



A G E N D A

December 19, 2019 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

David Holt, Trustee- Mayor

David Greenwell, Surrogate Trustee-Mayor

Craig Freeman, Trustee-City Manager

Aubrey McDermid, 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 316-3223 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

December 19, 2019

Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of November 21, 2019 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
 - A. Amendment No. 2 to the Contract for Professional Services with Kimley-Horn and Associates, Inc., for Project No. OCAT WRWA 1714, "Fleet Storage Expansion – Car Rental Center," increase of \$300,200.
 - B. Amendment No. 3 to the Construction Contract with Crossland Heavy Contractors, Inc., for OCAT WRWA 1904, "Rehabilitate Terminal Access Roadways – Phase 1," increase of \$26,936.15.
 - C. Change Order No. 1 to the Construction Contract with Libra Electric Company, for Project OCAT WRWA 1803, "Medium Voltage Transformer Replacement and Radar Antenna Lab Feed," Mike Monroney Aeronautical Center, increase of \$6,471.75.
 - D. Change Order No. 1 to the Construction Contract with Libra Electric Company, for Project OCAT WRWA 1911, "Hangar 8 and 9 Electrical Upgrades," Mike Monroney Aeronautical Center, increase of \$11,880.88.
 - E. Change Order No. 1 to the Construction Contract with RDNJ, LLC dba A-Tech Paving for Project No. OCAT WRWA 2001, "Cell Phone Waiting Lot," increase in the estimated amount of \$20,900.
 - F. Change Order No. 9 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," increase of \$251,407.09.
 - G. Plans and Project Manual submitted by The Small Group, LLC, for Project No. OCAT WRWA 1912, "Hangar 8 Heating System Replacement," Mike Monroney Aeronautical Center, and authorization of advertisement for bids to be opened on January 29, 2019.

- H. Request for Proposals for “Airport Taxicab and Shuttle Concession Services” (RFP-OCAT-2002) at Will Rogers World Airport and authorization for advertisement of proposals to be opened January 22, 2020.
- I. Resolution of the Oklahoma City Airport Trust authorizing the purchase of Year 2 of the Post-Initial Warranty period Software Support and Hardware Maintenance Services, in accordance with the Contract for Parking Access and Revenue Control System (PARCS) Replacement at Will Rogers World Airport with SKIDATA, Inc., for Project No. OCAT WRWA 1601, in the amount of \$105,987.86.
- J. Resolution declaring four Heavy Duty medium voltage constant current regulators and two Caterpillar medium voltage generators to be obsolete and surplus to the needs of the Oklahoma City Airport Trust; authorizing the Chairman to execute a release for said used equipment; and authorizing the Director of Airports to cause the disposal of said used equipment through lawful means.
- K. Receive Consultant Review Committee Report for Project No. OCAT WRWA 2007, "Rehabilitation/Reconstruction of Runway 13/31," and authorize negotiation of an agreement with MacArthur Associated Consultants, LLC.

V. **GENERAL**

- A. Receive reports:
 - 1) Delinquent Accounts Receivable
 - 2) Construction Projects Status Report as of December 19, 2019.
 - 3) Budget to Actual Report as of November 30, 2019.
- B. Receive Oklahoma City Department of Airports' Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2019. WRWA, WPA, CEPA.

VI. **LEASE AND OTHER AGREEMENTS**

- A. Professional Management Services Agreement between the Oklahoma City Airport Trust and ABM Aviation, Inc., for the Airport Public Parking Facilities and Airport Shuttle Bus Operation, and acceptance of a Performance Bond, July 1, 2019, through June 30, 2020. WRWA.

- B. Supplemental Lease Agreement No. 11 to Lease No. HSTS01-14-L-RELW07 between the Oklahoma City Airport Trust and United States of America, Department of Homeland Security, Transportation Security Administration, amending the agreement to provide for the Trust's modifications to the Government's leased premises, and upon completion, related reimbursement to Trust of \$29,737.65. WRWA.
 - C. Contract with Artisan Group, LLC d/b/a Artisan Window Cleaning, to provide window cleaning services, estimated at \$66,280 annually, January 1, 2020 through December 31, 2021. WRWA.
 - D. Supplement No. 1 to renew the RSINet Service Agreement for one year at the same terms and conditions, \$720 annually, March 1, 2020 through February 28, 2021. CEPA.
 - E. Amendment No. 1 to Lease and Operations Agreement with Private Jets, Inc., to allow Private Jets, Inc. to operate under the trade name of JETSET FBO, and extend the construction period to February 27, 2020. WPA.
 - F. Supplement No. 11 to the Lease Agreement with PWA, Inc., to amend requirements of ownership of certain units, effective December 19, 2019. WPA.
 - G. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangars, effective December 19, 2019. WPA.
 - 1) Unit #2106 from Brad and Jan Larsen Living Trust, Brad and Larsen Trustees to Engineers Flying Club, Inc., David Powell, Business Manager
 - 2) Unit #2108 from Edwin and/or Jan Larsen to Engineers Flying Club, Inc., David Powell, Business Manager
- VII. (1) Resolution ratifying the action of the Director of Airports in approving the requisition dated December 19, 2019 and (2) Resolution approving requisitions dated December 19, 2019.
- VIII. Comments from Trustees, Staff and Citizens
- IX. Adjournment