



April 28, 2022

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, May 2, 2022, at 8:30 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

Pursuant to Government Code Section 54953(e), members of the Committee may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing, a physical location is not being provided for the public to attend or comment. Members of the public may observe the meeting telephonically and may offer comment in real time through the following number:

Dial In: (978) 990-5000

Access Code: 880737#

Terri Williams, Board Secretary  
Burbank-Glendale-Pasadena Airport Authority

REGULAR MEETING  
OF THE  
OPERATIONS AND DEVELOPMENT COMMITTEE  
Airport Skyroom  
Monday, May 2, 2022  
8:30 a.m.

*The public comment period is the opportunity for members of the public to address the Committee on agenda items and on airport-related non-agenda matters that are within the Committee's subject matter jurisdiction. At the discretion of the presiding officer, public comment on an agenda item may be presented when that item is reached.*

*When in-person attendance or participation at meetings of the Commission is allowed, members of the public are requested to observe the following rules of decorum:*

- *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 Committee during the public comment period, fill out a speaker request card and present it to the Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Committee's subject matter jurisdiction.*
- *Limit comments to five minutes or to such other period of time as may be specified by the presiding officer.*



*The following activities are prohibited:*

- *Allocation of speaker time to another person.*
- *Video presentations requiring use of Authority equipment.*



*Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Committee less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 N. Hollywood Way, Burbank) in the administrative office during normal business hours.*



*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

Monday, May 2, 2022

1. Roll Call
2. Approval of Agenda
3. Public Comment
4. Approval of Minutes
  - a. March 21, 2022 **[See page 1]**
5. Items for Approval
  - a. Award of Construction Contract, Award of Professional Services Agreement, and Approval of Project Budget for Taxiway C and Shoulders Rehabilitation Project Number (E21-01) **[See page 3]**  
  
***Staff seeks an Operations and Development Committee recommendation to the Commission that it:***
    - i) Award a construction contract in the amount of \$3,065,000 to Sully-Miller Contracting Company for the Taxiway C and Shoulders Rehabilitation Project;***
    - ii) Award a professional services agreement in the amount of \$166,319 to RDM International, Inc. for engineer of record services, onsite technical services, and material testing;***
    - iii) Authorize a project budget for construction management, contract administration and field observation for a not-to-exceed amount of \$83,681; and,***
    - iv) Authorize a project contingency of \$75,000.***
6. Items for Information
  - a. Committee Pending Items **[See page 11]**
7. Adjournment

**MINUTES OF THE REGULAR MEETING OF THE  
OPERATIONS AND DEVELOPMENT COMMITTEE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

**MONDAY, MARCH 21, 2022**

A regular meeting of the Operations and Development Committee was called to order on this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 8:37 a.m., by Commissioner Devine.

## 1. ROLL CALL

**Present:** Commissioners Devine (via teleconference) and Hampton (via teleconference)

**Absent:** None

**Also Present:** Frank Miller, Executive Director; John Hatanaka, Senior Deputy Executive Director; Anthony Defrenza, Director of Engineering and Maintenance

**2. Approval of Agenda** The agenda was approved as submitted.

**3. Public Comment** There were no public comments.

#### 4. Approval of Minutes

**a. February 7, 2022** Commissioner Hampton (via teleconference) moved approval of the minutes of the February 7, 2022, meeting seconded by Commissioner Devine (via teleconference). The motion was approved (2-0).

## 5. Items for Approval

<p><b>a. Award of Design-Build Contract Runway 8 Precision Approach Pathway Indicators Navigation Aid Equipment Relocation</b></p>	<p>Staff sought a Committee recommendation to the Commission for approval of the following actions:</p> <ul style="list-style-type: none"> <li>i) Award a design-build contract in the amount of \$385,583 to Vellutini Corporation dba Royal Electric Company (“Royal”) for the design and construction services necessary to relocate the Runway 8 Precision Approach Pathway Indicators (“PAPI”) navigation aid;</li> <li>ii) Authorize a project budget for construction management, contract administration and field observation for a not-to-exceed amount of \$65,000;</li> <li>iii) Authorize a project allowance for required FAA flight-checks and other required FAA services in the amount of \$65,000; and,</li> <li>iv) Authorize a project contingency of \$40,000.</li> </ul>
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**Motion**

Commissioner Hampton (via teleconference) moved approval of Staff's recommendation, seconded by Commissioner Devine (via teleconference).

**Motion Approved**

There being no objection, a voice vote was taken to accommodate those participating via teleconference. The motion was approved (2-0).

**6. Items for Information**

**a. Committee Pending Items**

Staff informed the Committee of future pending items that will come to the Committee for review.

**7. Adjournment**

There being no further business, the meeting adjourned at 8:53 a.m.

**STAFF REPORT PRESENTED TO THE  
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
OPERATIONS AND DEVELOPMENT COMMITTEE  
MAY 2, 2022**

**AWARD OF CONSTRUCTION CONTRACT,  
AWARD OF PROFESSIONAL SERVICES AGREEMENT, AND  
APPROVAL OF PROJECT BUDGET FOR  
TAXIWAY C AND SHOULDERS REHABILITATION  
PROJECT NUMBER (E21-01)**

Presented by Anthony DeFrenza  
Director, Engineering and Maintenance

**SUMMARY**

Staff seeks an Operations and Development Committee ("Committee") recommendation to the Commission that it:

- i) Award a construction contract in the amount of \$3,065,000 to Sully-Miller Contracting Company ("Sully-Miller") for the Taxiway C and Shoulders Rehabilitation Project ("Project");
- ii) Award a professional services agreement in the amount of \$166,319 to RDM International, Inc. ("RDM") for engineer of record services, onsite technical services, and material testing;
- iii) Authorize a project budget for construction management, contract administration and field observation for a not-to-exceed amount of \$83,681 and,
- iv) Authorize a project contingency of \$75,000.

**BACKGROUND**

The Pavement Condition Index ("PCI") used by the Federal Aviation Administration ("FAA") to evaluate airfield pavement conditions is calculated for all pavement sections within the Airport Operations Area. The PCI value is updated for each pavement section based on visual inspections conducted annually. When the PCI value indicates the condition of the pavement is "fair" or worse and it is determined that regular maintenance and spot repairs are no longer capable of maintaining the pavement in an acceptable condition, the area is identified for future rehabilitation or reconstruction. Other factors that may cause a pavement section to be identified for rehabilitation or reconstruction are changes in use, drainage or grade issues, age, and adjacency to areas already identified as requiring rehabilitation. Based on these factors, ten pavement sections were identified for rehabilitation in two different areas within the southwest quadrant of the airfield.

Rehabilitation of the identified areas will improve safety conditions by replacing existing low PCI value material that is fatigued or past the end of its useful life. The design process identified the most suitable and cost-effective rehabilitation approach for each of the areas within the project scope.

## PROJECT DESCRIPTION

The Project includes the following areas of work in the areas described below:

- Area 1: Taxiway C - From Runway 15-33 to Hangar 2 – This pavement experiences daily use by air cargo operators of Design Group 4 aircraft. The pavement is fatigued. Taxiway C was last rehabilitated in 2009 and the portions to be rehabilitated have exceeded their useful life. In addition to the taxiway pavement, adjacent shoulders and connectors will be rehabilitated.
- Area 2: West SIDA – This section of pavement adjacent the airfield vehicle service road has a PCI value of 53 and requires rehabilitation.

## PROCUREMENT (SOLICITATION/BID EVALUATION/RECOMMENDATION FOR AWARD)

Staff initiated the bid process on February 23, 2022 by posting bid documents on PlanetBids. 186 vendors were notified through PlanetBids and advertising was placed in the Los Angeles Times, Dodge Online and the Bid Boards in Burbank, Glendale, and Pasadena. Three bids were received on March 25, 2022 with the following results:

CONTRACTOR	BID
Sully-Miller Contracting Company (Orange, CA)	\$3,065,000.00
PALP, Inc. dba Excel Paving Company (Long Beach, CA)	\$3,294,644.50
All American Asphalt (Corona, CA)	\$4,112,445.00

Sully-Miller has performed satisfactorily for the Authority in the past for similar work.

## BID EVALUATION

The apparent low bid was evaluated by staff and determined to be responsive. An additional evaluation was conducted to determine whether there were any bid anomalies, and none were found.

## TECHNICAL SERVICES, TESTING, AND INSPECTION

Staff negotiated a detailed scope of services and subsequent fee with RDM to provide engineer of record services, technical services, and materials testing services in accordance with FAA requirements. These services include site visits, weekly progress meeting participation, materials compliance testing (quality assurance), compaction testing, non-compliance reporting, corrective actions follow up, and FAA Acceptance Testing Summary reporting. Staff prepared an Independent Fee Estimate ("IFE") to serve as a benchmark in establishing a fair and current market value for the Project based upon the agreed scope of services and believes the proposed value of the services in the amount of \$166,319 reasonable based upon the defined scope.

### DBE PROGRAM

The Authority's adopted Disadvantaged Business Enterprise ("DBE") program and guideline goal of 16.55% were incorporated into the proposal documents. Based upon a staff review of the bid documentation submitted, Sully-Miller has exceeded the Authority's DBE goal for the Project.

### CONSTRUCTION MANAGEMENT AND CONTRACT ADMINISTRATION

Project and construction management, field coordination and stakeholder communication will be provided by Staff. The proposed total not-to-exceed budget for all services is \$83,681.

### SCHEDULE

Staff will issue a Notice to Proceed to Sully-Miller upon Commission approval, receipt of FAA grant funding, and receipt of all contractual prerequisites. Anticipated construction start is in July 2022.

### OPERATIONAL IMPACTS

Staff will communicate with Cargo Carriers, Air Traffic Control Tower, Airlines, Fixed Base Operators and all stakeholders to provide regular project status and schedule updates. Completion of the Project will require short-term closure of movement areas. Work will be completed at night to limit disruption to airport operations. To minimize the risk of the Project impacting regular airport operations, any failure by Sully-Miller to complete work necessary to re-open movement areas at the prescribed time results in substantial liquidated damages assessed in terms of minutes of delay.

### ENVIRONMENTAL REVIEW

Staff has reviewed the California Environmental Quality Act guidelines regarding exemptions applicable to the Project and determined that the Project is exempt pursuant to the Class 1 categorical exemption (14 C.C.R. § 15301). Among other things, that exemption covers rehabilitation of deteriorated facilities to meet current standards of public health and safety in situations where damage is not substantial and has not resulted from an environmental hazard.

Additionally, in accordance with National Environmental Protection Agency requirements for federally funded projects, a Categorical Exclusion was filed with the FAA and approved.



## BUDGET APPORTIONMENT

CATEGORY OF WORK	AMOUNT	% of COSTS
Construction	\$ 3,065,000	85%
Construction Administration/Testing	\$166,319	5%
Construction Management/Contract Administration	\$83,681	2%
Project Contingency	\$75,000	2%
<b>Construction Total</b>	<b>\$3,390,000</b>	<b>94%</b>
Project Formulation Costs (Design)*	\$212,000	6%
<b>Project Total</b>	<b>\$3,602,000</b>	<b>100%</b>

\* The award of a professional services agreement for design and associated management and administrative costs was approved by the Commission at the October 18, 2021 meeting.

## BUDGET IMPACTS

The approved FY 2022 Budget includes appropriations for this project of \$223,350 for design phase costs of which approximately \$212,000 were spent. The proposed FY 2023 Budget includes an appropriation request of \$3,400,000 for construction phase costs. The total project cost will be funded through a combination of an Airport Improvement Program ("AIP") grant and Passenger Facility Charge ("PFC") funds. A final AIP grant application for \$2,902,852 (80.59% of project costs) was submitted to the FAA last month, and based on discussions with FAA, receipt of the grant is anticipated in May. A proposed PFC Application will provide the local funding match requirement of \$699,148.

## STAFF RECOMMENDATION

Subject to receipt of the of the anticipated AIP grant, Staff seeks the Committee's recommendation to the Commission for (1) award of a construction contract in the amount of \$3,065,000 to Sully-Miller, (2) award a professional services agreement in the amount of \$166,319 to RDM for engineer of record services, onsite technical services, and material testing, (3) authorization of a project budget for construction management, contract administration and field observation for a not-to-exceed amount of \$83,681 and, (4) authorization of a project contingency of \$75,000 for any unforeseen circumstances that may arise during the course of construction.

## CONSTRUCTION AGREEMENT

(Burbank-Glendale-Pasadena Airport Authority/Sully-Miller Contracting Company)

THIS CONSTRUCTION AGREEMENT ("Agreement") is dated May 16, 2022 for reference purposes and is executed by the Burbank-Glendale-Pasadena Airport Authority, a California joint powers agency ("Authority") and Sully-Miller Contracting Company, a Delaware corporation ("Contractor"). Contractor's CSLB license number is 747612. Contractor's DIR registration number is 1000003664.

In consideration of the mutual covenants hereinafter set forth, the parties agree as follows:

1. Contract Documents. The Contract Documents consist of this Agreement, the Notice Inviting Bids, the Instructions to Bidders, the Bid (including documentation accompanying the Bid and any post-Bid documentation submitted before the Notice of Award), the Bonds, permits from regulatory agencies with jurisdiction, General Provisions, Special Provisions, General Federal Provisions, Special Federal Provisions, Plans, Standard Plans, Standard Specifications, Reference Specifications, Addenda, Change Orders, and Supplemental Agreements and the BUR Clean Construction Policy to the extent attached to this Agreement. Such attachments are incorporated herein by reference.
2. Scope of Services. Contractor shall perform the Work in a good and workmanlike manner for the project identified as **TAXIWAY C AND SHOULDER REHABILITATION** ("Project"), as described in this Agreement and in the Contract Documents.
3. Compensation. In consideration of the services rendered hereunder, Authority shall pay Contractor a not to exceed amount of Three Million Sixty-Five Thousand dollars (\$3,065,000.00) in accordance with the prices as submitted in the Bid.
4. Incorporation by Reference. All of the following documents are attached hereto and incorporated herein by reference: Workers' Compensation Certificate of Insurance, Additional Insured Endorsement (Comprehensive General Liability), Additional Insured Endorsement (Automobile Liability), and Additional Insured Endorsement (Excess Liability).
5. Antitrust Claims. In entering into this Agreement, Contractor offers and agrees to assign to Authority all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Business and Professions Code Section 16700 et seq.) arising from purchases of goods, services, or materials pursuant to this Agreement. This assignment shall be made and become effective at the time Authority tenders final payment to Contractor without further acknowledgment by the parties.
6. Prevailing Wages; Davis-Bacon Act. Authority and Contractor acknowledge that the Project is a public work to which prevailing wages and the Davis-Bacon Act apply. Further, where the wage rates calculated pursuant to the respective Labor Code and the Davis-Bacon Act provisions are different, Contractor must pay the higher rate.
7. Workers' Compensation. Labor Code Sections 1860 and 3700 provide that every contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of Labor Code Section 1861, by signing this Agreement, Contractor certifies as follows:

"I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will

comply with such provisions before commencing the performance of the work of this contract.”

8. Execution Warranty. Any person executing this Agreement on behalf of Contractor warrants and represents that he or she has the authority to execute this Agreement on behalf of Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

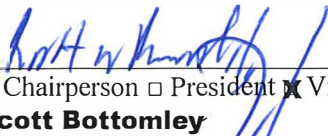
9. Entire Agreement. This Agreement, including the Contract Documents and any other documents incorporated herein by specific reference, represents the entire and integrated agreement between Authority and Contractor related to the Project. This Agreement supersedes all prior oral or written negotiations, representations or agreements related to the Project. This Agreement may not be modified or amended, nor any provision or breach waived, except in a writing signed by both parties that expressly refers to this Agreement.

10. Counterparts. This Agreement may be executed in counterpart originals, duplicate originals, or both, each of which is deemed to be an original for all purposes.

**[SIGNATURES ON FOLLOWING PAGE]**

**TO EXECUTE THIS AGREEMENT**, the parties have caused their authorized representatives to sign below.

**Sully-Miller Contracting Company**  
135 S. State College Blvd., Suite #400  
Brea, CA 92821

  
\_\_\_\_\_  
☐ Chairperson ☐ President ☒ Vice President  
**Scott Bottomley**

\_\_\_\_\_  
☐ Secretary ☒ Asst. Secretary  
☐ Chief Finance Officer ☐ Asst. Treasurer

[Pursuant to California Corporations Code Section 313, both signature lines must be executed unless the signatory holds at least one of the offices designated on each line.]

**Burbank-Glendale-Pasadena Airport Authority**  
2627 N. Hollywood Way  
Burbank, CA 91505

\_\_\_\_\_  
Paula Devine, President

Approved as to form:

\_\_\_\_\_  
Richards, Watson & Gershon  
A Professional Corporation

## CERTIFICATE OF INCUMBENCY AND RESOLUTION

I, Anthony L. Martino, II, do hereby certify that I am the Secretary of Sully-Miller Contracting Company, a Delaware corporation, and that as such I have access to and custody of the corporate records and minute books of said corporation.

And I do hereby further certify that the following persons are duly elected officers of said corporation.

**TITLE**

Chairman Of The Board  
President  
Vice President, CFO, Treasurer  
and Assistant Secretary  
Vice President and Assistant Secretary  
Secretary  
Assistant Secretary  
Assistant Secretary

**NAME**

John Harrington  
William Joseph Thomas Boyd  
Christopher Winter  
  
Scott Bottomley  
Anthony L. Martino, II  
Curtis Weltz  
Jeff Galterio


I further certify that the following is a true and correct copy of a resolution duly adopted by the Board of Directors of said Company at a meeting held on December 3, 2020, and that this resolution has not been in any way rescinded, annulled, or revoked but the same is still in full force and effect:

**“BID TENDERS: GENERAL**

RESOLVED, that any officer of the Corporation be and they hereby are authorized in the name and on behalf of the Corporation, under its corporate seal or otherwise (i) to prepare proposals and bids for the supplying of construction materials and the performance by itself or in joint venture, of work of whatsoever nature in connection with the construction or paving of highways, roads and airports and in connection with earthworks and civil engineering projects of all kinds, together with all work incidental thereto, (ii) to execute and submit any and all such proposals and bids to any governmental authority, instrumentality, or agency of the United States, its several states, territories and possessions, including without limitation, any municipality or other political or corporate subdivision thereof, and to any corporation, partnership, sole proprietorship, or other business entity, (iii) in connection with any such submission, to deliver bid deposits or bonds as may be required and (iv) to execute and deliver definitive agreements binding the Corporation to perform work in accordance with any proposals and bids authorized hereby.”

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal this 1st day of June, 2021.

(SEAL)

  
\_\_\_\_\_  
Anthony L. Martino, II  
Secretary  
Sully-Miller Contracting Company  
135 S. State College Blvd., Ste. 400  
Brea, CA 92821

**BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY  
OPERATIONS AND DEVELOPMENT COMMITTEE  
MAY 2, 2022**

**COMMITTEE PENDING ITEMS**

**Future**

1. Review of shuttle service operations serving the Airport
2. Lot F Development
3. FY 2022 and FY 2023 Vehicle Acquisition
4. Award of Contract - DVSS Extension