

Agenda of the Joint Meeting of the MNA and MPC Operations, Engineering & Strategic Planning Committees



Date/Time: Wednesday, December 11, 2024, at 9:00 a.m.

Place: Nashville International Airport – Tennessee Board Room

Operations Committee Members: Jimmy Granbery, Committee Chair
Bobby Joslin, Committee Vice Chair
Nancy Sullivan

I. CALL TO ORDER

II. PUBLIC COMMENTS

No requests for public comment received to date. Deadline is December 9, at 9:00 a.m.

III. APPROVAL OF MINUTES

November 13, 2024 Minutes of the Joint Meeting of the MNA and MPC Operations, Engineering & Strategic Planning Committees

IV. CHAIR'S REPORT

V. ITEMS FOR APPROVAL

1. Construction Contract Change Order for JWN Terminal Building Parking Lot Expansion
2. On-Call Job Order Contract Task Order for GTC Reconfiguration

VI. INFORMATION ITEMS

None

VII. ADJOURN

Minutes of the Joint Meeting of the MNAA and MPC Operations, Engineering & Strategic Planning Committees



Date: November 13, 2024

Location: Metropolitan Nashville Airport Authority
Tennessee Boardroom

Time: 9:00 a.m.

Committee Members Present:

Jimmy Granbery, Committee Chair; Bobby Joslin,
Committee Vice Chair; Nancy Sullivan

Committee Members Absent:

Other Board Members Present:

Andrew Byrd, Joycelyn Stevenson, Glenda Glover, and
Glenn Farner

MNAA Staff & Guests Present:

Doug Kreulen, Cindy Barnett, Lisa Lankford, Trish Saxman,
Marge Basrai, Kristy Bork, Adam Bouchard, Daniel B.
Brown, John Cooper, Kristen Deuben, Chief Brian Findlen,
Adam Floyd, Traci Holton, Eric Johnson, Roman Keselman,
Leslie Larson, Carrie Logan, Rachel Moore, Ted Morrissey,
Stacey Nickens, Karolina Podryadchikova, Brandi Porter,
Josh Powell, Robert Ramsey, Erin Smith, Davita Taylor,
Tiffany Underwood, Puneet Vedi and Adam Wolf
Cory Czyzewski, BofA Securities; Matt Ruffra, Landrum &
Brown; Ali Hijazi, Plante Moran; Veronica Tuazon, Plante
Moran

I. CALL TO ORDER

Chair Granbery called the Joint Meeting of the MNAA and MPC Operations, Engineering & Strategic Planning (Operations) Committee to order at 9:00 a.m. pursuant to Public Notice dated November 8, 2024.

II. PUBLIC COMMENT

Chair Granbery stated there were no public comment requests received.

III. APPROVAL OF MINUTES

Chair Granbery asked for a motion to approve the minutes from the October 9, 2024 Operations Committee meeting. Commissioner Sullivan made a motion and Vice Chair Joslin seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

IV. VICE CHAIR’S REPORT

Chair Granbery had no Chair’s report.

V. ITEMS FOR APPROVAL

1. Baggage Handling System CGMP 2 (Facilities Construction)

President Kreulen introduced Traci Holton, VP, New Horizon, to brief the Board on the Baggage Handling System (“BHS”) CGMP 2 – Facilities Construction. Ms. Holton stated the Component Guaranteed Maximum Price (“CGMP”) 2 for the Baggage Handling System consists of facilities expansion to expand the outbound handling system to increase capacity and meet future enplanement projections. On November 2022 the Board approved CGMP 1 to Messer Construction, for design to 32 MAP. Ms. Holton presented a diagram showing the 22,000 sq ft Concourse C facility expansion which will house the main baggage handling system underneath. When that happens MNAA will adjust 3 aircraft parking positions, C1, C2 and C3, and relocate the fuel hydrant. CGMP 2 is \$90M and the SMWBE commitment is 4.94% MBE and/or WBE.

Ms. Holton requested the Operations Committee recommend to the Board of Commissioners to authorize the Chair and President & CEO to execute CGMP2 for facilities construction related to the BHS Expansion contract with Messer Construction for \$90M.

Chair Granbery asked for a motion to approve as presented. Commissioner Sullivan made a motion and Chair Granbery seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

Commissioner Byrd asked if someone could explain this handling system. Ms. Holton replied when passengers come to BNA and drop their bags at the ticket counter, the bags go on a conveyor to the ramp level of the building and go through a TSA screening for explosion detection, and then they are conveyed to a bag carousel. The airlines will grab bags based on the ticket that is on it and put it on the aircraft. In order for BNA to meet the 40 MAP, the system must be expanded. TSA is providing additional machines and BNA will provide conveyors to get those bags from the ticket counter to the planes on time and make sure they are safe. Commissioner Byrd asked if this is the last step in this whole baggage handling system renovation we have undertaken. Ms. Holton replied yes, and we will be back for CGMP 3 in the future. CMGP 3 will be for the actual conveyor and the baggage handling system controls.

President Kreulen asked Ms. Holton what the approximate number of miles we now have of conveyor at BNA. Mr. Daniel B. Brown, VP, Facility Management, replied we have approximately 5 miles under the facility. President Kreulen stated this will expand that and add another mile or two and go from 25 MAP today to a 40 MAP airport. Commissioner Byrd asked if the conveyor adds a lot of explosive device protection systems. President Kreulen replied the conveyors get those bags to those explosive detectors. Ms. Holton replied BNA has four today and will expand to eight. Commissioner Byrd asked if the amount of the contract is for \$90M. Ms. Holton replied that this amendment to the contract for CGMP2 is \$90M and the GMP is approximately \$223M. President Kreulen stated MNAA started the design period in 2022 at 32 MAP and decided to go to 40 MAP and finalized the design with the first section to bump out the building to be able to support the addition of the extra units. This is funded by MNAA but paid back through rates and charges to the airlines. MNAA is spending the money to make it happen but the airlines are ultimately paying for these services.

President Kreulen stated that when we started the design, Messer was the contractor and they were doing it for us and the requirements changed to add millions and millions of more people, and we discovered that we had to bump out the building to get that amount of conveyors and explosive detectors in here. The straight line pushing the building out had to move the airplanes back so the vehicles are allowed to drive on without interfering. Commissioner Glover asked how much was approved 2 years ago. Ms. Holton replied the Board approved \$8.77M for CGMP 1.

Commissioner Glover asked if all of the subcontractors have been identified. Ms. Holton replied MNAA bid out most of the CGMP 2 work. Commissioner Glover stated she hates to be the person to always ask, but the 4% - 5% SMWBE for the \$90M seems low, and asked if there is room for expansion for others. Ms. Holton replied there is more room, they have bid out CGMP 2, and right now we are tracking a little ahead of the current goal. When they go out to bid the BHS equipment, and when they bid that they will also achieve that goal and when we get to CGMP 3 we will ultimately know how much they were able to achieve and all the subcontractors will be identified.

President Kreulen stated it is based on the skills for each project. Ms. Davita Taylor, VP, Procurement and Business Diversity, replied yes, it is based on those skills on each project, and there are not a lot of small businesses that do this type of work. Commissioner Glover asked in all United States. Ms. Taylor responded this is our small business program and so we must stay within the State of Tennessee. MNAA will pick up some small businesses and be a little ahead of the 4.94%, but that is what the market area called for with those levels of expertise within the State of Tennessee. President Kreulen stated the BHS is very similar to elevators and escalators, and there are not a lot of minority firms that specialize in that area. This is why we run calculations, and this is what our system tells us is the right goal to establish. Commissioner Glover asked what other airports do. Ms. Taylor replied some of their goals are a lot smaller than that, because again, there are not a lot of small businesses who do those projects. This project is also very equipment intensive which does not result in a lot of small business availability.

Commissioner Glover asked if Messer is trying hard to get minority companies. Ms. Taylor responded yes, Messer is one of our best companies who really understands and gets diversity, equity and inclusion, and is always coming up with unique ways to pull in small diverse businesses. Ms. Taylor stated that tomorrow MNAA is hosting a "How to Do Business at BNA" workshop, and we invite small businesses in so they can learn how to do it, understand what BNA has going on and some of the opportunities available to them, and how to do business at MNAA. MNAA continually does outreach to pull in small businesses to participate in these projects. Commissioner Glover asked what kind of outreach is done. Ms. Taylor replied we are part of other outreach activities within the state, where MNAA provides information on opportunities that are coming; and we also do our own, such as Business Taking Off, so companies understand how to

do business with us; blasts on social media; and group together with one of our partners and out there canvassing trying to make people understand how the opportunities out here.

Commissioner Sullivan asked how much equipment is in the \$223M. Ms. Holton replied in the \$90M for CGMP 2 they set aside about \$5M. Most of the equipment will be in CGMP 3. Commissioner Farner asked what the other \$120M will be. Ms. Holton replied it is to build and install of the conveyors, controls and converters. The BHS equipment and install will be the remainder of the contract.

Chair Granbery asked for another motion to approve as presented. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

2. Amendment 1 to Professional Services Contract for Terminal Access Roadway Improvements (TARI)

Ms. Holton stated the Amendment 1 to the Professional Services Contract for Terminal Access Roadway Improvements (“TARI”) is for the design and construction services for TARI Phase 2 and 3. The amendment cost will be \$2.5M for Atkins North America, Inc. to provide the design of an additional 7th lane on the northeast portion of Terminal Drive which includes widening the bridge over Fly Nashville Way, 10% bridging documents and cost estimate for TARI and Garage and Rental Car Complex, which will be used to procure a progressive design-build team. The SMWBE goal is 10.17% 6.49% MBE and 3.68% WBE.

Ms. Holton requested the Operations Committee to recommend that the Board of Commissioners authorize the Chair and President and CEO to execute Amendment 1 to the professional services contract with Atkins in the amount of \$2,500,000.

Commissioner Glover stated this is going to go through May 2028, and asked if there will be any other amendments. Ms. Holton replied there should not be any other amendments. The reason it is going through May 2028 is because this is going to be a bid package for this portion of the roads. Atkins has to provide construction services through the end of that work. The 10% bridging documents will be done earlier in 2025 and that will be handled through a different package. Commissioner Byrd stated the design of the road creates a challenge to get in and out of this airport for the average citizen and asked if it is going to swing back left and right and if that is just for rental cars. Ms. Holton replied the whole complex will be redone for all the passengers and ground transportation. The first package is to make sure when TDOT finishes early next year on Donelson Pike, we are ready to get going and get as much road as we can build, we are doing this part of the package. It does not mean that all of the roads will connect or access will actually change that much on day 1 when this is done, but when the whole complex is complete then it will operate like you saw the traffic model at the Board Retreat. It will get us to 40 MAP, level of service C, and everything is going to flow wonderfully. It will take phases and time and lots of iterations to get there.

Commissioner Byrd asked whether it is an irrational approach to have people swinging back to the left, as you come off the interstate. Ms. Holton replied that you will still exit at 216A, and you can also exit at Donelson Pike, and you will have to swing back. Commissioner Byrd asked if it will be like we do today. Ms. Holton showed on the map where you come to today on Donelson Pike, so you are going to go further. The reason for that is because of this interchange. This is an interchange with the interstate that the Federal Highway Administration controls and they will not allow intersections in close proximity to that and that is why we must loop to get onto the Ring Road. The main access point into this complex will likely be somewhere on this road but you will have multiple ways to get there. Commissioner Byrd asked how much traffic would be in the first red zone (on the diagram). President Kreulen replied all traffic that is going to the parking garages or ground transportation center. You have two options today, go towards the terminal or come down and go into the garage and ground transportation. Now we are going from 2 lanes wide to 7 lanes wide. We are widening the artery to allow more vehicles to get on and off properly.

Commissioner Sullivan asked what year we get to 40 MAP. President Kreulen replied we believe we will hit 35 MAP around 2034 or 2035 and because we are not sure yet on our financial

modeling on when we can have Terminal II open we raised our bar to 40 MAP. Commissioner Glover asked if we do a profit and loss, or P&L, on the big contracts. President Kreulen replied engineering monitors the pricing and invoices as we go to our budget. For example, with Messer for the BHS, we are tracking every invoice as it comes in, gets processed through engineering first, then finance to pay, and we are always evaluating whether we are staying within budget. We are within budget.

Commissioner Glover asked if a red flag comes up then we make sure we notify them. President Kreulen replied yes, we expressed our concern to each of the contracts and then will come to the Board to report that we may be going over budget. We are constantly having that dialogue but on the profit and loss on building all of this, it is in Finance's models on how much we are going to be able to grow, how much parking we have and how much revenue that will generate. President Kreulen stated our financial advisors, Bank of America, Landrum & Brown, and PFM, help us make sure we are running a good business model and covering our debt service.

Chair Granbery asked for a motion to approve as presented. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

3. On-Call Contract for Snow & Ice Clearing and Removal

President Kreulen introduced Daniel B. Brown, VP, Facility Management, to brief the Commissioners on the On-Call Contract for Snow & Ice Clearing and Removal. Mr. Brown stated the On-Call Snow and Ice Clearing and Removal Services will support areas utilized by the public, airport employees and airline personnel. The prior contract expired March 31, 2024 and a Request for Proposal ("RFP") was published on September 20, 2024. MNAA received 3 proposals on October 11, 2024 and selected Grade-A Construction based on their ability to meet requirements, qualifications/experience, and the type and amount of equipment. The SMWBE goal was 7.96% MBE and/or WBE and Grade-A Construction committed to 8.02% MBE. MNAA is

requesting approval for \$1.5M per event, not to exceed \$3M annually for the snow removal services. Over the last three years MNAA average spend was \$2M for these services. In 2022 MNAA spent \$3M, 2023 spent \$1M, and 2024 for the 6-day snow event spent \$1.9M. These services go over about 16 different areas to include our ramp, all of outlying building, parking lots, employee parking lot, parking garages and everything in between, and also covers sidewalks.

Mr. Brown requested the Operations Committee recommend to the Board of Commissioners that it accept the proposal submitted by Grade-A for On-Call Ice and Snow Clearing and Removal, and authorize the Chair and President and CEO to execute the proposed contract for \$3M NTE annually.

Vice Chair Joslin asked where they are located. Mr. Brown responded Grade-A Construction is located in Mt. Juliet, TN. Vice Chair Joslin asked how long they been in business. Mr. Brown replied since 1980s. (He will confirm.) President Kreulen asked how long they've been doing work at BNA. Mr. Brown responded he will have to get that information, that he knows of, MNAA has used them for the last three years. Commissioner Sullivan asked if this is for a one day event. Mr. Brown replied no, a one day snow event will be a lot less. The last few events we had have been 3-6 days and that was the \$1.5M. We need a little flexibility so that we do not have to come back every month. He noted it is a 3-year contract with two 1-year options.

Chair Granbery asked for a motion to approve as presented. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

4. Contract for Ramp Control Services

President Kreulen introduced Adam Bouchard, VP, Operations, to brief the Commissioners on the Contract for Ramp Control Services. Mr. Bouchard stated this Service Agreement with Robinson

Aviation, Inc. (“RVA”) is to provide ramp control services at BNA. The Service Agreement provides for all equipment, maintenance, and operating costs associated with providing ramp control services at least 18-hours a day to ensure the safe and efficient movement of aircraft across the terminal complex. In late 2023 Southwest Airlines contracted with Robinson Aviation, Inc. to provide these services and that contract expires December 31, 2024. To ensure there is no lapse in ramp control services the emergency procurement waiver was approved for two years under the proposal before you today with a competitive solicitation for these services plan in year 2 of the contract. As you may recall we originally intended to build a Virtual Ramp Control Facility in our Consolidated Services Facility (“CSF”); however, given that this building will ultimately need to be relocated for Terminal II development that effort was paused, and these services will continue to be provided within our traditional Ramp Control Facility located on top of Concourse C. The Service Agreement will commence on January 1, 2025, and it is a 2-year agreement. The total not-to-exceed amount is \$5,719,322 and the funding source is MNAA O&M and Capital.

Commissioner Byrd asked what the relationship is between MNAA and Southwest Airlines. Mr. Adam Floyd, EVP, COO, replied that Southwest Airlines assumed the contract over a year ago and signed up for a one-year contract with RVA with the assumption that MNAA was going to build a Virtual Ramp Control Tower. Now that we have Terminal II development planned, we are not going to build the Virtual Ramp Control Tower at the CSF because all of that must be relocated. MNAA is going to take over the Southwest contract and continue those services. Commissioner Byrd stated this is a change and asked how we will approach this issue.

President Kreulen replied it is a change for the better, MNAA was reluctant to start up ramp control, but the tower wanted us to have ramp control, and our airlines want to have ramp control. Southwest Airlines, being the largest airline here, took on the initiative to agree to fund it while we develop a plan to put in a permanent ramp control. So, they paid for it at first like a proof of concept, and it has been beneficial. Most of the large hubs have this, BNA is one that did not have this capability. Southwest agreed to pay for it for the first year and MNAA agreed to the program through our normal side of the house to fund it in the future years and bill it back to them. All the airlines agreed with that model.

Commissioner Byrd stated so the scope of the services is the scope that we had originally taken 15 months ago when the Board approved the original contract. Commissioner Byrd asked what

exactly are ramp control services. Mr. Bouchard replied the ramp control services are the non-moving areas of the terminal complex, once you come off the various connectors off the primary taxiway, the apron areas around all of our gate areas, from the North ramp just outside the windows all the way to Concourse D as the airplanes come off the active taxiways to their gates and today it is managed by RVA. President Kreulen stated when you get out and touch the taxiways and runways the FAA gives you permission to move the aircraft in and out of that area, and the area identified in orange on the slide is airport property. It is basically allowing all the airlines to do their own thing. The Ramp Control System makes every one of these airlines asks permission to park, to back out, to move in this area as they start funneling out to FAA. These are former Air Traffic Controllers that help control this so that we meter the flow out to FAA in the most efficient way possible.

Mr. Bouchard requested the Operations Committee recommend that the Board of Commissioners approve the service agreement with Robinson Aviation, Inc., and authorize the Chair and President and CEO to execute the proposed contract in the amount of \$5,719,322.

Chair Granbery asked for a motion to approve as presented. Commissioner Sullivan made a motion and Vice Chair Joslin seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

5. On-Call Contract for Airfield Pavement Repair Services

President Kreulen introduced Mr. Puneet Vedi, VP, Airport Capital Development, to brief the Committee on the On-Call Contract for Airfield Pavement Repair Services. Mr. Vedi stated the On-Call Contract for Airfield Pavement Repair Services will provide emergency repairs and scheduled rehabilitation on airfield pavement. The existing on-call contract for airfield pavement repair contract expired on November 8, 2024. An RFP was advertised on September 16, 2024, and on October 17, 2024, MNAA received one proposal from Hi-Way Paving. The contract value

is annual not to exceed \$10,000,000 for 1 year with four 1-year renewal options. The not to exceed amount is based on projects identified in our 5-year capital plan including apron reconstruction projects and rehabilitation. The SMWBE goal is 11.36% MBE and/or WBE.

Mr. Vedi requested the Operations Committee recommend that the Board of Commissioners accept the proposal from Hi-Way Paving, Inc. and authorize the Chair and President and CEO to execute the On-Call Contract for Airfield Pavement Repair Services for \$10,000,000 NTE per year.

Chair Granbery asked if the option to renew is MNAA's option. Mr. Vedi replied yes. Commissioner Sullivan asked how many companies showed up for the pre bid meeting. Mr. Vedi replied we had 3 firms attend the preproposal meeting and reached out to 2 additional firms and we had 22 different entities download the RFP. Commissioner Sullivan stated the firms may have been too busy. Mr. Vedi replied that there are a whole host of reasons. President Kreulen replied this is an NTE, it is theoretical work, we call them when we need them, and most firms want to bid hard jobs. Chair Granbery asked what we have spent in years past. President Kreulen replied it depends - on 2R/20L, we do \$1.5M for marking, \$1.5M for repairs and \$5 - \$6M for normal replacement, and that is how we came up with this amount.

Chair Granbery asked for a motion to approve as presented. Commissioner Sullivan made a motion and Chair Granbery seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

6. Amendment to On-Call Contract for Low Voltage Years 4 and 5

Mr. Vedi stated the Amendment to On-Call Contract for Low Voltage Years 4 and 5 is for low voltage communication and power services to maintain the various power, lighting and communications systems throughout BNA, JWN and MPC. The amendment increases the NTE annual contract limit from \$750,000 to \$2,000,000 for Years 4 & 5. On February 17, 2021 the

Board approved and awarded the contract to Simino Electric, LLC. The current contract value is \$750K NTE/year for a 1 year + 4 one-year renewal options.

As of November 9, 2024, the Year 4 NTE limit has been reached and MNAA has approximately 3.5 more months before we start Year 5. Based on known projects requiring low voltage construction projects as needed, MNAA is requesting the Board to modify years 4 and 5 NTE limits to \$2M each year. Some of the projects needing additional funds are TARI support, PARCS support, Administration Building Reconfiguration and BNA Express Parking Lot Reconfiguration. The SMWBE goal is 4.3% MBE and it is 100% funded through MNAA.

Mr. Vedi requested the Operations Committee recommend that the Board of Commissioners authorize the Chair and President and CEO to amend the On-Call Low Voltage Contract with Simino Electric, LLC year 4 & year 5 limit from \$750,000 to \$2,000,000 NTE, for a total 5-year amount of \$5,361,000 NTE.

Chair Granbery asked for a motion to approve as presented. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

7. Amendment to On-Call General Construction Services Contract (Job Order Contract) Year 2

Mr. Vedi stated the Amendment to On-Call General Construction Services Contract (Job Order Contract) Year 2 is for on-call general construction services for maintenance, repair, alteration, renovation, remediation or minor construction of facilities. The amendment increases the NTE annual limit from \$3,000,000 to \$5,000,000 for Year 2. On February 15, 2023, the Board approved and awarded the Job Order Contract to Utopia Building Group, LLC for \$3M NTE/year for 1 year with four 1-year renewal options. As of November 9, 2024 MNAA committed over \$2M for the year 2 contract. MNAA expects to fill projects for approximately \$2M including Administration

Building Reconfiguration and miscellaneous building demolition. MNAA is recommending Year 2 NTE to be increased to \$5M to accommodate fees and projects on other forthcoming projects. The SMWBE goal is 24% MBE and/or WBE which is unchanged. This is 100% funded by MNAA.

Mr. Vedi requested the Operations Committee recommend that the Board of Commissioners authorize the Chair and President and CEO to amend the Job Order Contract with Utopia Year 2 limit from \$3,000,000 to \$5,000,000 NTE, for a total 5-year contract amount of \$14,777,000 NTE.

Chair Granbery asked President Kreulen to share and send out to everybody the story of how Utopia Building Group, LLC has come to be one of our go to contractors for BNA, which is a really good story. President Kreulen credited the MNAA team, especially the Business Diversity Team and the Engineering Team. Utopia Building Group, LLC is 100% minority-owned, and he is now contracting out 24% of that work to another minority firm. That is really the foundation of our business diversity development program is to bring firms up and make them successful and they go forward paying it back by hiring other minority firms.

Chair Granbery asked for a motion to approve as presented. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

8. Task Order for Administration Building Modifications

Mr. Vedi stated the Task Order for Administration Building Modifications is to design and build-out to add additional cubicles, offices, and conference rooms to the Administration Building, utilizing the Job Order Contract. Mr. Vedi stated the MNAA Administration Building was completed in 2021 and designed to accommodate 162 employees. With MNAA's rapid growth and adding 128 employees since 2021, it has become necessary to reconfigure the Administration

Building. This task order was awarded to Utopia Building Gorup, LLC for a total task order cost NTE \$1M.

The project consists of build-out of 35 additional cubicles, 3 conference rooms convertible to C-level offices, 2 VP level offices, and conference room reconfiguration to allow for the upgrades. The FY25 capital improvement plan included this project and had an estimated budget of \$600K, which was believed to be sufficient at the time the CIP was planned. Since that original scope an additional scope has been added to the project including the reconfiguration of the breakroom, conference rooms and additional workspaces. The required budget was revised to \$1.9M which includes the contract for cubicles, furniture, low voltage services and design fees. The project will start November 2024 and will be completed May 2025. The SMWBE goal is 24% for MBE and/or WBE. The project is 100% funded by MNAA.

Mr. Vedi requested the Operations Committee recommend that the Board of Commissioners authorize the proposed Task Order through the Job Order Contract with Utopia for an amount Not to Exceed \$1,000,000.

Chair Granbery asked for a motion to approve as presented. Vice Chair Joslin made a motion and Commissioner Sullivan seconded the motion.

Chair Granbery asked Ms. Saxman for a roll call:

Chair Granbery – Yes

Vice Chair Joslin – Yes

Commissioner Sullivan – Yes

The motion passed with a vote of 3 to 0.

Chair Granbery added that MNAA bonds all of our construction projects so if a contractor halfway through a \$90M or \$200M project gets in trouble we are bonded and a lot of times they bond their subs as well. We ultimately pay for it but it is our insurance policy. It is a huge protection especially on the subcontractor market.

VI. INFORMATION ITEMS

1. BNA Development Update

President Kreulen presented photographs of the Concourse D extension, showing the progress of construction. The roof is almost complete and the building is almost dried in. We hope to tour that area in the first of the year. In order to build Concourse A, we raised the ground up 90 feet, approximately 75,000 dump trucks, and it is now settled, and we will soon we will put a 16" concrete cap on it where the aircraft will come in on the taxiway and park behind both sides of the new concourse. Recently MNAA moved the taxi and limo pick-ups to the new south wing lot to ease the congestion inside the ground transportation center. President Kreulen presented a photograph showing the 55,000 cubic yards of soil that we removed from the old Donelson Pike. We plan to have Governor Lee out tomorrow for a tour and show the construction progress and the bridge before we take it down.

2. JWN Development Update

President Kreulen presented two photographs of the JWN North Development area. The V3 hangar received their certificate of occupancy and they have their jets now inside the hangar. President Kreulen stated the new MNPD hangar has about 3 more feet to raise their pad before they can put the foundation in for their hangar. We are funding that for Metro and they have a long-term lease. In the Finance Committee MNAA will present our recommendation for the 2nd Fixed Base Operator ("FBO").

President Kreulen concluded the presentation of the informational items.

VII. ADJOURN

There being no further business brought before the Operations Committee, Chair Granbery adjourned the meeting at 9:46 a.m.

Andrew W. Byrd, Board Secretary

STAFF ANALYSIS

Operations Committee

Date: December 11, 2024
Facility: John C. Tune Airport (JWN)
Subject: Construction Contract Change Order 3 for JWN Terminal Building Parking Lot Expansion (CIP 2390)

I. Recommendation

Staff requests that the Operations Committee recommend to the Board of Commissioners that it:

- 1) authorize the Chair and President and CEO to execute Change Order 3 to Roger’s Group, Inc. in an amount not-to-exceed \$500,000.

II. Analysis

A. **Background**

On October 30, 2023, the Board authorized the execution of the Construction Contract to Roger’s Group, Inc. in the amount of \$1,582,781.25 for the construction of the terminal building parking lot expansion project at John C. Tune Airport.

The scope of this project was to construct additional parking lots to serve the John C. Tune Airport terminal building. This project would create sixty (60) additional parking spaces through the construction of two additional asphalt parking lots adjacent to the existing terminal parking lot. This project also included the asphalt resurfacing (mill and overlay) of a section of Tune Airport Drive from the existing terminal building approximately 800-feet.

The proposed Change Order to the Roger’s Group, Inc. construction contract will change the scope of this project to include the additional resurfacing of 2,900 linear feet of Tune Airport Drive to Cockrill Bend Road, using the unit bid prices provided in the original JWN 2390 bid. The funds for this change order will come from the FY25 Capital Improvement Program, Project 2590 – Tune Airport Drive Resurfacing. Prior change orders include change order 1 to reroute existing buried electrical line to parking lot lights (\$10,132.25) and change order 2 to add 63 days due to NES pole delay.

B. **Impact/Findings**

Civil Committed Participation Level	16.39% DBE
Start of Contract	May 2024
Duration of Contract:	170 Calendar Days + 63 Additional Days Allowed (CO #2)
Contract Completion Date:	January 2025

Contract Amount:	\$1,582,781.25
Change Order 1:	\$ 10,132.25
Change Order 2:	\$ 0.00
Change Order 3:	<u>\$ 500,000.00 NTE</u>
Revised Construction Contract:	\$2,092,913.50 NTE
Funding Source:	Authority Funds

C. Strategic Priorities

- Invest in JWN

D. Options/Alternatives

Do Nothing: The “Do Nothing” option will result in the resurfacing project for Tune Airport Drive being issued for bids, resulting in a higher project cost than the rates accepted for the terminal parking lot expansion. This option will also result in a delay in the completion of the roadway resurfacing due to the procurement schedule.

STAFF ANALYSIS

Operations Committee

Date: December 11, 2024
Facility: Nashville International Airport (BNA)
Subject: Task Order for Ground Transportation Center Reconfiguration
Project No. 2401

I. Recommendation

Staff requests that the Operations Committee recommend to the Board of Commissioners that it:

- 1) Accept the proposal by Utopia Building Group (Utopia) for the Ground Transportation Reconfiguration, and;
- 2) authorize the proposed task order through the Job Order Contract for the amount of \$1,000,000 NTE.

II. Analysis

A. Background

In order to improve efficiency at the departures curb and provide improvement to the overall roadway traffic congestion, the Transportation Network Companies (TNCs) drop-offs are being moved to the Ground Transportation Center (GTC). To accommodate this move, the GTC is being reconfigured for better vehicular and pedestrian flow and safety. The scope includes new signage, improved crosswalk locations, removal of curbs and installation of bollards.

On February 15, 2023, the Board approved a Job Order Contract (JOC) for on-call general construction services for maintenance, repair, alterations, renovations, remediations, or construction of facilities for the Metropolitan Nashville Airport Authority. Construction projects utilize this Job Order Contract via Task Orders, which are issued upon receipt, review, and approval of scope and fee proposed by the Job Order Contractor (Utopia). MNA Staff has received and reviewed the overall Utopia proposal, in an amount Not to Exceed \$1,000,000. Once approved, a JOC Task Order will be issued to Utopia Construction.

The SMWBE participation level established for the Job Order Contract is 24% MBE and/or WBE. Utopia remains committed to reaching or exceeding the SMWBE participation goal each year for the duration of the Job Order Contract.

B. Impact/Findings

MNA SMWBE Participation Level:	10.98% MBE and 3.47% WBE
Utopia SMWBE Participation (JOC Contract):	24% MBE and/or WBE

Anticipated Task Order Start Date:	December 2024
Duration of Task Order:	120 Calendar Days
Task Order Completion Date:	May 2025
Contract Cost (JOC Task Order):	\$1,000,000 NTE
Funding Source:	100% MNAA

C. Strategic Priorities

- Invest in BNA
- Plan for the future

D. Options/Alternatives

Do Nothing: The “Do Nothing” option will result in continued congestion on the arrivals and departures curbside roadways.