



<b>SPOKANE AIRPORT BOARD</b>	
<b>Chair:</b>	Ezra Eckhardt
<b>Vice Chair:</b>	Collins Sprague
<b>Secretary:</b>	Al French
<b>Board Members:</b>	Breean Beggs    Max Kuney Nancy Vorhees   Jennifer West
<b>Airport CEO:</b>	Lawrence J. Krauter, A.A.E., AICP

**NOTICE OF AIRPORT BOARD MEETING**

**Tentative Agenda for the May 20, 2021 Board Meeting**

In accordance with Ch. 42.30 RCW, the Spokane Airport Board announces its intent to hold a Board meeting on **Thursday, May 20, 2021 at 9:00 a.m.**

**Pursuant to the Executive Order 20-28 issued by Governor Inslee, public attendance at this meeting shall be limited to telephonic attendance. In-person attendance is prohibited pursuant to Executive Order 2028. Attendance at this meeting is available using the following conference call information: 1-253-215-8782, Meeting ID 979 3582 0221 or by clicking on this link: <https://zoom.us/j/97935820221?pwd=WUw5V01UZIVSSlhhQzZFMjNwNWs3dz09>**  
**In accordance with the Open Public Meetings Act and guidance issued by the Washington Attorney General, no public comment will be permitted at this meeting. If you have public comment that you would like to present to the Airport Board, please submit that public comment in writing to [lkrauter@spokaneairports.net](mailto:lkrauter@spokaneairports.net)**

- A. Call to Order
- B. Roll Call of the Airport Board
- C. Approval of Minutes (4/15/21 special meeting and 4/22/21 regular meeting)
- D. 2021 Washington State Legislative Session Recap – Cliff Webster
- E. Financial Report (Lynn)
- F. Ratification of Emergency Procurement (Larry/Lisa)

**Consent Agenda**  
**Items # (1 -6)**

- 1. **\*Approval of Vouchers**  
 Operational Warrant Numbers                      151528 – 151809    \$2,799,118.72

2. **\* Approve Amendment No. 3 to Professional Services Agreement – Roadway Improvements Project – KPFF Consulting Engineers** – Spokane International Airport Business Park. In October 2020, the Airport entered into an agreement with KPFF for preliminary design services associated to geotechnical and survey efforts. In December 2020, Amendment No. 1 included completion of design and bidding services. In March 2021, Amendment No. 2 added design scope for I.T. and security infrastructure. Construction management and administration (CM/CA) services under Amendment No. 3 includes approximately 90 construction calendar days and time for inspection, quantity verification, weekly construction meetings, and construction coordination. Airport Staff entered into scope and fee negotiations with KPFF Consulting Engineers for these additional services. The Engineering Committee and Staff recommend approval of Amendment No. 3 to the Professional Services Agreement with KPFF Consulting Engineers in the amount of \$102,568.00 for CM/CA services for a total project authorization of \$278,200.00 for the Roadway Improvements Project.
  
3. **\* Approve Amendment No. 4 to Professional Services Agreement – Rental Car Facility Improvements Project, Phase 2 – DCI Engineers** – Spokane International Airport. In June 2019, the Board approved a Professional Services Agreement with DCI Engineers for Phase 1 design of the Quick Turnaround Area (QTA) Building and the Public Car Wash Improvements. In July 2020, DCI Engineers prepared plans, specifications, and bidding documents for Phase 2 improvements at the Ground Transportation Center, Rental Return Area and QTA. Amendment 4 provides construction management and construction administration (CM/CA) services for Phase 2 construction. The Engineering Committee and Staff recommend approval of Amendment No. 4 to the Professional Services Agreement with DCI Engineers for the Rental Car Facility Improvements project in the not-to-exceed amount of \$86,872.80 for Phase 2 CM/CA services for a total project authorization of \$711,379.20.
  
4. **\*Award Unit-Price Construction Contract – Landside Pavement Rehabilitation – Shamrock Paving, Inc.** – Spokane International Airport, Business Park, Felts Field. A unit-price contract will be utilized to complete miscellaneous repairs to asphalt pavement, concrete, sidewalk panels, and curbing, as well as for pavement crack sealing and rejuvenation. This project will involve only the landside areas of the Airport. Plans, specifications, and estimated quantities were prepared by Airport Staff and the project was publicly advertised. From the two bids received, the lowest responsive and responsible bid was received from Shamrock Paving, Inc. in the amount of \$398,138.40 including Washington State Sales Tax. The bid amount was based on estimated quantities for the purposes of establishing a basis of award for the contract. However, the contract will be utilized on an as-needed basis up to \$300,000.00, the maximum allowed by State law for unit-price public works contracts. The Engineering Committee and Staff recommend award of a Unit-Price Construction Contract for Landside Pavement Rehabilitation to Shamrock Paving, Inc. for the not-to-exceed amount of \$300,000.00 including Washington State Sales Tax.
  
5. **\*Award Unit-Price Construction Contract – Airside Pavement Rehabilitation – Shamrock Paving, Inc.** – Spokane International Airport, Business Park, Felts Field. A unit-price contract will be utilized to complete crack sealing, removal and replacement of asphalt pavement, and concrete pavement repairs. This project will involve only the airside areas of the Airport. Plans, specifications, and estimated quantities were prepared by T-O Engineers, Inc. and the project was publicly advertised. From the two bids received, the lowest responsive and responsible bid was received from Shamrock Paving, Inc. in the amount of \$588,931.20 including Washington State Sales Tax. The bid amount was based on estimated quantities for the purposes of establishing a basis of award for the contract. However, the contract will be utilized on an as-needed basis up to \$300,000.00, the maximum allowed by State law for unit-price public works contracts. The Engineering Committee and Staff recommend award of a Unit-Price Construction Contract for

Airside Pavement Rehabilitation to Shamrock Paving, Inc. for the not-to-exceed amount of \$300,000.00 including Washington State Sales Tax.

6. \* **Approve Reimbursable Agreement with Federal Aviation Administration (FAA) – Emergency Direct Communication System Upgrade** – Spokane International Airport. The Emergency Direct Communication System (EDCS) at Spokane International Airport was installed during the original construction of the Federal Aviation Administration Air Traffic Control Tower (ATCT) in 2006. The existing EDCS is a copper-based landline that travels off the airport, through commercial phone system switches, then back to the Airport Communications Center. The current guidance from the FAA requires a direct communication line between the ATCT and the Communications Center. The first step of this upgrade is to obtain approval and oversight from the FAA to use two existing fiber lines from the ATCT to the Regulator Building and to install new internet-based phones with expanded capabilities. The FAA will draw funds from this Reimbursable Agreement to cover the costs of their assistance with this upgrade. The Reimbursable Agreement, which was prepared by the Federal Aviation Administration and Airport Staff, is in the amount of \$60,752.46 including Washington State Sales Tax. Any funds not expended as part of this work will be returned to the Airport at the completion of the project. The Engineering Committee and Staff recommend approval of the Reimbursable Agreement for the Emergency Direct Communication System Upgrade with the Federal Aviation Administration in the amount of \$60,752.46 including Washington State Sales Tax.

#### Regular Agenda

7. \* **Approve Acceptance of Other Transaction Agreement (OTA) for Replacement and Recapitalization of Explosive Detection System (EDS) Machines** – *Transportation Security Administration (TSA)* – Spokane International Airport. The TSA Recapitalization Program provides reimbursable funding for replacement of screening equipment, through the OTA funding mechanism. The TSA has identified all existing EDS machines that screen baggage at Concourses A/B and C to be replaced under this program. The baggage handling system, programing and network infrastructure will also be modified as part of this project. The OTA provides 100% funding for construction of the project. The first OTA included costs associated with design only. This OTA includes all costs associated with construction, construction management and other administration expenses. The construction OTA is being processed by the TSA in the amount of \$2,114,494.00. The EDS machines will be directly furnished by TSA and will be installed by the contractor under the OTA. The Engineering Committee and Staff recommend acceptance of the Other Transaction Agreement from the Transportation Security Administration for the Replacement and Recapitalization of Explosive Detection System Machines in the amount of \$2,114,494.00.
8. \***Award Construction Contract – Replacement and Recapitalization of Explosive Detection System (EDS) Machines** – *Swinerton Builders* – Spokane International Airport. This project consists of removing and replacing all existing EDS machines that screen baggage at Concourses A/B and C. The project also includes modifications to the Airport’s baggage handling system and the Transportation Security Administration’s (TSA) programing and network infrastructure. Bid Documents were prepared by Swanson Rink, Inc. and the project was publically advertised. From the three bids received, the lowest responsive and responsible bid was submitted by Swinerton Builders in the amount of \$1,786,102.44. The Engineering Committee and Staff recommend award of a Construction Contract for the Replacement and Recapitalization of Explosive Detection System (EDS) Machines to Swinerton Builders in the amount of \$1,786,102.44 including Washington State Sales Tax. In addition, Board authorization of \$178,000.00 is requested for construction contingencies for a total authorization of \$1,964,102.44.

9. \* **Approve Amendment No. 2 to Professional Services Agreement for Replacement and Recapitalization of Explosive Detection System (EDS) Machines – Swanson Rink, Inc.** – Spokane International Airport. In September 2018, the Board approved the Professional Services Agreement (PSA) with Swanson Rink, Inc. to prepare bid documents to replace all existing EDS baggage screening machines at Concourses A/B and C under the Transportation Security Administration (TSA) Recapitalization Program. Following the bidding process, staff negotiated scope and fee with Swanson Rink for construction management and construction administration, including daily inspections and project coordination with the contractor, TSA, Airport staff and Airport tenants. The scope and fee were reviewed and negotiated with the Airport and accepted by the TSA for time and materials in the not-to-exceed amount of \$270,700.00. Costs are included under the TSA Construction OTA and will be 100% funded. The Engineering Committee and Staff recommend approval of Amendment No. 2 to the Professional Services Agreement with Swanson Rink, Inc. for the Replacement and Recapitalization of the Explosive Detection System Machines in the amount of \$270,700.00 for a total amended contract amount of \$462,014.50.
  
10. \* **Approve Amendment No. 5 to Professional Services Agreement – Terminal Renovation and Expansion (TRES) Program, Phase 1 – Architectural Alliance International** – Spokane International Airport. In January 2021, based on the Plan of Finance briefing, the Board concurred with the recommendation to modify the TRES Project to only include five primary work elements: 1) expansion of the west Concourse C Terminal equipped with three new boarding bridges; 2) demolition of the existing east Concourse C ground boarding area and replacement with a new second-level east gate boarding area with ground board apron access ramp; 3) expansion of the Concourse C ticketing lobby; 4) new baggage makeup to support the expansion; and 5) modernization of existing upper Concourse C along with possible expansion of concessions. Based on the modified TRES Program, the scope and fee for Amendment No. 5 includes a deduction in the amount of \$3,323,673.21 for work associated with Amendment No. 4 and an increase in the amount of \$5,296,646.00 for work associated with the revised scope, including completing full design of TRES Phase 1 to construction documents based on the entire program being delivered under a single General Contractor/Construction Manager (GC/CM) contract. Additional details can be found in the Board Memo. The Engineering Committee and Staff recommend approval of Amendment No. 5 to the Professional Services Agreement with Architectural Alliance International in the amount of \$1,972,972.79 for a total authorization of \$10,473,415.79 for Phase 1 of the TRES Program.
  
11. \* **Adopt Resolution No. 07-21 – Approving and Authorizing the Execution of FAA Airport Coronavirus Relief Grant Program (ACRGP) Concessions Relief Addendum No. 3-53-0072-063-2021**– Spokane International Airport. At the regular Board meeting in April 2021, the Board adopted Resolution 03-21, which approved and authorized the execution of the Federal Aviation Administration (FAA) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Agreement Number 3-53-0072-062-2021, in the amount not to exceed \$5,790,958, for the benefit of Spokane International Airport. The FAA also made notification that \$416,438 in CRSSA grant funding for concessionaire relief had been allocated for Spokane International Airport. On May 10, 2021, the Airport submitted to the Federal Aviation Administration (“FAA”) an application to amend Airport Coronavirus Response Grant Program (“ACRGP”) Grant Agreement 3-53-0072-062-2021 “to provide certain financial relief to eligible airport concessions at Spokane International Airport in accordance with CRSSA”. The FAA approved the application, and has awarded Spokane International Airport additional grant funds in the not to exceed amount of \$416,438. Staff recommends Board adoption of Resolution No. 07-21 in the Matter of Approving and Authorizing the acceptance of FAA Airport Coronavirus Relief Grant Program (ACRGP) Concessions Relief Addendum No. 3-53-0072-063-2021– Spokane International

Airport, in the amount not to exceed \$416,438, and delegating to the Chief Executive Officer authority to execute all documents and do all things necessary to carry out the terms of such agreement.

12. **\*Approve General Contractor/Construction Manager Construction Contract – Terminal Renovation and Expansion (TRES) Program, Phase 1 - Garco|QD Builders, A Joint Venture** – Spokane International Airport. In March 2020, the Airport obtained approval by the WA State Department of Enterprise Services Capital Projects Advisory Review Board’s Project Review Committee for use of the alternative public works contracting procedure, General Contractor/Construction Manager (GC/CM), under RCW 39.10. The Airport solicited a Request for Qualifications (RFQ) for GC/CM Services, in which four Statements of Qualifications (SOQ) were received in March 2021. Two firms were selected to proceed to the interview and fee proposal phases, as stipulated in the RFQ. The highest ranked firm based on qualifications, interviews and pricing proposal was Garco|QD Builders, a joint venture of two construction companies located in Spokane, Washington and Sparks, Nevada. The Scope of Work (SOW) under this award only includes the preconstruction services phase, as follows: Scope and budget alignment; critical path schedule for construction, commissioning, close-out, and operations; value engineering and life-cycle cost studies; and constructability input for design development. When the Construction Documents are 90% complete, the Airport and Garco|QD Builders will negotiate a Guaranteed Maximum Price (GMP) for the construction cost of the project. If negotiations are successful, a GMP amendment to the Contract will be presented to the Board, along with a final Plan of Finance. Staff recommends award of a GC/CM Construction Contract for preconstruction services to Garco|QD Builders in the amount of \$200,000.00 including Washington State Sales Tax. In addition, contingency funds in the amount of \$20,000.00 are requested for a total authorization of \$220,000.00.
13. **The Airport Board may take action on other routine business issues as they may arise while the Board is in session.**
14. **Executive session**
15. **Adjourn**

**The next regularly scheduled Board meeting is Thursday, June 17, 2021 at the Spokane Airport.**

***Note: The consent agenda (\*) may be considered in a single action. Any Board member or anyone in the gallery may ask for the separation of any item from the consent agenda for individual consideration. Please notify the Board Clerk if you wish to make such a request.***

*The Spokane Airport Board is committed to providing reasonable accommodations to individuals with disabilities. Individuals requiring reasonable accommodations to attend this meeting should call the Board Clerk at (509) 455-6444 or email at thart@spokaneairports.net at least 48 hours in advance of the meeting to arrange for accommodation.*