs. Mr. Pruitt advised the McDermott Hangar is leased to Hawthorne and leaks are entering into sub-tenant spaces causing damage with heavy rains. The leaks have been repaired several times, but the repairs failed as this is a flashing issue and not covered by warranty. The fire station also has leaks due to flashing issues and there are small leaks in the kitchen. There is currently room for the E1 truck which is extremely wide. Part of the Capital Improvement Plan is to enlarge the fire station to fit two trucks. The Fire Station is a single story with a large room designed for sleeping. There are no beds as Lakefront Airport is not 24 hours.

6) Discussion regarding a Supplemental Agreement with Richard C. Lambert Consultants, LLC contract for the Chevron Office Building to correct the fee curve from 2007 Curve "B" to Curve "A"

Mr. Fenner noted that this is essentially a housekeeping matter. When we drafted the Supplemental Agreement previously we updated the fee curve from 1999 to 2007, but we shifted it from Curve A to Curve B. This is to correct that mistake.

7) Discussion regarding renewal of the Delgado Hangar Flood Insurance coverage which expires on April 27, 2013 in the amount of \$11,568 with Fidelity National Property and Casualty Insurance Company

Mr. Capo advised that the Delgado Hangar is scheduled to be demolished and recommended not to renew insurance coverage. Mr. Fenner advised that the FEMA money has been transferred from this project and it will be an alternate project. The Delgado Hangar is located in the lowest part of the Airport and floods constantly as it sits in a bowl. Staff's recommendation is to demolish the Delgado Hangar. If funding becomes available the Hangar can be rebuilt in a better location on higher ground.

8) Discussion and approval to renew National Guard Flood Insurance coverage which expires April 24, 2013 in the amount of \$11,568 with Fidelity National Property and Casualty Insurance Company

Mr. Capo noted this is an informational item being brought to the Committee. Staff wants to purchase the coverage on the National Guard Hangar.

9) Discussion on issuing an RFQ/P for Master Service Agreement

Mr. Pruitt advised that this will start the process of creating a three year cycle to have Airport projects ready to go. There are currently two projects with URS, but this will address future projects. Part of the process requires an approved Master Plan which should be finalized shortly. The Capital Improvement Plan is on file with the FAA. The Authority will go with the Multi-Project Master Services Agreement to have a three year cycle working. A three to five member Consultant Selection Committee is required with one member being an engineer, airport planner or other aviation professional. The projects are submitted to the LA-DOTD Program Manager and FAA Program Manager for their review to determine what upcoming projects are possible so the Authority sends out RFPs for projects that are available within the next three year cycle.

Mr. Pruitt advised that the two projects in line are the Airport Transformer Vault Building and the Wildlife Study which is necessary for Part 139. Lakefront Airport is number two on the FAA's list of funds for Airports in the state. The projected funds available are \$34 million with \$94 million available in the next seven years. The Authority receives \$150,000 each year, but will be seeking discretionary funds for major projects.

Mr. Capo advised that next fiscal year's budget includes two dedicated maintenance people at the Airport with three additional people maintaining the remaining properties and Lakeshore Drive. The vacant fireman position will be eliminated leaving six firemen at the Airport which is enough to maintain staffing for Part 139. Firemen are not required to be at the Airport 24-hours, but must be present if a 121 air carrier arrives. A fireman would be called in for a minimum of three hours in the event a 121 carrier arrived into the Airport. Once the Airport draws closer to 139, the issue of additional firemen will be reviewed.

10) Discussion regarding Fiscal Year 2013-2014 Budget

Chairman Saizan noted that discussion on the Fiscal Year Budget was addressed throughout the meeting.

PUBLIC COMMENTS

Brayton Matthews – Flightline First

Chairman Saizan commended Mr. Matthews and Flightline for their efforts at Lakefront Airport during the Super Bowl. Mr. Matthews advised Mr. Addie Fanguy, Landmark Aviation, handled a lot of equipment and stresses as Mr. Fanguy is the seasoned professional and it was nice to have him at the Airport during the Super Bowl.

Mr. Matthews advised that Flightline's self-serve island has been down since construction of the Bastian-Mitchell facilities. A letter was provided to Mr. Pruitt requesting the Airport Committee take into consideration that the new self-serve island be located near the T-Hangars to provide low cost self-serve fuel to T-Hangar customers. Mr. Pruitt will assist Mr. Matthews in finding a location for the new self serve island and make any required lease adjustments to bring back to the Board.

ADJOURNMENT

Commissioner Baudy offered a motion to adjourn, seconded by Commissioner Saizan and unanimously adopted.

ANNOUNCEMENT OF NEXT MEETING

The next Airport Committee meeting is scheduled for Tuesday, April 2, 2013 at 9:30 a.m.

The meeting adjourned at 10:32 p.m.