



December 3, 2010

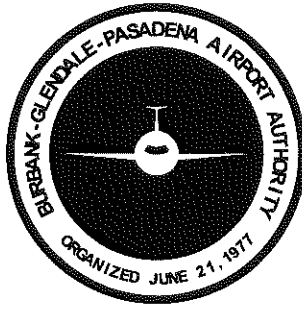
REGULAR MEETING CANCELLATION
AND
CALL AND NOTICE OF A SPECIAL MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

The regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, December 6, 2010, at 9:00 a.m. in the Airport Skyroom has been cancelled.

NOTICE is hereby given that a special meeting of the Burbank-Glendale-Pasadena Airport Authority will be held Monday, December 6, 2010, at 9:30 a.m., in the Airport Skyroom of the Bob Hope Airport, 2627 Hollywood Way, Burbank, California, 91505

The items to be discussed are on the attached agenda.

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



SPECIAL COMMISSION MEETING

AGENDA

DECEMBER 6, 2010

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Special Meeting of Monday, December 6, 2010

9:30 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. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT
4. CONSENT CALENDAR
 - a. Committee Reports (For Note and File)
 - 1) Operations and Development Committee
 - (i) November 1, 2010

[See page 1]

- 2) Finance and Administration Committee
 - (i) November 1, 2010 **[See page 3]**
- 3) Legal, Government and Environmental Affairs Committee
 - (i) November 3, 2010 **[See page 6]**
- b. Commission Minutes (For Approval)
 - 1) November 15, 2010 **[See page 10]**
- c. Conditional Consents to Assignments of Leases
Budget Rent A Car System, Inc. **[See page 20]**
- d. Conditional Consent to Assignment of Lease
24/7 Studio Equipment, Inc. **[See page 25]**
- 5. ITEMS FOR COMMISSION APPROVAL
 - a. Award of Contract and Award of Work-Order Based
Professional Services Agreement for
Ramps A and B Rehabilitation Project **[See page 28]**
 - b. Award of Contract, Project Number E10-28
Miscellaneous General Aviation Ramp Rehabilitation;
RMA Group Work Order Authorization **[See page 32]**
 - c. Regional Intermodal Transportation Center
Amendments to Various Purchase Orders and
Professional Services Agreements **[See page 36]**
 - d. Owner Controlled Insurance Program **[See page 63]**
 - e. Resolution No. 439, A Resolution of the
Burbank-Glendale-Pasadena Airport Authority
Modifying the Bob Hope Airport Rental Car
Customer Facility Charge and Repealing Resolution No. 429 **[See page 65]**
 - f. Airport Parking Lot Rate Adjustments **[See page 70]**
- 6. ITEMS FOR DISCUSSION
 - a. Proposition 26 **[See page 76]**
 - b. Runway Safety Action Plan **[See page 79]**
- 7. ITEMS FOR COMMISSION INFORMATION
 - a. Airline Schedule Analysis **[See page 104]**

b. October 2010 Passenger Statistics and
Preliminary November 2010 Parking Revenue

[See page 106]

c. The Paradies Shops Terminal B Renovations

[No Staff Report]

8. CLOSED SESSION

a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(California Government Code Section 54956.9(a))

- 1) Name of Case: Orr v. Burbank-Glendale-Pasadena Airport Authority et al.
(Case No. EC047664)
- 2) Name of Case: La Barre, Allstate Insurance Co. v. Burbank-Glendale-Pasadena
Airport Authority et al. (Case No. EC052254)
- 3) Name of Case: Burbank-Glendale-Pasadena Airport Authority v. Lockheed Martin
Corporation (Case No. CV012392)
- 4) Name of Case: Madriff Corporation, dba Delta Fire Protection & Equipment v.
Burbank-Glendale-Pasadena Airport Authority et al. (Case No. BC443540)
- 5) Name of Case: Carey v. Burbank-Glendale-Pasadena Airport Authority (Case
No. ADJ Unassigned (Worker's Compensation Appeals Board))
- 6) Name of Case: August v. City of Burbank et al. (Case No. EC054119)

b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- 1) Initiation of Litigation (California Government Code Section 54956.9(c)): seven
potential cases. One case: Keswick Street Vacation. One case: Noise Variance
Application to Department of Transportation, Division of Aeronautics
- 2) Significant Exposure to Litigation (California Government Code Section 54956.9(b)):
two potential cases. Facts and Circumstances: Stephanian Claim; Environmental
Protection Agency Second Interim Record of Decision for North Hollywood Operable
Unit

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

- 1) Property: Bob Hope Airport Leaseholds
Authority Negotiator: Executive Director
Negotiating Parties: Alamo Rent-A-Car; Avis Rent A Car; Budget Rent A Car;
Enterprise Rent-A-Car; Hertz Rent-A-Car; and National Car
Rental
Under Negotiation: Price and Terms of Payment

- 2) Property: Bob Hope Airport Leaseholds
 Authority Negotiator: Executive Director
 Negotiating Parties: Federal Express
 Under Negotiation: Price and Terms of Payment
- 3) Property: B-6 Property
 Authority Negotiator: Executive Director
 Negotiating Parties: City of Burbank; City of Glendale; State of California
 Under Negotiation: Price and Terms of Payment
- 4) Property: APN Number 2466-016-801
 Authority Negotiator: Executive Director
 Negotiating Parties: Union Pacific
 Under Negotiation: Price and Terms of Payment
- 5) Property: Bob Hope Airport Leaseholds
 Authority Negotiator: Executive Director
 Negotiating Parties: Legacy Aviation, LLC
 Under Negotiation: Price and Terms of Payment
- 6) Property: Bob Hope Airport Leaseholds
 Authority Negotiator: Executive Director
 Negotiating Parties: Ameriflight LLC
 Under Negotiation: Price and Terms of Payment
- 7) Property: Hollyona Property
 Authority Negotiator: Executive Director
 Negotiating Parties: City of Burbank
 Under Negotiation: Price and Terms of Payment
- 8) Property: Bob Hope Airport Leaseholds
 Authority Negotiator: Executive Director
 Negotiating Parties: U. S. Department of Justice, General Services
 Administration
 Under Negotiation: Price and Terms of Payment
- 9) Property: Bob Hope Airport Leaseholds
 Authority Negotiator: Executive Director
 Negotiating Parties: Million Air Burbank LLC
 Under Negotiation: Price and Terms of Payment
- 10) Property: Bob Hope Airport Leaseholds
 Authority Negotiator: Executive Director
 Negotiating Parties: Bob Hope Legacy
 Under Negotiation: Price and Terms of Payment

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

- 1) Consultation with Director of Public Safety

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

1) Title: Executive Director

2) Title: Senior Deputy Executive Director

9. ADJOURNMENT

COMMISSION NEWSLETTER

December 6, 2010

[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: November 1, 2010, Operations and Development Committee; November 1, 2010, Finance and Administration Committee; November 3, 2010, Legal, Government and Environmental Affairs Committee.
- b. COMMISSION MINUTES – NOVEMBER 15, 2010 – The draft minutes of this meeting are attached for Commission review and approval.
- c. CONDITIONAL CONSENTS TO ASSIGNMENTS OF LEASES, BUDGET RENT A CAR SYSTEM, INC. – A staff report is included in the agenda packet. Budget Rent A Car System, Inc. (BRAC) desires to assign its Nonexclusive Automobile Rental Lease and Concession Agreement and its Month-to-Month Lease for overflow parking at the Bob Hope Airport to Beverly Star Car Rental, Inc., dba Budget Rent A Car of Beverly Hills (Beverly Star). At the November 15, 2010, meeting of the Finance and Administration Committee, the Committee voted unanimously (3–0) to recommend to the Commission approval of the Assignment and Assumption of Lease between the two companies.
- d. CONDITIONAL CONSENT TO ASSIGNMENT OF LEASE, 24/7 STUDIO EQUIPMENT, INC. – A staff report is included in the agenda packet. 24/7 Studio Equipment, Inc. (24/7) desires to assign its Lease Agreement (Lease) with the Burbank-Glendale-Pasadena Airport Authority (Authority) to the Hertz Equipment Rental Corporation (HERC). At the November 15, 2010, meeting of the Finance and Administration Committee (Committee), the Committee voted unanimously (3–0) to recommend to the Commission approval to the Conditional Consent to the Assignment of Lease.

5. ITEMS FOR COMMISSION APPROVAL

- a. AWARD OF CONTRACT AND AWARD OF WORK-ORDER BASED PROFESSIONAL SERVICES AGREEMENT FOR RAMPS A AND B REHABILITATION PROJECT – A staff report is included in the agenda packet. Staff has solicited competitive bids to rehabilitate the air carrier aircraft parking ramp pavement and taxiway pavement for both Terminal A and Terminal B and to add ground power capability on both ramps. At the November 15, 2010, meeting of the Operations and Development Committee (Committee), the Committee voted unanimously (3–0) to recommend to the Airport Authority (Authority) that it (1) award a construction contract in the amount of \$6,595,968 to Sully-Miller Contracting Co.

for this project; (2) authorize the Executive Director to execute a work-order based professional services agreement in the amount of \$579,045 to AECOM for construction management and materials testing services; and (3) approve a 5% contingency in the amount of \$360,000 to permit Staff to authorize any necessary changes in the scope of the project.

- b. **AWARD OF CONTRACT, PROJECT NUMBER E10-28, MISCELLANEOUS GENERAL AVIATION RAMP REHABILITATION; RMA GROUP WORK ORDER AUTHORIZATION** – A staff report is included in the agenda packet. This item has been placed on the Authority’s agenda subject to review and recommendation by the Operations and Development Committee at its December 6, 2010, meeting immediately prior to the Airport Authority (Authority) meeting. Staff seeks authorization from the Authority to award a construction contract in the amount of \$277,809 to Padilla Paving for the rehabilitation of asphalt in common use non-leasehold general aviation areas. Staff also seeks the Authority’s authorization for the issuance of a work order to RMA Group in the not-to-exceed amount of \$10,000 for material testing and inspection services. Finally, Staff seeks approval of an approximate 10% contingency in the amount of \$29,000 to permit Staff to authorize any necessary changes in the scope of the project.
- c. **REGIONAL INTERMODAL TRANSPORTATION CENTER, AMENDMENTS TO VARIOUS PURCHASE ORDERS AND PROFESSIONAL SERVICES AGREEMENTS** – This item has been placed on the Authority’s agenda subject to review and recommendation by the Operations and Development Committee meeting on December 6, 2010, immediately prior to the Authority meeting. A staff report is included in the agenda packet. Staff seeks Commission authorization for the Executive Director to execute changes to various purchase orders and work-order based professional services agreements to support the ongoing planning and design effort for the Regional Intermodal Transportation Center at the Bob Hope Airport. These actions include:
- Execute a no-cost work order with the program management team of gkkworks/STV (PM) to manage and implement a General Contractor prequalification process and to reduce the duration of the scope of services for the program management team beyond the completion of the RITC structure;
 - Increase the existing contract with Langan Engineering and Environmental Services, Inc. (Langan) to perform a Phase II Environmental Site Assessment (ESA) by the amount of \$24,850, resulting in a total cost for the Phase II ESA of \$47,510;
 - Engage Hennon Surveying & Mapping, Inc. to perform additional ground survey requested by the design team in support of the preparation of the RITC construction contract documents in the amount of \$37,555; and
 - Increase the existing contract with Ninyo & Moore to provide a foundation design for the replacement parking structure to allow the use of spread foundations instead of piled foundations in the amount not-to-exceed \$10,000.

- d. **OWNER CONTROLLED INSURANCE PROGRAM** – A staff report is included in the agenda packet. On September 20, 2010, the Commission authorized the engagement of Aon Risk Services West, Inc. (Aon), the retail brokering and risk management services arm of Aon Corporation, to administer an Owner Controlled Insurance Program (OCIP) for the management and construction of the Regional Intermodal Transportation Center (RITC) project. Aon has indicated that the condition of the current insurance market provides an opportunity for the Authority to bind a three-year OCIP at favorable rates prior to the close of the calendar year. At the November 15, 2010, meeting of the Finance and Administration Committee, the Committee voted unanimously (3–0) to recommend to the Commission approval of authorization to Staff for the negotiation and implementation of a comprehensive OCIP (including Builder's Risk, Earthquake, Owners Protective Professional Indemnity and Contractors Pollution Liability), with estimated premiums in the range of \$4.5 million to \$5 million for the RITC and several other defined capital improvement projects.
- e. **RESOLUTION NO. 439, A RESOLUTION OF THE BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY MODIFYING THE BOB HOPE AIRPORT RENTAL CAR CUSTOMER FACILITY CHARGE AND REPEALING RESOLUTION NO. 429** – A staff report is included in the agenda packet. At the November 15, 2010, meeting of the Finance and Administration Committee, the Committee voted unanimously (3–0) to recommend to the Authority adoption of the attached Resolution No. 439. The Resolution modifies the existing Customer Facility Charge (CFC) currently being collected from rental car companies serving the Airport, effective February 1, 2011, to make the rate \$6 per rental transaction day and to eliminate the November 30, 2011, sunset date.
- f. **AIRPORT PARKING LOT RATE ADJUSTMENTS** – A staff report is included in the agenda packet. This item has been placed on the Authority's agenda subject to review and recommendation by the Operations and Development Committee at its December 6, 2010, meeting immediately prior to the Authority meeting. Burbank-Glendale-Pasadena Airport Authority (Authority) Staff seeks authorization from the Authority to adjust public parking lot rates by one dollar for all of the incremental and daily rates in all of the Bob Hope Airport (Airport) parking lots, effective February 1, 2011. These rate adjustments are intended to offset the costs of the Authority's ongoing legal defense related to being named a potentially responsible party (PRP) for the United States Environmental Protection Agency (EPA) directed cleanup of groundwater in the eastern San Fernando Valley.

6. ITEMS FOR COMMISSION DISCUSSION

- a. **PROPOSITION 26** – A memorandum from Authority Counsel is attached. This item was placed on the Commission's agenda at the request of Commissioner Madison. Authority Counsel will discuss with the Commission the impacts, if any, of the recent passage of Proposition 26.
- b. **RUNWAY SAFETY ACTION PLAN** – Staff will discuss with the Commission the Authority's response to the FAA's recent draft Runway Safety Action Plan dated August 19, 2010, a copy of which is included in the agenda packet.

7. ITEMS FOR COMMISSION INFORMATION

- a. AIRLINE SCHEDULE ANALYSIS – Included in the agenda packet for noting and filing is a schedule analysis reflecting equipment and operation changes for United Express and the effect of the changes in the 65 db CNEL impact area.
- b. OCTOBER 2010 PASSENGER STATISTICS AND PRELIMINARY NOVEMBER 2010 PARKING REVENUE – The passenger count of 381,656 in October decreased 1.4% from last year's tally of 387,235, while the current year-to-date total of 3,724,769 is down 2.7%. Cargo is off by 1.3% for the month and is up 8.2% for the year. Airline operations declined 3.8% in October and are running 5.1% below 2009 year-to-date. Overall airline seats declined 8.2% for the month, from 583,080 to 535,240, but the total load factor increased this year to 71.3%, up from 66.4% in 2009. A report is included in the agenda packet.

Staff will also brief the Commission on the preliminary figures for November 2010 parking revenue.

- c. THE PARADIES SHOPS TERMINAL B RENOVATIONS – Staff will update the Commission on The Paradies Shops' completion of its renovations to the stores located in Terminal B. Staff will also update the Commission on the DBE partner that has joined Paradies' operation at Bob Hope Airport.