

Aviation Committee Summary Monday, February 23, 2004

The Aviation Committee was called to order at 12:05pm with all Committee members and appropriate staff in attendance. The following items were covered:

1. **Terminal Expansion Update:** The Committee discussed staff's recommendation to amend the Airline Liaison contract with AvAir Pros. The Committee discussed this item extensively with staff explaining why the service was needed and the role that this consultant plays in the Terminal Expansion Program. The Committee requested that this item come back next month with the name of the protégé firm that AvAir Pros will mentor and encouraged AvAir Pros to do an extensive outreach program. Additionally, once implemented staff will report on an annual basis how this relationship is working out.
2. **WIFI Provider Selection Process Report:** Staff reviewed with the Committee the process and recommendations for the provision of WIFI services at the Airport. These services allow the public, tenants and staff to access the Internet using wireless technology. Six firms submitted proposals and were interviewed with AT&T Wireless coming out as the number 1 ranked firm. Wayport and Sprint were ranked second and third. The Committee concurred with this ranking and staff will proceed to negotiate a contract with AT&T and return to the Committee with that contract. Should negotiations not prove successful, staff would go to the number 2 ranked firm.

3. **Aviation Capital Improvement Program:** The Committee received a briefing on the complete Aviation Division Capital Improvement program. While the bulk of the program is focused on the Terminal Expansion Program there are a number of infrastructure projects and major maintenance projects. The program remains within the scope of that envisioned in the 2002 feasibility study with projects being added as new funding sources are identified. Staff described how the program is controlled and the monitoring that takes place. The Committee asked for a matrix showing what positions are working on the CIP program and a list of the projects by year.
4. **Review of March Aviation Board Calendar Items:** The Committee reviewed and recommended for approval all items on the March 2 Board calendar. There was extensive discussion on the use of consultants and the Committee will be monitoring the progress of consultant efforts. Staff will prepare a report on how many consultants are being used and the total cost. A quarterly report will be developed. The Committee tabled a discussion to impose a gross receipts fee on off-airport parking lot operators and staff will return with a revised proposal and additional information.

There was one speaker in open forum and the Committee went into closed session at 1:55pm and subsequently adjourned at 2:25pm.