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CITY OF  
OKLAHOMA CITY, OKLA  
OFFICE OF  
CITY CLERK

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## AGENDA

**April 27, 2017 9:00 AM**

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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).*

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City Council Chambers, Third Floor, 200 North Walker Avenue  
Oklahoma City, Oklahoma

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## 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, 3<sup>rd</sup> Floor Terminal Building, Room 301, Oklahoma City, Oklahoma.

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## AGENDA

### OKLAHOMA CITY AIRPORT TRUST

April 27, 2017

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Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of March 23, 2017 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. Receive proposed Trust Budget for Fiscal Year 2018 for review, and set presentation and final approval at the May 2017 Trust meeting.
- V. **WILL ROGERS WORLD AIRPORT**
  - A. Accept completed project, "Logistics Support Facility and Headquarters Building Switchgear Replacement," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1614, with Shawver & Son, Inc.
  - B. Accept completed project, "Irrigation and Controls," Project No. OCAT WRWA 1611, with Grooms Irrigation Company.
  - C. (1) Ratify the action of the Director of Airports approving Change Order No. 3 to the Construction Contract with Wynn Construction Co., Inc., for "Terminal Expansion – Enabling Works Package," Project No. OCAT WRWA 1609, adding \$17,507.60 and five calendar days; (2) approve Change Order No. 4, adding 36 calendar days; and (3) approve Amendment No. 2, adding \$8,625 and six calendar days.
  - D. Approve Change Order No. 2 to the Construction Contract with United Mechanical, Inc., for "Senior Lien Mechanical System Replacement – FY12/FY13 Project," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1104, adding \$62,153.64.
  - E. (1) Award the Construction Contract for "Demolition of 5700 S. Portland Avenue," Project No. OCAT WRWA 1718, to K&M Dirt Services, LLC, dba K&M Wrecking, in the amount of \$178,863, and (2) approve the Contract and bonds.

- F. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Contract for Professional Services with Robison & Associates Architects for "Tunnel Repairs," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1801.
- G. Adopt Resolution ratifying the action of the Director of Airports authorizing asbestos abatement at 5700 S. Portland Avenue utilizing City Contract No. MC-0533 with GMR & Associates, Inc., in the estimated amount of \$50,000.
- H. Adopt Resolution ratifying the action of the Director of Airports authorizing the sole source purchase and installation of Terminal seating support strap replacements from Arconas Corporation, at the terms and conditions required by Arconas Corporation, in the estimated amount of \$21,114.
- I. Approve Service Agreement between the Trustees of the Oklahoma City Airport Trust and Everbridge, Inc. in the amount of \$8,163, WRWA.
- J. (1) Approve Request for Bids for "Plastic Sleeves to Cover Electronic Toilet Seats for OCAT," and (2) authorize advertisement for bids to be opened on May 23, 2017.
- K. Approve Change Order No. 1 to the Construction Contract with Meridian Contracting, Inc., for "Garage A Repairs," Project No. OCAT WRWA 1704, adding \$32,225.13 and 14 calendar days.

**VI. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT**

- A. Approve Amendment No. 1 to the Construction Contract with Libra Electric Company for "Airfield Infrastructure Repairs and Improvements – Phase III," Project No. OCAT WPA 1709, adding \$20,227.30, WPA.
- B. Approve Easement Agreements with Oklahoma Gas and Electric Company to lay, operate, and maintain certain electric transmission and distribution facilities for the sole purpose of providing electrical services to Airport facilities, and/or Airport occupants/tenants, WPA and CEPA.
  - 1) Hangar 12, WPA.
  - 2) T-Hangar sites and facilities, CEPA.
  - 3) Containment Trench, WPA.
  - 4) T-Hangar sites, CEPA.

- C. Adopt Joint Resolution between the Oklahoma City Airport Trust and The City of Oklahoma City to (1) submit Grant Applications for anticipated 2017 Airport Improvement Program (AIP) Project No. 3-40-0073-024-2017 for Wiley Post Airport and AIP Project No. 3-40-0071-012-2017 for Clarence E. Page Airport to the Federal Aviation Administration (FAA) and accept Grant(s) when offered; (2) designate the Official Representative(s) for administration of the Grant(s) on behalf of the Trust and City; and (3) authorize Official Representative(s) to sign all documents for the Trust and City relating to any Grant Agreements for the amounts offered by the FAA subject to subsequent ratification by the Trust and City, WPA, CEPA.

VII. **GENERAL**

- A. Receive reports:
  - 1) Delinquent Accounts Receivable.
  - 2) Construction Projects Status Report as of April 27, 2017.
  - 3) Budget to Actual Report as of March 31, 2017.

VIII. **LEASE AND OTHER AGREEMENTS**

- A. Approve Assignment and Assumption Agreement assigning the Lease Agreement between the Trust and Ronald Dorough for the lease of Block 6, Lot 2, as a hangar site for storage of a privately owned aircraft, from Ronald Dorough to James A. Johnson, effective May 16, 2017, CEPA.
- B. Approve Supplement No. 1 to Service Agreement with Upward Transitions, Inc., exercising a one-year renewal commencing July 1, 2017, in the amount of \$68,253, WRWA.
- C. Approve Lease Agreement with TTCB Ltd. Company for the lease of airport premises for a 16 unit hangar facility and associated pavement, previously constructed by TTCB, for its members' use for the storage and minor maintenance of their privately owned general aviation/corporate aircraft, five years commencing May 1, 2017, CEPA.
- D. Approve Annual Financial/Work Plan with United States Department of Agriculture, Animal and Plant Health Inspection Service, Wildlife Services, to provide funds to conduct an integrated wildlife damage management program in the amount of \$158,733, commencing July 1, 2017, through June 30, 2018, WRWA, WPA, and CEPA.

- E. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #410 from Pablo A. Pinzon, Craig R. Jimenez & Elevated Paver Systems of Oklahoma – Kelsey Fink, Manager, to Brian Jackson, Craig R. Jimenez & Elevated Paver Systems of Oklahoma – Kelsey Fink, Manager, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- F. Consent to transfer of ownership in The ServiCenter, Inc., dba Valair Aviation, from ServiCenter Acquisition LLC to AGC Integrated Defense Holdings LLC, relative to the Lease and Operations Agreement dated October 24, 2007, for facilities and associated premises for the conduct of a Fixed Base Operation, WPA.
- G. Approve Ground Services Agreements with various companies for ground transportation services at Will Rogers World Airport for one year commencing May 1, 2017 through April 30, 2018, based on an annual fee of \$660, as follows:
- 1) Airport Express Transportation Services, LLC.
  - 2) H&C OKC Hilton, LLC, dba Hilton Garden Inn
  - 3) LSREF 3/AH Chicago Tenant, LLC, dba Hyatt Place Oklahoma City Airport
  - 4) Royal Auto Rentals, Inc.
  - 5) Fianna Oklahoma, LLC, dba Wyndham Garden Hotel
  - 6) Vira Management, LLC, dba Knights Inn/Motel 6
  - 7) Meridian Lot, LLC, dba USAPARK.net
  - 8) Candlewood Suites
  - 9) Four Star Properties, Inc., dba Saddleback Inn
  - 10) Courtyard by Marriott
  - 11) America Auto Rental and Sales, LLC, dba NU Car Rental
  - 12) Citizen Potawatomi Nation
  - 13) Marriott Hotel Services, Inc., dba NCED Marriott Conference Center
  - 14) My Driver, LLC.
  - 15) Jefferson Lines, Inc.

- IX. (1) Adopt Requisition Resolution dated April 27, 2017, to ratify the action of the Director of Airports in approving the requisition dated April 27, 2017, for payment, and (2) adopt Requisition Resolution dated April 27, 2017, authorizing payment of requisitions dated April 27, 2017.
- X. Comments from Trustees, Staff and Citizens
- XI. Adjournment