



# **LEASE/CONSULTANT SELECTION COMMITTEE MEETING**

**April 16, 2026**

**LITTLE ROCK MUNICIPAL AIRPORT COMMISSION**

## **COMMITTEE MEMBERS**

Bob Edwards, Chair  
Jill Floyd  
Steve Ronnel



BILL AND HILLARY  
**CLINTON**  
NATIONAL AIRPORT

LITTLE ROCK MUNICIPAL AIRPORT COMMISSION  
LEASE COMMITTEE MEETING AGENDA  
April 16, 2026

→ Denotes action item

CALL THE MEETING TO ORDER

APPROVAL OF MINUTES

→ **L-26-04-1** March 12, 2026 Lease Committee Minutes

ACTION ITEMS

- |   |                 |
|---|-----------------|
| → <b>L-26-04-2</b> - Property Lease Amendment<br>U.S. Customs – Amendment No.3                                  | Greg Garner     |
| → <b>L-26-04-3</b> - Contract Award Recommendation<br>BMU High Speed Roll Up Door Replacement                   | Jennifer Miller |
| → <b>L-26-04-4</b> - Contract Award Recommendation<br>Shuttle Bus Procurement                                   | Jennifer Miller |
| → <b>L-26-04-5</b> - Construction Contract Award Recommendation<br>ABP B200 North Drainage Improvements         | David Finnie    |
| → <b>L-26-04-6</b> - Construction Contract Award Recommendation<br>Residential Demolition                       | David Finnie    |
| → <b>L-26-04-7</b> - Contract Amendment<br>HNTB Work Authorization #8 – Modification No. 1                      | David Finnie    |
| → <b>L-26-04-8</b> - Contract Award Recommendation<br>CMAR Services for New Arrivals Hall & Terminal<br>Commons | Jennifer Miller |

NEW BUSINESS

ADJOURNMENT

Little Rock Municipal Airport Commission  
Lease/Consultant Selection Committee Meeting Minutes  
March 12, 2026

The Lease/Consultant Selection Committee met in the Commission Meeting Room, One Airport Road, Little Rock, Arkansas at 12:00 p.m. on the 12<sup>th</sup> day of March 2026. The following members of the Commission were present:

Ms. Tiffany O'Guinn, Ms. Jill Floyd (M), Steve Ronnel (M), Patrick Schueck, Dr. Harold Betton, Committee members are noted (M).

Also attending were Mmes. Suzanne Peyton, Laura Long, Jennifer Miller and Amber Bagley, and Messrs. David Tipton, Greg Garner, Randy Ellison, Shane Carter, Jason Gray, Brad Reeves and David Finnie and others as registered.

The official actions of the Committee were as follows:

The meeting was called to order at 12:18 p.m. by Commissioner Floyd.

The first item on the agenda was the approval of minutes from the December 12, 2024, Lease/Consultant Selection Committee meeting, item **L-24-12-1**. On a motion by Commissioner Ronnel, seconded by Commissioner Floyd, the December 2024 Committee minutes were unanimously approved.

The second item on the agenda was the approval of **L-26-03-2** Contract No. 26021 Cab Front Mowers and Accessories. Staff recommends the Commission authorize the Executive Director, or their designee, to award a contract to Greenway Equipment and M-B Companies, Inc. to purchase two (2) Cab Front Mowers and Related Accessories, and to further authorize the Executive Director to execute all ancillary documents necessary to place the equipment into service.

Under Capital Item # 269011, the Commission approved \$120,000 in the 2026 Budget for the acquisition of two (2) cab front deck mowers, including two (2) 72-inch mowing deck attachments and two (2) snow blower attachments. After further evaluation, Facilities believes rotary brooms would provide greater operational value than snow blowers for landside snow removal. The current lead time is 12 weeks for the new mowers and mower decks, and 20 weeks for the rotary brooms.

Airfield Maintenance staff utilize zero-turn mowers for approximately nine (9) months each year to maintain landscaped turf areas and provide a finished-cut appearance in highly visible locations around the airport. These areas include sections along Airport Road, airport-owned properties such as the Airport Business Park and Cell Phone Lot, and turf areas between the roadway and perimeter fence where visibility and appearance are important.

The airport currently operates a fleet of ten (10) zero-turn mowers used for both landside and airside maintenance. These units are utilized around runway and taxiway edge lights, airfield signage, safety areas, ramp areas, and other small or confined turf areas where larger mowing equipment is not practical.

The proposed purchase of two (2) John Deere 1575 TerrainCut™ multi-use units, equipped with 72-inch mowing decks, will replace two (2) 2012 Kubota zero-turn mowers with 54-inch decks that are currently out of service and require engine replacement.

The John Deere 1575 TerrainCut™ is a commercial-grade, heavy-duty mower designed for large-scale, high-intensity turf maintenance. Unlike standard commercial zero-turn mowers, which are typically intended for residential or lighter commercial use, the TerrainCut™ features a heavy-duty frame and industrial-strength components suited for demanding operating conditions. The expected service life of the TerrainCut™ units is approximately eight (8) to ten (10) years, compared to approximately six (6) to eight (8) years for standard commercial zero-turn mowers.

The proposed units will also include enclosed operator cabs to improve operator comfort during summer months and extend usability during winter operations. When paired with M-B rotary broom attachments, these units will be used to clear snow and debris from high-traffic areas such as the terminal curb front and other landside surfaces during winter events.

During discussion, Commissioner Ronnel inquired whether Greenway Equipment had provided a quote for the rotary broom and deflector, or if M-B Companies, Inc. was selected based on a more competitive bid. Staff responded that M-B Companies is a well-established provider of snow and related attachments and submitted a quote approximately \$1,400 lower than the comparable John Deere option. Staff further confirmed that while Greenway Equipment does offer rotary brooms, M-B Companies provided the more competitive pricing.

Commissioner Ronnel also inquired about the total project cost relative to the approved budget when accounting for applicable sales tax. Staff indicated that the tax had not yet been calculated but acknowledged it may slightly increase the total cost. It was noted that discretionary flexibility exists within the capital budget to accommodate minor variances.

A motion was made by Commissioner Ronnel and seconded by Commissioner Floyd to approve Agenda Item **L-26-03-2** as presented. Upon a vote, the motion carried unanimously.

The third item on the agenda was the approval of **L-26-03-3** Contract No. 26024 Utility Tractor and Accessories. Staff recommends the Commission authorize the Executive Director, or their designee, to award a contract to **Greenway Equipment** to purchase a **Utility Tractor and Related Accessories**, and to further authorize the Executive Director to execute all ancillary documents necessary to properly place the equipment into service.

Airfield Maintenance staff currently maintain approximately 1,000 acres requiring rough-cut mowing on the airfield and along the airport perimeter for approximately nine (9) months each year. In addition, staff perform bush hogging on larger tracts of airport-owned property located adjacent to the airport, including parcels within surrounding neighborhoods.

The existing fleet consists of seven (7) utility tractors and seven (7) rotary cutters. These units support mowing operations during the growing season and are also utilized during winter operations, with each tractor equipped with either a snowplow or rotary broom for both airfield and landside snow removal.

The proposed purchase of one (1) John Deere 5120M tractor and one (1) 20-foot rotary mower will replace one (1) 2010 John Deere 5101E tractor and one (1) 2013 John Deere HX20 rotary mower, both of which are nearing the end of their service life.

The recommendation to remain with John Deere equipment is based on fleet commonality and operational efficiency. Standardizing equipment with a single manufacturer allows for shared parts inventory, consistent maintenance procedures, and operator familiarity across the fleet. This approach reduces training requirements, simplifies fleet management, and improves overall operational efficiency.

During discussion, Commissioner Ronnel inquired whether the asset disposition of the existing equipment would be handled as a buyback through Greenway Equipment. Staff responded that the equipment would not be part of a buyback program and would instead be disposed of through GovDeals, a contracted public auction service commonly used for surplus assets. Staff indicated that the equipment would be listed for auction once it is ready for disposal.

Commissioner Schueck further inquired whether the proposed equipment includes a backup camera for safety purposes. Staff indicated that they would confirm this detail but believed that the units are equipped accordingly.

During discussion, Commissioner Schueck stated that, moving forward, all mobile equipment procured by the Commission should include backup cameras as a safety requirement.

A motion was made by Commissioner Ronnel and seconded by Commissioner Floyd to approve the item as presented. Upon a vote, the motion carried unanimously.

The fourth item on the agenda was the approval of **L-26-03-4** Contract No. 25048 SMS-WO-Part 139 Software. Staff recommends that the Commission authorize the Executive Director, or their designee, to negotiate and enter into a three-year master agreement with one (1) optional three-year renewal, at the discretion of the Executive Director, with Aerosimple, LLC to provide a unified software solution for Safety Management System (SMS), Work Order and Asset Management System (WO) and Part 139/Part 1542 Operations Management, and to further authorize the Executive Director to execute all ancillary documents necessary to implement and administer the contract.

Staff reported that, in 2023, the Federal Aviation Administration (FAA) mandated that Part 139 airports implement a Safety Management System (SMS) program. As part of the implementation process, the airport conducted a gap analysis to assess current capabilities and identify areas requiring improvement. The analysis revealed deficiencies in existing software systems, particularly related to communication and overall functionality needed to support the SMS program.

Staff recommended modernizing and consolidating existing systems by replacing two (2) separate software platforms with a single, unified solution. The proposed software will enhance communication with tenants and airside users and better support the airport's operational and regulatory requirements under the SMS framework.

A motion was made by Commissioner Ronnel and seconded by Commissioner Floyd to approve Agenda Item L-26-03-4 as presented. Upon a vote, the motion carried unanimously.

The fifth item on the agenda was the approval of **L-26-03-5** Contract No. 25057 Taxiway Foxtrot Reconstruction Engineering Services.

Staff recommended that the Commission authorize the Executive Director, or their designee, to negotiate a contract with Garver, LLC to provide engineering services for the reconstruction of

Taxiway Foxtrot, and to execute all ancillary documents necessary to implement and administer the contract.

Staff provided background information, noting that Taxiway Foxtrot is the primary parallel taxiway adjacent to Runway 4L-22R. The pavement, constructed more than thirty (30) years ago, is currently rated in poor condition based on the airport's Pavement Condition Index (PCI) inspection conducted in Fall 2025. A recently completed Taxiway Charlie reconstruction project provides an alternate parallel route, enabling the airport to proceed with the reconstruction of Taxiway Foxtrot.

The project will include pavement reconstruction as well as associated lighting, signage, and drainage improvements to meet current FAA standards. Due to the anticipated scope and cost, the project will be implemented in multiple phases to align with available FAA funding. The FAA has identified approximately \$8 million in discretionary funding for the first phase of the project.

Staff emphasized the need to proceed expeditiously with consultant selection to allow for concept design, development of a phasing plan, and preparation of cost estimates. These items are required for discussion with the FAA in November, with Phase One design anticipated by Spring 2027 to support funding timelines.

It was further noted that these engineering services were not included in the most recent on-call contracts, necessitating separate procurement.

Staff reported that the Request for Qualifications (RFQ) was issued on December 19, 2025, and one (1) submission was received on January 29, 2026. The submission was evaluated by a review committee and determined to meet the qualifications required for award.

During discussion, the Commission confirmed that only one (1) submission was received. A question was raised regarding contingency planning and cost validation; staff noted that, due to the use of federal funds, an independent fee estimate will be completed as part of the process.

Commissioner Ronnel also inquired about potential impacts to air service during construction. Staff indicated that while Taxiway Foxtrot will be closed during reconstruction, the airport's dual-runway configuration will allow operations to continue. General aviation users may experience minor impacts, such as additional taxiing, but no significant disruption to commercial service is anticipated.

A motion was made by Commissioner Ronnel and seconded by Commissioner Floyd, to approve Agenda Item L-26-03-5 as presented. Upon a vote, the motion carried unanimously.

The sixth item was **L-26-03-6** CUP CM Amendment No. 4 – Replacement Parking Construction & Expansion (East Lot)

Staff recommended approval of Amendment No. 4 with Clark Con-Real CAN JV (Joint Venture) in the amount of \$24,990,658, including a 10% contingency, for construction of the East Lot parking expansion.

The project will offset the future loss of approximately 800 west-side parking spaces due to terminal expansion and support future demand. The East Lot will provide approximately 2,186 total spaces, including customer and employee parking, with flexibility between uses.

The project includes standard parking infrastructure, security features, shuttle service, and optional covered parking. Construction is estimated at 46 weeks.

During discussion, Commissioner Ronnel asked about net parking capacity and peak demand; staff confirmed that analyses support sufficient capacity. Commissioner Floyd inquired about traffic impacts; staff noted that increases are expected primarily during employee shift changes rather than peak flight times.

A motion was made by Commissioner Ronnel and seconded by Commissioner Floyd to approve the item L-26-03-6 as presented. The motion carried unanimously.

Following the vote, Commissioner O'Guinn inquired with legal counsel regarding the process for rescinding a previously approved action.

No new items were presented to the Committee.

The meeting was adjourned at 12:53 p.m. on a motion by Commissioner Ronnel, seconded by Commissioner Floyd.

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Bob Edwards, Lease Committee Chair (2026)

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Suzanne Peyton, Executive Director

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David Finnie, Director – Infrastructure Development

## Property Lease Amendment

### April 16, 2026

#### Decision Summary

Department	Properties
Project / Contract No./Name	Lease Agreement
Vendor / Contractor	U.S. Customs
Total Authorization Requested	-Extend Lease Term to May 7, 2030 -Adjust rental rate to \$39,406.32/year as outlined below
Funding Source(s)	N/A

#### **Action Requested**

Staff recommends that the Commission authorize the Executive Director, or thier representative, to execute Amendment No. 3 to the Lease Agreement for the U.S. Customs space ("Customs") in the North Air Cargo Building.

#### **Terms of Existing Lease:**

**Premises:** North Cargo Building – 1,374 square feet rentable space.

**Initial Term:** Twelve (12) years

**Rental:** \$19.04 psfpa (\$26,155.07/year) comprised of a Shell Rental Rate of \$11.09 and an Operating Cost of \$7.95 psfpa. The Operating Cost is adjusted annually based upon changes in CPI.

#### **Proposed Amendment:**

- 1) Extend the Lease Term to provide for a new expiration date of May 7, 2030.
- 2) Provide for a rental of \$28.68 psfpa (\$39,406.32/year) comprised of a Shell Rental Rate of \$13.53 psfpa and an Operating Cost of \$15.15 psfpa.
- 3) Commission to provide janitorial service at a cost to Customs of \$800.00 per month. Included in operating cost.
- 4) All other terms and conditions remain unchanged.

## Contract Award Recommendation

### April 16, 2026

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#### Decision Summary

Department	Facilities
Project / Contract No./Name	Contract 26018 Baggage Make-up High Speed Roll-Up Doors
Vendor / Contractor	Wiese USA, Inc. St. Louis, MO
Total Authorization Requested	\$246,606 exclusive of applicable taxes
Funding Source(s)	Airport funds – 2026 Capital Projects

#### **Action Requested**

Staff recommends the Commission authorize the Executive Director, or their designee, to award a contract to **Wiese USA, Inc.** for **Baggage Make-up High Speed Roll-Up Doors** and to further authorize the Executive Director to execute all ancillary documents necessary to implement and administer the contract.

#### **Background**

Under Capital Projects # 252800, the Commission approved \$450,000 in the 2026 Budget for the replacement of baggage make-up doors. In 2012, as part of the Terminal Redevelopment Project Phase 1, seven (7) Albany high speed doors were installed in the baggage make-up (BMU) building. These doors are critical to maintaining efficient baggage handling operations.

After more than a decade of heavy usage, the doors are past their useful life. There are no current Albany service representatives in the LIT area, and replacement parts for these doors are no longer readily available. , All the doors are recommended for replacement.

#### **Proposed Scope of Work / Specifications**

Disposal, replacement, installation, testing, and commissioning, of five (5) 25' x 9' and two (2) 18' x 9' rubber doors, with safety edge devices, motion detectors and an opening speed of not less than 36" per second. The work shall also include training for Airport staff on the operation and maintenance of the doors, and a one-year warranty, with anticipating ancillary documents to include a Service Agreement.

#### **Project Schedule / Lead Time**

Lead time: 6-7 weeks  
Installation: 1-2 weeks

**Procurement Summary**

Florida Sheriffs Association Cooperative Purchasing Program

Contract FSA25-VEH23.0, Heavy Trucks and Buses

Contract Term: October 1, 2025 – September 30, 2027

Group: Buses: 14-25 Passenger Capacity Range, Van-Type Cutaway Chassis

Item: 8, Endera, B-Series,

Awardee: Florida Transportation Systems (Tampa, FL)

**Asset Replacement / Disposition**

Shuttle 509 - 2016 Ford E450 Shuttle Bus with 62,401 miles

Shuttle 510 - 2017 Ford E450 Shuttle Bus with 57,720 miles

## Contract Award Recommendation

### April 16, 2026

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#### Decision Summary

Department	Landside Operations
Project / Contract No./Name	Contract 26028 Shuttle Buses
Vendor / Contractor	Florida Transportation Systems, Inc. Tampa, FL
Total Authorization Requested	\$247,724 exclusive of applicable taxes, title, registration, and licensing fees
Funding Source(s)	Airport funds – 2026 Capital Purchases

#### **Action Requested**

Staff recommends the Commission authorize the Executive Director, or their designee, to award a contract to **Florida Transportation Systems, Inc.** to purchase two (2) **2026 Shuttle Buses**, and to further authorize the Executive Director to execute all ancillary documents necessary to place the buses into service.

#### **Background**

Under Capital Purchases # 269002, the Commission approved \$285,000 in the 2026 Budget for the acquisition of two (2) gas powered shuttles. This purchase will replace two (2) of the oldest shuttles, thereby improving passenger experience, ensuring ADA compliance and reducing operational downtime caused by ongoing maintenance issues. The two shuttles proposed for replacement are currently 10 and 9 years old, and the interior and exterior finishes are worn and unsightly. Due to normal wear and tear, these vehicles now require frequent maintenance. This is especially noticeable during the summer months when air conditioning systems can fail. Several mechanical issues over the years have required repeated repairs, placing demand on Airfield Maintenance staff. This is partly due to the amount of time the shuttle is idling during the operation. Each shuttle averages an 8-hour workday and spends at least 4 hours idling, adding an additional 120 miles a day of wear and tear when the shuttle is in operation.

#### **Proposed Scope of Work / Specifications**

2026 Ford E350 Endera B Series Shuttle Bus, configured as a 23' 13-passenger shuttle bus with ADA package and 60" luggage rack.

#### **Project Schedule / Lead Time**

90-120 days

#### **Procurement Summary**

Florida Sheriffs Association Cooperative Purchasing Program

Contract FSA25-VEH23.0, Heavy Trucks and Buses

Contract Term: October 1, 2025 – September 30, 2027

Group: Buses: 14-25 Passenger Capacity Range, Van-Type Cutaway Chassis

Item: 8, Endera, B-Series,

Awardee: Florida Transportation Systems (Tampa, FL)

**Asset Replacement / Disposition**

Shuttle 509 - 2016 Ford E450 Shuttle Bus with 62,401 miles

Shuttle 510 - 2017 Ford E450 Shuttle Bus with 57,720 miles

## Construction Contract Award Recommendation

### April 16, 2026

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#### Decision Summary

Department	Infrastructure Development
Project / Contract No./Name	Project No. 252500 / Airport Business Park B200 North Drainage Improvements
Vendor / Contractor	Delta Specialty Contractors
Total Authorization Requested	\$212,235.00
Funding Source(s)	Airport funds - 2026 Capital Projects Budget

#### **Action Requested**

Staff recommends the Commission authorize the Executive Director, or their designee, to award the **Airport Business Park (ABP) Hangar 200 North Drainage Improvements** construction contract for the amount of \$192,940.89 to the lowest responsible bidder, **Delta Specialty Contractors**, and authorize the Executive Director, or their designee, to execute associated contract documents for the construction of the work for a maximum contract total not to exceed \$212,235.00 which includes a ten (10) percent project contingency.

#### **Background**

The existing drainage conditions at the North side of ABP Hangar 200 have resulted in recurring ponding during rain events and localized washout conditions, particularly in the area that serves as the main entry walkway to the building for employees. Roof runoff from the existing gutter system currently discharges at the base of the building, where insufficient grading and drainage infrastructure allow water to accumulate and pond. Improvements were determined to be necessary to collect and redirect roof runoff away from building entrances and restore proper stormwater drainage to reduce safety risks and long-term maintenance impacts. Design documents were prepared by Garver under Work Authorization #26 to evaluate drainage deficiencies and develop a recommended solution addressing roof runoff discharge and grading conditions at the Hangar 200 North facility.

#### **Proposed Scope of Work / Specifications**

The proposed project includes drainage system upgrades intended to improve stormwater management, site performance, and employee access conditions at the Hangar 200 North facility.

Work includes:

- Installation of stormwater management channels to collect and divert roof runoff from existing downspouts into already established drainage paths

- Regrading of affected areas to improve surface drainage flow
- Removal and replacement of associated pavement and walkway areas as needed
- Site restoration and stabilization following construction activities

**Project Schedule / Lead Time**

Substantial Completion within 45 calendar days of Notice to Proceed, which will be issued at an agreed upon date following procurement of the materials and appropriate coordination of the work with the Tenant.

**Procurement Summary**

Following completion of design, the project was publicly advertised through the Airport's bidding portal. Three (3) bids were received, and all were deemed responsive. The Engineer and Staff have evaluated the bids and made the recommendations as noted above. Bids are listed below:

<b>Capital Project Budget</b>	<b>Delta Specialty Contractors, LLC</b>	<b>Redstone Construction Group, Inc</b>	<b>Flynco, Inc</b>
\$225,000.00	\$192,940.89	\$202,675.00	\$225,284.90

**Asset Replacement / Disposition**

Not Applicable

# Construction Contract Award Recommendation

## April 16, 2026

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### Decision Summary

Department	Infrastructure Development
Project / Contract No./Name	Project No. 240600 – Residential Demolition
Vendor / Contractor	Swayze, LLC
Total Authorization Requested	\$83,935.00
Funding Source(s)	Airport funds - 2026 Capital Projects Budget

### **Action Requested**

Staff recommends the Commission authorize the Executive Director, or their designee, to award the **Residential Demolition** contract for the amount of \$76,305.00 to the lowest responsible bidder, **Swayze, LLC** and authorize the Executive Director, or their designee, to execute a construction contract and any associated documents for the demolition and site stabilization work for a maximum contract total not to exceed \$83,935.00 which includes a ten (10) percent project contingency.

### **Background**

The Airport administers a voluntary property acquisition program in areas designated by the Commission. The program ensures compatible land use protections on critical areas adjacent to airport property. Over the past three (3) years the airport has acquired eight (8) residential properties under the program that contain existing structures. In accordance with the program and past practice, the Airport has contracted to demolish any improvements on those properties to eliminate any ongoing maintenance responsibilities and to reduce safety risks associated with vacant and aging structures. Removal of these buildings also supports long-term planning efforts to transition these areas to compatible land use.

### **Proposed Scope of Work / Specifications**

The proposed project includes:

- Demolition of eight (8) single-family residential structures
- Removal of foundations, driveways, and any associated improvements
- Disconnection and capping of utilities in coordination with service providers
- Removal and lawful disposal of demolition debris
- Site grading and stabilization following demolition activities
- Securing all permits required for the Work.

**Project Schedule / Lead Time**

Substantial Completion within 60 calendar days of Notice to Proceed which will be issued at an agreed upon date following issuance of permits applicable to the work.

**Procurement Summary**

Following completion of design, the project was publicly advertised through the Airport's bidding portal. Eight (8) bids were received, and Seven (7) were deemed responsive. The Architect and Staff have evaluated the bids and made the recommendations as noted above. Top 3 bids are listed below:

<b>Capital Projects Budget</b>	<b>Swayze, LLC</b>	<b>Burkhalter Technologies, Inc</b>	<b>ExWork Land Solutions</b>
\$300,000.00	\$76,305.00	\$80,000.00	\$80,461.00

**Asset Replacement / Disposition**

Not Applicable

**Contract Amendment – Work Authorization #8 –  
Modification No. 1  
April 16, 2026**

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**Decision Summary**

Department	Infrastructure Development
Project / Contract No./Name	Project No. 250400 – Work Authorization #8 - Baggage Handling Systems (BHS) Control System Replacement Design and Advisory Services
Vendor / Contractor	HNTB Corporation
Total Authorization Requested	\$66,582.00
Funding Source(s)	Federal (Submitted for FY2026 ATP Competitive Funding Opportunity) and Airport Funds

**Action Requested**

Staff recommends the Commission authorize the Executive Director, or their designee, to execute the appropriate contract documents with **HNTB Corporation** for Modification-1 to Work Authorization (WA) #8 for the **BHS Control System Replacement Design and Advisory Services** contract for the professional services as described below for all labor and expenses not to exceed the amount of \$66,582.00, and increase the total approved contract amount to \$374,843.00, which includes a 10% contingency.

**Background**

On December 12, 2024 (L-24-12-4), the Commission approved the award of the contract for BHS Control System Replacement Design and Advisory Services to HNTB Corporation for professional services that included a complete assessment of the existing Outbound Baggage Handling System (BHS) that has been in service for over 12 years, with services specifically targeting a replacement of the existing BHS controls system and any related equipment which are out of date and no longer supported. Services included the needed planning, existing system assessment, capacity analysis, design, construction document preparation and development of the required procurement strategy to ensure selection of the most qualified, cost-effective solution and services provider given the complexity of the BHS system and its operational importance to the Airport.

As the scope of the original Work Authorization was nearing completion and the best procurement strategy for this complex scope of work was finalized, staff requested HNTB develop a modification to WA #8 to provide required procurement phase services. The details of those service are outlined below, but in general HNTB will act as the lead subject matter expert to assist the airport in preparing the Requests for Proposal (RFP) and evaluating the RFP

responses to ensure the airport is getting the best solution provider for such a critical systems project.

In addition to the procurement services being requested, HNTB has provided additional services to support the Airport’s submission of this BHS Upgrade project for the FY2026 ATP Competitive Funding Opportunity. Services included providing project narrative and justification information to align the NOFO guidelines and in evaluating opportunities, as requested by our FAA ADO Program Manager, on potential phasing of the project to maximize available funds. That application was submitted in January 2026 and we are still awaiting notice on whether the project will be awarded all or a portion of the requested funding.

A future modification to WA #8 will be brought to the Commission for Construction Observation and Administration phase services to align that scope of work with the selected Contractor and schedule for the implementation work.

**Proposed Scope of Work / Specifications**

The proposed WA #8 Modification-1 services include:

- Assist Airport staff with FAA FY2026 ATP Notice of Funding Opportunity competitive grant application
- Evaluate potential phasing opportunities for project based on FAA feedback on potential grant funds available through the FY2026 ATP NOFO.
- Develop and prepare the scope of work, minimum qualifications, and evaluation criteria for the Request for Proposal (RFP).
- Assist Procurement Department with the issuance of the RFP
- Attend and act as the Subject Matter Expert at the Pre-Response Meeting
- Receive, Coordinate and Respond to questions from proposers during the solicitation
- Coordinate, prepare and distribute addenda during the solicitation
- Assist with proposal evaluations and recommendations with staff
- Incorporate any required addenda or revisions from the solicitation process into the final issued for construction documents

**Project Schedule / Lead Time**

Mod-1 services include approx. 15 weeks of procurement support services as required to develop RFP documents, assist in administering the RFP process, participation as subject matter expert in the selection process and finalize construction documents.

**Procurement Summary**

	Original Fee	Mod #1	Mod #2	Revised Fee to Date
Work Authorization #8	\$274,184.00	\$66,582.00	Future	\$340,766.00

**Asset Replacement / Disposition**

Not Applicable

# Contract Award Recommendation

## April 16, 2026

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### Decision Summary

Department	Infrastructure Development
Project / Contract No./Name	Contract 26010 Pre-Construction and Construction Manager at Risk (“CMAR”) Services for the new Arrivals Hall and Terminal Commons
Vendor / Contractor	JE Dunn/Nabholz, a Joint-Venture
Total Authorization Requested	Not applicable at this time
Funding Source(s)	Airport (2026 Capital Projects) and federal funds (as available)

### **Action Requested**

Staff recommends the Commission approve the selection of the joint venture partnership of **JE Dunn/Nabholz** to provide **Pre-Construction and Construction Manager at Risk (“CMAR”) services for the new Arrivals Hall and Terminal Commons** at the Airport and authorize the Executive Director, or their designee, to enter contract negotiations.

### **Background**

Under Capital Project # 241200, the Commission approved funding in the 2026 Budget for the design and pre-construction phase of the new Arrivals Hall and Terminal Commons project (“Project”). This is the 2nd phase (of 3) of the Airport’s Terminal Redevelopment Program (TRP) and is the next step to achieving the overall long-term vision for the facility that LIT started planning back in 2007. A new Arrivals Hall and Terminal Commons will simplify, replace, expand and modernize the Airport’s existing pre-security lobby and circulation area, security checkpoint, baggage claim and arrivals/departures roadways. This phase of the TRP will significantly reshape the existing configuration of the terminal by straightening the departures and arrivals roadway through the elimination of the current baggage claim portion of the terminal building and expanding the new Arrivals Halls (bag claim area) to the west and creating a new T-configuration for the terminal.

This project will help solve some of the key trigger points for re-development that were forecasted during the planning phases and key shortfalls in the existing facility while helping to modernize its future.

The construction cost for this project is estimated to be \$300,000,000, which includes the cost of the CMAR services.

**Proposed Scope of Work / Specifications**

The Airport sought a qualified CMAR to participate in the Pre-Construction Phase and to coordinate the day-to-day facilitation, communication, management and execution of the construction of the Project. The CMAR will become integral members of the project delivery team and will be actively involved in all aspects of the process related to design, cost estimating, phasing, constructability reviews, bidding, award, construction and occupancy of the Project.

The CMAR Contractor will perform services under AIA Document A133-2019 Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with Guaranteed Maximum Price (“GMP”).

For pre-construction services, an hourly, not-to-exceed cost will be negotiated by staff and will be presented to the Commission for approval. At the conclusion of pre-construction services the approved scope of work will be developed into a GMP proposal and presented to Commission for approval. The CMAR Contractor and the Airport will then have the ability to execute a Guaranteed Maximum Price Amendment, setting forth the GMP and the Contract Time for the Construction Phase.

**Project Schedule / Lead Time**

Pre-construction: 16-20 months (Estimated)  
Construction: 24-36 months (Estimated)

**Procurement Summary**

26010 RFQ Pre-Construction and Construction Manager at Risk (“CMAR”) Services for the new Arrivals Hall and Terminal Commons

The solicitation and evaluation process for the CMAR Services followed the guidelines of the U.S. Department of Transportation Federal Aviation Administration Advisory Circular AC No. 150/5100-14E, which permits a Sponsor (the Airport) to use the competitive proposal approach, as defined in 2 CFR §200.320. The competitive proposal approach for CMAR Services under FAA guidelines is broken up into a two-step process. Step one is the development of a Request for Qualifications based on project information that uses qualifications-based criteria to rank and possibly short list firms. The qualifications-based criteria selected for this step by staff included Project Team Qualifications, Relevant Project Experience, Project Approach and Understanding and Unique Capabilities and Resources. Proposals were received from the 6 firms noted below.

Solicitation issue date: Friday, January 16, 2026  
Submission due date: Thursday, February 19, 2026

Six (6) proposals were received by the submission due date:

CBF Joint-Venture	CDI Contractors	Clark Contractors, LLC
Clayco-Bailey	JE Dunn/Nabholz	VCC, LLC

All firms were determined to be responsive and responsible. A Selection Panel—comprised of the Director of Infrastructure Development, Project Manager – Infrastructure Development, the Director of Facilities, the Deputy Executive Director, and the Interim Director of Operations—then evaluated the technical proposals in accordance with the criteria outlined in the RFQ.

All firms were interviewed following the panel’s review of the submitted Proposals and were asked to provide a “Pricing Information Form” which allowed the Selection Panel to include the second step, a price component, in the evaluation as required by the FAA. The price component, made up of the firm’s proposed Construction Phase Services Fee % and their proposed Payment & Performance Bond and Insurance Rates (%), was opened for the three (3) highest ranked firms. The final scoring, to include both the technical and price components, was completed by the Selection Panel and the most highly ranked firm is JE Dunn/Nabholz. The Selection Panel unanimously recommends that selection of the JE Dunn/Nabholz Joint Venture be approved by the Commission.