

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, January 28, 2016
1:00 P.M.

Meeting Called to Order at 1:15 p.m.

A. Call of Roll

Present: Cheryl Teamer; Doug Thornton; Todd Francis; Ti Martin; Gary Smith; Michael Smith.

Absent: Roger Ogden; Lea Polk Montgomery; Jim Hudson.

B. Approval of Minutes of Prior Meeting

December 4, 2015 Special Meeting Minutes

Approved

December 21, 2015 Regular Minutes

Approved

C. Reports by the Director of Aviation (Information Only)

Item 1 **Aviation & Financial Activity Report**
Walter Krygowski, Deputy Director and Chief Operations Officer

Item 2 **North Terminal Project**
Chris Spann, Parsons Brinckerhoff

D. Public Comment (If any)

E. Review and Approval of "Consent" Agenda

Item 3 **Resolution Authorizing and Directing the Chairwoman and Director of Aviation to Execute the Same Agreement for Grant Funding with the Louisiana Department of Transportation (LA DOTD) Aviation Trust Fund for the North Terminal Project**

Item 4 **Resolution Authorizing the Execution of the Visa Business Card Agent Authority and Revocation Form**

Item 5 **Permission to Solicit as Follows:**

RFP

A. North Terminal Hotel

All Consent Agenda Items Approved

F. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

Item 6 **Director’s Credit Card Report**

Approved

Item 7 **Director’s Travel Request**

Approved

Operations & DBE Committee:

Construction Committee:

Item 8 **Approval of Additional Plan Review Fee** \$151,517.66
City of Kenner NTE
Approved

Item 9 **North Terminal Project – Storm Water Pump Station** (No Cost)
Change Order No. #1
M. R. Pittman Group, LLC
St. Rose, Louisiana
Approved

Item 10 **North Terminal Enabling Project– Construction of RTR Facilities**
Reject All Bids and Re-Advertise
Approved

Item 11 **North Terminal Project– Construction Manager At Risk** \$7,594,355
Amendment #1- Ratification of Acceptance of Four Alternates NTE
Hunt Gibbs Boh Metro, A Joint Venture
New Orleans, Louisiana
Approved

G. Schedule for Next Meetings

February 25, 2016; 1:00 p.m. – Regular Meeting

H. Adjournment

Meeting Adjourned at 1:40 p.m.

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, March 17, 2016
1:00 P.M.

Meeting Called to Order at 1:00 p.m.

A. Call of Roll

Present: Cheryl Teamer; Jim Hudson, Roger Ogden; Ti Martin; Lea Polk Montgomery; Gary Smith; Michael Smith.

Absent: Doug Thornton; Todd Francis.

B. Approval of Minutes of Prior Meeting

January 28, 2016 Regular Minutes

Approved

C. Reports by the Director of Aviation (Information Only)

Item 1 **Aviation & Financial Activity Report**
Walter Krygowski, Deputy Director and Chief Operations Officer

Item 2 **Long Terminal Project**
Chris Spann, Parsons Brinckerhoff

Item 3 **City of New Orleans SL/DBE Policy Overview**
Ashleigh Gardere, City of New Orleans Director, The Network for Economic Opportunity

D. Public Comment (If any)

E. Executive Session

Item 4 *Transportation litigation issues: Powers, et al. v. Richard, et al. (Jefferson Parish Taxi Drivers v. Uber X Drivers), Case No. 758370, Div. K, 24th JDC, Jefferson Parish, Louisiana; Airport Shuttle, Inc., A Airport Limousine Inc.; Green, et al. v. Victor et al. (Orleans Parish Taxi Drivers v. Uber X Drivers), Case No. 2016-905, Section 14, Civil District Court, Orleans Parish, Louisiana*

F. Action on Matters from Executive Session (If any)

- Item 4 ~~*Transportation litigation issues: Powers, et al. v. Richard, et al. (Jefferson Parish Taxi Drivers v. Uber X Drivers), Case No. 758370, Div. K, 24th JDC, Jefferson Parish, Louisiana; Airport Shuttle, Inc., A Airport Limousine Inc.; Green, et al. v. Victor et al. (Orleans Parish Taxi Drivers v. Uber X Drivers), Case No. 2016-905, Section 14, Civil District Court, Orleans Parish, Louisiana*~~

G. Review and Approval of "Consent" Agenda

Consent Agenda Approved

- Item 5 **LOA #7 Airline Technical Representation
Airline Tenant Finish Out- Design and Coordination
J.A. Watts, Inc.
Chicago, Illinois**
- Item 6 **Resolution Authorizing and Approving A Third Amendment to First Supplemental Indenture to the CFC Master Indenture to Reimburse Rental Car Companies Their O&M Repayment Amount And Ground Rental Repayment Amount Incurred in Bond Year Ending on January 1, 2014; And Providing for Other Matters in Connection Therewith**
- Item 7 **Resolution Approving the City of New Orleans New SLDBE Policies and Directing the Director of Aviation to Implement the Same**
- Item 8 **Approving DOTD Grant Funding Increase - Cargo Roads Project**
- Item 9 **Host 2016 AAAE Airport Safety & Operations Specialist (ASOS) Conference
American Association of Airport Executives (AAAE)
Alexandria, Virginia**
- Item 10 **Renewal of Contracts, Leases, Permits and Allocation of Funds:**
Contracts
- | | |
|--|----------------|
| A. Public Relations Consulting Services | \$100,000.00 |
| a. Cygnet | NTE |
| b. The Estopinal Group, LLC | |
| c. Spears Consulting Group, LLC | |
| B. Financial Consulting Services | |
| Ricondo & Associates, Inc. | \$200,000.00 |
| C. Secret Shopper Services | |
| Evaluation Systems for Personnel, Inc. | \$83,556.74 |
| D. Security & Taxi Starter Services | |
| Universal Protection Service | \$1,206,897.80 |

E. Mutual Aid Agreement – Tropical Weather Parking	
City of Kenner	
F. Statement of Joint Objectives (SOJO)	
Transportation Security Administration (TSA)	
G. Federal Lobbyist Services	
City of New Orleans	\$96,000.00
H. Airport Legal Services	
Dwyer, Cambre and Suffern	\$40,000.00
I. Exterior Landscaping Annual Maintenance	
Little Computer Solutions, Inc.	\$40,000.00
<u>Leases</u>	
J. Terminal Building Offices	
Louisiana Tax Free	Revenue
K. Shoe Shine Stand	
a. Darral Kendrick dba Like New Shoe Shine – East	\$900.00
b. Wayne Kendrick dba Like New Shoe Shine – West	\$900.00
<u>Permits</u>	
L. Commercial Support Activity	
a. Flight Services and Systems, Inc.	Revenue
b. NOLA Aviation, LLC	Revenue
c. Swissport Sausa, LLC	Revenue
d. Avflight Services Corporation	Revenue

Item 11 **Permission to Solicit as Follows:**

RFP

A. North Terminal Concessions

Food & Beverage – Multiple Packages

News Gifts & Specialty Retail– Multiple Packages

Bid

B. RFID System for Ground Transportation Service Providers

H. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

Item 12 **Director’s Credit Card Report**

Approved

Operations & DBE Committee:

- Item 13 **Resolution Approving New Non-Taxi Ground Transportation Fees and Operations; Recognizing All Ground Transportation Operations as Being Subject to the New Fee Structure, Authorizing the Execution of Transportation Permits, and Authorizing the Director of Aviation to Enforce and Implement New Rate Structure and to Take Related Operations Actions**
Approved
- Item 14 **Amendment to Ground Transportation Concession Contracts**
Airport Shuttle, Inc.
New Orleans, Louisiana
A Airport Limousine Service, L.L.C.
Kenner, Louisiana
Approved
- Item 15 **Modification to Air Service Incentive Program**
Approved

Construction Committee:

- Item 16 **North Terminal Project- Airline Technical Representation** \$500,000.00
Allocation of Funds LSNTE
J.A. Watts, Inc.
Chicago, Illinois
Approved
- Item 17 **North Terminal Enabling Project- Construction of RTR Facilities**
Contract Award
Cycle Construction Company, LLC
Kenner, Louisiana
Approved
- Item 18 **North Terminal Project- FAA System Relocation** \$10,756.20
ASR-9/LLWAS Relocation Package Credit &
Change Order No. #1 14 Calendar Days
Cycle Construction Company, LLC
Kenner, Louisiana
- I. Schedule for Next Meetings
- April 21, 2016; 1:00 p.m. – Regular Meeting**
- J. Adjournment
 Meeting Adjourned at 2:08 p.m.

Item 5 **Permission to Solicit as Follows:**

RFP

A. North Terminal Hotel

All Consent Agenda Items Approved

F. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

Item 6 **Director’s Credit Card Report**

Approved

Item 7 **Director’s Travel Request**

Approved

Operations & DBE Committee:

Construction Committee:

Item 8 **Approval of Additional Plan Review Fee** \$151,517.66
City of Kenner NTE

Approved

Item 9 **North Terminal Project – Storm Water Pump Station** (No Cost)

Change Order No. #1

M. R. Pittman Group, LLC

St. Rose, Louisiana

Approved

Item 10 **North Terminal Enabling Project– Construction of RTR Facilities**

Reject All Bids and Re-Advertise

Approved

Item 11 **North Terminal Project– Construction Manager At Risk** \$7,594,355

Amendment #1- Ratification of Acceptance of Four Alternates NTE

Hunt Gibbs Boh Metro, A Joint Venture

New Orleans, Louisiana

Approved

G. Schedule for Next Meetings

February 25, 2016; 1:00 p.m. – Regular Meeting

H. Adjournment

Meeting Adjourned at 1:40 p.m.

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, April 21, 2016
1:00 P.M.

Meeting called to order at 1:11pm

A. Call of Roll

Present: Doug Thornton; Roger Ogden; Todd Francis; Ti Martin; Michael Smith; Gary Smith

Absent: Cheryl Teamer; Lea Polk Montgomery; Jim Hudson

B. Approval of Minutes of Prior Meeting

March 17, 2016 Regular Minutes

Approved

C. Reports by the Director of Aviation (Information Only)

Item 1 **Aviation & Financial Activity Report**
Walter Krygowski, Deputy Director and Chief Operations Officer

Item 2 **Long Terminal Project**
Chris Spann, Parsons Brinckerhoff

Item 3 **Customer Service Presentation**
Michelle Wilcut, Deputy Director and Chief Customer Service Officer

Item 4 **Secret Shopper Presentation**
Gerald Blumenthal Ph.D., Evaluation Systems for Personnel, Inc. (ESP)

D. Public Comment (If any)

E. Review and Approval of "Consent" Agenda

Consent Agenda Approved

Item 5 **Resolution – Louisiana Audit Compliance Questionnaire**

Item 6 **Resolution- Execution of Signatory Airline-Airport Use and Lease Agreement with Spirit Airlines, Inc.**

Item 7 **Resolution - Authorizing the Extension of the North Terminal Project Professional Service Agreements**

Item 8 **Resolution Authorizing Right-of-Way Agreements to Entergy Louisiana for Permanent Power to the North Terminal Project and ASR-9 Relocation Project**

Item 9 **Modification to Air Service Incentive Program**

Item 10 **Allocation of Funds & Renewal of Contracts as follows:**
Contracts

A. Legal Services

LeBlanc Fantaci Villio, LLC \$20,000

F. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

Item 11 **Outside Legal Counsel Services
Contract Award**

A. Dwyer, Cambre & Suffern

B. Foley & Judell, LLP

C. Jones Walker

D. LeBlanc Fantaci Villio, LLC

E. Liskow & Lewis

F. Roedel Parsons Koch Blache Balhoff & McCollister

G. Sher Garner Cahill Richter Klein & Hilbert, LLC

Approved

Operations & DBE Committee:

Item 12 **Other Transaction Agreement and Statement of Joint Objectives**
Department of Homeland Security/Transportation Security Administration
New Orleans, Louisiana

Approved

Construction Committee:

Item 13 **North Terminal Project - Airfield Lighting Vault** \$87,146.34
Change Order No. #6 (Credit)
TKTMJ, Inc. 20 Calendar Days
New Orleans, Louisiana

Approved

Item 14 **North Terminal Project- Construction Manager At Risk** \$6,567,797
Amendment #2– Ratification of Acceptance of Two Alternates NTE

Hunt Gibbs Boh Metro, A Joint Venture
New Orleans, Louisiana

Approved

Item 15 **North Terminal Enabling Project- Construction of RTR Facilities
Rescind Award and Re-Advertise**

Approved

G. Schedule for Next Meetings

May 19, 2016; 1:00 p.m. – Regular Meeting

H. Adjournment

Meeting Adjourned at 1:47pm

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, May 19, 2016
1:00 P.M.

Meeting Called to Order at 1:15 p.m.

A. Call of Roll

Present: Cheryl Teamer; Roger Ogden; Ti Martin; Gary Smith; Michael Smith.
Absent: Doug Thornton; Lea Polk Montgomery; Jim Hudson; Todd Francis.

B. Approval of Minutes of Prior Meeting

April 21, 2016 Regular Minutes
Approved

C. Reports by the Director of Aviation (Information Only)

Item 1 **Aviation & Financial Activity Report**
Walter Krygowski, Deputy Director and Chief Operations Officer

Item 2 **North Terminal Project**
Chris Spann, Parsons Brinckerhoff

D. Public Comment (If any)

E. Review and Approval of "Consent" Agenda

Item 3 **Resolution to Grant Right-Of-Way to Entergy Louisiana for Permanent Power to the North Terminal Project**

Item 4 **Resolution – Approving an Initial Immediate Increase in the CFC by \$1.75 per day in Order to Fund the Design of Roadway and Building Improvements of the Current CONRAC and to Pre-Fund the Costs of a Busing Operation Between the Current CONRAC and the North Terminal Project**

Item 5 **LOA #1: DBE Consulting Services**
Metro Source, LLC

Item 6	LOA #5R: Financial Feasibility Services Unison Consulting, Inc.	Time Only
Item 7	LOA #6: Financial Feasibility Services Unison Consulting, Inc.	\$99,960.00 NTE
Item 8	Other Transaction Agreement- Transportation Security Administration	
Item 9	Ratification of Expenses - Airport Electrical Infrastructure Emergency Repairs	

All Consent Agenda Items Approved

F. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

- Item 10 **Award of Lease Agreements as Follows:**
1. **Building #9** – Pellerin Milnor Corporation
 2. **Building #10** – Navivan Corporation
 3. **Building #13** – Neaux Dents L.L.C.
- Approved**

Operations & DBE Committee:

- | | | |
|---------|--|-----------------------|
| Item 11 | North Terminal Project – DBE Consulting Services
Allocation of Funds
Metro Source, LLC
New Orleans, Louisiana | \$1,040,000.00
NTE |
|---------|--|-----------------------|
- Approved**

Construction Committee:

- | | | |
|---------|---|---|
| Item 12 | North Terminal Project- FAA System Relocation
ASR-9/LLWAS Relocation Package
Change Order No. #2
Cycle Construction Company, LLC
Kenner, Louisiana | \$19,161.77
NTE &
14 Calendar Days |
| Item 13 | North Terminal Project – Storm Water Pump Station
Change Order No. #2
M. R. Pittman Group, LLC
St. Rose, Louisiana | \$56,900.00
NTE |
- Approved**

Item 14	North Terminal Project - FAA System Relocation Construction of Remote Transmit Receive Facilities Cycle Construction Company, LLC Kenner, Louisiana Approved	\$3,235,325.00 NTE
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G. Schedule for Next Meetings

June 16, 2016; 1:00 p.m. – Regular Meeting

H. Adjournment

Meeting Adjourned at 1:50 p.m.

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, June 16, 2016
1:00 P.M.

Meeting Called to Order at 1:13pm

A. Call of Roll

Present: Cheryl Teamer; Doug Thornton; Roger Ogden; Jim Hudson; Todd Francis; Ti Martin;
Michael Smith

Absent: Lea Polk Montgomery; Gary Smith

B. Approval of Minutes of Prior Meeting

May 19, 2016 Regular Minutes

Approved

C. Reports by the Director of Aviation (Information Only)

- Item 1 **Aviation & Financial Activity Report**
 Walter Krygowski, Deputy Director and Chief Operations Officer
- Item 2 **North Terminal Project**
 Chris Spann, Parsons Brinckerhoff
- Item 3 **Airport Terminal Improvements Presentation**
 Ron Nodal, Assistant Chief Operations Officer
- Item 4 **Hurricane Preparedness Report**
 Ron Nodal, Assistant Chief Operations Officer
- Item 5 **Mother's Rooms Presentation**
 Michelle Wilcut, Deputy Director and Chief Customer Service Officer

D. Public Comment (If any)

E. Committee Reports/Tabled Items/Action on Committee Reports

- Item 6 **Operations & DBE Special Committee Meeting Recommendation regarding DBE grievance of Cordiero Concrete and request to substitute by Gibbs Construction**
Remanded back to the Operations & DBE Committee

F. Review and Approval of "Consent" Agenda

- Item 7 **Resolution Authorizing Right-of-Way Agreement with BellSouth for the North Terminal Project**

- Item 8 **Resolution Authorizing Execution of Non-Signatory Use and Lease Agreement with Condor Flugdienst GmbH**

- Item 9 **LOA #01: Correction to Pavement Settlement on Runway 11/29** \$31,000
Evans-Graves Engineers, Inc. LSTNE

- Item 10 **LOA #22A: Temporary RTR Towers Design** \$146,081
Crescent City Aviation Team LSNTE

- Item 11 **LOA #30: Construction Administration through June 2017** \$4,275,000
Crescent City Aviation Team LSNTE

- Item 12 **Allocation of Funds & Renewal of Contracts, Leases, Agreements and Permits as follows:**

Contracts

- A. Air Service Development Consulting** \$50,000
Boyd Group
- B. Airfield Master Design Services** Time Only
Evans-Graves
- C. Airport Security Management Control System Annual Maintenance Services** \$683,410
Johnson Controls, Inc.
- D. DBE Consulting Services** \$215,000
Metro-Source, LLC
- E. Bird, Rodent and Pest Control** \$15,000
Fischer Environmental Services, Inc.
- F. IT Networking Cabling Services** \$97,000
A.J. Labourdette, Incorporated
- G. Waste Removal and Disposal** \$75,000
River Parish Disposal, L.L.C
- H. Fire Alarm and Protection Maintenance** \$182,500
Simplex Grinnell, LP
- I. State & Local Representation Services** \$84,000
Roedel, Parsons, Koch, Blache, Balhoff & McCollister

	J. Vertical Transport Systems Maintenance	\$243,295
	Schindler Elevator Corporation	
	K. On-Call Legal Services	
	1. Roedel, Parsons, Koch, Blache, Balhoff & McCollister	\$75,000
	2. Sher Garner Cahill Richter Klein & Hilbert, L.L.C.	\$25,000
	<u>Leases</u>	
	L. Concessions Agreement-Vending Machine	Revenue
	Refreshment Solutions	
	<u>Agreements</u>	
	M. Electronic Timekeeping System	\$16,500
	Kronos	
	N. Reimbursable Agreement No. AJW-FN-CSA-14-2156	Time Only
	Federal Aviation Administration (FAA)	
	<u>Permits</u>	
	O. Commercial Support Activity	
	1. Aeronautical Radio, Inc. (ARINC)	Revenue
	2. Gate Gourmet, Inc.	Revenue
	3. Integrated Airline Services	Revenue
Item 13	Permission to Solicit as Follows:	
	<u>Bid</u>	
	A. Plant Care Maintenance	
	<u>RFQ</u>	
	B. Airport Master Planning	
	C. Federal Project Auditing	
	D. North Terminal Food and Beverage Concessions	
Item 14	Correction of Size and Annual Rate for Lease of Building #13	\$10,872
	Neaux Dents L.L.C	

All Consent Agenda Items Approved

G. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

Item 15	Director’s Credit Card Report	
	Approved	
Item 16	Sponsorship of Airport Conferences and Events as Follows:	
	A. Southwest Airlines Corporate Event 2016 - Approved	\$25,000
	B. Airport Revenue News Conference 2017 - Approved	\$25,000
	C. AAAE Annual Conference 2019 – Tabled until next meeting	\$650,000

- | | | |
|---------|--|--------------------|
| Item 17 | Reimbursement to Governor’s Office of Homeland Security and Emergency Preparedness (GOHSEP) for Hurricane Katrina Overpayment of Funds
Approved | \$210,248.78 |
| Item 18 | Appropriation of Bad Debt Expense Colgan Airlines, Inc.
Memphis, Tennessee
Approved | |
| Item 19 | Award of Lease Agreement as Follows:
Perishable Goods Building
MMI Culinary Services, Inc.
Kenner, Louisiana
Approved | \$91,364.00 |
| Item 20 | Approval Title Insurance for Parcel at Parish Line Intersecting with RWY 11-29
Crescent Title, LLC
New Orleans, Louisiana
Approved | \$10,051.70
NTE |

Operations & DBE Committee:

Construction Committee:

- | | | |
|---------|--|--|
| Item 21 | North Terminal Project – Storm Water Pump Station
Change Order No. #3
M.R. Pittman Group, LLC
— St. Rose, Louisiana | \$313,192.66
& 18
Calendar Days |
| Item 22 | North Terminal Project- Construction Administration
Allocation of Funds
Crescent City Aviation Team
New Orleans, Louisiana
Approved | \$4,500,000
NTE |
| Item 23 | Airport Cargo Roads Rehabilitation Construction
Contract Award
Boh Bros. Construction Co., LLC
New Orleans, Louisiana
Approved | \$1,620,132.50
NTE |

H. Schedule for Next Meetings

July 21, 2016; 1:00 p.m. – Regular Meeting

- I. Adjournment – Meeting adjourned at 2:45pm

AGENDA

Special Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Wednesday, June 29, 2016
12:30 P.M.

Meeting Called to Order at 12:33pm

A. Call of Roll

Present: Cheryl Teamer, Todd Francis, Ti Martin, Lea Polk Montgomery, Gary Smith

Absent: Doug Thornton, Roger Ogden, Jim Hudson, Michael Smith

B. Public Comment (If any)

C. Executive Session (if any)

Executive Session called to Order at 12:35pm

**Cordiero/Gibbs Contruction DBE Dispute; Hunt Boh Gibbs Metro,
JV Contract Notice**

Executive Session Adjourned at 1:34pm

D. Committee Reports/Tabled Items/Action on Committee Reports

Item 1 **Operations & DBE Special Committee Meeting Recommendation regarding DBE grievance of Cordiero Concrete and request to substitute by Gibbs Construction**

Approved Committee's Recommendation to grant Gibbs' request for removal and substitution in respect to Terminal Construction.

Rejected Committee's Recommendation to grant Gibbs' request for removal and substitution in respect to Concourse Construction.

E. Adjournment

Meeting Adjourned at 1:39pm

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Monday, August 29, 2016
2:00 P.M.

Meeting Called to Order at 2:15p.m.

A. Call of Roll

Present: Doug Thornton; Jim Hudson; Todd Francis; Ti Martin; Michael Smith; Gary Smith

Absent: Cheryl Teamer; Roger Ogden, Lea Polk Montgomery

B. Approval of Minutes of Prior Meeting

June 16, 2016 Regular Minutes

Approved

June 29, 2016 Special Meeting Minutes

Approved

C. Reports by the Director of Aviation (Information Only)

- Item 1 **Aviation Activity Report**
 Walter Krygowski, Deputy Director and Chief Operations Officer

- Item 2 **Financial Activity Report**
 Carmen Robinson, Acting Chief Financial Officer

- Item 3 **2015 Audit Report**
 Brandy Smith, Postlethwaite & Netterville

- Item 4 **North Terminal Project**
 Chris Spann, Parsons Brinckerhoff
 Philistine Ferrand, LANOIA DBE Liaison Officer
 Charlie Prewitt, Hunt-Boh-Gibbs-Metro JV

- Item 5 **Customer Service Presentation**
 Michelle Wilcut, Deputy Director and Chief Customer Service Officer

D. Public Comment (If any)

E. Committee Reports/Tabled Items/Action on Committee Reports

- Item 6 **Operations & DBE Committee Meeting Recommendation to Approve Revised DBE Grievance Policy and Procedures**
Approved

F. Review and Approval of “Consent” Agenda

- Item 7 **Director’s Report for Expenditures Equipment and Capital Outlays Approval and Ratification**
- Item 8 **Resolution – Authorizing the Submission of the 2017 Operating Budget to City of New Orleans**
- Item 9 **Resolution – Determining the Rate Requirement of the Series 2009-A (Non-AMT) Gulf Opportunity Zone CFC Revenue Bond**
- Item 10 **Resolution – Granting Right-of-Way to Entergy Louisiana for Permanent Power to Atlantic Aviation and Remote Transmitted Receiver Sites**
- Item 11 **LOA #8 Airline Consortium Feasibility Study** \$55,200
J.A. Watts, Inc. LSNTE
- Item 12 **LOA #31 Expansion Feasibility Study** \$250,000
Crescent City Aviation Team LSNTE
- Item 13 **Approval of Merger and Name Change: Security and Curbside Facilitation Services**
Allied Universal
- Item 14 **Approval to Authorize the Chairperson and Director of Aviation to Enter into Confidentiality Agreements on Behalf of NOAB**
- Item 15 **Change of date to Host AAAE/ACC Airport Planning, Design and Construction Symposium**
American Association of Airport Executives (AAAE)
Alexandria, Virginia

- Item 16 **Allocation of Funds & Renewal of Contracts, Leases, Agreements and Permits as follows:**
- Contracts**
- A. Financial Consulting Services** \$28,000
LOA #15 Commercial Ground Transportation Analysis NTE
 Ricondo & Associates, Inc.
- Agreements**
- B. Environmental Assessment Services** TIME ONLY
 Reynolds, Smith & Hills, Inc.

All Consent Agenda Items Approved

- G. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

- Item 17 **Director’s Credit Card Report**
Approved
- Item 18 **Award of Lease Agreements as Follows:**
1. Building #8F – Lena Cosmetics Inc. – Deferred
2. Space in Baggage Claim – Morpho Trust - Approved
- Item 19 **Approval of Amendment to Master News, Gift and Specialty Concession Agreement**
 New Orleans Air Ventures II
 Kenner, Louisiana
Approved
- Item 20 **Approval of Amendment to Master Food & Beverage Concession Agreement**
 Delaware North Companies
 Buffalo, New York
Approved

Operations & DBE Committee:

- Item 21 **Short Term Parking Garage Monthly Parking Rate Increase**
Approved
- Item 22 **Modification to Air Service Incentive Program**
Approved

Construction Committee:

Item 23	North Terminal Project – Storm Water Pump Station Change Order No. #3 M.R. Pittman Group, LLC St. Rose, Louisiana Approved	\$226,653.31 & 18 Calendar Days
Item 24	North Terminal Project - FAA System Relocation ASR-9/LLWAS Relocation Package Change Order No. #3 Cycle Construction Company, LLC Kenner, Louisiana Approved	\$15,265.00 NTE
Item 25	North Terminal Project – FAA System Relocation Construction of Remote Transmit Receive Facilities Change Order No. #1 Cycle Construction Company, LLC Kenner, Louisiana Approved	\$59,516.55 & 7 Calendar Days
Item 26	North Terminal Project – Airline Technical Representation Services Allocation of Funds J.A. Watts, Inc. Chicago, Illinois Approved	\$100,000 NTE
Item 27	FAA Reimbursable Agreements – Temporary RTR Tower Design Approved	\$250,000.00 NTE
Item 28	Approval of Release for the Damaged Entergy Feeder at the Airfield Lighting Vault Approved	\$27,083.98

H. Schedule for Next Meetings

September 15, 2016; 1:00 p.m. – Regular Meeting

I. Adjournment – **Meeting Adjourned at 3:44p.m.**

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, September 15, 2016
1:00 P.M.

Meeting Called to Order at 1:11p.m.

A. Call of Roll

Present: Cheryl Teamer; Doug Thornton; Roger Ogden; Todd Francis; Michael Smith; Gary Smith

Absent: Lea Polk Montgomery, Jim Hudson, Ti Martin

B. Approval of Minutes of Prior Meeting

August 29, 2016 Regular Minutes

Approved

C. Reports by the Director of Aviation (Information Only)

Item 1 **Aviation Activity Report**
Walter Krygowski, Deputy Director and Chief Operations Officer

Item 2 **North Terminal Project Report**
Chris Spann, Parsons Brinckerhoff
Charlie Prewitt, Hunt-Gibbs-Boh-Metro JV
Philistine Ferrand, LANOIA DBE Liaison Officer

Item 3 **Financial Activity Report**
Carmen Robinson, Acting Chief Financial Officer

D. Public Comment (If any)

E. Review and Approval of "Consent" Agenda

Item 4 **Director's Report – Equipment and Capital Outlay Allowance Modification**

Item 5 **Resolution to Grant a Right-of-Way to Entergy Louisiana for Permanent Power the Existing Remote Transmitted Receiver Site**

Item 6 **Resolution to Grant a Right-of-Way to Entergy Louisiana for Permanent Power the New Remote Transmitted Receiver Sites**

- Item 7 **Resolution to Grant a Right-of-Way to Jefferson Parish for Permanent Access to a Water Meter Serving the North Terminal Project**

- Item 8 **Resolution for Act of Correction on Noise Land Transaction and for Reimbursement regarding the rear portions of Lots 23 & 24, Sq. No. 31, City of Kenner**

- Item 9 **Permission to Solicit as Follows:**
 RFP
 A. North Terminal Project – In-Terminal Advertising
 B. North Terminal Project – Distributed Antenna System
 C. Rapid Response ARFF Vehicle
 D. Runway Sweeper Vehicle

All Consent Agenda Items Approved

F. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

- Item 10 **Director’s Credit Card Report**
 Approved

- Item 11 **Assignment of Rent for the Agreement with U. S. Postal Service for Post Office Boxes on Airport Property and Authorize the Chairwoman to Execute Same Approval for Director of Aviation or His Designee**
 Approved

Operations & DBE Committee:

- Item 12 **Reject All Bids for Airport Roofing Repair Annual Maintenance Services and Re-advertise**
 Approved

- Item 13 **Airport Fire Alarm System Annual Maintenance** \$190,000.00
 Contract Award NTE
 Pratt Landry dba Red Hawk Fire & Security
 New Orleans, Louisiana
 Approved

- Item 14 **Airport Fire Protection Systems Annual Maintenance** \$175,750.00
 Contract Award NTE
 SimplexGrinnell LP
 Harahan, Louisiana
 Approved

Item 15	Waste Removal and Disposal Services	\$93,144.80
	Contract Award	NTE
	River Parish Disposal, LLC	
	Metairie, Louisiana	
	Approved	

Construction Committee:

Item 16	Consolidated Rental Car (CONRAC) Facility	\$604,871.76
	Change Order # 21 - Final Project Settlement	(Credit)
	Satterfield and Pontikes Construction Group	Add 92 Calendar Days
	Kenner, Louisiana	
	Approved	

G. Schedule for Next Meeting

October 20, 2016; 1:00 p.m. – Regular Meeting

H. Adjournment – **Meeting Adjourned at 1:38p.m.**

AGENDA

Special Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, October 13, 2016
1:00 P.M.

Meeting Called to Order at 1:22 p.m.

A. Call of Roll

Present: Cheryl Teamer, Roger Ogden, Jim Hudson, Todd Francis and Michael Smith

Absent: Doug Thornton, Lea Polk Montgomery, Ti Martin and Gary Smith

B. Opportunity for Public Comment (If any)

C. Review and Approval of "Consent" Agenda

Item 1 **Resolution – Appoint Walter Krygowski as Acting Aviation Director**

Item 2 **Resolution of a State or Local Government Operating Under Authority of a Board, Council or Other Type of Governing Body (Whitney Bank Account 1002305)**

Item 3 **Resolution of a State or Local Government Operating Under Authority of a Board, Council or Other Type of Governing Body (Whitney Bank Account 14000186)**

Item 4 **Resolution of a State or Local Government Operating Under Authority of a Board, Council or Other Type of Governing Body (Whitney Bank Account 26864007)**

Item 5 **Permission to Advertise for an Executive Search Firm**

Item 6 **Louisiana DOTD Resolution for FY 2017-2018 Projects**

All Consent Agenda Items Approved

I. Schedule for Next Meetings

October 20, 2016; 1:00 p.m. – Regular Meeting

J. Adjournment - Meeting Adjourned at 1:24 p.m.

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, October 20, 2016
10:00 A.M.

Meeting Called to Order at 10:00 a.m.

A. Call of Roll

Present: Cheryl Teamer, Doug Thornton, Roger Ogden, Todd Francis, Ti Martin, Michael Smith

Absent: Lea Polk Montgomery, Jim Hudson, Gary Smith

B. Approval of Minutes of Prior Meeting

September 15, 2016 Regular Minutes

Approved

C. Introduction of Special Guests/Special Recognition/Awards

Simon Brooks, Senior Vice President for British Airways

D. Reports by the Director of Aviation (Information Only)

Item 1 **Aviation Activity Report**
Kristina Bennett-Holmes, Business Development Officer

Item 2 **North Terminal Project**
Chris Spann, Parsons Brinckerhoff
Charlie Prewitt, Hunt-Gibbs-Boh-Metro JV
Philistine Ferrand, LANOIA DBE Liaison Officer

Item 3 **Financial Activity Report**
Carmen Robinson, Acting Chief Financial Officer

E. Public Comment (If any)

F. Review and Approval of "Consent" Agenda

Item 4 **Resolution - Amendment to New South Parking Services**
Concession and Lease Agreement

Item 5 **Ratification of FAA Grant Agreement for North Terminal Program in**
the Amount of \$19,090,925.00

Item 6	LOA #4 Environmental Assessment Services Long Term Development Program Reynolds, Smith & Hills, Inc.	\$356,107 LSNTE
Item 7	LOA #32 Design Services Terminal Expansion and Concourse A Addition Crescent City Aviation Team	\$5,173,686 LSTNE
Item 8	Approval of Assignment of Environmental Engineering and Spill Response Services Contract from United States Health and Environmental Liability Management, L.L.C. to J.S. Held, L.L.C.	
Item 9	Approval of Transfer of Airport On-Call Legal Services Assignment from Beirne, Maynard & Parsons to Akerman LLP	
Item 10	Allocation of Funds & Renewal of Contracts, Leases, Agreements and Permits as follows:	
	<u>Professional Services Agreements</u>	
	A. Software Maintenance – Sole Source International Display Systems	\$28,000
	B. Human Resources Services Centre Group	Time Only
	C. DBE Consulting Services Metro-Source, L.L.C.	\$275,000
	D. Environmental Engineering and Spill Response Services J.S. Held L.L.C. (formerly United States Health and Environmental Liability Management, L.L.C.)	\$75,000
	<u>Leases</u>	
	E. GSE Lease in Perishable Cargo Center Southwest Airlines	\$64,563
	<u>Permits</u>	
	F. Permit-Off Airport Parking NOLA Airport Parking	7% Gross

All Consent Agenda Items Approved

G. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda
Finance Committee:

Item 11	Award of Lease Agreements as Follows: 1. Building #8F – Lena Cosmetics Inc. Approved	
Item 12	Historical Records Review Professional Services Agreement Gordon, Arata, McCollam, Duplantis & Eagan LLC Eisenstein Malanchuk, LLP Approved	\$14,000

Operations & DBE Committee:

- Item 13 **Reject All Bids for Airport Terminal Plant Care Maintenance Services and Re-advertise**
Approved

Construction Committee:

- Item 14 **North Terminal Project – Environmental Services** \$360,000
Allocation of Funds NTE
 Reynolds, Smith & Hills, Inc.
 Jacksonville, Florida
Approved
- Item 15 **North Terminal Project – Design Services** \$5,500,000
Allocation of Funds NTE
 Crescent City Aviation Team
 New Orleans, Louisiana
Approved
- Item 16 **Airfield Master Design Services** \$80,000
Allocation of Funds NTE
 Evans-Graves Engineers, Inc.
 Metairie, Louisiana
Approved
- Item 17 **North Terminal Project - Storm Water Pump Station** \$64,073.43
Change Order No. # 4 & 5 Calendar
 M.R. Pittman Group, LLC Days
 St. Rose, Louisiana
Approved
- Item 18 **North Terminal Project - FAA System Relocation** \$107,591.52
ASR-9/LLWAS Relocation Package & 30 Calendar
Change Order No. #4 Days
 Cycle Construction Company, LLC
 Kenner, Louisiana
Approved
- Item 19 **Airport Cargo Roads Rehabilitation Construction**
Contract Award and Allocation of Funding
1. **Resident Inspection Services:** \$56,000.00
 Burk-Kleinpeter, Inc NTE
 New Orleans, Louisiana
 Approved
 2. **Material Testing Services:** \$20,000.00
 The Beta Group NTE
 Gretna, Louisiana
Approved

H. Schedule for Next Meetings

November 17, 2016; 1:00 p.m. – Regular Meeting

I. Adjournment - **Meeting Adjourned at 10:36 a.m.**

AGENDA

Regular Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, November 17, 2016
1:00 P.M.

Meeting Called to Order at 1:10pm.

A. Call of Roll

Present: Cheryl Teamer, Doug Thornton, Roger Ogden, Jim Hudson (departed meeting at 1:55pm,) Ti Martin, Michael Smith, Gary Smith
Absent: Lea Polk Montgomery, Todd Francis

B. Approval of Minutes of Prior Meeting

October 13, 2016 Special Meeting Minutes

October 20, 2016 Regular Minutes

Approved

C. Reports by the Director of Aviation (Information Only)

- Item 1 **2017 Budget Report**
 Walter Krygowski, Acting Director
 Carmen Robinson, Acting Chief Financial Officer
- Item 2 **Aviation Activity Report**
 Kristina Bennett-Holmes, Business Development Officer
- Item 3 **Financial Activity Report**
 Carmen Robinson, Acting Chief Financial Officer
- Item 4 **North Terminal Project**
 Chris Spann, Parsons Brinckerhoff
 Charlie Prewitt, Hunt-Gibbs-Boh-Metro JV
- Item 5 **DBE Update**
 Philistine Ferrand, DBE Liaison Officer

D. Public Comment (If any)

E. Review and Approval of “Consent” Agenda

- | | | |
|---------|---|--------------------|
| Item 6 | Resolution – 2017 Airline Rates & Charges | |
| Item 7 | Resolution – 2017 CONRAC Operating and Maintenance Budget | |
| Item 8 | Resolution - Granting the Airport Authority to piggyback on any local Entity within the State of Louisiana as defined in R.S. 33:1321-1337 to purchase material and services | |
| Item 9 | Resolution - Authorizing Execution of Non-Signatory Use and Lease Agreement with British Airways PLC | |
| Item 10 | Resolution - Authorizing Execution of Non-Signatory Use and Lease Agreement with Choice Aire Charters, LLC | |
| Item 11 | LOA #02 Design Services
Construction Documents for Correction of
Settlement on Runway 11/29
Evans Graves Engineers, LLC | \$149,000
LSNTE |
| Item 12 | LOA #6A Airline Technical Representation
Terminal Expansion and Concourse A Addition
J.A. Watts, Inc. | \$37,760
LSNTE |
| Item 13 | LOA #7A Airline Technical Representation
Airline Tenant Space Construction Documents and
Construction Management
J.A. Watts, Inc. | \$582,835
LSNTE |
| Item 14 | LOA #9 Airline Technical Representation
North Terminal Project for 2017
J.A. Watts, Inc. | \$124,457
LSNTE |
| Item 15 | Airport Trade Organization- Continued Airport Membership
Allocation of Funds
Airports Council International – North America
Alexandria, Virginia | \$55,666 |
| | American Association of Airport Executives & Airport
Legislative Alliance Federal Affairs Membership
Alexandria, Virginia | \$34,500 |
| Item 16 | Authorization to Acting Director and to Chief Financial Officer
to have signatory authorization on Whitney Bank Account 46055559 | |
| Item 17 | Permission to Advertise for Ground Power Units | |

All Consent Agenda Items Approved

F. Executive Session

Item 18 ~~Personnel Matter(s)~~

G. Action on Matters from Executive Session

H. Review and Approval of Regular Agenda/Items Removed from “Consent” Agenda

Finance Committee:

Item 19	Approval of Investment Advisory Services Invoice # 170990 PFM Asset Management, L.L.C. Philadelphia, Pennsylvania Approved	\$20,357.05 NTE
Item 20	Award of Lease Agreements as Follows: 1. Building #12 - Sure Logix LLC Approved	
Item 21	Sponsorship of Routes Americas 2017 Approved	\$25,000 NTE
Item 22	2017 Comprehensive Insurance Program <ul style="list-style-type: none">• Pre-Paid Liability Claims Funds \$250,000 NTE• All Policy Premiums TOTAL: \$1,612,507 NTE• Airport Liability \$147,052 ACE• Excess Liability \$38,685 ACE/Lloyds• Public Officials/Practices \$100,945 ACE• Property & Casualty \$1,077,273 Great American• Boiler & Machinery \$6,731 Hartford• Flood Insurance \$32,124 Hartford• Automobile liability \$187,942 Travelers• Workers Compensation \$91,755 LWCC Approved	

Operations & DBE Committee:

- Item 23 **Display of the All-Star “Game Look”**
Approved
- Item 24 **EASE™ Shared Use Passenger Processing System** \$500,000
and Software NTE
Air-Transport IT Services, Inc.
Orlando, Florida
Approved

Construction Committee:

- Item 25 **North Terminal Project – Airline Technical Representation** \$250,000
Allocation of Funds NTE
J.A. Watts, Inc.
Chicago, Illinois
Approved
- Item 26 **North Terminal Project** \$3,497,075
Change Order No. #1 & 0 Calendar
Hunt Gibbs Boh Metro, Joint Venture Days
New Orleans, Louisiana
Approved
- Item 27 **North Terminal Project - Storm Water Pump Station** \$245,352.32
Change Order No. # 5 & 0 Calendar
M.R. Pittman Group, LLC Days
St. Rose, Louisiana
Approved
- Item 28 **North Terminal Project – FAA System Relocation** \$130,829.30
Construction of Remote Transmit Receive Facilities & 28 Calendar
Change Order No. #2 Days
Cycle Construction Company, LLC
Kenner, Louisiana
Approved

I. Schedule for Next Meeting

December 15, 2016; 1:00 p.m. – Regular Meeting

J. Adjournment – **Meeting Adjourned at 2:22 p.m.**

AGENDA

Special Meeting of the NEW ORLEANS AVIATION BOARD

To Be Held at
Louis Armstrong New Orleans International Airport
Nolan A. Marshall, Sr. New Orleans Aviation Board Room
Thursday, December 1, 2016
1:00 P.M.

Meeting called to order at 1:05 P.M.

A. Call of Roll

Present: Cheryl Teamer, Doug Thornton, Roger Ogden, Jim Hudson, Ti Martin,
Michael Smith

Absent: Lea Polk Montgomery, Todd Francis, Gary Smith

B. Opportunity for Public Comment (If any)

C. Review and Approval of "Consent" Agenda

Item 1 **Resolution Appointing Interim Director and Granting Signature Authority**

Item 2 **Resolution of a State or Local Government Operating Under Authority of a Board, Council or Other Type of Governing Body Granting Authorization to Interim Director to have signatory authority**

- A. Whitney Bank Account 1002305
- B. Whitney Bank Account 14000186
- C. Whitney Bank Account 26864007
- D. Whitney Bank Account 46055559

Item 3 **Allocation of Funds & Renewal of Contracts, Leases, Agreements and Permits as follows:**

Contracts:

A. Airfield Painting & Rubber Removal Services	\$390,000
Hi Light Airfield Services, LLC	
B. Automatic & Overhead Door Systems Services	\$70,000
Aircraft Service International, Inc.	
C. Bird, Rodent and Pest Control Services	\$15,000
Fischer Environmental Services	
D. Loading Bridge and Baggage Conveyor Systems	\$75,000
Oxford Electronics, Inc.	\$442,000
E. Financial System Software Annual Maintenance	\$60,000
Ross Technologies, Inc./Aptean	

All Consent Agenda Items Approved.

D. Schedule for Next Meeting

January 19, 2017, 1:00 p.m. – Regular Meeting

E. Adjournment – **Meeting Adjourned at 1:08 P.M.**