



SPOKANE AIRPORT BOARD

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| Chair: | Nancy Vorhees | |
| Vice Chair: | Ezra Eckhardt | |
| Secretary: | Jennifer West | |
| Board Members: | Al French | Max Kuney |
| | Collins Sprague | Ben Stuckart |
| Chief Executive Officer: | Lawrence J. Krauter, A.A.E., AICP | |

NOTICE OF AIRPORT BOARD MEETING

Tentative Agenda for the March 28, 2019 Board Meeting - AMENDED

The Airport Board meeting will be held on Thursday, March 28, 2019 at 9:00 a.m. in the Boardroom located at Spokane International Airport, 9000 West Airport Drive, Suite 204, Spokane, Washington 99224.

- A. Call to Order
- B. Roll Call of the Airport Board
- C. Public Comment/Courtesy of the Floor
- D. Approval of Minutes (2/21/19 regular meeting)

Consent Agenda
Items # (1-8)

- 1. ***Approval of Payments/Warrants**
 Operational Warrant Numbers 143241 - 143594 \$ 5,110,384.96

- 2. ***Award Professional Services Agreement – Flint Road Improvements – Parametrix, Inc.** – Spokane International Airport. The Airport issued a RFQ and seven firms responded with statements of qualifications. The Selection Team ranked Parametrix, Inc. as the most preferred firm for engineering design services. The Scope of Work (SOW) consists of evaluating the existing pavement section to determine the type and extent of construction needed to correct pavement deficiencies. New pavement markings and signage will also be included in this project. The SOW includes civil and geotechnical engineering, survey and other professional services to prepare bid documents, including traffic control plans, and construction administration/management services may be added by amendment to the Agreement once the project is awarded. The Engineering Committee and Staff recommend award of a Professional Services Agreement to Parametrix, Inc. in the amount of \$87,579.00 for services associated with the Flint Road Improvements. Additional Board authorization of project contingency funds for design in the amount of \$5,000.00 is requested for a total project authorization of \$92,579.00.

3. ***Award Professional Services Agreement – Spotted Road Interchange and Realignment Environmental Assessment** – *Environmental Science Associates* – Spokane International Airport. The Airport issued a RFQ and six firms responded with Statements of Qualification (SOQ). The Selection Team ranked Environmental Science Associates as the most preferred firm. The project Scope of Work (SOW) includes preliminary engineering and development of an environmental assessment (EA) document per Federal Aviation Administration (FAA) Orders outlining National Environmental Policy Act (NEPA) policies and procedures. It is anticipated that FAA funding will be used for the construction of Spotted Road, associated with relocating the roadway out of the Runway Protection Zone (RPZ) for Runway 3-21. The Engineering Committee and Staff recommend award of a Professional Services Agreement to Environmental Science Associates in the amount of \$294,418.00 for services related to the Spotted Road Interchange and Realignment Environmental Assessment. Additional Board authorization of project contingency funds in the amount of \$30,000.00 is requested for a total project authorization of \$324,418.00.
4. ***Award Construction Contract – C Concourse Chiller Replacement, Phase 2** – *McKinstry Co., LLC* – Spokane International Airport. Two large, air-cooled chiller units were installed in 2001 to provide chilled water for the HVAC system at C Concourse. In 2017, one of the two units failed completely and was replaced. Phase 2 of this project will replace the second unit with a new 200-ton chiller bundle. Plans and specifications were prepared by Dumais Romans, Inc. Three bids were received and the lowest responsive and responsible bid was submitted by McKinstry Co., LLC in the amount of \$192,377.20 including Washington State Sales Tax. The Engineering Committee and Staff recommend award of a Construction Contract for Phase 2 of the C Concourse Chiller Replacement to McKinstry Co., LLC in the amount of \$192,377.20 including Washington State Sales Tax. Additional Board authorization of \$19,400.00 for construction contingencies is requested for a total authorization of \$211,777.20.
5. *** Award Construction Contract – Fire Control Panel Upgrade** – *Johnson Controls Fire Protection LP* – Spokane International Airport. This project will replace 13 fire alarm control panels in the Terminal Building and several ancillary facilities. The new panels will also provide for future expansion of the system. Johnson Controls Fire Protection LP is the sole-source manufacturer and service provider of the fire panels for the fire suppression systems operating within the Airport and provided a quote of \$627,986.00 including Washington State Sales Tax to provide, configure, install, and commission the necessary equipment. The Engineering Committee and Staff recommend award of a Construction Contract for the Fire Control Panel Upgrade to Johnson Controls Fire Protection LP in the amount of \$627,986.00 including Washington State Sales Tax. Additional Board authorization of \$62,800.00 for construction contingencies is requested for a total authorization of \$690,786.00.
6. ***Award Construction Contract – Fuel Control Facility Pavement Rehabilitation Project** – *Shamrock Paving, Inc.* – Spokane International Airport. The access road to the Fuel Facility and Airfield Maintenance facilities from Perimeter Road has reached its life expectancy and is due to be repaved. The scope of work includes mill and overlay of the existing roadway with new asphalt, patching and crack sealing all pavement around the Fuel Facility, and an additional area of asphalt overlay is to be used as a paint testing pad for Airfield Maintenance. Two bids were received with the lowest responsive and responsible bid submitted by Shamrock Paving, Inc. in the amount of \$229,799.00 including Washington State Sales Tax. The Engineering Committee and Staff recommend award of a Construction Contract for the Fuel Control Facility Pavement Rehabilitation Project to Shamrock Paving, Inc. in the amount of \$229,779.00 including Washington State Sales Tax. Additional Board authorization of \$23,000.00 for construction contingencies is requested for a total authorization of \$252,779.00.
7. ***Approve Procurement – Traffic Marking Paint and Reflective Glass Bead Products** – Spokane International Airport, Airport Business Park, and Felts Field. This procurement will authorize purchase of paint and associated products for runways, taxiways, and roadways during the 2019 calendar year on an as-needed basis. These materials will be purchased through State of

Washington Contract Nos. 02817 and 02513. Road and airfield paint material purchases in 2018 totaled \$81,948.48 and are projected to cost approximately \$105,000.00 in 2019. The purchase contracts for these products allow for a unit price discount and an exemption from freight charges based on volume purchases. The Engineering Committee and Staff recommend approval to procure Traffic Marking Paint and Glass Bead products through State of Washington Contract Nos. 02817 and 02513 on an as-needed basis for the 2019 calendar year in the not-to-exceed amount of \$105,000.00 including Washington States Sales Tax.

8. * **Approve Procurement – Herbicides and Pesticides** – Spokane International Airport, Airport Business Park, Felts Field. This procurement will authorize purchase of herbicide and pesticide products for maintaining the grounds during the 2019 calendar year on an as-needed basis. These materials will be purchased through State of Washington Contract No. 02917. Herbicide purchases in 2018 totaled \$81,929.83 including Washington State Sales Tax and are projected to cost approximately \$110,000.00 in 2019. The purchase contracts for these products allow for a unit price discount. The Engineering Committee and Staff recommend approval to procure airfield and landside herbicide and pesticide products through State of Washington Contract No. 02917 on an as-needed basis in the not-to-exceed amount of \$110,000.00 including Washington State Sales Tax for the 2019 calendar year.

Regular Agenda

9. * **Approve supplement to engagement letter of K&L Gates, LLP for additional scope-of-work and corresponding fees for matters of significance to the Airport.** In December 2016, the Board authorized the engagement of K&L Gates, LLP to provide generalized public policy, lobbying, and government affairs representation. In November 2017, the Board extended the engagement of K&L Gates, LLP through December 31, 2019. Services under the engagement are based on an annual not-to-exceed amount of \$120,000. The Airport CEO was asked to testify before the United States House of Representatives Transportation and Infrastructure Committee regarding airport infrastructure and financing needs. This testimony is critically important for Spokane International Airport due to the TREX project and Airport infrastructure needs to address increasing passenger demand. Based on their familiarity with the congressional testimony process, K&L Gates, LLP provided necessary assistance with the preparation and presentation of the CEO's congressional testimony which was outside of the generalized public policy, lobbying and governmental affairs representation provided by K&L Gates, LLP under the engagement letter. The staff recommend the Board approve the supplement to the engagement letter of K&L Gates, LLP for additional scope-of-work performed, billed at the hourly rates under the engagement letter but not to exceed \$50,000.

10. CEO Report/Board Member Comments

- **Recognition for GFOA's Certificate of Achievement for Excellence in Financial Reporting**
- **Financial Report (Dave)**
- **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.

11. **Executive session.**

12. **Adjourn**

The next regularly scheduled Board meeting is Thursday, April 18, 2019 at Felts Field.

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.