



A G E N D A

December 21, 2017 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

December 21, 2017

Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of November 16, 2017 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
 - A. Approve Amendment No. 8 to the Contract for Professional Services with MacArthur Associated Consultants, LLC, for "Extend Taxiways H-1, H-2 and G," Project No. OCAT WRWA 0814, adding \$14,390.
 - B. (1) Approve Amendment No. 1 to the Contract for Parking Access and Revenue Control System (PARCS) Replacement at Will Rogers World Airport, Project OCAT WRWA 1601; (2) approve Change Order No. 6, deducting \$53,228.50; (3) adopt Resolution authorizing the purchase of spare parts, in accordance with the Contract, in the amount of \$162,507.08; and (4) accept the project's base system as complete.
 - C. (1) Approve Amendment No. 1 to the Construction Contract with Duit Construction Co., Inc., for "Extend Taxiway G Across Portland Avenue," Project No. OCAT WRWA 0814, adding \$32,361.10, and (2) approve Change Order No. 2, adding \$10,648.27 and eight calendar days.
 - D. Approve Change Order No. 2 to the Construction Contract with Crossland Heavy Contractors, Inc., for "Terminal Apron Pavement Rehabilitation at Taxiway K," Project No. OCAT WRWA 1717, adding \$7,222 and seven calendar days.
 - E. Approve Contract for Professional Services with Kimley-Horn and Associates, Inc., for "Fleet Storage Expansion – Car Rental Center," Project No. OCAT WRWA 1714, in the amount of \$89,150.
 - F. Approve Contract for Engineering Services with White Engineering Associates, Inc., for "Garage A Waterproofing," Project No. OCAT WRWA 1813, in the amount of \$67,600.

- G. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 for "Garage Wayfinding," Project No. OCAT WRWA 1807; (2) receive recommendation regarding bids opened on November 22, 2017; (3) award the Construction Contract to Diversified Construction of Oklahoma, Inc., in the amount of \$1,002,559.99; and (4) approve the Contract and bonds.
- H. (1) Ratify the action of the Director of Airports in approving Addendum Nos. 1 through 4 for "Reconstruct Station 2," Project No. OCAT WRWA 1616, and (2) adopt Resolution ratifying the action of the Director of Airports in cancelling the bid solicitation for the project, effective November 21, 2017.
- I. Adopt Resolution (1) declaring 15-passenger cutaway van located at Will Rogers World Airport to be surplus to the needs of the Oklahoma City Airport Trust; (2) authorizing the Chairman to execute a Release of said used equipment; and (3) authorizing the Director to cause the disposal of said used equipment.
- J. Adopt Resolution authorizing the Director of Airports to make a sole source purchase for repair services from RuhRPumen Inc. for the Jet A Loading Pump No. 3 in an amount not to exceed \$33,000.
- K. Adopt Resolution to provide advertising and marketing assistance, and qualifying incentives for the promotion of new entrant carrier Via Airlines, Inc. (Via Airlines) and its new nonstop service to Austin, Texas, subject to receipt and full approval of a signed agreement between the parties, letter of credit, and proper Certificate of Insurance no later than end of business day, January 11, 2018.

V. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT

- A. Approve Contract for Professional Services with Coffman Associates, Inc., for "Master Plan Update," Project No. OCAT WPA 1809, in the amount of \$377,734, WPA.
- B. Approve Resolution authorizing the funding of environmental services to complete the construction of the interceptor trench and to continue to fund necessary continuing environmental services related to the former Gulfstream facility which may include the Director's purchase of environmental services from Enercon Services, Inc. utilizing City contract MC-0533, WPA.

VI. GENERAL

- A. Receive reports:
 - 1) Delinquent Accounts Receivable.
 - 2) Construction Projects Status Report as of December 21, 2017.
 - 3) Budget to Actual Report as of November 30, 2017.

- B. Receive Oklahoma City Department of Airports' Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2017.
- C. (1) Receive staff recommendation regarding bids opened on November 29, 2017, for "Annual Roofing Maintenance and Repairs," Project No. OCAT GEN 1810; (2) award the Annual Maintenance Contract to Brox Industries, LLC, for 365 calendar days or a not-to-exceed amount of \$300,000; and (3) approve the Contract and bonds, WRWA, WPA, CEPA.
- D. (1) Approve Plans and Project Manual submitted by Frankfurt-Short-Bruza Associates, P.C., for "Annual Electrical and Street Lighting Maintenance and Repairs," Project No. OCAT GEN 1812, and (2) authorize advertisement for bids to be opened on January 24, 2018, WRWA, WPA, CEPA.

VII. LEASE AND OTHER AGREEMENTS

- A. (1) Receive staff recommendation regarding bids opened on October 3, 2017; (2) award the Grass Cutting bids; and (3) approve the Grass Cutting Agreements, as follows:
 - 1) John Schieber, Grass Cutting Agreement, WRWA
 - 2) David Liberton, Grass Cutting Agreement, WRWA
 - 3) David Liberton, Grass Cutting Agreement, CEPA
 - 4) S.R. Hunter, Grass Cutting Agreement, WPA
- B. (1) Receive staff recommendation regarding bids opened on October 3, 2017; (2) award the Grazing Lease bids; and (3) approve the Grazing Lease Agreements, as follows:
 - 1) Pete Wolf, Grazing Lease Agreement, WRWA
 - 2) Bob Cowling, Grazing Lease Agreement, CEPA
- C. Approve Supplement No. 1 to Lease Agreement with Linda James to exercise the first of four one-year options to renew provided in the Lease Agreement and increase the rentals, WPA.
- D. Approve Assumption Agreement and accept Use Guaranty for conveyance of T-Hangar Unit #2001 from BowieKetner, LLC, Joseph W. Bowie, Co-Manager and Lee Ketner, Co-Manager, the current owner of T-hangar Unit #2001, to Joseph W. Bowie, Manager, WPA.
- E. Approve Ground Services Agreement with Silk Limos, LLC for ground transportation services at Will Rogers World Airport commencing January 1, 2018 through April 30, 2018, based on an annual fee of \$660. WRWA.

- F. Adopt Resolution approving a Passenger Airline Operating and Lease Agreement for Non-Signatory Carriers with Via Airlines, Inc. for the operation of a Part 121 commercial air service, including the use of certain facilities, subject to receipt and full approval of a signed agreement between the parties, letter of credit, and proper Certificate of Insurance no later than end of business day, January 11, 2018. WRWA.
- VIII. (1) Adopt Requisition Resolution dated December 21, 2017, to ratify the action of the Director of Airports in approving the requisition dated December 21, 2017, for payment, and (2) adopt Requisition Resolution dated December 21, 2017, authorizing payment of requisitions dated December 21, 2017.
- IX. Comments from Trustees, Staff and Citizens
- X. Adjournment

AMENDMENT TO AIRPORT TRUST AGENDA

**OKLAHOMA CITY AIRPORT TRUST MEETING
200 NORTH WALKER AVENUE
COUNCIL CHAMBER
3RD FLOOR - CITY HALL**

**December 21, 2017
9:00 A.M.**

- IV. K.** Adopt Resolution ~~to provide~~ approving advertising and marketing assistance, and qualifying incentives in accordance with the Will Rogers World Airport Air Service Incentive Program for the promotion of new entrant carrier Via Airlines, Inc. ~~(Via Airlines)~~ and its new nonstop service to Austin, Texas, not to exceed \$125,00 and a 50% landing fee rebate for the Austin non-stop route for up to year one of operation. ~~contingent upon~~ subject to receipt and full approval of a signed agreement between the parties, letter of credit, and proper Certificate of Insurance, no later than end of business day, January 11, 2018.
- VII. F.** ~~Approve~~ Adopt Resolution approving a Passenger Airline Operating and Lease Agreement for Non-Signatory ~~Airlines~~ Carriers with Via Airlines, Inc. for the operation of a Part 121 commercial air service, including the use of certain facilities, ~~contingent upon~~ subject to receipt and full approval of a signed agreement between the parties, Letter of Credit, and proper Certificate of Insurance, no later than end of business day, January 11, 2018, WRWA.