



A G E N D A

September 24, 2015 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

September 24, 2015

Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of August 27, 2015, Oklahoma City Airport Trust meeting.
- III. Director's Report
 - A. Terminal Expansion Presentation
- IV. WILL ROGERS WORLD AIRPORT
 - A. (1) Approve Change Order No. 17 to the Construction Contract with Manhattan Construction Company for "Consolidated Rental Car (CONRAC) Facility," Project No. OCAT WRWA 1306, adding \$35,694.19; and (2) approve Certificates of Substantial Completion for Sequences 1 and 2, subject to receipt of a temporary certificate of occupancy on or before October 1, 2015.
 - B. (1) Approve Amendment No. 6 to the Construction Contract with TTK Construction Company, Inc., for "Replacement of Asphalt Portions of Taxiways C and G with Concrete," Project No. AIP 3-40-0072-066-2014, adding \$66,116.10 and nine (9) calendar days, and (2) approve Change Order No. 8 adding \$20,438.07.
 - C. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 for "Replace Asphalt Portions of Taxiway H with Concrete," Project No. OCAT WRWA 1508; (2) accept recommendation regarding bids opened on June 23, 2015; (3) adopt Resolution to award after 90 days; (4) award the contract to TTK Construction Co., Inc., in the amount of \$7,289,896.75; and (5) approve the contract and bonds.
 - D. Approve Contract for Program Consultant Services with ADG, Inc., for "Terminal Expansion," Project No. OCAT WRWA 1510, in the amount of \$600,000.
 - E. Approve Change Order No. 4 to the Construction Contract with Wynn Construction Co., Inc., for "100% Capacity Power Generation System for the Terminal Building and Pedestrian Tunnel," Project No. OCAT WRWA 1426, adding \$1,898.58 and 15 calendar days.

- F. Approve Change Order No. 2 to the Construction Contract with Diversified Construction of Oklahoma, Inc., for “United Airlines Ticket Office Build-Out,” Project No. OCAT WRWA 1514, adding 27 calendar days.
- G. Approve Amendment No. 2 to the Contract for Professional Services with Kimley-Horn and Associates, Inc., for “Airport Parking Facilities and Revenue Control Study,” Project No. OCAT WRWA 1509, adding \$34,500.
- H. (1) Receive staff recommendation regarding bids received August 25, 2015; (2) award the Contract to AERO Specialties, Inc.; and (3) approve the Contract with AERO Specialties, Inc., in the amount of \$94,006 for the purchase of a stair vehicle.
- I. Approve Airport Concession Disadvantaged Business Enterprise (ACDBE) Program for Will Rogers World Airport commencing October 1, 2015, through September 30, 2018.

V. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT

- A. Adopt Joint Resolution between the Oklahoma City Airport Trust and the City of Oklahoma City to (1) submit a Grant Application to the Oklahoma Aeronautics Commission (OAC) for grant funds for Wiley Post Airport; (2) designate the Official Representative(s) for administration of the Grant on behalf of the Trust and City; and (3) authorize the Official Representative(s) to sign all documents for the Trust and City relating to the Grant Agreement for the amounts offered by the OAC, WPA.
- B. Ratify the action of the Trust General Manager in approving the Grant Agreement in the amount of \$3,560,494 offered by the Federal Aviation Administration for “Airfield Infrastructure Repairs and Improvements – Phase II,” Airport Improvement Program Project No. 3-40-0073-022-2015, WPA.
- C. (1) Approve Amendment No. 5 to the Construction Contract with Libra Electric Company for “Airfield Infrastructure Repairs and Improvements,” Project No. OCAT WPA 1422, deducting \$76,741.64; (2) approve Change Order No. 4 adding six (6) calendar days; (3) approve Certificate of Substantial Completion; and (4) accept the completed project, WPA.
- D. (1) Ratify the action of the Director of Airports to approve Addenda Nos. 1 and 2 for “Airfield Infrastructure Repairs and Improvements – Phase II,” Project No. OCAT WPA 1515; (2) accept recommendation regarding bids opened on June 23, 2015; (3) adopt Resolution to award after 90 days; (4) award the contract to Libra Electric Company in the amount of \$6,411,007; (5) approve the contract and bonds; and (6) approve Amendment No. 1 deducting \$659,645, WPA.
- E. Approve Amendment No. 4 to the Contract for Professional Services with Garver, LLC, for “Airfield Infrastructure Repairs and Improvements,” Project

No. OCAT WPA 1422, adding \$335,340 for Project Representatives during Phase II of the project's construction, WPA.

VI. GENERAL

A. Receive reports:

- 1) Delinquent Accounts Receivable
- 2) Construction Projects Status Report as of September 24, 2015.
- 3) Budget to Actual Report as of August 31, 2015.

VII. LEASE AND OTHER AGREEMENTS

- A. Approve Amendment of Solicitation/Modification of Contract No. P00005 with the Transportation Security Administration to (1) extend the term for one year effective September 13, 2015, through September 12, 2016, and (2) provide funding for the annual rent for the lease of certain premises in support of the canine detection teams, WRWA.
- B. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Units #404 and 405E from William R. Black, to The Kevin & Jamie Whitman Family Trust, Kevin & Jamie Whitman, Trustees, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- C. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #1701 from Eagle Vista Properties, LLC, Jeff Rowley, Manager, Manager, to Risk Oversight, LLC, Craig Jimenez, President, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- D. Approve Supplemental Agreement No. 2 to Lease for Real Property No. DTFASW-08-L-00072 with the United States of America, Department of Transportation, Federal Aviation Administration, to extend the term of the lease for a period of one year commencing October 1, 2015, for the purpose of leasing space in the FAA building, WPA.
- E. Accept Avigation and Hazard Easement granted by Central Oklahoma Habitat for Humanity Construction, LLC for a tract of land located in the vicinity of Wiley Post Airport between Council Road and County Line Road, and N.W. 63rd Street and Wilshire Boulevard, containing approximately 12 acres, WPA.

VIII. (1) Adopt Requisition Resolution dated September 24, 2015, to ratify the action of the Director of Airports in approving the requisition dated September 24, 2015, for payment, and (2) adopt Requisition Resolution dated September 24, 2015, authorizing payment of requisitions dated September 24, 2015.

IX. Comments from Trustees, Staff and Citizens

X. Adjournment

MEETING MINUTES
OKLAHOMA CITY AIRPORT TRUST

August 27, 2015

The agenda was posted on the Council Chamber Board at 4:37 p.m., August 25, 2015.

Three affirmative votes are required for approval of all actions.

TRUSTEES PRESENT

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

TRUSTEES ABSENT

Mick Cornett, Trustee-Mayor

OTHERS PRESENT

Mark Kranenburg, General Manager
Frances Kersey, Secretary
Jacquelin Little, Assistant Secretary
Jami Blocker, Assistant Municipal Counselor
Pam Newell, Department of Airports

I. Call to Order – 9:00 a.m.

II. Approve minutes of July 23, 2015 Oklahoma City Airport Trust meeting.

APPROVED. Moved by Humphreys, seconded by Couch. Ayes: Humphreys, Salmon, McAtee, Couch. Absent: Greenwell.

III. Director's Report

Presentation by Karen Carney to introduce a partnership with Delaware North Companies to bring music to the Will Rogers World Airport called "Jet Sets" which is scheduled to begin November 5, 2015.

IV. **WILL ROGERS WORLD AIRPORT**

A. (1) Ratify the action of the Director of Airports in approving Addenda Nos. 1 and 2 for "Concrete Apron Pavement Repair," Project No. OCAT WRWA 1512; (2) accept recommendation regarding bids opened on July 28, 2015; (3) award the contract for Base Bid and Bid Alternate Nos. 1 and 2 to RDNJ, LLC, dba A-Tech Paving, in the amount of \$4,531,241.50; and (4) approve the contract and bonds.

RATIFIED, ACCEPTED, AWARDED AND APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

B. (1) Approve Plans and Project Manual prepared by C.H. Guernsey & Company for "Senior Lien Mechanical System Replacement – FY12/FY13 Project," Project No. OCAT WRWA 1104, and (2) authorize advertisement for bids to be opened on September 29, 2015.

APPROVED AND AUTHORIZED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

C. Approve Change Order No. 3 to the Construction Contract with Terra Construction, Inc., for "Roof Replacement and Building Repairs for Academy Headquarters Building, Air Traffic Building, and Radar Training Facility," Project No. OCAT WRWA 1401, adding \$117,185 and 26 calendar days.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

D. Approve Change Order No. 16 to the Construction Contract with Manhattan Construction Company for "Consolidated Rental Car (CONRAC) Facility," Project No. OCAT WRWA 1306, adding \$25,994.05.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- E. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 for “Consolidated Rental Car (CONRAC) Facility – Wayfinding Signage,” Project No. OCAT WRWA 1602; (2) accept recommendation regarding bids opened on August 18, 2015; (3) award the Contract to Starlite Sign, LP, in the amount of \$306,328; and (4) approve the contract and bonds.

RATIFIED, ACCEPTED, AWARDED AND APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- F. Approve Change Order No. 3 to the Contract with Norstan Communications, Inc., d/b/a Black Box Network Services, for “Will Rogers World Airport Crash Phone System Replacement,” Project No. OCAT WRWA 1504, adding 37 calendar days.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- G. (1) Approve Certificate of Substantial Completion for “Re-Roof Hangar 1,” Project No. OCAT WRWA 1511, with Lippert Brothers, Inc., and (2) accept the completed project.

APPROVED AND ACCEPTED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- H. (1) Approve Request for Proposals for “Replace Parking Access and Revenue Control System at Will Rogers World Airport,” Project No. OCAT WRWA 1601, and (2) authorize advertisement for proposals to be received on October 6, 2015.

APPROVED AND AUTHORIZED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- I. Ratify the action of the Director of Airports in approving Addenda Nos. 1 and 2 for “Portland Avenue Realignment,” Project No. PC-0378J; (2) accept recommendation regarding bids opened on August 4, 2015; (3) award the contract to TTK Construction Company, Inc., in the amount of \$7,831,185.66; and (4) approve the contract and bonds.

RATIFIED, ACCEPTED, AWARDED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- J. (1) Approve Amendment No. 5 to the Construction Contract with TTK Construction Company, Inc., for "Replacement of Asphalt Portions of Taxiways C and G with Concrete," Project No. AIP 3-40-0072-066-2014, adding \$25,200, and (2) approve Change Order No. 7, adding 17 calendar days.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- K. Approve Amendment No. 1 to the Contract for Professional Services with Frankfurt-Short-Bruza Associates, P.C., for "Terminal Expansion," Project No. OCAT WRWA 1510, adding \$19,500.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- L. Approve Change Order No. 6 to the Construction Contract with Restek, Inc., for "Tunnel Enhancement," Project No. OCAT WRWA 1417, adding 37 calendar days.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- M. Approve Change Order No. 1 to the Construction Contract with Diversified Construction of Oklahoma, Inc., for "United Airlines Ticket Office Build-Out," Project No. OCAT WRWA 1514, adding 30 calendar days.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- N. Approve Grant Agreement in the amount of \$7,100,000 offered by the Federal Aviation Administration for "Rehabilitate Taxiway H," Project No. AIP 3-40-0072-067-2015.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- O. Approve a Permanent Easement unto The City of Oklahoma City for the construction and operation of water and wastewater utility systems in Section 1, Township 10N, Range 4W, which is located between S. Portland Avenue and I-44 near S.W. 104th Street.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- P. Approve a Permanent Easement unto The City of Oklahoma City for the construction and operation of water and wastewater systems, public streets, and City-owned utilities in Section 28, Township 11N, Range 4W, which is located between S. Rockwell Avenue and S. MacArthur Boulevard and S.W. 59th and S.W. 74th Streets.

APPROVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

V. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT

- A. Approve Amendment No. 4 to the Construction Contract with Libra Electric Company for "Airfield Infrastructure Repairs and Improvements," Project No. OCAT WPA 1422, adding \$2,592.93, WPA.

APPROVED. Moved by Humphreys, seconded by Couch. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

VI. GENERAL

- A. Receive reports:

- 1) Delinquent Accounts Receivable
- 2) Construction Projects Status Report as of August 27, 2015.
- 3) Budget to Actual Report as of July 31, 2015.

RECEIVED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- B. (1) Approve Project Manual for "Miscellaneous Services, Repairs, and Maintenance," Project No. OCAT GEN 1603, and (2) authorize advertisement for bids to be opened on September 22, 2015, WRWA, WPA, CEPA.

APPROVED AND AUTHORIZED. Moved by Salmon, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

VII. LEASE AND OTHER AGREEMENTS

- A. Approve Assignment and Assumption Agreement assigning the Lease Agreement between the Trust and Toni Brattin Co., Inc. for the lease of Block 8, Lot 5, as a hangar site for storage of a privately owned aircraft, from Toni Brattin Co., Inc. to Chuck or LaVerne Stroh effective September 15, 2015, CEPA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- B. Approve Assignment and Assumption Agreement assigning the Lease Agreement between the Trust and Martin E. and Vickie S. Weaver for the lease of Block 6, Lot 9, as a hangar site for storage of a privately owned aircraft, from Martin E. and Vickie S. Weaver to Irvin Heckes, effective September 15, 2015, CEPA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- C. Approve Amendment A050 to Lease No. MS-91-L-0060 with the United States of America, Department of Justice, U.S. Marshals Service, to provide funding of annual rentals effective September 1, 2015, in connection with its lease of the U.S. Marshals Service Air Wing facility, WRWA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- D. Approve Lease and Operations Agreement with Legacy Aviation Services, Inc., for the continued use of certain facilities and associated premises for five (5) years, commencing November 1, 2015, through October 31, 2020, for the purpose of providing sales, maintenance, and refurbishment of aircraft, CEPA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- E. Approve Supplement No. 2 to Farm Lands Lease Agreement with Pete Wolf, to (1) remove a portion of the leased premises to accommodate a cement batch plant location for Trust construction projects, and (2) adjust the rentals accordingly, WRWA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- F. Approve Supplement No. 2 to Contract with Superior Building Services, Inc. d/b/a Super Contractors, Inc., to exercise the first of two one-year renewal options commencing November 1, 2015, for the provision of window cleaning services and provide for mutually agreed upon increase in the cost of services, WRWA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- G. Approve Compliance Agreement with United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service, Plant Protection and Quarantine for the collection of regulated garbage for disposal from international flights landing at Will Rogers World Airport, commencing August 27, 2015, and automatically renewing annually pending staff review and/or any USDA changes, WRWA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- H. Approve Non-Federal Reimbursable Agreement – Other Transaction with the United States of America, Federal Aviation Administration (FAA), that includes an advance payment of \$1,316,298.50 from the Sr. Lien Maintenance and Insurance Reserve Account to the FAA relating to the Headquarters Building leased by the FAA under Lease No. DOT-FA71AC-2103, WRWA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- I. Approve Ground Lessor Estoppel Certificate confirming the terms of the Lease Agreement dated November 20, 2002, between the Trust and Aero Oklahoma, LLC., WRWA.

APPROVED. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- VIII. (1) Adopt Requisition Resolution dated August 27, 2015, to ratify the action of the Director of Airports in approving the requisition dated August 27, 2015, for payment, and (2) adopt Requisition Resolution dated August 27, 2015, authorizing payment of requisitions dated August 27, 2015.

ADOPTED: 1 AND 2. Moved by Humphreys, seconded by Salmon. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- IX. Approve the settlement of a property damage claim with Catlin Insurance Company, Inc., W. Brown & Associates Insurance Services by executing the Final Property Damage Release on the advice of counsel, and/or (2) enter into executive session on the advice of the Municipal Counselor to receive confidential communications regarding settlement in the above case, as authorized by 25 O.S. (2012 Supp.) §307(B)(4), because disclosure would impair the ability of the public body to conduct the pending proceedings.

APPROVED. Moved by Humphreys, seconded by Greenwell. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- X. Enter into executive session on the advice of the Municipal Counselor's Office to receive confidential communications with its attorney and outside 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.

ENTERED INTO EXECUTIVE SESSION. Moved by Greenwell, seconded by Humphreys. Ayes: Humphreys, Salmon, McAtee, Greenwell, Couch.

- XI. Comments from Trustees, Staff and Citizens – Comments from citizen

Hal Harris President, AirOne Flight Academy, Inc., 5300 West Memorial, appeared to discuss their lease with Wiley Post Airport.

- XII. Adjournment – 10:08 a.m.

Larry McAtee, Chairman

Frances Kersey, Secretary