



May 17, 2018

CALL AND NOTICE OF A REGULAR MEETING OF THE  
OPERATIONS AND DEVELOPMENT COMMITTEE  
OF THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Operations and Development Committee will be held Monday, May 21, 2018, at 8:30 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 Hollywood Way, Burbank, California 91505.

Terri Williams, Board Secretary  
Burbank-Glendale-Pasadena Airport Authority

REGULAR MEETING  
OF THE  
OPERATIONS AND DEVELOPMENT COMMITTEE  
Airport Skyroom  
Monday, May 21, 2018  
8:30 A.M.

***NOTE TO THE PUBLIC: Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Commission less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 Hollywood Way, Burbank) in the administrative office during normal business hours.***

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***In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Board Secretary at (818) 840-8840 at least 48 hours prior to the meeting.***

AGENDA

1. Approval of Agenda
2. Public Comment
3. Approval of Minutes
  - a. May 7, 2018

***[See page 1]***

4. Items for Discussion
  - a. NextGen Impact – Update from Landrum & Brown

***Airport Authority consultant, Landrum & Brown, will brief the Committee relative to their initial findings concerning community impacts of the FAA's implementation of NextGen navigation procedures.***

5. Adjournment

**MINUTES OF THE REGULAR MEETING OF THE  
OPERATIONS AND DEVELOPMENT COMMITTEE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

**MONDAY, MAY 7, 2018**

A regular meeting of the Operations and Development Committee was called to order on this date in the Airport Skyroom, 2627 Hollywood Way, Burbank, California, at 8:30 a.m., by Chairman Brown.

**ROLL CALL**

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| <b>Present:</b>  | Commissioners Brown and Tornek;<br>Commissioner Devine (arrived at 8:34 a.m.)   |
| <b>Absent:</b>   | None  |
| <b>Also Present:</b>   | Staff: Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director; Kathy David, Deputy Executive Director, Finance and Administration (via teleconference); Anthony DeFrenza, Director of Engineering and Maintenance; Tom Lenahan, Fire Chief   |
| <b>1. Approval of Agenda</b>   | There were no adjustments to the agenda.  |
| <b>2. Public Comment</b>   | There were no public speakers.  |
| <b>3. Approval of the Minutes</b>  |   |
| <b>a. April 16, 2018</b>   | Commissioner Tornek moved approval of the minutes of the April 16, 2018 meeting. The minutes were approved (2-0, one absent).   |
| <b>4. Contract and Leases</b>  |   |
| <b>a. Award of Contract for Design-Build Services Terminal Ramp Rehabilitation Project Number E17-18</b> | Staff publicly solicited responses to a Request for Proposals on the Authority's PlanetBids e-procurement website for the Design-Build Services Terminal Ramp Rehabilitation Project. Staff received two proposals from qualified design-builders, Myers-Banicki and PALP, Inc. dba Excel Paving Company. The proposals were evaluated by a panel consisting of four Airport staff members, including two members of the Engineering Department, one from Administration, and one from Operations. The firms were scored based upon selected criteria for a total of 100 maximum points possible. Excel Paving Company submitted the lower Lump Sum Full-Fixed Price and received the higher total average score. |

**b. Award of Purchase Order to Diamondback Rescue & Fire Inc. for Replacement Self-Contained Breathing Apparatus**

Staff reported that the National Fire Protection Association ("NFPA"), California Code of Regulations ("CFR"), and National Institute for Occupational Safety and Health ("NIOSH") establish minimum standards of design, performance, testing, and certification of SCBAs for fire and emergency service personnel.

The current SCBAs, purchased in September 2006, are about to exceed their useful service life and will no longer meet the standards set forth by the NFPA, CFR and NIOSH. Additionally, the manufacturer of the current model no longer provides product support including parts, supplies and/or technical bulletins.

The proposed replacement SCBA units and associated air cylinders will meet and/or exceed the minimum requirements. Additionally, the proposed SCBA will accommodate the rollout of the programmed radio communication equipment upgrade by Verdugo Dispatch ("Verdugo"). All member cities and associate member entities, which the Authority is, will be required to upgrade their radio equipment to maintain their Verdugo membership.

If the Commission approves the proposed Purchase Order award, the acquisition of the replacement SCBAs will commence immediately and will be completed within 60 days.

Staff recommended that the Committee recommend to the Commission that it authorize the Executive Director to issue a Purchase Order to Diamondback in the amount of \$116,306.41 for replacement SCBA units and associated air cylinders for AFD personnel.

**Motion**

Commissioner Devine moved approval of Staff's recommendation, seconded by Commissioner Tornek.

**Motion Approved**

The motion was approved unanimously (3-0).

This item has been placed on the Authority's agenda for its May 7, 2018, meeting immediately following the Committee's meeting.