



SPOKANE AIRPORT BOARD		
Chair:	Ezra Eckhardt	
Vice Chair:	Collins Sprague	
Secretary:	Al French	
Board Members:	Breean Beggs	Max Kuney
	Nancy Vorhees	Jennifer West
Chief Executive Officer:	Lawrence J. Krauter, A.A.E., AICP	

NOTICE OF ADJOURNMENT OF BOARD MEETING

Tentative Agenda for the June 19, 2020 Adjourned Board Meeting

Pursuant to RCW 42.30.090 and due to technical difficulties, the Spokane Airport Board adjourned the Board Meeting scheduled for 9:00 a.m. on June 18, 2020. In accordance with Chapter 42.30 RCW, the Spokane Airport Board announces its intent to hold the adjourned Board meeting on **Friday, June 19, 2020 at 10:00 a.m.**

Pursuant to the Executive Order 20-28 issued by Governor Inslee, public attendance at this meeting shall be limited to telephonic attendance. Telephonic attendance at this meeting is available using the following conference call information: 1-800-768-2983 / Access Code: 4556448#

In accordance with guidance issued by the Washington Attorney General, only matters that are necessary and routine or matters necessary for the Airport to address the current public health circumstances will be addressed at this meeting. 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

- A. Call to Order
- B. Roll Call of the Airport Board
- C. Approval of Minutes (5/28/20 regular meeting)
- D. Financial Report (Dave)

Consent Agenda
Items # (1 - 5)

- 1. ***Approval of Payments/Warrants**
 Operational Warrant Numbers 148718 – 149013 \$3,491,436.42 Dave
- 2. ***Award Professional Services Agreement – Engineering Design of Generator Programmable** Ryan

- Logic Controller Upgrade** – *CASNE Engineering, Inc.* – Spokane International Airport. The emergency power transfer control systems in both the Main Terminal and C Concourse have been in service for 20 years. Some replacement parts are no longer manufactured and the software is no longer supported. In April 2020, Staff solicited Request for Qualifications for engineering design services for PLC upgrades. Following review of the seven Statements of Qualifications (SOQ's) received, CASNE Engineering, Inc. was selected for the project. The Scope of Work includes an audit of the existing system and a recommendation of action to ensure it is current and maintainable. Design, cost estimating, bid, and construction phase services necessary to complete an equipment update will also be included. The Engineering Committee and Staff recommend award of a Professional Services Agreement to CASNE Engineering, Inc. in the amount of \$69,910.00 for the Generator Programmable Logic Controller Upgrade. In addition approval of \$7,000.00 for design contingencies is requested for a total authorization of \$76,910.00. SIA
3. ***Authorize General Construction Agreement – Airport Drive Inbound Realignment** – *Avista Corporation* – Spokane International Airport. In order to construct the new alignment to Airport Drive Inbound, Avista Corporation will need to relocate existing powerlines and transformers. The work identified within the Agreement can only be performed by Avista and includes removal of existing overhead lines; installation of 600AMP risers, cables, conductors and vaults; testing of the system; and all materials and labor. During design development, the Airport's consultant coordinated with Avista to configure the new electrical layout. Following receipt of the FAA Grant Agreement, Avista submitted a final General Construction Agreement in the amount of \$125,000.00 to accomplish all work. This work is AIP eligible and will be funded 100% under Grant No. 3-53-0072-059-2020. The Engineering Committee and Staff recommend authorization to execute a General Construction Agreement (No. 33639) for the Airport Drive Inbound Realignment with Avista Corporation in the amount of \$125,000.00. Lisa SIA
4. *** Approval of the Second Amendment to the Janitorial Contract - Uniserve Facilities Services Corporation** - Spokane International Airport, Felts Field Airport and the Airport Business Park. As a result of a Request for Proposal process, Uniserve was awarded the Janitorial Contract for SIA, Felts and the ABP in May, 2018. The term of the Contract is three years with two one year options. This Amendment shall adjust the annual recurring cost commencing July 1, 2020 from \$1,349,132.17 to \$1,368,211.32, a 1.41% increase due entirely to the \$0.40 (from \$14.50 to \$14.90 per hour) increase in Washington State Prevailing Wages effective March 1, 2020. The total annual cost may be adjusted due to additions or deletions to the scheduled cleaning areas. Any cleaning services that are not routine and requested by the Airport shall be billed at the hourly rate of \$25.47. Staff anticipates the cost of the additional services to be approximately 7% of the total cost of the 2nd Amendment. The Finance Committee and staff recommend approval of the Second Amendment to the Janitorial Contract with Uniserve Facilities Services Corporation - Spokane International Airport, Felts Field Airport and the Airport Business Park. Casey SIA FF ABP
5. ***Award Professional Services Agreement – Engineering Design of East Terminal Ramp Remain-Over-Night Aircraft Parking Project** – *Mead & Hunt, Inc.* – Spokane International Airport. The East Terminal Ramp Remain-Over-Night (RON) Aircraft Parking project will expand the existing terminal ramp, and consists of approximately 4.5 acres of new RON aircraft parking. The project Scope of Work (SOW) includes civil, electrical and geotechnical engineering, survey, and all other necessary professional services to provide complete plans, specifications, and bidding documents for the project. Construction management/administration services may be amended to the SOW or contracted under a separate agreement. Design is scheduled for 2020 with construction occurring in 2021. In January 2020, the Airport solicited a Request for Qualifications (RFQ) for professional consulting services. From the six firms submitting Statements of Qualification (SOQ), the Airport Selection Team selected Mead & Hunt, Inc. for the project. An independent fee estimate performed by Myaak Engineering showed that the fee negotiated with Mead & Hunt, Inc. in the amount of \$530,220.00 is within the acceptable range per FAA guidelines. The Engineering Committee and Staff recommend award of a Professional Services Agreement to Mead & Hunt, Lisa SIA

Inc. in the amount of \$530,220.00 for services related to the East Terminal Ramp RON Aircraft Parking project. In addition, authorization of \$50,000.00 is requested for contingencies for a total project authorization of \$580,220.00.

6. **The Airport Board may take action on other routine business issues as they may arise while the Board is in session.**
7. **Executive session.**
8. **Adjourn**

The next regularly scheduled Board meeting is Thursday, July 16, 2020 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.