

**MINUTES OF THE CITY OF WICHITA**  
**WICHITA AIRPORT ADVISORY BOARD**

**Monday, December 3, 2012**

Present: Dave Bayouth, Charles Fletcher, U.L. Gooch, Dwight Greenlee, John Hennessy, Carl Koster, Thomas Pryor, Dr. Thom Rosenberg, Bill Ward, Brent Wooten

Absent: Steve Harris, Kurt Yowell

Airport Staff: Victor White, Brad Christopher, Kathryn Keathley, John Oswald, Valerie Wise

City Staff: Jay Hinkel, Deputy City Attorney  
Branden Hall, Finance

Others: Pat McCollom, AECOM  
Ryan Brown, Signature Flight Support

Chairman Rosenberg called the meeting to order at 2:34 p.m.

**Approval of Minutes**

*Motion by Fletcher, second by Bayouth, to approve the minutes of the November 5, 2012, Wichita Airport Advisory Board meeting. Motion carried unanimously.*

**Director's Report – Victor White, Director of Airports**

Area school groups and youth groups will be performing Christmas carols at the Mid-Continent terminal over the next few weeks.

Air Service and Business Development Manager Valerie Wise provided a promotional handout for Southwest Airlines service that will be shared with the Chamber of Commerce and GoWichita to encourage business and leisure travel to Wichita.

Assistant Director of Airports Brad Christopher provided an update on the completion of the parking garage/rental car facility design. The 95% completion construction design drawings were received and the Airport is in the process of reviewing the plans through December 21<sup>st</sup>. The design drawings have also been submitted to the Office of Central Inspection for review. It is expected that the request for bids on the project will be advertised in January and the bids opened in late February. Chairman Rosenberg asked if there was any indication of the level of contractor interest in the project. Mr. Christopher stated that the scope of the project is such that it is expected to draw bids from both local and regional construction firms.

Mr. White provided information about leases and service agreements. After the first of the year, planning will begin to prepare leases with airlines and rental car companies and requests for proposals for food and beverage and retail concessions for the new terminal facility. The existing air service consultant contract with Sabre expires at the end of December, and the RFP for those services is currently on the street with proposals due in early January. Currently, the RFP for marketing services and the RFP for media buying are public. Interviews for those two contracts are expected to happen in early January.

### **ACT 3 Project Update – Pat McCollom, Program Manager**

In the previous month, excavation of the building site continued and is about 20% complete, utility extension work continued, foundation work began, a supplemental agreement with HNTB for the apron design was approved, two change orders were issued, and the comparative analysis of the initial baggage handling system design to the most recently published TSA standards continued. TSA has agreed to fund the difference in cost for any system changes that are over the amount of grant funding, since the RFP for the baggage handling system and grant application were made when an earlier standard applied. Three cameras have been put in place to take photographs of the construction site that can be viewed by the public at *flywichita.com*. The cameras are set up at different stations, and take an image each fifteen minutes during the day, which can be viewed in a time lapse video sequence as well.

In the next month, work will begin on the tunnel that will connect the existing basement to the new terminal, modifications will be made to the Learjet remediation system, a supplemental agreement with HNTB for the Terminal Communication Systems will be submitted for approval, and a change order to address waterline modifications will be submitted. In February of 2013, the erection of the steel structure will begin, which work will continue through approximately July. The floor slab is expected to be poured in April. The core structure of the building is expected to be complete near the end of November 2013. The project is at 805 days to substantial completion, which dates the terminal opening in February 2015.

Charles Fletcher asked what affect the change orders have on the project budget. Mr. McCollom stated that there is an \$8 million contingency in place to cover potential change orders. Mr. White added that the Airport is working with a city staff team to present to the City Manager a recommendation to establish a change order review board to expedite decision making in the change order approval process. Under the current procedure, all change orders must be presented in a City Council meeting for approval, which is a process of several weeks to finalize a change order, during which time work on a project slows or in some cases may be stopped. Sedgwick County set up a similar change order review board for the Intrust Bank Arena and the National Center for Aviation Training facility at Jabara Airport. The County Manager approved change orders within the authorized budget, as opposed to decisions being made by the County Commission each time. It is anticipated that the new procedure may be ready to submit for City Council approval in the spring.

A walking tour of the terminal construction site was offered to the Board Members following the meeting.

**Other Business**

Chairman Rosenberg noted that the Preferred Health Systems Wichita Open is being renamed the Wichita Air Capital Open, which may bring up opportunities for marketing the Airport.

Mr. White announced that Steve Harris has resigned from the WAAB due to his retirement and move to Arizona. A plaque of commendation and thanks will be mailed to him.

The next WAAB meeting will be Monday, January 7, 2013 at 2:30 p.m.

Meeting adjourned at 3:00 p.m.

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Kathryn Keathley, Clerk