



Agreement from the Transportation Security Administration for the Replacement & Recapitalization of the Explosive Detection System Machines in the amount of \$25,000.00 for a total amended design OTA amount of \$198,314.50.

3. **\*Approve Amendment No. 1 to Professional Services Agreement Replacement & Recapitalization of Explosive Detection System (EDS) Machines – Swanson Rink, Inc. –** Lisa  
Spokane International Airport. In September 2018, the Board approved the Professional Services Agreement with Swanson Rink, Inc. to prepare bid documents to replace all existing EDS baggage screening machines at Concourses A/B and C. During the 90% design submittal stage, the TSA performed a site visit on the IT infrastructure and found that the network needed to be updated to the newest software, servers were undersized, bandwidth was limited and new data cable would be needed throughout the terminal to connect all EDS machines to the main network. TSA will provide the software upgrades, new servers, server enclosures, and all hardware required. On September 30, 2019, the Airport’s consultant provided a scope and fee in the lump sum amount of \$25,000.00 to include the additional IT infrastructure engineering design services, including site visits, requested by TSA. The work will be amended to the OTA and will be 100% funded by the TSA. The Engineering Committee and Staff recommend approval of Amendment No. 1 to the Professional Services Agreement with Swanson Rink, Inc. for the Replacement & Recapitalization of the Explosive Detection System Machines in the amount of \$25,000.00 for a total amended design contract amount of \$191,314.50. SIA
  
4. **\*Approve Amendment No. 1 to Professional Services Agreement for New Infield Taxilane Project – Morrison-Maierle, Inc. –** Lisa  
Felts Field. In May 2019, a Professional Services Agreement with Morrison-Maierle, Inc. was executed under the CEO’s signing authority in the amount of \$48,800.00 to survey, design, and prepare bid documents for the New Infield Taxilane Project at Felts Field. During the FAA 7460-1 Airspace Review, the proposed hangars were found to trigger a line-of-site (LOS) issue from the tower to the airfield movement area. In order to eliminate the LOS conflict, the hangars were shifted to maximize hangar heights. This required the proposed taxilane to be redesigned to accommodate the new hangar locations. On September 16, 2019, Morrison-Maierle, Inc. provided a scope and fee in the lump sum amount of \$2,100.00 to update the new construction documents with the new configuration of the taxilane. The Engineering Committee and Staff recommend approval of Amendment No. 1 to the Professional Services Agreement with Morrison-Maierle, Inc. for the New Infield Taxilane Project in the amount of \$2,100.00 for a total amended contract amount of \$50,900.00. FF
  
5. **\* Approve Amendment No. 2 – Overhead Door Preventive Maintenance and Service Contract – Continental Door Company –** Ryan  
Spokane International Airport, Business Park, and Felts Field. In 2017, the Board approved a one-year contract with two one-year renewals with Continental Door Company. This will be the second renewal for this contract with a term of October 1, 2019 to September 30, 2020. This contract renewal includes an increase to the annual preventive maintenance service fee from \$29,500.00 to \$30,417.00 excluding Washington State Sales Tax. The hourly rate for additional work will also increase from \$112.50 to \$116.00 for this one-year option. Based on the preventive maintenance cost, as well as the historical data on additional work needed for ad hoc repairs, Staff is seeking approval for a not-to-exceed amount of \$60,000.00 for this renewal. The Engineering Committee and Staff recommend approval of Amendment No. 2 to the Overhead Door Preventive Maintenance and Service Contract with Continental Door Company for a one-year term from October 1, 2019 to September 30, 2020 in the not-to-exceed amount of \$60,000.00 including Washington State Sales Tax. SIA  
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6. **\* Approve Procurement of Roadway Deicing Product (Ice Slicer) – EnviroTech Services, Inc. –** Ryan  
Spokane International Airport, Airport Business Park, and Felts Field. Occasionally the Airport has encountered delivery delays during peak usage because of reliance on a single source of supply. In an effort to ensure supply needs are met, Staff is seeking approval for a second vendor of road salt. Ice Slicer (a salt blend) is available for purchase through Washington State Contract No. 02714 from EnviroTech Services, Inc. This vendor is currently negotiating with the Washington SIA  
ABP  
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State Department of Enterprise Services for a price increase from \$177.27/ton to the anticipated unit cost of \$182.15/ton (not including Washington State Sales Tax). While the final price may be different than the anticipated price, no change is expected in the not-to-exceed amount requested. The Engineering Committee and Staff recommend approval to procure deicing product from EnviroTech Services, Inc. on an as-needed basis for the 2019 – 2020 season in an amount not-to-exceed \$100,000.00 including Washington State Sales Tax.

7. \* **Approve Procurement of Roadway Deicing Product (Magnesium Chloride) – Roadwise, Inc.** – Spokane International Airport and Airport Business Park. The Airport purchased 686.40 tons of Magnesium Chloride at a cost of \$107,859.12 including Washington State Sales Tax during the 2018 – 2019 season. Magnesium Chloride is available for purchase through Washington State Contract No. 02714 from Roadwise, Inc. This vendor is currently negotiating with the Washington Department of Enterprise Services for a price increase from \$169.22/ton to the anticipated unit cost of \$172.81/ton (not including Washington State Sales Tax). While the final price may be different than the anticipated price, no change is expected in the not-to-exceed amount requested. The Engineering Committee and Staff recommend approval to procure the deicing product from Roadwise, Inc. on an as-needed basis for the 2019 – 2020 season in an amount not-to-exceed \$175,000.00 including Washington State Sales Tax. Ryan  
SIA  
ABP
  
8. \* **Approve Procurement of Roadway Deicing Product (Road Salt) – Salt Distributors, Inc.** – Spokane International Airport, Airport Business Park, and Felts Field. The Airport purchased 4,325.24 tons of road salt at a cost of \$633,508.15 including Washington State Sales Tax during the 2018 – 2019 season. Road Salt is available for purchase through Washington State Contract No. 02714 from Salt Distributors, Inc. This vendor is currently negotiating with the Washington State Department of Enterprise Services for a price increase from \$126.25/ton to the anticipated unit cost of \$133.19/ton (not including Washington State Sales Tax). While the final price may be different than the anticipated price shown below, no change is expected in the not-to-exceed amount requested. The Engineering Committee and Staff recommend approval to procure the deicing product from Salt Distributors, Inc. on an as-needed basis for the 2019 – 2020 season in an amount not-to-exceed \$750,000.00 including Washington State Sales Tax. Ryan  
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9. \* **Approval of the renewal of the Airport’s property and casualty insurance policies for the term commencing November 1, 2019; Purchase of Insurance Coverage – Alliant Insurance Services, Inc.** (SIA, ABP, Felts). The Airport’s insurance policies expire at midnight on October 31, 2019 and Alliant has received quotes for the Airport’s insurance program that includes Property, Terrorism, Equipment, Automobile, General Liability, Crime, Directors & Officers Liability, Excess Liability for Directors & Officers, Cyber and Pollution Liability. Alliant has advised that the pricing they have obtained is competitive for the market however, it has increased over last year’s pricing due to overall market conditions impacted by a tightening insurance market and a number of catastrophic named weather related incidents. Additionally, the Airport has had a three year lock on its rates which expires this year. The total premium for the 2019/2020 policy year, commencing November 1, 2019 is \$508,181.51 which is approximately 11% higher than last year’s premium as presented by Alliant Insurance. The Finance Committee and staff recommend approval of the renewal of the Airport’s property and casualty insurance policies for the term commencing November 1, 2019. Drake  
SIA  
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10. \* **Resolution #04-19, Adoption of the Schedule of Regular Board Meetings for Calendar Year 2020.**

**Regular Agenda**

11. \* **Approval of Resolution #02-19 authorizing the Airport Chief Executive Officer to submit an amendment of Passenger Facility Charge (PFC) #10 to the Federal Aviation Administration (FAA).** The Board received approval from the FAA to impose and use PFCs for projects at the Airport under PFC #10 on January 16, 2015. The application included a total of Dave

seven projects with an approval collection amount of \$15,036,120 that are in various stages of completion. Additionally, the Board received approval to amend this application in the amount of \$1,422,762 on September 15, 2017. In accordance with Federal Aviation Regulation (FAR) 49 CFR Part 158.23(a) and 158.37(b) the Airport notified air carriers on September 11, 2019 of a proposed amendment of PFC application #10 and held a consultation meeting with their representatives on October 11, 2019. The public was notified via a posting on the Airport's website on October 11, 2019. The air carriers and the public have until November 10, 2019 to provide comments. There are two projects being amended at this time totaling \$4,340,755: (1) Replacement of Flight Information Display Systems (FIDS) and Related Flight Announcement Systems and (2) Elevator Replacement. The FAA should act on the amendment no later than December 10, 2019. This application is estimated to extend the authorized collection period of PFCs through February 2021. The Finance Committee and Staff recommend the Board authorize the Airport CEO to submit the amendment of PFC #10 to the FAA.

12. \* **Approval of Resolution #03-19 authorizing the Airport Chief Executive Officer to submit an amendment of Passenger Facility Charge (PFC) #11 to the Federal Aviation Administration (FAA).** The Board received approval from the FAA to impose and use PFCs for projects at the Airport under PFC #11 on November 13, 2017. The application included a total of seven projects with an approval collection amount of \$16,298,809 that are in various stages of completion. In accordance with Federal Aviation Regulation (FAR) 49 CFR Part 158.23(a) and 158.37(b) the Airport notified air carriers on September 11, 2019 of a proposed amendment of PFC application #11 and held a consultation meeting with their representatives on October 11, 2019. The public was notified via a posting on the Airport's website on October 11, 2019. The air carriers and the public have until November 10, 2019 to provide comments. There are four projects being amended at this time totaling \$7,483,180: (1) Snow Removal Equipment (2) Terminal Rehabilitation (3) Programmable Logic Controls of Passenger Boarding Bridges (4) 30% Design of Terminal Renovation and Expansion (TRES). The FAA should act on the amendment no later than December 10, 2019. This application is estimated to extend the authorized collection period of PFCs through February 2021. The Finance Committee and Staff recommend the Board authorize the Airport CEO to submit the amendment of PFC Application #11 to the FAA.

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13. \* **Approval of the 2020 Washington Legislative and Executive Branch Goals.** The 2020 goals, cover a variety of current priorities including Capital budget requests for Felts Field and Spokane International Airport, regulatory control of Transportation Network Companies (i.e., Uber, Lyft), the implementation of Real ID, biometrics legislation and regulations, funding for tourism marketing, the retention of tax incentives for the aerospace industry, potential changes to the Public Development Authority statute, oversight of drone technology, potential transfer of the Geiger National Guard Facility for the expansion of the airfield's aerospace cluster, the elimination of State Leasehold taxes and a focus on the standardization of sales and use taxes applied to the State's airports, and support of the legislative priorities our Spokane area partners including the City of Spokane, Spokane County, and the business organizations. Staff recommends approval of the 2020 State of Washington Legislative and Executive Branch Goals.

Todd/  
Cliff  
Webster

14. **Resolution #05-19 Opposing Initiative 976 and Opportunity to Comment on Resolution #05-19 and/or Initiative 976.** Initiative 976 seeks to repeal authority to impose certain vehicle taxes, change vehicle valuation laws and limit motor license fees to \$30. The Spokane Airport Board by majority vote hereby expresses its opposition to Initiative No. 976 as outlined in the Resolution #05-19.

15. **CEO Report/Board Member Comments**

- **Chief Executive Officer's Report**
- **Board Member Comments**

**The Airport Board may take action on other routine business issues as they may arise while**

**the Board is in session.**

16. **Executive session.**

17. **Adjourn**

**The next regularly scheduled Board meeting is Thursday, November 21, 2019 at Spokane Airport.**

*Note: The consent agenda (\*) may be considered in a single action. Any Board member or any member of the public in attendance at the meeting may ask for the separation of any item from the consent agenda for individual consideration. Please notify the Board Clerk prior to the start of the meeting 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](mailto:thart@spokaneairports.net) at least 48 hours in advance of the meeting to arrange for accommodation.*