

**PROCEEDINGS OF THE LAFAYETTE AIRPORT SPECIAL COMMISSION
MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF
LOUISIANA, TAKEN AT A SPECIAL MEETING OF MARCH 30, 2016 HELD AT 200
TERMINAL DRIVE, LAFAYETTE, LA.**

ATTENDANCE

COMMISSION: Paul A. Guilbeau – (Chairman), Timothy L. Skinner (Vice-Chairman), Valerie Garrett (Secretary/Treasurer), W. Paul Segura, Carroll B. Robichaux, Matt Cruse, John Hebert.

ABSENT: None

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Stephen Oats (Legal Counsel), Daniel Elsea (Deputy Director), Catina Theriot (Secretary), Tavin Botley (Ops Specialist).

GENERAL AUDIENCE: Robert Callahan (Sides and Associates), Adam Thibodeaux (DSA), Jerry Trumps (NSI), Dax Douet (Fenstermaker), Mark Stielper (MBSB), David Flanders (HNTB), John Basilica (HNTB), Broutin Sherrill (RS&H), John S. Ford (NLMBE), George Glaubrecht (DSA), Jay Chase (Chase Marshall), Tori Guidry (PSA), Jenny Korhen (Doubletree by Hilton), Scott Andrepont (NSI), Ralph Libersat (Royal), Todd Vincent (Sellers & Assoc), Chris Groh (Kutchins & Groh), John Williams (PSA Constructors Inc.), Rex Cabaniss (HNTB), Bill Bailey (Stantec), Ralph Broussard (KCB Capital Mgmt), Jason Bethany (MBSB), Randy Smith (Royal), Sam Pierre (3FJ), Larry Sides (Sides & Associates).

I. CALL TO ORDER:

Chairman Paul Guilbeau called the Special Commission Meeting of March 30, 2016, to order at 5:30 pm.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION/ROLL CALL

IV. SCHEDULED BUSINESS

A. A/E RFQ – Final Decision – Discussion/Action

Chairman Guilbeau thanked the Selection Committee that was appointed to selecting the A&E and PMCM firms. Dr. Kam Movassaghi thanked the Commission for allowing him to be a part of this tremendous undertaking of the Selection process. The project will move the Lafayette Regional Airport forward in many ways. He commended the council and the staff for the process that was put together. The process was done in the most professional way and it occurred at the speed of light. The applicants were the best and everyone that submitted was one of the best and will do a great job for Lafayette and the community at large.

Chairman Guilbeau stated the committee has completed its task assigned and will become dormant until such time as staff will need the committee to be reactivated for any specialty firm to do any work on Lafayette Regional Airport. For the Commission this is the biggest decision that has been made as Commissioners during their appointed time. Chairman Guilbeau commended the Commissioners for their time devoted to this task. It wasn't easy and the worry of a quorum was put to rest with the Commissioners stepping up to execute their responsibility in

a professional manner.

Executive Director Picou said the task was made easy with all the Commissioners involvement and input.

The Lafayette Airport Commission was tasked with the final review and consideration of the three finalist Respondents for the A&E RFQ. Each of the Commissioners read the Respondent Statement of Qualifications Packets and graded according to the RFQ Scoring Rubric. Additionally, the Commissioners were witness to each Respondent's Presentation, and participated in a Commission led panel interview. Following the Respondent presentations, the Commissioners were further tasked with scoring the presentation interviews per the RFQ Scoring Rubric. Thus, after considerable review of relevant materials and presentation interviews, the Commission offers the final tallied scores as follows. In order of scored preference.

RS&H	666 out of 700
HNTB	624 out of 700
Gensler	575 out of 700

Therefore, in accordance with the provisions of the Commission's A&E RFQ and the FAA's Advisory Circular -Architectural, Engineering, and Planning Consultant Services for Airport Grants Projects, Staff has reviewed and concurs with the recommendation as presented and requests consensus for resolution of approval.

Following resolution, the first preference firm, RS&H, will be notified to begin developing a Master Services Agreement, inclusive of a fee structure to be negotiated, as well as being verified with an outside entity and the FAA. Should the negotiations be mutually beneficial and concurrent with the aforementioned RFQ and FAA provisions, the first preference firm, RS&H, will present for review and resolution. The Commission will then subsequently develop and agree to work authorizations as outlined in the Capital Improvements List in the A&E RFQ, which will individually be presented for review and resolution.

RESOLUTION 2016-3-R1-01: Commissioner Robichaux motioned that the Commission accept the recommendation for the A&E firm RS&H as first preference. The motion as seconded by Commissioner Skinner and the vote was as follows:

AYES: Segura, Skinner, Robichaux, Garrett, Cruse, Hebert

NAYS: None

ABSENT: None

MOTION CARRIES

B. PMCM RFQ – Final Decision – Discussion/Action

Executive Director Picou stated the Lafayette Airport Commission was tasked with the final review and consideration of the three finalist Respondents for the PMCM RFQ. Each of the Commissioners read the Respondent Statement of Qualifications Packets and graded according to the RFQ Scoring Rubric. Additionally, the Commissioners were witness to each Respondent's Presentation, and participated in a Commission led panel interview. Following the Respondent presentations, the Commissioners were further tasked with scoring the presentation interviews per the RFQ Scoring Rubric. Thus, after considerable review of relevant materials and presentation interviews, the Commission offers the final tallied scores as follows. In order of scored preference.

Heery	641 out of 700
PSA Constructors	615 out of 700
Neel-Schaffer	614 out of 700

Therefore, in accordance with the provisions of the Commission’s PMCM RFQ and the FAA’s Advisory Circular -Architectural, Engineering, and Planning Consultant Services for Airport Grants Projects, Staff has reviewed and concurs with the recommendation as presented and requests consensus for resolution of approval.

Following resolution, the first preference firm, Heery, will be notified to begin developing a Master Services Agreement, inclusive of a fee structure to be negotiated, as well as being verified with an outside entity and the FAA. Should the negotiations be mutually beneficial and concurrent with the aforementioned RFQ and FAA provisions, the first preference firm, Heery, will present for review and resolution. The Commission will then subsequently develop and agree to work authorizations as outlined in the Capital Improvements List in the PMCM RFQ, which will individually be presented for review and resolution.

RESOLUTION 2016-3-R1-02: Commissioner Skinner motioned that the Commission accept the recommendation for the PMCM firm Heery as first preference. The motion was seconded by Commissioner Garrett and the vote was as follows:

AYES: Segura, Skinner, Robichaux, Garrett, Cruse, Hebert

NAYS: None

ABSENT: None

MOTION CARRIES

V. OTHER BUSINESS- Chairman Guilbeau thanked everyone for being involved in this process. All eight firms were uniquely qualified and the Commission had to choose the best firm for both A&E and PMCM. Congratulations to the successful firms but the work is just starting and the firms will be held to the standard of keeping to the schedule of time limitations and schedules. DBE Outreach workshops will be on April 6th & 9th at the Clifton Chenier Center and the A&E and PMCM Firms should be in attendance.

VI. PUBLIC COMMENTS – None

VII. ADJOURN

RESOLUTION 2016-3-R1-03: Commissioner Robichaux moved to adjourn the Special Commission Meeting of March 30, 2016, at 5:42p.m. Commissioner Garrett seconded this motion and the vote was as follows:

AYES: Segura, Skinner, Robichaux, Garrett, Hebert, Cruse

NAYS: None

ABSENT: None

MOTION CARRIES

The Presentation is available in a digital and audio file at the Lafayette Airport Commission Office at 222 Jet Ranger X Drive. Lafayette. LA 70508.