



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 AIRPORT BOARD MEETING

Tentative Agenda for the April 16, 2020 Board Meeting

In accordance with Ch. 42.30 RCW, the Spokane Airport Board announces its intent to hold a Board meeting on **Thursday, April 16, 2020 at 9:00 a.m.**

Pursuant to the Executive Order 20-28 issued by Governor Inslee on March 24, 2020, public attendance at this meeting shall be limited to telephonic attendance. The meeting was scheduled to be held at Felts Field; however, in-person attendance is prohibited pursuant to Executive Order 2028. Telephonic attendance at this meeting is available using the following conference call information: 1-800-768-2983 / Access Code: 4556444#

In accordance with guidance issued by the Washington Attorney General on March 6, 2020, 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 (3/26/20 regular meeting)
- D. Financial Report (Dave)

Consent Agenda
Items # (1 - 9)

- 1. ***Approval of Payments/Warrants**
 Operational Warrant Numbers 148153 – 148487 \$2,644,868.63
- 2. ***Award Professional Services Agreement – Rail-Truck Transload Facility Project – KPFF Consulting Engineers** – Spokane International Airport. Three firms submitted statements of qualifications (SOQs) for design services of the Rail-Truck Transload Facility Project. The Selection Committee selected KPFF Consulting Engineers (KPFF) as the most qualified firm to

provide services for the project. KPFF's team includes local firms GeoEngineers, HDR Engineering, Inc., T-O Engineers, Inc., HRA, Inc., and CBRE | Heery. The project Scope of Work (SOW) includes planning, preliminary engineering, environmental and permitting services necessary to develop a Transload Facility. The SOW also includes grant management and administrative services required from the Federal Rail Administrator (FRA) which is the agency appointed by DOT to administer the grant agreement. Once a final concept is approved, the agreement will be amended to include development of plans, specifications, and bidding documents for the project with multiple phases of work. Construction phase services will also be added to the agreement at a later date. Based on the approved SOW, the Airport and KPFF began fee negotiations and reached agreement in the total amount of \$236,835.00. The Engineering Committee and Staff recommend award of a Professional Services Agreement to KPFF Consulting Engineers in the amount of \$236,835.00. In addition, staff requests Board approval of \$24,000.00 for design contingencies for a total authorization of \$260,835.00.

3. * **Approve Amendment No. 1 – Fire Alarm System Testing and Inspection Service – Johnson Controls Fire Protection, LP** – Spokane International Airport. In April 2019, the Board awarded a one-year contract, with two one-year options, to Johnson Controls Fire Protection, LP (JCI). JCI is the only authorized provider for this service. The contract includes testing, inspection and maintenance services required for the Airport, including fire alarm control panel, peripheral components, battery replacement, smoke detector cleaning, and 24/7 emergency response. JCI has agreed to hold the monthly service fee rate of \$6,083.44. The term of the first option will be from May 1, 2020 through April 30, 2021 in the amount of \$73,001.28. The Engineering Committee and Staff recommend approval of Amendment No. 1 to the Fire Alarm System Testing and Inspection Service to Johnson Controls Fire Protection, LP in the amount of \$73,001.28 including Washington State Sales Tax. In addition, Board authorization of \$7,300.00 is requested for contingencies for a total authorization of \$80,301.28.
4. * **Approve Amendment No. 2 – Spent Aircraft Deicing Fluid (ADF) Recovery Maintenance Services Contract – Inland Technologies International, Ltd.** – Spokane International Airport. In April 2018, the Board awarded a one-year contract, with two one-year options, to Inland Technologies International, Ltd. to provide these services. They have requested an increase to the monthly service fee rate from \$17,690.00 to \$18,309.17 as well as the current hourly rate from \$31.59 to \$32.70 for additional work. The term of the second one-year option will be from May 1, 2020 through April 30, 2021. The total value of the contract will not exceed \$310,484.79 including Washington State Sales Tax. The Engineering Committee and Staff recommend approval of Amendment No. 2 to the Spent Aircraft Deicing Fluid (ADF) Recovery Maintenance Services Contract with Inland Technologies International, Ltd. in the amount of \$310,484.79 including Washington State Sales Tax. In addition, Board authorization of \$31,500.00 for contract contingencies is requested for a total authorization of \$341,984.79.
5. * **Award Construction Contract – C Concourse Boiler Modifications – Modern Construction & Consulting Services, LLC** – Spokane International Airport. Due to issues with the existing boiler control units and noticeable condensation leaks from the exhaust flue, an evaluation of the system was performed by T-O Engineers. The evaluation revealed that the boiler controllers have exceeded their service life and the boiler flue needs to be disassembled, cleaned, and resealed. This project will replace the controllers with modern equipment capable of interfacing with the Airport's Building Automation System, as well as clean and reseal the flue. Plans and specifications were prepared by T-O Engineers, Inc. The project was publicly advertised and one responsive and responsible bid was received from Modern Constructions & Consulting Services, LLC on February 26, 2020 for \$269,886.09 including Washington State Sales Tax. The Engineering Committee and Staff recommend award of a Construction Contract for the C Concourse Boiler Modifications to Modern Construction & Consulting Services, LLC in the amount of \$269,886.09 including Washington State Sales Tax. In addition, Board authorization of \$26,900.00 for construction contingencies is requested for a total authorization of \$296,786.09.

6. * **Award Construction Contract – Transportation Security Administration (TSA) Office Improvements** – *Modern Construction & Consulting Services, LLC* – Spokane International Airport. The TSA leases approximately 5,000 square feet of space in the Terminal to support their passenger screening operations. In November 2019, the Board approved a five-year lease agreement in which the Airport committed to a number of facility improvements, such as new flooring, paint, and trim for the leased spaces, as well as improvements to the break room facilities. Plans and specifications were prepared by Wolfe Architectural Group. The project was publicly advertised and from the four bids received, the lowest responsive and responsible bid was received from Modern Construction & Consulting Services, LLC in the amount of \$127,652.58 for the Base Bid and \$12,229.47 for Alternate No. 1 for a total amount of \$139,882.05 including Washington State Sales Tax. The Engineering Committee and Staff recommend award of a Construction Contract for the TSA Office Improvements to Modern Construction & Consulting Services, LLC in the amount of \$139,882.05 including Washington State Sales Tax. In addition, Board authorization of \$14,000.00 for construction contingencies is requested for a total authorization of \$153,882.05.
7. * **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 T-O Engineers, Inc. and the project was publicly advertised. From the two bids received on March 26, 2020, the lowest responsive and responsible bid was received from Shamrock Paving, Inc. in the amount of \$276,932.40 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.
8. * **Award Unit-Price Construction Contract – Airside Pavement Rehabilitation** – *Inland Asphalt Company* – 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 on March 26, 2020, the lowest responsive and responsible bid was received from Inland Asphalt Company in the amount of \$ 674,722.62 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 Inland Asphalt Company for the not-to-exceed amount of \$300,000.00 including Washington State Sales Tax.
9. * **Approve Procurement – Interactive Computer-Based Training System Update** – *Safety and Security Instruction (SSI)* – Spokane International Airport, Business Park, Felts Field. Spokane International Airport is required by the Federal Aviation Administration (FAA) and the Transportation Security Administration (TSA) to provide initial and recurrent training courses to individuals who hold Airport identification cards and operate vehicles and equipment at the Airport. The Airport has been using SSI's interactive training system since implementation in 2013. Currently, we are facing a combination of changes required by regulations and an aging technology platform. The program updates will be sole-sourced due to the need for operational continuity and continuation of an existing system. SSI will update all five training modules with

new video, changes to the scripting to follow regulatory guidelines, and will include new facilities and personnel at the Airport. SSI will also transition all training to an HTML5 platform. A quote was received from SSI in the amount of \$84,070.80 including Washington State Sales Tax. The Engineering Committee and Staff recommend approval to procure the Interactive Computer-Based Training System Update from Safety and Security Instruction in the amount of \$84,070.80 including Washington State Sales Tax. In addition, Board authorization of \$8,400.00 for contingencies is requested for a total authorization of \$92,470.80.

10. **The Airport Board may take action on other routine business issues as they may arise while the Board is in session.**
11. **Executive session.**
12. **Adjourn**

The next regularly scheduled Board meeting is Thursday, May 28, 2020.

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 at least 48 hours in advance of the meeting to arrange for accommodation.