



A G E N D A

March 26, 2020 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

Todd Stone, 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

March 26, 2020

Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of February 27, 2020 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
 - A. Amendment No. 1 to the Contract for Professional Services with Johnson & Associates, Inc., for Project No. OCAT WRWA 1909, "Aircraft Lavatory Waste Disposal Facility," increase of \$68,710.
 - B. Amendment No. 2 to the Contract for Professional Services with ADG, P.C., for Project No. OCAT WRWA 1802, "Elevator Replacement for Multiple Buildings," Mike Monroney Aeronautical Center, increase of \$432,430.50.
 - C. Amendment No. 4 to the Construction Contract with Crossland Heavy Contractors, Inc., for OCAT WRWA 1904, "Rehabilitate Terminal Access Roadways – Phase 1," increase of \$95,068.50 and five (5) calendar days.
 - D. Amendment No. 5 to the Contract for Professional Services with ADG, P.C., for Project No. OCAT WRWA 1712, "Terminal Building Upper Level Deck Structural Repairs," increase of \$298,071.56.
 - E. Amendment No. 6 to the Contract for Professional Services with Frankfurt-Short-Bruza Associates, P.C., for Project No. OCAT WRWA 1510, "Terminal Expansion," decrease of \$180,595.14.
 - F. Change Order No. 2 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 \$3,202.34 and 30 calendar days.
 - G. Change Order No. 12 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," increase of \$174,038.25.

- H. Plans and Project Manual submitted by ADG, P.C., for Project No. OCAT WRWA 2010, "Terminal Building Upper Level Deck Structural Repairs – Phase 3B," and authorization of advertisement for bids to be opened on April 29, 2020.
- I. Request for Bids for “Inspection, Maintenance, and Repair Services for Passenger Boarding Bridges” (BID-OCAT-2003) at Will Rogers World Airport and authorization for advertisement of bids to be opened April 29, 2020.
- J. Resolution ratifying the Director of Airports’ approval of Addenda Nos. 1-8 to the Request for Proposals for Airport Food Service and Retail Concessions (OCAT-RFP-2001) and authorizing the negotiations of concession agreements with HMSHost Corporation for Package 1 and Paradies Lagardere for Package 2.
- K. Resolution approving the Operational Procedures for all Vehicles for Hire at Will Rogers World Airport.
- L. Resolution approving the Operational Procedures for all Courtesy Vehicles at Will Rogers World Airport.
- M. Resolution of the Oklahoma City Airport Trust authorizing repair services to the Medium Voltage Distribution System servicing the Mike Monroney Aeronautical Center utilizing the competitively bid Annual Maintenance Contract, Project No. OCAT GEN 1812, "Annual Electrical and Street Lighting Maintenance and Repairs," in the estimated amount of \$80,985.94.
- N. Resolution of the Oklahoma City Airport Trust authorizing environmental abatement services for building materials at Mike Monroney Aeronautical Center, Hangar 8 Facility utilizing City Contract No. MC-0583 with Enercon Services, Inc., in the estimated amount of \$202,055.30.

V. **WILEY POST AIRPORT**

- A. Ratify the action of the Director of Airports and approve Change Order No. 2 to the Construction Contract to Hunter Mechanical & Controls, Inc., for Project No. OCAT WPA 1907, "Mechanical & Plumbing Systems Replacement," increase of \$27,478.51.

VI. **GENERAL**

- A. Receive reports:
 - 1) Delinquent Accounts Receivable
 - 2) Construction Projects Status Report as of March 26, 2020.
 - 3) Budget to Actual Report as of February 29, 2020.

- B. Amendment No. 1 to the Annual Maintenance Contract for Project No. OCAT GEN 1919, "Miscellaneous Services, Repairs, and Maintenance" with Diversified Construction of Oklahoma, Inc., renewing the Contract for its first renewal period of 365 calendar days or a not-to-exceed amount of \$300,000. WRWA, WPA, CEPA.
- C. Professional Real Estate Broker Services Agreement, and Amendment No. 1, with CBRE, Inc., March 26, 2020 to March 25, 2023. WRWA, WPA, CEPA.
- D. Professional Real Estate Broker Services Agreement, and Amendment No. 1, with Price Edwards & Company, LLC, March 26, 2020 to March 25, 2023. WRWA, WPA, CEPA.
- E. Resolution of the Oklahoma City Airport Trust declaring an emergency for Will Rogers World Airport, Wiley Post Airport, and Clarence E. Page Airport and delegating certain temporary authority to the Director of Airports. WRWA, WPA, CEPA.

VII. LEASE AND OTHER AGREEMENTS

- A. Consent & Co-Existence Agreement between the Trustees of the Oklahoma City Airport Trust and JetSet Media, LLC, a Missouri Limited Liability Company. WRWA.
- B. Airport Taxicab and Shuttle Concession Services Agreement between the Trustees of the Oklahoma City Airport Trust and Airport Express, Inc., April 1, 2020 through March 31, 2024. WRWA.
- C. Lease Agreement between the Trustees of the Oklahoma City Airport Trust and Gary M. Lake for an individual aircraft hangar site for storage of a privately owned aircraft for a five year period, January 1, 2020 through December 31, 2024. CEPA.
- D. Lease Agreement between the Trustees of the Oklahoma City Airport Trust and Edsel W. Ford Jr. for an individual aircraft hangar site for storage of a privately owned aircraft for a five year period, January 1, 2020 through December 31, 2024. CEPA.
- E. Assignment and Assumption Agreement assigning the Lease Agreement between the Oklahoma City Airport Trust and Tuscany Aviation, LLC for the lease of Block 8, Lot 2, at Clarence E. Page Airport, as a hangar site for storage of a privately owned aircraft, to Don and Gail Laughlin, April 14, 2020, through December 31, 2020. CEPA.

- VIII. (1) Resolution ratifying the action of the Director of Airports in approving the requisition dated March 26, 2020 and (2) Resolution approving requisitions dated March 26, 2020.

- IX. Comments from Trustees, Staff and Citizens
- X. Adjournment