



September 4, 2015

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, September 7, 2015, in observance of Labor Day. Therefore, the regular meeting of the Operations and Development Committee scheduled for Monday, September 7, 2015, 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, September 8, 2015, at 8:15 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, September 8, 2015  
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. Approval of Agenda
2. Public Comment
3. Contracts and Leases
  - a. Award of Contract to MV Transportation, Inc. for Courtesy Shuttle Services

- Staff Report Attached

**[See page 1]**

***As part of the Authority's continuing effort to provide its parking customers and employees the highest level of safe and efficient parking lot transportation, Staff conducted a competitive solicitation for courtesy shuttle services at the Airport. Faced with the complications of an aging shuttle fleet, Staff pursued a turn-key solution that would seek to provide, operate and maintain a new alternative-fueled shuttle fleet dedicated to the Airport. Following a comprehensive competitive selection process, Staff seeks a Committee recommendation to the Commission to award MV Transportation, Inc. an Agreement for Courtesy Shuttle Services with a fixed-price five-year base term (November 1, 2015, through November 30, 2020) with two fixed-priced, one-year extension options available to the Authority.***

b. Project Number E15-01, Runway and EMAS Rehabilitation

- Staff Report Attached

[See page 7]

**Staff seeks a Committee recommendation to the Commission that it authorize the Executive Director to execute a professional services agreement for an engineering design contract in the amount of \$1,085,770 to RS&H California, Inc. for the Runway and Engineered Material Arresting System (EMAS) Rehabilitation Project.**

c. SITA Airport Solution Line Service Agreement

- Staff Report Attached

[See page 14]

**Staff seeks a Committee recommendation to the Commission for approval of a proposed service agreement with SITA Information Networking Computing USA Inc. for the CUPPS and related common use systems. The proposed service agreement, copy attached, will have a four-year term and will be in the amount of \$54,387 per month, the cost of which is reimbursed by the airline users.**

4. Items for Information

a. Project Number E15-02

Emergency Generator Replacement Project Associated Costs

- Staff Report Attached

[See page 16]

**As requested by the Commission at its August 17, 2015, meeting, Staff has provided the attached staff report regarding the design costs associated with the Emergency Generator Replacement Project. Staff seeks concurrence from the Committee to make this report to the Commission.**

b. July 2015 Passenger Statistics and Parking Information

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

5. Other Contracts and Leases and Capital Projects

6. Adjournment