

**Chattanooga Metropolitan Airport Authority
Board of Commissioners Meeting Minutes
April 17, 2023**

The Board of Commissioners of the Chattanooga Metropolitan Airport Authority met in open meeting, Monday, April 17th, 2023 at 2:00 p.m. Chairman Hall, Vice Chairman Jacobson, Commissioners Conn, Roddy, Snow, and Stokes were present.

April Cameron verified that a quorum was present and the requirements of the Sunshine Law had been met.

Minutes:

On motion of Commissioner Conn, seconded by Commissioner Roddy, the minutes of the February 20, 2023 meeting were approved.

President's Report:

President Hart started with an update on the current projects.

Hangar 27 is well underway on the East Ramp. Tectonics is the contractor working on this. The concrete is being installed for the hangar floor. This is well ahead of schedule with a late June completion date. This project will bring 100 additional jobs to the area.

Next, back in October the board approved to improve and replace the primary electrical feed into the building. There was an upgrade to the facility on the other side of the railroad tracks that feeds the power to the airport and additional work on two different sub stations. Cable was pulled underground to the two new transformers. The work was performed by EPB after hours in order to turn off the power to the terminal. The job is now complete.

Other projects with Allen & Hoshall are continuing with Taxiway C Connector off the East Ramp and, a West side development project with two community hangars. This area will need a connector off Taxiway H back to a ramp that will be on the West side.

Continuing, the terminal expansion is well under way. The project is on day 305 of 760. The exterior of the building is approximately 90% complete. The HVAC units are going in, along with the final fitting and install of the windows. The interior is moving along with electrical and framing, along with the installation of the new terrazzo flooring. Last week, they began demo of the existing floors in the concourse. They will be replaced with the same terrazzo flooring so that everything matches and flows with the new addition. TSA will move into a temporary area while the build out of the new TSA area is completed.

Mr. Hart discussed the operational statistics for February and March. February's enplanements were 32,489. This is up 13% from this same time last year. The carriers are running an 82% load factor. Landing weights up 10%, operations are up nearly 5%, and cargo up 2% from February of last year.

March enplanements were 40,128, up 11% from 2022. Year to date enplanements are 136,958, which is up 12.7% from last year. Landing weights are up 17% from last March, and 12.7% year to date. Operations are up 13.5%. Year to date in the first quarter, our operations are up 3.5%. Seat capacity will really drive operations this year with larger aircraft, and additional routes coming.

Mr. Hart and April Cameron attended the recent Routes Americas Conference, and had scheduled meetings with eight different carriers. Avelo and Breeze are two new startup airlines, and will see where that will lead. There is always good dialogue with Delta, American and United. The Denver market was in the discussion, which will potentially be the gateway to the West.

The DOT issued the order last week for a \$15 million grant to be awarded to smaller airports. We will be ready to submit our application for this grant on May 12th, and hopefully that will be approved. We have obtained matching community funds as part of this grant process. We have \$370,000 in commitments so far. Updates will come as we continue through this process.

Finally, a few miscellaneous items Mr. Hart mentioned. Two board approved valet bag lifts are here and operational. Also, we have purchased and closed on the property on Watts Avenue. Finally, in the early morning of March 25th, there was a storm that passed over the airport with wind gusts up to 70mph. The damage was minimal, but there were some issues with things blowing around. The whole event lasted about 15 minutes.

Board Action Items:

Taxiway C Connector Construction

In 2019, the former Air National Guard site was demolished and replaced with the new East Ramp. This ramp has remained vacant since that time, but very soon will support a new West Star hangar, to be completed this summer. This of course will bring additional aircraft traffic to the ramp, which inadvertently creates a bottleneck for aircraft movement onto the taxiways. To alleviate this problem, we are proposing building a "connector" to Taxiway C, on the opposite end of the bottleneck.

Project scope will include the construction of pavement surfaces between the East Ramp and Taxiway C. Lighting and signage will be included and the circuit rewired. The grading for drainage will be modified and part of the waterway will need to be covered. A portion of our perimeter

vehicle road will be rerouted. Finally, a combination of sod and seed will be utilized to ensure the grading holds in place once the project is complete.

CMAA solicited bids in early 2023 for this project, and received the following:

1. Talley Construction: Total Bid amount - \$1,806,460.
2. Thomas Brothers Construction Company: Total Bid amount - \$1,714,438.

Despite Thomas Brothers being the apparent low bid, they were deemed non-responsive due to their mobilization costs exceeded the percentage allowed by the FAA, and they did not meet the 10% DBE requirement.

The project will be 90% funded through Federal AIP dollars with the remaining 10% through CMAA funds.

Board Action: CMAA will request Board approval to enter into a construction contract with Talley Construction for the construction of a connector to Taxiway C. The fee for this work is \$1,806,460.

Motion for approval by Commissioner Roddy, seconded by Commissioner Stokes. Motion approved.

**Allen & Hoshall Task Order #15
Taxiway C Connector Administration**

In addition to selecting the Prime Contractor for the construction of Taxiway C connector project, CMAA is also requesting a contract with Allen & Hoshall for Construction Administration (CA) Services for the project. The fee breakdown for Construction Administration is outlined below.

Construction Administration (lump sum fee)	\$45,950
12 weeks construction anticipated	
264 man hours anticipated	
Resident project representative (budgeted amounts)	
Inspection – 442 man hours anticipated	\$34,000
Expenses – 12 weeks anticipated	\$350
Sub-Total Construction Fee	\$80,300

Reimbursable Expenses

Q/A – Testing (Budgeted Amount)	\$17,700
Grand Total	\$98,000

These construction administration fees will be 90% funded through Federal AIP dollars with the remaining 10% through CMAA funds.

Board Action:

CMAA will request Board approval to enter in to Task Order #15 with Allen & Hoshall for the construction administration services associated with the construction of Taxiway C connector. The fee for this work is \$98,000.

Motion for approval by Commissioner Snow, seconded by Commissioner Conn. Motion approved.

Acquire HVAC Units

The Chattanooga Airport maintenance department currently maintains all the HVAC units on the dome, ticketing, concourse, and baggage claim buildings – nearly 200,000 sq feet of space. Currently, the airport buildings consist of 15 of these sized units for this operation.

The airport would like to purchase replacements for two of these units, both of which were installed in 2008 and are nearing end of useful life. These two units in particular are Lennox, and have never easily integrated with our HVAC digital management system. Replacements would be Carrier, which would seamlessly integrate in the system and with the existing model units.

Three companies were solicited, and two bids were received, with Jake Marshall, LLC being the most qualified bidder with a bid of \$144,000. Jake Marshall, LLC has completed the majority of the replacements and installs of our HVAC units over the years and is known to be reliable for CMAA. Their bid includes:

- Remove and dispose both existing 30-ton units.
- Setting new 30-ton Carrier units.
- Re-connecting the gas piping.
- Installing and integrating controls.

Below is the complete list of bidders and the total cost for each.

Company	Total Cost
Associated Mechanical Systems	\$146,244
Jake Marshall, LLC	\$144,000
Hiller	Non-responsive

The project is included in our Capital budget and will be paid with CMAA funds.

Board Action: CMAA requests Board approval to enter in to a contract with Jake Marshall, LLC for the purchase of two 30-ton Carrier HVAC units. The fee for this equipment and install is \$144,000.

Motion for approval by Vice Chairman Jacobson, seconded by Commissioner Stokes. Motion approved.

Acquire LED Video Displays

In January, CMAA issued a Request for Proposals to acquire and install two state-of-the-art LED Video Displays to be located in the Airport Rotunda. The purpose of the screens is to display digital advertising, video and static images, and general-purpose messaging.

The project includes the purchase and installation of two LED video displays approximately 18'H x 13'W and the purchase and installation of required networking and system control equipment.

CMAA received five proposals for the project.

Proposer	Proposed Cost
Revel Media Group	\$283,646.02
Electro-Matic Visual	\$331,697.50
Infax	\$344,339.00
International Display Systems	\$461,945.00
Plainview LED	\$480,000.00

After reviewing the proposals based on the proposed product specifications, cost, and qualifications and experience, CMAA is recommending acceptance of a contract with Revel Media Group.

Revel Media Group is a digital media company located in Kaysville, UT. Their clients include large public venues, sports arenas, financial institutions, medical centers, manufacturing facilities, and restaurants. We spoke with several references and received positive feedback

from every entity. In addition, Revel utilizes the services of a Chattanooga based installer which will provide support for the system.

If the purchase is approved at the April Board meeting, installation should be complete in August. This project was included in our Capital Budget and will be paid with CMAA funds.

Board Request: CMAA is requesting approval to acquire 2 LED video display boards from Revel Media Group in the amount of \$283,646.02.

**Motion for approval by Commissioner Conn, seconded by Commissioner Roddy.
Motion approved.**

Other Business:

Public Comment:

Closing Comment:

Chairman Hall had some brief comments regarding technology and growth, and looking forward to the future of the airport and the community.

Adjourn

Minutes approved by:

Harriette Stokes
CMAA Secretary

Corporate Secretary:

April Cameron

Minutes approved by:

Jim Hall
CMAA Chairman

Minutes Recorded by:

Kimberly Randle