

**DuPAGE AIRPORT AUTHORITY  
SPECIAL BOARD MEETING  
Wednesday, August 10, 2016**

---

The Special Meeting of the DuPage Airport Authority Board of Commissioners was convened at the Daniel L. Goodwin Flight Center Building, First Floor Conference Room, 2700 International Drive, West Chicago, Illinois on Wednesday, August 10, 2016. Chairman Davis called the meeting to order at 9:00 a.m. and a quorum was present for the meeting.

**Commissioners Present:** Chavez, Davis, Donnelly, Huizenga, Ledonne, Posch

**Commissioners Absent:** LaMantia, Sharp, Wagner.

**DuPage Airport Authority Staff Present:** David Bird, Executive Director; 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 in Attendance:** Phil Luetkehans, Schirott, Luetkehans and Garner; Michael Fox, CH2M.

**Members of the Press:**

None

**PUBLIC COMMENT**

None

**NEW BUSINESS**

**Proposed Resolution 2016-2037; Award of Contract to Built Best Fence d/b/a BBF Erectors, Inc. for the Perimeter Fencing and Wildlife Skirt Phase I Project.**

*Approves a project to install 8' perimeter fencing, wildlife skirt and vehicle gates. Total authorized construction cost not-to-exceed \$779,349.06, which includes a 12% owner's contingency.*

Executive Director read into the record Proposed Resolution 2016-2037 and asked Dan Barna to review this project. Mr. Barna explained the project consists of replacing approximately 2.1 miles of airport perimeter fencing on the east side of the airfield, increasing the height from 6' to 8' and providing a higher level of security. He added that the existing fence fabric will be buried as a wildlife skirt to deter animals that normally dig under the fence from getting onto the airfield. Mr. Barna discussed the bidding structure for this project. Staff requested the Board's approval for the Base Bid and Alternate 1 as Phase I of the project. This project is consistent with the Airport Authority's Wildlife Hazard Management Plan and will provide significant safety and security improvements. Mr. Barna advised that six bids were received and Built Best Fence Company was determined to be the low, responsive, responsible bidder. Discussion followed.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2016-2037; Award of Contract to Built Best Fence d/b/a BBF Erectors, Inc. for the Perimeter Fencing and Wildlife Skirt Phase I Project. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (6-0).

**Proposed Resolution 2016-2038; Authorizing the Execution of Construction Phase Task Order No. 51 with CH2M for the Project: Perimeter Fencing and Wildlife Skirt Phase I.**

*Authorizes a task order for construction phase management of the Perimeter Fencing and Wildlife Skirt Phase I Project. Task order fee not-to-exceed \$55,600.*

Executive Director Bird read into the record Proposed Resolution 2016-2038 and asked Dan Barna to continue. Mr. Barna explained this will authorize a Construction Phase Task Order from CH2M for support and observation services during the Perimeter Fencing and Wildlife Skirt Phase I project. He added these

services will include dealing with FAA critical area issues, meetings, material submittal review, inspections and quality control for a 12-week period. He also reviewed the costs associated with this Task Order. Discussion followed.

A **MOTION** was made by Commissioner Posch to approve Proposed Resolution 2016-2038; Authorizing the Execution of Construction Phase Task Order No. 51 with CH2M for the Project: Perimeter Fencing and Wildlife Skirt Phase I. The **motion was seconded** by Commissioner Donnelly and was unanimously passed by roll call vote (6-0).

**Proposed Resolution 2016-2039; Award of Contract to Martam Construction, Inc. for the Golf Course Cart Path Rehabilitation and Bridge Approach Repairs Project.**

*Approves a project to remove and replace cart path pavement, curbs and repair bridge abutments. Total authorized construction cost not-to-exceed \$701,947.90, which includes a 5% owner's contingency.* Executive Director Bird read into the record Proposed Resolution 2016-2039 and asked Dan Barna to continue. Mr. Barna discussed the scope of this project to rehabilitate and repave the 7-mile cart path system at Prairie Landing as well as repair of the bridge abutments on the course. He explained the bridge approach repair for all existing timber bridges will improve the erosion occurring underneath the bridges, improper drainage and rehabilitating the deteriorating cart path pavement leading to the bridges. The cart path system and bridges were built in 1994 and are now require replacement. Mr. Barna continued to review this project and the associated costs. Discussion followed.

A **MOTION** was made by Commissioner Donnelly to approve Proposed Resolution 2016-2039; Award of Contract to Martam Construction, Inc. for the Golf Course Cart Path Rehabilitation and Bridge Approach Repairs Project. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (6-0).

**Proposed Resolution 2016-2040; Authorizing the Execution of Construction Phase Task Order No. 52 with CH2M for the Project: Golf Course Cart Path Rehabilitation and Bridge Approach Repairs Project.**

*Authorizes a task order for construction phase management of the Golf Course Cart Path Rehabilitation and Bridge Approach Repairs Project. Task order fee not-to-exceed \$47,000.* Executive Director Bird read into the record Proposed Resolution 2016-2040 and asked Dan Barna to continue. Mr. Barna advised this task order from CH2M will provide the construction phase support services required for this large project. He reviewed the cost associated with this Task Order and stated that Martam, CH2M and Airport Authority Staff will make a great team for the success of this project. Discussion followed.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2016-2040; Authorizing the Execution of Construction Phase Task Order No. 52 with CH2M for the Project: Golf Course Cart Path Rehabilitation and Bridge Approach Repairs Project. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (6-0).

**Proposed Resolution 2016-2041; Appointing the Firm of Acrisure d/b/a Wine Sergi Insurance as Employee Benefits Insurance Broker.**

*Appoints the firm of Acrisure d/b/a Wine Sergi Insurance as Employee Benefits Insurance Broker for a one (1) year term subject to three (3) one (1) year extensions at the sole discretion of the Authority. Standard brokerage commissions are included in premium payments made by the Authority.* Executive Director Bird read into the record Proposed Resolution 2016-2041 and asked Dan Barna to reviewed this agreement. Mr. Barna stated that Wine Sergi is currently the Employee Benefits Insurance Broker for the Airport Authority and their three-year agreement is nearly expired. He continued that the new agreement is for one (1) year with three (3) additional one-year extensions solely at the discretion of

the Airport Authority. Staff conducted a Request for Proposal (RFP) process selection and Mr. Barna reviewed this selection process. An evaluation panel was selected with participation by Commissioner Juan Chavez, Attorney Phil Luetkehans and two Airport Authority staff members. He continued that seven (7) firms submitted proposals; three (3) firms were shortlisted and interviewed by the evaluation panel; The evaluation panel recommended Acrisure d/b/a as Wine Sergi Insurance for appointment as Employee Benefits Insurance Broker for the Airport Authority. Terms of the brokerage agreement were reviewed by Mr. Barna and discussion followed.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2016-2041; Appointing the Firm of Acrisure d/b/a Wine Sergi Insurance as Employee Benefits Insurance Broker. The **motion was seconded** by Commissioner Posch and was unanimously passed by roll call vote (6-0).

**Proposed Resolution 2016-2042; Appointing the Firm of Arthur J. Gallagher & Co. as Property & Casualty Insurance Broker.**

*Appoints the firm of Arthur J. Gallagher & Co. as Property & Casualty Insurance Broker for a one (1) year term subject to three (3) one (1) year extensions at the sole discretion of the Authority. Standard brokerage commissions are included in premium payments made by the Authority.*

Executive Director Bird read into the record Proposed Resolution 2016-2042 and asked Dan Barna to continue. Mr. Barna stated that the same Request for Proposal (RFP) process was utilized for selection of a broker for the property and casualty insurance for the Airport Authority. He continued that the same evaluation panel reviewed five (5) proposals that were submitted and shortlisted three (3) firms; these three firms were interviewed by the evaluation panel and Arthur J. Gallagher & Company was recommended for appointment as the property and casualty broker for the Airport Authority. The terms of the brokerage agreement were reviewed by Mr. Barna; discussion followed.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2016-2042; Appointing the Firm of Arthur J. Gallagher & Co. as Property & Casualty Insurance Broker. The **motion was seconded** by Commissioner Donnelly and was passed unanimously by roll call vote (6-0).

**Chairman Davis advised that during the presentation of the Proposed Resolution 2016-2043, he would respectfully abstain from voting and would vote present in the roll call due to his personal business relationship with Harbour Contractors, Inc.**

**Proposed Resolution 2016-2043; Authorizing the Execution of a Change Order to a Design-Build Contract with Harbour Contractors, Inc. for Clear Span Aircraft Hangar Construction.**

*Approves a \$116,620 change order to a Design-Build Contract with Harbour Contractors, Inc. to increase aircraft apron thickness resulting in a new total cost not-to-exceed \$9,649,320.*

Executive Director Bird read into the record Proposed Resolution 2016-2043 and asked Mark Doles to discuss the hangar construction project. Mr. Doles explained that the Board had previously approved a design build contract with Harbour Contractors, Inc. for the new hangar construction which is currently set for completion during the first quarter of 2017. He continued that the apron was constructed over 20 years ago and, at the time of construction, the as-built plans depicted 8 inches of concrete on 4 inches of asphalt treated base. He continued that when Harbour removed the concrete from the apron, it was discovered that the actual thickness was from 8.75 to 11 inches. CH2M reviewed the plans and advised the new apron should be designed and installed to match existing conditions. Harbour was directed to provide a proposal to install 10 inches of concrete versus 8 inches. This proposal has been reviewed and CH2M concurs. Mr. Doles proceeded to review the associated costs and the Change Order to the existing contract with Harbour Contractors presented for Board approval. Discussion followed.

A **MOTION** was made by Commissioner Chavez to approve Proposed Resolution 2016-2043; Authorizing the Execution of a Change Order to a Design-Build Contract with Harbour Contractors, Inc. for Clear Span Aircraft Hangar Construction. The **motion was seconded** by Commissioner Posch and was passed by roll call vote (5-0) with one abstention.

**RECESS TO EXECUTIVE SESSION**

There was no executive session needed.

**OTHER BUSINESS**

None

A **MOTION** was made by Commissioner Huizenga to adjourn the Special Board Meeting of the DuPage Airport Authority Board of Commissioners. The **motion was seconded** by Commissioner Chavez and was passed unanimously by voice vote; the meeting was adjourned at 9:38 a.m.

**Approved at the September 14, 2016 Board Meeting**  
**Stephen L. Davis, Chairman**