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# A G E N D A

**May 25, 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

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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

May 25, 2017

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Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of April 27, 2017 Oklahoma City Airport Trust meeting.
- III. Approve Oklahoma City Airport Trust Budget for Fiscal Year 2018.
- IV. Director's Report
- V. **WILL ROGERS WORLD AIRPORT**
  - A. (1) Approve Amendment No. 9 to the Construction Contract with TTK Construction Co., Inc., for "Portland Avenue Realignment" (Portland Avenue from SW 54th Street to SW 74th Street), Project No. PC-0378J, deducting \$2,261.89, and (2) approve Change Order No. 7, adding \$897.53.
  - B. (1) Approve Amendment No. 3 to the Construction Contract with Wynn Construction Co., Inc., for "Terminal Expansion – Enabling Works Package," Project No. OCAT WRWA 1609, adding \$2,760, and (2) approve Change Order No. 5, adding \$1,840.
  - C. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Contract for Professional Services with ADG, P.C., for "Elevator Replacement at Various Buildings," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1802.
  - D. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Contract for Professional Services with CEC Corporation for "Medium Voltage Transformer Replacement and Radar Antenna Lab Feed," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1803.
  - E. Approve Change Order No. 1 to the Contract for Parking Access and Revenue Control System (PARCS) Replacement at Will Rogers World Airport, Project No. OCAT WRWA 1601, with SKIDATA, Inc., adding \$5,976.
  - F. (1) Approve Plans and Project Manual submitted by Triad Design Group, Inc., for "Repair Thomas P. Stafford Building Parking Lot," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1617, and (2) authorize advertisement for bids to be received and opened on June 27, 2017.

- G. (1) Approve Plans and Project Manual submitted by ADG, P.C, for "Terminal Building Upper Level Deck Structural Repairs, Phase 1—Soffit Removal," Project No. OCAT WRWA 1712, and (2) authorize advertisement for bids to be opened on June 20, 2017.
- H. (1) Approve Plans and Project Manual submitted by MacArthur Associated Consultants, LLC, to "Extend Taxiway G Across Portland Avenue," Project No. OCAT WRWA 0814, and (2) authorize advertisement for bids to be opened on June 20, 2017.
- I. (1) Approve Plans and Project Manual submitted by Garver, LLC, for "Terminal Apron Pavement Rehabilitation at Taxiway K," Project No. OCAT WRWA 1717, and (2) authorize advertisement for bids to be opened on June 20, 2017.
- J. (1) Ratify the action of the Director of Airports in approving Addenda Nos. 1, 2 and 3 to Request for Proposals for "Master Real Estate Developer for Lariat Landing for OCAT," and (2) reject the proposal received on March 28, 2017.
- K. Adopt Resolution ratifying the action of the Director of Airports authorizing the sole source purchase of seat cushion replacements from Arconas Corporation, at the terms and conditions required by Arconas Corporation, in the estimated amount of \$3,075.
- L. Adopt Resolution (1) declaring two passenger shuttle buses 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.
- M. Approve Annual Budget for Pro-Tec Fire Services, Ltd. in the amount of \$2,184,277 for the period commencing July 1, 2017, through June 30, 2018.
- N. Approve (1) Supplemental Agreement No. 3 to Management Services Agreement with ABM Parking Services, Inc., to provide for the operation of electrical vehicle charging stations, and (2) Annual Budget in the amount of \$1,960,029 for the period commencing July 1, 2017, through June 30, 2018.

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

- A. (1) Approve Request for Bids for "Automated Weather Observing System (AWOS-III P/T) Replacement," Project No. OCAT CEPA 1719, and (2) authorize advertisement for bids to be opened on June 20, 2017, CEPA.
- B. (1) Approve Request for Proposals to "Lease the Shamrock Building and Associated Premises located at Wiley Post Airport," and (2) authorize advertisement of proposals to be received on June 27, 2017, WPA.

VII. GENERAL

- A. Receive reports:
  - 1) Delinquent Accounts Receivable.
  - 2) Construction Projects Status Report as of May 25, 2017.
  - 3) Budget to Actual Report as of April 30, 2017.
- B. Approve Amendment No. 3 to the "Facilities Maintenance Engineering Agreement" with Frankfurt-Short-Bruza Associates, P.C., Project No. OCAT GEN 1317, renewing the Agreement for a one-year period commencing on June 1, 2017, WRWA, WPA, CEPA.
- C. (1) Ratify the action of the Director of Airports in approving Addenda No. 1 and 2 to Request for Proposals for "Design and Produce Marketing and Promotional Materials and Provide Consulting Services for OCAT RFP"; (2) concur with the Selection Committee's recommendation regarding proposals received on April 25, 2017; and (3) authorize negotiation of a Contract for Professional Services with Funnel Design Group, WRWA, WPA, CEPA.

VIII. LEASE AND OTHER AGREEMENTS

- A. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #1701 from Risk Oversight, LLC, Craig Jimenez, President, to TDB Aviation, LLC, Toby Daniel Broussard, Manager, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- B. Approve supplemental farm lease agreements to extend the term of the leases to December 31, 2017, to run coterminous with other farm, grazing, agriculture, and hay cutting leases and adjust the rental accordingly, as follows:
  - 1) Bob Cowling, Supplemental Farm Lease Agreement No. 4, CEPA
  - 2) Pete Wolf, Supplemental Farm Lease Agreement No. 2, WRWA
  - 3) Pete Wolf, Supplemental Farm Lease Agreement No. 3, WRWA
- C. Approve Supplemental 2 to Lease Agreement with Metro Technology Centers School District No. 22, to lease certain premises and facilities for the operation of an aviation career center, for one year commencing July 1, 2017, with three consecutive one-year renewal options, WRWA.
- D. Approve Supplemental Lease Agreement No. 2 with MidFirst Bank, for the operation of automated teller machines, extending the term for one year commencing July 1, 2017, WRWA.

E. 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) Air Crew Transport, Inc.
- 2) Immanuel United Properties, LLC, dba Wingate by Wyndham
- 3) MLCV Oklahoma LLC, dba Embassy Suites

IX. (1) Adopt Requisition Resolution dated May 25, 2017, to ratify the action of the Director of Airports in approving the requisition dated May 25, 2017, for payment, and (2) adopt Requisition Resolution dated May 25, 2017, authorizing payment of requisitions dated May 25, 2017.

X. Comments from Trustees, Staff and Citizens

XI. Adjournment