SHREVEPORT AIRPORT AUTHORITY

REGULAR BOARD MEETING

APRIL 18, 2024

OLIVER JENKINS, CHAIRMAN

KAY MEDLIN, VICE-CHAIRMAN

JONATHAN REYNOLDS

TANGELA SYLVIE

RAYMOND ALLEY

DIRECTOR OF AIRPORTS

LARRY W. BLACKWELL, JR.

SHREVEPORT AIRPORT AUTHORITY
REGULAR MEETING NO. 808-24
APRIL 18, 2024

ROLL CALL

Oliver Jenkins, Chairman _____

Kay Medlin, Vice-Chairman _____

Jonathan Reynolds _____

Tangela Sylvie _____

Raymond Alley _____

SHREVEPORT AIRPORT AUTHORITY
MEETING NO. 808–24
SCHEDULED AGENDA
APRIL 18, 2024

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 February 15, 2024, Regular Meeting

VII. Consent Agenda

VIII. Discussion Agenda

IX. Communications

A. Chairman's Report

B. Board Members' Reports

C. Director's Report
(1) Engineer's Report

D. Staff Reports

a. Airport Business and Finance Report

b. Marketing Report

X. Old Business

XII. New Business

XIII. Adjournment

Next Board Meeting Date – TBD

SHREVEPORT AIRPORT AUTHORITY
CONSENT AGENDA
REGULAR MEETING NO. 808 – 24
APRIL 18, 2024

DOWNTOWN AIRPORT

NONE

REGIONAL AIRPORT

NONE

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA
REGULAR MEETING NO. 808-24
APRIL 18, 2024

DOWNTOWN AIRPORT

ITEM NO. 1A - TO APPROVE A REQUEST BY MR. DENNIS BRANTON D/B/A BEEN THERE DONE THAT, LLC TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 169 AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 1B - TO APPROVE A REQUEST BY COLLIN NEU D/B/A HANGAR 169, LLC TO ASSUME THE NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 169 AND CONVERT THE AGREEMENT TO A COMMERCIAL LEASE AT SHREVEPORT DOWNTOWN AIRPORT

ITEM NO. 2 - TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH EARNEST CONTRACTING, LLC FOR THE REHABILITATION OF RUNWAY 14-32 AT SHREVEPORT DOWNTOWN AIRPORT

REGIONAL AIRPORT

ITEM NO. 3 - TO APPROVE A REQUEST BY MR. DOUG MADDEN, OWNER OF MADDEN CONSTRUCTION COMPANY, INC., TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 9 AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 4 - TO APPROVE CHANGE ORDER NO. 3 TO THE CONTRACT WITH WILHITE ELECTRIC COMPANY, INC., FOR THE AIRFIELD LIGHTING REHABILITATION - PHASE IV PROJECT AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 5 - TO APPROVE CHANGE ORDER NO. 2 TO SUPPLEMENTAL TASK AGREEMENT NO. 5 WITH KSA ENGINEERS, INC., FOR CONSTRUCTION PHASE SERVICES FOR RUNWAY 14-32 FILLET IMPROVEMENTS AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 6 - TO APPROVE A REQUEST TO ENTER INTO TASK AGREEMENT #3 WITH CORGAN, INC., FOR THE PROGRAM DEFINITION MANUAL RELATED TO THE RELOCATION OF THE AIRPORT TRAFFIC CONTROL TOWER AND TERMINAL MODERNIZATION PROJECTS AT SHREVEPORT REGIONAL AIRPORT

ITEM NO. 7 - TO APPROVE A REQUEST TO ENTER INTO TASK AGREEMENT #4 WITH CORGAN, INC., FOR THE ARCHITECTURAL CONCEPT DESIGN SERVICES FOR A NEW FEDERAL INSPECTION STATION (FIS) FACILITY AT SHREVEPORT REGIONAL AIRPORT

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1A
REGULAR MEETING NO. 808-24

DATE: APRIL 18, 2024 **AIRPORT: DOWNTOWN**

SUBJECT: TO APPROVE A REQUEST BY MR. DENNIS BRANTON D/B/A BEEN THERE DONE THAT, LLC TO BE RELEASED FROM ANY AND ALL RESPONSIBILITY IN AND OBLIGATION TO THE LEASE AGREEMENT FOR LOT 169 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve a request by Mr. Dennis Branton d/b/a Been There Done That, LLC to be released from any and all responsibility in and obligation to the ground lease agreement for Lot 169 at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. Dennis Branton d/b/a Been There Done That, LLC indicating that Mr. Collin Neu d/b/a Hangar 169, LLC had purchased the improvements located on Lot 169 at Shreveport Downtown Airport.

Mr. Branton is requesting that he be released from any and all responsibility in and obligation to the lease effective March 30, 2024.

FINANCES:

23,625 sq. ft. x $.2254 = $5,325.08 per year

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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 1B
REGULAR MEETING NO. 808-24

DATE: **APRIL 18, 2024** **AIRPORT: DOWNTOWN**

SUBJECT: **TO APPROVE A REQUEST BY COLLIN NEU D/B/A HANGAR 169, LLC TO ASSUME THE NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 169 AND CONVERT THE AGREEMENT TO A COMMERCIAL LEASE AT SHREVEPORT DOWNTOWN AIRPORT**

PURPOSE:

To approve a request by Collin Neu d/b/a Hangar 169, LLC to assume the Non-Commercial Ground Lease Agreement for Lot 169 and convert the agreement to a commercial lease at Shreveport Downtown Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Management received notification from Mr. Collin Neu d/b/a Hangar 169, LLC that he had purchased the improvements located on Lot 169 at Shreveport Downtown Airport from Mr. Dennis Branton. Mr. Neu submitted an application to assume the remainder of the lease term previously assigned to Mr. Branton. Mr. Neu will be using the hangar for commercial purposes and would like to convert this lease to a Commercial Lease Agreement as provided for under Section 28 of the lease, titled "Lease Conversion."

If approved, the Authority will execute an Assumption to the Ground Lease Agreement for a primary term which commenced January 1, 2020, and will expire December 31, 2029, with two additional ten (10) year options for a total of thirty (30) years. To exercise the option LESSEE shall provide written notice to LESSOR 60 days before the expiration of the initial term of their intent to extend this Lease and shall provide documentation that such improvements have in fact been made. A copy of the application is attached for your information.

Mr. Neu's application is attached for your information.

FINANCES:

23,625 sq ft. x .303601 = $7,172.57 per year

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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 2
REGULAR MEETING NO. 808-24

DATE: APRIL 18, 2024 **AIRPORT: DOWNTOWN**

SUBJECT: TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT WITH EARNEST CONTRACTING, LLC FOR THE REHABILITATION OF RUNWAY 14-32 AT SHREVEPORT DOWNTOWN AIRPORT

PURPOSE:

To approve Change Order No. 1 to the contract with Earnest Contracting, LLC for the Rehabilitation of Runway 14-32 at Shreveport Downtown Airport.

BACKGROUND INFORMATION AND DISCUSSION:

In April 2021, the Shreveport Airport Authority Board awarded the Rehabilitation of Runway 14-32 at Downtown Airport to Earnest Contracting, LLC in the amount of $5,458,701.00.

In December 15, 2022, a site visit from FAA engineers determined that a new Precision Approach Path Indicator (PAPI) was required for Runway 14-32. A PAPI is a navigational aide that gives pilots visual indication of their position in relation to the runway. The installation of the PAPI and associated equipment will be performed by Earnest Contracting, LLC. The amount of the change order is $83,131.50.

This project is 100% FAA funded.

FINANCES:

Contract Amount:	$ 5,458,701.00
Change Order 1 increase:	$ 83,131.50
Amount:	$ 5,541,832.50

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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 3
REGULAR MEETING NO. 808-24

DATE: APRIL 18, 2024 **AIRPORT: REGIONAL**

SUBJECT: TO APPROVE A REQUEST BY MR. DOUG MADDEN, OWNER OF MADDEN CONSTRUCTION COMPANY, INC., TO ENTER INTO A NEW NON-COMMERCIAL GROUND LEASE AGREEMENT FOR LOT 9 AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve a request by Mr. Doug Madden, Owner of Madden Construction Company, Inc., to enter into a new Non-commercial Ground Lease Agreement for Lot 9 at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

Mr. Doug Madden of Madden Construction Company, Inc., submitted an application dated January 23, 2024, to enter into a Non-commercial Ground Lease Agreement for Lot 9 at Shreveport Regional Airport.

Mr. Madden has requested that he be approved for one primary term of ten (10) years and one ten (10) year extension for a total of twenty (20) years in consideration for making capital improvements during the initial term of the lease. These improvements must be valued in excess of SIXTY THOUSAND DOLLARS ($60,000).

If approved, Mr. Madden will execute a new ground lease agreement for a primary term commencing March 1, 2024, and expiring February 28, 2034, with one additional ten (10) year option. To exercise the option LESSEE shall provide written notice to LESSOR 60 days before the expiration of the initial term of their intent to extend this lease and shall provide documentation that such improvements have in fact been made. A copy of the application is attached for your information.

FINANCES:

Rental Rate: 22,500 sf x $.284 = $6,390.00 per year

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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 4
REGULAR MEETING NO. 808-24

DATE: APRIL 18, 2024 **AIRPORT: REGIONAL**

SUBJECT: TO APPROVE CHANGE ORDER NO. 3 TO THE CONTRACT WITH WILHITE ELECTRIC COMPANY, INC., FOR THE AIRFIELD LIGHTING REHABILITATION - PHASE IV PROJECT AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve Change Order No. 3 to the contract with Wilhite Electric Company, Inc., for the Airfield Lighting Rehabilitation – Phase IV Project at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

In September 2022, the Shreveport Airport Authority approved award of a publicly bid contract (IFB 22-061) with Wilhite Electric Company, Inc., for Airfield Lighting Rehabilitation – Phase IV at Shreveport Regional Airport.

Airport management requested the Federal Aviation Administration (FAA) approve a change order to the contract with Wilhite Electric Company, Inc., to include the purchase and installation of four (4) wind cones and LED taxiway lights. The wind cones will replace the antiquated equipment currently on the airfield. This change order is for an additional $81,950.00.

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

FINANCES:

Original Contract Amount:	$ 1,722,247.00
Change Order #1:	$ 45,553.00
Change Order #2	$ 308,819.99
Change Order #3	$ 81,950.00
Total Contract Amount:	$ 2,158,569.99

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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 5
REGULAR MEETING NO. 808-24

DATE: APRIL 18, 2024 **AIRPORT: REGIONAL**

SUBJECT: TO APPROVE CHANGE ORDER NO. 2 TO SUPPLEMENTAL TASK AGREEMENT NO. 5 WITH KSA ENGINEERS, INC., FOR CONSTRUCTION PHASE SERVICES FOR RUNWAY 14-32 FILLET IMPROVEMENTS AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve Change Order No. 2 to Supplemental Task Agreement No. 5 with KSA Engineers, Inc., for construction phase services for Runway 14-32 Fillet Improvements at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

In October 2020, the Shreveport Airport Authority KSA Engineers, Inc., entered into a Master Services Agreement (RFS 20-704) with KSA Engineers, Inc., for Airfield Development, which includes construction phase services for Runway 14-32 Fillet Improvements at Shreveport Regional Airport.

The Airport Authority requested a proposal from KSA for the required Resident Project Representative, Construction Administration and Material Testing services for the repair of additional pavement areas.

A proposal was received from KSA Engineers, Inc., in the amount of $17,355.00. The Airport Authority and LADOTD have reviewed the proposal and found the fee acceptable. This project is 100% LADOTD funded.

FINANCES:

Original Contract Amount:	$168,675.00
Change Order #1:	$ 37,175.00
Change Order #2	$ 17,355.00
Total Contract Amount:	$ 223,205.00

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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 6
REGULAR MEETING NO. 808-24

DATE: APRIL 18, 2024 **AIRPORT: REGIONAL**

SUBJECT: TO APPROVE A REQUEST TO ENTER INTO TASK AGREEMENT #3 WITH CORGAN, INC., FOR THE PROGRAM DEFINITION MANUAL RELATED TO THE RELOCATION OF THE AIRPORT TRAFFIC CONTROL TOWER AND TERMINAL MODERNIZATION AIRPORT PROJECTS AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve a request to enter into Task Agreement #3 with Corgan, Inc., for the Program Definition Manual related to the Relocation of the Airport Traffic Control Tower and Terminal Modernization Airport Projects at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

In July 2023, Corgan, Inc., entered into a Master Services Agreement with the Shreveport Airport Authority for Architectural and Engineering Services for the Air Traffic Control Tower Relocation and Terminal Modernization Programs. The scope of work includes planning, justification, and costs for these projects and will serve as a roadmap to complete the overall Airport Modernization Program.

Airport Management received a proposal for Task Order #3, to produce a Program Definition Manual in the amount of $639,597.00. Per FAA guidelines, a third-party Independent Fee Estimate (IFE) of the Corgan, Inc., fee proposal was conducted. Upon review of the fee proposal and IFE, determined the fee proposal from Corgan, Inc., is acceptable.

This project is reimbursable 90% from the FAA and 10% from the LADOTD.

FINANCES:

Amount: $639,597.00

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: Larry W. Blackwell, Jr.
Director of Airports

SHREVEPORT AIRPORT AUTHORITY
DISCUSSION AGENDA ITEM NO. 7
REGULAR MEETING NO. 808-24

DATE: APRIL 18, 2024 **AIRPORT: REGIONAL**

SUBJECT: TO APPROVE A REQUEST TO ENTER INTO TASK AGREEMENT #4 WITH CORGAN, INC., FOR THE ARCHITECTURAL CONCEPT DESIGN SERVICES FOR A NEW FEDERAL INSPECTION STATION (FIS) FACILITY AT SHREVEPORT REGIONAL AIRPORT

PURPOSE:

To approve a request to enter into Task Agreement #4 with Corgan, Inc., for the Architectural Concept Design Services for a new Federal Inspection Station (FIS) Facility at Shreveport Regional Airport

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BACKGROUND INFORMATION AND DISCUSSION:

In July 2023, Corgan, Inc., entered into a Master Services Agreement with the Shreveport Airport Authority for Architectural and Engineering Services for the Air Traffic Control Tower Relocation and Terminal Modernization Programs. The scope of work includes planning, design, and construction phase services for the Airport Modernization Program.

Airport Management has received a proposal for Task Order #4, to produce an Architectural Concept Design in the amount of $98,860.00. This Task Agreement will produce high level, color block and passenger flow plans and options for design of a new FIS within the current footprint of the SHV terminal.

This project is SAA funded.

FINANCES:

Amount not to Exceed: $98,860.00

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: Larry W. Blackwell, Jr.
Director of Airports