



ORANGE COUNTY AIRPORT COMMISSION
AIRPORT COMMISSION HEARING ROOM
3160 AIRWAY AVENUE
COSTA MESA, CA 92626

MINUTES OF REGULAR MEETING

JUNE 19, 2024

5:00 PM

COMMISSIONERS PRESENT: P. Alberto Sandoval, Commissioner, First District
Bruce Junor, Commissioner, Third District
Susan Dvorak, Commissioner, Fifth District

COMMISSIONERS ABSENT: Brendan O'Reilly, Chair, Fourth District
Sal Tinajero, Vice Chair, Second District

AIRPORT STAFF PRESENT: Charlene Reynolds, Airport Director
Mark Sanchez, Deputy County Counsel
Christine Nguyen, Deputy County Counsel
Amy Goethals, Deputy Airport Director, Commercial & Revenue
Elizabeth Gallegos, ASR Manager

CALL TO ORDER: Commissioner Dvorak called the meeting to order at 5:00 pm

PLEDGE OF ALLEGIANCE: Commissioner Junor led the assembly in the Pledge of Allegiance

1. **APPROVAL OF MINUTES:** On Commissioner Sandoval's motion and Commissioner Junor's second, the Regular Meeting Minutes of May 15, 2024, were approved by a unanimous vote.

2. **APPROVE RENEWAL FOR CONTRACTS FOR PLUMBING MAINTENANCE, REPAIRS AND ALTERATIONS (ASR 24-000370)**

Recommended Action: Authorize the County Procurement Officer or Deputized designee to execute Amendment No. 3 to renew the aggregate contracts to Perform Maintenance, Repairs and Alterations for Plumbing Systems, effective July 11, 2024, through July 10, 2025, in an aggregate amount not to exceed \$500,000, for a revised cumulative aggregate total amount not to exceed \$2,300,000, with the following: a. John Flynn Orange Coast Plumbing Inc. dba Orange Coast Plumbing; b. Pro-Craft Construction, Inc.; c. Verne's Plumbing, Inc.

OC Public Works Senior Maintenance Manager Amer Moujtahed discussed the Recommended Action by OC Public Works to extend the Contract by one year and increase the Contract by \$500,000. The Airport's share of the new contract term will be \$200,000.

Amer Moujtahed responded to questions from the Commission regarding the Contract, including why a plumbing company from a distant city is being used, whether the three companies had previously competed for the Contract and approved by the County of Orange, when the Contract would go out for bid again, and the Contractor's performance.

Airport Director Charlene Reynolds responded to a question regarding the difference between an Invitation for Bid and a Request for Proposal.

Deputy County Counsel Mark Sanchez responded to a question regarding the Levine Act form submitted with Board-approved contracts.

The following is the action taken by the Orange County Airport Commission: On Commissioner Sandoval's motion and Commissioner Junor's second, Item No. 2 was approved by a unanimous vote.

APPROVE OTHER DENIED

Unanimous (1) Sandoval: Y (2) Tinajero: X (3) Junor: Y (4) O'Reilly: X (5) Dvorak: Y
Vote Key: Y=Yes; N=No; A=Abstain; X=Excused

3. APPROVE EXTENSION TO CONTRACT FOR CONCESSION CONSULTING SERVICES (ASR 24-000451)

Recommended Action: Authorize the County Procurement Officer or Deputized designee to execute Amendment Number Six to extend the Contract with Unison Consulting, Inc. for Concession Consulting Services at John Wayne Airport, effective August 1, 2024, through July 31, 2025, in the amount of \$313,914, for a revised cumulative total Contract amount not to exceed \$1,555,656.

Commercial & Revenue Deputy Airport Director Amy Goethals discussed the Recommended Action to continue services with Unison Consulting, Inc. on an as-needed basis to continue implementing the Concessions Development Program.

Amy Goethals responded to questions from the Commission regarding the consultant's performance and the distinction between this Contract and the Airport's Executive-Level Program Management Services Contract.

Commissioner Sandoval expressed his enthusiasm and gave Airport staff positive feedback on the community's response to the Airport's new concessions program.

The following is the action taken by the Orange County Airport Commission: On Commissioner Dvorak's motion and Commissioner Sandoval's second, Item No. 3 was approved by a unanimous vote.

APPROVE OTHER DENIED

Unanimous (1) Sandoval: Y (2) Tinajero: X (3) Junor: Y (4) O'Reilly: X (5) Dvorak: Y
Vote Key: Y=Yes; N=No; A=Abstain; X=Excused

4. SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS (Board) Airport Director Charlene Reynolds stated that the Board Approved as Recommended, the Job Order Contracts for Pavement Maintenance and Repair Services on May 21, 2024. The Board also Approved as Recommended, the 2024 Capital Improvement Programs and Awarded the Airport Executive-Level Program Management Services Contract on June 4, 2024.

5. ADDITIONAL BUSINESS

A. PUBLIC COMMENTS – None

B. AIRPORT DIRECTOR COMMENTS – Airport Director Charlene Reynolds announced that as of July 1, 2024, the Maintenance Division, consisting of 57 staff positions, will return to JWA and directly report to the Airport Director. The Airport has selected OC Public Works Senior Maintenance Manager Amer Moujtahed to lead the Maintenance Division as the Deputy Director of Maintenance. In 2022, Maintenance began reporting to OC Public Works. This change will allow the Airport to set the necessary priorities for Maintenance. Amer introduced his management and support team to the Airport Commission. Charlene stated that OC Public Works will continue to oversee the Capital Improvement Projects, planning, and engineering functions.

Charlene mentioned an article that recently referenced potential federal policymaking requiring air carriers like JSX to abide by the same safety parameters as ~~other non-public charter operations~~ scheduled airlines.

- C. AIRPORT COMMISSION COMMENTS – Commissioner Dvorak asked the Airport Director if Laguna College of Art and Design would be involved in the concessions area at JWA since they were mentioned in the Airport Executive-Level Program Management (EPM) Services Contract. Charlene Reynolds stated that the consultant of the EPM Contract may use Laguna College of Art and Design as a subcontractor on an as-needed basis to assist with color coordination and ideas relative to construction projects.

6. ADJOURNMENT OF PUBLIC MEETING The meeting adjourned at 5:22 PM.