

**NON-FLOOD PROTECTION ASSET MANAGEMENT AUTHORITY
MINUTES OF THE AIRPORT COMMITTEE MEETING
TUESDAY JANUARY 6, 2015 – 3:30 P.M.**

The meeting of the Airport Committee of the Non-Flood Protection Asset Management Authority was held on Tuesday, January 6, 2014 at 3:30 p.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 Heaton called the meeting to order at 9:44 p.m. and led in the Pledge of Allegiance.

The roll was called which constituted a quorum.

PRESENT:

Commissioner Michael Stack
Commissioner Pearl Cantrelle
Commissioner Romona Baudy

ABSENT:

Chairman Wilma Heaton

STAFF:

Cornelia Ullmann - Chief Operating Officer
Sharon Martiny – Administrative Assistant
Fred Pruitt – Acting Airport Director

ALSO PRESENT:

Al Pappalardo – Real Estate Consultant
Alton Davis – Richard C. Lambert
Steve Nelson – Stuart Consulting Group
Brent Roussell – Hawthorne
Addie Fanguy – Landmark Aviation
Bonny Schumaker – Flightline First
Brayton Matthews – Flightline First

ADOPT AGENDA

Commissioner Stack offered a motion to adopt the Agenda, seconded by Commissioner Cantrelle and unanimously adopted.

APPROVAL OF PRIOR MINUTES

Commissioner Stack offered a motion to approve the Joint Airport/Legal Committee meeting minutes of December 15, 2014, seconded by Commissioner Cantrelle and unanimously adopted.

REPORT ON CURRENT AIRPORT ISSUES

Fuel sales for December were up by 61,000 gallons over last year. The Sugar Bowl brought in sales of approximately 15,000 gallons per day for a total of 45,000 gallons sold. A start date has not yet been set on the crack fill project. A meeting is scheduled with the tenants to review the phasing program.

OLD BUSINESS

1) Update on Customs build-out

The Memorandum of Understanding between the Non-Flood Protection Asset Management Authority and SLFPA-E has been drafted and reviewed by Steve Nelson (Stuart Consulting) to ensure there are no issues with FEMA. Final plans for the build-out will be reviewed by Alton Davis (RCL), the IDIQ architect approved by the Board and within the budget.

2) Progress report on interim flood protection by Stuart Consulting

Flood protection for facilities in lower lying areas to the south side of the airfield would enclose approximately 3,500 linear feet of area around the Terminal and Hangars. TrapBags can be used in place of HESKO baskets. TrapBags have an angled front that deflects wave action. The cost is approximately \$150,000 for

the bag system itself. The sand and labor drive the cost somewhere between \$350,000 - \$400,000. It is possible that FEMA will reimburse the set up cost if a storm hits and the TrapBags prevent damage. If the storm misses, the Authority would be responsible for the cost. To cut labor and material costs, the Flood Authority could provide the sand to fill the bags and the National Guard assist in filling the bags. The Fuel Farm is more easily protected because there are no aircraft. Flood protection could be placed around the fuel farm in advance leaving enough room for trucks to get in and out. The airfield and the hangars along the eastern edge would be on the outside of the protected perimeter.

Commissioner Stack requested that Mr. Nelson continue working on the flood protection issue and investigate other available systems.

NEW BUSINESS

- 1) **Motion to authorize the COO to procure replacement firefighting equipment pursuant to a FEMA grant which had been previously applied for. Funds to be reimbursed by FEMA after submitting proof of purchase. (Hurst Hydraulic Rescue tool - \$21,692.00, MSA Breathing Apparatus - \$18,126.00, for a total of \$39,818. Total grant anticipated to be \$46,918.08. Remaining balance of \$7,100 to be spent to procure a hand held infrared camera**

Firefighting equipment was lost during Katrina. A FEMA grant in the amount of \$46,918.08 will cover the cost of a new hydraulic rescue tool (\$21,692) and breathing apparatus (\$18,000). The remaining balance of the grant will be used to secure a hand-held infrared camera.

Commissioner Stack offered a motion to authorize the COO to procure replacement firefighting equipment pursuant to a FEMA grant which had been previously applied for. Funds to be reimbursed by FEMA. Second by Commissioner Cantrelle and unanimously adopted.

- 2) **Discussion regarding retaining RCL Architecture, LLC as architect for the airport and/or specifically for the Customs Build out for a period not to exceed one year or until the project has been completed, as the Custom's build out project has final plans from Customs, funding has been secured sooner than expected and is ready to go forward, providing needed revenue.**

RCL has an IDIQ contract in place to move forward with the Customs build-out. Customs will provide prototypical specs and plans. The architectural drawings will require a mechanical or electrical engineer as the drawings must be approved by the State Fire Marshall. The RCL IDIQ contract for the Terminal Building is in effect, but may need to be amended in terms of costs. The monies remaining on the IDIQ contract will not cover the cost to hire an engineer and secure the construction documents to build the build-out. The IDIQ contract was originally prepared to set the building standards for the Terminal Building, review tenant plans and ensure the tenant is complying with all standards and meeting all codes. Approximately \$6,000 of the \$15,000 IDIQ contract has been spent. The remaining contract amount is not sufficient to cover soft costs, which generally run 7-10%.

Commissioner Cantrelle noted concerns with extending contracts and questioned if this should be rebid. Mr. Davis informed that the Authority would lose approximately two months through the entire RFQ process. The money is ready to be spent and the Authority has an existing IDIQ contract in place with RCL, which will save the two month RFP process time. The income from having Customs on the field will start two months earlier. Additionally, RCL knows everything about the building, has all the drawings and did all of the mechanical/electrical.

Commissioner Stack suggested if RCL's price is \$25,000 or less, the Authority enter into a separate contract with RCL. RCL has the institutional knowledge

and the knowledge of the Terminal Building for this type of contract. RCL could have plans in 30 days once the information is received. If everything is organized this month RCL can begin the drawings in February. Customs and Border Protection reviews the plans in their local office. The process for drawings, plan review, bidding and contractor will take approximately three months with an additional four months for the build-out. Customs could be in the building by summertime.

ADJOURNMENT

Commissioner Baudy offered a motion to Adjourn, seconded by Commissioner Cantrelle and unanimously adopted.

ANNOUNCEMENT OF NEXT MEETING

The next Airport Committee meeting is scheduled for Tuesday, January 6, 2015 at 9:30 a.m. The meeting adjourned at 10:14 a.m.