

**CHARLOTTE DOUGLAS INTERNATIONAL AIRPORT
AIRPORT ADVISORY COMMITTEE**

**Minutes from September 6, 2012
Charlotte Douglas International Airport
Piedmont Conference Room
8:00 a.m.**

Present

Shawn Dorsch, Chair
Drew Riolo, Vice Chair
Todd Fuller
Ed McMahan
Tim Gause
Crystal Jackson
Scott Culpepper
Morgan Edwards
Pamela Bennett

Staff Present

T.J. Orr, Aviation Director
Jennifer Long, Airport Customer Relations Manager
Lauri Golden, Airport Customer Service Coordinator
Jimmy Mynatt, Airport Operations Manager
Lee Davis, Airport Public Affairs Manager
Herbert Judon, Asst. Aviation Director of Operations

Absent

Russ McMillan
George Pretty

1. CALL TO ORDER

AAC Chair Shawn Dorsch called the meeting to order at 8:00 a.m.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AUGUST 2, 2012 MINUTES

Minutes were approved as written.

4. BUSINESS AGENDA

1. East Terminal Office Upfit

- Action:**
- A. Approve a low-bid contract with Edison Foard, Inc. in the amount of \$611,600 for the construction of the East Terminal Office upfit.**
 - B. Approve a five-year Lease with General Services Administration/Transportation Security Administration in the amount of \$1,901,628.17.**

Background:

- As the architect for the base building project, DAS Architecture was given a purchase order in the amount of \$80,000 to design the office upfit in the East Terminal Expansion.
- This contract will provide for the upfit of 7,828 square feet of office level space on the third floor of the new expansion.
- This office space is being upfit for the Transportation Security Administration (TSA) administrative offices, coordination, and breakroom.
- The Transportation Security Administration (TSA) provides security screening services for the traveling public at the CLT.
- TSA currently occupies office space in both the Main Terminal and Old Terminal.

- TSA is retaining 5,257 square feet in Old Terminal and will occupy 7,828 square feet of office space on the third floor of the new East Terminal addition.

Contract Terms

- This contract is a unit cost bid with a 90 calendar day duration.

Small Business Opportunity

Established SBE Goal: 10%

Committed SBE Goal: 17%

Edison Foard, Inc. exceed the established goal and committed 17% (\$104,000) of the total bid amount to the following SBE firm: COED Electrical Services. (electrical)

No SBE goal was set for this lease contract because there are no SBE subcontracting opportunities (Part C: Section 2.4 of the SBO Policy) (see attachment).

Summary of Bids

Edison Foard, Inc.	\$611,600
Momentum Construction	\$639,000
Myers & Chapman	\$654,000
Morlando Construction	\$655,000
PCL Construction Services	\$674,000
Liles Construction Company	\$679,900
Maple Leaf Desgin & Build	\$928,000

Council Date: September 24, 2012

Motion: Culpepper

Second: Bennett

Vote: 9-0

2. Terminal Curbfront Roadway Design Contract

Action: Approve a contract with HNTB of North Carolina, Inc. in the amount of \$1,695,615 for the design of the private occupancy vehicle lanes for the terminal curbsfront.

Background:

- The development plan for the terminal complex anticipates a new eight lane curbsfront roadway in front of the terminal building on both the arrival and departure levels, with 3 lanes for commercial vehicles (CV) and 5 lanes for private occupancy vehicles (POV).
- In November 2010, City Council approved a design contract with HNTB in the amount of \$1,292,980 for the design of the new CV lanes for the terminal curbsfront.
- The design was broken into two phases so the project could move forward on an as-needed basis; however, since the two sections of roadway are physically connected by a row of columns, a portion of the POV lanes were designed under the CV lane project in order to size those columns correctly.
- Since HNTB has completed a portion of the POV lane design under the first contract, they are the most qualified firm to complete the design of the POV lanes.

Council Date: September 24, 2012

Riolo: In the picture, underneath the blue is four lanes, but underneath the black is the terminal?

Orr: Yes.

Riolo: So the entire terminal will come out 90 feet? Where do the walkways connect to the terminal? What level is that on?

Orr: They are above the upper level of the roadway.

Riolo: So there is a moving sidewalk or an escalator to get up there?

Orr: There are elevators in the deck towers and the walkway goes over the roadway so that you don't have to walk across traffic. When you get to the terminal, there are escalators and elevators that circulate vertically. Remember that the current vertical escalators that get you from the atrium down to baggage claim are now buried in the middle of the checkpoints. Those escalators will come out and the vertical circulation will move to the front of the building. That will enable us to make the checkpoints work the way they should.

Riolo: So the walkway going across there is on the same level as the check-in level?

Orr: It is up one level.

Riolo: You get to it by an escalator?

Orr: Yes.

Dorsch: Is there roadway at ground level?

Orr: Yes. The rendering you see looks a little misleading.

Edwards: The walkway from the terminal to the deck, is there going to be a segregated walkway into the rental car space?

Orr: When you walk into the deck from the crosswalk, you come right into the elevator lobby. If you go straight you go into parking, if you go right you go into the rental car area.

Culpepper: Is this the same firm that did the original plan?

Orr: This is the same firm that did the entrance roadway and the structural for the deck.

Culpepper: Was this done through a bid?

Orr: No, you don't bid professional services. You make a selection based on qualifications and then you negotiate the fee.

Riolo: If I go down to the new construction down on the east end and look at the glass front, is that the way the rest of the terminal will look?

Orr: Yes. We anticipate the Queen being somewhere in the new area. We have not decided if it is inside or outside, but we think it will be under cover.

Riolo: How will we do this construction and keep service going?

Orr: Very carefully.

Riolo: That will be a construction zone.

Orr: That will be a construction zone and we will build piece by piece in phases.

Fuller: The original council action date back in November 2010, it looks like there was an adoption to appropriate \$1.3 million from the airport discretionary fund balance, is this the same deal?

Orr: We have this money already in a bond issue for the design.

Motion: Edwards

Second: Bennett

Vote: 9-0

3. Property Transactions

Action: Approve the following property acquisitions.

A. Project: Airport Master Plan Land Acquisition

Owner(s): M & D Bass LLC

Property Address: 6330 Wilkinson Blvd

Property to be acquired: .389 acres

Improvements: commercial building

Purchase Price: \$248,200.00

Remarks: The purchase price was determined by two independent appraisals and was

reviewed by a third appraiser. Each appraisal takes into consideration the specific quality and quantity of the land. The tax value is determined on a more generic basis and will be higher or lower for land/house with certain attributes. Property is acquired per Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for Federal Aviation Administration reimbursement.

Zoned: B-2 Use: commercial building

Tax Value: \$246,400

Tax Code: 055-368-02

B. Project: Airport Master Plan Land Acquisition

Owner(s): Calvin G and Martha Haigler

Property Address: 5511 S I-85 Hy

Property to be acquired: .135 acres

Improvements: vacant land

Purchase Price: \$9,800.00

Remarks: The purchase price was determined by an independent appraiser and was reviewed by a second appraiser. Each appraisal takes into consideration the specific quality and quantity of the land. The tax value is determined on a more generic basis and will be higher or lower for land/house with certain attributes. Property is acquired per Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for Federal Aviation Administration reimbursement.

Zoned: R-3 Use: vacant land

Tax Value: \$1,600

Tax Code: 055-381-18

Dorsch: That's on the far side of I-85 from us?

Orr: No, that's on the south side of I-85.

Edwards: Is there any consideration to rezone the smaller, individual parcels and make it one big parcel?

Orr: Yes, after we purchase it. We have to acquire all the pieces first.

C. Project: Airport Master Plan Land Acquisition

Owner(s): William P Ridout Jr.

Property Address: 6421 and 6403 Virginia Avenue

Property to be acquired: .95 acres

Improvements: single family residence and vacant land

Purchase Price: \$200,000.00

Remarks: The purchase price was determined by an independent appraiser and was reviewed by a second appraiser. Each appraisal takes into consideration the specific quality and quantity of the land. The tax value is determined on a more generic basis and will be higher or lower for land/house with certain attributes. Property is acquired per Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. Acquisition costs are eligible for Federal Aviation Administration reimbursement.

Zoned: R-3 Use: single family house and vacant land

Tax Value: \$169,600.00

Tax Code: 055-367-05 and 055-367-07

Council Date: September 24, 2012

Motion: Edwards

Second: Bennett

Vote: 9-0

FOR INFORMATION ONLY

The following actions were approved at the August 27, 2012 Council Meeting. However, they were not reviewed with this committee at the August 2 meeting.

1. Airport Contract for Architectural Services

Action: Approve a contract with Roy Johnson, AIA in an amount not to exceed \$249,600 to provide planning and architectural services at the Airport.

Background:

- This contract is for the professional services of Roy Johnson, Architect, to assist airport staff in planning and implementing improvements to and construction of structures at the airport, including the main passenger terminal.
- Mr. Johnson is retired from Odell Associates where he served as a principal architect and has been involved with airport terminal development for over 30 years. He has worked with the Airport for the past 12 years.
- The scope of his services includes developing design concepts, negotiating contracts, reviewing plans, value engineering and master planning.
- During the next three years, the airport will be developing:
 - Terminal and gate expansions
 - Wilson Air Center Renovations
 - Adding new airport parking decks
 - New roads and access systems
- Mr. Johnson will be working on a part-time basis at the hourly rate of \$150.00 per hour for hours worked.

Disadvantaged Business Opportunity

Established DBE Goal: %

Committed DBE Goal: %

The Federal DBE Program neither requires nor permits goals for every contract. The City must meet its overall goal by using a mix of contract goals and race-neutral means.

2. Aviation Grant Acceptance

- Action:**
- A. Adopt a resolution accepting a Federal Aviation Administration (FAA) grant in the amount of \$4,628,482 for the rehabilitation of Runway 18C/36C,**
 - B. Adopt a resolution accepting a North Carolina Department of Transportation (NCDOT) grant in the amount of \$450,000 for the rehabilitation of Runway 18C/36C,**
 - C. Adopt a Budget Ordinance appropriating \$4,628,482 in FAA grant funds and \$450,000 in NCDOT grant funds, and**
 - D. Adopt a Budget Ordinance transferring \$5,075,000 of 2010 Series 'C' General Airport Revenue Bonds to the Debt Service Fund (bond debt is called in increments of \$5,000).**

Background:

- In August 2011, the Airport closed Runway 18C/36C for 70 days to complete a \$26 million rehabilitation of the concrete pavement.
- The project was funded with variable-rate callable General Airport Revenue Bonds (GARBS) in anticipation of future grant funding to cover 75% of the project cost.

- Each year the FAA provides Airport Improvement Program (AIP) entitlement grant funding based on the Airport's operations and boarded passengers. The total amount of AIP entitlement funding for CLT this year was \$12,128,482.
- In June, 2012 City Council adopted a resolution accepting an AIP entitlement grant in the amount of \$20.5 million to fund a portion of the new runway under the Letter of Intent (LOI) signed by FAA in 2006. Part of that grant included \$7.5 million of the Airport's entitlement grant funding for this fiscal year, which was required to fund the new runway project as stipulated in the LOI.
- The remaining entitlement grant funds for this year is \$4,628,482, which is 18% of the eligible project cost for the Runway 18C/36C Rehabilitation project. The Airport anticipates additional grant funding to be available over the next few fiscal years to complete the eligible funding for the project.
- Additionally, the NCDOT provides funding for airports on an annual basis. The big three airports (Charlotte, Raleigh, and Greensboro) each receive the same amount of funding. This year that grant amount is \$450,000.
- The NCDOT grant will also provide funding for the Runway 18C/36C Rehabilitation project. It will cover a portion of the local share of the project, which is 25% of the total construction cost. The grant will fund 7% of that local share.
- Upon receiving the grant funds, the City will call \$5,075,000 in variable-rate GARBS, thereby reducing the bond debt for the project.

5. STATUS REPORTS/DISCUSSION

1. FAA Airfield Inspection

Jimmy Mynatt, Airport Operations Manager, briefs the committee on the annual FAA airfield inspection.

- CLT received zero discrepancies on its 2012 FAA Part 139 Inspection, which was held Tuesday, August 21 – Thursday, August 23 at Charlotte Douglas.
- The rating is the highest an airport can earn.
- The annual three-day FAA Part 139 Inspection examines the overall condition of airfields to ensure that airports nationwide are meeting safety requirements set by the FAA.
- Inspectors examined many areas that included: pavement conditions, airfield signage, lights, safety areas, approach zones, firefighter drill response, wildlife hazardous management plan, self inspection records, airport certification manual, fueling operations and various training records.
- Airport Operations, Airfield Maintenance and Fire Stations 17, 30 and 41 participated in the inspection.

2. Annual Report

Lee Davis, Airport Public Affairs Manager, presents the Annual Report to the committee.

- On Monday, August 27, Andrew Riolo, the Airport Advisory Committee Chairman for FY12, presented the Airport's Annual Report to City Council.
- This is the fourth year the report has been created in a video format rather than the traditional print format.
- The transition to video allowed the Airport to use video footage and still photography from various projects that were completed during the past 12 months, reducing costs by 80 percent.
- Key areas include: airport growth, construction, excellent bond rating, conservative, fiscal management, sustain- ability initiatives, innovation and leadership.
- To view the video, visit cltairport.com.

3. Presentation to City Council

Orr shares with the committee a presentation that was presented to City Council on August 27, following the Annual Report. The highlights from Orr's presentation to Council included:

- Orr reminded Council that three years ago the Airport requested to issue \$331 million in General Airport Revenue Bonds which would be used to continue expansion at the Airport. Council approved the request.
- Following that, the bonds were sold and Moody's raised the Airport's bond rating, which gives CLT the highest bond rating to an airport. The rating is based on the Airport's low cost to the airlines and their perceived financial strength of our program.
- The Annual Report demonstrated the completion of some of those projects and others are currently underway.
- In the last three years, CLT has continued its growth, even though some airports have lost service and passengers.
- Last year, CLT was one of only two large hub airports to gain service. All of the airlines at CLT have shared in that growth.
- CLT's cost per enplanement, which is under \$1, is significantly lower than the other large hub airports. The median large hub airline cost per enplanement is \$9.97. CLT's cost per enplanement last year was \$.77. New York's JFK airport is the highest in the country at \$47.
- CLT has plans for a fourth parallel runway, at 12,000 feet long, which would be used for departures and could provide noise abatement.
- Concourse E will be expanded by 10 to 12 gates.
- Concourse B can be widened by adding another bay to the left side of the existing concourse, which will allow the Airport more capacity and the addition of moving sidewalks down the center of the concourse. The concourse could also be extended by up to 50 gates, for domestic use.
- With the addition of the new parking deck, which is now underway, it will free-up the area currently used by rental cars on Rental Car Road, which will allow for a 20-gate international terminal. The first few gates of the new international concourse could be built prior to the completion of the deck and could be connected to Concourse A. Those gates could be used by Southwest, who has bought AirTran, as well as be used by Delta and United.
- Grading has begun on the Airport Entrance Road and for an additional parking deck used for storage of valet vehicles.
- Design is underway for a food court on the east end of the terminal.

Edwards: What is the schedule on the tower?

Orr: The FAA awarded the contract, with their money, to design the tower last week. Design will be underway soon, but there has been no official commitment to build it yet.

Edwards: But it is needed to build the fourth parallel runway?

Orr: It is needed now.

Edwards: What is planned in terms of a "people-mover" to get passengers to/from the new international terminal, which is connected to Concourse A?

Orr: Initially, the connector would be made up of moving sidewalks. At some point, as it expands, we will most likely have vehicles or small pods, but it depends on what the technology looks like at that time.

Riolo: When you expand B, what will the connector be to get you to/from the main terminal?

Orr: Concourse B could be expanded by 50 gates. It depends on the technology at that time, but it would either be an underground connector or an overhead connector.

4. Director's Report

New Charging Stations Added

- The Airport recently added six additional charging stations to the terminal, for a total of eight in the building.

- Free charging stations are located near gates A6, B2, B10, C2, C10, C15, D3 and beside Carolinas NewsBeat on Concourse E.
- The charging stations were built in-house by the Airport's Building Maintenance Department.

Charlotte Douglas Implements New Smoking Policy

- CLT implemented a new smoking policy on Monday, August 27. Under the new guidelines:
 - Smoking is not permitted within 100 feet of the terminal building curbside.
 - On the upper ticketing level, smoking is allowed on the four (4) crosswalks that connect to the Hourly parking decks and beyond.
 - On the lower level, smoking is allowed at any point beyond the commercial lane drop-off/pick-up area.
 - All areas within 100 feet of the terminal building curb- side will be designated as "No Smoking" areas.
 - Benches and urns have been placed on the crosswalks to visually attract smokers.
 - Airport Police will patrol areas for enforcement of the new guidelines.

Edwards: Can you update us on the Police presence here at the Airport? Has it increased?

Orr: Yes, it is continuing to grow.

Judon: We have just around 50 officers.

Edwards: Are they paid for by the Airport or City?

Orr: The City.

Riolo: The expansion that is planned for this Airport is incredible, particularly the 12,000 foot runway.

Dorsch: Does anyone else have that in NC? Does Seymour Johnson have a 12,000 foot runway?

Orr: I am not sure how long it is.

Edwards: I believe it is 12,000 feet.

Dorsch: But there is no 12,000 foot runway between DC and Atlanta at a non-military airport.

Orr: I believe the one at the Global Transpark is only 10,000 feet.

Edwards: I believe it is 7,000, but they may have expanded it. The original idea with the Global Transpark was based on Seymour Johnson closing. Seymour Johnson is really a miracle because they really didn't have the ability to build a 10,000 foot runway east of 95.

Riolo: A 12,000 foot runway for take-offs gives you the ability to make it all the way from Charlotte to the far east, to the pacific rim and from Charlotte to Tel Aviv and Charlotte to Buenos Aires. It really opens up the world.

Edwards: How do we explain the noise abatement to this runway?

Orr: What it really does is shove the threshold back by 2,000 feet. Two-thousand feet makes a difference.

Meeting adjourned at 8:50 a.m.



 T. J. Orr, Aviation Director

Distribution:

Mayor & City Council

Curt Walton, City Manager

Stephanie Kelly, City Clerk

Jeanne Peek, City Boards and Commissions Clerk

Ronnie Bryant, President/CEO, Charlotte Regional Partnership

Bob Morgan, Charlotte Chamber