

OKLAHOMA CITY AIRPORT TRUST

A G E N D A

June 27, 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

June 27, 2013

- I. Call to Order
- II. Approve the minutes of May 23, 2013, Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
 - A. (1) Approve Certificate of Substantial Completion with Downey Contracting, LLC, for "Air Navigation Facility 1 Roof Replacement and Building Envelope Repairs," Mike Monroney Aeronautical Center, and (2) accept completed project.
 - B. (1) Approve Certificate of Substantial Completion with Diversified Construction of Oklahoma, Inc., for "Air Navigation Facility 2 Roof Replacement and Building Envelope Repairs," Mike Monroney Aeronautical Center, and (2) accept completed project.
 - C. Approve Change Order No. 2 to the contract with Downey Contracting, LLC, for "Flight Standards Building Roof Replacement and Building Envelope Repairs," Mike Monroney Aeronautical Center, deducting \$3,175 from the contract and adding 19 calendar days to the contract.
 - D. Approve Change Order No. 2 to the contract with Diversified Construction of Oklahoma, Inc., for "Hangar 3B South Low Roof Replacement," adding 31 calendar days.
 - E. (1) Approve Change Order No. 2 and Amendment No. 1 to the contract with Duit Construction Company for "Pave/Construct Perimeter Road Around Runway 17L/35R," Airport Improvement Program Project No. 3-40-0072-063-2012, adding 66 calendar days and deducting \$2,177.60, respectively, and (2) accept the completed project.

- F. (1) Ratify the action of the Director of Airports in approving Addenda Nos. 1 and 2 for “Checked Baggage Inspection System,” Transportation Security Administration Other Transaction Agreement HSTS04-10-H-CT1190; (2) accept staff recommendations regarding bids; (3) waive any bid irregularities; (4) award the Construction Contract for Base Bid and Alternate No. 1 to Pteris Global (USA), Inc., in the amount of \$13,974,566; (5) award the Operations and Maintenance Services Contract to Pteris Global (USA), Inc., for two years after final acceptance in the amount of \$1,003,866 per year; and (6) approve Contracts and bonds subject to receipt and legal review of the bonds and insurance.
- G. Approve Change Order No. 6 with Restek, Inc., for “Garages A and B Repairs,” adding \$11,757.10 and 7 calendar days.
- H. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 to the “Request for Bids for the Operation and Maintenance of Automated Teller Machines at Will Rogers World Airport”; (2) receive bid tabulation and staff recommendation regarding the bids; and (3) award Agreements to MidFirst Bank and Bank of America, N.A.
- I. Adopt Resolution of the Oklahoma City Airport Trust closing the designated smoking room in the Will Rogers World Airport Terminal effective September 1, 2013.
- J. Adopt Joint Resolution of the Trustees of the Oklahoma City Airport Trust and the Council of The City of Oklahoma City expressing intent for the Oklahoma City Airport Trust to issue taxable revenue bonds for the financing and construction of a Consolidated Rental Car Facility and necessary related capital equipment expenditures.
- K. Approve Public Utility Easement Dedication by the City of Oklahoma City in preparation of the Portland Avenue Relocation Project south of 104th Street and Portland Avenue in Cleveland County.

V. **GENERAL**

- A. Receive reports:
 - 1) Delinquent Accounts Receivable.
 - 2) Construction Projects Status Report as of June 27, 2013.
 - 3) Budget to Actual Report as of May 31, 2013.
- B. Approve Amendment No. 2 to the Agreement with Oklahoma Roofing & Sheet Metal, LLC, for “2012 Annual Roof Repairs and Maintenance,” adding \$200,000, WRWA, WPA, and CEPA.

- C. Approve Amendment No. 1 to the Agreement with Diversified Construction of Oklahoma, Inc., for “2012 Annual Miscellaneous Services Repairs and Maintenance,” adding \$100,000, WRWA, WPA, and CEPA.
- D. Approve Agreement with The City of Oklahoma City to compensate the City for Project Consultant Selection Services rendered by the Public Works Department, WRWA, WPA and CEPA.
- E. Adopt Resolution ratifying the action of the Director of Airports' determination of an emergency condition, and waiving competitive bidding for emergency repairs to secure property and equipment due to damage caused by extreme weather conditions on May 20 and 31, 2013, WRWA, WPA and CEPA.

VI. LEASE AND OTHER AGREEMENTS

- A. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #308 from Jerry D. Renfroe, an individual, to Jerry D. Renfroe 1997 Revocable Trust as Amended and Restated February 13, 2013, Jerry D. Renfroe, Trustee, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- B. Approve Ground Services Agreement with Tabani OKC Crowne Plaza, LLC dba: Crowne Plaza Oklahoma City, for a courtesy vehicle service commencing retroactive to May 1, 2013 through April 30, 2014, 2 vehicles based on an annual fee of \$600 per vehicle, WRWA.
- C. Approve Surface Use Agreement and Memorandum of Agreement with Baron Exploration Company, Inc., pertaining to the Agreement to be filed of record in the Oklahoma County Clerk's Office establishing a drilling site on the property and restricting the use of the surface to one well in a certain area and establishing surface damage rates, WPA.
- D. (1) Approve Supplement No. 7 to Lease Agreement with OM Hospitality, LLC, to amend certain provisions pertaining to Lessee's financing and assignment of its leasehold interest to a financial institution; (2) consent to Prosperity Bank, as mortgagee of Lessee's leasehold interest; and (3) approve Estoppel Certificate and Agreement, for the benefit of Prosperity Bank, WRWA.
- E. Approve Supplemental Agreement No. 2 to Corporate Hangar Lease Agreement with Chesapeake Land Development Company, LLC, to (1) confirm the date the Additional Facility was constructed and primary term of the Agreement which extends the expiration through December 31, 2022; (2) confirm the square footage of facilities and leased premises; and (3) include ground rental rates for the extended period through December 31, 2022, WRWA.

F. Approve Supplemental Agreement No. 4 to Fuel Storage Facilities Agreement with Chesapeake Land Development Company, LLC, to extend the primary term of the Agreement to run coterminous with the Lessee's corporate hangar facility Lease Agreement through December 31, 2022, WRWA.

VII. (1) Adopt Requisition Resolution dated June 27, 2013, to ratify the action of the Director of Airports in approving the requisition dated June 27, 2013, for payment, and (2) adopt Requisition Resolution dated June 27, 2013, authorizing payment of requisitions dated June 27, 2013.

VIII. Comments from Trustees, Staff and Citizens

IX. Adjournment