



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 April 15, 2009 Board Meeting

Board meeting held at Felts Field Airport Maintenance Building at 9:00 a.m.

1. **Roll call of the Airport Board**
2. **Financial Report**
3. **Human Resources Report**
4. **Approval of Minutes (03/18/09)**

***Consent Agenda**
(Items #5 - #11)

5. ***Approval of Vouchers**
 Construction Warrant Numbers 003090 – 003121 \$1,024,844.28
 Operational Warrant Numbers 106454 – 106730 \$2,197,599.41
6. ***Lease and Operating Agreement – DHL Express (USA) Inc.** – This lease and operating agreement allows DHL to lease an aircraft parking position north of Building 740 on a month to month basis and they shall pay \$650 per month for the space. Staff recommends approval. SIA
7. ***Operating Agreement – Northwestern Stage Lines, Inc. d/b/a Northwestern Trailways** – Northwestern Stage Lines has been providing bus service from the airport to the Spokane Intermodal Center since 2007. Due to the Ground Transportation Resolution adopted in April 2008 a new agreement is necessary. Staff recommends approval. SIA
8. ***Operating Agreement – Sayona, Inc. d/b/a Days Inn and Suites** – The Days Inn located in Airway Heights provides transportation service for their clients to and from the airport. This agreement is effective March 19, 2009 and provides for the rules and regulations of the use of the Ground Transportation Center as well as fee provisions. Staff recommends approval. SIA

9. ***Use Agreement – Sidwell Airfreight, Inc.** – Sidwell Airfreight has entered into an agreement with DHL Express USA to provide ground courier services. This month-to-month agreement grants Sidwell the right to operate its courier service at the airport and provides for payment of \$75 per month effective April 1, 2009. Staff recommends approval. SIA
10. ***Second Amendment to Signatory Lease and Operating Agreement – United Airlines, Inc.** – This agreement allows for the adjustment of rents, fees and charges annually on January 1. The amendment reflects a 5.5 percent increase in all terminal rents and landing fees are being increased to \$1.50 per 1,000 pounds. Staff recommends approval. SIA
11. ***Second Amendment to Air Cargo Building Lease Agreement – United Airlines, Inc.** – United Airlines leases space within the Air Cargo Building. This agreement allows for an annual adjustment of rental rates on January 1. United shall pay an annual rent of \$26,745.60. Staff recommends approval. SIA

Regular Agenda

12. **Award Professional Services Agreement for Design of Cascade MRO HVAC Improvements – Northwest Engineering, Inc.** – Due to age and the poor condition of the heating system, piping, controls and boilers, improvements are necessary to continue heating and ventilating the MRO building currently occupied by Cascade Aerospace. Staff recommends award of a professional services agreement for design of this project to Northwest Engineering in the amount of \$49,740. SIA
13. **Award Construction Contract for Terminal Ramp Construction Project – Wm. Winkler Company** – The Federal Aviation Administration has recommended the replacement of the existing aircraft operations area, total panel replacement in multiple locations and additional asphalt. Four bids for this project were received on March 20, 2009. Staff recommends award of a contract for construction services to the low bidder, Wm. Winkler Company, in the amount of \$7,694,694.48 which includes Washington state sales tax. SIA
14. **Award Professional Services Agreement for Construction Management Services for Runway Extension and Related Work Project – URS Corporation** – A professional services agreement was negotiated with URS on September 9, 2008 for the design of the runway 3/21 extension and related work project. URS has now provided construction management scope and fee for the project. Staff recommends award of a professional services agreement for construction management and engineering services to URS in the amount of \$2,549,423 contingent upon FAA approval. SIA
15. **Award Construction Contract for Runway Extension and Related Work Project – ACME Concrete Paving, Inc.** – This project will extend runway 3/21 by 2,000 feet and will require substantial modifications to the existing airfield infrastructure. Three bids were received on April 2, 2009. Staff recommends award of a contract for construction services to the low bidder, Acme Concrete Paving, in the amount of \$30,734,859.08 which includes Washington state sales tax. SIA
16. **Award Construction Contract for Parking and Road Improvement Project – Westway Construction, Inc.** - Three bids for this project were opened on April 9, 2009. Staff recommends award of a contract to the lowest responsive, responsible bidder, Westway Construction, in the amount of \$4,996,624.37 which includes Washington state sales tax. SIA

17. **Easement Agreement** – *Washington State Department of Transportation (WSDOT) and Airport Board* – During the development of the Tech Park off ramp from Airport Inbound, certain design criteria were required. The WSDOT is requesting line-of-sight protection for access to Highway 2 and Airport Inbound Drive. These restrictions will limit driveway access to certain state roads for safety standards and to meet Washington State guidelines. Staff recommends approval of the easement agreement followed by submittal to the City and County of Spokane for approval.

SIA

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 May 20, 2009 in the Airport Boardroom.