

**Agenda of the Joint Meeting of the  
MNAA Board of Commissioners  
and MPC Board of Directors**



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Date/Time: Wednesday, February 19, 2025, at 1:00 p.m.  
Place: Nashville International Airport – Tennessee Board Room  
Board Members: Nancy Sullivan, Chair  
Jimmy Granbery, Vice Chair  
Andrew Byrd, Secretary  
Bobby Joslin  
Joycelyn Stevenson  
Dr. Glenda Glover  
Glenn Farner

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I. CALL TO ORDER

II. PUBLIC COMMENTS

No requests for public comments received to date. Deadline is February 17, 2025 at 1:00 p.m.

III. APPROVAL OF MINUTES

January 15, 2025 Minutes of the Joint Meeting of the MNAA Board of Commissioners & MPC Board of Directors

IV. CHAIR'S REPORT

V. PRESIDENT'S REPORT

VI. ITEMS FOR APPROVAL

1. CGMP2 for Central Ramp Expansion (Mobilization and Material Processing) (Operations)
2. Professional Services Contract for Northeast Employee & Valet Parking Lot (Operations)
3. Professional Services Contract for BNA Master Plan (Operations)
4. On-Call Contract for Clearing, Grubbing and Tree Removal Services (Operations)
5. Contract for Landscaping Maintenance and Services (Operations)
6. Arts at the Airport Board Member Reappointments (Operations)

VII. ADJOURN

# Minutes of the Meeting of the MNAA Board of Commissioners and MPC Board of Directors



Date: January 15, 2025

Location: Metropolitan Nashville Airport Authority  
Tennessee Boardroom

Time: 1:00 p.m.

Board Members Present: Nancy Sullivan, Chair; Jimmy Granbery, Vice Chair; Andrew Byrd, Secretary; Bobby Joslin; Joycelyn Stevenson; Glenda Glover, and Glenn Farner

Board Members Absent:

MNAA Staff & Guests Present: Doug Kreulen, Cindy Barnett, Lisa Lankford, Trish Saxman, Marge Basrai, Kristy Bork, John Cooper, Chief Findlen, Adam Floyd, Traci Holton, Eric Johnson, Roman Keselman, Lisa Leyva, Carrie Logan, Ted Morrissey, Stacey Nickens, Brandi Porter, Josh Powell, Robert Ramsey, Davita Taylor, and Puneet Vedi

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## I. CALL TO ORDER

In accordance with the 3<sup>rd</sup> Amended and Restated Bylaws of the MNAA Board of Commissioners, Section 2.4, Chair Sullivan called the MNAA Board of Commissioners and MPC Board of Directors Meeting to order at 1:00 p.m., pursuant to Public Notice dated January 10, 2025.

## II. PUBLIC COMMENTS

Chair Sullivan stated there were no public comment requests received.

## III. APPROVAL OF MINUTES

Chair Sullivan called for a motion to approve the Minutes of the December 18, 2024, Joint Meeting of the MNAA Board of Commissioners and MPC Board of Directors. A motion to approve was made by Secretary Byrd and seconded by Commissioner Glover.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Secretary Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

IV. CHAIR'S REPORT

Chair Sullivan thanked MNAA staff for their hard work during the snow event and for being away from their family. Chair Sullivan also thanked President Kreulen for all the updates to the Commissioners.

V. PRESIDENT'S REPORT

President Kreulen thanked Chair Sullivan. He stated that on January 9, 2025, Spirit Airlines announced new routes from BNA beginning March 5, 2025 to Houston and Boston, and new spring break routes to Pensacola, Ft. Myers and Miami. Spirit Airlines has had some challenges, and this is great for Nashville that they are continuing to add flights and service to BNA.

President Kreulen reported that on January 10 and 11, 2025, Mr. Adam Floyd, SVP, COO, and the MNAA Executive staff organized the 200-plus MNAA staff to handle the Winter Storm Cora @ BNA. The Board approved the purchase of the new snow machines that plow, broom, and blow, which cut the maintenance team's time in half with clearing the runways. During the snow event all 3 parallel runways at BNA remained open and it made a big difference to the service we were able to provide to our airlines. President Kreulen stated on Saturday, during the storm, he received a call from Southwest Airlines headquarters letting us know we are their new benchmark airport for snow removal, and they will have other airports reach out to Mr. Floyd to see what lessons were learned.

President Kreulen stated the international guitar pick area is where most of the deicing operations happen and we now have new procedures managing which airlines go into that area and requiring they have two deicing trucks ready. Commissioner Glover asked which peer airports called us. President Kreulen replied that Reagan National, Kansas City, and St. Louis also had some issues, and we do not know of others coming but Southwest Airlines put three of their larger stations on

notice to reach out to BNA to review our handling of snow events. We take that as a step in the right direction and we applaud our dedicated staff. The newer equipment is also a big improvement.

President Kreulen reported that the MNAA staff also did a great job at John C. Tune (“JWN”) airport handling the Winter Storm Cora @ BNA, keeping the runway running. This has been the best we have seen JWN over time. After all events, we complete a lessons learned to figure out how to improve the processes.

President Kreulen welcomed a new member of the MNAA leadership team, Ms. Lisa Leyva, VP, Concessions, who has already started assisting teams with improving the airport. Ms. Leyva joined us from Raleigh Durham International Airport where she was a Senior Director of Commercial Management. Ms. Leyva has been honored as an Albuquerque Business First Women of Influence Honoree in 2018 and an Albuquerque 40 Under Forty Honoree in 2017.

President Kreulen stated as our staff continues to grow, we continue to expand our outreach to all the Leadership development programs in the state of Tennessee. The Leadership Program Nominations include Stacey Nickens, VP, Corporate Communications & Market for Leadership Tennessee; Mr. Floyd for Leadership Middle Tennessee; John Cooper, SVP, Chief Administrative Officer for Leadership Nashville; Puneet VEDI, VP, Airport Capital Development for Leadership Brentwood and Franklin Carver, Director, Community Affairs for L’Evate (Leadership Donelson, Hermitage & Old Hickory). Thank you all for being part of our Leadership Program.

President Kreulen announced the BNA Passengers for January FY25 are projected to be 1.5M passengers, and fiscal year at 25.2M. In January, BNA will be low as expected due to cancellation with the weather. Overall, the fiscal year is averaging 66K daily passengers and soon we will be seeing the jump to spring and summer travel records.

President Kreulen presented the Committee 30-day Outlook for February which is planned to have 6 items for approval in the Operations Committee and information and quarterly updates in the Finance Committee. The Management Committee has no agenda items at this time. The Committee 60-Day Outlook for March will have 4 items for approval in the Operations Committee. The Finance Committee will also have 4 approvals and no items for the Management Committee.

The finance team will update the long-term financing underwriting pool. MNAA is working nonstop to complete the Terminal II plan of finance and will be ready to present the capital financial strategy.

President Kreulen asked the Commissioners the Save the Date for Business Taking Off on Friday, March 28, 2025 at 8:30 a.m. at the Music City Center. The invitations will be going out this week and over 450 attendees are expected. President Kreulen stated the Business Taking Off program will provide an opportunity for businesses to see what is ahead for MNAA over the next 12 months and to network. The Commissioners are more than welcome to attend this event.

President Kreulen stated additional Save the Dates are the Iceland and Ireland Inaugural Flights. Icelandair first flight is scheduled to arrive Thursday, April 10, 2025 at 7:30 p.m. This is five weeks earlier than originally planned. The Aer Lingus first flight is scheduled to arrive on Saturday, April 12, 2025 at 5:10 p.m. The invites for these events will be sent out soon.

President Kreulen stated the BNA 5K on the Runway will be held on Saturday, May 3, 2025. We plan to have 1,000 participants and this is limited by our ability to park them. The 5K will be held on Runway 2R/20L. It has been a huge event for public relations, and it is surprising what we take for granted in terms of runway lighting and signage and that people who are not around the airport love being out here. The Commissioners are welcome to attend, and you can bring your pets.

President Kreulen concluded the President's update.

## VI. ITEMS FOR APPROVAL

### 1. New Horizon II Program Scope and Budget (Operations)

President Kreulen gave a quick overview of New Horizon II stating in October 2021 the New Horizon concept was introduced to the Board. In August 2024 the Board approved dividing the Program into New Horizon I and New Horizon II and approved New Horizon I Scope and Budget. At the October 2024 Board Retreat, staff presented landside requirements, including surface and garage parking, rental car spaces, and roadway improvements traffic modeling.

In December 2024 staff conducted a Financial Summit with Landrum & Brown, PFM and Bank of America for the affordability of New Horizon I and New Horizon II.

President Kreulen presented a BNA Major Development Programs diagram stating he is very proud of this document. MNAA took on the challenge in 2017 with BNA Vision I with a budget of \$1.3B. As we continue to grow along with Nashville and the state of Tennessee, MNAA added BNA Vision II. The Board gave us approval for New Horizon I (Airside) for \$1.62B, all in the works for the most part and which the Commissioners will see on the Board Tour. The last part shows New Horizon II (Landside) which is another \$1.3B. The timelines show MNAA is busy through 2029. The Airport Authority has built up this airport to be able to fund \$4.492B over time. The Finance team has a 10-year plan that shows the coverages are good and the reserves are growing even during this time period. MNAA is in a solid position to move forward with the New Horizon II budget.

President Kreulen presented the New Horizon II (Landside) Cost Summary slide showing the \$300M to improve Terminal Access Roadway Improvements (TARI) Ph I & II; \$310M to build the Parking Garage with 3,000 spaces; \$95M to add Surface Parking with 5,000 spaces; and \$564M for the CONRAC with 4,700 spaces. Using the same percentages for program and project contingency, which has proven successful for the past 7-8 years now, both have been added into this budget.

The Operations Committee voted 2 to 0 to recommend approval on January 8, 2025. President Kreulen requested the Board of Commissioners accept the proposed New Horizon II Program Scope and Budget of \$1.34B and authorize the Chair and President and CEO to proceed with the New Horizon II Program Execution.

Secretary Byrd inquired if MNAA received a report from the financial summit with the analysis for being able to incur and repay indebtedness as well as the operations of the airport. President Kreulen stated yes and passed out the document. President Kreulen stated this document was reviewed by the Board at the Board Retreat for New Horizon I and we now have New Horizon II. The Board will receive another financial plan in March on the bonding for this kind of activity and the first look at how we will finance New Horizon II.

Commissioner Joslin asked if the old employee parking by Murfreesboro Road is going away. President Kreulen replied we have not decided yet, but the new employee lot is 0.6 miles from terminal, so we will save 120K miles a year shuttling employees back and forth. This will be all on internal roads, so buses will not be stopped if there is an accident on Donelson while shuttling employees. This will be a huge improvement, and all our business partners are happy with this capability.

Secretary Byrd asked why there are items highlighted in yellow on the handout he provided. President Kreulen replied they are highlighted for instance, in Scenario I the debt coverage is highlighted at \$1.62M and if we took that down to the minimum per our policy of \$1.5M coverage, we could borrow another \$148M to \$177M. It is letting us know that the regulatory requirement would be \$1.25M, but if we stay above \$1.5M, according to Landrum & Brown, PFM and Bank of America, we will not expect to put the airport at risk of receiving a downgrade. Secretary Byrd asked if this includes the indebtedness that already exists from New Horizon I. President Kreulen replied it includes BNA Vision I & II, New Horizon I, and now we have added New Horizon II. President Kreulen stated as a resource it should give the Board comfort that if you give approval for the scope of \$1.337B we are set to continue financial strength and financially fund what we need to do to execute the Horizon Programs.

Vice Chair Granbery asked President Kreulen to speak on the \$133.5M increase since he missed the Finance Committee last week. President Kreulen replied the \$133.5M increase is in the \$300M for Terminal Access Roadway Improvements (TARI). We wanted to footnote that over time we raised that up due to our engineering team hiring an outside consultant to develop a computer model that found a couple of areas that would create roadway hiccups and not continue the flow. We still have 2 items to work out with TDOT, and the added bridges are so that there will not be slowdowns or stops. The TARI is the most analyzed roadway we have done with our models, and we have a high confidence level that as our passengers grow, we will be able to handle the roadway up to 40MAP. Vice Chair Granbery commented that most of these are to enhance the roadways and not due to inflation. President Kreulen replied yes.

Secretary Byrd asked what the scope is for what the state is spending on their Donelson Pike project. Ms. Traci Holton, VP, New Horizon, replied \$156M. President Kreulen stated once

Donelson Pike is out of our way, then MNAA must replace that vacancy with the roads that we need and anything on our 4,600 acres MNAA will pay. Secretary Byrd asked if the Board has already approved the budget for New Horizon I (Airside). President Kreulen replied yes, it was approved in August 2024, and we are now on Step 4 of the BNA Major Development Programs. The New Horizon I (Airside) is being worked on now. Secretary Byrd asked if the \$1.6B in bonds has been issued. President Kreulen replied no, the Finance team will come back and give a plan for 2025 and 2027 and what is related to that is Bank of America, Landrum & Brown and PFM have all given costs to borrow and interest we will pay. Secretary Byrd asked if the proposed interest rates are built into the scenario. Ms. Marge Basrai, EVP, CFO, replied yes, right now it is 6%. Secretary Byrd asked what the amortization schedule is, and if it is mostly backloaded, due at end. MS. Basrai replied it is mostly level debt service, so the debt stays the same year to year. We do not do too heavy at the end because that is considered a balloon payment, and you must have state approval for that. Secretary Byrd asked if during the 30-year period does the entire bond indebtedness get amortized. Ms. Basrai replied yes, closer to the end. President Kreulen stated the Board is giving us authority to begin the financing based on the calculations by Ms. Basrai and the Finance team and our 3 consultants. Ms. Basrai stated the Board will have to give specific authority to go to bond funds, which may be later this year, but we do not have the cash flow schedules to plan.

Chair Sullivan asked Ms. Holton if she had something to add. Ms. Holton replied yes, she wanted to clarify that the TARI Phase I in Vision I is \$65M, and the Airside is \$300M was originally \$155M. President Kreulen stated we moved that when we cut it down so that we saved it. This is the scope and budget that has been factored in, Ms. Basrai will have to come back for permission to obtain bonds to fund this and the engineering team will have to come back to request approval for specific projects. This is giving us the authority to move forward on developing these programs.

Commissioner Joslin stated the Operations Committee voted 2 to 0 to recommend approval on January 8, 2025. Chair Sullivan asked for a motion to approve as presented. Commissioner Joslin made a motion and Commissioner Stevenson seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes



Vice Chair Granbery – Yes

Secretary Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

2. 2<sup>nd</sup> Amendment to Advertising Concession Agreement (Finance)

President Kreulen introduced Eric Johnson, SVP, Chief Revenue Officer, to brief the Commissioners on the 2<sup>nd</sup> Amendment to the Advertising Concession Agreement. Mr. Johnson stated that MNAA has a Concession Agreement with Clear Channel Airports (CCA) to develop and operate the advertising program. The term of the agreement commenced on June 30, 2017, and will expire on June 30, 2027. CCA has invested \$1.9M in the advertising program.

The Amendment will provide updates to Exhibits A and B for additional inventory added as part of the BNA Vision projects. Additionally, MNAA will extend the term 3-years, commencing July 1, 2027, through June 30, 2030, and increase revenue share from 60% to 64%, effective July 1, 2027. CCA is responsible for providing MNAA with access to the iHeart Radio program that allows the airport to provide public notices, and we are reducing that commitment by 50% effective July 1, 2027. There will also be some added provisions for new Concourse A where MNAA plans to add 11 new assets. The ACDBE goal for this project is 15% and the participation level is 46.3%.

Secretary Byrd asked if we are talking about the advertising up and down the terminal that people look at as they are walking through and CCA controls all of that. President Kreulen stated yes, any business that wants to advertise in BNA, CCA is the method to get inside.

Mr. Johnson requested the Board of Commissioners accept the 2<sup>nd</sup> Amendment to the Advertising Concession Agreement between MNAA and Clear Channel Airports and authorize the Chair and President & CEO to execute the Amendment.

Commissioner Glover stated the Finance Committee voted 2 to 0 to recommend approval on January 8, 2025. Chair Sullivan asked for a motion to approve as presented. Commissioner Glover made a motion and Commissioner Farner seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Secretary Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

3. FY25 and FY26 Capital Improvement Amendment (JWN Apron Pavement Rehabilitation); MNAA Resolution 2025-01 (Finance)

President Kreulen introduced Kristy Bork, AVP, Finance, to brief the Commissioners on the FY25/FY26 Capital Improvement Amendment (JWN Apron Pavement Rehabilitation). Ms. Bork stated that on April 17, 2024, the Board adopted Resolution 2024-07 which approved the FY25-FY29 JWN Capital Improvements Plan and the FY25 JWN Capital Improvements Budget (Resolution No. 2024-07). A portion of this project is to be funded with Bipartisan Infrastructure Law (BIL) funds. In December 2024, Tennessee Department of Transportation (TDOT) notified MNAA that \$120K of the programmed federal BIL funding will expire on April 16, 2025.

To ensure this funding is not lost, MNAA is asking to move \$500K from the design portion of this project from FY26 to FY25. The design contract is estimated not to exceed \$500K.

Ms. Bork requested that the Board of Commissioners authorize and approve an amendment to the FY25-FY29 Capital Improvements Plan (CIP) by transferring \$500K of the FY26 proposed project budget for the JWN Apron Pavement Rehabilitation Design (Phase 1 of 2; South Area) to FY25, and authorize and approve an amendment to the FY25 Capital Improvements Budget (CIB) by adding the \$500K project budget, and authorize the Chair and President & CEO to execute MNA Resolution 2025-01 amending Resolution 2024-07.

Commissioner Glover stated the Finance Committee voted 2 to 0 to recommend approval on January 8, 2025. Chair Sullivan asked for a motion to approve as presented. Commissioner Glover made a motion and Commissioner Farner seconded the motion.

Chair Sullivan asked Ms. Saxman for a roll call:

Chair Sullivan – Yes

Vice Chair Granbery – Yes

Secretary Byrd – Yes

Commissioner Joslin – Yes

Commissioner Stevenson – Yes

Commissioner Glover – Yes

Commissioner Farner – Yes

The motion passed with a vote of 7 to 0.

## VII. INFORMATION ITEMS

### 1. None

President Kreulen stated after Chair Sullivan adjourns this meeting, we will take a quick break and then go on the New Horizon Construction Tour. The New Horizon Construction Tour will include the Concourse D Extension, Central Ramp Expansion, Concourse A Ramp Expansion, and the Terminal Access Roadway Improvements.

President Kreulen concluded the presentation.

Chair Sullivan stated she noticed Mr. Josh Powell come in and congratulated him on the great article in Nashville Business Journal.

I. ADJOURN

There being no further business brought before the Board, Chair Sullivan made the motion to adjourn, and Vice Chair Granbery seconded the motion, which carried by a vote of 7 to 0. Chair Sullivan adjourned the meeting at 1:41 p.m.

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Andrew Byrd, Board Secretary

## STAFF ANALYSIS

### Board of Commissioners

Date: February 19, 2025

Facility: Nashville International Airport (BNA)

Subject: Progressive Design-Build CGMP 2 of 4 for Central Ramp Expansion  
Project No. 2501

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#### I. Recommendation

Staff requests the Board of Commissioners to:

- 1) accept the proposed Amendment 1 for Component Guaranteed Maximum Price #2 (CGMP2) for enabling efforts and material processing related to the Progressive Design-Build contract at Nashville International Airport, and
- 2) authorize the Chair and President and CEO to execute the proposed amendment with Kiewit for \$20,600,000.

#### II. Analysis

##### A. Background

Since 2017, BNA Vision and the BNA New Horizon Program have provided infrastructure and expansion to support the ever-increasing passenger volume growth at BNA, which continues to outpace previous projections. Remain Overnight (RON) aircraft parking, used for evening aircraft arrivals that are not scheduled to depart until the following day, is a critical component of an airline's daily operations, especially at a large hub airport. Currently, BNA offers eleven (11) RON parking positions on the terminal ramp, while the daily demand is at least eighteen (18) parking positions. BNA also relies on the ramp space used for RON aircraft parking positions for deicing during the winter months and is experiencing a shortage of space. While BNA currently offers seven (7) deicing positions, four (4) of these will be displaced by Concourse A Reconstruction in 2027. Three (3) deicing positions will remain, while demand is expected to increase to ten (10).

MNAA identified the land depression east of the existing terminal apron between Taxiways T4, L, B, and T2 and the existing Central Ramp (also known as the "guitar pick") as the preferred location for a ramp expansion to provide needed RON aircraft parking positions and deicing areas. The selected location offers an opportunity for a phased approach for potential future expansion. Central Ramp Expansion - Phase 1 shall consist of seven (7) aircraft parking positions for RON and deicing.

The Progressive Design-Build contract establishes a Guaranteed Maximum Price (GMP) at a date in the future based on 100% design drawings. For schedule purposes, and to fast-track the project, "component" GMPs (CGMPs) are utilized to provide for early start of critical path items. On August 21, 2024, the Board approved the selection of Kiewit and CGMP1 for design, preconstruction phase

services, construction phase services and percent fee for the entire project. CGMP2 includes enabling efforts and processing of fill material. Future CGMP3 will include fill placement and drainage infrastructure. Future CGMP4 will consist of the remaining pavement, lighting, and pavement markings.

**B. Impact/Findings**

MNAA SMWBE Goal:	7.65% MBE and 5.51% WBE
Kiewit SMWBE Participation:	7.65% MBE and 5.51% WBE
Contract Start Date:	August 2024
Duration of Contract:	1,130 Calendar Days
Contract Completion Date:	September 30, 2027
Component Guaranteed Maximum Price 1	\$28,821,386
Component Guaranteed Maximum Price 2	\$20,600,000
Component Guaranteed Maximum Price 3	TBD
<u>Component Guaranteed Maximum Price 4</u>	<u>TBD</u>
Estimated GMP	\$150,000,000
Funding Source:	MNAA CIP, allocated to the Airlines through the Rates & Charges Model

**C. Strategic Priorities**

- Plan for the future

**D. Options/Alternatives**

**Do Nothing:** The “Do Nothing” option will result in BNA’s inability to provide RON and deicing aircraft parking positions in the terminal area, ultimately resulting in departure delays and restricted capacity for airport operations.

**III. Committee Review**

This item was presented to the Operations Committee on February 12, 2025. The Operations Committee voted 3 to 0 to recommend approval to the Board of Commissioners.

# STAFF ANALYSIS

## Board of Commissioners

Date: February 19, 2025  
Facility: Nashville International Airport (BNA)  
Subject: Professional Services Contract for Northeast Employee/Valet Parking Lot - Design  
Project No. 2553

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### I. Recommendation

Staff requests the Board of Commissioners to :

- 1) Accept the proposal by Garver for the design of the Northeast Employee/Valet Parking Lot, and
- 2) Authorize the Chair and President and CEO to execute the proposed professional services contract with Garver for \$2,200,000 NTE.

### II. Analysis

#### A. Background

This project consists of the design of a 5,000-space parking lot for employees and valet services located in the northeast corner of Nashville International Airport property. The new lot will have direct access to the terminal via an extension of Fly Nashville Way and include infrastructure for bus access, security fencing, lighting, security cameras, and a valet support services building with restrooms. The new access road will consist of 2 lanes with shoulders and include roadway lighting and grading to tie into existing Fly Nashville Way.

Garver will be providing design, bidding and construction administration services for the project as a supplemental, project-specific contract to their On Call Engineering services approved by the Board of Commissioners on August 16, 2023.

#### B. Impact/Findings

MNAA SMWBE Goal:	6.56% MBE and/or WBE
Garver SMWBE Participation:	6.56% MBE and/or WBE
Contract Start Date:	February 2025
Duration of Contract:	680 Calendar Days
Contract Completion Date:	December 2026
Total Contract Value	\$2,200,000 NTE

Funding Source: 100% MNAA

**C. Strategic Priorities**

- Plan for the future

**D. Options/Alternatives**

**Do Nothing:** The “Do Nothing” option will result in BNA’s inability to provide adequate employee parking and customer parking in the existing employee lot at Murfreesboro Road, as well as limit valet services ability to expand capacity for stored vehicles.

**III. Committee Review**

This item was presented to the Operations Committee on February 12, 2025. The Operations Committee voted 3 to 0 to recommend approval to the Board of Commissioners.



## STAFF ANALYSIS

### Board of Commissioners

Date: February 19, 2025  
From: Nashville International Airport (BNA)  
Subject: Professional Services Contract for Master Plan Consulting Services

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#### I. Recommendation

Staff requests the Board of Commissioners to:

- 1) Accept the Professional Services Contract with Landrum & Brown, Inc for the BNA Master Plan.
- 2) Authorize the Chair and President and CEO to execute the proposed contract for \$7M NTE.

#### II. Analysis

##### A. Background

A Master Plan for BNA was completed in 2020, and the Airport has since outpaced the forecast and all planning activity levels. The Federal Aviation Administration (FAA) Airport Improvement Program (AIP) requires airports to have an FAA accepted Master Plan and FAA approved Airport Layout Plan (ALP) that meets FAA Advisory Circular 150/5070-6B requirements and identifies the airport's future needs. In accordance with 49 USC 47107(a)(17) and the Brooks Act (1972), this was solicited by a Request for Qualifications (RFQ), a qualifications-based selection for obtaining professional services.

The scope of the Master Plan for BNA includes analyzing the current airport inventory, developing aviation demand forecast, developing facility requirements for airside and landside, developing terminal and airfield alternatives evaluation, environmental overview, airport development implementation plan, airport financial plan, stakeholder engagement, and airport layout plan.

On November 4, 2024, Statements of Qualifications ("SOQs") were solicited through a Request for Qualifications ("RFQ") for the above referenced project.

On December 20, 2024, three (3) SOQs were received. The SOQs were from Landrum & Brown, Inc; Ricondo & Associates, Inc; and Strategic Planning Services.

On January 8, 2025, the Selection Committee comprising of staff from Planning, Operations, Engineering, Real Estate and Finance scored the firms based on the capability to perform the project aspects and recent experiences in comparable airport projects, key personnel's experience and qualifications, experience of the subconsultants, understanding of the project's potential challenges, and DBE participation.

The Selection Committee shortlisted Landrum & Brown, Inc. and Ricondo & Associates, Inc for

interviews. Interviews were conducted on January 16, 2024. Teams were asked to present on experience in noise modeling and AGIS FAA acceptance, managing of Team Members, validation and incorporation of completed studies for BNA into the Master Plan, their project management and quality assurance approach, and to elaborate on their DBE participation for the project. A summary of scores for SOQ evaluations and interviews is listed below:

<b>SUMMARY SHEET FOR CONSULTANT SELECTION</b>			
Interviewed Firms	Landrum & Brown, Inc.	Ricondo & Associates, Inc.	Strategic Planning Services
SOQ Total	457	436	373
Interview Total	187	100	Not interviewed
<b>Selection Process Total</b>	<b>644</b>	<b>536</b>	

Landrum & Brown, Inc. was selected based on the SOQs and Interview. During the interview, Landrum & Brown provided high level of specificity to the Selection Committee in their responses to the following:

- Their proposed Team’s holistic knowledge, experience, and established third party/stakeholder relationships utilized in the development and delivery of airport Master Plans;
- Their commitment in project transparency through collaboration, implementations, and monitoring methods to achieve and provide Owner deliverable acceptances; and
- Their approach to mentor and provide financial growth opportunities to the DBE firms.

**B. Impact/Findings**

DBE Goal: 9.53%  
 DBE Participation Level: 18%  
 Anticipated Contract Start Date: March 3, 2025  
 Duration of Contract: 24 months  
 Contract Completion Date: Feb 28, 2027  
 Contract Cost: \$7 million NTE  
 Funding Source: BIL AIG 75% and MNAA 25%

**C. Strategic Priorities**

- Plan for the Future

- Prepare for the Unexpected

#### **D. Options/Alternatives**

Do nothing: The “Do-Nothing” option will result the Authority’s inability to plan for the future of Nashville International Airport.

### **III. Committee Review**

This item was presented to the Operations Committee on February 12, 2025. The Operations Committee voted 3 to 0 to recommend approval to the Board of Commissioners.

## STAFF ANALYSIS

### Board of Commissioners

Date: February 19, 2025

Facility: Nashville International Airport

Subject: On-Call Contracts for Clearing, Grubbing and Tree Removal Services

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#### I. Recommendation

Staff requests the Board of Commissioners to:

- 1) Accept the proposals submitted by the two vendors selected, Queens Tree Services and BC Mason Group, for the On-Call Clearing, Grubbing and Tree Removal Services Contract NTE \$1M annually, and
- 2) Authorize the Chair and President and CEO to execute the contracts for \$1M NTE each.

#### II. Analysis

##### A. **Background**

The Maintenance Department On-Call Clearing, Grubbing and Tree Removal Services Contract is needed to ensure that the several thousand acres of land owned by the Airport Authority are maintained and safeguarded against environmental or safety concerns such as bird and other wildlife attractants or obstructions that violate FAA airspace directives and endanger the flight operations for aircraft. The selected contractors will perform and provide all labor, materials, transportation, services, and equipment necessary and reasonably incidental to perform requested services at both the Nashville International and John C. Tune airports.

The former Engineering Department Contract for On-Call Clearing, Grubbing and Tree Removal Services expired on December 31, 2024 with the final year of the Contract totaling approximately \$1,000,000.

On November 15, 2024, a Request for Proposal (RFP) for the On-Call Clearing, Grubbing and Tree Removal Services Contract was published. On November 22, 2024, a pre-proposal meeting was held with 11 attendees.

Two proposals were received on December 16, 2024. Proposals were evaluated on January 9, 2025, based on the following scoring criteria:

- Qualifications of the Proposer
- Experience
- Cost of proposed services
- SMWBE Participation

Award to both contractors, Queens Tree Services and BC Mason Group, is recommended based on the scores:

Queens Tree Services	237
BC Mason Group	189

**B. Impact/Findings**

MNAA SMWBE Goal: 9.26% MBE and/or WBE  
Queens Tree Services Participation: 9.26%  
BC Mason Group Participation: 9.26%  
Contract Start Date: March 1, 2025  
Duration of Contract: One year, plus four one-year options  
Contract Completion Date: January 31, 2030 (with options)  
Annual Cost Estimate: \$1M NTE per Contract year for each contract (Total \$2M NTE)  
Funding Source: 10% Operations and Maintenance (O&M); 90% Capital (CIP)

**C. Strategic Priorities**

- Invest in BNA
- Plan for the Future
- Prepare for the Unexpected

**D. Options/Alternatives**

Do Nothing: The “Do Nothing” option will result in BNA not having the proper support system in place to ensure environmental or safety concerns such as bird and other wildlife attractions or obstructions that violate FAA airspace directives and endanger the flight operations for aircraft are timely addressed.

**Committee Review**

This item was presented to the Operations Committee on February 12, 2025. The Operations Committee voted 3 to 0 to recommend approval to the Board of Commissioners.

## STAFF ANALYSIS

### Board of Commissioners

Date: February 19, 2025

Facility: Nashville International Airport

Subject: Contracts for BNA Landscape Maintenance and Services – Packages A (Garages, Parking Lots, Treatment Ponds/Retention Ponds), B (Facilities) and C (Road Frontages)

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#### I. Recommendation

Staff requests the Board of Commissioners to:

- 1) Accept the proposals submitted for BNA Landscape Maintenance and Services by:
  - a) Travis Lawns for Contract Package A (Garages, Parking Lots, Treatment/Retention Ponds),
  - b) Dreamscape Landscape Service for Contract Package B (Facilities), and
  - c) Rotolo Consultants, Inc., for Contract Package C (Road Frontages).
- 2) Authorize the Chair and President and CEO to execute the contracts for the amounts contained herein.

#### II. Analysis

##### A. Background

The Maintenance Department Landscape Contracts are needed to ensure that the 255 plus acres of land owned by the Airport Authority that are to receive landscaping services are maintained, uniform and neat in appearance for the travelling public and other Airport users. The selected contractors will perform and provide all necessary management, supervision, personnel, labor, materials, and equipment necessary to perform all landscape maintenance, turf maintenance, irrigation maintenance and chemical application services in the following locations:

##### Package A

###### Garages / Parking Lots:

1. Terminal Parking Lot A
2. Economy Parking Lot B
3. Economy Parking Lot C
4. Cab Holding Area
5. Transportation Network Company (TNC) Lot
6. Valet Discrete Access Parking Lot
7. Terminal Parking Garages 1 and 2

- a. Terminal Garage 1: 5th Floor Courtyard/Plaza in front of the Admin Building
- b. Terminal Garage 2: Ground Transportation Center
- c. Terminal Garage 2: Hotel Garage Ground Level Beds
- 8. CONRAC
- 9. BNA Express Lot/R4 Parking Lot (may be divided into two lots during the Contract term period)
- 10. Employee Parking Lot

Detention Ponds / Bioswales:

- 1. Detention pond located at the Valet Discrete Access Parking Lot
- 2. Westside detention pond off Air Freight Boulevard near Hangar 42 and behind new Hangar
- 3. Detention pond located at Briley Parkway exit ramp and Airways Boulevard
- 4. Detention pond located at the Mobile Equipment Building at 100 Hangar Court
- 5. Detention pond located at the Employee Parking Lot
- 6. Bioswale located at the Employee Parking Lot

**Package B**

Facilities:

- 1. Terminal
  - a. A-Concourse, including A shop and section called North A-Ramp within the AOA
  - b. Central Utility Plant/D-Concourse
- 2. Multi-Purpose Building located at 931 Airport Service Road, includes section called South C-Ramp within the AOA
- 3. Department of Public Safety (DPS) / Airport Rescue and Fire Facility (ARFF) located at 921 Airport Service Road
- 4. Consolidated Service Facility (CSF) located at 815 Hangar Lane
- 5. Mobile Equipment Building located at 100 Hangar Court
- 6. The CNG Station and Bus Building located at 804 Hangar Lane.
- 7. Gassaway Building located at 612 Hangar Lane
- 8. Hangar #14 located at 1480 Murfreesboro Pike
- 9. Lot located at 1400 Murfreesboro Pike
- 10. Project Management Office (PMO) located at 1370 Murfreesboro Pike
- 11. Entrance Beside the Methodist Church at 1360 Murfreesboro Pike
- 12. Air Cargo Facilities 1&2 (West side) located off Air Freight Blvd

**Package C**

Road frontages:

- 1. Discrete Access Roadways beginning at the I-40E (Airport entrance ramp including the exit lane, both sides of Terminal Drive) and bridge to I-40W
- 2. Donelson Pike, both sides including the center islands from I-40 to Murfreesboro Road
- 3. Ring Road
- 4. BNA Park and Valet Way Drive located off Terminal Drive

5. Airport Service Road
6. Hangar Lane, including the lot located at 624 Hangar Lane
7. Hangar Court along the fence all the way to BNA Express Parking Lot
8. Pilot towards Olen Taylor Drive on the south side of Pilot Drive
9. Knapp Blvd. West of Donelson Pike
10. Knapp Blvd. East of Donelson Pike to Faircloth Lane
11. The stair step section near the FAA building south of Knapp Blvd. known as ADIA 2R-RW Terrace Hills
12. Briley Parkway exit ramp and Airways Boulevard
13. Vultee Blvd and locations off Jetway Drive
14. Observation lot at Vultee and Air Freight Boulevard
15. Lot between Jetway Drive and Air Freight Boulevard off Vultee Boulevard (in front of Skywest Hangar, includes HiWay Paving lot)

The current Landscape Contract is set to expire on February 28, 2025 with the final year of the Contract totaling approximately \$1,100,000 after a reduction in contract areas currently under construction.

On December 6, 2024, Requests for Proposal (RFP) for the BNA Landscape Maintenance and Services Contract – Packages A (Garages, Parking Lots, Treatment Ponds/Retention Ponds), B (Facilities) and C (Road Frontages) were published. Packages A and B were solicited as Small Business Target Market (SBTM) opportunities. Package C had an MBE/WBE participation goal of 6.51%.

On December 17, 2024, a pre-proposal meeting was held with 13 attendees.

Four proposers provided responses to the three Landscape RPFs on January 20, 2025 -- two proposals for Package A; three proposals for Package B; and three proposals for Package C. On February 4, 2025, the Selection Committee reviewed the proposals and recommend Travis Lawns for Package A, Dreamscape Landscape Service for Package B and Rotolo Consultants, Inc. for Package C, based on:

- Ability to meet the requirements outlined in the RFP's scope of services
- Qualifications/Experience
- Cost of proposed services
- SMWBE/Diversity Plan
- Responsiveness to the RFP
- Project approach



**B. Impact/Findings**

MNAA SMWBE Goal:

- Packages A & B Small Business Target Market
- Package C 5.61% MBE and/or WBE

SMWBE Participation:

- Package A – Travis Lawns Small Business Target Market – SBE
- Package B – Dreamscape Landscape Small Business Target Market – WBE
- Package C – Rotolo Consultants 5.61% MBE

Contract Start: March 1, 2025

Duration of Contract: Three years, plus two, one- year options

Contract Completion Date: February 28, 2030 (with options)

Contract Cost:

	Package A	Package B	Package C	
	Travis Lawns	Dreamscape	Rotolo	Total
Year 1	\$ 649,573	\$ 325,759	\$ 424,475	\$ 1,399,807
Year 2	\$ 672,308	\$ 335,532	\$ 424,475	\$ 1,432,314
Year 3	\$ 695,839	\$ 345,598	\$ 439,331	\$ 1,480,768
Year 4 (optional)	\$ 720,193	\$ 359,422	\$ 439,331	\$ 1,518,946
Year 5 (optional)	\$ 745,400	\$ 377,393	\$ 454,708	\$ 1,577,500
Total (w/options)	\$ 3,483,313	\$ 1,743,703	\$ 2,182,320	\$ 7,409,335

Funding Source: Operations and Maintenance (O&M)

**C. Strategic Priorities**

- Invest in BNA
- Plan for the Future

**D. Options/Alternatives**

E. Do Nothing: The “Do Nothing” option will result in BNA not having the proper support system in place to ensure that the 255 plus acres of land owned by the Airport Authority that are to receive landscaping services are maintained, uniform and neat in appearance for the travelling public and other Airport users.

**III. Committee Review**

This item was presented to the Operations Committee on February 12, 2025. The Operations Committee voted 3 to 0 to recommend approval to the Board of Commissioners.

## STAFF ANALYSIS

### Board of Commissioners

Date: February 19, 2025  
Facility: Nashville International Airport  
Subject: Arts at the Airport Foundation Board Member Reappointments

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#### I. Recommendation

Staff requests the Board of Commissioners to:

- 1) Accept the recommendation of the Arts at the Airport Foundation Board, and
- 2) Approve the reappointment of Teri Alea, Asia Allen, Donna Glassford, Leah Sherry Light, Phil Ponder, Martha Profit-Streuli, Hunter Claire Rogers, and Kaleena Sales to the Arts at the Airport Foundation Board of Directors, effective January 1, 2025, with term ending December 31, 2027

#### II. Analysis

##### A. **Background**

Pursuant to Tenn. Code Ann. § 42-4-101, *et seq.*, the Metropolitan Nashville Airport Authority (MNA) has the power to do all things necessary to operate a public airport, including strengthening the positive reputation of the Nashville International Airport (BNA) in the community, enhancing the airport environment and the experience of travelers and visitors to BNA through, without limitation, visual and performance art. To accomplish this mission, The Arts at the Airport (AaA) Foundation (Foundation), a general welfare corporation, was created on February 10, 1993, for the purpose of facilitating the visual and performance arts in the airport for the benefit of travelers and visitors to BNA.

The MNA Board has the authority to appoint members to the Foundation Board. The Foundation Board is composed of 15 members, appointed to serve a three-year term. There are no restrictions on the number of three-year terms that a member can serve as long as the MNA Board approves the reappointment.

##### B. **Impact/Findings**

As of December 31, 2024, eight positions are available on the Foundation Board. Nominations for membership are being submitted by the Foundation Board to the MNA Board for approval for the eight positions. Staff support this recommendation. Each of the nominated individuals has a strong interest in the visual and/or performance arts in the Nashville region. They all are recognized civic/business leaders in the community with a field of interest or expertise that will have the ability to strengthen and add diversity to the Foundation Board membership. If

approved, all nominees would be reappointed to the Foundation Board.

Recommended nominees include:

1. **Teri Alea** is an accomplished arts administrator and public art consultant with over 20 years of experience. As Public Art Program Manager at Arts Huntsville, she leads initiatives such as mural programs and city collaborations on major projects. Previously, she served as Executive Director of Tennessee Craft, advancing handmade craft and supporting artists statewide. Her work with Metro Arts in Nashville included managing multimillion-dollar budgets and developing award-winning public art policies. Teri's expertise spans project management, community engagement, and cultural leadership across Alabama and Tennessee. She has agreed to be considered for reappointment to the Foundation Board for a three-year term.
2. **Asia Allen** is a University of Tennessee alumna and is currently a Project Architect in the healthcare studio at Gresham Smith in Nashville, Tennessee. As a minority architect and Nashville native, she is passionate about equity in education for local youth and exposing kids of all backgrounds to architecture and design to bring more diversity and inclusion to the profession. She is a founding member of the Nashville chapter of the National Organization of Minority Architects and currently serves as Vice President. Outside of work you can find her spending time with her family, designing floral arrangements or blogging about all things design and wellness. She has agreed to be considered for reappointment to the Foundation Board for a three-year term.
3. **Donna Glassford**, as an arts consultant, has collaborated with planners, architects, and designers on how to infuse art into the design of the building to improve positive experiences public environments. She has broad experience of connecting cultural arts organizations with health care venues and public spaces spans over 30 years. She has served on the boards of Society for the Arts in Healthcare, the Nashville Arts Commission and the Nashville Civic Design Center and produced arts in healthcare conferences in collaboration with MoMA, Sotheby's, and the Society for the Arts in Healthcare and Vanderbilt University Medical Center. She has agreed to be considered for reappointment to the Foundation Board for a three-year term.
4. **Leah Sherry Light** is an Arkansas native with an art education and nonprofit leadership background whose upbringing on a communal farm served as a foundational source of inspiration to shape her path leading to her current roles as Executive Director of Turnip Green Creative Reuse, and to serve on the board of directors for Wild Cumberland and Tennessee Women in Green. Sherry is driven by putting her passions into action and dedicating her energy to weaving together the arts, environmental stewardship, equity and accessibility, women's rights, and youth empowerment into all she does. She has agreed to be considered for reappointment to the Foundation Board for a three-year term.
5. **Phil Ponder** is a distinguished Nashville-based watercolor artist renowned for his intricate architectural paintings, particularly of iconic structures in Nashville and Middle Tennessee. Over a career spanning more than four decades, he has produced over 700 detailed artworks, employing a unique combination of pen, ink, and watercolor techniques to capture the essence of his subjects. Phil's dedication to documenting the city's architectural evolution has earned him recognition as a visual historian. Beyond his artistic contributions, he has also served as a councilman, further demonstrating his commitment to preserving and celebrating Nashville's rich heritage. He has agreed to be considered for reappointment to the Foundation Board for a three-year term.

6. **Marti Profitt-Streuli** is an accomplished educator and artist with over two decades of teaching experience. She has been inspiring students at Hillsboro High School since 2004, where she teaches a range of courses from Art I to AP Studio and IB Visual Arts. Marti holds a Master's in Education from Tennessee State University and a Bachelor's in Painting and Art History from Hunter College, graduating summa cum laude. Fluent in Italian and French, she has also taught art in Lugano, Switzerland, and served as adjunct faculty at Belmont University. Beyond teaching, Marti is passionate about painting, printmaking, travel, dance, and classical guitar. She has agreed to be considered for reappointment to the Foundation Board for a three-year term.
7. **Hunter Claire Rogers** earned her degree in French and Politics at the University of Edinburgh in Scotland and the Institute D'études Politiques in Lyon after teaching English in Paris at the Maison d'éducation de la Légion d'honneur. Upon returning to Nashville, she worked with various arts-focused nonprofits and co-founded Fashion Happening Nashville (FHN), showcasing local art and design. She honed her events and communication skills at Big Machine Label Group before becoming the Nashville Fashion Alliance's (NFA) Director of Opportunity. Now the Head of Membership & Communications for Soho House Nashville, Hunter Claire also runs HCR Events and spotlights local arts and fashion communities through RSVP Nashville. She has agreed to be considered for reappointment to the Foundation Board for a three-year term.
8. **Kaleena Sales** is an Associate Professor of Graphic Design and Chair of the Department of Art & Design at Tennessee State University. She is co-author of Extra Bold: A Feminist, Inclusive, Anti-Racist, Non-Binary Field Guide for Graphic Designers. Her research on Black culture and aesthetics has been featured in Communication Arts, Printmag.com, and Design Observer. Kaleena regularly presents at design conferences and lectures at art and design programs nationally and internationally. She also serves as Director of Diversity and Inclusion for AIGA Nashville and has advocated for a more inclusive view of design history through her work with AIGA's Design Educators Community. She has agreed to be considered for reappointment to the Foundation Board for a three-year term.

#### **C. Strategic Priorities**

- Invest in BNA and/or JWN

#### **D. Options/Alternatives**

The MNAA Board can elect not to approve the submitted recommendations for reappointment to the Foundation Board and request that the Foundation Board present a new slate of nominees for approval.

### **III. Committee Review**

This item was presented to the Operations Committee on February 12, 2025. The Operations Committee voted 3 to 0 to recommend approval to the Board of Commissioners.

### Business Diversity Development, January FY'2025 Certification Report as of February FY'2025

Total Certified firms:	New Certified firms: 7/1/2024 - YTD	Totals	Firms Certified in January FY'25	Totals	New Applications Received: 7/1/2024 -YTD	Totals	New Interstate Apps Received: 7/1/2024-YTD	Totals	Renewals Received: 7/1/2024 -YTD	Totals	Denials, Delist & Withdrawals 7/1/2024 -YTD	Totals	Monthly OnSite's Completed 7/1/2024 -YTD
134 Firms	Construction:	9	Construction:	2	Construction:	11	Construction:	0	Construction:	61	Construction:	1	5
225 Firms	Professional Svcs:	25		2	Professional Svcs:	26	Professional Svcs:	16	Professional Svcs:	101	Professional Svcs:	0	8
	professional	25	professional	2	professional	21	professional	16	professional	91	professional	0	8
	security	0	security	0	security	2	security	0	security	4	security	0	0
	janitorial	0	janitorial	0	janitorial	3	janitorial	0	janitorial	6	janitorial	0	0
	landscaping	0	landscaping	0	landscaping	0	landscaping	0	landscaping	1	landscaping	0	0
141 Firms	Goods/Svcs:	15	Goods/Svcs:	0	Goods/Svcs:	4	Goods/Svcs:	11	Goods/Svcs:	58	Goods/Svcs:	3	0
	printing/signage	0	printing/signage	0	printing/signage	0	printing/signage	0	printing/signage	3	printing/signage	0	0
	supplier	1	supplier	0	supplier	1	supplier	1	supplier	6	supplier	0	0
	miscellaneous	0	miscellaneous	0	miscellaneous	0	miscellaneous	0	miscellaneous	0	miscellaneous	0	0
	concessions	14	concessions	0	concessions	3	concessions	10	concessions	49	concessions	3	0
<b>500 Total</b>		<b>49 Total</b>		<b>4 Total</b>		<b>41 Total</b>		<b>27 Total</b>		<b>220 Total</b>		<b>4 Total</b>	<b>13 Total</b>

### Certification Inquiries (phone, email, meet & greets)

Monthly Inquires: 14

Total Inquires YTD: 265

Report Date: 2.5.2025



**BDD Educational Outreach, Technical Assistance, and Program Development Activities**

FY '2025	Date of Event	BDD Outreach Engagement Events
BNA to hosted: The ACCOUNTING Presentation and Outreach Event for BNA Small Businesses	July 10, 2024	BDD Team hosted: ACCOUNTING Presentation for Small Businesses presented by Eric Ruffin w/ Ruffin Consulting.
BNA/BDD hosted: 39th AMAC Airport Business Diversity Conference	August 3-August 8, 2024	Team BNA/BDD hosted Aviation, Airport and Transportation Executives, Leaders, and Minority Professionals Conference.
2024 DBE Small Business Annual Meeting - Tennessee Department of Transportation (TDOT) Civil Rights Division Disadvantaged Business Enterprise (DBE) Program	August 27, 2024	Efforts to provide DBE and Small Business owners with a venue to engage and learn about transportation-related contract opportunities within TDOT and from other organizations. Theme is Are You Contract Ready? Build With Us: TDOT's \$15 Billion 10-Year Transportation Plan.
RED Academy/Urban League Middle Tennessee Co-Instructor and lend your expertise for the "Understanding the MBE/WBE Certification Process"	September 4, 2024	Understanding the MBE/WBE Certification Process with BNA
2024 Construction Opportunities Conference	September 27, 2024	Annual Construction Opportunities Conference - a day filled with networking, workshops, and insights into the latest trends in the construction industry. Whether you're a seasoned pro or just starting out, this event is perfect for anyone looking to expand their knowledge and connect with industry leaders.
The American Contract Compliance Association (ACCA)	September 30, 2024 - October 5, 2024	Soaring to New Horizons embodies continued progress and collaboration with diverse perspectives to reach a new height of success. The National organization provide training, standardization of practice, networking, and support to the many affirmative action, contract compliance, equal employment, and human rights workers across the country.
BNA to hosted: How To Do Business Presentation and Outreach Event for BNA Small Businesses	November 14, 2024	Understanding the How to do Business with BNA - Diversity and Procurement Process with BNA

To: Board of Commissioners  
Doug Kreulen, President & CEO

From: Business Diversity Development

Date: February 19, 2025

Subject: Federal and Small Business Participation for the month of January 2025

The format of this report has changed to reflect that of the MNAA Disparity Study. Specifically Purchased Services and Training are reflected in Professional Services and Supplies is reflected in Goods and Services. Construction remains categorized as Non Federal and Federal. A brief synopsis of expenditures is listed below.

	Aspirational Participation %	Percentage	MWBE Expenditures	Total Expenditures	YTD Percentage	YTD MWBE Expenditures	YTD Total Expenditures
<b>Professional Services</b> (Includes all contract services, legal expenses external printing, and marketing)	6.90%	4.35%	\$ 293,415	\$ 6,745,596	5.94%	\$ 2,167,367	\$ 36,472,012
<b>Goods &amp; Services</b> (Includes all office supplies and office equipment and other goods)	5.90%	29.89%	\$ 627,739	\$ 2,099,901	39.34%	\$ 5,451,162	\$ 13,857,266
<b>Construction Non-Federal CIP</b> (All non-federal Construction and professional projects)	17.70%	3.87%	\$ 666,146	\$ 17,233,827	6.13%	\$ 8,318,933	\$ 135,788,386
<b>Construction Federal CIP</b> (All Federal Construction and professional projects)	14.10%	22.01%	\$ 454,660	\$ 2,065,938	28.92%	\$ 5,770,549	\$ 19,954,475

**January 2025**

*Professional Services Expenditures*

Total Expenditures	Small Business Expenditures	Total Participation Percentage	Participation	BLACK	%	HISPANIC	%	CAUCASIAN	%	ASIAN	%	NATIVE AMERICAN	%
		0.41%	Male	\$ 27,714	0.41%	\$ -	0.00%	\$ 1,742	0.03%	\$ -	0.00%	\$ -	0.00%
		3.94%	Female	\$ 180	0.00%	\$ -	0.00%	\$ 262,283	3.89%	\$ 3,238	0.00%	\$ -	0.00%
\$ 6,745,596	\$ 293,415	4.35%	Totals	\$ 27,894	0.41%	\$ -	0.00%	\$ 264,025	3.91%	\$ 3,238	0.00%	\$ -	0.00%

*Goods and Services Expenditures*

Total Expenditures	Small Business Expenditures	Total Participation Percentage	Participation	BLACK	%	HISPANIC	%	CAUCASIAN	%	ASIAN	%	NATIVE AMERICAN	%
		27.76%	Male	\$ 582,841	27.76%	\$ -	0.00%	\$ 98,153	4.67%	\$ -	0.00%	\$ -	0.00%
		2.14%	Female	\$ 26,657	1.27%	\$ -	0.00%	\$ 18,242	0.87%	\$ -	0.00%	\$ -	0.00%
\$ 2,099,901	\$ 627,739	29.89%	Totals	\$ 609,498	29.03%	\$ -	0.00%	\$ 116,395	5.54%	\$ -	0.00%	\$ -	0.00%

*Construction Non Federal CIP Expenditures*

Total Expenditures	Small Business Expenditures	Total Participation Percentage	Participation	BLACK	%	HISPANIC	%	CAUCASIAN	%	ASIAN	%	NATIVE AMERICAN	%
		0.43%	Male	\$ 2,850	0.02%	\$ -	0.00%	\$ 1,843,177	10.70%	\$ 70,452	0.41%	\$ -	0.00%
		3.44%	Female	\$ 91,873	0.53%	\$ -	0.00%	\$ 500,971	2.91%	\$ -	0.00%	\$ -	0.00%
\$ 17,233,827	\$ 666,146	3.87%	Totals	\$ 94,723	0.55%	\$ -	0.00%	\$ 2,344,148	13.60%	\$ 70,452	0.41%	\$ -	0.00%

*Construction Federal CIP Expenditures*

Total Expenditures	Small Business Expenditures	Total Participation Percentage	Participation	BLACK	%	HISPANIC	%	CAUCASIAN	%	ASIAN	%	NATIVE AMERICAN	%
		0.00%	Male		0.00%		0.00%	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%
		22.01%	Female	\$ -	0.00%	\$ -	0.00%	\$ 454,660	0.00%	\$ -	0.00%	\$ -	0.00%
\$ 2,065,938	\$ 454,660	22.01%	Totals	\$ -	0.00%	\$ -	0.00%	\$ 454,660	0.00%	\$ -	0.00%	\$ -	0.00%



**Fiscal Year To Date Totals Through January**

*Professional Services Expenditures*

Total Expenditures	Small Business Expenditures	Total Participation Percentage	Participation	BLACK	%	HISPANIC	%	CAUCASIAN	%	ASIAN	%	NATIVE AMERICAN	%
		3.53%	Male	\$ 1,246,738	3.42%	\$ 38,551	0.11%	\$ 111,066	0.30%	\$ 3,238	0.01%	\$ -	0.00%
		2.41%	Female	\$ 15,993	0.04%	\$ -	0.00%	\$ 823,165	2.26%	\$ 39,682	0.11%	\$ -	0.00%
\$ 36,472,012	\$ 2,167,367	5.94%	Totals	\$ 1,262,731	3.46%	\$ 38,551	0.11%	\$ 934,230	2.56%	\$ 42,920	0.12%	\$ -	0.00%

*Goods and Services Expenditures*

Total Expenditures	Small Business Expenditures	Total Participation Percentage	Participation	BLACK	%	HISPANIC	%	CAUCASIAN	%	ASIAN	%	NATIVE AMERICAN	%
		36.64%	Male	\$ 5,077,476	36.64%	\$ -	0.00%	\$ 605,186	4.37%	\$ -	0.00%	\$ -	0.00%
		2.70%	Female	\$ 213,929	1.54%	\$ -	0.00%	\$ 159,758	1.15%	\$ -	0.00%	\$ -	0.00%
\$ 13,857,266	\$ 5,451,162	39.34%	Totals	\$ 5,291,404	38.19%	\$ -	0.00%	\$ 764,943	5.52%	\$ -	0.00%	\$ -	0.00%

*Construction Non Federal CIP Expenditures*

Total Expenditures	Small Business Expenditures	Total Participation Percentage	Participation	BLACK	%	HISPANIC	%	CAUCASIAN	%	ASIAN	%	NATIVE AMERICAN	%
		2.77%	Male	\$ 1,287,541	0.95%	\$ 1,916,754	1.41%	\$ 5,370,066	3.95%	\$ 559,570	0.41%	\$ -	0.00%
		3.35%	Female	\$ 1,026,815	0.76%	\$ 24,679	0.02%	\$ 3,503,574	2.58%	\$ -	0.00%	\$ -	0.00%
\$ 135,788,386	\$ 8,318,933	6.13%	Totals	\$ 2,314,356	1.70%	\$ 1,941,433	1.43%	\$ 8,873,641	6.53%	\$ 559,570	0.41%	\$ -	0.00%

*Construction Federal CIP Expenditures*

Total Expenditures	Small Business Expenditures	Total Participation Percentage	Participation	BLACK	%	HISPANIC	%	CAUCASIAN	%	ASIAN	%	NATIVE AMERICAN	%
		8.55%	Male	\$ 1,671,709	8.38%	\$ -	0.00%		0.00%	\$ 33,695	0.17%	\$ -	0.00%
		20.37%	Female	\$ 1,151,889	5.77%	\$ -	0.00%	\$ 2,913,255	14.60%	\$ -	0.00%	\$ -	0.00%
\$ 19,954,475	\$ 5,770,549	28.92%	Totals	\$ 2,823,599	14.15%	\$ -	0.00%	\$ 2,913,255	14.60%	\$ 33,695	0.17%	\$ -	0.00%