

**MEETING MINUTES
KENT COUNTY AERONAUTICS BOARD
May 27, 2009**

A quorum being present and in accordance with notice being duly given, Chair Van Laar called the meeting of the Aeronautics Board to order on May 27, 2009 at 8:30 a.m.

Board Members Present: John Van Laar, Theodore Vonk, Dean Agee, Joseph Tomaselli, Richard Vander Molen and Floyd Wilson, Jr. -
6

Also Present:

James Koslosky – Executive Director
Phillip Johnson – Deputy Executive Director
Brian Picardat – Finance and Administration Director
Robert W. Benstein – Public Safety & Operations Director
Thomas Ecklund, Facilities Director
Bruce Schedlbauer – Marketing and Communications Manager
Robert Buchanan – Airport Attorney
Donna Thomas – Recording Secretary
Joel Burgess – Properties Administrator
Roy Hawkins – Planning Engineer
Bob Kreps – Financial Supervisor
Myron Huebner – Engineering Technician
Susan Sherman – Community Relations Coordinator
Bryan Kimble – Chief Aircraft Rescue Firefighter
David Wills – Chief Law Enforcement Officer
Ron Arnon - Operations Supervisor
Jonathan Brooks – KCDA Intern
Jon Denhof – Kent County Purchasing
Jim Munslow - ATCT
Ward Walters – Century A/E
Kevin Mersman – Century A/E
Charles McArdle – Gresham Smith and Partners
Mike Borta – RW Armstrong
Gary Siegfried – Mead & Hunt
Eric Thiel – Reynolds, Smith & Hills
Pat Frame – Reynolds, Smith & Hills
David Joye – Reynolds, Smith & Hills
Diana Weiss – United Airlines
Chris Reed – Northern Air
Kyla King – *The Grand Rapid Press*

5-1 Approval of Minutes – Meeting of April 29, 2009

Motion by Mr. Vander Molen, supported by Mr. Tomaselli, to approve the minutes of the meeting of April 29, 2009 as printed. Motion carried.

5-2 Public Comment

There was no public comment.

5-3 Special Recognition

Mr. Koslosky and Mr. Benstein presented a 30-year award service pin to ARFF Chief Bryan Kimble and recounted his achievements and ascension through the ranks from firefighter, beginning in 1979, to Supervisor, Captain, and now Chief. Mr. Van Laar congratulated Chief Kimble on behalf of the Board.

Mr. Koslosky welcomed Mr. Ward Walters as the new KCDA Civil Engineering Manager. He noted Mr. Walters' accomplishments in his 39 years of engineering experience and explained he was the contract project manager for both the Terminal Remodeling project in 2000 and the current TAPIP.

5-4 Automated Surface Observing System (ASOS) Property License

Mr. Burgess reported the National Oceanic and Atmospheric Administration (NOAA) owns and operates weather observing equipment at various locations around the airfield. The ASOS equipment provides real time weather information to pilots and air traffic controllers. The existing non-revenue license is due to expire on 4/30/2010. The new license, required under Title 49 grant obligations, is for a period of fifteen years and has been reviewed by Legal Counsel.

Mr. Van Laar asked what types of transmitters are used to relay weather data. Mr. Burgess said he did not know, but would get that information for Board members.

The Finance, Administration & Public Relations Committee met May 13, 2009 and recommends approval.

Motion by Mr. Tomaselli, supported by Mr. Wilson, to approve a fifteen (15) year Property License Agreement between the Kent County Department of Aeronautics acting on behalf of the Kent County Aeronautics Board, and the United States of America. Motion carried.

5-5 Wondergem Consulting – Contract Extension

Mr. Schedlbauer reported that on June 1, 2005, the Board entered into a contract with Wondergem Consulting for professional consulting services and most recently extended the contract in June 2008. This contract extension expires May 31, 2009. He indicated staff is recommending an additional one-year extension of the Wondergem contract and noted Wondergem staff are currently engaged in supporting airport staff on various initiatives – primarily, at this time, in the area of air service development. They are also providing support to the Regional Air Alliance of West Michigan. He indicated the proposed total budget

amount of \$75,000 is composed of two sub-budgets: 1) Air service development –related services at a not-to-exceed amount of \$50,000; and 2) General consulting services at a not-to-exceed amount of \$25,000.

Mr. Tomaselli asked how the two sub-budgets are broken down. Mr. Schedlbauer explained that for the past three years, \$25,000 or less has been for general consulting to the airport. The other portion finances the air service development effort for the Regional Air Alliance.

The Finance, Administration & Public Relations Committee met May 13, 2009 and recommends approval.

Motion by Mr. Vander Molen, supported by Mr. Wilson, to approve a one-year contract extension with Wondergem Consulting with a total budget amount up to, but not to exceed, \$75,000. Motion carried.

(Mr. Agee joined the meeting.)

5-6 Contract Award – Passenger Loading Bridges

Mr. Ecklund explained that staff, along with architect HNTB, developed a program for the replacement of passenger loading bridges which would eventually be owned and maintained by the Department. Proposals were received on April 10, 2009 initially for the first six bridges. First phase purchase and installation costs were \$3,195,603 submitted by ThyssenKrupp Airport Systems and \$3,327,854 from JBT AeroTech. He explained evaluation criteria included: price (35%), bidder's proposed goods and services (20%), compliance with the design and proposal requirements (15%), proposed project schedule (10%), quality assurance program (10%), and references (10%). Mr. Ecklund also indicated this award is for four bridges due to a decrease in PFC revenue and the higher proposal amounts.

He reviewed the scoring for each proposer and explained that JBT AeroTech scored higher in a number of areas including design and quality assurance. Information provided by Walter Niese Machine of Chicago, Illinois, a vendor who maintains loading bridges, and other airports indicated problems associated with the PLBs manufactured by ThyssenKrupp. Staff and HNTB recommend awarding the contract to JBT AeroTech.

Mr. Agee asked if FMC manufactured bridges. Mr. Ecklund said FMC is part of JBT AeroTech.

Mr. Agee noted signage in the Gulfport/Biloxi airport's PLBs and asked if staff considered placing ad signs in the bridges. Mr. Ecklund said staff has reviewed this, however, signage is not a part of this contract, but could be incorporated at a later date.

Mr. Van Laar clarified this award is for both purchase and installation. Mr. Ecklund said it is.

Mr. Tomaselli asked about the life of the bridges and the warranty. Mr. Ecklund said if bridges are cared for properly, they can last from 25 to 30 years. He added there is a one-year warranty on parts and labor.

Mr. Van Laar and Mr. Tomaselli asked about maintenance. Mr. Ecklund said Department staff would be the primary service providers. More complex repairs would be the responsibility of an on-call service provider.

Mr. Ecklund noted that this item provides for subsequent installations from JBT Aerotech with a CPI increase.

Mr. Vonk asked how long the payback period is. Mr. Koslosky said there is no charge to airline tenants for capital components as these will be paid for with PFC funds. The O&M costs will be folded into the airlines' holdroom costs. He added it reduces the overall cost of airlines doing business at GFIA.

The Aeronautical, Facilities & Marketing Committee met May 19, 2009 and recommends approval.

Motion by Mr. Agee, supported by Mr. Vonk, to approve a contract with JBT AeroTech in the amount of \$2,234,482.07 for the installation of 4 passenger loading bridges, and authorizing the Chair to sign. Motion carried.

5-7 Contract Award – Perimeter Road Reconstruction

Mr. Ecklund reported bids were received May 4, 2009 for the reconstruction of sections of the Perimeter Road. Bids ranged from \$667,719.50 to \$773,854.19. He noted the engineer's estimate was \$700,000. Engineer Prein & Newhof provided a Recommendation of Award to low bidder, Nagel Construction. The project is being financed with AIP funds with federal funds paying 95% of the costs and the remainder split between MDOT and KCDA. He added Legal Counsel has reviewed the contract.

Mr. Vonk asked how much more of the Perimeter Road remains to be reconstructed. Mr. Ecklund said all of the road will be reconstructed as funding becomes available. Mr. Koslosky added the asphalt road needs to be resurfaced every 10-15 years.

Mr. Tomaselli asked when the project will begin. Mr. Ecklund said it will start next week and should be completed by Labor Day.

Mr. Wilson asked if AIP funds will still be available in the future. Mr. Koslosky said yes. He noted this is user-funded revenue that comes through the FAA.

GFIA funding is 95% federally supported and the remaining 5% comes from the State of Michigan and the Department.

Mr. Vander Molen noted the bids were fairly close together indicating how competitive companies are in this economy. Mr. Koslosky reported there are about 200 jobs in the current TAPIP project and this project will add another 20-30 jobs.

The Aeronautical, Facilities & Marketing Committee met May 19, 2009 and recommends approval.

Motion by Mr. Vonk, supported by Mr. Agee, to approve a contract with Nagel Construction, Inc. for the reconstruction of the Perimeter Road in the amount of \$667,719.50 based on the letter of recommendation, and authorizing the Chair to sign after it has been reviewed by Legal Counsel. Motion carried.

5-8 Construction Engineering Services – Perimeter Road Reconstruction

Mr. Ecklund stated this item is for approval of Amendment #3 to Prein & Newhof's engineering services contact for the construction engineering of the Perimeter Road project. Bids were received May 4, 2009 and a recommendation to award a contract was just brought to the Board. He noted the amount of this item, \$66,000, is eligible for AIP funds with federal funds providing 95% and State and local shares at 2½% each.

Motion by Mr. Tomaselli, supported by Mr. Vander Molen, to approve Amendment #3 for construction engineering services on the Perimeter Road project, in the amount of \$66,000, to Prein & Newhof's General Engineering Services agreement, and authorizing the Chair to sign. Motion carried.

5-9 Contract Award – Taxiway Y Reconstruction

Mr. Ecklund indicated MDOT received six bids on April 3, 2009 for the reconstruction of Taxiway Y. Bids ranged from \$1,212,716 to 1,738,367.14. The engineer's estimate was \$1,408,420 and he reported the low bidder was Kamminga & Roodvoets, Inc (K&R). MDOT provided a Recommendation of Award to K&R. Mr. Ecklund added this project is also being funded with AIP funds with the federal share at \$1,152,080 and State and local shares at \$30,318 each.

Mr. Ecklund reported there are two to three pavement portions remaining for reconstruction with Taxiway Y being one. He added that Taxiway Z will be completed next year and Taxiway E will be part of the future air carrier ramp expansion.

Mr. Van Laar asked about the weight bearing load. Mr. Ecklund said it will be rated for 100,000 lb. aircraft. He added phasing will be important and staff will work with tenants to insure access for aircraft.

Mr. Vonk asked if this is the original taxiway. Mr. Ecklund said it is.

The Aeronautical, Facilities & Marketing Committee met May 19, 2009 and recommends approval.

Motion by Mr. Agee, supported by Mr. Wilson, to approve a contract with Kamminga & Roodvoets, Inc. for the reconstruction of Taxiway Y in the amount of \$1,212,716.00 based on the letter of recommendation from MDOT, and authorizing the Chair to sign. Motion carried.

5-10 Contract Amendment – Construction Engineering Services – Taxiway Y

Mr. Ecklund explained Reynolds, Smith & Hills, Inc. (RS&H) provided design engineering services for the reconstruction of Taxiway Y under a contract dated October 29, 2008. Staff reviewed and approved the scope of work and fee schedule for construction engineering services, which includes survey, inspection, and testing. The estimated fee is \$126,500 which will be paid for with AIP funds. He indicated the federal share is \$120,175 and State and local shares are \$3,162.50 each.

The Aeronautical, Facilities & Marketing Committee met May 19, 2009 and recommends approval.

Motion by Mr. Agee, supported by Mr. Vander Molen, to approve a contract amendment with Reynolds, Smith, & Hills, Inc. in the amount of \$126,500 for construction engineering services on the reconstruction of Taxiway Y, and authorizing the Chair to sign. Motion carried.

5-11 Terminal Area and Parking Improvement Program, Contract C-194, Change Order #20

Mr. Ecklund explained this Change Order is an increase in the amount of \$260,397 and includes additional work items, deleted work items, and unforeseen conditions. Major additional work items include: additional drywall and framing, changing interior finishes in the rental car offices, additional walk-off mats, replacing sections of the existing old canopy, and roadway sign changes/additions. He indicated deleted work items include: terrazzo flooring in the parking deck stairways. These will be covered with smooth brushed concrete.

Mr. Vonk and Mr. Tomaselli asked about the walk-off mats. Mr. Ecklund said they would be located in the east and west terminal entrance areas and other

areas within the terminal cores, and would be inlaid flush with the rest of the flooring.

Mr. Koslosky added that Board members are welcome to see the project at any time and should contact staff for tours.

The Aeronautical, Facilities & Marketing Committee met May 19, 2009 and recommends approval.

Motion by Mr. Tomaselli, supported by Mr. Agee, to approve Terminal Area and Parking Improvement Program, Contract C-194, Change Order #20 in the amount of \$260,397.00 to The Christman Company, and authorizing the Chair to sign. Motion carried.

5-12 TSA Agreement for CCTV Cameras

Mr. Benstein explained the TSA would like to add 44 TSA cameras to the Airport's CCTV system for the benefit of both the TSA and the Department. Cameras would provide surveillance of passenger and baggage screening areas. The Department will also add three cameras and upgrade six cameras to improve surveillance of the secured area. The CCTV and access control servers will be upgraded, the latest software will be installed, and storage capacity for archived video will be increased. He noted the Department will purchase, install, own and maintain the CCTV system for use by the Department and TSA. TSA will reimburse the Department for the additional cameras, hardware, software, installation and warranty. The estimated cost of the project is \$429,004 for the system upgrade plus \$341,105 for a five-year extended warranty. He said funding will be through the American Recovery and Reinvestment Act (stimulus program). Staff and Legal Counsel have reviewed the document and recommend approval.

Mr. Vander Molen asked for reassurance that no stipulations were attached to the stimulus funds that could adversely affect future airport finances. Mr. Koslosky said there are no restrictions and TSA is funding the program at 100%.

Mr. Vonk asked how many cameras will be in the system and if they would provide live feeds. Mr. Benstein said there would be about 140 cameras total between the terminal building and parking structure. Cameras would all record continuously and security alarms would trigger a specific camera for monitoring by the Communications Center staff.

The Aeronautical, Facilities & Marketing Committee met May 19, 2009 and recommends approval.

Motion by Mr. Agee, supported by Mr. Wilson, to approve an Other Transaction Agreement between the Transportation Security Administration and the

The meeting was adjourned at 9:30 a.m.

ADMINISTRATIVE APPROVAL: _____
James A. Koslosky, Secretary to the Board

dmt