

**DuPAGE AIRPORT AUTHORITY  
CAPITAL DEVELOPMENT, LEASING AND CUSTOMER FEES COMMITTEE  
WEDNESDAY, SEPTEMBER 16, 2015**

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, September 16, 2015. Committee Chairman Wagner called the meeting to order at 2:30 p.m. A quorum was present for this meeting.

**Commissioners Present:** Chavez, Ledonne, Wagner

**Absent:** Posch, Sharp.

**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, LLP; Michael Toth, JWI; Michael Vonic, CH2M Hill; Nate Granger, RS & H.

**Press:** None

**CAPITAL DEVELOPMENT**

**NEW BUSINESS**

**Proposed Resolution 2015-1965; Award of Contract to Mechanical Concepts of Illinois, Inc. for Flight Center HVAC Balancing and Supplemental Heat Project.**

*Approves a Contract to install supplemental hot water reheat coils in existing Flight Center lobby HVAC ductwork including testing and balancing. Total authorized construction cost of \$64,575, which includes a 5% owner's contingency.*

Executive Director Bird asked Dan Barna to discuss this proposed resolution. Mr. Barna advised that supplemental fan powered hot water coils are needed to be added to existing ductwork in the Flight Center lobby to allow faster recovery of temperatures in this area as a result of continual opening and closing of exterior doors. He added that three sealed bids were received for this project and Mechanical Concepts of Illinois was the low, responsive and responsible bidder. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1965; Award of Contract to Mechanical Concepts of Illinois, Inc. for Flight Center HVAC Balancing and Supplemental Heat Project. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (3-0).

**Proposed Resolution 2015-1966; Authorizing the Execution of Task Order No. 33 with CH2M Hill, Inc. for an Airfield Electrical and Vault Equipment Assessment.**

*Authorizes a Task Order to assess and document existing airfield electrical circuit and vault conditions, preparation of master record drawings, and issuance of a master airfield electrical equipment and vault planning report. Task order not-to-exceed \$77,500, deemed fair and reasonable by an Independent Fee Analysis.*

Mr. Barna reviewed the project to upgrade airfield light regulators and advised it has been determined that an airfield electrical and vault equipment assessment must first be conducted to survey and document existing conditions. Mr. Barna continued that this assessment will serve as a master plan for future replacing and maintaining critical airfield lighting infrastructure. He

continued that CH2M Hill provided a fee for conducting this assessment at a not-to-exceed amount of \$77,500. Mr. Barna advised that an independent fee analysis and scope of work review was obtained and CH2M Hill's proposed fee was determined to be fair and reasonable for conducting this assessment. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1966; Authorizing the Execution of Task Order No. 33 with CH2M Hill, Inc. for an Airfield Electrical and Vault Equipment Assessment. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (3-0).

## **LEASING AND CUSTOMER FEES**

### **NEW BUSINESS**

#### **Proposed Resolution 2015-1969; Authorizing the Execution of an Antenna and Equipment Space Lease Agreement Between DuPage Public Safety Communications and the DuPage Airport Authority.**

*Authorizes a lease agreement for space necessary to accommodate Airport Authority owned microwave dish antenna public safety communication equipment at DuPage Public Safety Communications – 600 Wall Street Glendale Heights, Illinois.*

#### **Proposed Resolution 2015-1970; Authorizing the Execution of an Antenna and Equipment Space Lease Agreement Between the DuPage Airport Authority and DuPage Public Safety Communications.**

*Authorizes a lease agreement for space necessary to accommodate DuPage Public Safety Communications owned microwave dish antenna and base station receiver antenna public safety communication equipment at the DuPage Flight Center – 2700 International Drive, West Chicago, Illinois.*

Mr. Barna explained that Proposed Resolution 2015-1969 and Proposed Resolution 2015-1970 are both related to replacing the Air Traffic Control Tower's emergency ring-down telephone circuit connecting DuPage Public Safety Commission and the Air Traffic Control Tower.

A **MOTION** was made by Commissioner Ledonne to combine discussion and action for both Resolution 2015-1969 and Resolution 2015-1970. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (3-0).

Mr. Barna continued that this emergency ring-down circuit has been continually problematic and the Airport Authority has been advised by AT&T that these types of circuits will soon become obsolete and unsupported. Mr. Barna stated that staff is proposing replacement of this ring-down telephone circuit with more efficient microwave equipment at each location. He advised that in preparation for this project an antenna and equipment space lease agreement with both DuPage Public Safety Communications and the DuPage Airport Authority was developed by legal counsel. He continued that these agreements will authorized this new more efficient equipment to be located at each facility. Discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1969; Authorizing the Execution of an Antenna and Equipment Space Lease Agreement Between DuPage Public Safety Communications and the DuPage Airport Authority and Proposed Resolution 2015-1970; Authorizing the Execution of an Antenna and Equipment Space Lease Agreement Between the DuPage Airport Authority and DuPage Public Safety Communications. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (3-0).

**Proposed Resolution 2015-1967; Authorizing the Execution of an Agreement Between the DuPage Airport Authority and Vertiport OPCO, LLC.**

*Authorizes execution of an agreement with Vertiport Chicago to compensate Vertiport Chicago for certain fees generated by transient jet aircraft users who utilize Vertiport Chicago's helicopter services from the DuPage Airport to Chicago.*

Mark Doles stated that with the opening of the Vertiport, there is now helicopter access into the City of Chicago that can be utilized by all airports in the area. He continued that a cost sharing agreement has been developed with Vertiport OPCO to incentivize them to encourage their customers to utilize DuPage as their preferred option for travel to Chicago; travel time from DuPage Airport to Chicago is approximately 11-12 minutes. Mr. Doles explained the terms of this cost sharing agreement and discussion followed.

A **MOTION** was made by Commissioner Ledonne to recommend Board approval for Proposed Resolution 2015-1967; Authorizing the Execution of an Agreement Between the DuPage Airport Authority and Vertiport OPCO, LLC. The **motion was seconded** by Commissioner Chavez and was unanimously passed by roll call vote (3-0).

**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 Chavez and was passed by unanimous voice vote. The committee meeting was adjourned at 2:44 p.m.

**Approved at the November 11, 2015 Board Meeting**  
**Daniel J. Wagner, Chairman**  
**Capital Development, Leasing and Customer Fees Committee**