



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

**MINUTES OF REGULAR MEETING
NOVEMBER 19, 2025
5:00 PM**

COMMISSIONERS PRESENT: Sal Tinajero, Chair, Second District
Susan Dvorak, Vice Chair, Fifth District
Kevin Elliott, Commissioner, First District
Bruce Junor, Commissioner, Third District

COMMISSIONERS ABSENT: Brendan O'Reilly, Commissioner, Fourth District

AIRPORT STAFF PRESENT: Komal Kumar, Assistant Airport Director
Mark Sanchez, Deputy County Counsel
Christine Nguyen, Deputy County Counsel
Amer Moujtahed, Deputy Airport Director of O&M, Maintenance
Polymeris Koliagis, O&M Manager, Maintenance
Tyler Polidori, O&M Manager, Maintenance
Reynold Tang, Senior Airport Engineer, Planning & Development
Charlene Del Mundo, Senior Project Manager, Planning & Development
Elizabeth Gallegos, ASR Manager

CALL TO ORDER: Chair Tinajero called the meeting to order at 5:02 PM

PLEDGE OF ALLEGIANCE: Vice Chair Dvorak led the assembly in the Pledge of Allegiance

1. **APPROVAL OF MINUTES:** On Vice Chair Dvorak's motion and Commissioner Elliott's second, the Regular Meeting Minutes of October 1, 2025, were approved by a unanimous vote.

2. **AWARD JOB ORDER CONTRACTS FOR GENERAL CONTRACTING AND ELECTRICAL SERVICES (ASR 25-000792)**

Recommended Action: Award Job Order Contracts for General Contracting Services in an annual amount not to exceed \$3,000,000 per contractor for an aggregate amount of \$9,000,000, for a one-year term effective upon execution of contracts, with the following contractors: a. Prime ENC, Inc.; b. MIK Construction, Inc.; c. Harry H. Joh Construction, Inc.; Award Job Order Contracts for Electrical Services in an annual amount not to exceed \$1,000,000 per contractor for an aggregate amount of \$2,000,000, for a one-year term effective upon execution of the contracts, with the following contractors: a. Amtek Construction; b. ABM Electrical & Lighting Solutions, Inc.; Adopt the August 2025 Job Order Contract Unit Price Book - Construction Task Catalog and Technical Specifications prepared by The Gordian Group, Inc., which are on file with the Clerk of the Board; Authorize the Airport Director or designee to execute the Job Order Contracts when the required bonds and certificates of insurance have been submitted and approved by the County Executive Office/Office of Risk Management and County Counsel and make minor amendments to the Job Order Contracts that do not increase the County's liability, if approved by County Counsel; Authorize return of bid guarantees to all bidders upon execution of the contracts.

Presenter: Amer Moujtahed, Deputy Airport Director of Maintenance

• **Overview:**

- Amer provided an overview of the Agenda Staff Report (ASR), including:
 - Summary and scope of contract services
 - Benefits of the proposed project/service
 - Types of projects appropriate for a Job Order Contract (JOC) program

- The solicitation method used for the procurement
- It was noted that this is the first time the JOC program will be administered directly by JWA, although JWA previously utilized the program when it was managed under OC Public Works.
- **Discussion/Questions:**

Commissioners raised several questions, including:

 - Whether JWA has historically used the full value of previous JOC contracts.
 - Whether subcontractors are required to comply with JWA security requirements.
 - Whether the unit price book is reviewed and adjusted annually.
 - Why six bidders were pre-qualified, and the same number (six) submitted bids.
 - Commissioner Dvorak noted that the number of applicants for prequalification is listed in Attachment F of the ASR.

Assistant Airport Director Komal Kumar responded to the bidding question, explaining that:

 - Six bidders were pre-qualified.
 - The highest three bidders were selected for contract award.
- **Clarifications:**
 - Deputy Airport Director Amer Moujtahed clarified that:
 - This is the first time JWA will administer its own JOC program, which is preferred due to JWA's strict security mandates.
 - Subcontractors are fully required to comply with all JWA security requirements.
 - He believes the Gordian unit price book is reviewed annually for a one-year catalog cycle, but verification may be needed.
 - Additional explanation was provided regarding the types of work and specific projects eligible under the General Contracting JOC program.
 - Assistant Director Kumar listed examples of projects that would fall under these JOC contracts.
- **Additional Comments:**
 - Both Komal Kumar and Amer Moujtahed emphasized the operational and security benefits of JWA managing its own JOC program.
 - Further verification will be provided regarding the annual review process for the Gordian unit price book.

The following is the action taken by the Orange County Airport Commission:

On Commissioner Elliott's motion and Vice Chair Dvorak's second, Item No. 2 was approved by a unanimous vote.

APPROVE OTHER DENIED

Unanimous (1) Elliott: Y (2) Tinajero: Y (3) Junor: Y (4) O'Reilly: X (5) Dvorak: Y

Vote Key: Y=Yes; N=No; A=Abstain; X=Excuse [sed

3. APPROVE CONTRACT FOR GREASE INTERCEPTOR MAINTENANCE AND REPAIR SERVICES (ASR 25-000794)

Recommended Action: Authorize the County Procurement Officer or Deputized designee to execute Contract with Phoenix Pumping for Grease Interceptor Maintenance and Repair Services, effective January 1, 2026, through December 31, 2028, in an amount not to exceed \$1,200,000, with the option to renew for one additional two-year term; and make CEQA findings.

Presenter: Tyler Polidori, O&M Manager, Maintenance

- **Overview:**

- Tyler provided an overview of the Agenda Staff Report (ASR), including:
 - An explanation of grease interceptor maintenance
 - The scope of contract services
 - Key considerations associated with the contract
 - Details regarding the contract solicitation process
- **Discussion/Questions:**

Commissioners raised several questions and comments, including:

 - What changes could be made to the grease interceptor system to reduce its operational intensity.
 - Polidori explained that the three existing grease interceptors have a small capacity (350 gallons), requiring more frequent pumping. They are also difficult to access, and their locations will be reviewed as part of the evaluation.
 - Whether the grease originates from airport restaurants.
 - Polidori confirmed this is the case.
 - Why the previous contractor did not rebid.
 - Tyler noted that the previous contractor attended the job walk but did not provide a reason for not submitting a bid. He suggested that the service may not have been profitable enough.
 - Why the sewer line requires hydro jetting.
 - Polidori stated that both sewer lines are hydro jetted to ensure proper flow and as part of preventative maintenance.
 - Why only one bidder submitted a proposal.
 - Polidori indicated that, although he does not have specific reasons, the nature of the business and the work involved may limit interest, and profitability could also be a factor.
- **Clarifications:**
 - Polidori reiterated that the small size and difficult access of the existing grease interceptors significantly contribute to the frequency and complexity of maintenance.
 - Preventative maintenance practices, such as hydrojetting, are performed to maintain system reliability and prevent blockages.

The following is the action taken by the Orange County Airport Commission: On Commissioner Elliott's motion and Commissioner Junor's second, Item No. 3 was approved by a unanimous vote. Chair Tinajero departed the meeting prior to the vote.

APPROVE OTHER DENIED

Unanimous (1) Elliott: 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. APPROVE CONTRACTS FOR AIRPORT ARCHITECT-ENGINEER (A-E) SERVICES (ASR 25-000835)

Recommended Action: Authorize the Airport Director of John Wayne Airport or designee to execute contracts for Airport Architect-Engineer (A-E) Services, effective December 16, 2025, through December 15, 2028, in an amount not to exceed \$5,000,000 each, for an aggregate total amount not to exceed \$20,000,000, with the following firms: a. Kimley-Horn and Associates, Inc.; b. AECOM Technical Services, Inc.; c. HNTB Corporation; d. WSP USA, Inc.

Presenter: Reynold Tang, Senior Airport Engineer, Planning & Development

- **Overview:**
 - Reynold provided an overview of:
 - The Agenda Staff Report (ASR)
 - The summary and scope of contract services

- Benefits of the service
- The contract solicitation method
- **Discussion/Questions:**
Commissioners raised questions regarding:
 - Types of projects these contracts will cover
 - Continuing need for specific projects
 - Why the item is being submitted within 30 days of the contract date
 - Possibility of bringing the item sooner
 - Noted that some contractors have prior experience with the Airport
- **Clarifications:**
Reynold explained:
 - CIP 2025–26 projects require feasibility studies
 - On-call services where design is needed
 - Emergency projects (e.g., cracks or unexpected issues)
 - Significant time was spent establishing new contracts for JWA
 - A five-member SME panel was involved in the process
 - Current contract with OCPW expires on 12/19/25
 - Of the four firms selected, only two have previously worked at the Airport
 - All selected firms have airport experience
- **Additional Comments:**
 - Emphasis on the importance of timely submission and planning for future projects
 - Recognition of the effort involved in transitioning to new contracts

The following is the action taken by the Orange County Airport Commission: On Commissioner Elliott's motion and Vice Chair Dvorak's second, Item No. 4 was approved by a unanimous vote. Chair Tinajero departed the meeting prior to the vote.

APPROVE OTHER DENIED

Unanimous (1) Elliott: Y (2) Tinajero: X (3) Junor: Y (4) O'Reilly: X (5) Dvorak: Y

Vote Key: Y=Yes; N=No; A=Abstain; X=Excused

5. DELETED

6. SUMMARY OF RELEVANT ACTIONS BY THE BOARD OF SUPERVISORS (Board) Assistant Airport Director Komal Kumar informed the Commission that the Board has approved the John Wayne Airport Capacity Allocations for the 2026 Plan Year, along with extensions of the Airline Leases for an additional five years. Komal also reported that the Bond Financing and related documents for Clay Lacy Aviation, Inc. have been renegotiated and are scheduled to be presented to the Board on December 2, 2025.

7. ADDITIONAL BUSINESS

A. PUBLIC COMMENTS – None

B. AIRPORT DIRECTOR COMMENTS – None

C. AIRPORT COMMISSION COMMENTS – Commissioner Dvorak highlighted that John Wayne Airport recently received the JD Power Award and hosted a celebratory event attended by her and Commissioner Elliott. She commended staff for their dedication, noting that many are on call 24/7, which represents a significant personal commitment. Commissioner Dvorak expressed appreciation for the public recognition of the award and thanked all staff for their hard work.

8. ADJOURNMENT OF PUBLIC MEETING The meeting adjourned at 5:52 PM.