

PENINSULA AIRPORT COMMISSION

MINUTES

September 11, 2014

PRESIDED: James Bourey

The special meeting of the Peninsula Airport Commission was held on Thursday, September 11, 2014 at 2:00 p.m. in the Airport Commission Room at the Newport News/Williamsburg International Airport.

Commissioners present were:

Herbert H. Bateman, Jr., Jim Bourey, LaDonna Finch, Aubrey Fitzgerald Steve Mallon and George Wallace.

Executive Director

Mr. Ken Spirito

Assistant Airport Director, Planning & Development

Mr. Ted Kitchens

Director, Marketing and Public Relations

Ms. Jessica Wharton

Director, Finance and Administration

Ms. Renee Ford

Legal Counsel

Ms. Robyn Hansen

Executive Assistant

Ms. Rhonda Wissinger

Public in Attendance

Chris Brandt-Hourigan Construction
Gordon Costello-Hourigan Construction
Liz Smith-Jones, Blechman, Woltz & Kelly
Mark Wilcer-RS&H

COMMENTS FROM THE PUBLIC

There were no comments from the public.

SECURITY SCREENING CHECKPOINT CONSOLIDATION-GURANTEED MAXIMUM PRICE

Mr. Ted Kitchens reported that The Construction Manager at Risk (CMR) has prepared a Guaranteed Maximum Price (GMP) Proposal for the construction of the Consolidated Security Checkpoint. This GMP is the result of integrating the CMR into the design development of the project and represents the commitment of the CMR to deliver the project for the agreed upon price.

The GMP consists of the cost of work (e.g. construction trades) and the CMR general conditions and fees. All sub-contractor work was procured through competitive sealed bidding per the requirements of the PAC Procurement Manual and Commonwealth of Virginia Secretary of Administration Guidelines on the use of the CMR delivery method. During the design development process, the CMR prepared Conditionally Guaranteed Maximum Price proposals that allowed the design team to enter into detailed value management discussions regarding design scope, details and specifications. The end result is a design scope that matches the cost and an elimination of contract change orders.

The GMP does not include other items necessary for the full and complete delivery of the project. These items include build-out of a new resteraunt, CA/CM services, TSA Equipment move, code compliance services and owner's contingency. Staff will bring forward future Executive Summaries to the Commission for these services.

The Guaranteed Maximum Price proposal is in the amount of \$13,218,835. We are projecting to receive Grant Funding in the amount of \$14,215,064. The airport's funding which would include the Resteraunt Build-Out and Non Eeligible Items would be approximately \$1,000,000.

RESOLVED, that the Peninsula Airport Commission approve the \$13,218,835 Guaranteed Maximum Price Proposal for the Security Screening Checkpoint subject to Federal Funding.

Commissioner Steve Mallon made the motion to approve the Guaranteed Maximum Price Proposal of \$13,218,835 and Commissioner Aubrey Fitzgerald seconded the motion.

Voting yes were:

Herbert H. Bateman, Jr., Jim Bourey, LaDonna Finch, Aubrey Fitzgerald, Steve Mallon and George Wallace.

CLOSED MEETING

BE IT RESOLVED, that the Commission enter into a Closed Meeting pursuant to the Virginia Freedom of Information Act; Section 2.2-3711.A. pertaining to:

1. Discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body.
2. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.
3. The protection of the privacy of individuals in personal matters not related to public business.
4. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.
5. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.
6. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Commissioner Aubrey Fitzgerald made the motion, seconded by Commissioner LaDonna Finch to hold a closed meeting.

Voting yes were:

Herbert H. Bateman, Jr., James Bourey, LaDonna Finch, Aubrey Fitzgerald, Steve Mallon and George Wallace.

The Commission entered into a Closed Meeting at 2:21 p.m. and reconvened in Open meeting at 3:04 p.m. Upon reconvening, it was

RESOLVED, that to the best of the Commission's knowledge, only public business matters lawfully exempt from open meeting requirements, and only such public business matters as were identified in the motion by which the Closed Meeting was convened, were heard, discussed or considered in Closed Meeting.

Voting yes were:

Herbert H. Bateman, Jr., James Bourey, LaDonna Finch, Aubrey Fitzgerald Steve Mallon and George Wallace

ADJOURNED

There being no further business, the meeting was adjourned at 3:05 p.m.

NEXT MEETING

The next meeting of the Peninsula Airport Commission will be held on Thursday, September 25, 2014 at 8:00 a.m. in the Commission Room.