

**SHREVEPORT AIRPORT AUTHORITY
REGULAR BOARD MEETING**

MAY 24, 2022

OLIVER JENKINS, CHAIRMAN

KAY MEDLIN, VICE-CHAIRMAN

WAYNETTE BALLENGEE

JONATHAN REYNOLDS

TANGELA SYLVIE

DEPUTY DIRECTOR OF AIRPORTS

STACY KUBA, A.A.E.

**SHREVEPORT AIRPORT AUTHORITY
REGULAR MEETING NO. 790-22
MAY 24, 2022**

ROLL CALL

Oliver Jenkins, Chairman _____

Kay Medlin, Vice-Chairman _____

Waynette Ballengee _____

Jonathan Reynolds _____

Tangela Sylvie _____

SHREVEPORT AIRPORT AUTHORITY
MEETING NO. 790 – 22
SCHEDULED AGENDA
MAY 24, 2022

- I. Call to order
- II. Prayer
- III. Pledge
- IV. Roll Call
- V. Comments from the Public Related to Agenda Items
- VI. Approval of the minutes from the April 21, 2022, Regular Meeting.
- VII. Communications
 - A. Chairman's Report
 - B. Board Members' Report
 - C. Director's Report
 - D. Staff Reports
 - a. Airport Business and Finance Report
 - b. Marketing Report
 - c. Projects Report
 - d. Downtown Airport Report
 - e. ARFF
- VIII. Consent Agenda
- IX. Discussion Agenda
- X. Old Business
- XI. New Business
- XII. Executive Session –

Just Plane Fun, LLC et al v. City of Shreveport
No. 630-266 –A First Judicial District Court
Caddo Parish Louisiana
- XIII. Adjournment

Next Board Meeting Date – June ____, 2022

**SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA
REGULAR MEETING NO. 790 – 22
MAY 24, 2022**

DOWNTOWN AIRPORT

NONE

REGIONAL AIRPORT

NONE

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA
REGULAR MEETING NO. 790 – 22
MAY 24, 2022**

DOWNTOWN AIRPORT

- ITEM NO. 1- TO APPROVE THE REQUEST BY THE STATE OF LOUISIANA, DEPARTMENT OF ENVIRONMENTAL QUALITY TO ENTER INTO A NEW LEASE AGREEMENT FOR LOT 129 AT SHREVEPORT DOWNTOWN AIRPORT**

REGIONAL AIRPORT

- ITEM NO. 2- TO APPROVE THE REQUEST BY JW LOGISTICS TO LEASE CARGO BAYS 11 AND 12 IN THE EAST AIR CARGO COMPLEX AT SHREVEPORT REGIONAL AIRPORT**
- ITEM NO. 3- TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH EARNEST CONTRACTING, LLC FOR TAXIWAY B PHASE III/GA RAMP REHAB AT SHREVEPORT REGIONAL AIRPORT**
- ITEM NO. 4- TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH KARMA CONTRACTORS, LLC FOR THE REPLACEMENT OF INSULATION IN HANGAR 40 AT SHREVEPORT REGIONAL AIRPORT**
- ITEM NO. 5- TO ENTER INTO SUPPLEMENTAL TASK AGREEMENT NO. 2 WITH KSA ENGINEERS INC., FOR THE PAVEMENT MANAGEMENT PROGRAM AT SHREVEPORT REGIONAL AIRPORT**

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1
REGULAR MEETING NO. 790-22**

DATE: MAY 24, 2022

AIRPORT: DOWNTOWN

**SUBJECT: TO APPROVE THE REQUEST BY THE STATE OF LOUISIANA,
DEPARTMENT OF ENVIRONMENTAL QUALITY TO ENTER INTO A
NEW LEASE AGREEMENT FOR LOT 29 AT SHREVEPORT
DOWNTOWN AIRPORT**

PURPOSE:

To approve the request by the State of Louisiana, Department of Environmental Quality to enter into a new lease agreement for Lot 129 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

Management has received a request from Ms. Karyn Andrews, Under Secretary for the State of Louisiana Department of Environmental Quality to enter into a new lease agreement for Lot 129 at Shreveport Downtown Airport. The lease term expired April 30, 2022.

If approved, the new lease will commence May 1, 2022 and expire April 30, 2027.

A copy of the letter is attached for your information.

FINANCES:

Rental Rate: The annual rental for the lease premises is \$600.00 per year or \$50.00 per month.

ALTERNATIVES:

- _____ Approve the request as presented.
- _____ Reject the request as presented.
- _____ Modify the request and approve.

CONCLUSION/RECOMMENDATION:

Management recommends approving this item as presented.

Fact Sheet Prepared By: Stacy Kuba, A.A.E.
Deputy Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 2
REGULAR MEETING NO. 790-22**

DATE: MAY 24, 2022

AIRPORT: REGIONAL

SUBJECT: TO APPROVE THE REQUEST BY JW LOGISTICS TO LEASE CARGO BAYS 11 AND 12 IN THE EAST AIR CARGO COMPLEX AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve the request by JW Logistics to lease Cargo Bays 11 and 12 in the East Air Cargo Complex at Shreveport Regional Airport

BACKGROUND INFORMATION AND DISCUSSION:

Management has received a letter from Mr. Kevin Scrivner, of JW Logistics requesting to lease Cargo Bays 11 and 12 on a month-to-month basis in the Air Cargo Building East at Shreveport Regional Airport. J. W. Logistics currently leases Cargo Bays 6, 7, 8, 9 and 10. The rent will be at a rental rate of \$4.50 per foot.

If approved, a new lease will be issued commencing June 1, 2022, on a month-to-month basis. JW Logistics' account and insurance are currently in good standing. A copy of the letter is attached for your information.

ALTERNATIVES:

- _____ Approve the request as presented.
- _____ Reject the request as presented.
- _____ Modify the request and approve.

FINANCES:

Rental Rate: 3200 sf x \$4.50 = \$1200 per month

CONCLUSION/RECOMMENDATION:

Management recommends approving this agenda item as presented.

Fact Sheet Prepared By: Stacy Kuba, A.A.E.
Deputy Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 3
REGULAR MEETING NO. 790-22**

DATE: MAY 24, 2022

AIRPORT: REGIONAL

**SUBJECT: TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH
EARNEST CONTRACTING, LLC FOR TAXIWAY B PHASE III/GA
RAMP REHAB AT SHREVEPORT REGIONAL AIRPORT**

PURPOSE:

To approve Change Order No. 1 to the contract with Earnest Contracting, LLC for Taxiway B Phase III/GA Ramp Rehab at Shreveport Regional Airport

BACKGROUND INFORMATION AND DISCUSSION:

In May 2021, the Shreveport Airport Authority Board entered a publicly bid contract (IFB 21-023) with Earnest Contracting, LLC for Taxiway B Phase III/GA Ramp Rehab at Shreveport Regional Airport, in the amount of \$2,519,460.00.

During Phase 2 of the project, paving cloth was found under the surface layer of asphalt. It was determined by SAA and the Engineer or Record, KSA that if the paving cloth remained, there will be issues with completing the asphalt overlay and could create issues achieving mat/joint density as specified by FAA Item P-401. A narrative and detailed scope of values and work was submitted to the FAA Lead Engineer. The submission is for the contractor to mill an additional inch of asphalt, remove the cloth and then lay back 3 inches of asphalt surface. The FAA reviewed and approved the submission to be implemented as a change order to the project in the amount of \$400,737.50.

This project is 90% FAA funded and 10% LADOTD funded.

FINANCES:

Contract Amount:	\$2,519,460.00
Change Order 1 increase:	<u>\$ 400,737.50</u>
Amount:	\$2,920,197.50

ALTERNATIVES:

- _____ Approve the request as presented.
- _____ Reject the request as presented.
- _____ Modify the request and approve.

CONCLUSION/RECOMMENDATION:

Management recommends approving this agenda item as presented.

Fact Sheet Prepared By: Stacy Kuba, A.A.E.
Deputy Director of Airports

**SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 4
REGULAR MEETING NO. 790-22**

DATE: May 24, 2022

AIRPORT: REGIONAL

SUBJECT: TO APPROVE CHANGE ORDER 1 TO THE CONTRACT WITH KARMA CONTRACTORS, LLC FOR THE REPLACEMENT OF INSULATION IN HANGAR 40 AT SHREVEPORT REGIONAL AIRPORT.

PURPOSE:

To approve change order 1 to the contract with Karma Contractors, LLC for the replacement of insulation in Hangar 40 at Shreveport Regional Airport.

BACKGROUND INFORMATION AND DISCUSSION:

In December 2021, the Shreveport Airport Authority Board entered into a publicly bid contract (IFB 21-053) with Karma Contractors, LLC in the amount of \$733,670.00, for the insulation replacement inside Hangar 40.

Due to a change in the level of protection required by the Office of the Fire Marshall, a higher level of fire rated paint is to be applied to the insulation versus the original paint previously approved by the Fire Marshall. Additionally, the contractor, Karma Contractors, LLC, will not be allowed to use diesel generators inside the hangar, so a portable generator, electrical cables, and additional electrical work will be required. These additional requirements will add 30 calendar days to the contract.

The Airport staff requested a proposal for Change Order No. 1 from Karma Contractors, LLC, and received a proposal in the amount of \$195,250.00. Airport management reviewed and approved the terms of change order no. 1 in the amount of \$195,250.00. This project is 100% Airport funded.

FINANCES:

Contract Amount:	\$733,670.00
Change Order 1 increase:	<u>\$195,250.00</u>
Total Contract Amount:	\$928,920.00

ALTERNATIVES:

- _____ Approve the request as presented.
- _____ Reject the request as presented.
- _____ Modify the request and approve.

CONCLUSION/RECOMMENDATION:

Management recommends approving this agenda item as presented.

Fact Sheet Prepared By: Stacy Kuba, A.A.E.
Deputy Director of Airports

