



A G E N D A

May 22, 2014 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-City Manager
 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 22, 2014

- I. Call to Order
- II. Approve minutes of April 24, 2014, Oklahoma City Airport Trust meeting.
- III. Approve Oklahoma City Airport Trust proposed budget for Fiscal Year 2015.
- IV. Director's Report
- V. **WILL ROGERS WORLD AIRPORT**
 - A. Approve Supplemental Management Services Agreement No. 4 with Pro-Tec Fire Services, Ltd., to (1) approve Annual Budget, and (2) extend the term for one year commencing July 1, 2014.
 - B. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 to the Request for Bids for "Inspection and Maintenance Services for Passenger Boarding Bridges"; (2) receive staff recommendation regarding bids received April 29, 2014; and (3) award the Contract to The Litlman Group, Inc., dba JetBridge America, for three years commencing May 22, 2014, at an estimated annual cost of \$31,875.
 - C. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 for "Field Maintenance Fire Line"; (2) accept recommendation regarding bids opened on April 22, 2014; (3) award the Contract to Brewer Construction Oklahoma, LLC, for \$54,015.69; and (4) approve the Contract and bonds.
 - D. (1) Approve the Certificate of Substantial Completion for "Replace Fascia Hangar 2," for Diversified Construction of Oklahoma, Inc., and (2) accept the completed project.
 - E. Approve Amendment No. 1 to the Contract for Professional Services with MacArthur Associated Consultants, LLC, for "Replacement of Asphalt Portions of Taxiways C and G with Concrete."
 - F. (1) Approve the Plans and Project Manual for "Replacement of Asphalt Portions of Taxiways C and G with Concrete," and (2) authorize advertisement for bids to be opened on June 17, 2014.

- G. Approve Change Order No. 3 with Manhattan Construction Company for "Consolidated Rental Car (CONRAC) Facility," adding \$72,811.34 and 57 calendar days.
- H. Approve Amendment No. 2 to the Contract for Engineering Services with Johnson & Associates, Inc., for "Project No. PC-0378J, Street Improvements," adding \$36,000.
- I. (1) Approve Amendment No. 1 to the Participation Agreement between the Trust and The City of Oklahoma City for "Portland Avenue Realignment, SW 74th Street to SW 104th Street," Project No. PC-0378; (2) authorize transfer of funds in the amount of \$1,851,447.23 to The City of Oklahoma City contingent upon Council approval of Amendment No. 1 to the Participation Agreement; and (3) recommend approval of Amendment No. 3 and Change Order No. 4 to the construction contract between The City of Oklahoma City and TTK Construction Co., Inc.
- J. Approve Amendment No. 2 to the Contract for Professional Services with C.H. Guernsey & Company for "Senior Lien Mechanical System Replacement Project," Mike Monroney Aeronautical Center, deducting \$102,380.

VI. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT

- A. (1) Approve the Plans and Project Manual for "Hangar 11 Roof Replacement," and (2) authorize advertisement for bids to be opened on June 24, 2014, WPA.
- B. (1) Approve the Plans and Project Manual for "Airport Beacon Relocation and Replacement," and (2) authorize advertisement for bids to be opened on June 24, 2014, CEPA.

VII. GENERAL

- A. Receive reports:
 - 1) Delinquent Accounts Receivable.
 - 2) Construction Projects Status Report as of May 22, 2014.
 - 3) Budget to Actual Report as of April 30, 2014.
- B. Approve Audit Contract with BKD, LLP to perform the Fiscal Year 2013-2014 annual audit of the funds, books, accounts, and fiscal affairs of the Trust and the Airports Enterprise Fund in an amount not to exceed \$40,390, WRWA, WPA, CEPA.

- C. Approve Amendment No. 1 to the Annual Maintenance Contract with Rudy Construction Co., for “Annual Paving Repairs and Maintenance,” renewing the contract for 365 calendar days or a not-to-exceed amount of \$300,000, whichever event occurs first, WRWA, WPA, CEPA.

VIII. LEASE AND OTHER AGREEMENTS

- A. Approve Supplement No. 6 to Passenger Airline Operating and Lease Agreement for Signatory Carriers with Delta Air Lines Inc., to (1) adjust the leased premises to provide for Delta’s sharing the outbound baggage claim system and makeup space in the Airport Terminal effective January 21, 2014, and (2) revise Exhibit “A” – Rentals for Calendar Year 2014, WRWA.
- B. Approve Lease Agreement with David M. Pitts for lease of Block 7, Lot 9, for construction of an individual aircraft hangar to be used for storage of privately owned aircraft, commencing June 10, 2014, through December 31, 2018, CEPA.
- C. Approve Lease Agreement with Michael K. Broomfield for lease of Block 9, Lot 10, for construction of an individual aircraft hangar to be used for storage of privately owned aircraft, commencing June 10, 2014, through December 31, 2018, CEPA.
- D. Approve Consent to Assignment assigning the Lease Agreement dated February 24, 2006, between Hangar 84, LLC, and its sublessee, ARINC Incorporated, from ARINC Incorporated to ASES, LLC., in accordance with the Airport Lease Agreement dated February 22, 2006, between the Trust and Hangar 84, LLC, WRWA.
- E. Approve Ground Services Agreements with various companies for ground transportation services at WRWA for one year commencing May 1, 2014 through March 31, 2015, based on an annual fee of \$600 per vehicle, as follows:
 - 1) Advantage Opco, LLC dba Advantage Rent A Car, 3 Vehicles, \$1,800.
 - 2) Citizen Potawatomi Nation, 3 Vehicles, \$1,800.
 - 3) Westmont Hospitality, Inc., dba Embassy Suites, 2 Vehicles, \$1,200.
 - 4) Knights Inn/Cambridge Inn, 1 Vehicle, \$600.
 - 5) Meridian Lot LLC, dba USAPARK.net, 5 Vehicles, \$2,750.

- IX. (1) Adopt Requisition Resolution dated May 22, 2014, to ratify the action of the Director of Airports in approving the requisition dated May 22, 2014, for payment, and (2) adopt Requisition Resolution dated May 22, 2014, authorizing payment of requisitions dated May 22, 2014.
- X. Comments from Trustees, Staff and Citizens
- XI. Adjournment