



January 15, 2016

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

The Airport Authority administrative offices will be closed on Monday, January 18, 2016, in observance of Martin Luther King, Jr., Day. Therefore, the regular meeting of the Operations and Development Committee scheduled for Monday, January 18, 2016, at 8:30 a.m. in the Airport Skyroom at Bob Hope Airport has been cancelled.

NOTICE is hereby given that a special meeting of the Operations and Development Committee will be held Tuesday, January 19, 2016, at 8:30 a.m. in the Airport Skyroom of the Bob Hope Airport, 2627 Hollywood Way, Burbank, California, 91505.

The items to be discussed are listed on the attached agenda.

Sue Loyd, Board Secretary
Burbank-Glendale-Pasadena Airport Authority

SPECIAL MEETING
OF THE
OPERATIONS AND DEVELOPMENT COMMITTEE

Airport Skyroom
Tuesday, January 19, 2016
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 Bob Hope 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. August 17, 2015 **[See page 1]**
 - b. September 8, 2015 **[See page 3]**
 - c. September 21, 2015 **[See page 6]**
 - d. October 5, 2015 **[See page 7]**
 - e. October 19, 2015 **[See page 9]**
 - f. November 16, 2015 **[See page 12]**
 - g. November 23, 2015 **[See page 15]**
 - h. December 7, 2015 **[See page 17]**

4. Contracts and Leases

a. Proposed Amendment to the Parking Management Agreement

- Staff Report Attached

[See page 21]

Staff seeks a recommendation from the Operations and Development Committee to the Commission that it authorize an amendment to the current Parking Management Agreement with Standard Parking Corporation to: (i) approve a one-year extension of the current Parking Management Agreement with Standard Parking, to expire June 30, 2017; (ii) approve the elimination of the passenger and employee busing services requirement from the Standard Parking Agreement; (iii) approve the reduction of the performance bond from \$750,000 to \$600,000; and (iv) subject to the future development and approval process for the FY 2016/2017 Budget, approve the proposed FY 2016/17 estimated annual budget of \$5,346,647 for the new extension. The current extension option expires June 30, 2016. If exercised, this new one-year extension will commence on July 1, 2016, and will expire on June 30, 2017.

b. Award of Contract, Project Number E15-12 Emergency Generator Replacement Project, Phase 2

- Staff Report Attached

[See page 32]

Staff seeks a recommendation from the Committee to the Commission that it award a construction contract in the amount of \$1,728,569 to Pacific Industrial Electric for Phase 2 of the Emergency Generator Replacement Project. In addition, Staff seeks a recommendation to award a sole source time and materials purchase order to AECOM for Construction Administration and Inspection Services for Phase 2 in an amount not to exceed \$130,000. Staff also seeks approval of an approximate 10% contingency in the amount of \$173,000 to permit Staff to authorize any necessary changes in the scope of the project during the course of construction.

In order to address the critical need of the Airport to have immediate and continuously reliable back-up power to the Terminal Complex it is essential that the project move forward as soon as possible. Therefore, subject to the recommendation of the Committee, this item has been placed on the Commission's agenda for consideration at its January 19, 2016, meeting immediately following the Committee's meeting.

c. Award of Contract, Project Number E15-14
Seismic Stabilization of Fire Department Trailers

- Staff Report Attached

[See page 36]

Staff seeks an Committee recommendation to the Commission that it award a construction contract in the amount of \$78,230 to New Vision Construction to install seismic strengthening to support the Airport Fire Station trailers. Staff also seeks approval of an approximate 10% contingency in the amount of \$7,800 to permit Staff to authorize any necessary changes in the scope of the project during the course of construction.

In order to address the condition of the structural support of the trailers prior to a seismic event, subject to the recommendation of the Committee, this item has been placed on the Commission's agenda for consideration at its January 19, 2016, meeting immediately following the Committee meeting.

5. Items for Information

a. November 2015 Passenger Statistics and Parking Information

No staff report is attached. Staff will discuss the November 2015 passenger statistics and will brief the Committee regarding parking revenue for November 2015.

6. Other Contracts and Leases and Capital Projects

7. Adjournment