

**ONTARIO INTERNATIONAL AIRPORT AUTHORITY  
REGULAR COMMISSION MEETING  
MINUTES  
OCTOBER 23, 2018**

A regular meeting of the Ontario International Airport Authority was held on Tuesday, October 23, 2018, at 1923 E. Avion Street, Room 100, Ontario, California.

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 3:00 p.m.

**ROLL CALL**

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

ABSENT: Commissioners: None.

Also present were: Chief Executive Officer Mark A. Thorpe, General Counsel Lori D. Ballance and Assistant Secretary Claudia Y. Isbell.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice President Loveridge.

**PUBLIC COMMENT**

*Jesse Fonseca*: shared his concerns regarding noise around the airport.

**POSSIBLE CONFLICT OF INTEREST ISSUES**

**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.

There were no conflict of interests reported.

## **CONSENT CALENDAR**

**MOTION:** Moved by Commissioner Hagman, seconded by Secretary Bowman and carried by a vote of 5-0, to approve the consent calendar as presented and adopt Resolution No. 2018-20.

### **2. APPROVAL OF MINUTES**

Approved minutes for the regular meeting of the Ontario International Airport Authority on September 25, 2018, approving same as on file with the Secretary/Assistant Secretary.

### **3. BILLS/PAYROLL**

Approved bills from September 1, 2018 through September 30, 2018 and Payroll September 1, 2018 through September 30, 2018.

### **4. AWARD OF CONTRACT TO GRIFFITH COMPANY FOR THE NORTHWEST QUADRANT DEMOLITION PROJECT AT ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) awarded the contract to Griffith Company for the demolition and rough grading of approximately fifty-one acre parcel in the northwest quadrant of the OIAA property, in the amount of \$2,965,875. Funding for this project is approved under Capital Improvement Projects in the Fiscal Year 2019 budget, with a projected completion date prior to the end of Fiscal Year 2019.

### **5. APPROVAL TO AWARD CONTRACTS FOR A 3 YEAR PERIOD BETWEEN THE FOLLOWING FIRMS; CONSTRUCTION MANAGEMENT JACOBS PROJECT MANAGEMENT CO, ONTARIO AVIATION GROUP, AND PPM GROUP, INC., FOR ON-CALL CONSTRUCTION MANAGEMENT AND RELATED SERVICES AT THE ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority approved to award and authorized the Chief Executive Officer to execute contracts with Jacobs Project Management CO, Ontario Aviation Group, AND PPM Group, Inc., for as-needed construction management and related services for capital improvement projects at the airport. If approved, Project Management CO, Ontario Aviation Group, AND PPM Group, Inc., would be retained on a list of on-call for three (3) years. The total cost allocation is \$6,000,000 for all three (3) contracts for the three (3) year period for the OIAA. Individual task orders will be authorized by the OIAA up to the not-to-exceed amount of \$6,000,000 for the three (3) year contract term.

**6. A RESOLUTION TO ADOPT THE RECORDS RETENTION SCHEDULES**

The Ontario International Airport Authority (OIAA) adopted a records management program, including its records retention policies. OIAA will realize significant savings both in labor and storage expenses; including the avoidance of future storage and/or construction costs.

**RESOLUTION NO. 2018-20 A RESOLUTION OF THE ONTARIO INTERNATIONAL AIRPORT AUTHORITY COMMISSION ADOPTING A RECORDS RETENTION SCHEDULE AND AUTHORIZING DESTRUCTION OF CERTAIN AGENCY RECORDS**

**ADMINISTRATIVE DISCUSSION/ACTION/REPORT**

**7. AWARD OF CONTRACT FOR A 3 YEAR PERIOD TO THE ONT AIR-NOVATION ALLIANCE & INTERVISTAS FOR ON-CALL AIR SERVICE DEVELOPMENT AND RELATED SERVICES AT THE ONTARIO INTERNATIONAL AIRPORT**

The Ontario International Airport Authority (OIAA) awarded and authorized the Chief Executive Officer to execute contracts with The ONT Air-Novation Alliance & InterVISTAS for as-needed air service development and related services for expanding air service at Ontario International Airport. If approved, would be retained on a list of on-call for three years. The total cost allocation is \$1,800,000 for both contracts for the three year period for the OIAA. Individual task orders will be authorized by the OIAA up to the not-to-exceed amount of \$1,800,000 for the three year contract term. This item was approved in the 2018-19 Budget Air Service Development.

**MOTION:** Moved by Secretary Bowman, seconded by Commissioner Gouw and carried by a vote of 5-0, to approve agreements with ONT Air-Novation Alliance and InterVistas for on-call air service development.

**STAFF MATTERS**

There were no updates.

**COMMISSIONER MATTERS**

Commissioner Gouw had no comments.

Commissioner Hagman requested a report and performance goals for contracts before they are renewed.

Vice President announced he would have a report on his filed trip to San Diego.


Secretary Bowman had no comments.

President Wapner thanked staff for their hard work and asked for consensus from the Commissioners to add an invocation to future meetings. There was no opposition.

## **ADJOURNMENT**

President Wapner adjourned the Ontario International Airport Authority Commission meeting at 3:27 p.m.

RESPECTFULLY SUBMITTED:



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CLAUDIA Y. ISBELL, CLERK OF THE BOARD

APPROVED:



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ALAN D. WAPNER, PRESIDENT  
ONTARIO INTERNATIONAL AIRPORT AUTHORITY