

OKLAHOMA CITY AIRPORT TRUST

A G E N D A

February 23, 2012 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
 Gary Marrs, Surrogate Trustee-Mayor
James D. Couch, Trustee
 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 316-3201 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

February 23, 2012

- I. Call to Order
- II. Approve minutes of January 26, 2012 Oklahoma City Airport Trust meeting.
- III. Transportation Security Administration Security Checkpoint Screening Update
- IV. Director's Report
- V. **WILL ROGERS WORLD AIRPORT**
 - A. Adopt Resolution to approve Operational Procedures for all Courtesy Vehicles at Will Rogers World Airport.
 - B. Grant Permanent Easement to The City of Oklahoma City to provide the right to maintain a water and sewer system and associated facilities in the former vacated plat of Zedna Ann 3rd Addition from Blocks 6 through 11.
 - C. Approve Supplement No. 3 to Cleaning and Janitorial Services Contract with Flagship Airport Services, Inc., to extend the term for one year commencing July 1, 2012.
 - D. Approve the Contract for Professional Services with H.W. Lochner, Inc., for "Pave/Construct Perimeter Road Around Runway 17L/35R," Airport Improvement Program Project No. 3-40-0072-064-2012, for the amount of \$275,700.
 - E. Approve Supplement No. 7 to Management Services Agreement with AMPCO System Parking, to (1) approve Annual Budgets, and (2) extend the term for one year commencing April 1, 2012.
 - F. Approve Change Order No. 1 for "Building No. 30 Roof Replacement and Building Envelope Repairs," Mike Monroney Aeronautical Center, adding \$4,537.50.

VI. WILEY POST AIRPORT & CLARENCE E. PAGE AIRPORT

- A. Approve a Use Agreement with the Oklahoma City Water Utilities Trust and the City of Oklahoma City, and a 33,766 square foot Permanent Easement and a 33,714 square foot Temporary Construction Easement with The City of Oklahoma City, to provide for the construction of a utility system, including a water tank and pump facility site, to serve certain Airport facilities, WPA.

VII. GENERAL

- A. Receive reports:
- 1) Delinquent Accounts Receivable.
 - 2) Construction Projects Status Report as of February 23, 2012.
 - 3) Budget to Actual Report as of January 31, 2012.
- B. (1) Approve Request for Bids for "Maintenance Services for Elevators, Escalators, and Moving Walkways," and (2) authorize advertisement for bids to be opened on March 27, 2012, WRWA and WPA.
- C. (1) Approve Plans and Project Manual for "Annual Painting Maintenance and Repairs," and (2) authorize bids to be opened on March 20, 2012, WRWA, WPA and CEPA.
- D. (1) Ratify the action of the Director of Airports in approving Addendum No. 1 for "2012 Annual Electrical and Street Lighting Repairs and Maintenance"; (2) accept staff recommendations regarding bids received and opened on January 18, 2012; (3) adopt Resolution to award after 30 days; (4) award the contract to Dane and Associates Electric Company, in an amount not to exceed \$200,000 or for 365 days, whichever occurs first; (5) approve Contract and bonds, WRWA, WPA, and CEPA.
- E. Approve Supplement No. 2 to Contract for Professional Services between the Trustees of the Oklahoma City Airport Trust and G4S Secure Solutions (USA) Inc. to (1) renew contract for one year commencing March 1, 2012 through February 28, 2013, and (2) amend Contract to provide for the ability to utilize security services on any Trust property, WRWA and WPA.

VIII. LEASE AGREEMENTS

- A. Approve Supplemental No. 3 to the Hay Cutting Agreement with Dean Wicker, to extend the term of the Original Agreement through December 31, 2012, WPA.

- B. Approve Supplement No. 3 to Lease and Concession Agreement with Delaware North Companies Travel Hospitality Services, Inc., to provide for Lessee's modification of space for a Coffee Bean and Tea Leaf specialty coffee, tea, and pastry operation, WRWA.
- C. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #408 from Ronald and Susan Spencer, husband and wife, to TL Aviation, LLC, Warren A. Caldwell, Manager, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- D. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #502 from Helen Holbird and Delores Crockett, to Halpain Engineering Ltd. Co., Bill Halpain, Manager, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- E. Accept Assumption Agreement and Use Guaranty for the sale of T-hangar Unit #1308 from Helen Holbird, an individual, to Halpain Engineering Ltd. Co., Bill Halpain, Manager, as provided by the Lease Agreement with PWA, Inc., dated February 25, 1982, as amended, WPA.
- F. Approve Ground Services Agreements with various companies for ground transportation services at WRWA for one year commencing March 1, 2012 through March 31, 2013, based on an annual fee of \$600 per vehicle, as follows:
 - 1) A-1 Taxi Service of Norman, Inc., 6 Vehicles, \$3,600.
 - 2) Airport Express, Inc., 33 vehicles, \$19,800.
 - 3) AMC Taxi, LLC, 5 Vehicles, \$3,000.
 - 4) Express Shuttle, Inc., 3 vehicles, \$1,800.
 - 5) Independent Cab Company, LLC, 11 Vehicles, \$6,600.
 - 6) Jay Enn Kay Enterprises and Imports dba Lightning Express, LLC, 6 Vehicles, \$3,600.
 - 7) Jay Enn Kay Enterprises and Imports dba Oklahoma Shuttle, 17 Vehicles, \$10,200.
 - 8) Jay Enn Kay Enterprises and Imports dba Thunder Cab, 38 Vehicles, \$22,800.
 - 9) Metro Express, Inc., 4 vehicles, \$2,400.
 - 10) Yellow Cab Company of Oklahoma City, LLC, 20 vehicles, \$12,000.

- IX. (1) Adopt Requisition Resolution dated February 23, 2012, to ratify the action of the Director of Airports in approving the requisition dated February 23, 2012, for payment, and (2) adopt Requisition Resolution dated February 23, 2012, authorizing payment of requisitions dated February 23, 2012.

- X. Enter into executive session on the advice of the Trust Attorney to receive confidential communications regarding potential litigation involving the former Gulfstream Aerospace facility, as authorized by 25 O.S. (2011 Supp.) §307(B)(4), because disclosure would impair the ability of the public body to deal with potential claim(s) in the public interest, WPA.

- XI. Comments from Trustees, Staff and Citizens

- XII. Adjournment