

MINUTES OF MEETING
RHODE ISLAND AIRPORT CORPORATION
BOARD OF DIRECTORS
THURSDAY, APRIL 14, 2022 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 8:30 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; Michael Traficante; Christopher Little; and Jeffrey Bogosian.

BOARD MEMBER ABSENT: Deborah Thomas, Jonathan Roberts and Gregory Pizzuti.

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. Traficante** to approve the minutes of the Board of Director's Meeting of March 10, 2022. The motion was seconded by **Mr. Little**.

The motion was passed unanimously.

2. Open Forum:

Mr. Savage asked if anyone present wanted to speak in Open Forum.

Ms. Nancy Iadeluca stated she would like to address the Board.

Ms. Iadeluca stated Local 26 will be handing out a flyer at Rhode Island T. F. Green International Airport regarding the issues concerning the workers for Local 26. A copy of the flyer was provided at the meeting. Negotiations with Grove Bay will restart again the end of May, later than Local 26 would have liked. **Ms. Iadeluca** noted she understands RIAC's desire to have a competitive bid for the best food and beverage concessions operator, but the fact is if you do not have people to wash the dishes, cook the food, make the drinks, etc. that does not matter and you are not going to have staff. **Ms. Iadeluca** noted the best way to find workers is not a job fair, the best way is word of mouth that this is a good place to work. That does not happen because the food and beverage program is in trouble. The bid for the food and beverage concessions operator was sent out in December 2021. In January one of the concessions operators, Delaware North, showed interest and they would have been tremendous competition for the bid, but it didn't happen because the bid was cancelled. **Ms. Iadeluca** noted there are reasons people are not working here and leaving.

Mr. Savage noted it is unusual to comment but assured Ms. Iadaluca that we hear her loud and clear. It has been a very difficult period the last two years for everyone. RIAC is coming out of that period and excelling in the return back to normal. RIAC expects robust growth. **Mr. Savage** noted your group has been working with us. We ask that you hold on a little longer and I and the board can see the light at the end of the tunnel is bright. **Mr. Savage** thanked Ms. Iadaluca for sharing the information and noted it is an important matter to RIAC.

3. Report from the President and CEO:

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

- **Mr. Ahmad** stated February 2022 Landing Reports brought passenger numbers up 156% from one year ago. Passenger numbers were 80% of the baseline in February 2019. Seat capacity was up 153% from one year ago. The average load factor was 72.1% across all airlines.
- **Mr. Ahmad** stated RIAC is finalizing the updated website and preparing to launch it mid-month. The consultant updated the site with the Flight Search Capability widget for viewers to search flight details by origin, destination, arrival or departure. RIAC also built an “Explore our Region” section to highlight surrounding local attractions.
- **Mr. Ahmad** stated RIAC held a blood drive on March 30th with the Rhode Island Blood Center. This was the third blood drive held this fiscal year.
- **Mr. Ahmad** stated RIAC held its first Rhode Island General Aviation Airports virtual town meetings on March 31st. Staff provided updates on general aviation operations, properties and maintenance and opened it up to questions from the public and community representatives. There were eight external participants in attendance. Future virtual town hall meetings will be scheduled to take place every other month to increase communication activity with townships and the public.
- **Mr. Ahmad** stated Customer Service has established a “Flying Familiarization Course” that aims to offer first time or uneasy travelers the opportunity to get a first-hand explanation about the airport process. The intention is to ease passengers’ anxiety and set expectations on how to navigate the process with ease. The first class is scheduled for April 19th.
- **Mr. Ahmad** stated we are pleased to announce that Rhode Island T. F. Green Airport International Airport is once again in the running for the “Best Airport” in the Condé Nast Traveler Readers' Choice Awards. Voting is open now through June 30th and you can vote by visiting our website at www.pvdairport.com and clicking the link to the survey. Last year Rhode Island was voted one of CNT’s top five airports in the nation.
- **Mr. Ahmad** stated RIAC welcomed our new Senior Vice President, Chief

Infrastructure Officer, Mr. Elie Zogheib on March 28th. Prior to Rhode Island, Elie served as the Chief Engineer for the Cleveland Airport System, which includes Cleveland Hopkins International and BURKE Lakefront Airports.

- **Department Updates:**

- (a) **Air Service Update**

Mr. Greco noted board members this is a detailed forecast and sensitivity analysis compared with actual passenger enplanements. As you see, actual passenger enplanements have exceeded the forecast for the month of February at approximately 176% above the forecast with a YTD passenger enplanements of about 167% above the forecast. Passenger activity in February increased over 147% for arriving passengers and just over 161% departing passengers, with a total increase of 155% from last year. **Mr. Greco** noted in terms of fiscal year to date, we have seen an increase in arriving passengers just shy of 178%, departing passengers increased just under 175% with a total increase in passenger activity of over 176%.

- (b) **Airport Financial Report Update**

Ms. Williams noted as we completed the first seven months of the fiscal year 2022, our overall Operating Revenues are up approximately 42%. Revenue streams such as parking and concessions have continued to recover throughout and are up approximately 231% and 183% respectively. Also, RIAC continues to utilize approximately \$1.1M each month in CARES Act funds for operating expenses and debt service to help the airlines. The CARES Act funds are federal funds that have been provided to airports across the country, from the FAA to support airlines that operate at the airports. **Ms. Williams** noted we continue to focus on managing our operating expenses in a strategic manner as activity levels are increasing. Overall operating expenses are up approximately 8.1%, largely driven by the planned increase in advertising expenses which are up approximately \$627,000 for the fiscal year to date as traffic recovers. We have the Rhode Island T. F. Green International Airport campaign highlighting new service from Breeze Airways \$263,000 at the beginning of this fiscal year. Contractual services are up approximately \$325,000 as a result of an increase to the janitorial services as operations have increased over the prior year \$161,000, as well as increases in snow removal services. **Ms. Williams** noted overall operating income for the GA airports improved by approximately \$535,000 for the year-to-date through January. Revenues are up \$300,000 primarily due to rental leases, landing fees and fuel flowage fees at Quonset. The operating expenses for the GA airports are down by approximately \$165,000, primarily due to a reduction in legal costs of \$135,000 and helicopter maintenance \$45,300 from the same period last fiscal year. Air service marketing includes expenditures for the new Breeze Service to Pittsburgh, Norfolk and Charleston. Passenger Facility Charges are up approximately \$2.3M with the increase in the passenger activity levels. **Ms. Williams** noted the other components of non-operating revenues and expenses are largely driven by the timing of grants and capital projects. We are undertaking several large capital projects, such as Runway 16-34 and Restroom Renovations that are grant funded, with reimbursement from the FAA. Reimbursements for the fiscal year to date through January 2022 include \$9.3M for runway 16-34 and \$3.2M for restroom renovations.

(c) **SAFE, CARES AND EASE Campaigns**

Mr. Goodman noted since the last Board meeting the FAA extended the federal mask mandate for airports and airlines through April 18th, a one month extension that coincided with the busy “spring break” travel season. Yesterday the federal government extended the mandate by an additional 15 days, given concerns about the possibility of an increase in COVID cases. The federal government will be paying close attention to trends regarding more transmissible Omicron variants closely, and will rely on the data to determine if another extension is warranted beyond May 3rd. **Mr. Goodman** noted as you can see from a selection of aviation industry headlines, opinions on the matter of mask mandates have varied among airline CEOs as well as airline unions. Should the federal government repeal their mandate, there remains the possibility that certain airlines themselves may choose to continue mask mandates on an airline by airline basis. What is clear is that that science and research supports the continued safety of air travel thanks in part to HEPA systems that near 100% filtration and the integration of outside air once every 2 to 3 minutes – or up to 30 air changes per hour, as illustrated by the video on this slide. **Mr. Goodman** noted for comparison sake, the standard for Hospital Surgical rooms are for 20 air changes per hour, hospital patient and recovery rooms recommend a full exchange of air 6 times per hour, and recommended indoor air quality standards recommended by the American Society of Heating, Refrigerating and Air-Conditioning Engineers – or ASHRAE – call for 0.35 air changes per hour – just over one-third the air volume of a given room - for residential homes. RIAC will continue to track these matter closely and will continue to provide updates to the Board of Directors.

Mr. Pimental noted as air travel continues to recover post-pandemic, we are very focused on attracting more passengers to use PVD. To that end, we continue to identify and implement ways that provide the best possible first impression and a pleasant and friendly airport experience that meets or exceeds expectations. **Mr. Pimental** noted the first update he would like to provide today is the recent growth of our volunteer programs. The three volunteer programs are a cornerstone of our airport’s ability to provide a welcoming and positive experience. Despite the challenges brought on by the pandemic that initially caused a reduction in members, these programs have seen recent growth. This growth allows us to parallel the increases in passenger activity and to maintain the level of service PVD is known for. As you can see on the slide, all 3 programs have seen increases in members since the beginning of the fiscal year. **Mr. Pimental** noted the second item he was proud to highlight is the introduction of a liquid dump station located near the entrance of the security checkpoint. In a true win-win-win scenario, the liquid dump station brings benefits to our passengers, airport staff, and the environment. Passengers can now discard liquids in containers they wish to re-use in post security areas that otherwise would have been thrown in the garbage or its contents emptied into the garbage receptacle. Passengers now have a convenient way to reuse a container and avoid being turned away by the TSA. **Mr. Pimental** noted the fewer times the TSA turns away passengers with liquids, the quicker the process is for everyone else. Our Janitorial staff has fewer messes to clean up from liquids being dumped directly into trash receptacles. The 8 gallon liquid storage basin is on wheels which makes it easy to empty the liquids directly into a proper drain. The environmental benefits are evident by reducing waste, reducing trapped liquids in containers, and promoting the reuse of drinking containers.

Ms. Wright noted today, I will be sharing what we are doing to continually bring people back to fly and support our growing air service. Our FY22 advertising campaign has garnered approximately 52 million impressions from July through February. Of those 52 million, we estimate 80% of those impressions are for highlighting the new service for Breeze Airways. The remaining percentages promote Allegiant's new service to Nashville plus our brand advertising promoting PVD as an easier way to fly. **Ms. Wright** noted on March 8th, Breeze Airways added 35 routes from 10 new cities this summer. Including 5 new routes from Providence, Rhode Island, including Columbus, Ohio, Jacksonville, Florida, Savannah, Georgia, Richmond, Virginia and coast to coast flights to Los Angeles, California. Introductory fares were as low as \$99 one way. RIAC held a breakfast event that morning with invited guests, including dignitaries, tourism partners, and Breeze Airways executive Danny Cox who heads up their Client Experience. **Ms. Wright** noted to continue our outreach and drive sales, RIAC sent an email blast promoting all the new nonstop routes. The email was sent to over 100k subscribers and received an open rate well above the standard at 43%. The average open rate for all industries is approximately 29%. A high open rate is one of the best ways to tell whether your email strategy is working. RIAC highlights "Coast to Coast" flights on Breeze Airways with its first LAX commercial. **Ms. Wright** noted after working on the redevelopment of the website for several months, FlyRI.com is complete, on time and on budget. With an expectant launch date at the end of the month. We have received feedback from our customers that our current site looks out of date and is difficult to navigate. There is sometimes a glitch depending on what browser you are viewing from. The information appears in a list format and there's mixed matched fonts. We also needed to bring up the accessibility standards of the site so that people can better understand, navigate and interact with the website. The newly designed website brings easier navigation, with information organized to represent the brand better. We have made a clear delineation between the passenger experience and corporate information. **Ms. Wright** noted the site creates engaging content with, 1. Interactive terminal maps, that allow you to search by dining, bathrooms, amenities, gates, baggage claim or services, 2. We have included a flight search capabilities widget on the landing page, which allows customers to search arriving and departing flights based on origin, destination and airline, 3. We have included an accessibility tool bar that gives customers different modes to view the site, whether they are visually impaired or have a cognitive disability, 4. Each GA airport will have its own site, for example flynewportairport.com. Here you'll find information pertaining to pilot information, master plan, services and links to tourism and chamber organizations. 5. We have even included an Explore Rhode Island section that highlights all the places you can go in our region. **Ms. Wright** noted the newly designed site will also optimize the technical configuration, so its pages can become easily findable, and popular with user search queries. The site ultimately enhances the user experience and reinforces our messaging of ease and convenience. Once the mask mandate is officially lifted, we will replace the images so there aren't as many people wearing masks in the photos.

(d) General Aviation Airports Update

Ms. Damicis noted the Block Island Apron Rehab project began on April 4, 2022 and the contractor is J.H. Lynch & Sons, Inc. The North Central Wildlife Fence project is progressing well with post and fabric installation. The wildlife skirt installation will follow after they install the post and fabric. The Newport Terminal Hangar Electrical Upgrade

project is complete pending the new meter installation for National Grid. **Ms. Damicis** noted there are seven other projects under contract or soon to be under contract for design. **Mr. Traficante** asked what the amount of the bid was for J.H. Lynch & Sons, Inc. **Ms. Damicis** noted it was around \$900,000.

Mr. Goodman noted over the past month RIAC's GA Airport Team has continued our schedule of quarterly meetings with pilots and tenants at each of the GA Airports. These meetings appear to be well received by the General Aviation airport community, providing updates on our many GA Airport projects, and addressing questions the pilot and tenant community may have. On a related matter, having previously provided a parking program briefing to the Town of New Shoreham on March 7th, signage for new managed parking program at Block Island State Airport was publicly posted at the airport on April 1st informing airport patrons of a new free, but managed parking program at the airport that in general limits parking to two weeks at a time. News regarding the program appears to be spreading in the community as it appears that several vehicles have already been moved out of the airport parking lot by their owners to avoid being towed. **Mr. Goodman** noted RIAC also held the first of its bi-monthly (that is, every other month) meetings to provide a forum for General Aviation Airport townships and the residents of those host communities to provide them with updates on current and future project activity. The first of RIAC's public update meetings took place on March 31, 2022, with the next virtual "Town Hall Meeting" scheduled for Thursday, May 26 at 5:00 pm. Information for these meetings will be posted on the RIAC website, announced to the press, posted to RIAC's social media account, as well as the Rhode Island Secretary of State's public meeting website to help ensure that those interested in these matters are informed of upcoming meetings and matters such as the clearing of airspace obstructions near state airports. **Mr. Goodman** noted RIAC is also actively working on a newsletter specifically for General Aviation Airport stakeholders and expects to issue its first GA Airport newsletter in the coming weeks.

Mr. Surehan noted we are continuing to see progress at Quonset Airport. Last month, we executed an Option to Sublease Agreement with Northeast Offshore, part of Orsted group, for a 30-month lease of 9.6 acres of Parcel 4 for offshore windfarm conduit assembly. This will generate approximately \$102,000 in lease revenue to RIAC. **Mr. Surehan** noted we would like to highlight our efforts to address hangar demand space at our GA airports. Previously, our initial list of interest in hangar space at our GA airports included 34 participants including 25 single engine piston aircraft owners. However, given the dramatic increase in materials and labor costs since COVID, we were concerned that the true demand, especially from piston aircraft owners, may be much smaller in the current environment. RIAC, together with FlightLevel and Hayes & Sherry, held meetings with aircraft owners and potential T-hangar developers to fully vet owners' interest recognizing the 30% - 40% cost increases in hangar construction. As a result, over half of the piston aircraft owners withdrew interest. **Mr. Surehan** noted while the larger jets, turboprops and helicopters will be accommodated by planned hangar development by our FBO we are awaiting additional piston aircraft owners for potential development by T-hangar developers, which need 8 - 10 owners for any viable T-hangar condo development. **Mr. Surehan** introduced Peter Eichleay, President of FlightLevel Aviation, our FBO operator at our GA airports, to discuss their updated analysis of the financial and technical feasibility of potential fuel farm operations at Block Island.

Mr. Eichleay spoke on the topic of a possible fuel farm or fuel truck at Block Island. FlightLevel has installed a dozen fuel farms in the 16 years of existence so we are familiar with the process. The biggest takeaway from my update is the construction and transportation price doubled from what it was two years ago. Block Island has a significant challenge, being an island. FlightLevel has been talking to Fuel Tech, which is their preferred vendor as they are a reputable company and the price to install a 10,000 gallon avgas tank would be \$525,000. We chose avgas because that is the most common type of fuel sold at Block Island. **Mr. Eichleay** noted only the capital expense amounts to this total. The annual gallons sold is 20,000 and that is a generous number, usually it is less than that. There is an additional cost because of the transportation cost to Block Island. It would be a loss of almost \$5,000 per year. The takeaway is someone would invest \$500,000 to lose money every year. **Mr. Savage** asked if there is any cost of investment or net operating loss in your numbers, for example, is there debt service calculated. **Mr. Eichleay** answered no debt service included, this is a generous, best-case number and it is as cheap as it can be done as self-serve fueling. The operator would go to a kiosk to get the fuel. RIAC is taking on the additional liability of the fuel farm with the people fueling their aircraft who are not trained. **Mr. Bogosian** noted that is just one bid, is it possible to get other bids or does FlightLevel think this is the price as sold. **Mr. Eichleay** noted FlightLevel is doing the Quonset State Airport fuel farm now and it has called several companies in the region to bid on the contract. Fuel Tech is not the lowest price, but one of the lowest, and best with what they offer. **Mr. Bogosian** asked if there would be an increase in the flights if we had this service, for example, an increase of overall flights coming in. **Mr. Eichleay** noted he did not think so. People either go to Block Island or go somewhere else. It is very rare for someone living more than 200 or 300 miles away to go to Block Island, and fuel is cheaper on the mainland. **Mr. Savage** asked if FlightLevel had a rough idea as to how many landings there are per year at Block Island. **Mr. Eichleay** noted the average per day is under 60. The FAA publishes these numbers for takeoff and landing. There are very little landings in the winter. On the fuel truck option, people stated you do not have to have the truck available all year, but after checking, no fuel truck company will lease this for half a year during peak. A truck holds 12,000 gallons of fuel. It is also a truck to truck transfer to get more fuel, which involves a lot of various authorities including environmental. Currently Block Island is going through 20,000 gallons per year. You would need to send a truck out to the mainland each time you need fuel, or get a tanker truck to bring it in, adding to the costs. There is also additional manpower required to operate the truck. The takeaway is no investment, but a loss of over \$60,000 annually.

(e) Overtime Update

Mr. Greco noted the total January overtime saw a significant increase just shy of 30% from last year. The snow team shows a large increase during January due snow storms activating the team over an 11 day period removing over 27 million square feet of snow across the airport system. Ops and maintenance, along with GA, saw an increase due to sick time, personal and vacation time off for single coverage shifts. **Mr. Greco** noted fiscal year to date we are below FY21 numbers. In the fiscal year to date totals by department you will see Operations and Maintenance and GA are over the previous year.

(f) Update from Stantec on Obstructions

Mr. Rich noted Stantec is working on the Runway 16-34 Reconstruction Project as a sub-consultant. Their project scope is design, permitting, bid phase and construction phase services with Cardi Corporation providing the full depth runway pavement reconstruction of Runway 16-34. Design started in late 2019 and construction wrapped up the end of 2021. The runway reopened on December 31, 2021, ahead of scheduled. **Mr. Rich** noted they are currently working on punch list and close out items. The design contract cost was \$5.4M, which was under budget and construction cost was \$21.7M, which was also under budget.

Mr. Cohen introduced himself as the Senior Environmental Specialist at Stantec and he is presenting on the system-wide environmental assessments and easement acquisitions. Stantec received findings of no significant impact for Newport State Airport and Quonset State Airport. The North Central Environmental Assessment will be made available to the public next week and the next two a week after that. They anticipate the FONSI's the end of May, maybe 1 or 2 the first week of June. **Mr. Cohen** noted Janice Bland is working on the easement project at Quonset State Airport. The appraisal is being revised and it is expected to be done the end of May. Easements on two parcels are being negotiated and that is anticipated to last a few months. After culmination, the easement acquisition will be ahead of schedule in advance of the FFY 2023 Grant application. **Mr. Ahmad** noted notwithstanding Westerly State Airport, when should we expect no obstructions at the earliest airport that will be cleared, and then when where there will be no obstructions at any of the airports. When do you see the first airport with no obstructions and then when do you see all of them with no obstructions. **Mr. Cohen** noted the first airport will be Quonset State Airport, the easement process is underway. Block Island State Airport would be next due to the one runway end and only a couple of easements. There is a project underway currently at Quonset State Airport and North Central State Airport that will remove all of the obstructions. The easement process can be arduous. Newport State Airport and Westerly State Airport had issues with the past acquisition easements. At Rhode Island T. F. Green International Airport, we looked at the 23 end because of work on the 16/34 easement acquisition we focused on 23. 5/23 is in good stead and we are seeking easements for near obstructions. **Mr. Rodio** asked how many years will it be to complete these multiple projects. **Mr. Cohen** noted usually it takes 1 – 1 ½ years to complete. Quonset State Airport is ready to go next summer, 2023, with removal project, and that will be the fastest.

(g) Infrastructure Update

Ms. Damicis noted the PVD Restroom Renovation project is progressing well. Phase 1 is complete and Phase 2 is underway. The north concourse wall tile and stone veneer has been installed with plumbing underway and the south concourse and check-in electrical, mechanical and plumbing is being roughed in. The current project budget is \$8,462,000. **Ms. Damicis** noted this month we applied for nine FAA AIP grants. Three planning grants were submitted, PVD Nursery Land Acquisition, RIAC Conduct Environment Assessment and PVD Runway 34 End Easement. Four design grants were submitted, PVD Southside Site Work & Grading, PVD Taxiway C Reconstruction, PVD Obstruction Removal Easement Runway 34 and BID Apron Expansion. Two construction grants were submitted, PVD Public Address System Replacement and PVD Security Cameras Replacement, Phase 2. **Ms. Damicis** noted the total cost of the nine projects

was approximately \$15M. Approximately \$10.5M is AIP funded, \$900,000 is PFC funded, \$3M is National Guard and RICAP funded and only \$370,000 local funds funded.

4. Action Items:

- (a) **Approval to execute a basis lock contract for natural gas delivery for 48-months with Direct Energy for all of RIAC's natural gas utility accounts and approval to execute any other documents as necessary for the purchase of the natural gas and price protection strategies recommended by Best Practice Energy.**

Mr. Greco noted we have two members from Best Practices Energy here today, Bryan Yagoobian and T.J. Salisbury to answer any questions from the Board following the update. Natural Gas (NG) is used by the Rhode Island Airport Corporation (RIAC) to operate its boilers, for hot water, heat, and backup generation in ARFF. In 2016, RIAC entered a fixed flat rate (rate lock), which expired in November 2019. At that time, RIAC staff determined that paying month-to-month (prices determined by prevailing market prices) would be most beneficial for RIAC over entering a fixed rate, through the 3rd party supplier Direct Energy. Since RIAC is presently on a market-pricing structure, RIAC is being billed at the market rate of transportation and purchase of NG. The current market rates reflect geopolitical instability, constraints on transportation, and increased demands. **Mr. Greco** noted BPE is a Rhode Island based energy consulting firm, that provides energy purchasing, advisory and support services with the mission to assist municipalities, and governmental subdivisions to reduce their overall energy expenditure. BPE recommended that RIAC join the Collaborative Energy Options (CEO), Inc., a Rhode Island Public Benefit Corporation that includes membership into their Energy Purchasing Cooperative, which was created for municipalities such as East Providence, Barrington, and Middletown for procuring utilities. **Mr. Greco** noted BPE did a competitive solicitation on RIAC's behalf and provided quotes from three different suppliers, Direct Energy, Sprague, UGI. Direct Energy provided the lowest price in supplying the natural gas, and is the only supplier which can offer the volume of natural gas needed by RIAC, without triggering an excess usage penalty after a threshold of 10% above contracted volume is utilized. **Mr. Bogosian** confirmed this does not lock us into any prices, it gives authority to buy in bulk. These projections are just projections, not actual rates. The concern is the commodities prices in general are difficult to predict. **Mr. Greco** confirmed yes. **Mr. Rodio** noted it also includes the authority for the CEO to execute price protection strategies, such as purchasing hedge contracts in order to get the lowest rate. **Mr. Savage** asked what the anticipated savings is in this program and have we seen the benefit of it or the detriments of not doing it. **Mr. Yagoobian** noted RIAC is already doing this with the electricity. There was about \$200,000 cost absorbed due to this type of agreement. RIAC's team has a proactive approach. **Mr. Rodio** noted the last three months of bills will be spread out and reduced under the rate lock agreement, saving an additional amount on the bills from the previous winter.

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

The motion was passed unanimously.

- (b) Approval to execute an installation, implementation, maintenance, and support contract for the Information Display System (IDS) with SITA in the amount of \$285,875 for five years at the Rhode Island T. F. Green International Airport.

Mr. Pimental noted this item was brought to the September 2021 RIAC Board of Directors as an action item in the amount of \$273,000, which was approved. Following the Board's approval, the awarded vendor would not sign RIAC's standard contract agreement without a change in a material term or a material change to their proposal. Due to this and after Legal review, the firm was disqualified from the RFP. As a result, SITA is the next highest scored, short listed firm. **Mr. Pimental** noted SITA's Information Display System is a cloud-based solution that provides the ability to display flight arrival/departure, baggage, gate, and check-in/ticket counter-information, throughout the airport with minimal impact on airport infrastructure. SITA IDS will provide passengers with a comprehensive, streamlined experience from the curb to the gate. SITA's system is simple and intuitive and allows administrative access from any web-enabled device. In addition to the existing 43 screens found through the airport, SITA will add 13 more screens for additional coverage. **Mr. Pimental** noted since SITA is PVD's Common-Use Terminal Equipment provider, RIAC will realize synergies by having a single vendor for these two important systems. SITA has affirmed that the implementation and migration will be completed prior to June 30, 2022, and SITA will provide training for system administrators, support technicians, and end-users for the IDS platform. Additionally, SITA will provide 5 years maintenance & service of these systems. **Mr. Little** confirmed that the original proposed bidder did not submit a bid bond. **Mr. Rodio** noted there was a guaranteed price hold and unfortunately by the time the award came, that expired. **Mr. Little** asked in what circumstances we requested building bonds. **Mr. Ahmad** noted this was a Request for Proposal. The proposal was a mix of things that they looked at to make the decision on ProDIGIQ, which was what the board originally approved. **Mr. Little** noted he would like to understand what circumstances require a bid bond. With a bid bond, the successful bidder has a price they have to pay. **Mr. Rodio** noted that we will get back to him on this answer. **Mr. Little** asked where the prior bidder stands in terms of the bidding process. **Mr. Ahmad** noted RIAC responded to them that they are out. **Mr. Rodio** noted this was not a bid protest, but it was responded to nonetheless.

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

The motion was passed unanimously.

- (c) Approval to execute an additional payment for a Low Level Wind Shear Alert System facility to the Federal Aviation Administration in the amount of \$185,000 at the Rhode Island T. F. Green International Airport.

Mr. Greco noted the 1500 foot Runway 5 extension project completed in 2017 at PVD impacted the existing Low Level Wind Shear Alert System (LLWAS) facility. The LLWAS configuration would not extend protection out to 2500 feet beyond the runway threshold as required by the LLWAS siting order. To date, the PVD LLWAS system is certified with the exception of wind shear detection beyond 1900 feet, and a Notice to Air

Missions (NOTAM) has been issued to that effect. This coverage is 600' short of the required 2500 feet. **Mr. Greco** noted due to a long negotiation period followed by the onset of COVID-19, FAA Real Estate finally signed a lease with the Warwick Housing Authority (owner of 3070 West Shore Road) in March 2021. The original cost for the reimbursable agreement of \$342,661.10 was developed in 2015 and the remaining funding available in the reimbursable agreement is not sufficient to cover the contract award and an additional \$185,000 is needed bringing the total cost to \$527,661.10. The cost increase is due to delays in finalizing a new site and lease as well as impacts due to COVID-19.

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

The motion was passed unanimously.

5. Executive Session:

At approximately 9:31 a.m., a motion was made by **Mr. Little** and seconded **Mr. Bogosian** 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 March 10, 2022 § 42-46-5(a), (2) and (7); and
- (b) Session, including potential vote, pertaining to the following litigation matter (§ 42-46-5(a)(2)):
 - 1) Commerce and Industry Insurance Company v. Rhode Island Airport Corporation, Daniel D. Traficante, Sharon M. Traficante, and Carolyn Scire, Case No. 1:21-cv-466; and
- (c) Discussion and update pertaining to current collective bargaining § 42-46-5(a)(2); and
- (d) Investment of public funds where premature disclosure would be detrimental to the public interest (Air Service Development and Marketing) § 42-46-5(a)(7); and
- (e) Motion to return to open session.

At approximately 10:23 a.m., a motion was made by **Mr. Little** and seconded by **Mr. Traficante** to return to Open Session.

The motion was passed unanimously.

6. Post Executive Session Actions and Announcements:

(a) **Motion to seal the minutes of the Executive Session held on April 14, 2022; and**

A motion was made by **Mr. Little** and seconded by **Mr. Bogosian** 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. Bogosian** and seconded by **Mr. Little** to approve the sealed minutes of the Executive Session March 10, 2022.

The motion was passed unanimously.

7. **Future Meetings:**

The next meeting is scheduled for Thursday, May 12, 2022 at 8:30 a.m., in the Mary Brennan Board Room, Rhode Island T. F. Green International Airport, Warwick, Rhode Island.

8. **Adjournment:**

Mr. Little moved to adjourn at approximately 10:24 am. **Mr. Traficante** seconded the motion.

Respectfully submitted,

Jon Savage, Chair
Rhode Island Airport Corporation

PUBLIC ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, APRIL 14, 2022

<u>NAME</u>	<u>AFFILIATION</u>
Alicia Seabury	RIAC
Donna Melone	RIAC
Brittany Morgan	RIAC
Dennis Greco	RIAC
Don Stubbs	RIAC
Yil Surehan	RIAC
Ali Khorsand	RIAC
John Goodman	RIAC
Nicole Williams	RIAC
Tim Pimental	RIAC
Kellie Wright	RIAC
Jessica Damicis	RIAC
Elie Zogheib	RIAC
Rob VanBurg	RIAC
Steve Parent	RIAC
Joseph Rodio, Jr.	Rodio & Ursillo
Peter Eichleay	FligthLevel
David Rich	Stantec
Gregg Cohen	Stantec
Bryan Yagoobian	Best Practices Energy
TJ Salisbury	Best Practices Energy

PUBLIC ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, APRIL 14, 2022

<u>NAME</u>	<u>AFFILIATION</u>
David Seiferth	SMARInsights
David Mackey	Anderson Kreiger
Tamara Wolfson	Anderson Kreiger
Nancy Iadeluca	Local 26
Anthony McKeever	Local 26

The minutes of the Executive Session of the Board Meeting on April 14, 2022 have been sealed in accordance with R.I.G.L. § 42-46-7(c).