



## A G E N D A

July 23, 2020 9:00 AM

**During the COVID-19 pandemic, no physical location will be provided for this meeting. The meeting will instead be live streamed from remote locations as allowed by SB 661, 25 O.S. Supp. 2019 §304(7). Instructions on how to join the meeting can be found on the second page of this agenda.**

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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  
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/93473209093>**  
**Meeting ID: 934 7320 9093**

## 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/93473209093>  
When prompted, enter Meeting ID: **934 7320 9093**
- 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](mailto: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, July 23 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

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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 316-3223 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, 3<sup>rd</sup> Floor Terminal Building, Room 301, Oklahoma City, Oklahoma.

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## AGENDA

### OKLAHOMA CITY AIRPORT TRUST

July 23, 2020

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Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. [Approve minutes of June 25, 2020 Oklahoma City Airport Trust meeting.](#)
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
  - A. [Grant Agreement with the United States of America, Federal Aviation Administration, for \\$9,206,407 for Project No. 3-40-0072-080-2020, Phase 3B of Phase III Rehabilitate/Repair Terminal Building Upper Level Bridge Deck, in 2020 Airport Improvement Program grant funds at Will Rogers World Airport.](#)
  - B. [Approve and ratify the issuance of Addenda Nos. 1 and 2 for Project No. OCAT WRWA 2010, "Terminal Building Upper Level Deck Structural Repairs – Phase 3B," receive recommendation regarding bids opened on April 29, 2020; award the Construction Contract for the Base Bid to Timberlake Construction Co., Inc., in the amount of \\$9,032,644.31; approve the Contract and bonds; and approve Change Order No. 1, decrease of \\$739,278.46.](#)
  - C. [Change Order No. 1 to the Construction Contract with Shiloh Enterprises, Inc., for Project OCAT WRWA 2003, "Aviation Records Building Site Improvements," Mike Monroney Aeronautical Center, decrease of \\$43,405 and increase of 88 calendar days.](#)
  - D. [Change Order No. 1 to the Construction Contract with Libra Electric Company, for Project No. OCAT WRWA 1823, "Acquire Airfield Lighting Emergency Generator," increase of \\$14,691.03.](#)
  - E. [Change Order No. 1 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 2009, "Food Court Infrastructure Repairs," increase of \\$21,998.67.](#)
  - F. [Change Order No. 2 to the Construction Contract with Alva Roofing Company, for Project No. OCAT WRWA 2002, "Hangar 9 West Side Roof Repairs," Mike Monroney Aeronautical Center, Will Rogers World Airport, increase of 16 calendar days.](#)

- G. [Change Order No. 3 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 \\$39,451.25 and 65 calendar days.](#)
- H. [Change Order No. 6 to the Construction Contract with Crossland Heavy Contractors, Inc., for OCAT WRWA 1904, "Rehabilitate Terminal Access Roadways – Phase 1," increase of 21 calendar days.](#)
- I. [Change Order No. 16 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," decrease of \\$79,159.63.](#)
- J. [Amendment No. 3 to the Contract for Professional Services with Cowan Group Engineering, LLC, for Project No. OCAT WRWA 1904, "Rehabilitate Terminal Access Roadways," increase of \\$24,397.](#)
- K. [Resolution of the Oklahoma City Airport Trust authorizing testing services for Project No. OCAT WRWA 1822, "Terminal Apron Reconstruction \(Terminal Expansion\)," utilizing the City Contract No. MC-0612 with Terracon Consultants, Inc., in the estimated amount of \\$46,231.75.](#)

V. **GENERAL**

- A. Receive reports:
  - 1) [Delinquent Accounts Receivable](#)
  - 2) [Construction Projects Status Report as of July 23, 2020.](#)
  - 3) [Budget to Actual Report as of June 30, 2020.](#)
- B. [Project Manual for Project No. OCAT GEN 2101, "Electrical and Street Lighting Maintenance and Repairs," and authorization of advertisement for bids to be opened on August 26, 2020. WRWA, WPA, CEPA.](#)

VI. **LEASE AND OTHER AGREEMENTS**

- A. [Lease and Operations Agreement with OnCue Marketing, LLC to construct, operate and maintain a retail convenience store with a restaurant and fueling islands on the Airport. WRWA.](#)
- B. [Audit Contract with Allen, Gibbs, & Houlik, L.C., to exercise the fourth annual renewal for the performance of the FY 2019-2020 annual audit of the funds, books, accounts, and fiscal affairs of the Oklahoma City Airport Trust and Airports Enterprise Fund and comply with requirements of the Single Audit Act, in the amount of \\$42,533, effective July 1, 2020 through June 30, 2021. WRWA, WPA, CEPA.](#)

- C. [Supplement No. 1 to Professional Services Agreement for Financial Advisor Services with PFM Financial Advisors, LLC, to exercise the first one-year option to renew, not to exceed \\$100,000 annually, September 1, 2020 through August 31, 2021. WRWA, WPA, CEPA.](#)
- D. [Supplemental Agreement No. 5 to Lease and Operations Agreement between the Trustees of the Oklahoma City Airport Trust and Atlantic Aviation Oklahoma City, Inc. WRWA.](#)
- E. [Lease Agreement with Jeffrey and Quinnia Speligene to lease Airport property effective June 1, 2020 through May 31, 2025. WPA.](#)
- F. [Resolution authorizing negotiation with Paradies Lagardere @OKC, LLC for airport food service and retail concessions services for Package 1, and Concession Agreement and Performance Guarantee with Paradies Lagardere @OKC, LLC for Package 2, effective September 1, 2020. WRWA.](#)
- G. [Use Guaranty for PWA T-hangar Unit #504 for Jayhawk Aviation LLC, effective July 23, 2020. WPA.](#)
- H. [Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1001 from Peachtree Properties, Inc., to Peachtree Properties, LLC, effective July 23, 2020, and Use Guaranty for Damon Todd Farnsley, an individual and member of Peachtree Properties, LLC, effective July 23, 2020. WPA.](#)
- I. [Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1308 from Halpain Engineering Ltd., Co. to Hunter Mechanical & Controls, Inc., effective July 23, 2020. WPA.](#)
- J. [Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #2003 from Oil Patch Properties, LLC to Downing Aviation LLC, effective July 23, 2020. WPA.](#)
- K. Ground Services Agreements with various companies for ground transportation services at Will Rogers World Airport for one year commencing July 1, 2020 through April 30, 2021, based on a prorated annual fee of \$550, as follows:
  - 1) [H & C 801 Meridian, LLC dba Hilton Garden Inn](#)
  - 2) [PLD Hospitality, LLC dba Best Western Plus Saddleback Inn](#)
  - 3) [Village Tours, LLC](#)
- L. [Supplemental Agreement No. 6 to Lease and Operations Agreement between the Trustees of the Oklahoma City Airport Trust and AAR Aircraft Services, Inc. WRWA.](#)

- VII. [\(1\) Resolution ratifying the action of the Director of Airports in approving the requisition dated July 23, 2020 and \(2\) Resolution approving requisitions dated July 23, 2020.](#)
- VIII. Comments from Trustees, Staff and Citizens
- IX. Adjournment