



March 14, 2014

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

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Monday, March 17, 2014, at 9:00 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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
Regular Meeting of Monday, March 17, 2014  
9:00 A.M.

***NOTE TO THE PUBLIC:*** Prior to consideration of business items, the Authority invites comment on airport-related matters during the Public Comment period. Members of the public are requested to observe the following decorum when attending or participating in meetings of the Commission:

- Turn off cellular telephones and pagers.
- Refrain from disorderly or boisterous conduct, including loud, threatening, profane, or abusive language, clapping, whistling, stamping, or other acts that disrupt or otherwise render unfeasible the orderly conduct of the meeting.
- If you desire to address the Commission during the Public Comment period, fill out a speaker request card and present it to the Commission's secretary.
- Limit public comments to five minutes, or such other period of time as may be specified by the presiding officer, and confine remarks to matters that are on the Commission's agenda for consideration or are otherwise within the subject matter jurisdiction of the Commission.

*Any discloseable 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.*

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. PUBLIC COMMENT
4. CONSENT CALENDAR
  - a. Committee Reports (For Noting and Filing)
    - 1) Operations and Development Committee
      - (i) February 18, 2014
    - 2) Finance and Administration Committee
      - (i) February 18, 2014

***[See page 1]***

***[See page 3]***

3) Legal, Government and Environmental Affairs Committee

(i) February 18, 2014 **[See page 6]**

b. Commission Minutes (For Approval)

1) March 3, 2014 **[See page 7]**

c. Amendment No. 1 to Amended and Restated Employment Agreement with Director of Public Safety/Chief of Police **[See page 15]**

d. Consent to Assignment of Timco Line Care, LLC Month-to-Month Space Lease to Triad International Maintenance Corporation **[See page 24]**

5. ITEMS FOR COMMISSION APPROVAL

a. Award of Contract, Project Number E13-08 Residential Acoustical Treatment Program Module 13.1 **[See page 65]**

b. Project Number E12-18, Consultant Selection Runway 8/26 and Runway 15/33 Shoulder Rehabilitation Design and Construction Administration Services **[See page 69]**

c. Cooper Communications, Inc. Purchase Order for Outreach Support Services **[See page 74]**

6. CLOSED SESSION

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (California Government Code Section 54956.8)

Property:	B-6 Property Easements
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment

Property:	A-1 North Property Easements
Authority Negotiator:	Executive Director
Negotiating Party:	City of Burbank
Under Negotiation:	Price and Terms of Payment

Property:	2736–2760 Hollywood Way
Authority Negotiator:	Executive Director
Negotiating Party:	Successor Agency, City of Burbank
Under Negotiation:	Price and Terms of Payment

Property:	3003 Hollywood Way (Unsolicited Offer)
Authority Negotiator:	Executive Director
Negotiating Party:	General Electric
Under Negotiation:	Price and Terms of Payment

Property: Bob Hope Airport Leaseholds  
Authority Negotiator: Executive Director  
Negotiating Party: Alaska Airlines; Delta Airlines; jetBlue Airways; SeaPort Airlines; Southwest Airlines; United Air Lines; US Airways  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds  
Authority Negotiator: Executive Director  
Negotiating Party: Enterprise Rent-a-Car Company of Los Angeles, LLC; The Hertz Corporation; Avis Budget Car Rental LLC; Budget Rent a Car of Southern California; DTG Operations, Inc.; Fox Rent A Car; Midway Car Rental  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds  
Authority Negotiator: Executive Director  
Negotiating Party: Avjet  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds  
Authority Negotiator: Executive Director  
Negotiating Party: United Parcel Service  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leaseholds  
Authority Negotiator: Executive Director  
Negotiating Party: Yucaipa Companies  
Under Negotiation: Price and Terms of Payment

Property: Bob Hope Airport Leasehold  
Authority Negotiator: Executive Director  
Negotiating Party: Lockheed  
Under Negotiation: Price and Terms of Payment

b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(California Government Code Section 54956.9(d)(1))

Name of Case: Fox Rent-A-Car, Inc. v. Burbank-Glendale-Pasadena Airport Authority  
(Case No. BC517650)

c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant Exposure to Litigation (California Government Code Section 54956.9(d)(2)):  
One potential case. Facts and Circumstances: McCarthy Building Companies  
Change Order Requests

Significant Exposure to Litigation (California Government Code Section 54956.9(d)(2)):  
Facts and Circumstances: Honeywell Claim

Initiation of Litigation (California Government code Section 54956.9(d)(4)): Two  
potential cases.

- d. THREAT TO PUBLIC SERVICES OR FACILITIES  
(California Government code Section 54957(a))

Conference with Public Safety Director

- e. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(California Government Code Section 54957(b))

- 1) Title: Executive Director

- 2) Title: Senior Deputy Executive Director

7. ADJOURNMENT

## COMMISSION NEWSLETTER

March 17, 2014

### *[Regarding agenda items]*

#### 4. CONSENT CALENDAR

*(Consent Calendar items may be enacted by one motion. There will be no separate discussion on these items unless a Commissioner so requests, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.)*

- a. COMMITTEE REPORTS – Approved minutes of the following committee meetings are included in the agenda packet for information purposes: February 18, 2014, Operations and Development Committee; February 18, 2014, Finance and Administration Committee; and February 18, 2014, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – MARCH 3, 2014 – The draft minutes of this meeting are attached for Commission review and approval.
- c. AMENDMENT NO. 1 TO AMENDED AND RESTATED EMPLOYMENT AGREEMENT WITH DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE – A staff report is included in the agenda packet. Pursuant to the recently concluded labor negotiations, this item seeks Commission approval of a first amendment to the Authority's amended and restated employment agreement with the Director of Public Safety/Chief of Police. The amendment will provide a 4% salary increase (resulting in an annual base salary of \$168,730), a monthly POST Certificate payment of \$150, and a monthly range training payment of \$25.
- d. CONSENT TO ASSIGNMENT OF TIMCO LINE CARE, LLC MONTH-TO-MONTH SPACE LEASE TO TRIAD INTERNATIONAL MAINTENANCE CORPORATION – A staff report is included in the agenda packet. As part of a corporate realignment of its parent company, Timco Aviation Service, Timco Line Care, LLC desires to assign its month-to-month space lease agreement to Triad International Maintenance Corporation. Timco Line Care, LLC, a provider of aircraft and ground service equipment maintenance to the airlines at Bob Hope Airport, is a wholly-owned subsidiary of Triad and will be transferring all of its assets and contracts to Triad, which will allow Triad to operate under a single FAA Repair Station Certificate. This realignment will not impact services to the airlines at the Airport. At the March 3, 2014, meeting of the Finance and Administration Committee, the Committee voted unanimously (3–0) to recommend that the Authority approve the consent of assignment of the month-to-month space lease agreement from Timco Line Care LLC to Triad International Maintenance Corporation and authorize the Authority President to execute same.

#### 5. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF CONTRACT, PROJECT NUMBER E13-08, RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM MODULE 13.1 – A staff report is included in the agenda packet. At its March 3, 2014, meeting, the Legal, Government and Environmental Affairs Committee voted 2–0 (1 absent) to recommend to the

Authority that it award a contract for Residential Acoustical Treatment Program Module 13.1 to NSA Construction Group, Inc. in the amount of \$1,068,000 and authorize an approximate 5% contingency, not to exceed \$53,400, to permit Staff to approve any changes in scope that should arise during the course of construction.

- b. **PROJECT NUMBER E12-18, CONSULTANT SELECTION, RUNWAY 8/26 AND RUNWAY 15/33 SHOULDER REHABILITATION DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES** – A staff report is included in the agenda packet. At the March 3, 2014, meeting of the Operations and Development Committee, the Committee voted unanimously (3–0) to recommend to the Authority that it authorize the Executive Director to execute a work-order based Professional Services Agreement and Work Order #1 with RS&H California, Inc. for the lump-sum fee of \$362,837 to provide detailed design and construction administration services to rehabilitate existing runway shoulder and swale pavements, while minimizing the impacts to airfield operations during construction. Staff also voted to recommend that the Authority authorize an approximate 10% contingency in the amount of \$36,300 to permit Staff to authorize any necessary changes in the scope of work that may arise during the design.
  
- c. **COOPER COMMUNICATIONS, INC., PURCHASE ORDER FOR OUTREACH SUPPORT SERVICES** – A staff report is included in the agenda packet. Staff seeks Commission authorization for the Executive Director to issue a purchase order to Cooper Communications, Inc. for outreach support services on a time and materials basis as specifically authorized by the Executive Director. The purchase order would be valid through June 30, 2014, and would authorize payment of a one-time retainer of \$5,000 to Cooper upon issuance of the Purchase Order. Authorized expenditures will be billed against the retainer at the following hourly rates: Cooper President Martin M. Cooper, \$400, and an hourly rate of \$225 for Terry Stevens and \$150 for Mari Gilbert. Out-of-pocket expenses expressly authorized by the Executive Director such as local mileage, photocopy and related activities would be reimbursed at cost with evidence of supporting receipt. Third-party expenses authorized by the Executive Director for advertising, design and printing that are incurred and paid for by Cooper would be reimbursed on production of proof of payment and would include an additional administrative markup of 17.65%. This matter was reviewed with the Airport Planning and Noise Protection Ad Hoc Committee at its February 5, 2014, meeting.

*[Regarding non-agenda items]*

## **TRAVEL EXPENSE REPORTS SUMMARY**

For Period July 1, 2013, through December 31, 2013