

**MINUTES OF MEETING**  
**RHODE ISLAND AIRPORT CORPORATION**  
**BOARD OF DIRECTORS**  
**THURSDAY, APRIL 13, 2023 AT 8:30 AM**  
**IN THE MARY BRENNAN BOARD ROOM**  
**RHODE ISLAND T. F. GREEN INTERNATIONAL AIRPORT**  
**2000 POST ROAD, WARWICK, RHODE ISLAND**

The meeting of the Rhode Island Airport Corporation (RIAC) Board of Directors was called to order by Chair, Jon Savage at 8:45 a.m., in accordance with the notice duly posted pursuant to the Open Meetings Act (R.I.G.L. §42-46-1 et seq.).

**BOARD MEMBERS PRESENT:** Jonathan Savage, Deborah Thomas, Christopher Little and Gregory Pizzuti.

**BOARD MEMBERS ABSENT:** Michael Traficante, Jeffrey Bogosian, Jonathan Roberts.

**ALSO PRESENT:** Iftikhar Ahmad, President and CEO, and those members listed on the attendance sheet attached hereto.

**1. Approval of the Minutes:**

A motion was made by **Mr. Little** to approve the minutes of the Board of Director's Meeting of March 9, 2023. The motion was seconded by **Ms. Thomas**.

**The motion was passed unanimously.**

**2. Open Forum:**

**Mr. Savage** asked if anyone present wanted to speak in Open Forum. Two individuals came forward.

**Ms. Iadeluca** noted she would like to speak.

**Ms. Iadeluca** noted there were many people present at this meeting, including labor support that are concerned about the decision of the food and beverage operator. RIAC has bidders who will do the whole airport program and others that are looking for just a slice. These bidders are looking to Local 26 to staff up. **Ms. Iadeluca** notes she wants to help with staffing, however she will not help create poverty jobs. If RIAC chooses a multiple vender approach, this summer will be long and difficult. The questions arise of who will police the different operators and what happens when someone does not do the right maintenance and repairs. **Ms. Iadeluca** notes everyone needs to work together, smarter not harder, stability is needed and a multi-operator approach is chaos. **Mr. Savage** thanked Ms. Iadeluca for coming in and noted the issues presented noting over his tenure, the union and workers have always been at the forefront of any discussions, which he does not see changing. The serious issues raised will be put under hard scrutiny to make Rhode Island T. F Green International Airport (PVD) as great as it can be and better than people expect, which is the philosophy and commitment here. Over the next

60 days, there will be continued tremendous focus on the impact these decisions have on people who come to work at the airport. **Mr. Savage** noted he appreciates Ms. Iadaluca coming to the meeting and looks forward to working with her.

**Ms. Renzi** noted she would like to speak.

**Ms. Renzi** noted she has been a bartender at PVD for 20 years. She is speaking today to remind the Board that the people are here. They are the ones that come in to work early, stay late, and worked through COVID, but they feel forgotten about. **Ms. Renzi** notes it is difficult to tell your family you are unsure about the future and to work when you are unsure of your employment. The people are still fighting for work here, they love the airport and want the same considerations and attention other parts of the airport are receiving. **Mr. Savage** noted the employees are absolutely not forgotten and are much appreciated. Every conversation that is had touches them and with certainty they are part of the discussion. Taking into account the services, dedicated providers, and the team running the airport it is a delicate balance being navigated. While they are not physically at the table, they are front of mind. **Mr. Savage** notes he is cautiously optimistic things will work out. The board has to go through their process, which is difficult for everyone to participate in, but the people have not been forgotten.

### **3. Report from the President and CEO:**

**Mr. Ahmad** presented the President and CEO Report and reported on the following:

- **Mr. Ahmad** stated January 2023 landing reports brought passenger numbers up 30% from one year ago. Passenger numbers were 80% of the baseline in January 2019. Seat capacity was up 12% from one year ago. The average load factor was 72% across all airlines, which will be discussed later in the presentations. Fiscal Year to Date passenger numbers are 14% ahead of RIAC's forecast.
- **Mr. Ahmad** stated three bids were received for the Quonset Runway 16-34 Reconstruction on March 24. The low bid was \$50.7 million. RIAC is now working with the FAA and RI National Guard to ensure that they update their fiscal year budgets with the bid cost. We are preparing to submit an FAA Airport Improvement Program (AIP) grant for the FAA eligible portion of the project in the first week of May.
- **Mr. Ahmad** stated RIAC held a ribbon cutting and celebration for the new Breeze base of operations at PVD on March 29. The event included lite fare, balloons, flowers, a professional photographer and a speaking program. The invited guests included the Governor, the Speaker, the Senate Presidents, mayor of Warwick, other dignitaries, Commerce, Greater Providence Chamber, and local Breeze employees.
- **Mr. Ahmad** stated On March 31, the selection committee finalized the review of the proposals for the Parking Revenue Operator and Shuttle Bus Service RFP's.

The parking revenue operator proposers included three entities and the shuttle bus service proposers included seven entities. Scoring will be finalized this week.

- **Mr. Ahmad** stated On April 7, RIAC received 6 proposals for the Food and Beverage RFP. There will be a discussion during executive session of this meeting.
- **Mr. Ahmad** stated spring planting has commenced at PVD. There were many additional items included this year and Mr. VanBurg will provide an update on this later in the meeting.
- **Mr. Ahmad** stated RIAC launched a series of virtual diversity, equity and inclusion training for all staff. The initial round of trainings will focus on cross-cultural considerations and working well with everyone. The topics are each comprised of a series of short videos with quizzes at the end.
- **Mr. Ahmad** stated Ms. Seabury took over the Rhode Island Airport Corporation's social media on March 25. This month, RIAC introduced Flyin' Flopsy who handed out plastic eggs and took photos with passengers on April 6 and 7. This was well received and enjoyed by our passengers.
- **Mr. Ahmad** stated this summer we will be reaching the 2019 seat capacity and we should be focusing on marketing to ensure that the seats that have been put into Rhode Island's market are all full. Ms. Morgan will provide an update on this later in the meeting.
- **Department Updates**

**(a) Operations Update**

**Ms. Morgan** noted the presentation shown is a detailed forecast and sensitivity analysis compared with actual passenger enplanement. Actual passenger enplanements have exceeded the forecast for January at 14% with a year to date increase of 15% from last fiscal year. The next slide shows passenger activity in January, which increased by 28.9% for arriving passengers and 30.9% for departing passengers, with a total increase of 29.9% from last year. Fiscal year to date increased to 20.5% for arriving passengers and 20.2% for departing passengers, with a total increase of 20.3% from last year. **Ms. Morgan** noted she will present the overtime update next. The fiscal year to date shows a decrease of 26.8%. January monthly overtime was down 36.9% year over year. Police saw an increase due to time off coverage and training.

**(b) Airport Financial Report Update**

**Ms. Williams** noted she will be presenting the airport financial report for January 2023, which is the seventh month of fiscal year 2023. RIAC completed the month of January 2023 with the overall operating revenues up approximately 15.23%, \$5,100,000 ahead of the prior year and \$6,500,000 ahead of budget. Revenue streams such as concessions, including food & beverage and news & gift, have continued to recover and

are up approximately 29%. Fuel flowage fees are up 23% from the prior year, due to increased volume and pricing. **Ms. Williams** noted overall operating expenses were up approximately \$1,600,000 over the prior year, largely driven by the increase in contractual services such as baggage handling, janitorial and security as passenger activity and operations have increased over the prior year. Overall operating expenses are below budget by approximately \$1,900,000. Supplies & materials were up approximately 45% primarily as a result of increased pricing for janitorial, airfield materials and supplies, and fuel. The operating loss for the General Aviation Airports was approximately \$343,000 fiscal year to day (FYTD) through January. The amount was calculated without counting the GA debt service of \$560,000, which is \$80,000 per month. Passenger Facility Charges were up \$480,000 with the increase in the passenger activity levels.

### (c) Airport Marketing Update

**Ms. Morgan** noted the presentation is an update on PVD's load factors and enplanements. PVD's overall enplanement recovery compared to 2019 is lagging behind Boston, which is at 97% of 2019 numbers. PVD's own load factors are worse than last year. **Mr. Ahmad** noted there is an issue with air service. The airport is tasked with bringing seat capacity and RIAC works hard to make that happen. Load factors determine if seats are being used and they are a good way to see if air service will be less and more in coming months. RIAC cannot subsidize service, it is prohibited, but when service is gone, everyone calls us. Investments and money need to increase, in addition to the marketing efforts, as that increases our load factors. **Mr. Ahmad** noted that, looking at the projected seat capacity of 105% in September, other airports are not there. RIAC is coming out strong, but if the seats are not being used they will not be held on to. **Ms. Morgan** noted Frontier will be ending PVD service this spring, which they announced in November. As an ultra-low cost carrier, Frontier's load factors are critical to their profit margins. Frontier's load factors at Bradley were higher nine out of the 12 months. However, PVD's capacity is set to surpass its 2019 seat capacity in August due to the influx of Breeze flights. Increasing load factors are of critical importance and thus, RIAC selected six marketing firms. Two of the marketing firms were invited to the board meeting to showcase their capabilities however, the presentations were not up to par thus, they were removed at this time. **Ms. Morgan** noted the good news is that the State's destination marketing efforts are working. In June 2022, Rhode Island Commerce began destination marketing in five markets, Los Angeles, Denver, Nashville, Pittsburgh, and Norfolk. Commerce's total spending in destination marketing in these markets between June and September totaled \$466,000. The number of 3Q22 visitors to Rhode Island, by which the five ad markets exceed the average recovery rate from other year-round nonstop markets. RIAC calculated how many inbound visitors each market outperformed the comparison group and summed them up to 3,171 visitors. Utilizing the statistical Return on Investment (ROI) model provided by SMARInsights, this forecasts approximately \$1,900,000 in touristic spending in Rhode Island by incremental visitors. **Ms. Morgan** noted in comparison to the \$466,000 that the state spent on advertising, the State ROI in 3Q2022 is \$4,900,000. Since the number of incremental visiting passengers was calculated, the economic impact according to the FAA publication was also calculated, and the sum for the five routes is \$4,300,000 annually, based on 3Q numbers. It is concluded that the advertising efforts are making a positive impact and the results from 3Q2022 show that markets where Rhode Island Commerce ran destination

advertising outperformed markets that did not see ads. **Ms. Morgan** introduced Ms. Kimble-Huntley who will share her progress on the State's destination marketing progress and plans.

#### **(d) State of Rhode Island Destination Marketing Briefing**

**Ms. Kimble-Huntley** noted she will start her presentation with an overview of the full year 2023 grand total air service marketing spend of \$4,500,000. Last year's Commerce marketing budget was \$900,000 for the deployment of phase one air service marketing. ARPA tourism marketing grant of \$1,000,000 for deployment of phase two and three of air service marketing is in play. The \$1,500,000 destination marketing funds allocated by the general assembly is matched by Commerce for a total of \$3,000,000. **Ms. Kimble-Huntley** thanked the board for helping to unlock the funds. However, because it took a long time to unlock the funds they have not been fully used. Since the money is approved by the PRO department, if commerce spends more, it will be deducted from the fiscal year 2025 budget. The \$924,000 of General Assembly funds approved by PRO for destination marketing is used mainly for the maintenance of existing air service program and markets. **Ms. Kimble-Huntley** noted Commerce has begun Phase four and the matched side of their budget is being used to support additional markets. There is a memorandum of understanding (MOU) with Breeze and Rhode Island totaling \$6,000,000 for five years. A proposed flow chart was submitted and Commerce is still waiting on an agreement and final approval from Breeze where \$722,000 will be spent in fiscal year 2023 of the available \$1,200,000. **Ms. Kimble-Huntley** noted that as of yesterday \$1,900,000 was spent by Commerce and they are on track to spend \$4,000,000. A key area of focus for the \$1,000,000 destination marketing match is maintenance of existing air service programs and launch of advertisements in new markets with \$280,000. \$554,000 targets New England sports media buys. For example, if the Celtics were to play the Pistons in Detroit, Rhode Island would take over that market. \$500,000 is allocated to in market experiential events and installations. This is a way to bring Rhode Island into markets the state would like to see visitors from. Commerce will try target visitation, to bring Rhode Island items and events to other markets. **Ms. Kimble-Huntley** states that using different lenses and making it specific will allow the advertising to come to life in different ways. Commerce has access to Breeze's 40 foot plane which can be used to allow people to experience the nicest parts of it. One on one marketing is gold and opportunities to win free swag and trips will be offered. Installations such as sidewalk chalk art to display the cliff walk and seafood can be used along with a QR code to show people why they should visit Rhode Island. Putting these installations in airports, such as a giant stuffie, as most people don't know what it is, will drive awareness and create the great public relation moments Rhode Island is trying to achieve. **Ms. Kimble-Huntley** noted that in areas that Commerce has been marketing in, they are starting to see creative fatigue and will work on refreshing creatives and more animated versions. **Mr. Savage** noted the presentation was terrific and thanked Ms. Kimble-Huntley for coming in.

#### **(e) General Aviation Airports Update**

**Ms. Mineker** noted in March, RIAC opened construction bids for four projects at

our GA airports. For the Block Island Terminal Apron Expansion project, the low bid was \$2,480,000. For the Westerly Wildlife Fence project, the low bid was \$1,500,000. For the North Central Apron Reconstruction project, the low bid was \$879,000 and the low bid for the Quonset Runway project was \$50,700,000. The statewide obstruction removal program continues, however, there has been push back from some parcel owners. **Ms. Mineker** noted that when the project was initiated, RIAC decided to start with the five non-residential parcels associated with the Runway 16 end at Quonset, under Article B of the scope of work. One parcel is owned by the Town of North Kingston and the other four are owned by QDC. Initial offers were pre-sent in October 2022 with negotiations ongoing and unfortunately, the Town of North Kingston's recent counter offer is double what RIAC along with our consultants has justified would be acceptable per the FAA's easement acquisitions guidelines. **Ms. Mineker** noted similarly, the negotiations with QDC are tracking to be unsuccessful as their counter offer is more than double what RIAC has assessed to be justified for the easements. For the follow-on easements at the remaining five airports, RIAC has been experiencing some difficulties, specifically with Westerly State Airport in gaining access to individual parcels for surveys. Very recently there was a letter in the Westerly Sun titled "Don't sell your aviation easement to RIAC" and another article titled "Airport Neighbors sound alarm over proposed tree-cutting". **Ms. Mineker** noted this situation is unfortunate and that the 1999 Airport Overlay Zoning required by state law is not being administered or enforced by local towns. RIAC understands the importance of obstruction free navigable airspace and will continue with the obstruction removal program to the best of our ability.

**Mr. Goodman** noted he will provide an update on RIAC's continued community outreach and education efforts in our GA airport host communities. Over the past month, RIAC has been busy with a number of initiatives, including a presentation provided to the newly elected Westerly Town Council, which included an overview of the federal, state and local responsibilities and regulatory requirements to assure the safety of state airports. In addition to providing an overview of the airport, RIAC sought to address misinformation related to efforts to secure aviation easements at Westerly State Airport. **Mr. Goodman** noted that in early April, RIAC also held its quarterly GA airport tenant meetings for all state airports, including overviews of all GA airport projects, and provided a similar briefing for the Rhode Island Pilots Association at their monthly dinner meeting this past Tuesday. RIAC will hold its next virtual Town Hall Meeting for GA airport host communities on Wednesday, April 19, 2023 at noon. The most recent town hall meeting attracted 22 participants including town managers and members of local town councils.

**Mr. Persson** noted he will provide a brief update on RIAC's marketing efforts at the GA airport parcels for March and April. RIAC has engaged Hayes & Sherry to assist RIAC in developing and marketing the parcels. The slide displayed shows some updates to RIAC's parcel offerings. Notably, good progress is seen on UUU-1 and WST-2 lease negotiations. **Mr. Ahmad** noted that RIAC has filed a federal grant application to put a seawall, which will keep water from coming in. Most of the airport is under a 100 year flood. If there was a seawall, it would prevent water from coming in. **Mr. Persson** noted at Quonset State Airport, OQU-4A is currently being appraised in anticipation of a forthcoming lease with Regentcraft subject to an FAA land release process. Hayes & Sherry will also be marketing OQU-1 once the demolition is scheduled as this will be a very attractive parcel with landside access that presents opportunities for hangars and highest and best use. At North Central State Airport, Ameresco continues with their due

diligence at these non-aviation parcels to produce solar energy. The earliest option period expires August 11, 2023 for SFZ-4 and the other two come due mid-November. A lease will be presented to the board for approval in May for WST-2 for a five year lease. Parcel UUU-1 is in a negotiating period with the prospective tenant that will be building a row of hangars that will complement the current offerings at Newport. **Mr. Ahmad** noted he does not think that RIAC has ever built so many hangers in such a short period of time at our airports.

#### **(f) HVAC Air Quality Assessment**

**Mr. Keller** noted he will provide an update on the efforts that have commenced to ensure air quality standards are met within our facilities. RIAC has contracted with Siemens and Safety Incorporated to calibrate and inspect the various carbon dioxide and carbon monoxide sensors that are embedded within our HVAC system across the campus. These sensors are connected to our Building Automation Control Network and will trigger the activation of air dampers or exhausted fans should there be elevated levels of targeted gases detected. There are 36 sensors contained within the system, 10 carbon dioxide sensors and 26 carbon monoxide sensors. **Mr. Keller** noted a total of eight sensors were recommended for replacement, with three already repaired. RIAC staff are taking recommendations from an Industrial Hygienist to ensure the remaining units are replaced appropriately. All other sensors were successfully calibrated to ensure the set points activated at the appropriate level when introducing known concentrations of test gas.

#### **(g) Concessions Customer Service Update**

**Mr. Pimental** noted excellent customer service is not something that happens by itself nor is it easy to achieve. There are numerous components of a customer's experience with a business or a product. When a component that is part of the experience breaks down, action is required to fix it. Sometimes, corrective action is easy, other times, it requires considerable focus and attention. As PVD continues to head toward pre-pandemic passenger volumes and beyond, a problem that went away during COVID, has unfortunately returned. The problem is long lines. Recently, RIAC has seen very long lines in the early morning hours of passengers waiting for coffee and breakfast. Long lines leave a bad impression, delivers a poor customer experience, worsens customer satisfaction scores, hurts revenues, and overall erodes the airport experience that RIAC has been working very hard to provide. **Mr. Pimental** noted this is simply unacceptable. As the Board begins the process of selecting PVD's future food and beverage vendors, RIAC brings this to their attention as a means to highlight the importance of having food and beverage operators that have the methods, staffing, flexibility, and focus to deliver the highest levels of customer service. In the short term, RIAC is working with the current operators to mitigate the situation and will be adding management of customer wait time language in future agreements.

#### **(h) Infrastructure Update**

**Ms. Damicis** noted RIAC continues to make progress on the ongoing terminal improvement program. All materials have been ordered for the public address system project and the construction phasing schedule is being finalized this week. All submittals

have been received for the cameras phase two project and are under review. Construction of the wayfinding signage project was recently completed. Punch list items remain and are being addressed by the contractor. RIAC also recently completed selection for two consultants to perform conceptual design for the terminal interior refresh. Pending approval of today's action items, the designers would start work this month, with final deliverables scheduled for October.

#### **(i) Lot D Signage and Clean Up and Our Spring Landscaping Plan**

**Mr. Vanburg** noted in early Fall 2022, RIAC began a program to clean up the signage as well as remove items from Lot D in a general clean up and straighten up. We started with the removal of the old bus style shelter in Lot D near the Limo stand. The shelter has been in a sad state for quite some time. Next, all of the signs mounted on wooden poles, signs all of various heights, and various messages were removed and replaced with current standard signage, mounted properly at the same height. Additionally, the entry to Lot D was repaired by sealing the cracks in the pavement, replacing the center of 2 lanes with hot asphalt. For the Thanksgiving rush, driveway sealer was applied for a uniform look. The photos presented show that substantial improvements that were made in the lot, in preparation for RIAC assuming maintenance control of all parking lots and garages. **Mr. Vanburg** noted next he will present the spring planting program. RIAC intends to do a similar plan as last year, it was well received, looked fantastic and despite it being warmer than usual, rather hardy. New for this year, is attention to the roadway leading to Lot E, from Post Road to East Parking road, to give it a uniform and clean look to the grounds. Lot E entry areas will receive colorful plantings near the entry to bring it in to the level of treatment of the rest of the landside areas. RIAC will bring spring plantings to the berm opposite the exit lanes of the Airport Connector, with beautiful and colorful plants that will be hardy, soil retaining and a handsome change from the dirt berm, along with extending the irrigation to the berm. **Mr. Vanburg** noted under the connector where the vinca vines failed last year, three colors of hostas, along with the spring perennials, will be planted to bring good looking cover for the areas along with extending irrigation to this area as well. This, coupled with the success of the irrigation system repairs last fall, should bring a burst of color to RIAC's front yard that will be sustainable through the summer. **Mr. Ahmad** noted that RIAC will put tall grasses in the area as one leaves the airport. The area near the fence is in bad shape and grass will be also be added near the hotel.

#### **4. Action Items:**

- (a) Approval to execute a professional services contract with VRX, Inc. in the amount of \$120,540 for the Baggage Handling System assessment at Rhode Island T. F. Green International Airport.**

**Ms. Mineker** noted the current baggage handling system was installed in 2007. The system has reached the end of its useful life and requires a significant amount of regular maintenance to ensure the system runs smoothly. RIAC posted a request for qualifications on December 8, 2022 for a consultant to conduct a condition assessment. The scope of work will include stakeholder interviews, review of existing documentation, perform on-site mechanical and electrical static and dynamic system audits as well as a controls system audit. The information gathered will be compiled into a draft and final

report which will include an executive summary, objectives, requirements analysis, probable cost estimates of recommended solutions, lists of risks and potential mitigations and a conclusion. **Ms. Mineker** noted six statement of qualifications were received by the deadline. Four consultants were shortlisted for interviews and VRX was selected because they assembled the strongest team, had the most thorough project understanding, and presented the strongest approach for the assessment. The cost for the assessment is \$120,540. NTP is anticipated this month with the final report due in July.

A motion was made by **Ms. Thomas** and seconded by **Mr. Little** to approve the recommendation.

**The motion was passed unanimously.**

- (b) **Approval to execute a construction contract with Manafort Brothers, Inc. in the amount of \$11,214,439.05 to complete the Taxiway C Realignment and Rehabilitation project at Rhode Island T. F. Green International Airport, subject to FAA grant funding.**

**Ms. Mineker** noted the PVD Taxiway C project includes approximately 1,200 linear ft (LF) of realignment and 1,600 LF of rehabilitation. The project also includes associated taxiway lights, marking, grading, and drainage. The project was advertised for construction bids on January 26, 2023. Two bids were received by the deadline. The low bid for the project was submitted by Manafort Brothers with a total cost of \$11,214,439.05. Pending the FAA grant, NTP is anticipated for October, with substantial completion in August 2024. **Mr. Pizzuti** noted that from the original estimate this is a significant difference and asked what major factors are causing this. **Ms. Mineker** noted the factors causing the increase in cost is the electrical items and the variance in asphalt pricing.

A motion was made by **Mr. Little** and seconded by **Mr. Pizzuti** to approve the recommendation.

**The motion was passed unanimously.**

- (c) **Approval to execute a construction contract with DiGregorio, Inc. in the amount of \$3,918,815.60 to complete the Southside Site Work and Grading project at Rhode Island T. F. Green International Airport, subject to FAA grant funding.**

**Ms. Mineker** noted the PVD Southside Site Work and Grading project includes pavement and site demolition, installation of a new AOA fence, grading and drainage, and installation of a new screen wall and landscaping. The project was advertised for construction bids on February 2, 2023. Seven bids were received by the deadline. The low bid for the project was submitted by DiGregorio with a total cost of \$3,918,815.06. Pending the FAA grant, NTP is anticipated for September, with substantial completion in April 2024. **Mr. Savage** noted there is a disparity between the contractor quotes. **Ms. Mineker** noted when the designer evaluated the bid, the big ticket item was the cost of the wall. This is a large earthwork project. **Mr. Little** asked if the engineers were satisfied with DiGregorio, Inc. **Ms. Mineker** noted that the engineer did evaluate and determine that DiGregorio, Inc. is qualified. **Mr. Little** noted there is such a wide disparity between

the low and high bid and asked if RIAC is satisfied with the validity of the bid. **Ms. Mineker** noted yes, it was reviewed line by line with the consultants. **Mr. Pizzuti** asked if DiGregorio, Inc. has done airport work before. **Ms. Mineker** noted they have not. **Mr. Savage** asked if the documents on which DiGregorio placed their bids are detailed, so there will not be change orders, and asked if they are required to post performance bonds. **Mr. Rodio** noted yes, all contractors must post performance bonds.

A motion was made by **Mr. Little** and seconded by **Mr. Pizzuti** to approve the recommendation.

**The motion was passed unanimously.**

- (d) **Approval to execute a construction contract with J.H. Lynch & Sons, Inc. in the amount of \$2,484,584 to complete the Terminal Apron Expansion project at Block Island State Airport, subject to FAA grant funding.**

**Ms. Mineker** noted the BID terminal apron expansion project includes construction of approximately 29,000 square feet (sf) of apron pavement, which can accommodate ten parking positions. The construction also includes associated drainage improvements, markings and new tie down anchors. The project was advertised for construction bids on February 9, 2023 and three bids were received by the deadline. The low bid for the project was submitted by J. H. Lynch with a total cost of \$2,484,584. Pending the FAA grant, NTP is anticipated for September 2023, with substantial completion in June 2024. **Mr. Pizzuti** asked who the engineer is that does RIACs estimate. **Ms. Mineker** noted design of records and designer engineer. **Mr. Pizzuti** asked why there is a significant difference between high and low bids across all three projects presented. **Mr. Ahmad** noted the unit costs are dependent on market inflation and product availability. When the consultant has to project this two year down the road, it comes down to a judgment call. There was a lot of work that came through during COVID years because of funds made available by the federal government that all played into it. The bids from last year weren't really guiding in a specific way because of the volatility in unit cost. Oil prices directly affect the asphalt pricing.

A motion was made by **Ms. Thomas** and seconded by **Mr. Little** to approve the recommendation.

**The motion was passed unanimously.**

- (e) **Approval to execute a construction contract with COSCO, LLC in the amount of \$1,516,623 to complete the Wildlife Fence Installation, Replacement and Repair project at Westerly State Airport, subject to FAA grant funding.**

**Ms. Mineker** noted the WST Wildlife Fence project includes installation of approximately 9,600 LF of new fence, repair of approximately 610 LF of existing fence, installation of a wildlife skirt, and clearing along the fence line. The project was advertised for construction bids on February 9, 2023 and one bid was received by the deadline. The single bid was from Cosco, LLC with a total cost of \$1,516,623. Pending the FAA grant,

NTP is anticipated for September, with substantial completion in March 2024.

A motion was made by **Ms. Thomas** and seconded by **Mr. Little** to approve the recommendation.

**The motion was passed unanimously.**

- (f) **Approval to execute a professional services contract with Colliers Project Leaders in an amount not-to-exceed \$2,444,073 to complete the Construction Management services for the Runway 16-34 Reconstruction project at Quonset State Airport, subject to FAA grant funding.**

**Mr. Savage** noted item 4f will be moved to the May agenda.

- (g) **Approval to execute six professional services contracts for the addition of construction phase services on six different projects already under previously approved professional services contracts, subject to FAA grant funding.**

**Ms. Damicis** noted this year, RIAC is submitting six construction projects for FAA AIP grants in order to ensure the project is constructed in accordance with design standards and it is completed on-time and on-budget we will have the design consultant perform construction administrative service. The services include review of submittals and RFI's, weekly meetings to coordinate activities, management of look ahead schedules, monthly reports, and coordinate testing and quality assurance. **Mr. Little** noted, referring to the Kimley-Horn and OQU contract, bids are substantially lower than the contract estimate and asked if Kimley-Horn's contract predicated on percentage, and asked how it is calculated. **Ms. Damicis** noted it is based on hours and an independent free estimate, which is independent of the bid, labor, and hours. **Mr. Little** asked what the method is for calculating the bid. **Ms. Damicis** noted it is separate. **Mr. Little** noted it is already in the contract, in the scope. **Mr. Ahmad** noted that airports usually negotiate the CA services when the design fees are negotiated. RIAC looks at the overall project and approves the scope of CA services based on hours. RIAC does use benchmarking metrics with other airports and in this case the soft costs are compared with other airports.

A motion was made by **Mr. Little** and seconded by **Mr. Pizzuti** to approve the recommendation.

**The motion was passed unanimously.**

- (h) **Approval to execute two professional services contracts with AECOM and ZDS in the amount of \$391,682 and \$265,460, respectively, to complete preliminary design services for the Terminal Refresh project at Rhode Island T. F. Green International Airport.**

**Ms. Damicis** noted that in an effort to modernize the terminal interior and provide a high level of customer experience, RIAC completed a procurement seeking highly-qualified design firms to develop a target theme for the upcoming work. The scope of the

services will include rendering public areas, board room, materials board, cost estimates, and design narrative. AECOM has the strongest experience having completed recent projects at Boston Logan International Airport and small hub airports. ZDS is a local Providence based firm with great experience designing for well-known buildings across Rhode Island. They will be able to create a sense of place that projects Rhode Island in the best light for visitors and bring a visual richness of the Newport Buildings. **Mr. Ahmad** noted RIAC has concession contracts for 11 new shops and also just opened up a new shop, Bellevue Essentials, with four more coming. There will be 14 shops within the next year or two. During the planned terminal renovations, RIAC will come in with terrazzo in the concourse and carpet in the seating areas on both sides of the airport with updated colors. Everything will be new in two to three years. **Mr. Little** asked what relevant experience ZDS has with a project like this. **Ms. Damicis** noted RIAC is selecting two very different consultants. ZDS has a very rich local background, they recently completed the Beatrice Hotel in Providence, and have done casino power. They understand very durable finishes with high traffic areas. **Mr. Ahmad** added that RIAC had a selection of consultants and he looked at what they submitted. \$15,000 was given to the consultants to create renderings. ZDS brought thematically focused on Newport Bridge while AECOM brought the design aesthetics of Newport buildings.

A motion was made by **Ms. Thomas** and seconded by **Mr. Pizzuti** to approve the recommendation.

**The motion was passed unanimously.**

**5. Executive Session:**

At approximately 9:43 a.m., a motion was made by **Mr. Little** and seconded **Ms. Thomas** to go into Executive Session for the purpose of discussing the following items:

**The Board will seek to go into Executive Session for the following stated purposes:**

- (a) Motion to approve the minutes of the Executive Session held on March 9, 2023 § 42-46-5(a), (5) and (6); and**
- (b) Discussion and potential vote related to the negotiation of an Airline Operating Agreement and Terminal Building Lease, consisting of discussion and potential vote regarding the lease of real property for public purposes and the disposition of public property wherein advanced public information would be detrimental to the interest of the public, § 42-46-5(a)(5); and**
- (c) Discussions and potential vote related to RIAC's Proposed Strategic Action Plan on Rate of Return by Investing Our Cash, a matter related to the investment of public funds where the premature disclosure would adversely affect the public interest, § 42-46-5(a)(7); and**
- (d) Discussion and potential vote related to negotiation of leases and operation of food/beverage concession opportunities, consisting of**

discussion related to a prospective business locating in the state of Rhode Island when an open meeting would have a detrimental effect on the interest of the public, as well as discussion and consideration related to the lease of real property for public purposes wherein advanced public information would be detrimental to the interest of the public (§42-46-5(a)(6)) and §42-46-5(a)(5)); and

**By roll call vote the motion was passed unanimously.**

At approximately 11:00 a.m., a motion was made by **Ms. Thomas** and seconded by **Mr. Little** to return to Open Session.

**The motion was passed unanimously.**

**Mr. Rodio** noted for the record that executive session item 5b was not discussed during executive session.

**6. Post Executive Session Actions and Announcements:**

- (a) Motion to seal the minutes of the Executive Session held on April 13, 2023; and**

A motion was made by **Mr. Little** and seconded by **Mr. Thomas** to seal the minutes of the Executive Session in accordance with R.I.G.L. § 42-46-7.

**The motion was passed unanimously.**

- (b) Report on actions taken in Executive Session.**

During the Executive Session, a motion was made by **Mr. Little** and seconded by **Mr. Pizzuti** to approve the sealed minutes of the Executive Session held on March 9, 2023.

**The motion was passed unanimously.**

**7. Future Meetings:**

The next meeting is scheduled for Thursday, May 4, 2023 at 8:30 a.m., in the Mary Brennan Board Room, Rhode Island T. F. Green International Airport, Warwick, Rhode Island.

**8. Adjournment:**

**Ms. Thomas** moved to adjourn at approximately 11:01 am. **Mr. Little** seconded the motion.

**The motion was passed unanimously.**

Respectfully submitted,

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Jon Savage, Chair  
Rhode Island Airport Corporation

**PUBLIC ATTENDANCE SHEET**  
**RHODE ISLAND AIRPORT CORPORATION**  
**MEETING OF THE BOARD OF DIRECTORS**  
**THURSDAY, APRIL 13, 2023**

| <b><u>NAME</u></b>   | <b><u>AFFILIATION</u></b>    |
|----------------------|------------------------------|
| Alicia Seabury       | RIAC                         |
| Sapha Mabrouk        | RIAC                         |
| Brittany Morgan      | RIAC                         |
| John Goodman         | RIAC                         |
| Dawn Mineker         | RIAC                         |
| Jessica Damicis      | RIAC                         |
| Nik Persson          | RIAC                         |
| Robert Vanburg       | RIAC                         |
| Aaron Keller         | RIAC                         |
| Nicole Williams      | RIAC                         |
| Tim Pimental         | RIAC                         |
| Don Stubbs           | RIAC                         |
| Joseph Rodio, Jr.    | Rodio & Ursillo              |
| Anika Kimble-Huntley | Commerce                     |
| Mark Brodeur         | Commerce                     |
| Robin Erickson       | Commerce                     |
| Andrea Rekrut        | Commerce                     |
| Anthony Cormier      | Commerce                     |
| Michael Lepore       | GYL Financial Synergies, LLC |
| Dave Shultz          | Senate Fiscal Office         |
| Chris Shea           | RI Current                   |

**PUBLIC ATTENDANCE SHEET**  
**RHODE ISLAND AIRPORT CORPORATION**  
**MEETING OF THE BOARD OF DIRECTORS**  
**THURSDAY, APRIL 13, 2023**

| <b><u>NAME</u></b> | <b><u>AFFILIATION</u></b> |
|--------------------|---------------------------|
| Nancy laDeluca     | Unite Here Local 26       |
| Jamie McNeil       | Unite Here Local 26       |
| Jen Renzi          | Grove Bay                 |
| Michael Rodriquez  | Grove Bay                 |
| Steve Ruleo        | Grove Bay                 |
| Matthew Maini      | Grove Bay                 |
| Linda Vieara       | Grove Bay                 |
| Katherine Mortimer | Grove Bay                 |
| Ma-Wen Duncan      | Grove Bay                 |
| Tom Martin         | Grove Bay                 |
| Brian Noret        | Grove Bay                 |
| Cora McAuliffe     | Grove Bay                 |
| Dorraine Payne     | Grove Bay                 |
| Irene Grappe       | Grove Bay                 |
| Jose Perez         | Grove Bay                 |
| Stephen Murray     | Grove Bay                 |
| Patricia Fafand    | Grove Bay                 |
| Autumn Guillotte   | Grove Bay                 |
| Patrick Krowley    | Grove Bay                 |
| Dan Nicolai        | Grove Bay                 |
| Jessica Reedy      | Grove Bay                 |

**PUBLIC ATTENDANCE SHEET**  
**RHODE ISLAND AIRPORT CORPORATION**  
**MEETING OF THE BOARD OF DIRECTORS**  
**THURSDAY, APRIL 13, 2023**

**NAME**

**AFFILIATION**

Angela Delbonis

Grove Bay

Steve Hardy

Yankee Collective

Damien Oquendo

Grove Bay

Jill Tasca

Grove Bay

The minutes of the Executive Session of the Board Meeting on April 13, 2023 have been sealed in accordance with R.I.G.L. § 42-46-7(c).