



SPOKANE AIRPORT BOARD	
Chair:	David Clack
Vice Chair:	John Wagner
Secretary:	Todd Mielke
Board Members:	David Brukardt David Holmes Irving Reed Joe Shogan
Airport Director:	Neal Sealock
Board Counsel:	Michael Ormsby

Agenda for the February 17, 2010 Board Meeting

Board meeting held at Spokane International Airport Boardroom at 9:00 a.m.

1. **Roll call of the Airport Board**
2. **Financial Report**
3. **Human Resources Report**
4. **Approval of Minutes (01/20/10)**

***Consent Agenda**
(Items #5 - #16)

5. ***Approval of Vouchers**
 Construction Warrant Numbers 003320 – 003329 \$ 724,378.88
 Operational Warrant Numbers 109142 – 109301 \$1,316,114.39

6. ***Second Amendment to Lease Agreement for Building 1423, Suite B – Loadstar Group, Inc.** ABP
d/b/a Contract Communications – Lessee utilizes 1,080 square feet of warehouse space and 510 square feet of office space in Suite B, Building 1423, and has requested that the lease be extended on a month to month basis effective February 1, 2010. The rent shall be \$5.81 per square foot per annum or \$769.83 monthly. This rate excludes Washington state leasehold tax. Staff recommends approval.

7. ***Second Amendment to Lease Agreement for Building 1378, Suite 104 – S.E.R.E. Solutions, Inc.** ABP
 – The term of this agreement expires on February 28, 2010 and lessee wishes to continue leasing for an additional year. The rent shall be \$14.64 per square foot per annum or \$11,594.88 annually for 792 square feet of office space. This rate does not include Washington state leasehold tax. Staff recommends approval.

8. ***Fourth Amendment to Lease Agreement – Waterglider, LLC** – The term of the agreement with Waterglider expired on January 31, 2010 and lessee would like to continue leasing the premises on a month to month basis. Effective February 1, 2010, the rental rate for 1,590 square feet of administrative and warehouse space shall be \$5.81 per square foot per annum or \$769.83 monthly. Staff recommends approval. ABP
9. ***Signatory Airline Lease and Operating Agreement – Delta Air Lines, Inc. and US Airways, Inc.** – The previous agreement with signatory airlines expired on December 31, 2009. The term of the new agreement is four years commencing January 1, 2010. Staff recommends approval of the agreements with Delta and US Airways. SIA
10. ***Operating Agreement – Rani Management, Inc. d/b/a The Spokane House** – The Spokane House provides courtesy vehicle service for their clients to and from Spokane International Airport. The effective date of the operating agreement was January 25, 2010 and it provides for the rules and regulations of the use of the Ground Transportation Center as well as fee provisions. Staff recommends approval. SIA
11. ***Second Amendment to Use Agreement (Spokane International Airport) – Spokane Baggage Delivery Service** – The use agreements specify the rules and regulations for operating at the airport and they also allow for annual rate adjustments on January 1. Effective January 1, 2010, the fee for operations under a use agreement at Spokane International Airport is \$90 per month. Staff recommends approval. SIA
12. ***First Amendment to Use Agreement (Spokane International Airport) – WPX Courier, LLC** – WPX Courier provides courier service to the airport and tenants, and the agreement allows for annual rate adjustments on January 1. Effective January 1, 2010, the fee for operations under a use agreement at Spokane International Airport is \$90 per month. Staff recommends approval. SIA
13. ***Modification to Professional Services Agreement for New Aircraft and Maintenance Painting (AMP) Hangar – Harris Group International** – During construction of the new AMP hangar which is expected to begin in March 2010, it is anticipated that construction issues may arise. Staff has successfully negotiated the scope and fee for additional construction support services on a time and material basis to Harris Group International in the not-to-exceed amount of \$156,519. Staff recommends approval. SIA
14. ***First Amendment to Lease Agreement – Highquest Aviation LLC** – Highquest Aviation has requested to lease an additional 174 square feet of space within Building 11 and to amend the term of the agreement to one year. Effective January 15, 2010, they shall now lease 625 square feet and the rental rate is \$8.00 per square foot per annum or \$5,000 annually. This rate excludes Washington state leasehold tax. Staff recommends approval. FF
15. ***First Amendment to Use Agreement (Felts Field Airport) – WPX Courier, LLC** – WPX Courier has a use agreement in order to provide courier service for Felts Field tenants. Effective January 1, 2010, the fee for operations under a use agreement at Felts Field is \$35 per month. Staff recommends approval. FF

16. ***First Amendment to Lease Agreement – Hangar 15, LLC** – Effective January 1, 2010, Hangar 15 entered into a lease agreement for Building 15 and adjacent ramp at Felts Field Airport. Due to the relocation of Gate 2, the square footage of the ramp was reduced from 56,840 square feet to 56,245 square feet. The rental rate shall remain unchanged at \$0.21 per square foot per annum and all other terms and conditions of the agreement remain the same. Staff recommends approval. FF

Regular Agenda

17. **Lease Agreement – Spokane Turbine Center (STC)** – Spokane Turbine Center has submitted a proposal to provide commercial aeronautical services at Felts Field Airport. Staff is working with STC and the terms and conditions of the agreement will be presented to the Airport Board at its meeting on February 17, 2010. FF
18. **Award Construction Contract for New Aircraft and Painting (AMP) Hangar – Meridian Construction** - Bids for the construction of the AMP hangar were opened on February 12, 2010. Staff recommends award of a contract for construction services to Meridian Construction in the amount of \$4,836,574 which includes Washington state sales tax. SIA
19. **Award Construction Management Services for New Aircraft and Maintenance Painting (AMP) Hangar – Roen & Associates** – Construction management services and inspections were deemed necessary to oversee the construction details of the new AMP hangar. Staff recommends approval of a professional services agreement for construction management services to Roen & Associates as the most qualified firm in the amount of \$100,088. SIA
20. **Award Professional Services Agreement for Design and Construction Management, Miscellaneous Pavement Projects – Century West** – Seven firms submitted statements of qualifications for design and construction management services of multiple pavement repair and replacement projects for 2010/2011. Staff recommends approval of a professional services agreement with Century West based upon successful negotiation of scope and fee. SIA
21. **Award Professional Services Agreement for Design and Construction Management Services, Felts Field Runup Pad – CH2MHill** – Five firms submitted statements of qualifications for consideration of the design and construction management of a new runup pad for Taxiway B at Felts Field. Staff recommends approval of a professional services agreement with CH2MHill as the most qualified firm based upon successful negotiation of scope and fee. FF

Staff Reports

- **Airport Director’s Report**

The Airport Board may take action on other routine business issues as they may arise while the Board is in session.

Executive session to follow for discussion of legal, personnel and real estate matters.

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 next scheduled Board meeting will be March 17, 2010 in the Airport Boardroom.