



**Spokane Airports**  
9000 W. Airport Dr. #204 ● Spokane, WA 99224 ● (509) 455-6455



<b>SPOKANE AIRPORT BOARD</b>	
<b>Chair:</b>	Ezra Eckhardt
<b>Vice Chair:</b>	Collins Sprague
<b>Secretary:</b>	Al French
<b>Board Members:</b>	Breean Beggs    Max Kuney Nancy Vorhees   Jennifer West
<b>Airport CEO:</b>	Lawrence J. Krauter, A.A.E., AICP

**NOTICE OF AIRPORT BOARD MEETING - AMENDED**

**Tentative Agenda for the July 22, 2021 Board Meeting**

In accordance with Ch. 42.30 RCW, the Spokane Airport Board announces its intent to hold a Board meeting on **Thursday, July 22, 2021 at 9:00 a.m.**

**Pursuant to the Executive Order 20-28 issued by Governor Inslee, public attendance at this meeting shall be limited to telephonic attendance. In-person attendance is prohibited pursuant to Executive Order 2028. Attendance at this meeting is available using the following conference call information: 1-253-215-8782, Meeting ID 966 3736 1527 or by clicking on this link: <https://zoom.us/j/96637361527?pwd=WDR3UE1YKzlOVHdQdkwvc1d5OFd5QT09>**

**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](mailto:lkrauter@spokaneairports.net)**

- A. Call to Order
- B. Roll Call of the Airport Board
- C. Approval of Minutes (06/17/21 Regular Meeting)
- D. Financial Report
- E. Consent Agenda (Items #1- 5)
  - 1. **\*Approval of Payments**

Operational Warrant Numbers	152000-152252	\$4,097,442.44
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  - 2. **\*Adopt Resolution No. 09-21 Reaffirming Establishment of the Joint Airport Trust Fund Account at Washington Trust Bank** – Spokane International Airport. This account was established in 1976 for the purpose of processing authorized deductions from Airport employee

paychecks until such time as the monies can be remitted to the proper third parties. This resolution will provide the necessary documentation to Washington Trust Bank to reaffirm the Airport Board's desire to establish and maintain the Joint Airport Trust Fund Account. The Finance Committee and Staff recommend adoption of Resolution No. 09-21 reaffirming the establishment of the Joint Airport Trust Fund Account at Washington Trust Bank.

3. **\*Adopt Resolution No. 10-21 Implementing Affirmative Action Plans for 2021.** The Airport is subject to Executive Order 11246 and its implementing regulation 41 CFR 60-40.1, 2 and 3. These regulations provide the requirement to implement an affirmative action plan for minorities and women, people with disabilities, and veterans. The Airport completed a comprehensive work force analysis as well as generating reports on applicants, hires, promotions, and terminations. This information was formulated and sent to Associated Industries to analyze and compare to census statistics. The data was then compiled into the following three plan documents: Affirmative Action Plan for Minorities and Women, Affirmative Action Plan for Persons with Disabilities, and Affirmative Action Plan for Veterans. The Finance Committee and Staff recommend approval of Resolution No. 10-21 adopting the Affirmative Action Plans for 2021.
4. **\*Award Construction Contract – Terminal Restroom Partition Replacement – Swinerton Builders** – Spokane International Airport. This project will replace existing partitions within six public restrooms in the pre-screening areas of the Airport. Design of the new partitions provides increased privacy for the user as well as an updated finish. The fixtures attached to the partitions will be evaluated and changed out as needed to provide consistency. Plans and specifications were prepared by Wolf Architectural Group. The project was publicly advertised and a Pre-Bid Conference was held on June 3, 2021. From the two bids received, the lowest responsive and responsible bid was received from Swinerton Builders in the amount of \$103,240.10 including Washington State Sales Tax. The Engineer's Estimate for this project is \$137,700.00. The Engineering Committee and Staff recommend award of a Construction Contract for the Terminal Restroom Partition Replacement to Swinerton Builders in the amount of \$103,240.10 including Washington State Sales Tax. Staff further requests Board authorization of \$10,300.00 for construction contingencies for a total authorization of \$113,540.10.
5. **\*Award Unit-Price Public Works Construction Contract – Roofing Repairs – Fisher Construction Group**, Spokane International Airport, Business Park, and Felts Field. Since the quantity and frequency of the work is unknown, a unit-price contract will be utilized to complete the miscellaneous roof repairs on a time and materials basis. Plans and specifications were prepared by Airport Staff. The project was publicly advertised and a Pre-Bid Conference was held on June 10, 2021. From the two bids received, the lowest responsive and responsible bid was received from Fisher Construction Group in the amount of \$57,124.50 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 for three years with a one-year renewal at the Airport's option, up to a maximum limit of \$300,000.00 as allowed by State law for unit-price public works contracts. The Engineering Committee and Staff recommend award of a Unit-Price Construction Contract for Roofing Repairs to Fisher Construction Group for three years with a one-year renewal at the Airport's option, up to a maximum of \$300,000.00 including Washington State Sales Tax.

#### Regular Agenda

6. **\*Approve Professional Services Agreement – Architectural/Engineering Design of Concourse C Terminal Automated Exit Lane Breach Control Technology – Architectural Alliance**

*International* – Spokane International Airport. Installation of an automated exit lane breach control system and new deplaning passenger exit corridor will provide greater landside to airside security by physically preventing wrong way security breaches. Installation of automated exit lane breach control will also permit the expansion of the passenger security screening checkpoint and will eliminate the need for TSA staffing at the exit lane of Concourse C including Airport-provided security contractor staffing at the exit lane after TSA has closed the passenger screening checkpoint. At the request of staff, Architectural Alliance International identified alternatives to implement breach control technology at Concourse C. The study considered future expansion of the Terminal Renovation and Expansion (TREX) Project, impacts to existing infrastructure, security and redundancy needs, and safety and egress code requirements. The consensus of the Staff and design team was that construction of a separate exit corridor was the best alternative. This project will be designed independent of the TREX project and may be included under the General Contractor/Construction Manager scope of services. The Engineering Committee and Staff recommend approval of a Professional Services Agreement with Architectural Alliance International in the amount of \$199,862.00 for architectural and engineering design of this project through construction and bid documents.

7. **\*Adopt Resolution No. 08-21 – Approving and Authorizing Execution of Federal Aviation Administration Airport Improvement Grant No. 3-53-0073-032-2021 – New West Infield Taxilane Project** – Felts Field. This project will address an immediate need for aircraft hangar storage space at Felts Field by converting a tiedown apron into two taxilanes servicing future hangars. A portion of this project is eligible for Federal funding by the Federal Aviation Administration under the Airport Improvement Program (AIP) with 2021 Coronavirus Response and Relief Supplemental Appropriation Act funding the Sponsor match for AIP eligible items. The Engineering Committee and Staff recommend Board adoption of Resolution No. 08-21 in the Matter of Approving and Authorizing the Chief Executive Officer to Execute United States Department of Transportation Federal Aviation Administration Airport Improvement Program Grant No. 3-53-0073-032-2021 for the New West Infield Taxilane Project in the amount not to exceed \$736,103.00.
8. **\*Award Construction Contract – New West Infield Taxilane Project – Halme Construction, Inc.** – Felts Field. Work generally consists of Airport Improvement Program (AIP) eligible items including demolition of the existing west infield apron, construction of the new west infield taxilanes (A1 and D1), airfield lighting modifications, excavation, subbase course, base course, bituminous pavement, applying pavement markings on the airfield, and drainage improvements. Work also includes Non-AIP eligible items: water utility modifications, sanitary sewer utility modifications, apron expansions, and the installation of a prefabricated restroom. This project consists of two schedules. Schedule A is comprised of all AIP eligible work. Schedule B is comprised of all Non-AIP eligible items. Bid documents were prepared by T-O Engineers, Inc. The project was publicly advertised and a Pre-Bid Conference was held on May 5, 2021. From the three bids received, the lowest responsive and responsible bid was submitted by Halme Construction, Inc. in the amount of \$1,051,198.20, including Schedules A and B. The Engineer’s Estimate is \$876,077.36 (at Washington State Sales Tax rate of 8.9%). The Engineering Committee and Staff recommend award of a Construction Contract for the New West Infield Taxilane Project to Halme Construction, Inc. in the amount of \$1,052,163.49 including Washington State Sales Tax. This amount reflects the adjusted Washington State Sales Tax rate increase to 9.0% effective July 1, 2021 (8.9% at time of bid opening). Staff further requests Board authorization of \$105,220.00 for construction contingencies for a total authorization of \$1,157,383.49.
9. **\*Approve Amendment No. 1 to Professional Services Agreement – New West Infield Taxilane Project** – *T-O Engineers, Inc.* – Felts Field. A Professional Services Agreement was originally

executed with T-O Engineers, Inc. in March 2021 in the amount of \$44,750.00 for design services. The scope included design services and bidding support of Airport Improvement Program (AIP) eligible elements such as new apron construction, pavement markings and drainage improvements. During the design process, additional Non-AIP eligible paving and utility scope was added to the project. Amendment No. 1 is for Construction Management/Construction Administration services (CM/CA) in the not-to-exceed amount of \$86,080.00 and a lump sum amount of \$14,000.00 for additional Non-AIP eligible design services not originally included in the design scope. Total amendment value is \$100,080.00. Subsequent to the bidding process, Airport Staff began scope and fee negotiations with T-O Engineers, Inc. for CM/CA services and additional Non-AIP eligible design services. An independent fee estimate performed by Myaak Engineering shows that the fee negotiated with T-O Engineers, Inc. in the amount of \$100,080.00 is within acceptable range per Federal Aviation Administration guidelines. The Engineering Committee and Staff recommend approval of Amendment No. 1 to the Professional Services Agreement with T-O Engineers, Inc. in the amount of \$100,080.00 for CM/CA services and additional Non-AIP eligible design services for the New West Infield Taxilane project.

10. **\*Award Construction Contract – Rail-Truck Transload Facility – Halme Construction, Inc. –** Spokane International Airport. This project will provide a new Rail-Truck Transload Facility for multi-modal freight movement and will extend an existing rail line to provide for train loading, offloading and circulation. The site will also provide additional area for freight truck movement. The proposed Transload facility will consist of approximately 1.7 miles of new track alignment, two loading tracks with a 2,000-foot clear length, one running track, five turnouts, and signalization at Craig Road. Additional supporting infrastructure that will be constructed on site includes water, sanitary sewer, stormwater, electrical, lighting and a small operations building. Bid documents were prepared by KPFF Consulting Engineers. The project was publicly advertised and a Pre-Bid Conference was held on May 26, 2021. From the four bids received, the lowest responsive and responsible bid was submitted by Halme Construction, Inc. in the amount of \$11,132,142.75. The Engineers Estimate is \$11,667,428.67. The Engineering Committee and Staff recommend award of a Construction Contract for the Rail-Truck Transload Facility to Halme Construction, Inc. in the amount of \$11,132,142.75 including Washington State Sales Tax. Staff further requests Board authorization of \$1,113,215.00 for construction contingencies for a total authorization of \$12,245,357.75.
  
11. **\*Award Construction Contract – Electric Vehicle Charging Station Project – Colvico, Inc. –** Spokane International Airport. This project consists of installing electric vehicle charging stations on Floor 1 of the West Parking Garage. The project scope and bidding documents included alternatives for construction of additional electric vehicle charging stations in the Outside Parking Lot as well as lighting improvements in the Outside Parking Lot. Plans and specifications were prepared by HDR Engineers, Inc. and the project was publicly advertised. A Pre-Bid Meeting was held on June 25, 2021. One bid was received and opened on July 7, 2021 in the amount of \$1,090,947.71, including Schedules A, B and C. The Engineer's Estimate was \$994,575.00 (at Washington State Sales Tax rate of 8.9%). Upon review of the bids, Airport Staff decided to recommend only the award of Schedule A and to reject the award of Schedules B and C. The lowest responsive and responsible bid for Schedule A was received from Colvico, Inc. in the amount of \$437,941.51 including Washington State Sales Tax. The Engineering Committee and Staff recommend the award of a Construction Contract for the Electric Vehicle Charging Station Project based on Schedule A of the bidding documents to Colvico, Inc. in the amount of \$438,343.66 including Washington State Sales Tax. This amount reflects the adjusted Washington State Sales Tax rate increase to 9.0% effective July 1, 2021 (8.9% at time of bid opening). Staff further requests Board authorization of \$40,000.00 for construction contingencies for a total authorization of \$478,343.66.

12. **\*Adopt Resolution Nos. 11-21, 12-21 and 13-21 – Authorizing Advanced Acceptance of FAA Grant Offers Under the American Rescue Plan Act of 2021 and FAA Airport Rescue Grant Program** – Spokane International Airport and Felts Field. The American Rescue Plan Act of 2021 (H.R. 1319, Public Law 117-2) signed into law by the President on March 11, 2021, includes funds to be awarded as economic assistance to eligible U.S. airports to prevent, prepare for, and respond to the coronavirus disease 2019 (COVID-19) pandemic. To distribute these funds, the Federal Aviation Administration (FAA) has established Airport Rescue Grants. The FAA will make grants to all airports that are part of the national airport system, including all commercial service airports, all reliever airports, and some public-owned general aviation airports. Airport Rescue Grants (ARG) have been allocated based on formula by the FAA for Spokane International Airport, Concession Relief at Spokane International Airport and for Felts Field. All grants under this program will be 100 percent federal share. The FAA ARG grant offer for Spokane International Airport is in the amount of \$15,136,465. The FAA ARG grant offer for Spokane International Airport Concession Relief is in the amount of \$1,665,754. The FAA ARG grant offer for Felts Field is in the amount of \$59,000. The FAA intends to implement this program quickly to support the economic recovery of the national airport system and accordingly has requested the Airport Board to approve the acceptance of these funds in advance of receipt of the grant offers and to authorize the Chief Executive Officer to execute all ARPA/ARG grant offers in the amounts indicated once they are received from the FAA and to expedite the return of the grant offer documents.
13. **The Airport Board may take action on other routine business issues as they may arise while the Board is in session.**
14. **Executive session**
15. **Adjourn**

**The next regularly scheduled Board meeting is Thursday, August 19, 2021 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) 455-6414 or email at [jleui@spokaneairports.net](mailto:jleui@spokaneairports.net) at least 48 hours in advance of the meeting to arrange for accommodation.*