



SPECIAL AND URGENT NOTICE ELIMINATING IN-PERSON PUBLIC PARTICIPATION AT ONTARIO INTERNATIONAL AIRPORT AUTHORITY MEETINGS

In accordance with the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20) and the Governor's Stay at Home Order (Executive Order N-33-20), the Ontario International Airport Authority (OIAA) board meetings are being conducted via Zoom and teleconference. Members of the public may utilize alternative measures established by OIAA to view the board meetings and/or to address the President and Commissioners. Please see instructions listed below.

Link to watch the June 24, 2021, Commission Meeting*: <https://us02web.zoom.us/j/87319310315>

To dial in, call either: US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782

WEBINAR ID: 873 1931 0315

*Zoom may require you to enter a response for name and email. To remain anonymous, you may use Attendee and attendee@flyontario.com to bypass this Zoom feature.

ANY MEMBERS OF THE PUBLIC WISHING TO PROVIDE PUBLIC COMMENT MAY DO SO AS FOLLOWS:

E-MAIL: You may submit public comments by e-mail to clerk@flyontario.com the day of the meeting no later than 12:00 p.m. Please identify the Agenda item you wish to address in your comments. All e-mail comments will be included in the meeting record.

TELEPHONE: You may call (909) 414-1718 the day of the meeting between 1:45 p.m. to 2:00 p.m. to speak live during the public comment portion of the meeting. You will be asked to identify the Agenda item you wish to address and be placed on hold until the public comment portion of the meeting. Comments are limited to 3 minutes.

VOICEMAIL: You may record public comments at (909) 544-5307 the day of the meeting no later than 12:00 p.m. Please identify the Agenda item you wish to address in your comments. Recorded comments are limited to 3 minutes. All voicemail comments will be included in the meeting record.

MAIL: You may mail in public comments to the OIAA Clerk's Office at 1923 E. Avion St., Ontario, CA 91761. Comments by mail must be received the day of the meeting no later than 12:00 p.m. Postmarks are not accepted.

Any members of the public who require special assistance or a reasonable accommodation to participate telephonically in the meeting of the OIAA Commission may contact Natalie Gonzaga at 909-544-5307 or clerk@flyontario.com.

The Ontario International Airport Authority Board of Commissioners and staff thank you for your continued patience and corporation during these unprecedented times. If you have any questions related to participation in the Commission Meeting, please call (909) 544-5307.

ONTARIO INTERNATIONAL AIRPORT AUTHORITY

COMMISSION AGENDA – REGULAR MEETING



JUNE 24, 2021 AT 2:00 P.M.

Ontario International Airport Authority Regular Meeting

MEETING WILL BE HELD VIA LIVE STREAM AND TELECONFERENCE

ALAN D. WAPNER
President

RONALD O. LOVERIDGE
Vice President

JIM W. BOWMAN
Secretary

CURT HAGMAN
Commissioner

JULIA GOUW
Commissioner

MARK A. THORPE
Chief Executive Officer

LORI D. BALLANCE
General Counsel

JOHN M. SCHUBERT
Treasurer

WELCOME TO THE MEETING OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY

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Any members of the public who require special assistance or a reasonable accommodation to participate telephonically in the meeting of the OIAA Commission may contact Natalie Gonzaga at 909-544-5307 or clerk@flyontario.com.

ORDER OF BUSINESS

The regular Commission meeting begins at 2:00 p.m. with Closed Session Public Comment and Closed Session, followed by Public Comment and the Regular Meeting.

(Sign language interpreters, communication access real-time transcription, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. Due to difficulties in securing Sign Language Interpreters, five or more business days' notice is strongly recommended.)

CALL TO ORDER (OPEN SESSION) - 2:00 P.M.

ROLL CALL

Loveridge, Bowman, Hagman, Gouw, President Wapner

PLEDGE OF ALLEGIANCE

CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the Commission meeting is limited to a maximum of 3 minutes for each speaker and comments will be limited to matters appearing on the Closed Session.

CLOSED SESSION

CLOSED SESSION

- **GC 54957(a) DISCUSSION OF PUBLIC SAFETY MEASURES**
Consultation with: (Chief Executive Officer and General Counsel)

REPORT ON CLOSED SESSION

General Legal Counsel

PUBLIC COMMENTS

The Public Comment portion of the Commission meeting is limited to a maximum of 3 minutes for each Public Comment. Under provisions of the Brown Act, the Commission is prohibited from taking action on oral requests.

AGENDA REVIEW/ANNOUNCEMENTS

The Chief Executive Officer will go over all updated materials and correspondence received after the Agenda was distributed to ensure Commissioners have received them.

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda item contractors, subcontractors and agents may require member abstentions due to conflict of interests and financial interests. Commission Member abstentions shall be stated under this item for recordation on the appropriate item.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time Commission votes on them, unless a member of the Commission requests a specific item be removed from the Consent Calendar for a separate vote.

Each member of the public wishing to address the Commission on items listed on the Consent Calendar will be given a total of 3 minutes.

2. APPROVAL OF MINUTES

Minutes for the regular meeting of the Ontario International Airport Authority on May 27, 2021 and approving the same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Bills May 1 through May 31, 2021 and Payroll May 1 through May 31, 2021.

4. APPROVAL OF MEETING STIPENDS

That the Ontario International Airport Authority Commission approve meeting stipends for President Wapner for the month of May 2021.

5. A RESOLUTION DECLARING THE CONTINUED EXISTENCE OF A LOCAL EMERGENCY IN CONNECTION WITH PREPARATIONS THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY IS MAKING, AND ACTIONS IT IS TAKING, IN RESPONSE TO NOVEL CORONAVIRUS (COVID-19) AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19

That the Ontario International Airport Authority (OIAA or Authority) Commission approve a resolution declaring the continued existence of a local emergency in connection with preparations the Authority is making, and actions it is taking, in response to the outbreak of COVID-19 and compliance with health authorities' applicable guidance regarding responding to COVID-19.

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY DECLARING THE CONTINUED EXISTENCE OF A LOCAL EMERGENCY IN CONNECTION WITH PREPARATIONS THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY IS MAKING, AND ACTIONS IT IS TAKING, IN RESPONSE TO NOVEL CORONAVIRUS (COVID-19), AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19.

6. ACCEPTANCE OF GRANT AWARD FROM THE CALIFORNIA ENERGY COMMISSION

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer to enter into an agreement with the California Energy Commission (CEC) to accept grant funding of up to \$200,000 to create a blueprint for accelerating the adoption and deployment of medium and heavy-duty zero emission vehicle infrastructure equipment on and around Ontario International Airport (ONT). No fiscal impact. The grant will cover 100% of the consultant fees for the creation of the blueprint with no matching funds required from the OIAA.

7. ACCEPTANCE OF GRANT AWARDS FROM THE FEDERAL AVIATION ADMINISTRATION FROM THE AIRPORT CORONAVIRUS RESPONSE GRANT PROGRAM

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute all documents necessary to accept the Federal Aviation Administration (FAA) Airport Coronavirus Relief Grant Program ("ACRGP" or "Grant") (1) No. 3 06 0175-048-2021 in an amount not to exceed \$8,199,781 and (2) Concessions Relief Addendum No. 3-06-0175-049-2021 in an amount not to exceed \$583,196. Through the ACRGP, the OIAA is eligible to receive \$8,782,977 for eligible airport expenses.

8. APPROVE THE SELECTION OF AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE THREE (3) NON-AIP ON-CALL ARCHITECTURAL, ENGINEERING & SUPPORT SERVICES CONTRACTS WITH MEAD & HUNT, INC., HNTB CORPORATION AND JACOBS ENGINEERING GROUP, INC.

That the Ontario International Airport Authority (OIAA) Commission approve the selection of and authorize the Chief Executive Officer (CEO) to negotiate and execute contracts with Mead & Hunt, Inc., HNTB Corporation and Jacobs Engineering Group, Inc., for on-call architectural, engineering and support services, for an annual amount not to exceed \$6,000,000 each over the three-year contract term, and authorize the CEO to exercise two, one-year extensions at \$6,000,000 annually for an overall contract amount not to exceed \$30,000,000 over the five-year term. Funds for this contract have been approved in the FY 2021-2022 OIAA operating budget and included in the respective department budgets. Funding for subsequent years will be requested as part of the annual budget process.

9. APPROVE THE RUNWAY 26R INSTRUMENT LANDING SYSTEM UPGRADE PROJECT AT THE ONTARIO INTERNATIONAL AIRPORT AND DESIGN SERVICES; CONTRACT WITH NEW BEDFORD PANORAMEX AND A REIMBURSABLE AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION

That the Ontario International Airport Authority (OIAA) Commission (1) approve the Runway 26R Instrument Landing System (ILS) Upgrade Project to upgrade the runway to Category (CAT) IIIB, the highest safety approach level; (2) authorize the Chief Executive Officer (CEO) to execute a Task Order with Mead & Hunt in the amount of \$241,000 to accomplish the design services; (3) authorize the CEO to execute a contract with New Bedford Panoramex (NBP) in the not-to-exceed amount of \$2,700,000 for manufacture of the Approach Lighting System with Sequence Flashing Lights (ALSF-2); and (4) authorize the CEO to execute the Federal Aviation Administration (FAA) Reimbursable Agreement in the amount of \$164,310.38. A future Commission action will be required to authorize the remaining project budget in a construction contract and second FAA Reimbursable Agreement to activate the system.

10. AWARD OF CONTRACT TO PENWAL INDUSTRIES, INC., FOR DESIGN/BUILD SERVICES IN TERMINALS 2 AND 4 AT ONTARIO INTERNATIONAL AIRPORT

That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute a two-year agreement with Penwal Industries, Inc., in an amount not to exceed \$1,879,611, for the award of contract for the design/build omni-channel retail store, pop-up outlets, and enhanced Traveler's Aid, inclusive of design, materials, and construction, at Ontario International Airport (ONT). The project cost of \$1,879,611, plus a 10% contingency in the amount of \$187,961. Funding will be requested as needed through the annual budget process.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

11. REVIEW AND DISCUSSION REGARDING THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AD HOC COMMITTEES

For the Ontario International Airport Authority (OIAA) Commission to review and discuss the current OIAA ad hoc committees.

MANAGEMENT REPORT

Chief Executive Officer Thorpe

COMMISSION MATTERS

President Wapner

Vice President Loveridge

Secretary Bowman

Commissioner Hagman

Commissioner Gouw

ADJOURNMENT



DATE: JUNE 24, 2021

CLOSED SESSION REPORT

OIAA// (GC 54957(a))

Page 1 of 1

ROLL CALL: Gouw __, Bowman __, Hagman __, Loveridge __, President Wapner __.

STAFF: CEO __, General Counsel __

- **GC 54957(a) DISCUSSION OF PUBLIC SAFETY MEASURES**
Consultation with: (Chief Executive Officer and General Counsel)

No Reportable Action

Continue

Approved

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Disposition: _____

Reported by:

General Legal Counsel / Chief Executive Officer

ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: JUNE 24, 2021

SECTION: MINUTE ACTION

SUBJECT: RELATIVE TO POSSIBLE CONFLICT OF INTEREST

RECOMMENDED ACTION(S): Agenda items and contractors/subcontractors may require member abstentions due to possible conflicts of interest.

BACKGROUND: In accordance with California Government Code 84308, members of the Ontario International Airport Authority may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve (12) months and from an entity or individual if the member knows or has reason to know that the participant has a financial interest, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

Item No	Principals & Agents	Subcontractors
8	Jacobs Engineering Group, Inc.	<ul style="list-style-type: none">• Polytechnique Environmental, Inc.• BNP Associates, Inc.• Connico• Diaz Yourman & Associates• ICF – Concessions/Commercial Planning & Environmental Support• Lynn Capouya, Inc.• NV5 Environmental (formally Alta Environment)• Shrewsberry
8	HNTB Corporation	<ul style="list-style-type: none">• Connico

STAFF MEMBER PRESENTING: Natalie Gonzaga, Board Clerk

Department: Clerk's Office

Submitted to OIAA: June 24, 2021

ITEM NO. 01

		<ul style="list-style-type: none"> • Cotton Shires and Associates (Geotechnical) • Guida Surveyng, Inc. • Helix Environmental Planning • Lynn Capouya, Inc. • PBS Engineers • Selbert Perkins Design • Triunity
8	Mead and Hunt, Inc.	<ul style="list-style-type: none"> • Psomas • Twining • Lynn Capouya, Inc. • Aero Systems • Atkins • GPSI (Aerial Topography) • Ross& Baruzzini Cage • PBK-WLC (Arch) • Caskey Biological Services
9	New Bedford Panoramex	<ul style="list-style-type: none"> • None
10	Penwal Industries, Inc.	<ul style="list-style-type: none"> • Wooster Consulting

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY
REGULAR COMMISSION MEETING
MINUTES
May 27, 2021
(Not Official Until Approved)**

In accordance with the Governor's Declarations of Emergency for the State of California (Executive Orders N-25-20 and N-29-20) and the Governor's Stay at Home Order (Executive Order N-33-20), the Ontario International Airport Authority (OIAA) Commission meetings were conducted via live stream and teleconference. Members of the public utilized alternative measures established by OIAA to view the Commission meeting and/or to address the President and Commissioners for the regular meeting held on Thursday, May 27, 2021.

Notice of said meeting was duly given in the time and manner prescribed by law.

CALL TO ORDER

President Wapner called the Ontario International Airport Authority Commission meeting to order at 2:02 p.m.

ROLL CALL

PRESENT VIA ZOOM: Commissioners: Julia Gouw, Curt Hagman, Jim W. Bowman,
Ronald O. Loveridge, and Alan D. Wapner

ABSENT: Commissioners: None

Also present via Zoom webinar were: Chief Executive Officer Mark A. Thorpe, General Counsel Lori Ballance, and Board Clerk Natalie Gonzaga.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Gouw.

PUBLIC COMMENT

Members of the public wishing to provide public comment for the items on the agenda were able to do so via email comments to clerk@flyontario.com, live via telephone at (909) 414-1718, via telephone recording comments at (909) 544-5307 or by mail.

Richard Sherman provided an email comment on late night jet noise.

Public comments were provided to all Commissioners and entered into the meeting record.

Closed session was moved the beginning of the meeting.

CLOSED SESSION PUBLIC COMMENT

There was no public comments for closed session.

CLOSED SESSION

President Wapner recessed the regular meeting of the Ontario International Airport Authority to closed session at 2:04 p.m. with all Commissioners in attendance.

- GC § 54957, PUBLIC EMPLOYEE PERFORMANCE EVALUATION
- GC § 54956.9(d): CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Potential litigation (1 case)

The Ontario International Airport Authority Commission regular meeting was reconvened in public session at 2:49 p.m.

REPORT ON CLOSED SESSION

General Counsel Lori Ballance announced there was no reportable action.

AGENDA REVIEW/ANNOUNCEMENT

None.

1. INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Note: agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interests and financial interests. Commission Member abstentions shall be stated under this item for recordation on the appropriate item.

No conflicts were announced.

CONSENT CALENDAR

MOTION: Moved by Commissioner Hagman seconded by Secretary Bowman, and carried by a roll call vote of 5-0-0, to approve the consent calendar Items No. 2-9, including Resolution No. 2021-09.

2. APPROVAL OF MINUTES

Approved minutes for the regular meeting of the Ontario International Airport Authority on April 22, 2021, and approved the same as on file with the Secretary/Assistant Secretary.

3. BILLS/PAYROLL

Approved bills April 1 through April 30, 2021, and Payroll April 1 through April 30, 2021.

4. APPROVAL OF MEETING STIPENDS

The Ontario International Airport Authority Commission approved meeting stipends for President Wapner and Commissioner Hagman for the month of April, 2021.

5. A RESOLUTION DECLARING THE CONTINUED EXISTENCE OF A LOCAL EMERGENCY IN CONNECTION WITH PREPARATIONS THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY IS MAKING, AND ACTIONS IT IS TAKING, IN RESPONSE TO NOVEL CORONAVIRUS (COVID-19) AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19

The Ontario International Airport Authority approved a resolution declaring the continued existence of a local emergency in connection with preparations the Authority is making, and actions it is taking, in response to the outbreak of the novel coronavirus (COVID-19) and compliance with health authorities' applicable guidance regarding responding to COVID-19.

RESOLUTION NO. 2021-09 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY DECLARING THE CONTINUED EXISTENCE OF A LOCAL EMERGENCY IN CONNECTION WITH PREPARATIONS THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY IS MAKING, AND ACTIONS IT IS TAKING, IN RESPONSE TO NOVEL CORONAVIRUS (COVID-19), AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19

6. APPROVAL OF UPDATES TO THE NON-EXCLUSIVE LICENSE AGREEMENT LANGUAGE THAT ADDRESSES GROUND SUPPORT EQUIPMENT USERS ADHERENCES TO THE EMISSIONS GOALS SET FORTH IN THE SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT MEMORANDUM OF UNDERSTANDING

The Ontario International Airport Authority (OIAA) Commission approved the addition of specific air quality emission language in future executed Non-Exclusive License Agreements (NELA) for Ground Support Equipment (GSE) users at Ontario International Airport (ONT), to be in compliance with the emissions goals set forth in the Memorandum of Understanding (MOU) with South Coast Air Quality Management District (SCAQMD).

7. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH OSBORNE BIOLOGICAL CONSULTING FOR THE YEAR 2021 FOCUSED SURVEY FOR THE DELHI SANDS FLOWER-LOVING FLY

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to execute a professional services agreement with Osborne Biological Consulting (Osborne) for a third year 2021 focused biological survey for the presence or absence of Delhi Sands Flower-loving Fly on portions of the Ontario International Airport (ONT) property. Upon approval of this agreement, Osborne will conduct the survey between July 1 and September 20, 2021, for a total not to exceed amount of \$145,138.79. Funds for this agreement will be included in the FY 2021-22 budget.

8. APPROVAL OF AN AGREEMENT WITH CLIMATEC, LLC FOR THE REPLACEMENT OF THE HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) SYSTEM AND LIGHTING MODIFICATIONS AT FIRE STATION 10

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to enter into an agreement with Climatec, LLC for HVAC replacement units and lighting modifications at Fire Station 10, under the same pricing, terms, and conditions as the City of Ontario's Contract/RFP PUBWRKS18-001-Energy Efficiency, in an amount not to exceed \$470,000. Funding for this agreement will be requested in the FY 2021-22 budget for a cost of \$470,000, plus a 10% contingency in the amount of \$47,000 for this project. Funding for subsequent projects will be requested on an as-needed basis.

9. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH FUSE ADVANCEMENT, LLC FOR CONTINUED CONSULTING SERVICES TO SUPPORT THE MANAGEMENT OF SALES, ADVERTISING, AND SPONSORSHIP AT ONTARIO INTERNATIONAL AIRPORT

The Ontario International Airport Authority (OIAA) Commission authorized the Chief Executive Officer (CEO) to execute a professional services agreement with FUSE Advancement, LLC, for consulting services for one year in an amount not to exceed \$240,500 (compiled with a base compensation of \$185,000 and a maximum incentive program of 30% of base compensation contingent upon meeting gross revenue sales budgets), and authorize the CEO to exercise four, one-year extensions, for an overall contract amount not to exceed \$1,202,500 (compiled of \$925,000 base compensation and a maximum incentive program of 30% of the base compensation contingent upon meeting gross revenue sales budgets over five years, if all options are exercised), plus authorized reimbursable expenses. Funding for this agreement is available in the Fiscal Year 2020-21 budget. Funding for subsequent years will be requested through the annual budget process.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

10. FISCAL YEAR 2020-2021 QUARTERLY FINANCIAL STATEMENTS FOR THE NINE MONTHS ENDING MARCH 31, 2021

The Ontario International Airport Authority (OIAA) Commission received and filed Financial Statements for the nine months ending March 31, 2021.

Chief Financial Officer John Schubert presented to the Commission regarding the FY 2020-21 financial statements.

11. INVESTMENT REPORT FOR THE QUARTER ENDING MARCH 31, 2021

The Ontario International Airport Authority (OIAA) Commission received and filed the Investment Report for the quarter ending March 31, 2021.

Chief Financial Officer John Schubert presented to the Commission regarding the investment report.

12. DISCUSSION REGARDING THE SERIES 2021 OIAA BOND ISSUANCE

The Ontario International Airport Authority (OIAA) Commission discussed the Series 2021 OIAA Bond Issuance.

Chief Financial Officer John Schubert presented to the Commission regarding the Series 2021 bond issuance.

The Commissioners asked questions regarding the bond financing.

13. DISCUSSION REGARDING THE AIRPORT LAYOUT PLAN (ALP) UPDATE

The Ontario International Airport Authority (OIAA) Commission discussed the recent 2021 Federal Aviation Administration (FAA) approved Airport Layout Plan (ALP).

Director of Planning Michelle Brantley presented to the Commission regarding the approved ALP.

The Commissioners asked questions regarding the ALP process.

Secretary Bowman exited the regular meeting at 3:15 p.m. (excused)

MANAGEMENT REPORT

Chief Executive Officer Thorpe provided updates on passenger and cargo traffic.

COMMISSIONER MATTERS

Commissioner Gouw thanked staff for their hard work during pandemic and recommend the establishment of a planning committee to prepare for the long-term planning of ONT.

President Wapner requested CEO Thorpe add the discussion regarding forming a planning committee to the next meeting agenda, as well a discussion regarding formalizing all OIAA committees.

Vice President Loveridge had no comments.

Commissioner Hagman expressed his support of a planning committee to prepare for the next version of airport travel and what the new vision will be for ONT; requested an update of travel restrictions and policies so we can be prepared for the return of international travel.

President Wapner had no comments.

ADJOURNMENT

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:39 p.m.

RESPECTFULLY SUBMITTED:

NATALIE GONZAGA, BOARD CLERK
ONTARIO INTERNATIONAL AIRPORT AUTHORITY

APPROVED:

ALAN D. WAPNER, PRESIDENT
ONTARIO INTERNATIONAL AIRPORT AUTHORITY



DATE: JUNE 24, 2021

SECTION: CONSENT CALENDAR

SUBJECT: ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION APPROVAL OF STIPENDS AS REQUIRED BY AUTHORITY BYLAWS

RELEVANT STRATEGIC OBJECTIVE: Develop Airport-Related Businesses.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority Commission approve additional stipends per Article IV, Section 6 of the Authority’s Bylaws.

FISCAL IMPACT AND SOURCE OF FUNDS: OIAA operating revenue.

BACKGROUND: Article IV, Section 6 of the Authority’s Bylaws states as follows:

“No salary: Reimbursement for Expenses; Stipends. The members of the Commission shall receive no salary but shall be reimbursed for necessary expenses (including mileage in accordance with standard IRS mileage reimbursement rates) incurred in the performance of their duties. Additionally, Commissioners will receive a stipend in the amount of one hundred fifty dollars (\$150.00) for attendance at each Commission meeting, standing committee meeting, ad hoc committee meeting, and any Authority-related business function. A maximum of six (6) stipends are permitted per month. An additional two (2) stipends are permitted with prior approval of the President. More than eight (8) stipends per month will require approval by the full Commission.”

During the month of May 2021, President Wapner attended six (6) additional Authority-related business functions. Full Commission approval is needed to approve payment of these additional stipends.

STAFF MEMBER PRESENTING: Mark A. Thorpe, Chief Executive Officer

Department: Clerk’s Office

Submitted to OIAA: June 24, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: *Mark A. Thorpe*

CEQA COMPLIANCE: Exclusion from the definition of “project”: The creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines §15378(b)(4).)

PRIOR COMMISSION ACTION: On December 8, 2016, the OIAA Commission adopted Resolution No. 2016-14 approving and adopting the OIAA Bylaws.

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

ATTACHMENTS: N/A

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel. |



DATE: JUNE 24, 2021

SECTION: CONSENT CALENDAR

SUBJECT: A RESOLUTION DECLARING THE CONTINUED EXISTENCE OF A LOCAL EMERGENCY IN CONNECTION WITH PREPARATIONS THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY IS MAKING, AND ACTIONS IT IS TAKING, IN RESPONSE TO NOVEL CORONAVIRUS (COVID-19) AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19

RELEVANT STRATEGIC OBJECTIVE: Safety and Security: Provide Customer Friendly Facilities and Services.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA or Authority) Commission approve a resolution declaring the continued existence of a local emergency in connection with preparations the Authority is making, and actions it is taking, in response to the outbreak of COVID-19 and compliance with health authorities' applicable guidance regarding responding to COVID-19.

FISCAL IMPACT SUMMARY: Possible appropriations and corresponding expenditures for equipment, materials, supplies, labor services and other items needed to address or respond to a declared local emergency will be accounted for and reported to and by the Authority.

BACKGROUND: Ontario International Airport (ONT) provides essential services and infrastructure for public commercial travel and general commerce. As part of the Aviation segment of the Transportation Systems Sector, ONT is an element of national critical infrastructure recognized by the Department of Homeland Security. The nation's transportation system is required to quickly, safely, and securely move people and goods through the country and overseas.

STAFF MEMBER PRESENTING: Mark A. Thorpe, Chief Executive Officer

Department: Administration

Submitted to OIAA: June 24, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: Mark A. Thorpe

Local Emergency

Pursuant to Government Code sections 8550 *et seq.* and 8630 *et seq.*, the Authority can determine to declare the existence of a local emergency under applicable circumstances threatening the lives, property or welfare of ONT passengers, employees and operators.

California and the nation are responding to the spread of a respiratory illness caused by a novel coronavirus and which has now been detected in more than 200 locations internationally, including in the United States. The virus has been named “SARS-CoV-2” and the disease it causes has been named “coronavirus disease 2019” (COVID-19).

On January 30, 2020, the International Health Regulations Emergency Committee of the World Health Organization (WHO) declared the COVID-19 outbreak a “public health emergency of international concern”. On January 31, 2020, U.S. Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation’s healthcare community in responding to COVID-19. On March 4, 2020, Governor Newsom declared a statewide emergency related to COVID-19. On March 11, 2020, WHO publicly characterized COVID-19 as a pandemic. On March 13, 2020, the President of the United States declared the COVID-19 outbreak a national emergency.

On March 14, 2020, the City of Ontario proclaimed a local emergency, and most recently on January 15, 2021 continued the local state of emergency declaration in response to regional COVID-19 diagnoses and to mobilize the City to best serve the Ontario community. Given that ONT is a destination for passengers from across the nation and from some international locations, the potential effects of the spread of COVID-19 is a local emergency at ONT.

The U.S. Centers for Disease Control (CDC), the California Department of Public Health (CDPH), and the San Bernardino County Department of Public Health (SBCDPH) have all issued requirements, recommendations and guidelines for the public, businesses and public agencies regarding addressing the spread of COVID-19. Some of the requirements, recommendations and guidelines, however, do not apply to essential services and infrastructure such as ONT, or to operations related to air travel in general.

Available Actions by OIAA Responding to the Local Emergency

Declaration of a local emergency relating to COVID-19 enables the Authority, including its CEO under delegated power, to issue written orders and regulations necessary to provide for the protection of passengers, employees and operators at ONT, and related property, as affected by such emergency. The orders and/or regulations include those to (1) obtain vital supplies, equipment, and such other properties found lacking and needed for the protection of life and property at ONT and to bind the Authority for the fair value thereof, (2) require emergency services of any OIAA officer or employee, (3) requisition necessary personnel or material of any OIAA departments, and (4) modify or approve contracts as necessary to ensure and protect the life and property of the public, operators, and employees at ONT.

Exercise of local emergency powers by the OIAA CEO or his designees will be timely reported to the Authority, and the Authority must periodically review the need for continuing the local emergency until it terminates the local emergency.

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

PRIOR COMMISSION ACTION: On May 27, 2021, the OIAA Commission adopted Resolution No 2021-09 approving and declaring the continued existence of a local emergency.

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

EXHIBITS & ATTACHMENTS: Attachment A - Resolution approving and declaring the continued existence of a local emergency in connection with preparations the Authority is making, and actions it is taking, in response to novel coronavirus (COVID-19), and compliance with health authorities' applicable guidance regarding responding to COVID-19.

The Agenda Report references the terms and conditions of the recommended actions and request for approval. Any document(s) referred to herein and that are not attached or posted online may be reviewed prior to or following scheduled Commission meetings in the Office of the Clerk of the Commission. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, although these hours and review procedures may be modified due to COVID-19 precautions. In that case, the documents may be requested by email at clerk@flyontario.com.

This Agenda Report has been reviewed by OIAA General Counsel.

RESOLUTION NO. 2021-__

A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY DECLARING THE CONTINUED EXISTENCE OF A LOCAL EMERGENCY IN CONNECTION WITH PREPARATIONS THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY IS MAKING, AND ACTIONS IT IS TAKING, IN RESPONSE TO NOVEL CORONAVIRUS (COVID-19), AND COMPLIANCE WITH HEALTH AUTHORITIES' APPLICABLE GUIDANCE REGARDING RESPONDING TO COVID-19

WHEREAS, Ontario International Airport (ONT) provides essential services and infrastructure for public commercial travel and general commerce. As part of the Aviation segment of the Transportation Systems Sector, ONT is an element of national critical infrastructure recognized by the Department of Homeland Security. The nation's transportation system is required to quickly, safely, and securely move people and goods through the country and overseas;

WHEREAS, Pursuant to Government Code sections 8550 *et seq.* and 8630 *et seq.*, the Ontario International Airport Authority (OIAA or Authority) can determine to declare the existence of a local emergency under certain circumstances;

WHEREAS, California and the nation are responding to the spread of a respiratory illness caused by a novel coronavirus and which has now been detected in more than 200 locations internationally, including in the United States. The virus has been named "SARS-CoV-2" and the disease it causes has been named "coronavirus disease 2019" (COVID-19);

WHEREAS, On January 30, 2020, the International Health Regulations Emergency Committee of the World Health Organization (WHO) declared the COVID-19 outbreak a "public health emergency of international concern." On January 31, U.S. Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19. On March 4, 2020, Governor Newsom declared a statewide emergency related to COVID-19. On March 11, WHO publicly characterized COVID-19 as a pandemic. On March 13, the President of the United States declared the COVID-19 outbreak a national emergency;

WHEREAS, On March 14, 2020, the City of Ontario proclaimed a local emergency, and most recently on January 15, 2021, continued the local state of emergency declaration in response to regional COVID-19 diagnoses and to mobilize the City to best serve the Ontario community. Given that ONT is a destination for passengers from across the nation and from some international locations, the potential effects of the spread of COVID-19 is a local emergency at ONT;

WHEREAS, The U.S. Centers for Disease Control (CDC), the California Department of Public Health (CDPH), and the San Bernardino County Department of Public Health (SBCDPH) have all issued requirements, recommendations and guidelines for the public, businesses and public agencies regarding addressing the spread of COVID-19. Some of the requirements, recommendations and guidelines, however, do not apply to essential services and infrastructure such as ONT, or to operations related to air travel in general;

WHEREAS, Declaration of a local emergency enables the Authority, including its CEO under delegated power, to issue written orders and regulations necessary to provide for the protection of ONT passengers, employees, and operators, related property, and OIAA finances as affected by such emergency. The orders and/or regulations include those to (1) obtain vital supplies, equipment, and such other properties found lacking and needed for the protection of life and property at ONT and to bind the Authority for the fair value thereof, (2) require emergency services of any OIAA officer or employee, (3) requisition necessary personnel or material of any OIAA departments, and (4) modify or approve contracts as necessary to ensure and protect the life and property of the public, operators, and employees at ONT;

WHEREAS, The August 21, 2012 Joint Exercise of Powers Agreement (JPA) between the City of Ontario (City) and the County of San Bernardino (County) that created the Authority stated that the Authority shall have and possess all powers common to the City and County, as well as other powers granted under California law. Both the City and County have provisions in their Municipal Codes allowing for the exercise of emergency powers and authorities;

WHEREAS, The JPA also states that, in exercising its powers for the operation, management and administration of ONT, the Authority shall exercise such powers as are restricted and applicable to the City. Accordingly, the Authority's actions and powers available under a declaration of a local emergency shall be consistent with, or shall not exceed, those powers allowed to be exercised by the City during a declared local emergency;

WHEREAS, on May 27, 2021 the OIAA approved Resolution No. 2021-09, declaring the continued existence of a local emergency.

NOW, THEREFORE BE IT RESOLVED by the Ontario International Airport Authority does hereby declare a continued local state of emergency at ONT regarding the COVID-19 outbreak, and the need to prevent and address the effects of the spread of COVID-19 at ONT; and

BE IT FURTHER RESOLVED, under this continued declaration of a local emergency at ONT by the Authority, the OIAA Chief Executive Officer (CEO) is empowered to:

- (1) Promulgate written orders and regulations necessary to provide for the protection of passengers, employees and operators at ONT, and related

- property, as affected by such emergency, including orders or regulations imposing hours of operation within the boundaries of ONT where necessary to preserve the public order and safety; provided, however, such rules and regulations shall be widely publicized and noticed and shall be confirmed at the earliest practicable time by the Authority Commission; and
- (2) Promulgate written orders and regulations relating to the requirements, recommendations and guidelines issued by the CDC, CDPH and SBCDPH that are applicable to essential services and infrastructure such as ONT, or to operations related to air travel in general, regarding preventing and addressing the spread of COVID-19;
 - (3) Make any expenditure in connection with emergency activities, including mutual aid activities, which shall be deemed conclusively to be for the direct protection and benefit of the passengers, airlines, and business partners and property of the OIAA. When necessary to address the effects of the declared emergency, the CEO or his designee may enact conditional changes in procurement processes, spending and signature authority limits, approval authorities, and allocation of Airport resources during the time of the declared emergency in order to support the OIAA required response activities; and
 - (4) Require emergency services of any OIAA officer or employee; and
 - (5) requisition necessary personnel or material of any OIAA departments; and
 - (6) Execute all ordinary powers; all special powers conferred by this Resolution; and all other powers conferred by statute, agreement approved by the Authority Commission, or by any other lawful authority; and
 - (7) Approve and modify contracts as necessary to provide for the protection of passengers, employees and operators at ONT, related property, and OIAA finances as affected by such emergency, including ad-hoc revenue agreements with a one (1) year term or less; and
 - (8) Represent the Authority in all dealings with public or private agencies on matters pertaining to this declared local emergency; and

BE IT FURTHER RESOLVED, In the absence of the OIAA CEO, the OIAA Deputy Chief Executive Officer is empowered to take on the emergency powers of the OIAA CEO authorized and described in this Resolution. The OIAA CEO shall be deemed absent where he is unavailable to participate in meetings or otherwise is unable to perform his duties during an emergency.

BE IT FURTHER RESOLVED, The Authority Commission shall review the need for continuing this declaration of a continued local emergency at least once every 30 days until the Commission terminates this local emergency declaration.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting this 24th day of June 2021.

ALAN D. WAPNER
OIAA PRESIDENT

ATTEST:

SECRETARY/ASSISTANT SECRETARY

APPROVED AS TO LEGAL FORM:

LORI D. BALLANCE
GENERAL COUNSEL

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF ONTARIO)

I, Natalie Gonzaga, Assistant Secretary of the Ontario International Airport Authority, DO HEREBY CERTIFY that foregoing Resolution No. 2021-__ was duly passed and adopted by the Commission of the Ontario International Airport Authority at their regular meeting held on June 24, 2021 by the following roll call vote, to wit:

AYES: COMMISSIONERS:
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS:

SECRETARY/ASSISTANT SECRETARY

(SEAL)

The foregoing is the original of Resolution No. 2021-__ duly passed and adopted by the Commission of the Ontario International Airport Authority at their regular meeting held June 24, 2021.

SECRETARY/ASSISTANT SECRETARY

(SEAL)



DATE: JUNE 24, 2021

SECTION: CONSENT CALENDAR

SUBJECT: ACCEPTANCE OF GRANT AWARD FROM THE CALIFORNIA ENERGY COMMISSION

RELEVANT STRATEGIC OBJECTIVE: Develop Airport-Related Businesses.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer to enter into an agreement with the California Energy Commission (CEC) to accept grant funding of up to \$200,000 to create a blueprint for accelerating the adoption and deployment of medium and heavy-duty zero emission vehicle infrastructure equipment on and around Ontario International Airport (ONT).

FISCAL IMPACT SUMMARY: No fiscal impact. The grant will cover 100% of the consultant fees for the creation of the blueprint with no matching funds required from the OIAA.

BACKGROUND: In November 2020, the OIAA submitted a grant proposal to the CEC for Grant Funding Opportunity GFO-20-601 Blueprints for Medium-and Heavy-Duty Zero-Emission Vehicle Infrastructure. In April 2021, the CEC announced the selection of OIAA to receive a grant award of \$200,000.

The awarded grant funding will be used for the creation of a Zero Emission (ZE) Blueprint allowing the OIAA to:

- Develop a plan for the needed infrastructure and purchase of appropriate ZE Medium and Heavy-Duty vehicles.
• Create a formal documented plan and roadmap to reduce its carbon footprint.

STAFF MEMBER PRESENTING: Mark A. Thorpe, Chief Executive Officer

Department: Planning

Submitted to OIAA: June 24, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: [Signature of Mark A. Thorpe]

ITEM NO. 06

- Formally complete necessary work to establish a solidified strategy moving forward with documented infrastructure planning documents that will allow the OIAA to seek further grant funding from other Non-FAA agencies.

PROCUREMENT: The OIAA will also utilize existing on-call planning firms and a new contract within the CEO signing authority limits for all of the work required to complete the blueprint. All costs associated with the creation of the blueprint will not exceed the grant award of \$200,000.

CEQA COMPLIANCE AND LAND USE APPROVALS: This planning effort will not require CEQA compliance or land use approvals.

STAFFING IMPACT (# OF POSITIONS): No new position will be created for this effort. OIAA staff will work to oversee the execution of the grant and ensure consultants are performing according to the terms of the agreement with the CEC.

IMPACT ON OPERATIONS: Work required to create the blueprint should not have any impact on airport operations.

SCHEDULE: The grant agreement will be executed, pending CEC board approval, in July 2021. The blueprint is expected to be completed by October 2022.

ATTACHMENTS: Attachment A: CEC Notice of Proposed Awards

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This Agenda Report has been reviewed by OIAA General Counsel.



DATE: JUNE 24, 2021

SECTION: CONSENT CALENDAR

SUBJECT: ACCEPTANCE OF GRANT AWARDS FROM THE FEDERAL AVIATION ADMINISTRATION FROM THE AIRPORT CORONAVIRUS RESPONSE GRANT PROGRAM

RELEVANT STRATEGIC OBJECTIVES: Provide Customer Friendly Facilities and Services.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute all documents necessary to accept the Federal Aviation Administration (FAA) Airport Coronavirus Relief Grant Program ("ACRGP" or "Grant") (1) No. 3-06-0175-048-2021 in an amount not to exceed \$8,199,781 and (2) Concessions Relief Addendum No. 3-06-0175-049-2021 in an amount not to exceed \$583,196.

FISCAL IMPACT SUMMARY: Through the ACRGP, the OIAA is eligible to receive \$8,782,977 for eligible airport expenses.

BACKGROUND: On December 27, 2020, the President signed the Consolidated Appropriations Act, which included Division M, the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 ("CRRSA" or "the Act"). The ACRGP Grant is provided in accordance with the CRRSA, to provide eligible airports with funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. The grant amounts to specific airports are derived by legislative formula established in Division M, Title IV of the Act.

The purpose of the ACRGP is to prevent, prepare for, and respond to coronavirus. Funds provided under this grant agreement must only be used for purposes directly related to the airport. Funding provided under this ACRGP agreement will be governed by the same principles that govern "airport revenue". The

STAFF MEMBER PRESENTING: Mark A. Thorpe, Chief Executive Officer

Department: Administration

Submitted to OIAA: June 24, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: Mark A. Thorpe

budget period for ACRGP starts once OIAA formally accepts the agreement (on or before June 28, 2021), and ends in 4 years (1,460 calendar days).

CEQA COMPLIANCE AND LAND USE APPROVALS: Approval of this funding mechanism is not a "project" within the meaning of Section 15378 of the CEQA Guidelines because there is no potential for a direct or indirect physical change in the environment. To the extent any alteration of facilities occurs as a result of approval, CEQA Guidelines section 15301 provides an exemption for minor alterations to existing structures or facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

EXHIBITS & ATTACHMENTS:

Attachment A: FAA Grant Agreement Offer 3-06-0175-048-2021

Attachment B: FAA Grant Agreement Offer 3-06-0175-049-2021

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This Agenda Report has been reviewed by OIAA General Counsel.



DATE: JUNE 24, 2021

SECTION: CONSENT CALENDAR

SUBJECT: APPROVE THE SELECTION OF AND AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE THREE (3) NON-AIP ON-CALL ARCHITECTURAL, ENGINEERING & SUPPORT SERVICES CONTRACTS WITH MEAD & HUNT, INC., HNTB CORPORATION AND JACOBS ENGINEERING GROUP, INC.

RELEVANT STRATEGIC OBJECTIVES: Develop Airport-Related Businesses; Provide Customer Friendly Facilities and Services.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission approve the selection of and authorize the Chief Executive Officer (CEO) to negotiate and execute contracts with Mead & Hunt, Inc., HNTB Corporation and Jacobs Engineering Group, Inc., for on-call architectural, engineering and support services, for an annual amount not to exceed \$6,000,000 each over the three-year contract term, and authorize the CEO to exercise two, one-year extensions at \$6,000,000 annually for an overall contract amount not to exceed \$30,000,000 over the five-year term.

FISCAL IMPACT: Funds for this contract have been approved in the FY 2021-2022 OIAA operating budget and included in the respective department budgets. Funding for subsequent years will be requested as part of the annual budget process.

BACKGROUND: The existing on-call architectural, engineering and support services contracts with Burns & McDonnell, Jacobs, Mead & Hunt, Inc., and TY Lyn are due to expire on June 30, 2021. Staff prepared a successor Request for Proposals (RFP) for as-needed on-call architectural, engineering, and support services to augment current Program Management staff and ensure the preparation of design and construction documents for capital improvement projects (CIP) for FY2022 through FY2027. The intent of on-call architectural, engineering and support services is to serve Program Management and other ONT departments, as applicable, on an "as needed" basis with a scope of work that includes a wide-

STAFF MEMBER PRESENTING: Mark A. Thorpe, Chief Executive Officer

Department: Program Management

Submitted to OIAA: June 24, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: Mark A. Thorpe

ITEM NO. 08

variety of airside, landside and terminal expertise to support the development of airport-related businesses and provide customer friendly facilities. The qualifications-based RFP included six (6) key areas of focus including Airport Landside Architecture, Engineering and Support Services; Airport Airside Architecture, Engineering and Support Services; Environmental; Innovation; Other Support Services; and, General Project Management.

PROCUREMENT: On March 8, 2021, an RFP for as-needed on-call architecture, engineering and support services was published on Planet Bids. A non-mandatory pre-proposal meeting was held via Microsoft Teams on March 19, 2021, and was virtually attended by over 100 attendees representing several architectural and engineering consulting firms.

Twelve responsive proposals were received on April 8, 2021, and a qualifications-based evaluation process was conducted by an OIAA selection panel. Each member of the selection team individually reviewed and scored each proposal, utilizing scoring sheets based on the established RFP criteria. Proposals were evaluated on overall responsiveness, firm/team overview, primary staff, work plan, and subject matter competence. The panel determined a short list of five (5) firms to move forward to the interview phase of the selection process. Interviews were held on May 25th and May 26th with the short-listed firms. The selection panel calculated the overall highest-ranking proposers and determined that three of the five firms demonstrated an excellent understanding of the unique position and challenges of the airport and the ability to be responsive to the needs of the OIAA.

Therefore, staff recommends the award of contracts to Mead & Hunt, HNTB Corporation and Jacobs Engineering Group, Inc.

CEQA COMPLIANCE: The proposed staffing services decision is not a "project" under CEQA and does not require environmental review. To the extent the staffing services decision could be deemed a "project" for purposes of CEQA, it would be Categorical Exempt (Class 1) from the provisions of CEQA pursuant to (1) CEQA Guidelines section 15309 for project inspection services, (2) CEQA Guidelines section 15301 for the operations, repair, maintenance, permitting, or minor alteration of existing structures or facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination, and CEQA Guidelines section 15303 for new construction, installation or conversion of a limited number of small structures, facilities or equipment.

STAFFING IMPACT (# OF POSITIONS): The proposed action will not create any permanent positions in the OIAA.

IMPACT ON OPERATIONS: This action would not impact ONT operations.

SCHEDULE: N/A |

EXHIBITS & ATTACHMENTS: Attachment A: Proposed Agreements with Mead & Hunt, Inc., HNTB Corporation and Jacobs Engineering Group, Inc.

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This Agenda Report has been reviewed by OIAA General Counsel.



DATE: JUNE 24, 2021

SECTION: CONSENT CALENDAR

SUBJECT: APPROVE THE RUNWAY 26R INSTRUMENT LANDING SYSTEM UPGRADE PROJECT AT THE ONTARIO INTERNATIONAL AIRPORT AND DESIGN SERVICES; CONTRACT WITH NEW BEDFORD PANORAMEX AND A REIMBURSABLE AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION

RELEVANT STRATEGIC OBJECTIVE: Provide Customer Friendly Facilities and Services; Improve Airport Operational Safety, Security, and Efficiency.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission (1) approve the Runway 26R Instrument Landing System (ILS) Upgrade Project to upgrade the runway to Category (CAT) IIIB, the highest safety approach level; (2) authorize the Chief Executive Officer (CEO) to execute a Task Order with Mead & Hunt in the amount of \$241,000 to accomplish the design services; (3) authorize the CEO to execute a contract with New Bedford Panoramex (NBP) in the not-to-exceed amount of \$2,700,000 for manufacture of the Approach Lighting System with Sequence Flashing Lights (ALSF-2); and (4) authorize the CEO to execute the Federal Aviation Administration (FAA) Reimbursable Agreement in the amount of \$164,310.38. A future Commission action will be required to authorize the remaining project budget in a construction contract and second FAA Reimbursable Agreement to activate the system.

FISCAL IMPACT SUMMARY: Funds for this project are included in the recent Series 2021 bond issuance. The Runway 26R ILS Upgrade project has an estimated cost of \$6,100,000. The amount indicated above for design services, ALSF-2 system manufacture, and FAA Reimbursable Agreement are included in the approved bond amount of \$6,100,000. NBP submitted an amount of \$2,406,675.78 for the ALSF-2 system and requires a down payment in the amount of \$1,108,004.02 to commence manufacturing. The balance of the \$6,100,000 project budget is allocated toward construction costs and a second FAA

STAFF MEMBER PRESENTING: Mark A. Thorpe, Chief Executive Officer

Department: Program Management

Submitted to OIAA: June 24, 2021

Approved: _____

Continued to: _____

Chief Executive Officer Approval: Mark A. Thorpe

Denied: _____

ITEM NO. 09

Reimbursable Agreement required to activate the equipment once it is in place. A construction contract at the second FAA Reimbursable Agreement will be brought to the Commission for approval at a later date.

BACKGROUND: The Runway 26R ILS Upgrade project is the “second stage”, with the Runway 26R TDZ Lights being the first stage, of upgrading Runway 26R to ILS CAT IIIB and directly benefits all airfield users. The ILS is a precision instrument approach that can accommodate industry-standard low visibility approaches, ILS CAT IIIB with Runway Visual Range (RVR) as low as 150 feet and Height Above Touchdown (HAT) as low as zero feet. Without them, runways are not able to accommodate the lowest visibility approaches and to safely guide pilots to the runway during times of inclement weather. Currently, at ONT, Runway 26L is the only runway with an ILS CAT IIIB approach. The existing Runway 26R supports an ILS CAT I approach with RVR down to one-half of a mile and HAT down to 200 feet.

The Runway 26R ILS Upgrade project will involve the construction and installation of the Approach Lighting System with Sequence Flashing Lights (ALSF-2 system). The ALSF-2 system will be manufactured by NBP located in Claremont, California, which is the only FAA approved manufacturer of ALSF-2 systems in the United States. It will take 12 months to manufacture. The Project’s scope of work will involve engineering design, manufacture of the ALSF-2 System, construction, construction administration and construction management services for the Runway 26R ILS Upgrade. The Project will also involve the phased demolition and removal of the existing Runway 26R medium Intensity approach lighting system (MALSR) to allow construction and installation of the ALSF-2 system. The scope for this Project also includes control and topographic survey, geotechnical analysis and a construction safety and phasing plan for preparation of the contract documents.

The design services will be completed through the On-Call contract with Mead & Hunt with the source of funds being provided by OIAA 2021 airport revenue bonds. Project costs for Navigational Aids (NAVAIDs) design and construction and the manufacture of the ALSF-2 system is not eligible for FAA Airport Improvement Program (AIP) Grant funding. However, the Runway 26R ILS Upgrade project’s total estimated cost of \$6,100,000 was included in the recently secured Series 2021 Bond Issuance. Due to the Runway 26R ILS Upgrade project being a NAVAID, the FAA via the Reimbursable Agreement, will review the design and after construction test the ALSF-2 system and touchdown zone lighting for compliance with their ILS CAT IIIB standards.

RUNWAY 26R ILS UPGRADE PROJECT NEED: A comprehensive analysis identified dense fog at ONT, which would require an ILS Cat IIIB approach, occurring on average of 11.5 hours per year, and could affect about 320 ONT flight operations that fall within the dense fog hours. The overnight and morning time periods are when some passenger flights occur and when time-sensitive cargo operations most frequently operate. This emphasizes the importance of having consistent ILS CAT IIIB approach coverage on both ONT runways.

The Runway 26R ILS Upgrade project is also necessary because ONT functions as the primary diversion airport for commercial passenger and cargo aircraft that are unable to land at Los Angeles International Airport (LAX). Since March 2018, ONT has accommodated 191 low visibility-related (fog) aircraft diversions. Commercial passenger flights accounted for 180 of these 191 diverted flights (or 94%

passenger flights) during the timeframe. ONT's two runways provide comparable runway length to those at LAX and is the only other commercial service airport in Southern California with an ILS CAT IIIB approach. The safe and efficient ability to accommodate movement of passenger operations and time-sensitive cargo flights is critical in maintaining essential public health and safety at ONT and for Southern California residents.

Another need for the Runway 26R ILS Upgrade project is that Runway 8R-26L was constructed in 1982, nearly 40 years ago. While some of the equipment that supports the ILS CAT IIIB approach to Runway 26L has been modernized and upgraded (the glideslope and localizer), other equipment is original and needs modernization. Some Runway 26L equipment for approach guidance experiences occasional outages that prevent ONT from being able to accommodate ILS CAT IIIB approaches, which is why the redundancy of the ALSF-2 System project to allow Runway 26R to accommodate ILS CAT IIIB approaches is important.

Finally, Runway 8R-26L requires near-term rehabilitation to continue to provide a safe landing and takeoff surface during all weather conditions and times of day. Runway maintenance projects are required to maintain safe operations at the airport. Prior to the necessary rehabilitation of Runway 8R-26L, the installation of the ALSF-2 system for Runway 26R must be completed to allow for ONT's continued use during periods of low visibility to ensure that all operations, passenger and time-sensitive cargo and freight operations, are maintained. The separate Runway 8R-26L rehabilitation work also includes safety-critical improvements to adjacent taxiway connectors that simplify taxiway geometry and standardize runway exits between Runways 8R-26L and 8L-26R. The separate Runway 8R-26L rehabilitation work cannot occur until installation of the ALSF-2 system on Runway 26R is completed to allow that runway to be upgraded to an ILS CAT IIIB runway capable of accommodating very low-visibility approaches.

No Majority-In-Interest (MII) ballot is required due to the scope of work being exempt per the Airline Use and Lease Agreement section 6.03_b_3: "Projects or improvements that ensure compliance with a rule, regulation, or order of any federal, state or other governmental body."

PROCUREMENT: Staff has also submitted an agenda item for the OIAA Commission's consideration to award as-needed On-Call Professional Service's contracts for Non-AIP funded projects to Mead & Hunt, HNTB Corporation and Jacobs Engineering Group, Inc. at this June 24, 2021, Commission meeting.

New Bedford Panoramic is the only FAA-certified manufacturer of Approach Lighting System with Sequence Flashing Lights (ALSF-2).

A future procurement will identify a construction contractor to perform the installation of the system and that contract will be brought to the board at that time.

CEQA COMPLIANCE AND LAND USE APPROVALS: A CATEX has been approved by the FAA on this item. This project is also exempt from CEQA review under CEQA Guidelines sections 15301(f) regarding the repair and maintenance of existing facilities for safety purposes, and 15302 regarding the replacement of existing facilities having the same purpose and capacity as the replaced facilities.

STAFFING IMPACT (# OF POSITIONS): N/A.

IMPACT ON OPERATIONS: During construction, the Runway 26R-8L will be closed during the daytime for 3-6 months commencing approximately June 2022. Strategic phasing will be employed to accommodate aircraft ingress/egress to the north side of the ONT airfield. For the ONT cargo peak seasons, the runways will be open for service.

SCHEDULE: The design for the Runway 26R ILS Upgrade will take 4 to 6 weeks to complete. NBP will take 12 months to manufacture the ALSF-2 system. The construction of the Runway 26R ILS Upgrade will be accomplished via a coordinated and strategic program phasing plan and is scheduled to commence in June of 2022 and complete in Q1-2023.

ATTACHMENTS: N/A.

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This Agenda Report has been reviewed by OIAA General Counsel. |



DATE: JUNE 24, 2021

SECTION: CONSENT CALENDAR

SUBJECT: AWARD OF CONTRACT TO PENWAL INDUSTRIES, INC., FOR DESIGN/BUILD SERVICES IN TERMINALS 2 AND 4 AT ONTARIO INTERNATIONAL AIRPORT

RELEVANT STRATEGIC OBJECTIVE: (1) Provide Customer Friendly Facilities and Services; and (2) Develop Airport-Related Businesses.

RECOMMENDED ACTION(S): That the Ontario International Airport Authority (OIAA) Commission authorize the Chief Executive Officer (CEO) to execute a two-year agreement with Penwal Industries, Inc., in an amount not to exceed \$1,879,611, for the award of contract for the design/build omni-channel retail store, pop-up outlets, and enhanced Traveler’s Aid, inclusive of design, materials, and construction, at Ontario International Airport (ONT).

FISCAL IMPACT SUMMARY: The project cost of \$1,879,611, plus a 10% contingency in the amount of \$187,961. Funding will be requested as needed through the annual budget process.

BACKGROUND: The OIAA strives to provide passengers traveling through ONT with a friendly environment that helps reduce the stress of travel, while providing them with a superior experience and productivity-enhancing amenities. The OIAA is confident that the development of an ONT branded retail store, pop-up outlets for activations, promotions and additional retail opportunities, and, enhanced Traveler’s Aid, is an important step to provide such highly-sought-after amenities. Fabrication will take place locally, where staff can work with Penwal through the entire design/build process prior to installation, which is a great advantage for making changes conveniently throughout the process, saving time and cost. The phased approach of the process is ideal, particularly the “kit” approach, to avoid as

STAFF MEMBER PRESENTING: Mark A. Thorpe, Chief Executive Officer

Department: Commercial

Submitted to OIAA: June 24, 2021

Approved: _____

Continued to: _____

Denied: _____

Chief Executive Officer Approval: *Mark A. Thorpe*

much disruption as possible by not building onsite. Penwal recognizes the success of airport retail is not just in the built environment but in understanding the passenger journey. From the time a passenger books their ticket to the time they get on a plane, there are points within that journey that a retail relationship can grow. Penwal has excellent references from working with Disney, Nike, and Warner Brothers; and provided examples of dynamic projects similar to what we need to accomplish with these services. Therefore, staff recommends the award of contract for design/build services to Penwal Industries, Inc., as determined by the OIAA evaluation committee.

Award of this contract is relevant to the OIAA 2013 Strategic Business Plan goal Develop Airport-Related Businesses -- “Commercial services will be maximized to allow every opportunity for passenger spending on valuable goods and services within the passenger facilities (Page 3, Section 2.0)”; and Provide Customer Friendly Facilities and Services -- “ It is the primary job of the Authority staff to ensure that all of its customers have the best airport experience that can be provided. This task begins with thoughtful planning of every customer interaction point and is measured by active outreach to customers for performance feedback.” (Page 4-5, Section 4.0)

PROCUREMENT: On January 5, 2021, the OIAA posted RFP #200010 for “Design and Build a Retail Store, Pop Up Outlets, Traveler’s Aid Enhancement, and Partition Refurbishment of Administration Offices at Ontario International Airport”. On February 18, 2021, two responsive proposals were received and evaluated. The OIAA evaluation committee determined that Penwal Industries, Inc., provided the best overall value and design to address the requirements of the RFP. Therefore, staff recommends Penwal for the award of contract based on their extensive experience, including the work performed at several airports, which encompasses all the RFP’s components.

CEQA COMPLIANCE AND LAND USE APPROVALS: The issuance or approval of leases, agreements, renewals, amendments, or extension thereof, granting use of an existing facility at a public airport, involving negligible or no expansion of use is exempt from the requirements of the California Environmental Quality Act (CEQA). In addition, to the extent any alteration of facilities occurs, CEQA Guidelines section 15301 provides an exemption for minor alterations to existing structures or facilities involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination. Further, CEQA Guidelines Section 15302 provides an exemption relating to the reconstruction of existing structures or facilities involving substantially the same purpose and capacity as the structure replaced.

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS: Attachment A: Proposed Professional Services Agreement with Penwal Industries, Inc.

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DATE: JUNE 24, 2021

SECTION: ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

SUBJECT: REVIEW AND DISCUSSION REGARDING THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY AD HOC COMMITTEES

RELEVANT STRATEGIC OBJECTIVE: Develop Airport-Related Businesses.

RECOMMENDED ACTION(S): For the Ontario International Airport Authority (OIAA) Commission to review and discuss the current OIAA ad hoc committees.

FISCAL IMPACT SUMMARY: N/A

BACKGROUND: After the ownership of Ontario International Airport (ONT) was transferred to OIAA on November 1, 2016, the following ad hoc committees were established by the OIAA:

Ad Hoc Committee	Chair	Member
Development	Loveridge	Gouw
IT/Security (Public Safety)	Bowman	Hagman
International Trade	Hagman	Wapner
Marketing	Gouw	Bowman
Bylaws and Budget	Wapner	Loveridge
Legislative	Wapner	Hagman

These ad hoc committees are comprised of less than a quorum of the Commission and meet periodically for the review of limited scope topics. To establish a “standing committee”, it must have either (1) a continuing subject matter jurisdiction, or (2) a meeting schedule fixed by formal action of OIAA.

STAFF MEMBER PRESENTING: Mark A. Thorpe, Chief Executive Officer

Department: Administration

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Denied: _____

Chief Executive Officer Approval: *Mark A. Thorpe*

PROCUREMENT: N/A

CEQA COMPLIANCE AND LAND USE APPROVALS: N/A

STAFFING IMPACT (# OF POSITIONS): N/A

IMPACT ON OPERATIONS: N/A

SCHEDULE: N/A

ATTACHMENTS: N/A

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This Agenda Report has been reviewed by OIAA General Counsel. |