



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 January 23, 2020 Board Meeting

The Airport Board meeting will be held on Thursday, January 23, 2020 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 (12/5/19 special meeting and 12/19/19 regular meeting)
- E. Financial Report (Dave)

Consent Agenda
Items # (1- 2)

1. ***Award Amendment No. 1 – Professional Engineering Services for Airport Parking Lots Expansion and Reconstruction Program – Morrison-Maierle, Inc.** – Spokane International Airport. Statements of qualifications (SOQs) were solicited in October 2019 by Spokane International Airport and after review by the Airport’s Selection Team, Morrison-Maierle, Inc. was selected as the most qualified firm. The project Scope of Work (SOW) includes preparation of complete plans and specifications for three separate parking areas, including Phase 1: Expansion of the existing C Concourse Parking Lot; Phase 2: Expansion of the Employee Parking Lot; and Phase 3: Pavement rehabilitation of the Economy Parking Lot. Design services for the C Concourse Parking Lot will be the primary focus of the design effort in order to bid and award construction of this portion of the work in Spring 2020. The secondary focus will be completion of plans and specifications for the Employee Parking Lot Expansion, followed by pavement rehabilitation of the existing Economy Parking Lot. The Engineering Committee and Staff recommend award of Amendment No. 1 to the Professional Services Agreement to Morrison-Maierle, Inc. in the amount of \$368,900.00. In addition, approval of \$36,800.00 for design contingencies is requested for a total authorization of \$405,700.00.

2. ***Approve Amendment No. 3 to Professional Services Agreement – Spotted Road Interchange and Realignment Environmental Assessment** – *Environmental Science Associates* – Spokane International Airport. A Professional Services Agreement with Environmental Science Associates (ESA) was executed in March 2019 in the amount of \$294,418.00 for services related to the Spotted Road Interchange and Realignment Environmental Assessment. Two amendments have been authorized that are within the total Board-approved contingency amount of \$30,000.00 for the project. Amendment No. 3 provides traffic engineering support to evaluate the merge lanes for the design alternative. The work consists of identifying turning movements and performing queuing analyses and level of service for the alternative. The Engineering Committee and Staff recommend approval of Amendment No. 3 to the Professional Services Agreement to Environmental Science Associates in the amount of \$10,871.76 for a total project authorization of \$327,468.76 for services related to the Spotted Road Interchange and Realignment Environmental Assessment.

Regular Agenda
(Items 3-9)

3. *** Approve Amendment No. 4 to Professional Services Agreement – Terminal Renovation and Expansion (TREX) Program** – *Architectural Alliance International* – Spokane International Airport. At the August 28, 2019 Board Workshop, the Board authorized proceeding with a revised and reduced scope for the TREX Building Program. The TREX program includes a reduced foot print two story Central Hall with the Security Screening Checkpoint on the second floor and Baggage Claim on the lower level; a connector from the Central Hall to both A/B and C Concourse; renovations to the existing A/B Bag Claim; expansion of the C Concourse to the east and west including three bridged boarding gates; aircraft apron work directly related to the Central Hall and C Concourse expansion; Airport Drive work related to the Central Hall expansion; and replacement of the West Sky Bridge. The 60% design completion level of effort reflected in the current scope of work and associated fee is based on the entire program being delivered under a single GC/CM contract, which will facilitate better management of cost, staging, phasing, and schedule. The Engineering Committee and Staff recommend approval of Amendment No. 4 to the Professional Services Agreement with Alliance in the amount of \$3,833,255.00. The revised contract amount is \$8,500,443.00.
4. *** Award Construction Contract – Quick Turnaround Area (QTA) Building and Public Car Wash Improvements** – *Leone & Keeble, Inc.* – Spokane International Airport. The work includes constructing new heated concrete slabs and trench drains; installing new overhead exit doors and additional security cameras; and related improvements to the mechanical and information technology rooms. The work also includes removing and replacing the public car wash overhead doors and windows. Plans and specifications were prepared by DCI Engineers. After public advertisement and a mandatory Pre-Bid conference, three bids were received. The lowest responsive and responsible bid for the project was submitted by Leone & Keeble, Inc. in the amount of \$1,152,008.45. The Engineering Committee and Staff recommend award of a Construction Contract for the QTA Building and Public Car Wash Improvements to Leone & Keeble, Inc. in the amount of \$1,152,008.45 including Washington State Sales Tax. In addition, Board authorization of \$115,000.00 for construction contingencies is requested, for a total authorization of \$1,267,008.45.
5. ***Approval of Payments/Warrants**
Operational Warrant Numbers 146918 – 147302 \$5,127,526.59
6. *** Approval of the Amendments to the Air Cargo Building Lease Agreement with Delta, Horizon and Southwest Airlines.** (SIA) The current lease term for the Air Cargo Building tenants expired on December 31, 2019 and the Amendment with each Air Cargo Building tenant provides a two year extension through December 31, 2021. The rates and charges for the Air Cargo Building tenants are being adjusted by the averaged percentage increase of the 2020 Rates and Charges and these Amendments adjust the rates for 2020 and extend the term for two years commencing

January 1, 2020 and expiring December 31, 2021. All other terms and conditions of the Agreement remain the same. Staff recommends approval of the Amendments to the Air Cargo Building Lease Agreement with Delta, Horizon and Southwest Airlines.

7. * **Approval of the Fourth Amendment to the Air Cargo Ramp Lease and Operating Agreement with Federal Express. (SIA)** The current term for the Air Cargo Ramp Lease and Operating Agreement with Federal Express expired on December 31, 2019 and this Amendment provides a two year extension through December 31, 2021. The rates and charges for Federal Express are being adjusted by the averaged percentage increase of the 2020 Rates and Charges and this Amendment adjusts the rates for 2020 and extends the term for two years commencing January 1, 2020 and expiring December 31, 2021. All other terms and conditions of the Agreement remain the same. Staff recommends approval of the Fourth Amendment to the Air Cargo Ramp Lease and Operating Agreement with Federal Express.
8. * **Approval of the Fourth Amendment to the Air Cargo Lease and Operating Agreement with United Parcel Service. (SIA)** The current lease term for the Air Cargo Building tenants expired on December 31, 2019 and the Amendment with each Air Cargo Building tenant provides a two year extension through December 31, 2021. The rates and charges for the Air Cargo Building tenants are being adjusted by the averaged percentage increase of the 2020 Rates and Charges and this Amendment adjusts the rates for 2020 and extends the term for two years commencing January 1, 2020 and expiring December 31, 2021. All other terms and conditions of the Agreement remain the same. Staff recommends approval of the Fourth Amendment to the Air Cargo Lease and Operating Agreement with United Parcel Service.
9. * **Approval of the Amendment to the Master Amendment to the Signatory Lease and Operating Agreement with Alaska, American, Delta, Southwest and United Airlines. (SIA)** The current term for the Signatory Airlines expired on December 31, 2019 and the Airlines have agreed to a two year extension through December 31, 2021 due to the upcoming Terminal Renovation Project (TRES). The 2020 Rates and Charges have been accepted by the Airlines and these Amendments adjust the rates for 2020 and extend the term for two years commencing January 1, 2020 and expiring December 31, 2021. All other terms and conditions of the Agreement remain the same. Staff recommends approval of the Amendments to the Master Amendment to the Signatory Lease and Operating Agreement with Alaska, American, Delta, Southwest and United Airlines.
10. **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.

11. **Executive session.**
12. **Adjourn**

The next regularly scheduled Board meeting is Thursday, February 20, 2020 at the 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 at least 48 hours in advance of the meeting to arrange for accommodation.