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

BNA Nashville International Airport

Date:	November 11, 2020	Place:	Nashville International Airport Board Room / Electronic Meeting
Time:	9:00 a.m.		
Committee Members Present:			Bill Freeman, Chair; Nancy Sullivan, Vice Chair; Amanda Farnsworth; and Jimmy Granbery
Committee Members Absent:			None
Others Present:			Aubrey B. Harwell III; Kevin Crumbo; Bobby Joslin; John Doerge; Christy Smith; Joycelyn Stevenson; Doug Kreulen; Cindy Barnett; Lisa Lankford; and Angela Edwards

I. Call to Order

Chair Freeman called the General Aviation/Operations/Planning & Engineering (GAOPE) Committee meeting to order at 9:00 a.m., pursuant to Public Notice dated November 6, 2020.

II. Roll Call and Open Meetings Announcement

Ms. Angela Edwards, Staff Secretary, called roll of the members of the Joint Meeting of the MNAA General Aviation/Operations/Planning & Engineering and MPC Engineering & Planning Committees. All members were present.

Ms. Edwards read the Open Meetings Act Announcement as follows:

The Joint Meeting of the MNAA General Aviation/Operations/Planning & Engineering and MPC Engineering & Planning Committees will be held in accordance with Executive Order No. 16, as amended by Executive Order No. 34, as amended by Executive Order No. 51, as amended by Executive Order No. 60, and as amended by Executive Order No. 65, signed by Governor Bill Lee on October 28, 2020, allowing a governing body to hold meetings by electronic or other means of communication without a quorum being physically present if the governing body determines that meeting by electronic means is necessary to prevent the spread of COVID-19 or other related epidemics to protect the health, safety and welfare of the public and members of the governing body. All votes taken during this meeting will be by roll call vote.

III. Approval of Minutes

Chair Freeman called for a motion to approve the Minutes of the October 14, 2020 GAOPE Committee meeting. A motion was made by Commissioner Granbery and seconded by Vice Chair Sullivan. Ms. Edwards took a roll call vote and the motion carried by vote of 4 to 0.

IV. Chair's Report

Chair Freeman had no Chair's Report.

V. Items for Approval

A. Approval of Professional Services Contract to Reconstruct Taxiway Kilo West

Ms. Traci Holton, AVP, Chief Engineer, briefed the Committee on this item. Staff requested that the GAOPE Committee recommend to the Board of Commissioners that it accept the statement of qualification by Garver, LLC (Garver) to provide engineering consulting services for the design of the Reconstruct Taxiway Kilo West project at Nashville International Airport (BNA), and authorize the Chair and President and CEO to execute the professional services contract.

Staff provided the GAOPE Committee a staff analysis of the Professional Services Contract to Reconstruct Taxiway Kilo West prior to the meeting.

Ms. Holton stated this contract was for the engineering and design for reconstruction of approximately 450K sf of Taxiway Kilo west of the intersection with Taxiway Alpha. MNAA published a Request for Qualifications (RFQ) in August 2020. Ten Statements of Qualifications (SOQ) were received on September 2, 2020. The selection committee evaluated the SOQs based on the criteria below:

1) Comparable and recent experience
2) Key personnel's professional qualifications and experience
3) Qualifications and experience of subconsultants
4) Understanding of the project's potential challenges and the sponsor's special concerns
5) DBE participation

The selection committee determined the following firms to be best qualified: AECOM, Allen & Hoshal, Atkins, CMT, and Garver. On October 2, 2020 the selection committee conducted virtual interviews with these top candidates. Based on responses, the selection committee determined Garver to be the most qualified firm for the Reconstruct Taxiway Kilo West project. Ms. Holton stated all firms were well qualified, but the team from Garver demonstrated the best understanding of the needs of this project.

The DBE Participation level set by MNAA for this project was 8.69% and Garver committed to meet that goal. Total contract cost was not to exceed $725K and the funding sources were 75% federal and 25% airline investment fund. The anticipated contract start date is November 2020 with a contract completion date of October 2021.

After a brief discussion, Chair Freeman called for a motion to approve the Professional Services Contract to Reconstruct Taxiway Kilo West. A motion was made by Commissioner Granbery and seconded by Vice Chair Sullivan. Ms. Edwards took a roll call vote and the motion passed by vote of 4 to 0.

B. Approval of JWN Redevelopment Plan

Mr. Jeff Roach, AVP, Executive Director of JWN, and Mr. John Corbitt, AVP, Real Estate, briefed the Committee on this item. Staff requested that the GAOPE Committee recommend to the Board of Commissioners that it approve the JWN Redevelopment Plan.

Mr. Roach presented a background of events leading to finalization of the JWN Redevelopment Plan and a map of the final concept. Mr. Roach gave a summary of 3 Requests for Proposal (RFP) options and discussed each one in detail. Staff recommended Option 2.

After questions and lengthy discussions, Mr. Corbitt gave an overview of the existing lease and rental structure at JWN. Mr. Corbitt also spoke about possible future lease and rental structures and the need to publish a business model to capture and recover construction cost, O&M cost, rent escalations, and an acceptable return on investment. Staff will complete an analysis and present it at the next GAOPE Committee meeting.

Chair Freeman stated there would be no decision today regarding rent or rent increases. The only item on the table for an approval today is the concept for the RFP advertisement.

Mr. Roach concluded his presentation discussing next steps after the approval of the concept.

President Kreulen stated for clarification purposes, based upon today's discussions, the Committee would like to pursue Option 3 with plane ports.

Commissioner Granbery made a motion to accept not necessarily option 1, 2, or 3, but that the Committee accept the option based on Aeroplex's current plan to move forward and allow staff to start the process to build whatever is financially feasible whether it be plane ports, box hangars, 42 ft t-hangars, 48 ft t-hangars, with what is available to spend without borrowing money. The motion was seconded by Vice Chair Sullivan. After questions and discussions, Vice Chair Sullivan asked for a

clarification of which concept was before the Committee today for approval. President Kreulen stated Option 3, which includes plane ports and provides the most flexibility.

Commissioner Crumbo stated he did not want to preclude the option of borrowing money. Commissioner Granbery amended his motion to allow staff to analyze the use of in-house dollars and consider issuing debt if it makes financial sense. Commissioner Sullivan seconded the amended motion. Ms. Edwards took a roll call vote and the amended motion passed by vote of 4 to 0.

VI. Information Items

None

VII. Adjourn

There being no further business before the GAOPE Committee, Chair Freeman adjourned the meeting at 10:00 a.m.

Angela Edwards

William H. Freeman, Secretary