RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING MINUTES
AUGUST 17, 2017

Chair Ali presided. Present: Hannah, Kane, Morgan, Saidi, Teer, Thompson, and Zucchino. Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, Senior Vice President & CRO McFall, Senior Vice President & CFO Sylver, Vice President & CHRO Umphrey, Vice Presidents Connell, Hetzel, Jewett, and Legan, General Counsel Locklear, Administrative Coordinator Gray, and other staff members and guests.

I. APPROVAL OF AGENDA
   Request by Chairman Ali to amend the agenda to include a closed session prior to adjournment; Motion by Thompson to approve the amended agenda; Second by Zucchino

   ADOPTED BY UNANIMOUS VOTE

II. APPROVAL OF MINUTES
   Motion by Hannah to approve the minutes of the July 20, 2017 meeting of the Raleigh-Durham Airport Authority Board, including the committee minutes incorporated therein; Second by Morgan

   ADOPTED BY UNANIMOUS VOTE

III. CHAIR COMMENTS
   1. New hires and promotions recognized
   2. The Chairman congratulated all on recent customer satisfaction results

IV. OLD BUSINESS
   1. Finance Committee Report – Zucchino reported the Finance Committee met on August 17, 2017 and discussed the following item(s):
      a. Consideration of Budget Adjustments
         Committee recommends adoption of the 2017-2018 Capital Budget Ordinance Amendment #2 and Capital Project Ordinance Amendment #2.
         Motion by Kane to adopt Committee’s recommendation; Second by Hannah

         ADOPTED BY UNANIMOUS VOTE

      b. Consideration of Resolution for Letter of Credit Extension with Royal Bank of Canada
Committee recommends approval of the resolution allowing for an extension of the Letter of Credit through January 31, 2018. Additionally, staff is requesting that the President and Chief Executive Officer, Senior Vice President and Chief Finance Officer, the Director of Financial Planning & Reporting, and the General Counsel are authorized and directed to take such action as they, with the advice of counsel, may deem necessary or appropriate to effect this transaction.

Motion by Kane to adopt Committee’s recommendation; Second by Hannah

ADOPTED BY UNANIMOUS VOTE

2. Operations Committee Report – Thompson reported the Operations Committee met on August 17, 2017 and discussed the following item(s):
   a. Consideration of Purchase of 4 Electric Shuttle Buses

      Committee recommends approval of the purchase of 4 electric shuttle buses and associated charging infrastructure from Proterra, Inc. and authorization for the President and CEO to execute any necessary documents to complete the purchase.

Motion by Morgan to adopt Committee’s recommendation; Second by Teer

ADOPTED BY UNANIMOUS VOTE

b. Consideration of Federal Aviation Administration Grant Acceptance for Zero Emission Bus Purchase

   Committee recommends acceptance of the grant offer, in an amount of $1,633,300, when presented by the FAA, and authorization for the President and CEO to execute the grant documents.

Motion by Morgan to adopt Committee’s recommendation; Second by Teer

ADOPTED BY UNANIMOUS VOTE

c. Consideration of a U.S. Customs and Border Protection “Section 481” Service Fee Agreement

   Committee recommends approval of the U.S. Customs and Border Protection “Section 481” Service Fee Agreement, and authorization for the President and CEO to execute the agreement.

Member Morgan recused himself from Board action due to a conflict of interest with his employer; Motion by Thompson to adopt Committee’s recommendation; Second by Teer

ADOPTED BY UNANIMOUS VOTE

3. Land and Development Committee Report – Teer reported the Land and Development Committee met on August 17, 2017 and discussed the following item(s):
   a. Consideration of Federal Aviation Administration Grant Acceptance for Taxiway A Rehabilitation

      Committee recommends acceptance of the grant offer, in an amount of $16,559,272, and authorization of the President and CEO to execute the grant documents.
Motion by Teer to adopt Committee’s recommendation; Second by Zucchino

ADOPTED BY UNANIMOUS VOTE

b. Consideration of Amendment to Task Order with RS&H to Provide Construction Administration Services for the Taxiway A Rehabilitation

Committee recommends approval of Amendment #1 to Task Order with RS&H and authorization for the President and CEO to execute the amendment.

Motion by Teer to adopt Committee’s recommendation; Second by Zucchino

ADOPTED BY UNANIMOUS VOTE

c. Consideration of an Agreement with Parsons Transportation Group for Construction Management Services for the Taxiway A Rehabilitation

Committee recommends approval of an agreement with Parsons Transportation Group and authorization for the President and CEO to execute the agreement.

Motion by Teer to adopt Committee’s recommendation; Second by Zucchino

ADOPTED BY UNANIMOUS VOTE

d. Consideration of a Task Order with RS&H to Provide Schematic Design Services for the Park Economy 3 Expansion

Committee recommends approval of Task Order #7 with RS&H and authorization for the President and Chief Executive Officer to execute the task order.

Motion by Teer to adopt Committee’s recommendation; Second by Zucchino

ADOPTED BY UNANIMOUS VOTE

e. Consideration of Task Order #5 with WSP USA Inc. for Planning Services for the Federal Inspection Station Expansion

Committee recommends approval of Task Order #5 with WSP USA Inc. for planning services and authorization for the President and CEO to execute the task order.

Motion by Teer to adopt Committee’s recommendation; Second by Zucchino

ADOPTED BY UNANIMOUS VOTE

f. Consideration of Task Order #8 with Gensler for Office Space Utilization and Building Hardening Study

Committee recommends approval of Task Order #8 with Gensler for office space utilization and hardening study and authorization for the President and CEO to execute the task order.

Motion by Teer to adopt Committee’s recommendation; Second by Zucchino

ADOPTED BY UNANIMOUS VOTE

g. Consideration of Terminal 2 Conceptual Design Presentation - City Market News, Hudson/Ink by Hudson, WRAL Travel Store and Hudson

Raleigh - Durham Airport Authority Board Members

Farad Ali, Chairman
City of Durham

John M. Kane, Vice Chairman
Wake County

Patrick Hannah, Esq., Secretary
Durham County

Robert D. Teer, Jr.
City of Durham

Dickle Thompson
City of Raleigh

David Morgan
Durham County

Lawrence R. Zucchino, Treasurer
Wake County

Stephane Saad, PE
City of Raleigh
Committee recommends approval of the City Market News, Hudson/Ink by Hudson, WRAL Travel Store and Hudson conceptual design drawings.

Motion by Teer to adopt Committee’s recommendation; Second by Zucchino

ADOPTED BY UNANIMOUS VOTE

4. Minority and Women-Owned Small Business Committee Report – Ali reported the Minority and Women-Owned Small Business Committee met on August 17, 2017 and discussed the following item(s):
   a. Small Business Programs Report
      Presentation for informative purposes only; no Board action required.

V. NEW BUSINESS
   1. Consent Agenda:
      a. Consideration of Agreement with Lutron Services Co., Inc for Annual Lighting Control System Maintenance Services
      b. First Quarter Financial Performance
      c. Consideration of a Purchase of Nintex Software Support from B&R Business Solutions, LLC
      d. Consideration of Agreement with Kennedy Office for Coffee and Beverage Services
      e. Consideration of Amendment Four with Heart + Hammer, LLC
      f. Consideration of an Agreement with Logan Teleflex for Technical Support Services for the Terminal 1 Baggage Handling System
      g. Consideration of a Cisco SmartNet Agreement with SHI International Corporation
      h. Consideration of an In-Terminal Advertising Agreement with Clear Channel Airports for the Shops of RDU
      i. Consideration of Amendment to the Service Agreement with John Bean Technologies Corporation
      j. Consideration of Support Services Purchase from AtHoc Software

Motion by Kane to approve and adopt Consent Agenda items listed (a, b, c, d, e, f, g, h, i, & j); Second by Teer

ADOPTED BY UNANIMOUS VOTE

VI. GENERAL COUNSEL’S REPORT
   No items were reported.

VII. MEMBER COMMENTS
   All members welcome new staff members to the Authority. Chairman Ali thanked the Board for coming out early to review and complete Authority business.
VIII. PRESIDENT AND CEO’S REPORT

July was the Authority’s 41st consecutive month of year-over-year increases and the best July on record. During the month, 532,289 passengers departed RDU representing a 4.7% increase compared to July 2016. In the past 5 years, July enplanements have increased by 25 percent, which means there are approximately 100,000 more people at RDU per month compared to 2012. Load factor for the month was 86 percent. For the year, seat capacity is approximately 4 percent higher than last year.

On Monday, Frontier began daily nonstop service to Las Vegas. Approximately 250 people fly between RDU and Las Vegas daily. As mentioned last month, Allegiant announced nonstop service to Cincinnati beginning November 15th. Frontier announced new flights to Austin, Cincinnati, Kansas City and Providence.

The RDU team was honored to take the Royal Rangers, a group of twenty boys ages 8-16, on a tour around the airport this past weekend. The Royal Rangers program is an activity-based, church ministry group for mentoring future men with a missions to evangelize, equip and empower the next generation of men. During the time the young men were here, the RDU team was able to give them an airfield tour, tour of terminal 2 and Fire-Rescue. The President thanked Bill, Duane, Karyn, Warren, Valerie, Ebony, Debra, Nadine and the Fire, Police, Ground Transportation Departments.

IX. ADJOURNMENT

Motion by Teer to adjourn; Second by Saidi

ADOPTED BY UNANIMOUS VOTE
Zucchi presided. Present: Ali, Hannah, Kane, Morgan, Saidi, Teer, and Thompson. Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, Senior Vice President & CRO McFall, Senior Vice President & CFO Sylv, Vice President & CHRO Umphrey, Vice Presidents Connell, Hetzel, Jewett, and Legan, General Counsel Locklear, Administrative Coordinator Gray, and other staff members and guests.

The Committee discussed the following item(s):

1. Consideration of Budget Adjustments: Upon a motion by Hannah and second by Teer, the Committee recommends an adoption of the 2017-2018 Capital Budget Ordinance Amendment #2 and Capital Project Ordinance Amendment #2.

Presented by Donna Sylv, Chief Financial Officer – This item is to provide a staff’s recommendation for the adoption of the 2017-2018 Capital Budget Ordinance Amendment #2 (increase of $9,050,000) and Capital Project Ordinance Amendment #2 (increase of $1,700,000) for the following existing projects and 5 new projects:

- Capital Project 080739, “Rehabilitate Taxiway A”, was created with an overall budget of $19,000,000. Based on the actual bid price for the project and anticipated construction services necessary to complete the project additional funds of $6,000,000 are being requested. The new project total will be $25,000,000.
- Capital Project 080869 “Planning for FIS Facilities Expansion” was created with a budget of $200,000. Additional funds of $100,000 are being requested to fund final scope negotiations and provide the funds necessary to complete the advance planning assignment.
- Capital Project 011339 “FY17/18 Vehicles and Equipment” was created with a budget of $5,083,063. Additional funds of $3,500,000 are being requested to fund the purchase of 4 Zero emission (electrical) busses under the Federal Aviation Administration’s Voluntary Acquisition of Low Emission vehicle program.
- Capital Project 011079 “Airport Master Plan” was created with a budget of $4,050,000. It was determined at the end of the previous fiscal year that this work should be expensed and not included in the Capital Budget. Therefore it is requested to reduce this project by $4,050,000.
• New – “Rehabilitate Runway 14/32” - $250,000 - The project will allow the design of the rehabilitation of Runway 14/32 in 2017-2018 and the construction in 2018-2019.
• New – “Rehabilitate International Drive” - $750,000 - The project will allow the design of the rehabilitation of International Drive in 2017-2018 and the construction in 2018-2019.
• New – “Rehabilitate West GA Apron” - $1,000,000 - The project will allow the design of the rehabilitation of the West GA Apron in 2017-2018 and the construction in 2018-2019.
• New – “Reconstruct Taxiway B” – $1,000,000 - The project will allow the design for the reconstruction of Taxiway B north of Taxiway C in 2017-2018 and the construction in 2018-2019.

New – “Perimeter Security Improvements” – $500,000 - The project is intended to design and construct various security enhancements around the perimeter of RDU

Staff recommends adoption of the 2017-2018 Capital Budget Ordinance Amendment #2 and Capital Project Ordinance Amendment #2.

2. Consideration of Resolution for Letter of Credit Extension with Royal Bank of Canada: Upon a motion by Zucchino and second by Hannah, the Committee recommends approval of the resolution allowing for an extension of the Letter of Credit through January 31, 2018. Additionally, staff is requesting that the President and Chief Executive Officer, Senior Vice President and Chief Finance Officer, the Director of Financial Planning & Reporting, and the General Counsel are authorized and directed to take such action as they, with the advice of counsel, may deem necessary or appropriate to effect this transaction.

Presented by Donna Sylver, Chief Financial Officer – The payment of principal and interest, and purchase price of the Authority’s Variable Rate Airport Revenue Bonds, Series 2008C (Non-AMT) (“Series 2008C Bonds”) is secured by a Letter of Credit (“LOC”) issued by Royal Bank of Canada (“RBC”). The LOC has a scheduled expiration date of October 23, 2017 and RBC has advised the Authority that it does not intend to renew it. The Authority is making arrangements to procure a replacement LOC or other financing arrangement with respect to the Series 2008C Bonds. In order to assure that the Authority has sufficient time to procure a replacement LOC or other financing arrangement, RBC has offered to extend the term of the existing LOC through January 31, 2018, and staff recommends acceptance of that offer, which requires adoption of the attached resolution.

The project costs are estimated to be either: (1) $15,000 for the solicitation and renewal of the existing LOC with RBC, or (2) $60,000 if the Authority opts to have a new Letter of Credit with a different financial institution.

Staff recommends approval of the resolution allowing for an extension of the Letter of Credit through January 31, 2018. Additionally, staff is requesting that the President and Chief Executive
Officer, Senior Vice President and Chief Finance Officer, the Director of Financial Planning & Reporting, and the General Counsel are authorized and directed to take such action as they, with the advice of counsel, may deem necessary or appropriate to effect this transaction.
EXTRACTS FROM MINUTES OF THE RALEIGH-DURHAM AIRPORT AUTHORITY

A regular meeting of the Raleigh-Durham Airport Authority was held at 1:00 p.m. on August 17, 2017 in the office of the Authority at the Raleigh-Durham International Airport, the regular place of meeting.

Present: Farad Ali, Chairman; John M. Kane, Vice Chairman; Patrick Hannah, Esq., Secretary; Lawrence R. Zucchini, Treasurer; Sepideh Saidi, PE; Robert D. Teer, Jr.; Dickie Thompson; David Morgan

Absent: None

Also Present: Michael J. Landguth, A.A.E., President and Chief Executive Officer; Donna Sylver, MBA, CPA, CGMA, Senior Vice President and Chief Financial Officer; William Sandifer, A.A.E., Senior Vice President and Chief Operating Officer; Chuck McFall, PhD, PMP, A.A.E., Senior Vice President and Chief Revenue Officer; Cleon Umphrey, SPHR, Vice President and Chief Human Resource Officer, Erin M. Locklear, J.D., General Counsel

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Donna Sylver, SVP CFO introduced the following resolution:

RESOLUTION REGARDING THE EXTENSION OF THE CREDIT FACILITY IN CONNECTION WITH THE RALEIGH-DURHAM AIRPORT AUTHORITY’S VARIABLE RATE AIRPORT REVENUE BONDS, SERIES 2008C (NON-AMT)

WHEREAS, the payment of principal and interest and purchase price of the Authority’s Variable Rate Airport Revenue Bonds, Series 2008C (Non-AMT) (the “Series 2008C Bonds”) is secured by a letter of credit (the “Letter of Credit”) issued by Royal Bank of Canada (the “Bank”);

WHEREAS, the Letter of Credit has a scheduled expiration date of October 23, 2017 and the Bank has advised the Authority that it does not intend to enter into a long-term extension of the Letter of Credit;

WHEREAS, the Authority is making arrangements to procure a replacement letter of credit or other financing arrangement with respect to the Series 2008C Bonds;

WHEREAS, in order to assure that the Authority has sufficient time is available to procure a replacement letter of credit or other financing arrangement, the Bank has offered to extend the term of the Letter of Credit through January 31, 2018, and the Authority had determined to accept such offer;

Raleigh-Durham Airport Authority Board Members

Farad Ali, Chairman
City of Durham

John M. Kane, Vice Chairman
Wake County

Patrick Hannah, Esq., Secretary
Durham County

Lawrence R. Zucchini, Treasurer
Wake County

Robert D. Teer, Jr.
City of Durham

Dickie Thompson
City of Raleigh

David Morgan
Durham County

Sepideh Saidi, PE
City of Raleigh
NOW, THEREFORE, BE IT RESOLVED by the Raleigh-Durham Airport Authority as follows:

Section 1. The Authority hereby approves the arrangement with the Bank of an extension of the Letter of Credit through January 31, 2018 under terms substantially the same as now are in place for the Letter of Credit.

Section 2. The President and Chief Executive Officer, Senior Vice President and Chief Finance Officer, the Director of Financial Planning & Reporting and the General Counsel of the Authority are authorized and directed (without limitation, except as may be expressly set forth in this resolution) to take such action as they, with the advice of counsel, may deem necessary or appropriate to effect the transactions contemplated by this resolution.

Section 3. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this 17th day of August, 2017.

I, Patrick Hannah, Esq., Secretary of the Raleigh-Durham Airport Authority, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board at a regular meeting held on August 17, 2017 as it relates in any way to the passage of the foregoing resolution and that said proceedings are recorded in the minutes of said Board.

WITNESS my hand and the official seal of the Authority this 17th day of August, 2017.

[SEAL]

Secretary
RALEIGH-DURHAM AIRPORT AUTHORITY
OPERATIONS COMMITTEE MEETING MINUTES
AUGUST 17, 2017

Thompson presided. Present: Ali, Hannah, Kane, Morgan, Saidi, Teer, and Zucchino. Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, Senior Vice President & CRO McFall, Senior Vice President & CFO Sylver, Vice President & CHRO Umphrey, Vice Presidents Connell, Hetzel, Jewett, and Legan, General Counsel Locklear, Administrative Coordinator Gray, and other staff members and guests.

The Committee discussed the following item(s):

1. **Consideration of Purchase of 4 Electric Shuttle Buses**: Upon a motion by Teer and second by Ali, the Committee recommends approval of the purchase of 4 electric shuttle buses and associated charging infrastructure from Proterra, Inc. and authorization for the President and CEO to execute any necessary documents to complete the purchase.

Presented by John A. Connell, P.E., Vice President, Operational Asset Management – Staff recommends the purchase of 4 electric shuttle buses and associated charging infrastructure from Proterra, Inc., in the amount of $3,381,400 contingent on the final award of an FAA Airport Zero Emissions Airport Vehicle (ZEV) and Infrastructure Grant also on this month’s meeting agenda. The buses and infrastructure were competitively bid with three vendors submitting bids. Proterra was the lowest responsive and responsible bidder at $3,381,400. The amount of the ZEV grant offer is expected to be $1,633,300. The offer comprises fifty percent (50%) of the eligible costs of the purchase of the buses and associated charging infrastructure from Proterra, Inc. The amount eligible for grant funding was $3,266,600 and the balance of the bid (i.e., $114,800) for training and RDU-specific systems (automated bus announcement system, vehicle locator, etc.) is the sole responsibility of the Authority. The total net cost to the Authority after receipt of the grant is $1,748,100. These buses will provide an estimated annual operating and maintenance cost savings of $350,000 over the useful life of the bus, as compared to the typical Gillig diesel bus currently in the fleet. In addition to cost savings, a total greenhouse gas emissions of 16,860,934 pounds will be avoided.

Staff recommends approval of the purchase of 4 electric shuttle buses and associated charging infrastructure from Proterra, Inc. and authorization for the President and CEO to execute any necessary documents to complete the purchase.
2. Consideration of Federal Aviation Administration Grant Acceptance for Zero Emission Bus Purchase:

Upon a motion by Teer and second by Ali, the Committee recommends acceptance of the grant offer, in an amount of $1,633,300, when presented by the FAA, and authorization for the President and CEO to execute the grant documents.

Presented by John A. Connell, P.E., Vice President, Operational Asset Management – Staff recommends the Authority accept an anticipated grant offer from the Federal Aviation Administration (FAA) for the purchase of Zero Emissions busses. The grant will consist of funds for the purchase of four (4) fully electric forty foot (40’) transit shuttle buses and associated charging infrastructure. The amount of the grant offer is expected to be $1,633,300, which comprises fifty percent (50%) of the eligible costs of the purchase of the buses and associated charging infrastructure from Proterra, Inc. The buses and infrastructure package was competitively bid through RDU Procurement with three vendors submitting bids. Proterra was the lowest responsive and responsible bidder at $3,381,400. The amount eligible for grant funding is $3,266,600 with the balance (i.e., $114,800) for training and RDU specific systems (Automated bus announcement system, vehicle locator, etc.) at the sole expense of the Authority.

Staff recommends acceptance of the grant offer, in an amount of $1,633,300, when presented by the FAA, and authorization for the President and CEO to execute the grant documents.

3. Consideration of a U.S. Customs and Border Protection “Section 481” Service Fee Agreement:

Upon a motion by Zucchino and second by Teer, the Committee recommends approval of the U.S. Customs and Border Protection “Section 481” Service Fee Agreement, and authorization for the President and CEO to execute the agreement.

Presented by William Sandifer, Senior Vice President and Chief Operating Officer – The purpose of this item is to provide a staff recommendation for the approval of a U.S. Customs and Border Protection (CBP) “Section 481” Service Fee Agreement. As authorized under Section 481 of the Homeland Security Act of 2002 (as amended by the Cross-Border Trade Enhancement Act of 2016), CBP can enter into “public-private partnerships” which allow a third-party to reimburse CBP for the cost(s) associated with providing inspection services. These services can include customs, immigration, agricultural processing and support at any facility where CBP provides or will provide services, and may cover costs such as salaries, benefits, overtime expenses, administration, and transportation costs. Under the terms of the Agreement there is no cost to the Authority. There is also no expiration of the Agreement, except it can be terminated by either party without cause with 90 days advance written notice to the other party. The real benefit of this Agreement is that is
allows either the Authority, or a third-party designated by the Authority, to request CBP services and provides a mechanism for the payment of those services.

Staff recommends approval of the U.S. Customs and Border Protection “Section 481” Service Fee Agreement, and authorization for the President and CEO to execute the agreement.
Teer presided. Present: Ali, Hannah, Kane, Morgan, Saidi, Thompson, and Zucchino. Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, Senior Vice President & CRO McFall, Senior Vice President & CFO Sylver, Vice President & CHRO Umphrey, Vice Presidents Connell, Hetzel, Jewett, and Legan, General Counsel Locklear, Administrative Coordinator Gray, and other staff members and guests.

The Committee discussed the following item(s):

1. **Consideration of Federal Aviation Administration Grant Acceptance for Taxiway A Rehabilitation**: Upon a motion by Kane and second by Ali, the Committee recommends acceptance of the grant offer, in an amount of $16,559,272, and authorization of the President and CEO to execute the grant documents.

   Presented by Ron Jewett, VP Facilities Asset Management – Staff recommends the Raleigh-Durham Airport Authority accept a recent grant offer the Federal Aviation Administration (FAA) for the rehabilitation of Taxiway A. The grant consists of a combination of entitlement and discretionary funds from the FAA’s Airport Improvement Program. A similar previous FAA grant funded a portion of the design for this work and this proposed grant will be used for construction and consultant construction services. The amount of the grant offer is $16,559,272. The offer comprises approximately seventy-five percent (75%) of the costs of the sum of: 1) Construction by the Fred Smith Company, 2) Construction Administration services by RS&H (the design Engineer), 3) Construction Inspection and Construction Management services by Parsons, and 4) Ancillary airfield electrical equipment and other eligible costs such as permits and legal expenses.

   Staff recommends acceptance of the grant offer, in an amount of $16,559,272, and authorization of the President and CEO to execute the grant documents.

2. **Consideration of Amendment to Task Order with RS&H to Provide Construction Administration Services for the Taxiway A Rehabilitation**: Upon a motion by Kane and second by Ali, the Committee recommends approval of Amendment #1 to Task Order with RS&H and authorization for the President and CEO to execute the amendment.

   Presented by Ron Jewett, VP Facilities Asset Management – The purpose of this item is to provide a staff recommendation on approval of Amendment 1 to Task Order 6 under the existing Master
Agreement with RS&H to provide Construction Administration Services for the project Taxiway A Rehabilitation, RDU 080739. The scope of work for Construction Administration services includes attending a pre-construction conference, reviewing shop drawings and submittals for compliance with the contract documents, reviewing and responding to requests for information (RFIs), reviewing contractor submitted applications for payment, performing periodic site visits to inspect the work for compliance with the contract documents, attending project progress meetings with the Owner and General Contractor, issuing field reports to document the progress of the work and note any defects or deficiencies, conducting inspections associated with substantial completion and final completion, issuing Certificate(s) of Substantial Completion, accumulating project closeout records and project closeout. Construction work is scheduled to be completed in 439 consecutive calendar days from Notice to Proceed. The construction value is $19,379,878. The overall Disadvantaged Business Enterprise (DBE) goal for Task Order 6 is 11%. RS&H intends to use Ohmega Group (DBE sub consultant) to review electrical submittals and shop drawings for Construction Administration. The DBE commitment for Task Order 6, Amendment 1 is 2.8%. Overall, including this amendment, the consultant’s DBE commitment is 7.5%. The Small Business Program Manager has concurred that this is acceptable. The compensation to the consultant for basic services shall be an hourly not to exceed amount of $258,642. Reimbursable expenses for travel, printing, shipping and miscellaneous other expenses shall be direct costs up to fixed ceiling amount of $13,540. The total maximum compensation under Amendment 1 to Task Order 6 is $272,182.

Staff recommends approval of Amendment #1 to Task Order with RS&H and authorization for the President and CEO to execute the amendment.

3. Consideration of an Agreement with Parsons Transportation Group for Construction Management Services for the Taxiway A Rehabilitation: Upon a motion by Zucchino and second by Kane, the Committee recommends approval of an agreement with Parsons Transportation Group and authorization for the President and CEO to execute the agreement.

Presented by Ron Jewett, VP Facilities Asset Management – Taxiway A Rehabilitation is needed to extend the life of this critical pavement and adjacent apron parking area. The scope of work involves complete asphalt reconstruction of Taxiway A and partial reconstruction of connector Taxiways A2, A3, A5, A6, A7, A8, and Taxiway C. Adjustments to some of the taxiway connectors also include pavement removal on Taxiways A3 and A4. The project includes construction of new taxiway shoulders, replacing (or reusing) taxiway edge lights, taxiway signs, and runway guard lights. Other elements of the work include pavement marking, turf restoration, and miscellaneous drainage improvements. Parsons has previously been selected to provide Program and Construction
Management Services on specific Projects as outlined in the existing Master Program Agreement. The scope of services for this agreement generally includes the following:

1. To provide resident project representative services on behalf of the Authority.
2. To ensure that the contractor meets all its obligations.
3. To ensure that the Authority’s obligations to the contractor are met.
4. To ensure that the Project is completed in accordance with the Authority’s design, budget, quality, safety and operational requirements.

Since this project is eligible for federal grant participation, the Disadvantaged Business Enterprise (DBE) program is being applied. The DBE participation amount was approved by the MWSB Program Manager, and the goal was set at 15%. Parsons is currently interviewing several DBE sub consultants to provide QA Testing and staff augmentation. The MWSB Program Manager is satisfied that a good faith effort was made and that the proposed participation is acceptable. The maximum compensations under this agreement for Services is $1,844,871.36. The maximum compensation for Reimbursable Expenses is $494,772.00. The maximum total compensation under this agreement is $2,339,561.21.

Staff recommends approval of an agreement with Parsons Transportation Group and authorization for the President and CEO to execute the agreement.

4. Consideration of a Task Order with RS&H to Provide Schematic Design Services for the Park Economy 3 Expansion: Upon a motion by Kane and second by Ali, the Committee recommends approval of Task Order #7 with RS&H and authorization for the President and Chief Executive Officer to execute the task order.

Presented by Jim Novak, Director of Facilities Engineering – The purpose of this item is to provide a staff recommendation on approval of Task Order 7 under the existing Master Agreement with RS&H to provide Schematic Design services for the project Park Economy 3 Expansion, RDU 080799. The scope of work for Schematic Design services involves initial planning, determining location and size of impacts to streams, stream buffers and wetlands; surveying wetland and Neuse Buffer delineations, preparing and submitting a permit application, conducting traffic analysis / capacity analysis of the Aviation Parkway/National Guard Drive intersection, storm water mitigation, preparing Schematic Design Report Document that includes the various alternatives (up to four), identifying the preferred alternative, design criteria, project schedule, and opinion of probable cost. Work is scheduled to be completed in 275 calendar days from the Notice to Proceed. The overall Minority and Women-Owned Small Business (MWSB) goal for Task Order 7 is 10% MSB and 5% WSB. RS&H intends to use Connico (WSB sub consultant) for cost estimating, Wetherill Engineering (WSB) for traffic analysis, storm water mitigation and surveying, and CH...
Engineering (MSB) for topographic surveying. The MWSB commitment for this Task Order is 20.3% MSB and 22.2% WSB. Overall, including Task Order 7, the Consultant’s MWSB commitments are 19.8% MSB and 14.5% WSB. The Small Business Program Manager has concurred that this is acceptable. The compensation to the consultant for basic services shall be an hourly not to exceed amount of $199,571. The compensation for sub consultant services is $170,785. Reimbursable expenses for travel, printing, shipping and miscellaneous other expenses shall be direct costs up to fixed ceiling amount of $3,367. The total maximum compensation under Task Order 7 is $373,723.

Staff recommends approval of Task Order #7 with RS&H and authorization for the President and Chief Executive Officer to execute the task order.

5. Consideration of Task Order #5 with WSP USA Inc. for Planning Services for the Federal Inspection Station Expansion: Upon a motion by Ali and second by Kane, the Committee recommends approval of Task Order #5 with WSP USA Inc. for planning services and authorization for the President and CEO to execute the task order.

Presented by Ellis Cayton, Director of Planning and Environmental – The purpose of this item is to provide a staff recommendation on Task Order #5 under the existing Master Agreement with WSP USA Inc. (WSP). The services in this task order include: (1) terminal planning services to optimize the Terminal 2 Federal Inspection Services (FIS) facility in order to reduce the overall time necessary for passengers to transit the FIS today and to meet projected demands identified in the Vision 2040 Master Plan; (2) development of concepts for expanding FIS passenger queuing and processing areas in the primary arrivals hall and bag claim carousels and associated areas; (3) performing observations of the FIS while the Customs Border Protection (CBP) Agency processes arriving international flights; and (4) meeting with the CBP and other stakeholders; (5) conducting FIS processing analyses and bag system planning (6) performing airport terminal space planning to develop alternative concepts; (7) preparing block diagrams and narrative descriptions of a recommended concept to serve as a program definition by follow-on designers; and (8) preparing cost estimates of the recommended concept. The overall Minority and Women Owned Small Owned Business (MWSB) goals for the existing Master Agreement are 10% for Minority Owned Small Businesses (MSB) and 5% for Women Owned Small Businesses (WSB). MSB and WSB participation goals for Task Order #5 are 8% for MSB and 9% for WSB. With approval of this Task Order #5, and the projections for Task Order #4, WSP’s MWSB participation for the Master Agreement would meet the minimal requirements of 10% MSB and 5% WSB. The Authority will compensate the consultant for services rendered for this Task Order on an hourly rate basis with the
total amount not to exceed $200,841.44. Allowable reimbursable expenses shall not exceed $14,134.92. Total compensation is not to exceed $214,976.36.

Staff recommends approval of Task Order #5 with WSP USA Inc. for planning services and authorization for the President and CEO to execute the task order.

6. Consideration of Task Order #8 with Gensler for Office Space Utilization and Building Hardening Study: Upon a motion by Kane and second by Ali, the Committee recommends approval of Task Order #8 with Gensler for office space utilization and hardening study and authorization for the President and CEO to execute the task order.

Presented by Ellis Cayton, Director of Planning and Environmental – The purpose of this item is to provide a staff recommendation for the award of Task Order #8 to Gensler for conducting an office space utilization and critical building hardening study for the Authority. RDU has experienced significant growth and the recent 2040 Vision Master Plan has identified the need to add Authority staff throughout the planning horizon to support that growth. Currently staff is spread throughout the airport in multiple facilities. This study will examine how administrative areas are utilized. This data collection will become a recommendation for potential reconfiguring or new construction of office space for greater efficiency. As one of the Authority’s on-call consultants Gensler was selected for this task due to firm’s highly regarded and proprietary workplace evaluation program that will be able to identify existing utilization and future needs to accommodate a program of smart growth. The study will also encompass an evaluation of the existing Authority facilities employee safety, or building hardening. The hardening would be increased security measures for greater protection for Authority employees in the event of an active shooter situation or other acts of terror within the workplace. Gensler will evaluate current spatial configurations for the ability to incorporate appropriate security measures. The Consultant's Minority Owned Small Business participation for this effort includes the sub consultants Arora Engineers for security consulting (12%), and VJ Associates for cost estimating (4%). There is 0% Women Owned Small Business commitment in this proposed task order, however, staff confirmed that the Consultant is currently on target to fulfill all Minority and Women Owned Small Business goals in its Master Agreement and this particular proposed task order participation is acceptable. The compensation to the Consultant for basic services will be a not-to-exceed agreement billed on an hourly basis, with a not to exceed amount for reimbursable expenses. The proposed fee for basic services is $150,575. Reimbursable expenses are estimated at $5,000 which includes travel and printing. Total compensation is $155,575.

Staff recommends approval of Task Order #8 with Gensler for office space utilization and hardening study and authorization for the President and CEO to execute the task order.
7. Consideration of Terminal 2 Conceptual Design Presentation - City Market News, Hudson/Ink by Hudson, WRAL Travel Store and Hudson; Upon a motion by Zucchino and second by Kane, the Committee recommends approval of the City Market News, Hudson/Ink by Hudson, WRAL Travel Store and Hudson conceptual design drawings.

Presented by Ingrid N. Hairston, Director of Business Development – The Authority approved leases with four retailers that covered a total of 15 retail spaces in Terminal 2 in March 2017. Construction for phase I stores will commence December 1, 2017. Each tenant has worked with its design team to develop dynamic stores. Staff seeks approval from the Authority of the conceptual drawings for four of the eight stores that will be constructed in Phase I. City Market News will build out space at Gate C8 on Concourse C. The design theme is based on an old market that you might find in a local downtown or Five Points area. The façade is wrapped in a light colored brick veneer, and it is adorned with a bold and dark contrasting colored sign. Classic exterior light fixtures highlight the signage. Hudson/Ink by Hudson is on Concourse D across from Gate D1. The Hudson side of the store design is set for a bustling urban area. The electric blue LED strip highlighting the subtly curved overhang in the main entry is the brand color for Hudson. The lit cityscape that is the focal point of the entry, is a skyline composed of Raleigh and Durham structures in 3-D composition. The second entry of the dual-branded store is all about books. A boldly colored diagonal wood plank signifies the entry. The complete design of the store is modern and elegant simplicity. The WRAL Travel Store is located across from Gate D5 on Concourse D. Store design takes its direction from the WRAL brand. It features the iconic Channel 5 on the edge-lit marquee sign and distinct ‘blue’ brand color. A large glazed area on the right provides a spectacular view into the space. Hudson, also on Concourse D, is located at the south end of Concourse D, between D13 and D15. This Hudson store design is also urban themed. The electric blue LED strip highlighting the subtly curved overhang in the main entry is the brand color for Hudson. Hudson is accented by marques styled as a printing press complete with newsprint threaded through paper rollers.

Staff recommends approval of the City Market News, Hudson/Ink by Hudson, WRAL Travel Store and Hudson conceptual design drawings.
RALEIGH-DURHAM AIRPORT AUTHORITY
MINORITY AND WOMEN-OWNED SMALL BUSINESS
COMMITTEE MEETING MINUTES
AUGUST 17, 2016

Ali presided. Present: Hannah, Kane, Morgan, Saidi, Teer, Thompson, and Zucchino. Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, Senior Vice President & CRO McFall, Senior Vice President & CFO Sylver, Vice President & CHRO Umphrey, Vice Presidents Connell, Hetzel, Jewett, and Legan, General Counsel Locklear, Administrative Coordinator Gray, and other staff members and guests.

The Committee discussed the following item(s):

1. Small Business Programs Quarterly Report: *Presentation for informative purposes only; no Board action required.*

   Presented by Thiane Carter, Procurement Supervisor

   *Presentation for informative purposes only; no Board action required.*
RALEIGH-DURHAM AIRPORT AUTHORITY
CONSENT AGENDA
AUGUST 17, 2017

Chair Ali presided. Present: Hannah, Kane, Morgan, Saidi, Teer, Thompson, and Zucchino. Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, Senior Vice President & CRO McFall, Senior Vice President & CFO Sylver, Vice President & CHRO Umphrey, Vice Presidents Connell, Hetzel, Jewett, and Legan, General Counsel Locklear, Administrative Coordinator Gray, and other staff members and guests.

The Board considered the following item(s):

1. Consideration of Agreement with Lutron Services Co., Inc for Annual Lighting Control System Maintenance Services: Item was presented at full Board Meeting for consideration.

   Presented by John A. Connell, P.E., VP of Operational Asset Management – Staff is seeking approval of an agreement for annual lighting control system maintenance services in Terminal 2 with Lutron Services Co., Inc (Lutron). The lighting control system at Terminal 2 is controlled by a proprietary control system manufactured by Lutron. The major components include four (4) processor panels, four (4) processor control panels, keypads, occupancy sensors, and daylighting sensors. In order to properly maintain this system, annual preventative maintenance is required to include on-site program analysis, program changes, system communication and overall system operational checks. The Authority contacted Lutron to provide a 5 year quote for these annual services. Lutron has agreed to keep the current annual pricing for these services with no escalation over five years. Total contract amount for the service is $21,155 ($4,231.00 per year).

   Staff recommends approval of an agreement with Lutron Services Co., Inc and authorization for the President and CEO to execute the agreement.

2. First Quarter Financial Performance: Item was presented at full Board Meeting for informational purposes only.

   Presented by Ron Kapocius, Director of Financial Planning & Analysis – Please see enclosed presentation slides showing the unaudited financial performance for the first quarter of the fiscal year ending March 31, 2018.

   Presentation for informational purposes only; no Board action required.
3. **Consideration of a Purchase of Nintex Software Support from B&R Business Solutions, LLC**: *Item was presented at full Board Meeting for consideration.*

   Presented by Paul Hetzel, VP of Information Services and Chief Information Officer – Nintex enables the Authority to create contemporary SharePoint solutions, like Connections.RDU.com, in a rapid and cost effective manner. Nintex allows SharePoint solutions to be created much faster than other tools and Nintex has been used by the Authority successfully for the last four years. Staff are requesting approval of Nintex software support on an annual basis for the next 5 years. This support includes software upgrade maintenance, 24x7 unlimited technical support, software problem resolution, software “bug” fixes and updates, and critical security updates. This software and support was originally acquired through a competitive solicitation process and this support renewal was also competitively solicited, resulting in staff’s recommendation of the most cost effective vendor: B&R Business Solutions, LLC. The quoted cost of the service is $8,140 for the first 3 years, $12,000 the fourth year and $14,000 the fifth year for a total maximum cost of $50,420.

   Staff recommends approval of the purchase of software support from B&R Business Solutions, LLC and authorization for the President and CEO to execute the documents needed for the purchase.

4. **Consideration of Agreement with Kennedy Office for Coffee and Beverage Services**: *Item was presented at full Board Meeting for consideration.*

   Presented by Thiané Carter, Procurement Supervisor – If approved, this contract will engage Kennedy Office, a Minority and Women-Owned Small Business to supply coffee and beverage services to include all coffee, tea and supplies, labor, and equipment for a period of three (3) years. Kennedy Office will provide coffee dispensers and the associated service and maintenance of said dispensers to the Authority. Kennedy Office will also provide coffee, tea and associated products as ordered for an annual not-to-exceed cost of $16,500.

   Staff recommends approval of a three year agreement with Kennedy Office and approval for the President and CEO to sign the agreement.

5. **Consideration of Amendment Four with Heart + Hammer, LLC**: *Item was presented at full Board Meeting for consideration.*

   Presented by Dan Miller, Director of Marketing – The Authority has an existing Service Agreement with Heart + Hammer (H+H), formerly known as Krash Creative, LLC, of Raleigh for strategic marketing and creative services for an amount up to $896,347 for a period of December 1, 2015 to March 31, 2018. H+H continues to provide tailored service for the Authority on all elements of the contract’s scope. All Authority departments working with H+H, including...
Marketing, Parking, Communications and Community Affairs, Air Service and Business Development, continue to be pleased with its performance. This request is for a contract scope amendment to promote Air Service through direct purchasing of broadcast, digital, print, social media, direct mail and outdoor advertising outlets, along with the production of collateral marketing materials as needed and up to a maximum cost of $125,000. This expanded scope is in compliance with the Air Service Development Policy and will include the Virgin America launch of service at RDU. Under the agreement, all media buys must be pre-approved by the RDU Marketing and Air Service departments. This contract amendment is required to ensure that the Authority has the media-placement resources necessary to execute the Air Service Development Policy effectively. This amendment also allows the Authority to maximize team synergies and ensure seamless continuation and continuity on active Air Service media campaigns and projects, while taking advantage of agency discounts for the purchase of media. H+H is certified by the State of North Carolina and the Authority as a woman-owned business under the Minority and Women-Owned Small Business Program.

Staff recommends approval for Contract Amendment 4 with Heart + Hammer, LLC for $125,000 and authorization for the President and CEO to execute the amendment.

6. Consideration of an Agreement with Logan Teleflex for Technical Support Services for the Terminal 1 Baggage Handling System: Item was presented at full Board Meeting for consideration.

Presented by Barry Stoker, Director of Contract Facilities Maintenance – Staff is seeking approval of an agreement for Technical Support Services for the Terminal 1 Baggage Handling System (BHS) Controls System with Logan Teleflex. The BHS system is operated with Programmable Logic Controls and software to control the movement, scanning, screening, and sortation of checked baggage. This system includes a user application/interface, sortation source code and various databases. In order to ensure proper 24/7 technical support is available for any system issues or necessary software services (emergency or otherwise), a support agreement is necessary to have in place. Due to the proprietary nature of this system and Logan Teleflex’s understanding of the T1 BHS, staff has contacted Logan Teleflex to negotiate a 5-year quote for these annual services. In order to lock in discounted contract rates, a multi-year agreement was negotiated with the vendor for five years. The total contract amount for the service is $242,795 over 5 years.

Staff recommends approval of the agreement with Logan Teleflex with authorization for the President and CEO to execute the agreement.

7. Consideration of a Cisco SmartNet Agreement with SHI International Corporation: Item was presented at full Board Meeting for consideration.
Presented by Paul Hetzel, Vice President and Chief Information Officer – The majority of the Authority’s mission-critical network, telephony, and server infrastructure is comprised of Cisco-branded devices. The ongoing break-fix support for hardware, embedded software/firmware, and technical support is covered by a Cisco SmartNet agreement. SmartNet, a subscription-based agreement, explicitly lists the inventory of each covered component and the “level” of support chosen for each component (i.e. max time for response for a service call or replacement of hardware). The intent of having such an agreement is to limit the Authority’s exposure and risk in the case of failure of a Cisco device. A Request for Bids was posted on the RDU website on May 26, 2017. Three bids were received, none of which was from an MWSB organization. The single-year quotes are as follows:

<table>
<thead>
<tr>
<th>Bidder</th>
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<tbody>
<tr>
<td>SHI</td>
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<tr>
<td>EPLUS</td>
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<tr>
<td>Carolinas IT</td>
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The lowest bidder, based on single-year bids, was SHI International Corporation with principal office location in Somerset, NJ, and a sales office in Dallas, TX. SHI and Cisco collaborated and have offered an increased discount of 23% off of the Manufacturer’s Suggested Retail Price (MSRP), and agreed to hold this discount fixed for five years. The new discount brings SHI’s year-one price down to $65,538.38, a savings of $4,568.55 for the first year. For years two through five, the proposed agreement allows the Authority to adjust the products covered under Cisco SmartNet as Authority assets are brought online and retired. All items will enjoy the rate of 23% off of MSRP for SmartNet coverage throughout this period. Payments will be made annually.

Staff recommends approval of the agreement with SHI International Corporation and authorization for the President and CEO to execute the agreement.

8. Consideration of an In-Terminal Advertising Agreement with Clear Channel Airports for the Shops of RDU: Item was presented at full Board Meeting for consideration.

Presented by Ingrid N. Hairston, Director of Business Development – Clear Channel Airports manages the in-terminal advertising program for Terminals 1 and 2. In September 2014, the Authority entered into a three-year agreement with Clear Channel Airports with a total value of $91,620 to provide advertising on the concourse LCD monitors for The Shops of RDU terminal concession program. That contract term is expiring, and staff recommends renewal of the advertising contract with Clear Channel Airports for The Shops of RDU. The new contract is for
9. **Consideration of Amendment to the Service Agreement with John Bean Technologies Corporation:** *Item was presented at full Board Meeting for consideration.*

Presented by Barry Stoker, Director of Contract Facilities Maintenance – This staff recommendation is for the approval of Amendment #1 to the Authority’s Service Agreement with John Bean Technologies (JBT) for baggage handling system and passenger boarding bridge maintenance, repairs and operation. The proposed amendment authorizes additional staffing to be provided by JBT, which is needed due to the increased passenger and baggage volume as well as aging equipment. This increased staffing includes two additional supervisors and two additional manual encoders/jam runners. The proposed amendment also increases the payments authorized by the Agreement to cover the cost of the additional positions. The maximum amount currently authorized by the Agreement is $10,458,217.84 for the five-year agreement term. This Amendment will increase the contract amount by $186,842.04. The current five-year Agreement with JBT will expire on September 30, 2018.

Staff recommends approval of Amendment #1 to the agreement with John Bean Technologies Corporation and authorization for the President and CEO to execute the amendment.

10. **Consideration of Support Services Purchase from AtHoc Software:** *Item was presented at full Board Meeting for consideration.*

Presented by Paul Hetzel, VP of Information Services and Chief Information Officer – AtHoc Software provides the Airport Communications Center (ACC) with the ability to perform mass communication via the RDUAware system. RDUAware is a primary communications medium which allows the ACC to rapidly alert Authority staff to emergency or urgent situations. This request is to allow the Authority to enter into a 3 year software maintenance agreement with AtHoc to provide critical support. This support agreement provides software upgrade maintenance, 24x7 unlimited technical support, software problem resolution, software “bug” fixes and updates,
critical security updates, and onsite-support for critical needs. AtHoc is the only company licensed to provide support and updates to its software product.

### AtHoc Software Consolidated Support Table by Year

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<thead>
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<th>Year</th>
<th>Quoted Cost</th>
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<tbody>
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<td>2019-2020</td>
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<td><strong>Total Quoted Cost for 3 years</strong></td>
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Staff recommends approval of an agreement with AtHoc Software and authorization for the President and CEO to execute any documents needed for the purchase.
RALEIGH-DURHAM AIRPORT AUTHORITY
SPECIAL BOARD MEETING MINUTES
AUGUST 29, 2017

Ali presided. Present: Hannah, Kane, Morgan, Teer, and Thompson. Staff present included: President and CEO Landguth, Vice Presidents Jewett, General Counsel Locklear, and other staff members and guests.

The Committee discussed the following item(s):

1. Consideration of the award of Change Order #03 to Tendon Systems LLC for the addition of levels 4 & 6 to the Parking Garage Immediate Repairs Project (RDU #080689): Upon a motion by Teer and second by Thompson, the Committee recommends award of Change Order #03 to Tendon Systems LLC in an amount not to exceed $1,580,462 for the Parking Garage Immediate Repairs Project (RDU Project Number 080689) and authorization for the President & CEO to execute the Agreement.

   Presented by Jason Pearson, Director of Buildings & Building Systems and Ron Jewett, Vice President of Facility Asset Management – The purpose of this item is to provide a staff recommendation on the award of a change order to Tendon Systems LLC (“Tendon”) for the addition of levels 4 and 6 to the Parking Garage Immediate Repairs Project. For various reasons, the original design and current agreement with Tendon intentionally excluded these levels. Based on Tendon’s proven performance to date, in conjunction with the Authority’s desire to minimize impacts to our customers, it is staff’s recommendation to award the change order to Tendon and allow the work to flow with the rest of the project. General items included in this work include pressure washing, painting and new pavement markings on levels 4 and 6 of Parking Garages 3 and 4, consistent with the work being performed as part of the original Agreement. The minority-owned small business participation goal (MSB) for Tendon is 0% and the women-owned small business participation goal (WSB) is 15%. As part of Change Order #03, Tendon has proposed participation of 0% MSB and 68% WSB, which has been reviewed and deemed acceptable by the Small Business Program Manager. Including Change Order 3, Tendon Systems MWSB commitment is 0% minority-owned small business participation (MSB) and 50.3% women-owned small business participation (WSB).

   Staff recommends award of Change Order #03 to Tendon Systems LLC in an amount not to exceed $1,580,462 for the Parking Garage Immediate Repairs Project (RDU Project Number 080689) and authorization for the President & CEO to execute the Agreement.