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# A G E N D A

**June 22, 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

June 22, 2017

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Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of May 25, 2017 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
  - A. Accept completed project, "Base Maintenance Building Temporary Boiler," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1703, with Jackson Mechanical Service, Inc., dba Jackson Boiler & Tank Company.
  - B. (1) Approve Change Order No. 8 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, adding \$9,033, and (2) accept the completed project subject to the Director of Airports' approval of irrigation system operation and minor regrading at the site of the Utilities Department's lift station.
  - C. (1) Approve Amendment No. 4 to the Construction Contract with Wynn Construction Co., Inc., for "Terminal Expansion – Enabling Works Package," Project No. OCAT WRWA 1609, adding \$6,302, and (2) accept Wynn Construction Co., Inc.'s portion of the project as complete.
  - D. Approve Amendment No. 5 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 \$14,416.20.
  - E. Approve Change Order No. 2 to the Construction Contract with Meridian Contracting, Inc., for "Garage A Repairs," Project No. OCAT WRWA 1704, adding 42 calendar days.
  - F. Ratify the action of the Director of Airports approving Change Order No. 3 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 \$46,832.63 and 23 working days.

- G. Approve Change Order No. 1 to the Construction Contract with Hunter Mechanical & Controls, Inc., for "Radar Training Facility Mechanical System Replacement," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1104, adding \$12,094.53.
- H. (1) Approve Plans and Project Manual submitted by Benham Design, LLC, for "Aviation Records Building Roof Replacement and Envelope Repair," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1702, and (2) authorize advertisement for bids to be opened on July 25, 2017.
- I. (1) Approve Request for Bids for "Base Maintenance Building Temporary Boiler for the Oklahoma City Airport Trust," Mike Monroney Aeronautical Center, Project No. OCAT-2017-9, and (2) authorize advertisement for bids to be opened on July 25, 2017.
- J. (1) Approve Request for Bids for "Window Cleaning Services for OCAT," and (2) authorize advertisement for bids to be opened on August 1, 2017.
- K. 1) Ratify the action of the Director of Airports in approving Addendum No. 1 to Request for Bids for "Plastic Sleeves to Cover Electronic Toilet Seats," dated April 27, 2017; (2) receive staff recommendation regarding bids received on May 23, 2017; (3) award the Contract to Hygolet, Inc.; and (4) approve the Contract in the estimated annual amount of \$46,200.
- L. Adopt Resolution authorizing the purchase of janitorial supplies from Southwest Paper Inc., utilizing the City of Oklahoma City contract, R18-C153039 in an estimated budget amount of \$200,000 for one year.
- M. Approve Easement Agreement 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 a new tenant owned facility, Airport facilities, and/or Airport occupants/tenants, WRWA.
  - 1) HL Aircraft, LLC, WRWA.

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

- A. Approve Amendment No. 2 to the Construction Contract with Libra Electric Company for "Airfield Infrastructure Repairs and Improvements – Phase III," Project No. OCAT WPA 1709, deducting \$709, WPA.
- B. Approve Easement Agreement 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 an Airport owned building, Airport facilities, and/or Airport occupants/tenants, WPA.
  - 1) Hangar 14 and FAA Building, WPA.

## VI. GENERAL

- A. Receive reports:
  - 1) Delinquent Accounts Receivable.
  - 2) Construction Projects Status Report as of June 22, 2017.
  - 3) Budget to Actual Report as of May 31, 2017.
- B. Approve Agreement for Project Consultant Selection, Design Review, Project Management, and Surveying Services with The City of Oklahoma City to compensate the City for services rendered by the Public Works Department, WRWA, WPA, CEPA.
- C. Adopt Resolution authorizing the Director of Airports to renew the Annual Maintenance Contract for "Painting Repairs and Maintenance," Project No. OCAT GEN 1615, with Cherokee Painting, LLC, for the Contract's first renewal period of 365 calendar days or a not-to-exceed amount of \$300,000, in accordance with the Contract, WRWA, WPA, CEPA.

## VII. LEASE AND OTHER AGREEMENTS

- A. Approve Professional Services Contract with YZER, Inc., dba: Funnel Design Group, to design/produce marketing and promotional materials and provide consulting services, commencing August 1, 2017, through July 31, 2022, WRWA, WPA and CEPA.
- B. Approve Supplement No. 3 to Passenger Airline Operating and Lease Agreement for Non Signatory Carriers with Allegiant Air, LLC, extending the term for one year commencing July 1, 2017, WRWA.
- C. Approve Supplemental Agreements No. 1 to Air Cargo Carrier Operating Agreement for Signatory Carriers between the Trustees of the Oklahoma City Airport Trust and United Parcel Service Co., extending the term for one year commencing July 1, 2017, WRWA.
- D. Approve Airport Use Agreement with Martinaire Aviation, L.L.C., to provide the right to use the Airport and facilities for the conduct of its air cargo services, effective July 1, 2017, through June 30, 2018, WRWA.
- E. Approve Ground Services Agreement with Wichita and Affiliated Tribes dba Sugar Creek Casino for ground transportation services at Will Rogers World Airport commencing July 1, 2017 through April 30, 2018, based on an annual fee of \$660, WRWA.

- F. Approve Lease and Operations Agreement with SkyWest Airlines Inc., to lease premises for the construction and operation of an air carrier aircraft maintenance facility for its owned, leased or operated aircraft at the airport, for a primary lease period of ten years commencing the first day of the month following completion of the facilities, WRWA.
  - G. Approve Supplement No. 1 to Ground Equipment Facilities Operations Agreement with Atlantic Aviation Oklahoma City, Inc., to extend the term of the Agreement for five years commencing July 1, 2017, to allow sufficient Lessee time to amortize certain improvements, replacements and repairs to Trust's facilities, WRWA.
  - H. Approve Supplemental Agreement No. 2 with Chickasaw Telecommunication Services, Inc., to increase the amount of relocation costs to be reimbursed by Trust for its relocation of certain data and communications fiber and cables to accommodate Trust's terminal expansion project, WRWA.
- VIII. (1) Adopt Requisition Resolution dated June 22, 2017, to ratify the action of the Director of Airports in approving the requisition dated June 22, 2017, for payment, and (2) adopt Requisition Resolution dated June 22, 2017, authorizing payment of requisitions dated June 22, 2017.
- IX. Comments from Trustees, Staff and Citizens
- X. Adjournment