

# OKLAHOMA CITY AIRPORT TRUST

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## A G E N D A

December 19, 2013 9:00 AM

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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).*

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

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## INFORMATION ABOUT AIRPORT TRUST MEETINGS

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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, 3<sup>rd</sup> Floor Terminal Building, Room 301, Oklahoma City, Oklahoma.

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## AGENDA

### OKLAHOMA CITY AIRPORT TRUST

December 19, 2013

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- I. Call to Order
- II. Approve minutes of the November 21, 2013, Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
  - A. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 to the "Request for Bids for a 1,500 GPM Fire Pumper Vehicle"; (2) receive staff recommendation regarding bids; (3) adopt a Resolution to reject the bid from Emergency Fire Equipment, Inc., for not meeting mandatory specifications; and (4) award the Contract to Daco Fire Equipment, Inc., in the amount of \$278,980 for the purchase of one 1,500 GPM fire pumper vehicle, contingent upon receipt of an acceptable Performance Bond.
  - B. (1) Approve Certificate of Substantial Completion with Downey Contracting, LLC for "Air Traffic Building Piping Insulation Replacement," Mike Monroney Aeronautical Center, and (2) accept completed project.
  - C. Approve Change Order No. 1 with Libra Electric Company for "2012 Medium Voltage Electrical Upgrades," Mike Monroney Aeronautical Center, accepting delivery of the materials and deducting \$2,246.25 from the contract.
  - D. Approve Change Order No. 7 with Downey Contracting, LLC for "Flight Standards Building Roof Replacement and Building Envelope Repairs," Mike Monroney Aeronautical Center, adding 10 calendar days to the contract.
  - E. (1) Ratify the action of the Director of Airports in approving Addenda Nos. 1, 2 and 3 to "Hangar 1 Boiler Replacement" at AAR; (2) accept staff recommendations regarding bids; (3) award the contract to Johnson Controls, Inc., for \$106,400; and (4) approve the Contract and bonds.
  - F. (1) Ratify the action of the Director of Airports in approving Addenda Nos. 1 and 2 to "Replace Fascia, Hangar 2" at AAR; (2) accept staff recommendations regarding bids; (3) award the contract to Diversified Construction of Oklahoma Inc., for \$119,487.00; and (4) approve the Contract and bonds.

- G. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Professional Services Agreement with Olsson Associates for “West Side Drainage at Will Rogers World Airport.”
- H. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Professional Services Agreement with Frankfurt Short Bruza Associates, P.C., for “100% Capacity Emergency Power Generation System for the Will Rogers World Airport Terminal Building and Pedestrian Tunnel.”
- I. (1) Approve final reconciliation Amendment No. 2 adding \$262,998 and Change Order No. 10 adding 15 calendar days with Restek, Inc., for “Garages A and B Repairs”; (2) approve Certificate of Substantial Completion; and (3) accept the completed project.
- J. (1) Approve the Plans and Project Manual for "Hangar 1 Clamshell Canopy Replacement,” and (2) authorize advertisement for bids to be opened on January 9, 2014.
- K. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Professional Services Agreement with MacArthur Associated Consultants, LLC, for “Replace Asphalt Portions of Taxiway C and Taxiway G with Concrete.”
- L. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Professional Services Agreement with Olsson Associates for “Repair Concrete Apron Pavement.”
- M. Adopt a Resolution (1) ratifying the action of the Director of Airports authorizing Purchase Order No. M14-164 in the amount of \$64,126.82, and (2) approving Change Order No. 1 for an increase of \$1,172.42 to said Purchase Order to Diversified Construction of Oklahoma, Inc., for "Frontier Ticket Counter Office Build Out and Move."
- N. Approve Easement Agreement with Oklahoma Natural Gas Company, a Division of ONEOK, Inc., to install, operate, and maintain a natural gas pipeline necessary for the planned Airport Development, contingent upon receipt of an acceptable certificate of insurance.
- O. Approve Incoming Art Loan Agreement with Allan Houser, Inc., for the loan of two bronze sculptures by artist Allan Houser to be displayed in the terminal building at Will Rogers World Airport, to be contingent upon receipt of an acceptable certificate of insurance.

**V. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT**

- A. Approve Easement Agreement with Oklahoma Gas and Electric to install, operate, and maintain a transformer and underground power line to provide electrical services to supply higher voltage to Hangar 21, currently occupied by Turbine Aircraft Services, LLC, WPA.
- B. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Professional Services Agreement with MKEC Engineering Consultants, Inc., for "Drainage Improvements at Wiley Post Airport."
- C. (1) Receive summary of "Airfield Lighting and Electrical System Improvements Final Report" dated October 2013, and (2) approve Amendment No. 1 to the Contract for Professional Services with Garver, LLC, for "Airfield Lighting and Electrical System Improvements" adding \$442,085, WPA.
- D. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Professional Services Agreement with Garver, LLC, for "Pavement Repair and Lighting/Conductor Circuits for Runway 17L/35R and Taxiway A," WPA.

**VI. GENERAL**

- A. Receive reports:
  - 1) Delinquent Accounts Receivable.
  - 2) Construction Projects Status Report as of December 19, 2013.
  - 3) Budget to Actual Report as of November 30, 2013.
- B. Approve revisions of Minimum Standards for Aeronautical Activities and Leasing of Land and Facilities at Oklahoma City Airports, WRWA, WPA, CEPA.
- C. Receive Oklahoma City Department of Airports' Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2013.
- D. Approve Amendment No. 2 to the Facilities Maintenance Engineering Agreement with C.H. Guernsey & Company dated December 21, 2011, for "General Engineering Consultant Services," renewing the terms of the Agreement for the second and final one-year period commencing January 1, 2014, WRWA, WPA, and CEPA.
- E. (1) Approve "Request for Proposals for Airport Management Consulting Services for the Oklahoma City Airport Trust," and (2) authorize advertisement for proposals to be received on January 14, 2014, WRWA, WPA, CEPA.

## VII. LEASE AND OTHER AGREEMENTS

- A. Approve Supplement No. 4 to Passenger Airline Operating and Lease Agreement for Signatory Carriers with American Airlines, Inc., to extend the Original Agreement which expired June 30, 2013, until December 31, 2013, or upon completion of negotiations and execution of a new signatory Agreement, whichever is earlier, but shall not extend beyond June 30, 2014, WRWA.
- B. Approve Supplement No. 5 to Passenger Airline Operating and Lease Agreement for Signatory Carriers with American Airlines, Inc., to (1) delete from leased space 320 square feet of Concourse Operational Space, and (2) adjust the rentals accordingly, WRWA.
- C. Approve Supplement No. 5 to Passenger Airline Operating and Lease Agreement for Signatory Carriers with Delta Airlines, Inc., to keep the rental rates and charges to be effective January 1, 2014 the same as the rental rates and charges that became effective January 1, 2013, WRWA.
- D. Approve Supplement No. 4 to Air Cargo Carrier Operating Agreement for Signatory Carriers with United Parcel Service to keep the landing fees to be effective January 1, 2014 the same as the landing fees that became effective January 1, 2013, WRWA.
- E. Approve the Agreement for Commission of Original Public Art for the Consolidated Rental Car Facility at Will Rogers World Airport with PhenomenArts, Inc., in an amount not to exceed \$120,000, WRWA.
- F. Approve Supplemental Agreement No. 38 to Lease No. DOT-FA71AC-2103 with the United States of America, Federal Aviation Administration, to (1) specify environmental activities that may be necessary prior to acceptance of infrastructure by Trust; (2) incorporate a hazardous substance clause; and (3) clarify certain other terms, conditions, and Exhibits of the lease; WRWA.
- G. Approve Compressed Natural Gas Vehicle Fueling Station Lease and CNG Sales Agreement with Clean Energy, to operate, maintain and upgrade its existing CNG Station, for ten years commencing upon final execution of the Agreement, WRWA.
- H. Approve Supplemental Lease Agreement No. 1 with QB, Inc., 501C4QB, Inc., to (1) extend the primary term of the lease of the C.E. Page Aviation Building and associated premises as a meeting place for organized aviation groups through December 31, 2014, and (2) establish a schedule of required maintenance to be accomplished by QB, WPA.
- I. Approve Lease Agreement with Marilyn Campbell and Paul Cohagan for an individual aircraft hangar site (Block 6, Lot 3) for storage of a privately owned aircraft for a five-year period, commencing January 1, 2014 through December 31, 2018, CEPA.

- J. Approve Lease Agreement with George D. Gallaspy and Irvin W. Heckes for an individual aircraft hangar site (Block 6, Lot 10) for storage of a privately owned aircraft for a five-year period, commencing January 1, 2014 through December 31, 2018, CEPA.
  - K. Approve Lease Agreement with Tim Holmes for an individual aircraft hangar site (Block 2, Lot 1) for storage of a privately owned aircraft for a five-year period, commencing January 1, 2014 through December 31, 2018, CEPA.
  - L. Approve Lease Agreement with Steve R. and Karen S. Kurtz for an individual aircraft hangar site (Block 5, Lot 7) for storage of a privately owned aircraft for a five-year period, commencing January 1, 2014 through December 31, 2018, CEPA.
  - M. Approve Lease Agreement with Sam Edwards for an individual aircraft hangar site (Block 6, Lot 7) for storage of a privately owned aircraft for a five-year period, commencing January 1, 2014 through December 31, 2018, CEPA.
  - N. Approve Lease Agreement with Eugene Colangelo for an individual aircraft hangar site (Block 5, Lot 6) for storage of a privately owned aircraft for a five-year period, commencing January 1, 2014 through December 31, 2018, CEPA.
  - O. Approve Lease Agreement with Norman Gibson for an individual aircraft hangar site (Block 4, Lot 9) for storage of a privately owned aircraft for a five-year period, commencing January 1, 2014 through December 31, 2018, CEPA.
  - P. Approve Lease Agreement with Doug Andresen for an individual aircraft hangar site (Block 3, Lot 9) for storage of a privately owned aircraft for a five-year period, commencing January 1, 2014 through December 31, 2018, CEPA.
- VIII. (1) Adopt Requisition Resolution dated December 19, 2013, to ratify the action of the Director of Airports in approving the requisition dated December 19, 2013, for payment, and (2) adopt Requisition Resolution dated December 19, 2013, authorizing payment of requisitions dated December 19, 2013.
- IX. Comments from Trustees, Staff and Citizens
- X. Adjournment