

PROCEEDINGS OF THE LAFAYETTE AIRPORT COMMISSION MEETING OF THE LAFAYETTE REGIONAL AIRPORT OF LAFAYETTE, STATE OF LOUISIANA, TAKEN AT A CMAR PRE-PROPOSAL MEETING OF JUNE 1, 2017 HELD AT 200 TERMINAL DRIVE, LAFAYETTE, LA.

ATTENDANCE

COMMISSION: Valerie C. Garrett (Chairperson), Paul A. Guilbeau (Vice Chairman), Paul Segura

ADMINISTRATIVE STAFF: Steven Picou (Executive Director), Daniel Elsea (Deputy Director), Rene Cotton (Properties Administrator), Jon Pope (Heery), Kam Movassaghi (Movassaghi LLC)

GENERAL AUDIENCE: Wesley Jeanlouis (Five J's Construction, LLC), Samuel Pierre (3 Frenchmen Janitorial), Keith Broussard (KCB Capital Management), Alejandro Carrillo (Perfection Construction), Janeen Elaine (Perfection Construction), Paul Dorsey (Lemoine Co.), Jane Kulick (LA PTSC), Stuart Billeaud (Holder – JB Mouton), Richard Fielding (Holder-JB Mouton), Leonard Guidry (Guidry's Construction Co.), Norisha Kirts (NRK Construction), Woody Walker (RES LLC), William Lemoine (Lemoine Co.), Andrew Sexton (Lemoine Co.), Tiffany Thomas (Thomas Branded Construction), Ron Thomas (Thomas Branded Construction), Sarah Lognion (Expedited Logistics), Christine Karg-Palreiro (AERO Group).

Jon Pope, Heery International, announced everyone needs to sign in and stay for the duration of the meeting. Separate sign out sheets were provided for verification of proposed bidders for their attendance.

Executive Director Picou stated the meeting was a mandatory meeting following state laws which indicates a sign in and sign out sheet with the proposed bidders name and signature on them. Executive Director Picou stated this is the first project in the State of Louisiana that Facility Planning and Control (FP&C) has participated in funding of a non-state owned building.

Chairperson Garrett stated DBE is real important to the community dollars invested in the project. This is a good opportunity for the DBE's to participate in the terminal project.

Executive Director Picou stated there will be a DBE outreach in July, in which, contractors can meet DBE firms for networking and matchmaking.

Jon Pope, PMCM, stated there are some things that need to be emphasized and that is why the meeting is mandatory for all bidders to be present. Mr. Pope explained the Terminal Construction Program is detailing the design of the structure and where things would be placed such as the building, parking, rental car facilities, landscaping, and pavement areas. The terminal floorplan was described in detail including front door passenger drop-off area, airline ticket counters, TSA screening behind the scenes, mechanical rooms, baggage claim, and rental car ready return lot. The second floorplan was described in detail including a concession area, administration offices for airport staff, board room, TSA offices, badging offices, TSA screening, concession area, and airline gate access areas. There is room for expansion to include two more gate areas if needed at a later date.

Terminal Program Schedule: The airport is waiting on the Environmental Assessment Finding of No Significant Impact (FONSI) to come back from the FAA. There are two advanced projects, not included in the CMAR contract, that will go out for hard bid which include Hangar Demolition and Rental Car Facility. As early as the beginning of 2018, smaller projects such as roadways, parking, airfield and landscaping may go out for bid before the actual terminal building construction starts. The CMAR procurement scheduled has been revised a little to include a week difference in the period of RFQ questions coming in and when the SOQ packets are due. The rest of the schedule should stay on track with shortlisted firms notified, the shortlisted firms interviewed, selection committee makes recommendation, and the LAC selects CMAR. The DBE outreach will most likely fall in line the same timeframe as the shortlisted firms interviews. The CMAR selection by the Commission should happen at the August Commission meeting and it will be before the thirty (30) percent design level is reached. Mr. Pope went over the CMAR SOQ Submittal Requirements that are also part of the RFQ. The important documents that will be looked for are Management Approach, Five (5) Reference Projects – 1 page each,

and DBE Compliance. The next step is for the Short-Listed firms to come in and have the Selection committee meet you and get information about the company. The grading scale (point system) goes hand in hand with the essential documents of the requirements of the SOQ. The oral presentations that will be given will go back to the selection committee and they will make a recommendation to the Commission.

Next steps... Addendum 1 will be issued on June 2, 2017, which will include Addendum 1 revised dates, clerical clarifications, a fee submittal exhibit, sign-in sheets from the June 1, 2017 Pre-Bid meeting, along with a copy of the presentation.

The addendum 1 will be emailed to all participants of the meeting on June 1, 2014 and it will also be published on the airport's website. After the question period ending on June 12, 2017, there will be an Addendum 2 which will have answers to questions. The next DBE outreach will coincide with the interview schedule of the Short-Listed firms.

An important note: there is a "Cone of Silence" during this whole selection process and please refrain from speaking about this process to anyone on the selection committee or anyone associated with the program in general.

Open for questions only for clarification purposes as official questions need to be submitted in writing. One question was from Jane Kulick asking now that her email address was on the sign-in sheet would she be notified of other meetings. Any meetings or notifications for the CMAR bid the list of email addresses on the sig-in sheet will be notified but not of other mass mailings from the airport.

No other questions, and Mr. Pope reminded everyone to sign-out and have their parking ticketed validated and one needs to be done to get the other.

A recorded copy of the Minutes of the Meeting can be obtained by contacting the Lafayette Airport Commission, 222 Jet Ranger X Drive, Lafayette, LA 70508. 337.266.4401.