



March 3, 2017

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, March 6, 2017, at 8:30 a.m., in the Airport Skyroom of the 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

Monday, March 6, 2017

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. February 6, 2017

**[See page 1]**

4. Contracts and Leases

a. Award of Contract: Project Number E17-02  
Maintenance Department Electrical Service Upgrades

**[See page 4]**

• **Staff Report Attached**

***Staff seeks an Operations and Development Committee ("Committee") recommendation to the Commission that it authorize the following actions for the construction of upgrades to the electrical service at the Airport Maintenance Department to bring the service up to current code:***

- ***Award a construction contract in the amount of \$204,500 to Ace Construction and Maintenance, Inc., to construct the upgrades;***

- **Authorize the issuance of a Purchase Order in the lump sum amount of \$14,000 to DHA + CALPEC for construction administration service;**
- **Authorize the Executive Director to execute the Authority to bill for Transformer Deposit from the City of Los Angeles for a new transformer in the amount of \$18,756;**
- **Approve the deployment of the TBI Force Account, including in-house construction management service, field observation and security for the not-to-exceed amount of \$30,000; and,**
- **Authorize the establishment of an aggregate project contingency of \$27,000 which is approximately 10% the project total less contingency.**

***This item, subject to the recommendation of the Committee, has also been placed on the Commission's agenda for consideration at its meeting immediately following the Committee meeting.***

5. Other Contracts and Capital Projects
6. Adjournment