



A G E N D A

August 27, 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.

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/98025518239>
Meeting ID: 980 2551 8239

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/98025518239>
When prompted, enter Meeting ID: **980 2551 8239**
- 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. 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, August 27 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

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

AGENDA

OKLAHOMA CITY AIRPORT TRUST

August 27, 2020

Three affirmative votes are required for approval of all actions.

- I. Call to Order
- II. Approve minutes of July 23, 2020 Oklahoma City Airport Trust meeting.
- III. Director's Report
- IV. **WILL ROGERS WORLD AIRPORT**
 - A. Acceptance of completed Project No. OCAT WRWA 1803, "Medium Voltage Transformer Replacement and Radar Antenna Lab Feed," Mike Monroney Aeronautical Center, with Libra Electric Company.
 - B. Ratify the issuance and approve Addendum No. 1 for Project No. OCAT WRWA 2011, "ARFF Access Road Pavement Replacement"; receive recommendation regarding bids; waive bid irregularities; award the Construction Contract to Nash Construction Co. in the amount of \$491,313; and approve the Contract and bonds.
 - C. Amendment No. 6 to the Contract for Professional Services with ADG, P.C., for Project No. OCAT WRWA 1712, "Terminal Building Upper Level Deck Structural Repairs," increase of \$54,027.
 - D. Amendment No. 7 to the Contract for Professional Services with Frankfurt-Short-Bruza Associates, P.C., for Project No. OCAT WRWA 1510, "Terminal Expansion," increase of \$69,742.
 - E. Supplement No. 3 to the Contract for Professional Services with Jackson Mechanical Service Inc., dba Jackson Boiler & Tank Co., for Project No. OCAT-2017-9, "Base Maintenance Building Temporary Boiler," Mike Monroney Aeronautical Center, renewing the Contract for the third of three one-year option periods, effective October 1, 2020 through September 30, 2021.
 - F. Change Order No. 1 to the Construction Contract with Shiloh Enterprises, Inc., for Project OCAT WRWA 1912, "Hangar 8 Heating System Replacement," Mike Monroney Aeronautical Center, increase of \$45,090.77.
 - G. Change Order No. 1 to the Construction Contract with Wynn Construction Co., Inc., for Project No. OCAT WRWA 1616, "Reconstruction of Station 2 and Replacement of Moving Walks #18 and #25," increase of \$48,045.41.

- H. Change Order No. 7 to the Construction Contract with Crossland Heavy Contractors, Inc., for OCAT WRWA 1904, "Rehabilitate Terminal Access Roadways – Phase 1," increase of 12 calendar days.
- I. Change Order No. 17 to the Construction Contract with Timberlake Construction Co., Inc., for Project No. OCAT WRWA 1510, "Terminal Renovation and Expansion – Phase III," increase of \$455,091.41.
- J. Plans and Project Manual submitted by Johnson & Associates, Inc., for Project No. OCAT WRWA 1909, "Aircraft Lavatory Waste Disposal Facility (Triturator)," and authorization of advertisement for bids to be opened on September 23, 2020.
- K. Plans and Project Manual submitted by Frankfurt-Short-Bruza Associates, P.C., for Project No. OCAT WRWA 2102, "Medium Voltage 5521 Circuit Tie-In," Mike Monroney Aeronautical Center, and authorization of advertisement for bids to be opened on September 30, 2020.
- L. Request for Bids for "Furniture for OCAT Facilities" (BID-OCAT-2006) at Will Rogers World Airport and authorization for advertisement of bids to be opened September 30, 2020.
- M. Resolution of the Oklahoma City Airport Trust authorizing the Director of Airports to make a sole source purchase for parking equipment and installation services from SKIDATA, Inc. for hardware and software upgrades to the existing Parking Access and Revenue Control System at Will Rogers World Airport in an estimated amount of \$58,356.

V. WILEY POST AIRPORT

- A. Resolution to authorize and declare an outstanding account receivable with AirOne Flight Academy, Inc., in the amount of \$4,708.73, as uncollectible. WPA.
- B. Amendment No. 1 to the Lease and Operations Agreement with Runway Café, to terminate the Agreement effective September 1, 2020. WPA.

VI. GENERAL

- A. Receive reports:
 - 1) Delinquent Accounts Receivable
 - 2) Construction Projects Status Report as of August 27, 2020.
 - 3) Budget to Actual Report as of July 31, 2020.

- B. Amendment No. 2 to the Professional Real Estate Broker Services Agreement, with Price Edwards & Company, LLC, to delay starting the Retainer Services and Fees until August 1, 2020. WRWA, WPA, CEPA.

VII. LEASE AND OTHER AGREEMENTS

- A. Airport Use Agreement with Aeronautical Radio, Inc., dba ARINC, for the installation and operation of certain communications equipment to provide air and ground communications to aircraft located on and around Airport premises, effective July 1, 2020 through June 30, 2025. WRWA.
- B. Air Cargo Carrier Use and Operations Agreement for Signatory Air Cargo Carriers with Federal Express Corporation, retroactive to July 1, 2019. WRWA.
- C. Amendment of Solicitation/Modification of Contract to confirm fiscal year 2021 rental amounts to Lease No. MS-91-L-0060 with the United States of America by and through the Department of Justice, U.S. Marshals Service, September 1, 2020 through August 31, 2021. WRWA.
- D. Supplemental Agreement No. 43 to Lease No. DOT-FA71AC-2103 with the United States of America, acting by and through the Federal Aviation Administration. WRWA.
- E. Non-Federal Reimbursable Agreement with the United States of America, acting by and through the Federal Aviation Administration, for remodeling and renovation work on the Base Maintenance Building, \$8,148,739. WRWA.
- F. Supplement No. 2 to Grass Cutting Agreement with John Schieber, removal of portions of Parcels 11H and 12H from the leased premises, September 1, 2020 through December 31, 2022. WRWA.
- G. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1004 from Gary G. Stearman Revocable Trust to NOUS Air, LLC, effective August 27, 2020. WPA.
- H. Assumption Agreement and Use Guaranty for conveyance of PWA T-hangar Unit #1702 from Adfam LLC to James A. Johnson, an individual, effective August 27, 2020. WPA.
- I. Assignment and Assumption Agreement assigning the Lease Agreement between the Oklahoma City Airport Trust and James A. Johnson for the lease of Block 6, Lot 2, at Clarence E. Page Airport, as a hangar site for storage of a privately owned aircraft, to D & J Land, LLC, effective upon approval through December 31, 2020. CEPA.
- J. Ninth Amendatory Lease Agreement between the Oklahoma City Airport Trust and The City of Oklahoma City. WRWA, WPA, CEPA.

K. Joint Resolution of The City of Oklahoma City and The Oklahoma City Airport Trust, in their respective capacities, approving, authorizing and directing the Mayor, or in his absence, the Vice Mayor, the Chairman, or in his absence, the Vice Chairman to execute and the City Clerk and the Secretary of the Trust to attest to the execution of the following with AZ Oklahoma City OK Landlord, LLC 1.) Construction Agreement, 2.) Lease and Operations Agreement, 3.) Lessor's Estoppel Certificate, and 4.) Memorandum of Construction Contract and Ground Lease, upon approval of final documents by the Director of Airports and the Municipal Counselor's Office and the Municipal Counselor's Office's determination that such documents are substantially consistent with the Joint Resolution and the draft agreements attached hereto or as necessary to effectuate the terms agreed to by the parties; and requiring that all agreements be filed with the City Clerk and Secretary of the Trust upon full execution by all the parties thereto.

VIII. (1) Resolution ratifying the action of the Director of Airports in approving the requisition dated August 27, 2020 and (2) Resolution approving requisitions dated August 27, 2020.

IX. Comments from Trustees, Staff and Citizens

X. Adjournment