



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 June 17, 2009 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 (05/20/09)**

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

5. ***Approval of Vouchers**
 Construction Warrant Numbers 003138 – 003144 \$ 591,502.10
 Operational Warrant Numbers 106935 – 107232 \$1,595,062.63

6. ***Land Lease Agreement – Gordon Trucking, Inc.** – Gordon Trucking has requested a lease agreement for land in the Business Park. The term of the agreement shall be five years commencing July 1, 2009. Rent for 178,185 square feet of land shall be \$0.12 per square foot per annum through June 30, 2010, excluding Washington state leasehold tax, then increasing to \$0.13 psfpa to June 30, 2011 and thereafter \$0.14 psfpa through June 30, 2014. Staff recommends approval. ABP

7. ***Fifth Amendment to Lease Agreement for Building 1424 – Spokane County Sheriff** – ABP
 This agreement adjusts the term and rental rate for 9,135 square feet of warehouse space in Building 1424 with adjacent storage area of 4,681 square feet leased by Spokane County Sheriff. The term shall be month to month commencing July 1, 2009 and the rent shall be \$0.71 per square foot per annum or \$9,809.36 annually, excluding Washington state leasehold tax. They also lease an outside storage area adjacent to the Geiger Correctional Facility and shall pay \$160 per month or \$1,920 annually. Staff recommends approval.

8. ***Third Amendment to Lease Agreement for Building 1423, Bay D – Willow Bay, LLC d/b/a Willow Bay Cabinets** – Willow Bay has leased approximately 1,590 square feet for use as administrative and warehouse space since July 2006 and has requested to continue leasing the premises on a month to month basis. The rental rate shall be adjusted to \$3.93 per square foot per annum or \$520.73 monthly. Staff recommends approval. ABP
9. ***Lease and Operating Agreement – Air Serv Security, Inc. d/b/a International Ram Associates** – Air Serv acquired the aviation support and security divisions of International Ram and has requested a new agreement to continue providing wheelchair and skycap services for the airlines. The agreement shall be month to month effective June 1, 2009. Rent shall be \$36.67 per square foot per annum or \$443.10 monthly for 145 square feet of office space, excluding Washington state leasehold tax. Staff recommends approval. SIA
10. ***Second Amendment to Rental Car Quick Turnaround (QTA) Facility Lease & Operating Agreements – Overland West, Inc. d/b/a Hertz Rent-A-Car and Vanguard Car Rental USA Inc.** – Services provided by Kodiak Security at the QTA were canceled May 31, 2009 thereby reducing the cost to the rental car operators. All other terms and conditions of the agreements with Overland West d/b/a Hertz Rent-A-Car and Vanguard Car Rental remain the same. Staff recommends approval. SIA
11. ***First Amendment to Crop Farm Agreement – Jeffrey and Paula Oswald** – The Oswalds have leased approximately 318 acres of unimproved land at the airport for crop production. The term of the agreement, which commenced on January 1, 2009, will be extended one year. Annual cash payment shall be \$4,181.29, which includes Washington state leasehold tax. Staff recommends approval. SIA
12. ***Operating Agreement – Percussionaire Corporation, Inc.** – Percussionaire will provide courtesy vehicle service to and from the airport for clients visiting their facility in Sandpoint, Idaho. This agreement is effective June 1, 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
13. ***Landing Use Agreement – Shuttle America Corporation** – Shuttle America is a United Express carrier for United Airlines providing one daily departure and arrival from Spokane to Chicago. The term of this agreement is month to month effective June 1, 2009 and the landing fee shall be \$1.73 per 1,000 pounds. Staff recommends approval. SIA
14. ***Fuel Facility Use Agreement – Shuttle America Corporation** – Shuttle America, a carrier for United Express, has requested a fuel facility agreement. They will pay a 4-cent-per-gallon fuel flowage fee and have posted a reserve deposit of \$1,800. Staff recommends approval. SIA
15. ***Seventh Amendment to Lease Agreement – Aries Northwest, LLC** – Aries Northwest has leased approximately 37,100 square feet of improved land for a motorcycle safety training course. The term of the agreement shall be extended one year commencing July 1, 2009. Rent shall be \$0.14 per square foot per annum or \$5,194 per year. Staff recommends approval. SIA
16. ***License to Use Airport Facilities – Northwest Biplane Fly-In** – A group of aircraft owners is planning the bi-annual Northwest Biplane Fly-In to be held July 17-19, 2009 at Felts Field and a license to use airport facilities is required. Staff has met with the fly-in committee to FF

assure that all safety, FAA and Airport Board requirements are met. Staff recommends approval.

Regular Agenda

17. **Airport Board Resolution No. 05-09** – Staff recommends board adoption of Resolution No. 05-09 in recognition of the 15th anniversary of Southwest Airlines’ air service to the Spokane region and for the vital role they play in the community. SIA
18. **Access Control System Upgrade and Vehicle/Driver Authorization Requirements** - It is necessary to install an improved access system at Felts Field as the current equipment is antiquated and beyond repair. In an effort to provide increased security, staff recommends approval of a new card access control system be implemented by the end of September 2009. FF
19. **Award Professional Services Agreement for Construction Management, Terminal Ramp Construction Bid Package 2** – *Reynolds, Smith and Hills, Inc. (RS&H)* – In 2008, RS&H was awarded a professional services agreement for contract management and design of the terminal ramp construction project in the amount of \$1,114,963. The first phase is currently under construction. Staff recommends approval of modification to the professional services agreement with RS&H in the amount of \$958,650 for the second phase of the project. SIA
20. **Award Construction Contract, Terminal Ramp Construction Bid Package 2** – *Acme Concrete Paving, Inc.* - Four bids for this project were received on June 11, 2009. Staff recommends award of a contract for construction to Acme Concrete Paving, Inc., in the amount of \$6,682,644.94 which includes Washington state sales tax. Staff further requests authorization of expenditures of up to five percent of the total construction costs for contingencies on this project. SIA
21. **Award Construction Contract, New Snow Removal Equipment (SRE) Building** – *Bouten Construction* – Ten bids for this project were received on May 19, 2009. Staff recommends award of a contract for construction to the apparent low bidder, Bouten Construction, in the amount of \$1,791,419.60, which includes Washington state sales tax, subject to FAA and American Recovery and Reinvestment Act grant funding approval. SIA
22. **Future 3rd Runway Alignment Study** – The firm of Mead & Hunt conducted a 12-month study regarding two possible alignments of the future 3rd runway parallel to either Fairchild Air Force Base or Spokane International Airport. Mead & Hunt recommends alignment parallel to the existing main 3-21 runway at SIA. The study also recommends the 3-21 alignment protection zones be adopted by the City and County of Spokane. Staff recommends approval. SIA
23. **Award Professional Services Agreement, New Aircraft Maintenance and Paint (AMP) Hangar Design Services** – *Harris Group, Inc.* – This project includes the design of a new aircraft hangar adjacent to the existing Cascade MRO Building. Eighteen firms submitted statements of qualifications and three were asked to participate in interviews on May 28, 2009. Staff recommends approval of a professional services agreement to Harris Group, Inc., of Seattle, Washington, subject to successful negotiation of scope and fee. SIA
24. **Other Transaction Agreement (OTA) with the TSA for Closed Circuit Television Cameras** – In partnership with the TSA, the airport has applied to participate in the SIA

Advanced Surveillance Program which will provide an enhanced supplemental camera surveillance of passenger and baggage areas. The initial cost for this project is estimated at \$2,038,089. The project will begin upon approval of the TSA ARRA funding, with installation of equipment expected to be complete over the next twelve months. Staff recommends approval.

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 July 15, 2009 in the Airport Boardroom.