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CITY OF
OKLAHOMA CITY OKLA
OFFICE OF
CITY CLERK

AGENDA

August 24, 2017 9:00 AM

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).

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

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, 3rd Floor Terminal Building, Room 301, Oklahoma City, Oklahoma.

AGENDA

OKLAHOMA CITY AIRPORT TRUST

August 24, 2017

Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of July 27, 2017 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. Receive the revised Aircraft Self-Fueling Policy at Oklahoma City Airports dated August 24, 2017.
- V. **WILL ROGERS WORLD AIRPORT**
 - A. Approve Contract for Professional Services with ADG, P.C., for "Elevator Replacement for Multiple Buildings," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1802, in the amount of \$152,087.
 - B. (1) Ratify the action of the Director of Airports in approving Addendum Nos. 1 and 2 for "Aviation Records Building Roof Replacement and Envelope Repair," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1702; (2) accept recommendation regarding bids opened on August 1, 2017; (3) award the Construction Contract to Diversified Construction of Oklahoma, Inc., in the amount of \$1,629,800; and (4) approve the Contract and bonds.
 - C. (1) Accept staff recommendation regarding bids opened on July 25, 2017, for "Base Maintenance Building Temporary Boiler for the Oklahoma City Airport Trust," Mike Monroney Aeronautical Center, Project No. OCAT-2017-9; (2) award the Contract to Jackson Mechanical Service Inc. dba Jackson Boiler & Tank Co. in the amount of \$61,000; and (3) approve the Contract and Performance Bond.
 - D. (1) Approve Plans and Project Manual submitted by Frankfurt-Short-Bruza Associates, P.C., for "Radar Training Facility Waterproofing and Site Improvements," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1804, and (2) authorize advertisement for bids to be opened on September 26, 2017.

- E. (1) Approve Plans and Project Manual submitted by Frankfurt-Short-Bruza Associates, P.C., for "Registry Building Site Improvements," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1805, and (2) authorize advertisement for bids to be opened on September 26, 2017.
- F. (1) Approve Plans and Project Manual submitted by Frankfurt-Short-Bruza Associates, P.C., for "Thomas P. Stafford Skylight Repair," Mike Monroney Aeronautical Center, Project No. OCAT WRWA 1808, and (2) authorize advertisement for bids to be opened on September 26, 2017.
- G. (1) Concur with the Consultant Review Committee, and (2) authorize negotiation of a Contract for Professional Services with Kimley-Horn and Associates, Inc., for "Fleet Storage Expansion - Car Rental Center," Project No. OCAT WRWA 1714.
- H. (1) Approve Request for Proposals for "Refunding Junior Lien 29th Series A Bonds and B Bonds (Non-AMT) RFP for OCAT," and (2) authorize the advertisement of proposals to be received on September 26, 2017.
- I. Adopt Resolution ratifying the action of the Director of Airports in authorizing utilization of City Contract No. MC-0571 with CEC Corporation for "General Architectural/Engineering Consultant Services for Peer Review, Cost Estimating and Value Engineering Services" in the estimated amount of \$37,009.50, relating to the Federal Aviation Administration's renovation of the Mike Monroney Aeronautical Center's Multi-Purpose Building.
- J. Adopt Resolution (1) declaring Ford Ranger pickup 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.
- K. Adopt Resolution approving the Will Rogers World Airport Air Service Incentive Program for new nonstop flights, new airlines, and other air service improvements.
- L. Adopt Resolution approving advertising and marketing assistance, and qualifying incentives in accordance with the Will Rogers World Airport Air Service Incentive Program for the promotion of new entrant carrier Frontier Airlines and its new nonstop service to Orlando, Florida.
- M. Adopt Joint Resolution of the City of Oklahoma City and the Oklahoma City Airport Trust to revise miscellaneous fees and rental associated with the Trust's airport operations.
- N. 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 at the Airport's Car Rental Center, WRWA.

- O. (1) Accept staff recommendation regarding bids opened for the Request for Bids for “Window Cleaning Services for OCAT” on August 1, 2017; (2) award the Contract to International Building Services; and (3) approve the Contract with International Building Services.

VI. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT

- A. Approve Performance Bond from CGG Land (US) Inc. for the Geophysical Seismic Permit between the Trustees of the Oklahoma City Airport Trust, CEPA.

VII. GENERAL

- A. Receive reports:
 - 1) Delinquent Accounts Receivable.
 - 2) Construction Projects Status Report as of August 24, 2017.
 - 3) Budget to Actual Report as of July 31, 2017.

VIII. LEASE AND OTHER AGREEMENTS

- A. Approve Amendment A057 to Lease No. MS-91-L-0060 with the United States of America, Department of Justice, U.S. Marshals Service, to provide funding of annual rentals effective September 1, 2017, in connection with its lease of the U.S. Marshals Service Air Wing facility, WRWA.
- B. Approve Commercial Support Activity Agreement with Trego-Dugan Aviation of Grand Island, Inc. to allow the non-exclusive privilege of providing ground handling and passenger services to charter flights and non-signatory carriers, effective retroactive to July 1, 2017 through June 30, 2018, WRWA.
- C. Approve Airport Use Agreement with Ameriflight, L.L.C., to provide the right to use the Airport and facilities for the conduct of its air cargo services, retroactive to July 1, 2017 through June 30, 2018, WRWA.
- D. Approve Assignment and Assumption Agreement assigning the Lease Agreement between the Trust and Joe Mitchell for the lease of Block 5, Lot 3, as a hangar site for storage of a privately owned aircraft, from Joe Mitchell to PCCC, LLC, Patrick and Cynthia Cohenour, Member Managers, effective September 12, 2017, CEPA.
- E. Approve Supplement No. 2 to Contract with The Litlman Group, Inc. dba JetBridge America to exercise the second of two one-year renewal options for inspection and maintenance services, including any necessary repairs, for the passenger boarding bridges, commencing May 22, 2018, WRWA.

F. Approve Ground Services Agreement with various companies for ground transportation services at Will Rogers World Airport commencing September 1, 2017 through April 30, 2018, based on an annual fee of \$660, as follows:

1) Back Stage Limo, LLC

2) Village Tours, LLC

IX. (1) Adopt Requisition Resolution dated August 24, 2017, to ratify the action of the Director of Airports in approving the requisition dated August 24, 2017, for payment, and (2) adopt Requisition Resolution dated August 24, 2017, authorizing payment of requisitions dated August 24, 2017.

X. Comments from Trustees, Staff and Citizens

XI. Adjournment