

**LOUISVILLE REGIONAL AIRPORT AUTHORITY  
BOARD MEETING  
JULY 19, 2023**

The regular meeting of the Board of the Louisville Regional Airport Authority was held on June 21, 2023. Chairman Dale Boden convened the meeting at 3:07 p.m. in the Boardroom of the Louisville Regional Airport Authority.

Board members present: Mr. Dale Boden, Ms. Toni Clem, Mr. Mitchel Denham, Mr. Brian Lavin, Mr. Pat MacDonald, Mr. John A. Moore, Ms. Lesa Seibert and Mr. John Sistarenik. Not in attendance: Mr. Cleo Battle, Mayor Craig Greenberg, and Ms. Nikki R. Lanier. Mr. Tom Halbleib attended as counsel to the Board.

Staff Members in attendance: Ms. Pat Apone, Ms. Megan Atkins Thoben, Ms. Dodie Caulk, Ms. Heather Fuqua, Mr. Josh Grimes, Ms. Noel Jolly, Mr. Dan Mann, Ms. Kim Pemberton, Ms. Brenda Perry, Mr. Adam Thomas, Mr. Darrell Watson and Mr. Jason Wheeler.

Also in attendance: Mr. Phil Clark, Mr. Tony Derricks, Ms. Wendy Harrower, Ms. Rebecca Katz, Mr. David Kaplan, Mr. Parker McGuffey, Ms. Holli Reger Smith, Ms. Roxie Ruckriegel, Mr. Robert Rush, and Mr. Todd Tabor

**CONSIDERATION OF MINUTES**

On motion duly made and seconded, the minutes of the Regular Board meeting held June 21, 2023, were unanimously approved.

**STAFF REPORTS**

Mr. Mann provided the construction report. At Louisville Muhammad Ali International Airport, construction continues on the UPS Maintenance Hangar Development and the ramp space to meet the needs of the UPS 747-8 fleet. At Bowman Field, work on the Runway 6/24 Rehabilitation Project consisting of patching, grade corrections, milling and overlay of the existing asphalt pavement and replacement of the runway edge lights with LED lights is complete and the Runway reopened for aircraft use on July 6, 2023. There will be one additional, one-day closure at a future date to address punch list items and to apply the final runway markings.

Ms. Megan Atkins Thoben reported on the installation of the temporary TSA Checkpoint 6<sup>th</sup> Lane and the installation of a TSA Checkpoint “Popup” Screening Lane. For the 6<sup>th</sup> lane, the screening equipment will be delivered on August 7, 2023, and the lane should be operational between August 16 and 18, 2023. Construction of the “popup” lane in the KFC food court space is almost complete, and the lane should open on July 25, 2023. This “popup” lane can process an additional 300 passengers per hour.

**CONSENT ITEMS**

- 1. Shoeshine Service Concession Agreement — Louisville Muhammad Ali International Airport — Award**

The Authority recently issued an invitation for proposals for the exclusive right to operate a Shoeshine Service Concession at Louisville Muhammad Ali International Airport for a term of five years. The specific terms of the invitation to submit proposals include: (i) a term of five (5) years, (ii) a concession fee in the minimum amount of 10% of monthly gross receipts, (iii) an Airport Concession Disadvantaged Business Enterprise (ACDBE) goal of 1% and (iv) a minimum capital investment of \$1,000.00. Advertisements for this opportunity were placed in *The Courier-Journal*, *Louisville Defender*, TriState Minority Supplier Development Council, airport industry publications and on the Authority's website. Additionally, invitations to submit proposals were sent directly to numerous individuals as well as the certified vendor list for the Louisville Metro Human Relations Commission. The Authority conducted a pre-proposal meeting; however, there were no attendees.

One proposal was received from The Classic Shine Company, which is the current operator. The Classic Shine Company proposes: (i) concession fees in the amounts of 10% of monthly gross receipts and (ii) a capital investment in the amount of \$1,000.00. As proposed, The Classic Shine Company will meet and exceed the Authority's ACDBE goal as The Classic Shine Company is currently certified by the Kentucky Transportation Cabinet (KYTC) as an ACDBE in the Commonwealth of Kentucky. Accordingly, properties staff recommends awarding the Shoeshine Service Concession to The Classic Shine Company.

Mr. Mann recommended the Board approve the Shoeshine Service Concession Agreement with The Classic Shine Company for a term of five (5) years, effective September 1, 2023, at the financial terms described above; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

## **2. Aircraft Rescue Firefighting Crash Truck Purchase — Louisville Muhammad Ali International Airport — Approval**

The Authority recently received the Rosenbauer Aircraft Rescue Firefighting (ARFF) 6x6 crash truck that the Board approved for purchase and manufacturing in 2021. In order to maintain the minimum FAA requirements for fire protection, the Authority must always have two ARFF vehicles available to respond to passenger aircraft emergencies at SDF. For any periods in excess of 48 hours during which the truck is being repaired or is otherwise inoperable, a "notice to air missions" (NOTAM) must be issued to all airlines that SDF does not meet minimum firefighting requirements. The older of the existing ARFF vehicles is twelve (12) years old and has capacity of only half the quantity of water and foam of the new truck and is beginning to show some signs of its age.

In light of the 18–24 month production lead time and consistent price increase of 2% per month for the manufacturing of fire apparatus, staff seeks Board approval to order one Rosenbauer Panther 6x6 ARFF Crash Truck at a not-to-exceed price of \$1,100,000.00 as included in the Fiscal Year 2024 budget approved in June. This unit will be purchased through a cooperative purchase contract with the Minnesota Department of State Procurement Administration directly with the manufacturer. State law affords the Authority, as a political subdivision of the Commonwealth,

the opportunity to participate in cooperative contracts to the same extent as other governmental entities in state and out of state without the need to conduct an additional solicitation.

Mr. Mann recommended the Board approve the purchase of One (1) ARFF Crash Truck as authorized in the Fiscal Year 2024 budget at a Not-to-Exceed price of \$1,100,000.00; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

### **3. Runway 17L/35R Electrical Rehabilitation — Louisville Muhammad Ali International Airport — Contract Award**

This project consists of the replacement of circuits, incandescent lights, and signs on Runway 17L/35R. Most of these systems have reached the end of their useful life and the lights and signs will be replaced with today's standard of LEDs. The Runway 17L/35R Electrical Rehabilitation project was advertised in *The Courier-Journal* and was posted on the Authority's website. One bid was received from TEM Group Inc. with a bid price of \$2,878,219.00. Engineering staff and our consultant reviewed the bid documents submitted by TEM Group, Inc., verified the bid to be responsive, and recommend the contract award. Additionally, 90% of the FAA eligible costs associated with this project will be funded by a future FAA Grant.

Mr. Mann recommended the Board award the contract for the Runway 17L/35R Electrical Rehabilitation project to TEM Group, Inc. at a bid price of \$2,878,219.00; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

### **4. Foth — Task Orders 62 and 63 — Louisville Muhammad Ali International Airport — Approval**

On November 20, 2019, the Board approved the award of a Planning, Engineering & Architectural Professional Services contract to Foth for a three-year period. Subsequently, the option for an additional two-year term was approved on January 18, 2023. The contract requires Board approval for each Task Order:

Task Order 62 authorizes Foth to provide construction administration and observation services for the Runway 17L/35R Electrical Rehabilitation project. This project consists of the replacement of circuits, lights, and signs on Runway 17L/35R. The negotiated amount for Task Order 62 is \$283,294 and will be 90% funded by a future FAA grant.

Task Order 46 was previously approved for preliminary design services for the Taxiway B Reconstruction project at SDF. Task Order 63 authorizes Foth to provide final design and bidding services for the first phase of the reconstruction project. The negotiated amount for Task Order 63 is \$603,846 and will be 90% funded by a future FAA grant.

Mr. Mann recommended the Board approve the above Task Orders to the contract with Foth for a combined negotiated amount of \$887,140; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

**5. WSP Global Inc. — On-Call Material Testing, Inspection, and Geotechnical Services Contract Amendment No. 4 — Louisville Muhammad Ali International Airport and Bowman Field — Approval**

On June 17, 2020, the Authority awarded the On-Call Material Testing, Inspection, and Geotechnical Services contract for Louisville Muhammad Ali International Airport and Bowman Field to Wood, PLC, now WSP Global, Inc. (WSP). These services are required by FAA Grant Assurances and are typically used on all construction projects at both airports. This contract was for a three-year period with the option of a two-year renewal. Contract Amendment No. 4 authorizes the renewal of WSP's contract for an additional two-year term and a negotiated contract increase of \$500,000. Engineering staff recommends this contract amendment to continue utilizing WSP for services required for new and ongoing construction projects.

Mr. Mann recommended that the Board approve Contract Amendment No. 4 for "On-Call Material Testing, Inspection and Geotechnical Services" to WSP Global, Inc in the amount of \$500,000; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

**ACTION ITEMS**

**6. Airport Environmental Mitigation Pilot Program Active Noise Control — Louisville Muhammad Ali International Airport — Contract Award**

On July 8, 2021, the Authority submitted a pre-application for the Federal Aviation Administration's (FAA) Airport Environmental Mitigation Pilot Program. This program provides grants to sponsors of public-use airports for environmental mitigation projects that will measurably reduce or mitigate aviation impacts on noise, air quality, or water quality at an airport or within five miles of an airport. This project consists of design, installation, optimization, and maintenance of an active noise control system to reduce noise in adjacent communities exposed to aircraft noise from the start-of-takeoff roll on departure at Louisville Muhammad Ali International Airport (SDF).

Projects eligible for this Pilot Program must be carried out by a consortium consisting of two or more entities. The consortium for this project includes the Authority (sponsor), Harris, Miller, Miller & Hanson Inc. (HMMH) an aviation noise consultant familiar with SDF, and The National Institute of Aerospace (NIA) created in 2002 by NASA's Langley Research Center to conduct leading edge research and technology development in aerospace applications. Airport staff have worked with the FAA to ensure this project meets applicable procurement requirements.

In August 2022 the Authority received a grant from the FAA in the amount of \$300,400.00 to implement the Active Noise Control Project. This grant requires an equal match from the Authority in the amount of \$300,400.00, for a total project cost of \$600,800.00.

Mr. Mann recommended the Board approve a contract with Harris, Miller, Miller & Hanson Inc. and The National Institute of Aerospace for the Active Noise Control Project in the not to exceed amount of \$600,800.00; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

**7. Harris, Miller, Miller & Hanson, Inc. Noise Exposure Map Update Consultant — Fee and Scope of Work — Louisville Muhammad Ali International Airport — Approval**

On June 21, 2023, the Board approved the selection and award of a contract to Harris, Miller, Miller & Hanson Inc. to perform the Noise Exposure Map Update for Louisville Muhammad Ali International Airport with the stipulation that the final scope of work and fee schedule consistent with FAA standards would be negotiated with HMMH and presented to the Board for approval at a future meeting. The negotiated project scope consists of preparing updated Part 150 Noise Exposure Maps for Louisville Muhammad Ali International Airport and includes the collection of operational data, aviation activity forecasting, noise modeling, and public participation.

The Noise Exposure Maps for Louisville Muhammad Ali International Airport were last updated in 2016. The Federal Aviation Administration considers maps that are less than 5 years old to be current. The timing of our update was impacted by the pandemic and the subsequent effect on air traffic. Engineering staff have negotiated a final scope of work and fee schedule with Harris, Miller, Miller & Hanson of Burlington, MA in the amount of \$596,307.00.

Mr. Mann recommended the Board approve the scope and fee schedule for the Noise Exposure Map Update previously awarded to Harris, Miller, Miller & Hanson of Burlington, MA in the not-to-exceed amount of \$596,307.00; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

**7. Louisville Executive Aviation Roof Replacement (Re-bid) — Bowman Field — Contract Award**

This project consists of removal and replacement of the existing roof system with new insulation, membrane, and sheet metal components. These efforts will address the ongoing leak issues Louisville Executive Aviation is experiencing inside their facility. The first round of bidding produced 2 bids that were deemed non-responsive for their failure to meet the established DBE goal of 3.2%. Therefore, a rebid was executed and advertised in *The Courier-Journal*. Two bids were received. Upon review of all documentation provided, the lowest, most responsive bidder was Highland Roofing of Louisville, KY with a bid price of \$173,715.00. Authority staff and our consultant have reviewed the bid documents submitted by Highland Roofing, have verified the bid to be responsive, and are recommending the contract award.

Mr. Mann recommended the Board award the contract for the LEA Roof Replacement Rebid project to Highland Roofing at a bid price of \$173,715.00; and authorize the Executive Director to execute the necessary contract documents subject to review and approval by counsel as to legality of form and content. On motion duly made and seconded, the Board approved Mr. Mann's recommendation.

### **OTHER BUSINESS**

Mr. Mann updated the Board on efforts to alleviate parking congestion at Louisville Muhammad Ali International Airport. Since the Board last met, reconfiguration of the Employee Lot, Premier East Lot, and VIP area, and relocation of the valet parking area have created 78 parking spaces. A plan to add an additional employee parking area will free up an additional 125 spaces for customer parking. In addition, better signage, an online reservation system and a discounted rate have increased usage of the Express Shuttle Lot and 175-200 vehicles are parking there per day.

Mr. Mann advised the Board that the Authority had met with a landscape architect to develop a plan to replace the landscaping in the corporate hangar area.

Mr. Mann advised the Board that UPS labor negotiations would probably come down to the wire but that UPS was contractually obligated to pay their airfield usage fees.

Ms. Megan Atkins Thoben advised the Board that the most recent Global Entry event processed 1700 applicants, and that CBP plans to hold another event at SDF September 18 through 22. In addition, TSA/Idemia plan to host a TSA Precheck event at SDF on November 6.

Ms. Atkins Thoben also advised the Board that the Authority is obtaining quotes for technology that will allow real-time checkpoint wait times to be communicated on the Authority's website and social media channels. Technology to track aircraft taxi time and bag drop wait times is also being implemented. An Operations and ground handling staff "fixers and fillers team" has been created to help assist in bag claim, at the checkpoint and in other areas where additional staffing help is needed at times to alleviate congestion in the Terminal.

There being no additional business the meeting adjourned at 3:40 p.m.

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Dale Boden, Chairman

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Dan E. Mann, Assistant Secretary