



A G E N D A

April 23, 2020 9:00 AM

During the state of emergency in place during the COVID-19 pandemic, and in compliance with state and local stay at home orders, no physical location will be provided for the Oklahoma City Airport Trust meetings. The meetings will instead be live streamed from remote locations. Instructions on how to join the meeting can be found on the second page of this agenda.

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

Phone: 1-346-248-7799 (cell phone)
Toll Free: 1-888-475-4499 or 1-877-853-5257 (land line)
Meeting URL: <https://okc.zoom.us/j/93292251747>
Meeting ID: 932 9225 1747

OKLAHOMA CITY AIRPORT TRUST

PARTICIPATION INSTRUCTIONS

The Oklahoma City Airport Trust encourages participation in the public meeting from the residents of Oklahoma City. The City Council Chamber will be closed and the only alternative to participate in the meeting will be by Zoom/Prime.gov. Below are instructions on how to access to the meeting, request to speak on certain agenda items and how to request to speak under Citizens to be Heard.

- To participate in the meeting via ZOOM, go to **Meeting URL:**
<https://okc.zoom.us/j/93292251747>
When prompted, enter Meeting ID: **932 9225 1747**
- To participate in the meeting by cell phone, call 1-346-248-7799.
- To participate by land line toll free, call 1-888-475-4499 or 1-877-853-5257.
- To speak on a certain agenda item, place a call in advance of the meeting to (405) 316-3202 or text your request in advance of the meeting to (405) 508-9278, or to participate via e-mail, please e-mail requests to wrwa@okc.gov. Include your name, the agenda item number and the reason you would like to speak (i.e., protest, representing applicant, request continuance). **Please submit your request prior to the beginning of the meeting to avoid receiving your request after your item has been considered.** City staff will attempt to submit requests received during the meeting to process them to the meeting Chair.

The Chairman will announce at the beginning of the meeting that if connections are lost, the Trust will attempt to restore communications for a maximum of 30 minutes and if communications cannot be restored, the meeting will reconvene on Thursday, April 23, 2020 at 3:00 p.m. If you are disconnected, please try again before calling (405) 316-3202 or texting (405) 508-9278.

It is the policy of The City of Oklahoma City 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 to participate in this meeting should call (405) 297-1630 or TDD (405) 297-2020 at least 48 hours in advance (excluding weekends or holidays). The Oklahoma City Airport Trust will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability before the scheduled meeting. If you need an alternative format of the agenda, or any information provided at this meeting, call (405) 297-1630 at least 48 hours before the meeting (excluding weekends or holidays).

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 316-3202. **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 316-3202 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

April 23, 2020

Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of March 26, 2020 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. Receive proposed Trust Budget for Fiscal Year 2021 for review and set presentation and final approval at the May 2020 Trust Meeting.
- V. **WILL ROGERS WORLD AIRPORT**
 - A. Receive recommendation regarding bids opened on March 25, 2020, for Project No. OCAT WRWA 2009, "Food Court Infrastructure Upgrades;" award the Contract to Timberlake Construction Co., Inc., in the amount of \$265,000; and approve the Contract and bonds.
 - B. Ratify and approve the issuance of Change Order No. 1 to the Construction Contract with Alva Roofing Co. for Project No. OCAT WRWA 1711, "South Maintenance Facility Roof Replacement," increase of \$6,698.36 and 21 calendar days.
 - C. Change Order No. 2 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 72 calendar days.
 - D. Change Order No. 3 to the Construction Contract with RDNJ, LLC, dba A-Tech Paving, for Project No. OCAT WRWA 2001, "Cell Phone Waiting Lot," additional 30 calendar days.
 - E. Change Order No. 4 to the Construction Contract with Crossland Heavy Contractors, Inc., for OCAT WRWA 1904, "Rehabilitate Terminal Access Roadways – Phase 1," increase of \$49,625.37.
 - F. Change Order No. 13 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," increase of \$398,368.94 and 4 calendar days.

- G. Pricing Agreement with Casco Industries, Inc. to provide self-contained breathing apparatus equipment and services (BID-OCAT-2002) at Will Rogers World Airport, estimated at \$107,490, April 23, 2020 through April 22, 2030.

VI. **WILEY POST AIRPORT**

- A. Amendment No. 2 to the Contract for Professional Services with Frankfurt-Short-Bruza Associates, P.C., for Project No. OCAT WPA 1907, "Mechanical and Plumbing Systems Replacement," increase of \$4,298.
- B. Change Order No. 3 to the Construction Contract to Hunter Mechanical & Controls, Inc., for Project No. OCAT WPA 1907, "Mechanical & Plumbing Systems Replacement," increase of \$13,092.95 and an additional 14 calendar days.

VII. **GENERAL**

- A. Receive reports:
 - 1) Delinquent Accounts Receivable
 - 2) Construction Projects Status Report as of April 23, 2020.
 - 3) Budget to Actual Report as of March 31, 2020.
- B. FY21 Agreement for Project Consultant Selection and Design Review Services with The City of Oklahoma City. WRWA, WPA, CEPA.
- C. Amendment No. 1 to the Annual Maintenance Contract for Project No. OCAT GEN 1918, "Utility Repairs and Maintenance" with Southeast Plumbing & Backhoe, 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.
- D. Amendment No. 1 to the Annual Maintenance Contract for Project No. OCAT GEN 1921, "Paving Repairs and Maintenance" with Rudy Construction Co., renewing the Contract for its first renewal period of 365 calendar days or a not-to-exceed amount of \$400,000. WRWA, WPA, CEPA.
- E. Amendment No. 2 to the Facilities Maintenance Engineering Services Agreement with Frankfurt-Short-Bruza Associates, P.C., Project No. OCAT GEN 1816, renewing the Agreement for its second renewal period, effective May 1, 2020, through April 30, 2021. WRWA, WPA, CEPA.

- F. Joint Resolution between the Oklahoma City Airport Trust and The City of Oklahoma City to submit Grant Applications for anticipated Coronavirus Aid, Relief, and Economic Security (CARES) Act grant funding for Will Rogers World Airport, Wiley Post Airport, and Clarence E. Page Airport from the Federal Aviation Administration and accept the grant when offered, designate the Official Representatives for administration of the grant on behalf of the Oklahoma City Airport Trust and The City of Oklahoma City, and authorize the Official Representatives to sign all documents for the Trust and City relating to the grant agreement for the amount offered by the Federal Aviation Administration subject to subsequent ratification. WRWA, WPA, CEPA.

VIII. LEASE AND OTHER AGREEMENTS

- A. Supplement No. 1 to Professional Services Contract with Securitas Security Services USA, Inc., May 1, 2020, through April 30, 2022. WRWA, WPA, CEPA.
 - B. Supplement No. 2 to the Lease and Operations Agreement with SkyWest Airlines, Inc., to revise Exhibit "B." WRWA.
 - C. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #302 from Bantco, LLC, Timothy Coil, Managing Member, to PWA 302, L.L.C., M. Roy Cowan, Manager, effective April 23, 2020. WPA.
 - D. Lease Agreement between the Trustees of the Oklahoma City Airport Trust and Nathan Ritchie 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. Ratify the action of the Director of Airports and approve Supplement No. 4 to Contract with The Litlman Group, Inc. dba JetBridge America and Ameribridge, LLC, to extend the Contract from May 22, 2019 to November 21, 2020, \$15,937.50. WRWA.
 - F. Ratify the action of the Director of Airports and approve Supplement No. 4 to the Operations & Maintenance Services Contract with Pteris Global (USA) Inc., to extend the Contract from January 28, 2021 to July 31, 2021, to provide operations and maintenance services for the checked baggage inspection system, in the estimated amount of \$604,362. WRWA.
- IX. (1) Resolution ratifying the action of the Director of Airports in approving the requisition dated April 23, 2020 and (2) Resolution approving requisitions dated April 23, 2020.
- X. Comments from Trustees, Staff and Citizens
- XI. Adjournment