



March 26, 2026

CALL AND NOTICE OF A REGULAR MEETING OF THE
EXECUTIVE COMMITTEE
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Executive Committee will be held Wednesday, April 1, 2026, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

In addition to attending the meeting in person, 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
EXECUTIVE COMMITTEE
Airport Skyroom
Wednesday, April 1, 2026
9:00 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.

Members of the public are requested to observe the following decorum when attending or participating in meetings of the Committee:

- *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 three 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

Wednesday, April 1, 2026

1. Roll Call
2. Approval of Agenda
3. Public Comment
4. Approval of Minutes
 - a. March 4, 2026 **[See page 1]**
5. Items for Approval
 - a. Pre-Authorization of Security Screening Checkpoint Equipment Transportation / Installation Contract Execution **[See page 3]**

Staff seeks a recommendation from the Executive Committee to the Commission to pre-authorize execution of a contract with the Transportation Security Administration (“TSA”) authorized service provider that is the lowest bidder for the transportation and installation of security screening checkpoint equipment at the Replacement Passenger Terminal (“RPT”). Most of this equipment is located at the TSA Logistics Center in Dallas, Texas. The cost of this contract will be determined by the bid results but are not expected to exceed \$2,271,500, which includes a 10% contingency for unforeseen circumstances.

Staff seeks this authorization in advance of receiving bids in order to be able to immediately execute a contract with the lowest bidder that is able to meet the delivery and installation timetable for the opening of the RPT.
6. Items for Information
 - a. Replacement Passenger Terminal Project Construction Update.

No staff report attached. An updated video will be presented.
 - b. Committee Pending Items **[See page 7]**
7. Adjournment

**MINUTES OF THE REGULAR MEETING OF THE
EXECUTIVE COMMITTEE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY**

WEDNESDAY, MARCH 4, 2026

A regular meeting of the Executive Committee was called to order on this date in the Airport Skyroom, 2627 N. Hollywood Way, Burbank, California, at 9:00 a.m., by Commissioner Talamantes.

1. ROLL CALL

Present:	Commissioners Talamantes and Quintero
Absent	Commissioner Hampton
Also Present:	Staff: John Hatanaka, Executive Director; Nerissa Sugars, Director, Communications and Air Service Perry Martin, Sr. Program Manager, Jacobs Project Management Co.; Steve Chavez, Co-Founder / Chief Creative Officer, Anyone Collective, LLC

2. Approval of Agenda

Motion	Commissioner Quintero moved approval of the agenda; seconded by Commissioner Talamantes.
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Motion Approved	The motion was approved (2-0, 1 absent).
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3. Public Comment

There were no public comments.

4. Approval of Minutes

a. February 4, 2026

The agenda packet included a draft copy of the February 4, 2026, Committee meeting minutes for review and approval.

Motion	Commissioner Quintero moved approval of the minutes; seconded by Commissioner Talamantes.
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Motion Approved	The motion was approved (2-0, 1 absent).
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5. Items for Approval

a. First Amendment to Professional Services Agreement – Airport Marketing Consultant Services

Staff sought an Executive Committee (“Committee”) recommendation to the Commission to approve a proposed First Amendment (“Amendment”) to the FY 2026 Professional Services Agreement currently being finalized, with Anyone Collective, LLC for additional services

specific to supporting the Authority's promotion of the opening and operational cutover to the Replacement Passenger Terminal in October of this year and for a one-year extension of the term to ensure the proposed services can be completed without interruption. If this proposal receives the Committee's recommendation, the proposed Amendment will be included in the March 16, 2026 Commission agenda for its consideration.

Motion

Commissioner Quintero moved approval; seconded by Commissioner Talamantes.

Motion Approved

The motion was approved (2-0, 1 absent).

6. Items for Information

a. Replacement Passenger Terminal Project Construction Update

Jacobs Project Management provided a construction update and the latest progress video.

b. 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 was adjourned at 9:33 a.m.

**STAFF REPORT PRESENTED TO THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
EXECUTIVE COMMITTEE
APRIL 1, 2026**

**PRE-AUTHORIZATION OF
SECURITY SCREENING CHECKPOINT EQUIPMENT
TRANSPORTATION / INSTALLATION CONTRACT EXECUTION**

Presented by
Greg Rabinovitz, Chief of Staff
and
Jacobs Project Management Co.

SUMMARY

Staff seeks a recommendation from the Executive Committee (“Committee”) to the Commission to pre-authorize execution of a contract with the Transportation Security Administration (“TSA”) authorized service provider that is the lowest bidder for the transportation and installation of security screening checkpoint equipment at the Replacement Passenger Terminal (“RPT”). Most of this equipment is located at the TSA Logistics Center in Dallas, Texas. The cost of this contract will be determined by the bid results but are not expected to exceed \$2,271,500, which includes a 10% contingency for unforeseen circumstances.

Staff seeks this authorization in advance of receiving bids in order to be able to immediately execute a contract with the lowest bidder that is able to meet the delivery and installation timetable for the opening of the RPT.

BACKGROUND

The RPT is designed to have a single security screening checkpoint instead of the split checkpoints in the current terminal. This consolidated checkpoint will initially have eight security screening lanes for the processing of passengers from public area to sterile side of the facility.

As the current terminal will remain in operation until the opening of the RPT, the security screening checkpoint in the RPT requires a turnkey equipment installation in advance of the cutover in order for TSA to undertake the necessary testing and certification. Once the RPT is open, the non-relocated security screening checkpoint equipment in the current terminal will be decommissioned, packed and returned to the TSA Logistics Center. The cost of the equipment movement, installation, commissioning, and decommissioning is the responsibility of the Authority.

Planning for the coordination of this process began in 2024, starting with the local TSA office submitting a request to the TSA Requirements Management Advisory Group (“ReMAG”) to allocate security screening checkpoint equipment for the RPT. The TSA ReMAG is the central body responsible for reviewing and validating requests for checkpoint and checked baggage screening technology. The TSA has processed that order and developed a plan to provide the RPT with security screening checkpoint equipment which will allow the facility to process passengers on opening day, just hours after the closure of the current terminal.

While the majority of the security screening checkpoint equipment will be dispatched from the TSA Logistics Center, some components will be transported from Los Angeles International Airport, and some will be relocated from the current terminal. These multiple locations add to the logistics complexity of equipping the new checkpoint. The target is to have the equipment in place at the RPT by July 1, 2026, to begin testing, certification and commissioning.

The last equipment transfer will be for the components in the current terminal that are designated for the RPT. This equipment movement will begin after the current terminal is closed the night before the opening of the RPT the following day.

Security screening checkpoint equipment is highly sensitive, and its packing, shipping, unpacking, placement, and installation requires a unique specialized set of skills. TSA, as owner of the equipment, requires that the Authority utilize a TSA-certified service provider for this work. TSA has given the Authority a list of five certified service providers: V2X; Leidos; K2; Senaia; and Golden Ratio Management Corporation. All are experienced firms that routinely provide transport and installation services to airports across the country.

With the goal of accurately understanding the scope and the cost of these services, working with Jacobs Project Management, staff engaged the services of Secure Insights, a small consultancy that specializes in acting as an intermediary between airports, the TSA and security screening checkpoint logistics firms. Staff has prepared a Request for Bids based on a Scope of Work developed by Secure Insights and the solicitation will be released upon the Commission's approval to secure these services.

The scope of work is based on the following requirements:

a. Transport and installation of the following in the RPT:

Eight - Smith's Detection AT X-Ray systems (from TSA Logistics Center) for baggage screening

One - Leidos ProVision AIT machine (from Los Angeles International Airport) for full body scanning

Three - Leidos ProVision AIT machines (from current terminal)

Four - Walk Through Metal Detector (from TSA Logistics Center)

b. Relocation of all other security-related equipment, travel document check podiums, boarding pass scanner, explosive trace detector and bottled liquid scanner (from current terminal).

c. Decommissioning, removal, packaging and transportation to the TSA Logistics Center of security screening checkpoint equipment not being relocated from the current terminal to the RPT.

Bids will be evaluated by the Authority's Procurement Department, Secure Insights and the Project Team. The contract award will be to the lowest bidder that will meet the handling and timetable requirements for this logistical movement.

The multiple government shutdowns that occurred in the past six months have complicated the logistics surrounding the movement of security screening checkpoint equipment, particularly that coming from the TSA Logistics Center. TSA personnel that are assigned to manage the deployment of this equipment have unfortunately spent a significant amount of time on furloughed status in late 2025 and early 2026. In order to meet the RPT project timetable, it is essential to secure the services of a TSA-certified service provider as soon as possible in order to be prepared to initiate transport of the security screening checkpoint equipment immediately upon the reopening of the TSA Logistics Center.

FUNDING

An estimated breakdown of costs for the movement of the security screening checkpoint equipment is as follows:

1. \$1,750,000 for the transportation, installation; testing and decommissioning
2. \$ 315,000 for systems integration
3. \$ 206,500 which is 10% contingency for unforeseen circumstances

The total authorization request of \$2,271,500 with funding for this service being funded through the RPT Owner's Contingency.

STAFF RECOMMENDATION

Staff seeks the Committee's recommendation to the Commission to pre-authorize the Executive Director to execute a contract with the TSA-certified service provider that is the lowest bidder for the transportation and installation of security screening checkpoint equipment for the RPT.

Cost Estimates for BUR SSCP Delivery Scope

Scope: TSA Supplies TSE for BUR Consolidated SSCP	
(8) Smiths AT X-ray systems (shipped from TSALC)*	\$900,000.00
(1) Leidos ProVision 2 AIT (shipped from LAX) **	\$600,000.00
(3) Leidos ProVision (1s & 2) AITs to be moved from Terminals A/B ***	
(4) WTMDs (shipped from TSALC) ****	\$100,000.00
All other TSE: (CAT, BPS, ETD, BLS) moved from A/B *****	\$150,000.00
Subtotal	\$1,750,000.00
Systems Integrator	\$315,000.00
Total	\$2,065,000.00

*Includes decommissioning, shipping Terminal A/B AT X-ray systems back to TSALC; shipping rigging, install and testing of TSA supplied AT X-ray systems from TSALC (and local warehousing if necessary)

** Includes shipping of 1 AIT from LAX and all associated costs for rigging, install, testing & commissioning of system and warehousing if needed

*** Includes decommission, rigging, move, install & testing of 3 BUR A/B AITs at new SSCP; 2 mobilizations

**** Includes shipping, rigging, install & testing of 4 WTMDs from TSALC; decomm rigging & shipping to TSALC of A/B WTMDs

***** Includes move, rigging, install & testing of all other TSE

Note: Estimated Systems integrator cost ~18% percent

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY
EXECUTIVE COMMITTEE
APRIL 1, 2026
COMMITTEE PENDING ITEMS

Future

1. SEQ Reconfiguration
2. Award of Extended Warranty and Service Agreement for VRCCR (Searidge)
3. Award of Contract - SEQ Phase 1 Improvements
4. GSA/TSA TI Buildout - RPT

Tentative Presentation

May 6, 2026
TBD
TBD
TBD

Hollywood Burbank Airport Replacement Passenger Terminal



Safety

- Work Craft Hours to Date – 2,590,461 Hours
- Safety Orientations to Date – 3,680
- Daily Average Workers Onsite – 876

Current Construction Activities

Terminal

- Ongoing Ceiling Install
- Ongoing Interior Buildout
- Ongoing Mechanical, Electrical and Plumbing Install
- Ongoing Exterior Skin Install

Garage

- Ongoing Valet Office Construction
- Ongoing Elevator Shaft Construction
- Ongoing Overhead Mechanical, Electrical and Plumbing Install
- Continued In-Wall Mechanical, Electrical and Plumbing Install

Civil

- Continued Electrical Ductbank Install
- Continued Airside Paving
- Continued Landside Utility Install
- Continued Panhandle Fine Grading for Roadways

[Photos](#)



Completed A Restroom



Completed A Restroom

Photos



Flight Information Display



Silver Screen Steel

Photos



Area D Baggage Handling Systems



Area C Fascia/Soffit Framing

Photos



ASF Overhead Doors



Garage Built-Up Slab