

**DuPAGE AIRPORT AUTHORITY
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE
WEDNESDAY, JANUARY 13, 2016**

The meeting of the Capital Development, Leasing and Customer Fees Committee of the DuPage Airport Authority Board of Commissioners was convened at the DuPage Flight Center, 2700 International Drive, West Chicago, Illinois in the First Floor Conference Room on Wednesday, January 13, 2016. Committee Chairman Wagner was absent from this meeting and Commissioner Chavez served as Acting Chair. Commissioner Chavez called the meeting to order at 2:02 p.m. A quorum was present for this meeting.

Commissioners Present: Chavez, Ledonne, Posch, Sharp

Absent: Wagner

DAA Staff Present: Executive Director David Bird; Mark Doles, Director of Aviation Facilities and Properties; Patrick Hoard, Director of Finance and Prairie Landing Golf Club; Dan Barna, Procurement Manager; Pamela Miller, Executive Assistant and Board Liaison.

Others: Phil Luetkehans, Schirott, Luetkehans and Garner; Michael Vonic, CH2M; Brian Quinlan, Burns & McDonnell; Nate Granger, RS & H; Dan Pape, Crawford, Murphy and Tilly.

Press: None

CAPITAL DEVELOPMENT
NEW BUSINESS

Proposed Ordinance 2016-292; Ordinance Providing for the Acquisition Through Negotiation or Condemnation a Certain Property Commonly Known as the Pheasant Run Property for Airport Purposes by the DuPage Airport Authority – Approximately 140.25 Acres Located at the Southeast Corner of Route 64 and Kautz Road in St. Charles, Illinois.

Ordinance authorizes the acquisition of a 140.25 acre parcel by either negotiation or the use of the Authority's eminent domain authority.

Executive Director Bird advised this proposed Ordinance will be discussed in further detail during the Board Meeting Executive Session. Attorney Luetkehans stated that passage of this Ordinance will only allow the Airport Authority to exercise its right of eminent domain powers and with Board approval suit will be filed immediately in DuPage County Circuit Court.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2016-292; Ordinance Providing for the Acquisition Through Negotiation or Condemnation a Certain Property Commonly Known as the Pheasant Run Property for Airport Purposes by the DuPage Airport Authority – Approximately 140.25 Acres Located at the Southeast Corner of Route 64 and Kautz Road in St. Charles, Illinois. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2016-1993; Award of Contract to Design Carpets & More for Air Traffic Control Tower Carpet Replacement.

Approves a project to remove and replace carpeting in the Air Traffic Control Tower Base Building. Total authorized construction cost of \$26,916.16, which includes a 10% owner's contingency.

Dan Barna explained that the Airport Authority has a lease agreement with the FAA for Air Traffic Control Tower facilities and is responsible for maintaining these facilities. He continued that it has become necessary to replace the carpeting in the base building offices. Mr. Barna advised that eight (8) bids were received for this project and Design Carpets & More was determined to be the low, responsive and responsible bidder. Staff recommended approval and discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2016-1993; Award of Contract to Design Carpets & More for Air Traffic Control Tower Carpet Replacement. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2015-1994; Authorizing the Execution of a Cash Farm Lease with Dale Pitstick for 216 Acres.

Authorizes the execution of a three (3) year Cash Farm Lease with Dale Pitstick for 216 acres for \$165.50 per acre, \$36,180 paid annually in March 2016, 2017 and 2018.

The Airport Authority is currently under a three-year cash farm lease for acreage within the DuPage Business Park. He continued this Resolution will authorize execution of another three-year Cash Farm Lease for approximately 216 acres located North of Prairie Landing Golf Club. Mr. Barna explained that initially only one sealed bid was received and bids were solicited a second time with two (2) bids received. He added that upon evaluation it was determined that Dale Pitstick submitted the higher per acre offer. Mr. Pitstick was contracted with the Airport Authority for the previous three-year Cash Farm Lease which expired December 31, 2015, and has maintained a good working relationship with the Airport Authority. Discussion followed and staff recommended approval.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2016-1994; Authorizing the Execution of a Cash Farm Lease with Dale Pitstick for 216 Acres. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2016-1995; Authorizing the Execution of a Retainer Agreement with Burns & McDonnell for Engineering Services for the Projects: Construct West Perimeter Roadway and Construct North Perimeter Roadway.

Approves retaining the firm of Burns & McDonnell to provide engineering services for the projects to: Construct a West Perimeter Roadway and Construct a North Perimeter Roadway under the IDOT Division of Aeronautics Transportation Improvement Program.

Mr. Barna stated the next three resolutions are all related to the project to construct the West and North Perimeter Roadways. This Resolution authorizes a retainer agreement with Burns & McDonnell for Engineering Services consultant selection. He continued that these two projects have been part of the IDOT-IDA Transportation Improvement Program since 2006; both projects are eligible to receive Federal/State funding. The Airport Authority is responsible for selecting an Engineering firm for design and construction oversight for the West and North perimeter roadways. He continued to explain that six (6) firms submitted Request for Quotations and three (3) firms were shortlisted. An Evaluation Panel was established and upon review Burns & McDonnell were selected; the State of Illinois DOT-IDA concurs with this recommendation. Discussion followed.

A **MOTION** was made by Commissioner Sharp to recommend Board approval for Proposed Resolution 2016-1995; Authorizing the Execution of a Retainer Agreement with Burns & McDonnell for Engineering Services for the Projects: Construct West Perimeter Roadway and

Construct North Perimeter Roadway. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2016-2004; Authorizing the Execution of a Design Phase Task Order with Burns & McDonnell for the Project: Construct West Perimeter Roadway.

Authorizes a task order to design a west airside perimeter roadway to serve Airport vehicles and fuel trucks. Task order not-to-exceed \$119,057.95 paid by Federal, State and Local funds under the IDOT Division of Aeronautics Transportation Improvement Program.

Mr. Barna explained this Resolution authorizes a Task Order with Burns & McDonnell for the Design Phase of the project to construct the west perimeter roadway where airport vehicles and fuel trucks travel. He continued this project was identified by the FAA Runway Safety Action Team as a high priority project to minimize runway crossings by airport vehicles. The Airport Authority selected Burns and McDonnell to provide design and construction oversight for this project which is scheduled for the State's June letting; anticipated completion for the project is November 2016. Mr. Barna reviewed the scope and funding schedule for the Task Order with Burns & McDonnell. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2016-2004; Authorizing the Execution of a Design Phase Task Order with Burns & McDonnell for the Project: Construct West Perimeter Roadway. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2015-1996; Authorizing the Execution of a Cable Relocation Reimbursable Agreement Between the Federal Aviation Administration and the DuPage Airport Authority.

Authorizes an Agreement to reimburse the Federal Aviation Administration ("FAA") for engineering services related to the relocation of FAA facilities impacted by the construction of the West and North Perimeter Roadways. Estimated cost not-to-exceed \$100,000.

Mr. Barna stated that construction of the perimeter roadways will impact the FAA facilities power and control cabling. He continued this resolution will authorize a reimbursable agreement with the FAA. The Airport Authority will provide \$100,000 up front to the FAA to perform the necessary relocation work and keep with the State's letting schedule. Discussion continued regarding the scope of this project and the terms of this reimbursable agreement with the FAA. Staff recommended Board approval.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2016-1996; Authorizing the Execution of a Cable Relocation Reimbursable Agreement between the Federal Aviation Administration and the DuPage Airport Authority. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2016-1997; Authorizing the Execution of Design Phase Task Order No. 45 with CH2M for the Project: Landside Signage Plan.

Authorizes a task order to design a standardized landside signage plan for the Airport. The signage plan will address roadway entrances and intersection wayfinding points. Task Order not-to-exceed \$31,540.

Executive Director Bird explained that the Airport's landside areas currently lack consistency with signage; in size, locations, color schemes, font and proper wayfinding. CH2M has submitted a Task Order for developing the plan to address these issues; this will authorize the Design Phase only for this project. Discussion followed and staff recommended Board approval.

A **MOTION** was made by Commissioner Posch to recommend Board approval for Proposed Resolution 2016-1997; Authorizing the Execution of Design Phase Task Order No. 45 with CH2M for the Project: Landside Signage Plan. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2016-1998; Authorizing the Execution of Task Order No. 44 with CH2M for the Project: Runway Obstruction Identification – Photogrammetric Study.

Authorizes a task order to conduct a photogrammetric aeronautical survey of approximately 350 acres to identify the locations and elevations of structures and vegetation which penetrate vertically guided runway surfaces. Task Order not-to-exceed \$27,500.

Dan Barna explained that the State of Illinois, while conducting the annual 5010 Inspections, noted there were trees near Runway 15 penetrating the approach surface that would need trimming or removal. He added that near Runway 20L and Runway 33 there were also noted trees that would eventually cause the same issues. The process was initiated by CH2M to conduct a photogrammetric survey to identify potential runway obstructions. Mr. Barna continued to review the scope of this Task Order with CH2M and the associated costs. Discussion followed. Staff recommended Board approval.

A **MOTION** was made by Commissioner Posch to recommend Board approval for Proposed Resolution 2016-1998; Authorizing the Execution of Task Order No. 44 with CH2M for the Project: Runway Obstruction Identification – Photogrammetric Study. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2016-1999; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project: Design-Build Clear Span Aircraft Hangar.

Authorizes a task order to provide field observation and documentation of construction activities during the construction of the Clear Span Aircraft Hangar Project. Task order not-to-exceed \$224,500.

Mark Doles reviewed the process for hangar construction stating CH2M had initially provided bridging documents and the bridging documents were revised and rebid to bring costs in line with the budgeted amount for completing this project. Approval of this Resolution will allow for construction phase support. He continued that due to the magnitude of this project, the Airport Authority needs assistance with the independent oversight of construction from the infrastructure side. CH2M has submitted a Task Order to provide this onsite support. Mr. Doles discussed the type of assistance and support to be provided by CH2M. He added that based upon previous Independent Fee Analysis and the review of the submitted fee by CH2M the fee was determined to be fair and reasonable. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2016-1999; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project. The **motion was seconded** by Commissioner Ledonne and was unanimously passed by roll call vote (4-0).

Proposed Resolution 2016-2000; Approving Vacant Land Purchase Agreement with CenterPoint Properties Trust for 10.51 Acres at 2500 Enterprise Circle (Project Steel).

Approves the Contract to sell 10.51 acres to CenterPoint Properties Trust for \$1,350,699.00 for the expansion of the DS Container Project located at 2500 Enterprise circle, pursuant to option included in Vacant Land Purchase Agreement dated February 23, 2015.

Executive Director Bird explained this land purchase agreement is part of the development plan for the DS Containers facility in the DuPage Business Center, previously approved by the Board. He continued the initial development plan granted DS Containers the option to purchase the adjacent 105 acres and this resolution accomplishes that expansion. Discussion followed.

A **MOTION** was made by Commissioner Posch to recommend Board approval for Proposed Resolution 2016-1999; Authorizing the Execution of Construction Phase Task Order No. 40 with CH2M for the Project. The **motion was seconded** by Commissioner Sharp and was unanimously passed by roll call vote (4-0).

RECESS TO EXECUTIVE SESSION

There was no Executive Session.

OTHER BUSINESS

Commissioner Ledonne made a **MOTION** to adjourn the Capital Development, Leasing and Customer Fees Committee Meeting; the **motion was seconded** by Commissioner Posch and was passed by unanimous voice vote. The committee meeting was adjourned at 2:31 p.m.

Approved at the March 16, 2016 Board Meeting

**Daniel J. Wagner, Chairman
Capital Development, Leasing and Customer Fees Committee**