



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 May 19, 2010 Board Meeting

Board meeting held in the 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** (4/21/10 regular meeting, 5/10/10 and 5/13/10 special meetings)

***Consent Agenda**
(Items #5 - #17)

5. ***Approval of Vouchers**
 Construction Warrant Numbers 003375 – 003383 \$1,845,934.95
 Operational Warrant Numbers 109989 – 110130 \$1,236,621.77

6. ***Supplemental Agreement #2 – General Services Administration** – The Transportation Security Administration (TSA) utilizes Building 700 for administrative offices. This supplemental agreement, which is managed by the government’s General Services Administration, extends the terms for an additional five (5) years with one five-year option and also amends the rent. The rental rate shall now be \$85,528.79 annually. Staff recommends approval. ABP

7. ***Sixth Amendment to Lease Agreement for Building 1424 – Spokane County Sheriff** – The Spokane County Sheriff has requested to add Building 1427 to their leased premises that includes Building 1424 and adjacent storage area. This amendment adjusts the premises to incorporate Building 1427 and also adjusts the term for all locations. The term shall be five (5) years commencing June 1, 2010. The rent shall be \$2,500 monthly or \$30,000 annually. Staff recommends approval. ABP

8. ***Lease and Operating Agreement – Air Serv Corporation –** Air Serv provides cabin cleaning services for United Airlines and has requested a lease and operating agreement for 211 square feet of office space on Lower B Concourse. The term shall be month to month commencing July 1, 2010 and the rental rate shall be \$3.20 per square foot per month or \$675.20 monthly, which does not include Washington state leasehold tax. Staff recommends approval. SIA
9. ***Supplemental Agreements #10 and #11 – General Services Administration –** The Transportation Security Administration (TSA) has leased space in several areas within the main terminal since 2002. Supplemental Agreement #10 amends the term of the agreement to a five-year agreement commencing November 1, 2009 and also amends the premises to 5,097 square feet. Supplemental Agreement #11 further amends the square footage from 5,097 to 5,177 square feet due to TSA relocating to a larger office area on Lower Concourse B. The rental rate for all areas is adjusted to \$284,217.28 annually. Staff recommends approval. SIA
10. ***Third Amendment to Rental Car Quick Turnaround Facility (QTA) Lease and Operating Agreements – Avis Rent A Car System, Budget Rent A Car System, Dollar Rent A Car, Enterprise, Thrifty Car Rental and Hertz Rent A Car –** The lease and operating agreements with the rental car operators allow for an annual rent adjustment on June 1. These amendments adjust the rent to \$0.51 per square foot per annum. The total annual rent from the rental car operators shall be \$127,023.15 which does not include Washington state leasehold tax. Staff recommends approval. SIA
11. ***Modification No. 2 for Design of Runway 21 Line of Sight Project – URS Corporation –** The FAA has mandated that the north end of the runway be raised six feet and to move the crown to the centerline of the runway. Last month, the Airport Board approved the award of modification No. 2 to URS Corporation’s contract based upon successful negotiation of scope and fee. Negotiations have been completed and modification No. 2 is in the amount of \$1,256,373. Staff recommends approval. SIA
12. ***Second Amendment to Lease Agreement – Forks Properties, LLC –** In March 2010, Forks Properties assumed the lease from Gary Stuckle for unimproved land to build Hangar 83. This amendment extends the timeline for construction through the end of 2010. Rent for the 11,550-square-foot parcel shall be \$2,079 which does not include Washington state leasehold tax. Staff recommends approval. FF
13. ***Consent to Assignment – Northwest Hangars, LLC –** Inland Timber Company, a member of Northwest Hangars, has sold its leasehold interest to Daryl Jones effective April 8, 2010. No other changes have been made with this acquisition and the assignee shall be bound by all terms and conditions of the agreement. Staff recommends approval. FF
14. ***Second Amendment to Lease Agreement – Northwest Hangars, LLC –** This amendment is being done as a housekeeping issue in order to amend the insurance language to reflect the most current language and requirements. All other terms and conditions of the agreement remain the same. Staff recommends approval. FF
15. ***First Amendment to Lease Agreement – Steve VanBatavia –** In March 2007, Mr. VanBatavia entered into a lease agreement to construct an aircraft hangar. The rental rate is subject to adjustment at every three-year period of the initial term and the option period. As of March 1, 2010, the rental rate is \$0.19 per square foot per annum or \$1,330 annually which does not include Washington state leasehold tax. Staff recommends approval. FF

- 16. ***Land Lease Agreement, Beacon Hill – Spokane Regional Emergency Communications** – Spokane Regional Emergency Communications wishes to take over a site on Beacon Hill from Spokane County Sheriff. This is one of several sites that provide city and county wide coverage as part of the emergency radio system. The term of the agreement shall be thirty (30) years commencing May 1, 2010 and the rental rate for 4,800 square feet of land shall be \$0.11 per square foot per month or \$528 per month. Staff recommends approval. FF

- 17. ***Resolution No. 03-10, In the Matter of Providing Indemnification to Current and Past Airport Board Members and Employees of the Spokane Airport Board** – The Airport Board operates under RCW 14.08 and the Joint Operating Agreement between the City and County of Spokane. RCW 4.24.670 holds harmless volunteers serving on the Board. Airport legal counsel and staff recommend adoption of Board Resolution No. 03-10 in the matter of providing indemnification to current and past Airport Board members along with employees of the Spokane Airport Board. SIA, FF, ABP

Regular Agenda

- 18. **Collective Bargaining Agreement with Airport Police Association** – The previous collective bargaining agreement with the Police Association expired on December 31, 2009. After numerous meetings, a tentative agreement has been reached for two proposed contracts. The first contract is for 2010 only and the second one would run from January 1, 2011 through December 31, 2013. The Association has voted to accept the negotiated contracts. The Personnel Committee and staff recommend approval of the two collective bargaining agreements. SIA

- 19. **Award Contract for Construction Services, HVAC Improvements and Chiller Upgrade – Shannon Industrial Contractors, Inc.** – This project involves replacing the aging heating, ventilation and air conditioning equipment in the airport with new high-efficiency equipment. Three bids were received on May 11, 2010. Staff recommends award of a contract to the lowest responsive, responsible bidder, Shannon Industrial Contractors, Inc., of Coeur d’Alene, Idaho, in the amount of \$344,875 which includes Washington state sales tax. SIA

- 20. **Construction Change Authorization (CCA) #1, Runway Extension Project – Acme Concrete Paving, Inc.** – This CCA #1 involves the installation of a new duct bank system parallel to and between Runway 3/21 and Taxiway G. The additive costs include material costs and overtime costs. Staff recommends approval of CCA #1 to Acme Concrete Paving in the amount of \$64,488.01 which includes Washington state sales tax. SIA

- 21. **Award Construction Contract for TSA Camera Project – Pick Electric, Inc.** – Spokane International Airport with an agreement and funding from the Transportation Security Administration (TSA) is expanding the existing security camera system. The project was legally advertised and four bids were received on May 12, 2010. Staff recommends award of a contract to the low bidder, Pick Electric, Inc., in the amount of \$1,652,067.51 which includes Washington state sales tax. SIA

- 22. **Award Construction Contract for South Parking Garage Lighting Project – Aztech Electric** – The lighting and electrical infrastructure in the old parking garage is at the end of its useful life. This project provides a replacement infrastructure for new, high efficiency light fixtures on all five floors. Six bids were received on May 11, 2010. Staff recommends award of a contract for construction to the low bidder, Aztech Electric, in the amount of \$427,647.54 which includes Washington state sales tax. SIA

Staff Reports

- **Report from Board Nominating Committee**
- **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 June 16, 2010 in the Airport Boardroom.