

MINUTES OF MEETING
RHODE ISLAND AIRPORT CORPORATION
BOARD OF DIRECTORS
THURSDAY, AUGUST 3, 2023, AT 8:45 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, Christopher Little, John Justo, Gregory Pizzuti, and Jonathan Roberts.

BOARD MEMBERS ABSENT: Jeffery Bogosian and Michael Traficante.

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. Roberts** to approve the minutes of the Board of Directors Meeting of June 15, 2023. The motion was seconded by **Mr. Pizzuti**.

The motion was passed unanimously.

2. Open Forum:

Mr. Savage asked if anyone present wanted to speak in Open Forum. No individuals came forward.

3. Report from the President and CEO:

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

- **Mr. Ahmad** reported on the May 2023 landings, passengers, seat capacity, and load factors.
- **Mr. Ahmad** stated RIAC staff received an executed amendment from Paradies on July 11 to extend the term expiration date from June 30, 2032, to June 30, 2035, which converts the option period from July 1, 2020, to a fixed term. This item is on the agenda today.
- **Mr. Ahmad** stated two ground transportation shelters were replaced in Lot D. These shelters will provide taxi and limo drivers as well as pre-arranged transportation customers protection from the elements. There will be an update on this later in the meeting.

- **Mr. Ahmad** stated Breeze Airways started four new routes on July 1, 2, and 3 to Orlando, Fort Myers, Sarasota, and Tampa, Florida.
- **Mr. Ahmad** stated on July 18, Breeze Airways announced the addition of two new nonstops destinations from PVD to Jacksonville and Vero Beach, Florida. The new routes will begin on November 3 with Jacksonville flights occurring two times a week and Vero Beach occurring three times a week. This brings our nonstop flights from PVD to 32.
- **Mr. Ahmad** noted Breeze Airway's infrastructure work for the crew support space on its base of operations here at PVD has been completed. This project was on schedule and on budget. The belly cargo facility maintenance work will follow. There will be an update on this later in the meeting.
- **Mr. Ahmad** stated Rhode Island T. F Green International Airport was once again named one of the top ten domestic airports in the Travel + leisure "World's Best" based on readers' survey results. As one voter mentioned "PVD is the quick and easy airport to get your leisure travel off to stress-free start." This latest winning brings PVD to ten travel industry awards over the last seven years.
- **Department Updates**

(a) Operations Update

Ms. Morgan presented an overview of passenger enplanement data and overtime trends. **Mr. Little** asked questions related to seat capacity and enplanements. **Mr. Savage** noted that the increase in seats is proportional to the increase of enplanements only for May 2023; this is not true for the months prior.

(b) Airport Financial Report Update

Ms. Williams presented the May 2023 revenues and expenses with comparisons to the prior year and budgets.

(c) Boston Tunnel Closure Update

Mr. Goodman presented an update on the Sumner Tunnel Closure in Boston and the effect it will have on travel.

(d) Customer Service Update

Mr. Pimental presented an update on the shelters that were replaced in Lot D.

(e) TSA's Aviation Worker Screening Mandate Update

Mr. Keller presented an update on the implementation plan of the screening mandate and an overview of the financial and operational impact to airports.

(f) General Aviation Airports Update

Ms. Mineker presented an update on the Quonset Automated Weather Observing System (AWOS) and the obstruction removal program. **Mr. Roberts** asked questions related to the progress of clearing the obstructions and noted the impact this has on Precision Approach Path Indicators (PAPIs). **Ms. Mineker** noted the action RIAC has taken and the plan moving forward.

Mr. Goodman presented an update on outreach efforts.

Mr. Cloutier presented an update on development progress and opportunity at Quonset State Airport.

(g) Breeze Base Construction Update

Ms. Damicis presented an update on the terminal improvements at PVD.

(h) Infrastructure

Ms. Damicis presented an overview of project construction timelines and an update on the implementation of the Capital Improvement Plan (CIP).

4. Action Items:

- (a) Approval to enter into a Ground Lease Agreement having a term of 30-years between the Rhode Island Airport Corporation and Hangars4Planes, LLC. for the lease of Parcel UUU-1 at Newport State Airport comprised of 1.67 +/- acres of land and generating approximately \$865,218 in revenue to RIAC over the term, in substantially the form presented.**

Mr. Cloutier presented the action item for hanger development at Newport State Airport.

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

The motion was passed unanimously.

- (b) Approval to amend the Concession Agreement between the Rhode Island Airport Corporation and Paradies Lagardère @ PVD LLC to extend the term expiration date from June 30, 2032, to June 30, 2035, which converts the option period in the Concession Agreement from July 1, 2020, to a fixed term.**

Ms. Victor presented the action item for an amendment to the Concession Agreement with Paradies Lagardère. **Mr. Little** asked questions related to the design coordination between the concessions and the terminal. **Mr. Ahmad** noted that the thematic designs of the terminal refresh were shared with Paradies; they are coordinating to the extent possible without interfering with their branding.

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 Professional Services Agreement with Proscap Landscaping Management Corporation, to provide monthly landscaping and irrigation services for a period of three years and two option years with annual cost escalations. The cost for the first year of the contract is \$61,446.68 for the monthly services. Also, to approve the President and CEO, or his designee, to execute Professional Services Agreements with both Proscap Landscaping Management Corporation and Complete Site Solutions, as on-call firms for seasonal plantings with the scope and fee determined based on RIAC's landscaping plan.

Mr. Vanburg presented the action item for professional landscaping services. A motion was made by **Mr. Pizzuti** and seconded by **Mr. Roberts** to approve the recommendation.

The motion was passed unanimously.

- (d) Approval to execute Task Order Number 6 on Contract 30337 with Stantec in the amount of \$118,067.89 for survey and analysis of all Airports under the control and operation by the Rhode Island Airport Corporation to determine if any or all thresholds may need to be relocated temporarily for flight operational safety.

Ms. Mineker presented the action item for threshold surveys and analyses at all airports. **Mr. Savage** asked questions related to the recourse for cities and towns not in compliance. **Mr. Ahmad** noted RIAC has explored the legal side, but may have to turn to the legislative route. **Mr. Roberts** asked questions related to the scope of the survey work for anticipating obstructions in future years and the implications of having to relocate thresholds at PVD. **Mr. Ahmad** noted that once the survey results are received, FAA safety will have to provide guidance to RIAC. We do not want to be in a situation of gross negligence and will continue forward with the process for threshold relocations as well as working on the legislative option. **Mr. Rodio** noted that the survey results will include certain near obstructions, which aren't yet obstructions, but will qualify for funding for removal.

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

The motion was passed unanimously.

- (e) Approval to execute a Construction Contract with J.R Vinagro Corporation in the amount of \$480,964.08 to complete the Terminal Demolition project at Quonset State Airport.

Ms. Mineker presented the action item for the terminal demolition project at OQU.

Mr. Savage asked if the bid received is all in, including permits, environmental assessment and other aspects. **Ms. Mineker** confirmed that the bid does include everything. **Mr. Little** asked questions related to the verification of the contractor's ability to execute the scope of the project, given the disparity in the bids. **Ms. Mineker** noted that the bid was thoroughly reviewed, and the contractor's references were contacted. **Mr. Little** asked if anyone from RIAC reached out to the contractor to make sure they are able to complete the work. **Mr. Roberts** noted to look back at the contract and make sure they are on the hook for everything. **Mr. Savage** noted there is hesitation to go back to them now that the bid amounts are public. **Mr. Little** noted the design team would typically sit with the consultant after the bid was received. **Ms. Morgan** asked if the invitation for bids breaks down all units of the project. **Ms. Mineker** noted this project was bid lump sum. **Mr. Savage** noted that he votes to approve the item, subject to verifying concerns. **Mr. Little** noted there are no concerns. J.R Vinagro has a good history; however, with significant disparity between the bids, it is good practice to meet with the consultant and make sure RIAC and the project are covered.

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

The motion was passed unanimously.

- (f) **Approval to enter into Signatory Airline Agreements with American Airlines, Breeze Airways, Delta Air Lines, Federal Express, JetBlue, Southwest Airlines, United Airlines, and United Parcel Service for a five-year term.**

Mr. Persson presented the action item for the Signatory Airline Agreements.

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

The motion was passed unanimously.

- (g) **Approval to enter into Professional Services Agreements for a five-year term and Task Orders on an as-needed basis with the-on call IT firms up to budgeted amounts.**

Ms. Morgan presented the action item for on-call IT services.

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

The motion was passed unanimously.

- (h) **Approval to execute a Professional Services Contract with CHA Consulting, Inc. in the amount of \$1,711,503.54 for final design and bid phase services for the PVD South Cargo Ramp Development.**

Ms. Mineker presented the action item for the PVD South Cargo Ramp Development final design and bid phases services. **Mr. Little** asked questions related to

the scope of the contract and for clarification that the site work was to be done by CHA Consulting, Inc. and the building was to be done by McFarland Johnson. **Ms. Mineker** noted McFarland Johnson was originally selected for phase 1 of the project for the 30% design that was focused on the FedEx building. Since that is not moving forward at this time, the scope was reevaluated. **Mr. Little** asked questions related to reimbursement for the invoices from McFarland Johnson. **Ms. Morgan** noted RIAC entered into an agreement with FedEx that they will reimburse even if the project does not move forward; either way RIAC is covered for those costs.

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

The motion was passed unanimously.

5. Executive Session:

At approximately 10:00 a.m., a motion was made by **Mr. Little** and seconded **Mr. Roberts** 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 May 4, 2023, § 42-46-5(a), (5), and (6); and**
- (b) **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**
- (c) **Session pertaining to John Kramer, Anthony P. Fox. Timothy T. Fox, Linda J. Jokl, Peter Jokl, Sara McGinnes, Ruth S. Perfido, Peter H. Greenman, Arthur Jacob, Sharon Lehman, John Lehman, and Piera M. Cote Robson vs. HTX Helicopters, LLC, d/b/a Heliblock and Rhode Island Airport Corporation, C.A. No. WC-2018-0491 (§ 42-46-5(a)(2)); and**

By roll call vote the motion was passed unanimously.

At approximately **11:19 a.m.**, a motion was made by **Mr. Little** and seconded by **Mr. Roberts** 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 June 15, 2023; and**

A motion was made by **Mr. Pizzuti** and seconded by **Mr. Little** 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. Pizzuti** and seconded by **Mr. Roberts** to approve the sealed minutes of the Executive Session held on June 15, 2023.

- (c) **Potential vote(s) to award Notice of Intent for Competitive Negotiation No. 32311RR and authorize the President and CEO or his designee to enter into an agreement with a proposing firm for the Food and Beverage Concession Program.**

Mr. Persson presented the action item for the Concession Agreement with Grove Bay Concessions PVD, LLC and Saugy, Inc. **Mr. Balli** provided an overview of the timeline for the refresh and construction of the seven concepts, the foundation and tactics for job recruitment and stability, key benefits of the agreement, and customer service and quality components. **Mr. Persson** presented the following recommended resolution:

To approve the President and CEO, or his designee, to execute a Concession Agreement with Grove Bay Concessions PVD, LLC and Saugy Inc., having terms of 12 years and 10 months and 10 years respectively, commencing on September 1, 2023, and continuing through June 30, 2036, and August 31, 2033, respectively, for the provision of Food & Beverage Concessions operations at Rhode Island T. F. Green International Airport.

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

The motion was passed unanimously.

7. Future Meetings:

The next meeting is scheduled for Thursday, September 14, 2023, at 8:45 a.m., in the Mary Brennan Board Room, Rhode Island T. F. Green International Airport, Warwick, Rhode Island.

8. Adjournment:

Mr. Pizzuti moved to adjourn at approximately 11:40 a.m. **Mr. Roberts** seconded the motion.

The motion was passed unanimously.

Respectfully submitted,

Jon Savage, Chair
Rhode Island Airport Corporations

PUBLIC ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
MEETING OF THE BOARD OF DIRECTORS
THURSDAY, AUGUST 3, 2023

<u>NAME</u>	<u>AFFILIATION</u>
Alicia Seabury	RIAC
Sapha Mabrouk	RIAC
David Cloutier	RIAC
Brittany Morgan	RIAC
Jessica Damici	RIAC
Dawn Mineker	RIAC
Nicole Williams	RIAC
Nikolas Persson	RIAC
John Goodman	RIAC
Tim Pimental	RIAC
Robert Vanburg	RIAC
Nedjyne Victor	RIAC
Jaye Del Rosario	RIAC
Donna Melone	RIAC
Joseph Rodio	Rodio & Ursillo
Michele Tucci	Grove Bay
Woody Creswell	Paradies
Dan Procaccini	APS Law
Fancesco Balli	Grove Bay
Bill Heslam	Narragansett Beer
Gregory Horton	Whaler's RI

PUBLIC ATTENDANCE SHEET
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NAME

AFFILIATION

Nancy laDeluca

United Here Local 26

Jen Renzi

Grove bay

Mary O'Brien

Saugy's

The minutes of the Executive Session of the Board Meeting on August 3, 2023 have been sealed in accordance with R.I.G.L. § 42-46-7(c).