

OKLAHOMA CITY AIRPORT TRUST

A G E N D A

May 23, 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

May 23, 2013

- I. Call to Order
- II. Approve minutes of the April 25, 2013, Oklahoma City Airport Trust meeting.
- III. Approve Oklahoma City Airport Trust proposed budget for Fiscal Year 2014.
- IV. Director's Report
- V. **WILL ROGERS WORLD AIRPORT**
 - A. Approve Change Order No. 1 with Downey Contracting LLC, for “Flight Standards Building Roof Replacement and Building Envelope Repairs,” Mike Monroney Aeronautical Center, adding 15 calendar days to the contract.
 - B. Approve Change Order No. 4 with United Mechanical Inc., for “Senior Lien Mechanical System Replacement FY 11 Project,” Mike Monroney Aeronautical Center, adding \$26,024.39 and 51 calendar days to the contract.
 - C. (1) Receive recommendation regarding bids for “Terminal Pipe Chase Insulation and Repairs; (2) award the contract to Diversified Construction of Oklahoma for \$103,500; and (3) approve Contract and bonds.
 - D. Approve final acceptance of the completed project with CGC, LLC, for "Construct Detention Basin."
 - E. Approve the Certificate of Substantial Completion with Duit Construction Co., Inc., for “Pave/Construct Perimeter Road Around Runway 17L/35R,” Airport Improvement Program (AIP) Project No. 3-40-0072-063-2012.
 - F. (1) Approve Request for Bids submitted by staff for “Terminal Building Carpet Replacement,” and (2) authorize advertisement for bids to be received and opened on June 18, 2013.
 - G. (1) Approve Plans and Project Manual submitted by C.H. Guernsey & Company for “Painting AAR Leased Facilities at Will Rogers World Airport,” and (2) authorize advertisement for bids to be received and opened on June 18, 2013.

- H. (1) Approve Plans and Project Manual submitted by C.H. Guernsey & Company for “Replace Fascia Hangar 3,” and (2) authorize advertisement for bids to be received and opened on June 18, 2013.
- I. (1) Approve Plans and Project Manual submitted by C.H. Guernsey & Company for “Replace Generator,” and (2) authorize advertisement for bids to be received and opened on June 18, 2013.
- J. Approve Change Order No. 1 with Libra Electric Company for "Replace/Upgrade Airfield Lighting Control System and Lighting Upgrade for Runway 17L/35R," Airport Improvement Program Project No. 3-40-0072-062-2012 adding \$41,482.54.
- K. Accept grant funds offered by the Federal Aviation Administration for 2013 Airport Improvement Program Project No. 3-40-0072-064-2013, “Acquire Aircraft Rescue and Fire Fighting Vehicle (ARFF Vehicle).”
- L. Approve the Agreements for Work on Department Property with Oklahoma Department of Transportation related to the Portland Avenue Realignment project.
- M. Approve Fiber Facilities Relocation Agreement with Indian Nation Fiber Optics, Project PC-0378J, Portland Avenue Realignment, SW 54th Street to SW 74th Street.
- N. Approve Surface and Use Agreement with the State of Oklahoma by and through the Commissioner of the Land Office related to the Portland Avenue Realignment project.
- O. Approve Amendment No. 1 with Johnson & Associates, Inc., for “Realign Portland Avenue from SW 54th Street to ¼ Mile South of SW 74th Street” (Project PC-0378J), adding \$41,660.
- P. Approve Amendment No. 2 with C.H. Guernsey & Company for “Consolidated Rental Car Facility,” adding \$4,945.
- Q. (1) Recommend approval of the contract award to TTK Construction Co., Inc., for “Project PC-0378 SC-0891, Portland Avenue Realignment, SW 74th Street to SW 104th Street,” in the amount of \$5,867,651.49, and (2) authorize transfer of funds in the amount of \$388,009.69 to The City of Oklahoma City in accordance with Participation Agreement (PC-0378) between Trust and City.

VI. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT

- A. Approve the Contract for Professional Services with Garver, LLC, for “Airfield Lighting and Electrical System Improvements” for \$115,000, WPA.

- B. Approve Change Order No. 1 and Amendment No. 1 with Libra Electric Company for "Install Taxiway Edge Lights, Install Lighted Holding Position Signs, Reconstruct Approximately 650 Feet of Runway at the End of Runway 17L, Remark Runway 17R/35L, and Rehabilitate Various Corner Breaks and Joints at Runway 17L/35R and Taxiways," Airport Improvement Program Project No. 3-40-0071-011-2012, adding \$13,897.61 and 70 calendar days, CEPA.
- C. Approve Amendment No. 1 to the Environmental Cost-Sharing and Remediation Agreement between Rockwell Automation, Inc., and Gulfstream Aerospace Corporation, WPA.

VII. **GENERAL**

- A. Receive reports:
 - 1) Delinquent Accounts Receivable.
 - 2) Construction Projects Status Report as of May 23, 2013.
 - 3) Budget to Actual Report as of April 30, 2013.
- B. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 for "2013 Annual Pavement Repairs and Maintenance"; (2) receive staff recommendation regarding bids; (3) award the contract to Rudy Construction Company for an amount not to exceed \$300,000 or for 365 days, whichever occurs first; and (4) approve Contract and bonds, WRWA, WPA, CEPA.
- C. Approve Audit Contract with BKD, LLP to perform the Fiscal Year 2012-2013 annual audit of the funds, books, accounts, and fiscal affairs of the Trust and the Airports Enterprise Fund in an amount not to exceed \$40,492, WRWA, WPA, CEPA.
- D. Approve Annual Financial/Work Plan with Oklahoma Department of Agriculture Food and Forestry, Wildlife Services, to conduct an integrated wildlife damage management program for the protection of human health and safety and property damage, commencing on July 1, 2013, through June 30, 2014, \$158,733 annually, WRWA, WPA and CEPA.

VIII. **LEASE AND OTHER AGREEMENTS**

- A. Approve Supplement No. 1 to Uniform Water Agreement with the City of Yukon to include the survey and identify the protected area for each well, and update certain standard provisions, WRWA.

- B. Lease Agreement with Slipstream, LLC, for lease of Block 7, Lot 6, for construction of an individual aircraft hangar to be used for storage of privately owned aircraft, commencing June 11, 2013, through December 31, 2017, CEPA.
- C. Lease Agreement with Slipstream, LLC, for lease of Block 7, Lot 7, for construction of an individual aircraft hangar to be used for storage of privately owned aircraft, commencing June 11, 2013, through December 31, 2017, CEPA.
- D. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Units #404 and #405E from John H. Eagleston, an individual, to William R. Black, an individual, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- E. Approve the Revised Exhibit C - Payment Schedule for Metro Technology Centers School District #22 for the lease period July 1, 2013 through June 30, 2014, prepared in accordance with the Lease Agreement dated July 27, 2011, for the Aviation Career Center, WRWA.
- F. Approve Early Lease Termination Agreement for Hangar/Office Lease Agreement and related coterminous Fuel Storage Facilities Agreement with SAM Aviation, LLC; Haines Capital Group, LLC; Interstate Helicopters, Inc.; Citation Aviation, LLC; Radio Flyer, LLC; and BMB Aircraft, LLC effective May 31, 2013, WPA.
- G. Approve Hangar/Office Lease Agreement with Cooper Family Management Co., LLC; Haines Capital Group, LLC; 700HC, LLC; Interstate Helicopters, Inc.; Citation Aviation, LLC; and Radio Flyer, LLC, to lease Hangar 4 and associated premises for the storage and maintenance of their owned and controlled aircraft for five years commencing June 1, 2013, \$59,970.55 annually, WPA.
- H. Approve Fuel Storage Facilities Agreement with Cooper Family Management Co., LLC; Haines Capital Group, LLC; 700HC, LLC; Interstate Helicopters, Inc.; Citation Aviation, LLC; and Radio Flyer, LLC, for the use of a fuel storage facility and associated equipment necessary for dispensing of fuel into aircraft or underground handling equipment, for a term coterminous with Lessees' Hangar/Office Lease Agreement; fuel flowage fees as established annually by the Director of Airports, WPA.
- I. Approve Service Agreement with Travelers Aid and Homeless Assistance Center, Inc., to fund a full-time Volunteer Coordinator position and related expenses in the amount of \$63,600, commencing July 1, 2013, through June 30, 2014, WRWA.

- J. Approve Ground Services Agreement with BRE/Amerisuites Properties, LLC, dba Hyatt Place Oklahoma City Airport 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.
- K. Approve Lease and Operations Agreement with Anthony Randolph Plant and Clinton Randolph Plant for construction of a hangar and associated facilities for aircraft storage and certain Specialized Aviation Service Operator operations on Lot 17 of the Northeast Hangar Development Area, WPA.
- IX. (1) Adopt Requisition Resolution dated May 23, 2013, to ratify the action of the Director of Airports in approving the requisition dated May 23, 2013, for payment, and (2) adopt Requisition Resolution dated May 23, 2013, authorizing payment of requisitions dated May 23, 2013.
- X. Enter into executive session on the advice of the Trust Attorney to receive confidential communications with its attorney and outside environmental counsel regarding potential litigation involving the former Gulfstream Aerospace facility, as authorized by 25 O.S. 2012 §307(B)(4), because disclosure would impair the ability of the public body to conduct the pending proceedings.
- XI. Comments from Trustees, Staff and Citizens
- XII. Adjournment