

SUMMARY MINUTES  
STRATEGIC PLANNING AND DEVELOPMENT COMMITTEE  
MEETING OF SEPTEMBER 18, 2013

Mr. Chapman chaired the September 18 Strategic Planning and Development Committee Meeting, calling it to order at 1:30 p.m. A quorum was present – Mr. Gates, Mr. Griffin, Ms. Lang, Ms. McConnell, Mr. McDermott, Mr. Williams and Mr. Curto, *ex officio*. Ms. Hall and Ms. Wells were also present. Mr. Chapman noted that Mr. Conner, Chairman of the Finance Committee, and Mr. Session, Chairman of the Business Administration Committee, would serve on the Committee with respect to issues related to the Use and Lease Agreement. Mr. Session was also present at the day's meeting.

Air Service Development Information Report. Mark Treadaway, Vice President for Air Service Planning and Development, reported on air service development events for the period of June through August in 2013. At a past meeting he had previously reported that U.S. Airways and American Airlines had planned to merge by the third quarter of 2013 with operations beginning in 2014. However, in August the Department of Justice (DOJ) had filed a complaint in federal court to block the merger; the trial is scheduled for November 25, 2013.

Mr. Williams inquired about the Authority's position concerning the DOJ lawsuit and the potential impact on Reagan National if the merger is not approved. Mr. Treadaway responded that the Authority has no position. Ms. McKeough further noted that the impact to the Airport would be in the area of facility accommodation.

Mr. Williams noted the District of Columbia and Virginia had joined the DOJ lawsuit. As a representative of organized labor, which is supporting the merger, Mr. Williams stated that he wanted to confirm that recusal would not be necessary during the merger discussions.

Mr. Treadaway reported on additional flight opportunities at both Airports. At Reagan National, Sun Country Airlines had added a daily nonstop to Lansing, Michigan. At Dulles International, Avianca would add four nonstop weekly flights to San Salvador beginning November 15. Brussels Airlines had begun five nonstop weekly flights in June.

Pre-Solicitation Review of Business Terms for Aviation Consultant Services Request for Proposals. Mr. Treadaway introduced Don Fields, Manager of Passenger Air Service Development and the Contracting

Officer's Technical Representative for the Aviation Consultant Services Contract. Mr. Treadaway explained that the Authority uses airport consultant services to access databases containing passenger information to build forecasts and assist with route planning.

Mr. Fields reported that the work performed by the incumbent aviation consultant has contributed to attracting new service from Brussels, Etihad, Emirates, United, and Porter Airlines. He reviewed the purpose and scope of work and provided a list of the services performed by aviation consultant, including: developing business cases for the new flights in passenger and revenue projections; preparing route and cargo proposals to airlines; analysis and support for filing documents and other communications with the Department of Transportation, the Federal Aviation Administration and the Department of State. The proposed contract term would be two base years plus two one-year options effective January 1, 2014. Mr. Fields requested the Committee's concurrence to proceed with the terms and conditions included in the pending procurement.

Mr. Griffin inquired whether applicants were required to disclose their other airport clients, to which Mr. Treadaway responded affirmatively.

Mr. Session expressed concern with the Equal Opportunity Programs Office's determination regarding a Local Disadvantaged Business Enterprise (LDBE) participation requirement and requested additional information. Steve Baker, Vice President for Business Administration, reported that the requirement is determined based on the opportunity for ample competition (of at least three firms). He noted that in order to qualify as an LDBE firm, the firm had to be located within a 100-mile radius of Washington, D.C. With this solicitation, Mr. Baker noted that one factor, previously performed by an LDBE firm, had been eliminated from the pending procurement scope of work thereby narrowing the opportunity.

The Committee unanimously concurred with the terms of the pending procurement.

Aviation Capital Construction Program Update. Bern Seals, Program Manager for Parsons Management Consultants, presented an outline of the safety performances and construction project updates for both Airports. Safety performances for August had revealed that 350,000 hours had been worked, with a recordable incident rate of 1.70 compared to the national average of 3.5.

Mr. Seals reported on the status of several projects at both Airports. At Reagan National, he reviewed details about the river rescue boathouse; the new outbound baggage facility; the rehabilitation work to enhance the look and passenger service in Terminal A; and long-term construction projects to improve runway safety areas. At Dulles International, Mr. Seals reported on the excavation for the new East Basement addition and expansion; renovations in the Main Terminal, including the replacement of the original HVAC systems; improvements for Concourse C/D and roof rehabilitation; safety upgrades for Cargo Buildings 1 – 4; Taxiway Y airfield pavement replacement. He stated the preservation enhancements would soon begin on the Historic Air Traffic Control Tower (ATCT); completion is forecast for July 2014.

Mr. Curto noted the importance of the periodic reports to ensure the public is aware of the many projects underway at the Authority, in addition to the Silver Line.

Recommendation to Award a Contract for the On-Call Architectural/Engineering Design Services for Campus Utility Distribution and Central Plant Improvements at Ronald Reagan Washington National Airport. Steve Smith, Deputy Vice President for Engineering, provided a background summary of the upgrades and improvements needed at the Central Plant. He reported that the contract term is five years, includes a 30 percent LDBE participation requirement, with a contract total not to exceed \$15,000,000.

Mr. McDermott inquired about the process used to determine the contract term. Mr. Smith responded that that five-year term had been based on the time required for the original survey, the budgeting period for the long-term plan, and the design period for certain projects.

The Committee thereupon unanimously approved the recommendation of the contract award to RMF Engineering, Inc.

At 2:22 p.m., the Committee went into executive session to receive a confidential update on the Airport Use Agreement and Premises Lease.

At 3:30 p.m., the Committee concluded its executive session and Mr. Chapman reconvened the regular session.

The meeting was thereupon adjourned at 3:30 p.m.