



November 30, 2012

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

The **regular meeting** of the Operations and Development Committee scheduled for Monday, December 3, 2012, at 8:30 a.m., in the Airport Skyroom of the Bob Hope Airport has been **cancelled**.

NOTICE is hereby given that a **special meeting** of the Operations and Development Committee will be held **Monday, December 3, 2012, at 8:15 a.m.** in the Airport Skyroom of the Bob Hope Airport, 2627 Hollywood Way, Burbank, California.

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
Monday, December 3, 2012
8:15 A.M.

NOTE TO THE PUBLIC: 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.

AGENDA

1. Public Comment
2. Approval of Minutes
 - a. November 19, 2012 **[See page 1]**
3. Contracts and Leases
 - a. Award of Contract, Project Number E11-18
Runway 33 Safety Area Improvements
Phase 1 Construction
 - Staff Report Attached **[See page 3]**

Staff seeks an Operations and Development Committee recommendation to the Authority to award a construction contract in the amount of \$986,829 to Palp, Inc. DBA Excel Paving Company for constructing safety improvements to the Runway Safety Area at the south end of Runway 33. Staff also seeks a Committee recommendation to authorize Staff to execute a Professional Services Agreement with RMA Group in the not-to-exceed amount of \$18,426 for material testing and inspection. Finally, Staff seeks approval of an approximate 10% aggregate contingency in the amount of \$100,500 to

permit Staff to authorize any necessary changes in the scope of the project.

Because this project is deemed by the FAA to be a high-priority safety project, subject to the recommendation of the Committee, this item has also been placed on the Commission's agenda for consideration at its December 3, 2012, meeting immediately following the Committee's meeting.

- b. Authorization to Award Contract
Project Number E12-13
Fiber Optic and Service Equipment Project, Phase 5

- Staff Report Attached **[See page 7]**

Due to time constraints imposed by the City of Los Angeles ("L.A."), Staff seeks an Operations and Development Committee recommendation to the Authority authorizing the Executive Director to award and execute a construction contract to a yet-to-be-determined contractor for the Fiber Optic and Service Equipment Project, Phase 5, in the not-to-exceed amount of \$300,000. This project will be funded from a \$300,000 grant approved for the Authority by L.A. from the United States Department of Homeland Security 2010 Urban Area Security Initiative ("UASI").

Staff also seeks authorization to spend the balance, if any, of uncommitted funding from this \$300,000 grant for additional conduit and cameras as well as cover any additional costs due to unexpected conditions. Staff needs to have a contract awarded so as to begin the equipment procurement and issue a Notice to Proceed to the selected contractor by December 15, 2012, in order to meet a March 31, 2013, deadline imposed by L.A. for completion and reimbursement.

To ensure the grant deadline can be met, subject to the Committee's approval of Staff's recommendation, this item has been included on the Authority's agenda for consideration at its December 3, 2012, meeting immediately following the Committee meeting.

- c. Adjustment to Parking Rates

- Staff Report Attached **[See page 10]**

In response to the continuing decline in parking revenues caused by declines in passenger activity, exacerbated by the elimination of daytime flights provided by jetBlue Airways effective January 6, 2013, Staff seeks an Operations and Development Committee recommendation to the Authority to approve increases in parking rates for Lot B, Lot E and Valet. The proposed increases would add two dollars to the daily charge for each of these lots and would become effective on January 15, 2013.

Staff also seeks a Committee recommendation to the Authority to implement an initial phase of a valet parking incentive program that would become effective the same day as the proposed rate increases. This initial phase would provide a valet customer with a free car wash for each ten days of Valet lot use.

Subject to the recommendation of the Committee, this item has been placed on the Commission's agenda for consideration at its December 3, 2012, meeting immediately following the Committee's meeting.

4. Items for Discussion

a. Update: RFP Fleet Vehicle Maintenance Services and Parking Operations

No staff report is attached. Staff will brief the Committee on the issuance of an RFP for fleet vehicle maintenance services. The current agreement is scheduled to expire in March 2013. Staff will also discuss potential alternatives and/or options for efficiencies of the Authority's fleet and parking operations.

b. Update: Six-Month Marketing Campaign

No staff report is attached. Authority consultant Marty Cooper will update the Committee on the implementation of the catchment area marketing, public outreach and advertising campaign under way through March 2013.

5. Other Contracts and Leases and Capital Projects

6. Closed Session

a. Conference with Real Property Negotiators
(California Government Code Section 54956.8)

Property:	Bob Hope Airport Leasehold
Authority Negotiator:	Executive Director
Negotiating Party:	Ameriflight, LLC
Under Negotiations:	Price and Terms of Payment

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

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

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

Property: Bob Hope Airport Leasehold
Authority Negotiator: Executive Director
Negotiating Party: Alaska Airlines, Delta Airlines, JetBlue Airways,
SkyWest Airlines, Southwest Airlines, United Airlines,
US Airways
Under Negotiation: Price and Terms of Payment

b. Conference with Legal Counsel – Existing Litigation
(California Government Code Section 54956.9(a))

Name of Case: In re Petition of Burbank-Glendale-Pasadena Airport Authority for Order
Permitting Entry on Property (Union Pacific) (Case No. BS131944)

Name of Case: Fox Rent-A-Car v. Burbank-Glendale-Pasadena Airport Authority
(Case No. BS136941)

c. Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation (California Government Code Section 54956.9(c)): one potential
case

7. Adjournment