

OKLAHOMA CITY AIRPORT TRUST

A G E N D A

April 25, 2013 9:00 AM



Will Rogers World Airport Wiley Post Airport Clarence E. Page Airport

Trustees:

Larry McAtee, Chairman, Trustee-Council Member
Kirk Humphreys, Vice Chairman, Independent-Trustee
Mick Cornett, Trustee- Mayor
 David Greenwell, Surrogate Trustee-Mayor
James D. Couch, Trustee
 Dennis Clowers, Surrogate Trustee-City Manager
Terry Salmon, Independent-Trustee

Mark Kranenburg, General Manager
Frances Kersey, Secretary

The meeting is scheduled to be telecast live on City Channel 20 (Cox Cable).

City Council Chambers, Third Floor, 200 North Walker Avenue
Oklahoma City, Oklahoma

INFORMATION ABOUT AIRPORT TRUST MEETINGS

The Oklahoma City Airport Trust generally meets on the fourth Thursday of each month at 9:00 a.m. in Council Chambers at City Hall unless prior notice of a change is posted. To confirm meeting dates, call 316-3266. **If you need a sign language interpreter at the Oklahoma City Airport Trust meeting, please call the Public Information Office, 297-2578, before noon Monday.**

It is the policy of the Trust to ensure that communications with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires an accommodation, a modification of policies or procedures, or an auxiliary aid or service in order to participate in this meeting should contact the Department of Airports ADA coordinator at 316-3227 or TDD 297-2020 as soon as possible but not later than 48 hours (not including weekends or holidays) before the scheduled meeting. The ADA coordinator will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at said meeting, please contact the ADA coordinator listed above 48 hours prior to the scheduled meeting.

Addressing the Trust

Citizens may address the Airport Trust during public hearings on any matter that is on the agenda. Citizens may also address the Airport Trust on individual concerns at the end of the agenda when the Chairman asks if there are any comments from citizens. If you know in advance that you wish to address the Trust, you may call 316-3266 and provide your name and the subject about which you wish to speak. Please limit your comments to three minutes.

Trust Actions

Official action can be taken only on items that appear on the agenda. The Trust may dispose of business on the agenda by adopting, approving, ratifying, denying, deferring, or continuing resolutions, plans and specifications, addenda, amendments, agreements, and contracts. Other actions may also be taken.

When more information is needed to act on an item, the Trust may elect to refer the matter to the Airport Director or Trust attorney. The Trust may also elect to refer items to committees of the Trust, to a board or commission, or to independent consultants for additional study. Under certain circumstances, items are stricken from the agenda entirely or no action of any kind is taken.

Items listed under each category in this agenda are usually approved as a group with the proper motion from a Trustee. Trustees, staff or citizens may request discussion or separate action on any item on the agenda.

For more information about the Oklahoma City Airport Trust, call 316-3266, or visit the Department of Airports at Will Rogers World Airport, 7100 Terminal Drive, 3rd Floor Terminal Building, Room 301, Oklahoma City, Oklahoma.

AGENDA

OKLAHOMA CITY AIRPORT TRUST

April 25, 2013

- I. Call to Order
- II. Swearing in Ceremony for David Greenwell as Surrogate Trustee of the Oklahoma City Airport Trust.
- III. Approve minutes of (1) March 28, 2013, and (2) April 10, 2013, Oklahoma City Airport Trust meetings.
- IV. Director's Report
- V. Receive Oklahoma City Airport Trust budget for Fiscal Year 2014 and set for final approval at the May 2013 Airport Trust meeting.
- VI. **WILL ROGERS WORLD AIRPORT**
 - A. (1) Concur with the approval of final plans for “Portland Avenue Realignment Project No. PC-0387T” submitted by Triad Design Group, Inc., and (2) approve the Participation Agreement.
 - B. Approve Change Order No. 3 for “Senior Lien Mechanical System Replacement FY 11 Project,” Mike Monroney Aeronautical Center, adding \$23,149.50 and 13 calendar days to the contract.
 - C. Approve Amendment No. 1 to the Contract for Professional Services with C.H. Guernsey & Company for “Senior Lien Mechanical System Replacement Project,” adding \$1,781,517.
 - D. (1) Ratify the action of the Director of Airports in approving Addenda Nos. 1 and 2 for “Request for Pre-Qualification for Checked Baggage Inspection System (CBIS)”; (2) accept list of prequalified bidders; (3) approve Plans and Project Manual for “Checked Baggage Inspection System,” Transportation Security Administration Other Transaction Agreement HSTS04-10-H-CT1190; and (4) authorize distribution of Plans and Project Manual to prequalified bidders for bids to be received and opened on June 11, 2013.
 - E. Accept completed project “Closed Circuit Television System—Phase II,” Transportation Security Administration Other Transaction Agreement HSTS04-09-H-REC307.

- F. (1) Approve "Request for Artists Submissions for Public Art at the Consolidated Rental Car Facility at Will Rogers World Airport," and (2) authorize advertisement for submissions to be received May 21, 2013.
- G. (1) Approve "Request for Bids for a Pricing Agreement for Compressed Natural Gas Passenger Buses," and (2) authorize advertisement for bids to be opened on May 21, 2013.
- H. (1) Receive staff recommendation regarding Statements of Qualifications received on March 15, 2013; (2) approve Advantage Rent A Car, Alamo Rent A Car, Avis Rent A Car System, LLC, Budget Rent A Car System, Inc., Dollar Car Rental of OKC, Enterprise Rent A Car, The Hertz Corporation, National Car Rental, and Thrifty Car Rental of OKC as qualified participants in the ConRAC as on-airport rental car operators; and (3) reject Statements of Qualifications from Payless Car Rental System, Inc., E-Z Rent-A-Car, and Silvercar, Inc.
- I. (1) Adopt Resolution authorizing the sole source System Support Agreement with Infax, Inc., for telephone and electronic assistance to help diagnose software and hardware problems with the Flight Information Display System (FIDS), and (2) approve the System Support Agreement with Infax, Inc.

VII. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT

- A. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Contract for Professional Services with Garver Engineers for "Replace/Upgrade Airfield Lighting System to Include Conduit, Conductors, Regulators, Lights, Signs and Controls," WPA.
- B. Adopt Resolution supporting the Oklahoma City Airport Trust's continued operation of the Air Traffic Control (ATC) Tower at Wiley Post Airport (PWA) on a temporary basis when the Federal Aviation Administration (FAA) stops funding for the ATC Tower.

VIII. GENERAL

- A. Receive reports:
 - 1) Delinquent Accounts Receivable.
 - 2) Construction Projects Status Report as of April 25, 2013.
 - 3) Budget to Actual Report as of March 31, 2013.

- B. (1) Ratify the action of the Director of Airports in concurring with the Consultant Review Committee in the selection of Frankfurt Short Bruza Associates, P.C. as the highest ranked firm interviewed for “Facilities Maintenance Engineer,” and (2) approve the Agreement with Frankfurt Short Bruza Associates, P.C., WRWA, WPA, CEPA.
- C. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 to “2013 Annual Painting Repairs and Maintenance,” (2) accept staff recommendations regarding bids; (3) award the contract to Cherokee Painting, LLC, for one year or an amount not to exceed \$300,000, whichever occurs first; and (4) approve Contract and bonds, WRWA, WPA, CEPA.

IX. LEASE AGREEMENTS

- A. Approve Off-Airport Automobile Rental Car Concession Agreement between the Trustees of the Oklahoma City Airport Trust and Simply Wheelz, LLC dba: Advantage Rent A Car to access Airport Customers for its conduct of rental car services at Concessionaire’s off-airport locations for one year commencing April 15, 2013, WRWA.
- B. Approve Assignment and Assumption Agreement assigning the Lease Agreement between the Trust and Irwin W. Heckes and/or Juanita L. Heckes, for the lease of Block 6, Lot 6, as a hangar site for storage of a privately owned aircraft, from Irvin W. Heckes and/or Juanita L. Heckes to Gary M. Lake, effective May 14, 2013, CEPA.
- C. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #503 from Greg Alan Turner, an individual, to Charles Amis Living Trust, dated 01/12/2010, Charles Amis, Trustee, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- D. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #1410 from Greg Alan Turner, an individual, to Charles Amis Living Trust, dated 01/12/2010, Charles Amis, Trustee, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- E. Approve Ground Services Agreements with various companies for ground transportation services at WRWA for one year commencing May 1, 2013 through April 30, 2014, based on an annual fee of \$600 per vehicle, as follows:
 - 1) Simply Wheelz, LLC dba Advantage Rent A Car, 3 Vehicles, \$1,800.
 - 2) Suenos OKC, LLC dba Cambria Suites Oklahoma City Airport, 1 Vehicle, \$600.
 - 3) Citizen Potawatomi Nation, 2 Vehicles, \$1,200.
 - 4) CFS 2907 Parking LLC, 6 Vehicles, \$3,600.

- 5) Westmont Hospitality, Inc., dba Embassy Suites, 2 Vehicles, \$1,200.
- 6) H & C OKC Hilton, LLC dba Hilton Garden Inn, 1 Vehicle, \$600.
- 7) Premier Hospitality Group, LLC dba Holiday Inn Oklahoma City Airport, 1 Vehicle, \$600.
- 8) Marriott Hotel Services, Inc., dba NCED Marriott Conference Hotel, 5 Vehicles, \$3,000.
- 9) Ramada Inn Ltd. Airport East/Cambridge Inn, 1 Vehicle, \$600.
- 10) AVAK Enterprises, Inc., dba Red Roof Inn, 1 Vehicle, \$600.
- 11) John Q. Hammons Hotels Management, LLC dba Renaissance Oklahoma City Hotel, 3 Vehicles, \$1,800.
- 12) Royal Auto Rentals, Inc., 1 Vehicle, \$600.
- 13) Four Star Properties, Inc., dba Saddleback Inn, 2 Vehicles, \$1,200.
- 14) Fianna Oklahoma, LLC dba Wyndham Garden Hotel Oklahoma City Airport, 2 Vehicles, \$1,200.
- 15) Candlewood Suites, 1 Vehicle, \$600.

X. (1) Adopt Requisition Resolution dated April 25, 2013, to ratify the action of the Director of Airports in approving the requisition dated April 25, 2013, for payment, and (2) adopt Requisition Resolution dated April 25, 2013, authorizing payment of requisitions dated April 25, 2013.

XI. Comments from Trustees, Staff and Citizens

XII. Adjournment