

Minutes of the Joint Meeting of the MNAA General
Aviation/Operations/Planning & Engineering and
MPC Engineering & Planning Committees



Date: June 12, 2019 Place: Nashville International Airport Board Room
Nashville, Tennessee

Time: 9:00 a.m.

Committee Members Present: Bill Freeman, Chair; John Doerge, Vice Chair; and
Amanda Farnsworth

Committee Members Absent: Nancy Sullivan

Others Present: Doug Kreulen; Cindy Barnett; Angela Edwards; and
Jimmy Granbery

I. Call to Order

Chair Freeman called the General Aviation/Operations/Planning & Engineering (GAOPE) Committee meeting to order at 9:00 a.m., pursuant to Public Notice dated June 7, 2019.

II. Approval of Minutes

Chair Freeman called for approval of the Minutes of the May 15, 2019 GAOPE Committee meeting. A motion was made by Vice Chair Doerge and seconded by Commissioner Farnsworth. The motion carried by vote of 3 to 0.

III. Chair's Report

Chair Freeman had no Chair's Report.

IV. Items for Approval

A. Approval of MNAA Resolution No. 2019-08 in Support of Submission to Federal Contract Tower Program

Jeff Roach, AVP, Strategic Planning, briefed the Committee on this item. Staff requested that the GAOPE Committee recommend to the Board that it approve MNAA Resolution No. 2019-08 in Support of Submission to the Federal Contract Tower Program.

Staff provided the GAOPE Committee a copy of MNAA Resolution No. 2019-08 prior to the meeting.

Mr. Roach stated the Federal Aviation Administration (FAA) opened the application period on June 1, 2019. Staff has submitted a Letter of Interest to the Program Manager. Staff is developing the application which is expected to be ready for submission by the end of this month. MNAA's consultant recommended a resolution of support from the governing body to accompany the application package. Chair Freeman stated he thought this program was a good idea because it would save money on the management of the tower and funding.

President Kreulen stated MNAA is getting ready to build an approximately \$9.5M control tower at John C. Tune Airport (JWN). Half of that money will come from the state and an economic development grant. The other half will probably be financed through bonds. It is estimated to cost between \$800-900K per year to operate the tower. If MNAA gains acceptance into the program, the FAA will pay the salaries of the air traffic controllers and MNAA will be responsible for maintaining the tower itself. It will be a \$300-400K per year savings upon acceptance into the program. Staff recommends the resolution to go along with the application. President Kreulen stated he thought MNAA would get favorable consideration.

Commissioner Farnsworth inquired as to the timeframe. President Kreulen stated he thought it would take about a year and a half to get the tower open. He reported MNAA is developing a hangar for TDOT. The project is running a little behind and a little over budget which will be addressed later in the meeting. The Governor wants the tower up and operating before he fully operates at JWN. TDOT will rent the existing hangar the Governor flies out of now and the new one once it is finished.

Commissioner Granbery asked if the tower would be staffed 24 hours a day, seven days a week. President Kreulen stated that had not been determined. In previous discussions, it was thought the tower would be staffed 12-14 hours per day. Commissioner Farnsworth stated she thought those hours would be good because there is not much activity at JWN from 10 p.m. to 6 a.m. Commissioner Granbery stated there is usually fog on the runway at that time and it is not possible to land anyway. Mr. Robert Ramsey, SVP, Chief Operating Officer, stated the tower would probably be staffed 12-18 hours per day depending on summer and winter months.

A motion was made by Commissioner Farnsworth and seconded by Vice Chair Doerge to approve MNAA Resolution No. 2019-08 in Support of Submission to the Federal Contract Tower Program. The motion carried by vote of 3 to 0.

B. Approval of On Call Clearing, Grubbing, Grading & Tree Removal Services

Ms. Holton, AVP, Chief Engineer, briefed the Committee on this item. Staff requested that the GAOPE Committee recommend to the Board that it accept the proposal by Queen's Tree Surgery, Inc. (Queen's) for the On Call Clearing, Grubbing, Grading and Tree Removal Contract at Nashville International Airport (BNA) and John C. Tune Airport (JWN) and authorize the Chair and President & CEO to execute the contract with Queen's Tree Surgery, Inc.

Staff provided the GAOPE Committee a staff analysis for the On Call Clearing, Grubbing Grading, and Tree Removal Services prior to the meeting.

Ms. Holton reported the contract is to provide on-call clearing, grubbing, tree and brush removal services, as well as, minor earthwork/grading, install and maintain erosion prevention and sedimentation control measures. In support of the Strategic Materials Plan, it also provides for construction and maintenance of haul roads to accumulate fill material in preparation for Vision 2.0, 3.0, and 4.0. The cost is estimated to be \$2M per year; paid partially by O&M and partially by CIP. A Request for Proposals (RFP) was advertised and this was the only proposal that came back. Queen's is currently the incumbent for MNAA's on call grubbing contract. This contract is for one year with 4 one year options, not to exceed \$2M per year. If the Board approves, the anticipated contract start date is July 2019 and contract completion date is June 2020.

Chair Freeman asked if MNAA had a number in mind when the proposal went out. Ms. Holton reported that MNAA set the \$2M per year just an estimation on what is needed for tree removal and to maintain all of the stockpiles going forward.

President Kreulen stated approximately \$1.5M would be covered out of projects. The normal O&M Budget has been approximately \$450K per year for this service. The goal is to keep someone on call if something needs to be moved right away.

Commissioner Doerge asked if this was for all airport property. Ms. Holton responded yes.

A motion was made by Vice Chair Doerge and seconded by Commissioner Farnsworth for approval to accept the proposal by Queen's Tree Surgery, Inc. (Queen's) for the On Call Clearing, Grubbing, Grading and Tree Removal Contract at Nashville International Airport (BNA) and John C. Tune Airport (JWN) and authorize the Chair and President & CEO to execute the contract with Queen's Tree Surgery, Inc. The motion carried by vote of 3 to 0.

C. Approval of JWN TDOT Hangar Amendments

Ms. Holton briefed the Committee on this item. Staff requested that the GAOPE Committee recommend to the Board that it approve a \$350,000 increase to the project budget and the resulting change orders for the John C. Tune Airport (JWN) Hangar Development project at JWN.

Staff provided the GAOPE Committee a staff analysis for the JWN TDOT Hangar Amendments prior to the meeting.

Ms. Holton gave a brief history of the project. She reported the project was bid as one whole project in August 2017 and only received one bid. Staff then recommended to proceed with splitting the package into two projects; one as a site only project and the other a building only project. The Board approved those contracts in December 2017 with Civil Constructors (Civil) and January 2018 with Baron. In February 2018, the CEO authorized a \$450K increase to the budget in accordance with the Bylaws to cover costs related to difficult site conditions including removal of unsuitable soil and redesign of retaining wall. Building Contract Change Orders totaled \$113K and the Site Contract Change Orders totaled \$271K to date. It is anticipated there will continue to be issues and staff estimates an additional \$350K will be needed to complete the project. The main items comprising the budget increase are extension of electrical and utility corridor for future development, additional length of electrical ductbank and stormwater pipe, technological advances in the wireless access system for AOA gate security, and contingency for unforeseen matters.

Baron committed to 9.29% MBE utilizing Castle Black Construction (Castle) and Panther Construction. Early in the project Castle pulled off the contract. Baron subcontracted with a non-certified firm to replace Castle for the steel erection scope. Baron has been able to add Geotek (an MBE) and Elite Roofing, increasing Panther Construction's scope. Elite Roofing has also been given some major change order work including the entire painting scope and added scope with the hangar steel painting. Baron has currently achieved 2.42% MBE participation to-date and projecting to reach 4.23%. Civil committed to 8.16% MBE and 14.14% WBE utilizing Archangel Protective Services, Gibco Construction, Kimberly, Inc., Jarvis Award, Sign & Flag Co., Jerry B. Young Construction and Geotek Engineering. Civil's latest pay application shows 1% remaining to achieve the MBE commitment and 5.64% remaining to achieve WBE commitment level. Civil remains committed to meeting the goal and has not indicated that they will be unable to obtain it.

Commissioner Farnsworth inquired as to the funding source being a 2015 bond and the hangar not being a private hangar. President Kreulen stated the 2015 bond issuance paid for Sky West, the first

garage, and included money to build a hangar for TDOT. MNAA is buying out the rest of TDOT's lease at BNA so TDOT can move to JWN and help with future development of JWN. It is MNAA's hangar and TDOT is paying rent for the term of the lease. Commissioner Farnsworth stated at some point the JWN budget will need to be remodeled. President Kreulen stated Ms. Martin's team was about to bring on a Real Estate AVP and future briefings will include other parcels to be developed at JWN and BNA. The choices are to fund it internally or let private partnerships fund the development. President Kreulen stated he asked Ms. Holton to present this item to the Committee because he had already approved \$450K and with this additional increase, it goes beyond his authority and wanted to be transparent. If the additional increase is approved, the total overage will be \$800K.

Commissioner Doerge asked if the extra expenses were just on this project or if anyone that chooses to develop at JWN was going to have to pay the extra expenses, therefore making development less desirable. Ms. Holton responded that this project was an old fill site and it turned out that it was not as suitable as needed which is why the approach to Vision 2.0 and beyond will be for contractors to stockpile material versus actually placing it as engineered fill. The other sites for development are not fill sites so the challenges should not be the same.

Vice Chair Doerge asked if some of these costs would make future development easier. Ms. Holton responded that it would. The wall being built and the main road and utility corridor is part of this project and those two things would set it up for future development.

Commissioner Farnsworth stated this work has to be done. Commissioner Granbery asked if there are any liquidated damages on the contractors. Ms. Holton replied there are provisions for liquidated damages in the contract, but the delays are still being evaluated to determine if there might be liquidated damages. Commissioner Granbery inquired as to the rent for the hangar portion versus the office space included in the hangar. President Kreulen stated staff could get this information and bring it back to the Committee, but all of this was factored in when negotiating with TDOT. The total value was determined to be \$7M. Commissioner Granbery asked if the rent was adjusted based on the changes. Mr. Ramsey stated the new deal was similar to the proposal TDOT had at BNA. He did not know the exact numbers but could pull the numbers on what hangar and office space rent was per square foot and escalation clauses. Commissioner Clay Bright of TDOT has relayed to President Kreulen that TDOT is not happy with the performance of Baron and the delay, and TDOT wants to participate with MNAA on the punch list for the facility.

Commissioner Joslin stated he thought the project started off upside down. He reported knowing of other projects that Baron had underbid. President Kreulen stated the Staff and Commissioners are

going to be weary of any other projects Baron bids on. MNAA did not have a good experience with Baron the first time and this project is reinforcing that.

Commissioner Joslin asked if there was a delivery date. President Kreulen stated yes, in July. Ms. Holton stated she is waiting on an updated schedule.

A motion was made by Vice Chair Doerge and seconded by Commissioner Farnsworth to approve a \$350,000 increase to the project budget and the resulting change orders for the John C. Tune Airport (JWN) Hangar Development project at JWN. The motion carried by vote of 3 to 0.

V. Information Items

A. Contract for On Call Landside Paving

Ms. Holton briefed the Committee on this item. This contract is for on call paving and striping including pothole repair, isolated full depth repairs, and seal coating at BNA and JWN. An RFP was issued for a one year contract with four 1-year renewals. The contract cost is not to exceed \$450K per year. This project was solicited as SMWBE target market. Two proposals were received; one from Pope Striping and one from Crown Paving. Staff selected Crown Paving based upon its qualifications and pricing. Funding is approximately \$100K O&M and \$350K CIP.

Commissioner Farnsworth proposed striping and confining helicopter landing pads at JWN. She stated the helicopter pads are moved all the time and it is hard to see them from the cockpit.

President Kreulen stated Operations is aware and this matter is under review. Commissioner Granbery stated there should be a designated drop zone so every pilot knows where the drop zone is located.

Commissioner Granbery asked if there was an escalator in the contract on asphalt. Ms. Holton replied no. Commissioner Granbery asked if it was fixed for the year. Ms. Holton stated that it is fixed for the year.

This item was presented for information purposes only with no action required.

B. Airport Master Plan Update

Mr. Allan A'Hara, VP of Aviation, AECOM, briefed the Committee on this item. Mr. A'Hara stated that previous meetings were focused on airfield and terminal building for the most part, so he wanted to catch everyone up on landside features with some updates on airfield and terminal building. In addition to the Master Plan, AECOM is also updating the airport's noise exposure maps. Landside includes parking, roadways, ground transportation and rental car facilities, and all of those terminal landside

support features that exist. The roadway system has been reviewed in order to make land development decisions in addition to what BNA Vision is proposing. For the most part the roadway system is working with the exception of departure terminal approach and arrival curb front lanes. Parking capacity once all the garages are built will be adequate in terms of the long term future. Employee parking has been evaluated and land has been identified for expansion if needed.

Rental car facilities will need some expansion. Approximately 10 acres will be needed to accommodate the estimated increase in area required. Approximately 4 acres of property will be required to accommodate the estimated increase in spaces required for the ready/return area. Options will be evaluated for the expansion of the rental car facilities probably through the back side of the existing facilities. This may require roadway modifications.

President Kreulen stated he and Ms. Martin are aware of this and they are actively discussing this issue with the rental car companies. Mr. A'Hara stated his company has also been communicating with the rental car companies to determine what they will require.

Commissioner Doerge asked if this expansion would still be needed in the long term. President Kreulen stated the forecast is showing this expansion would be needed. Mr. A'Hara stated the market share of the rental cars is down impacted by TNC's. However, the passenger growth has increased the rental car demand. Rental car companies are still growing and will need more facilities going forward.

Mr. A'Hara went on to report on curbside facilities. He reported both need attention on the approach roadway and lane capacity in the immediate curb drop off fronts. The arrivals curb needs attention in the shorter term by adding additional lanes and widening the outer curb by two lanes. There will probably be a need to widen and reconfigure the approach road to feed more cleanly.

The departures curb is not as pressing but additional widening and expansion will be needed for future growth. From a construction point, it may make sense to build it all at one time.

The terminal is coming together well. Mr. A'Hara presented a rendering of the additional gates that will be added with new Concourse A. With additional gates, there will be a need for more de-icing areas and overnight parking of planes. This is all being evaluated to scope the project and get some cost estimates.

In the airfield, the extension of Runway 2L is continuing to be evaluated and taken to a greater level of detail.

The noise maps have been developed for both present conditions in 2019 and five years out to 2024. This is an FAA required element of updating the noise compatibility program. The contours have changed somewhat since the last update in 2012. There is an increase in the contours to the north and a little to the south. Most of the residential areas in the noise impact areas were mitigated previously as part of the noise compatibility program. There is no new residential noise impact.

This item was presented for information purposes only with no action required.

C. JWN Customer Satisfaction Survey

Mr. Ramsey reported it has been 3 or 4 years since a customer satisfaction survey has been conducted at JWN. Staff wants to measure satisfaction with services provided, the Contour and MNAA staff working there, landside access terminal, airside facilities and overall customer experience. It will be a brief survey and should only take 7-10 minutes to complete. The survey will be released on June 17, 2019. The results will be shared with the Board in August 2019.

Commissioner Granbery asked if the Commissioners could review the survey questions before they are sent to the tenants. President Kreulen stated staff would send an electronic copy to the Commissioners for review and comments.

This item was presented for information purposes only with no action required.

VI. Adjourn

There being no further business before the GAOPE Committee, Chair Freeman adjourned the meeting at 9:43 a.m.



Amanda Farnsworth, Secretary