
CITY OF KELOWNA

MEMORANDUM

CONFIDENTIAL

Date: January 4, 2008
File No.: 0550-05
2320-20-8075
To: City Manager
From: Assistant General Manager, Airport Operations
Subject: AMEND KELOWNA INTERNATIONAL AIRPORT SECURITY CONTRACT

RECOMMENDATION:

THAT Council receive the Report of the Assistant General Manager, Airport Operations dated January 4, 2008;

AND THAT Council authorize staff to amend the existing extension to the Airport Security contract with the Commissionaires of B.C. as outlined in the report.

BACKGROUND:

On May 29, 2006 Council authorized Airport Administration to enter into a five year extension of the Airport Security Contract with the Commissionaires of B.C. Over the last year the local competitive employment market is resulting in high turnover rates and hindering the contractor's ability to attract and retain competent staff. In order to reverse this trend an immediate pay raise of \$2.00 per hour for regular staff and \$3.00 per hour for supervisory staff is requested, as well as an increase in the July, 2009 annual increase from 2% to 3%.

This proposal has been approved by Purchasing after a comparative review against other City contracts and recent associated rate increases.

Aviation security is a highly visible and important component in today's travel environment. The current contract with the Commissionaires of B.C. fulfills the requirement of an independent check and balance to the various security layers at the airport. The military/policing background of most of their employees is particularly suitable to the airport environment and facilitates the security clearance necessary to work in the restricted areas of the airport. Existing staff have completed the necessary training and obtained the required licenses to work within the requirements of Federal Security Regulations. The staff is certified by the City of Kelowna to enforce both Airport Traffic Regulations and the City of Kelowna Traffic Bylaws at the airport



INTERNAL CIRCULATION TO:

Purchasing Manager

FINANCIAL/BUDGETARY CONSIDERATIONS:

The approved contract runs from July 1st to June 30th of each year and based on the current hours of service being provided it is estimated that the financial impact of the increase would be:

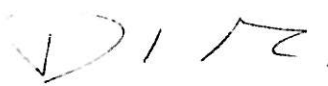
	<u>Current</u>	<u>Estimated</u>	<u>Difference</u>
Jan 1, 2008 -- June 30, 2008	\$490,278	\$519,800	\$29,522 (1/2 year)
July 1, 2008 -- June 30, 2009 (3%)	\$504,986	\$566,000	\$61,014
July 1, 2009 -- June 30, 2010 (3%)	\$515,086	\$583,000	\$67,914
July 1, 2010 -- June 30, 2011 (3%)	\$530,539	\$600,500	\$69,261

The budget amendment required for 2008 is \$60,000.00 which would be funded from on going terminal fee revenue and result in a corresponding decrease in the appropriation to the Terminal Reserve. This amendment will be included with the Airport's 2008 Final Budget package.

Considerations that were not applicable to this report:

LEGAL/STATUTORY AUTHORITY:
 LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:
 EXISTING POLICY:
 PERSONNEL IMPLICATIONS:
 TECHNICAL REQUIREMENTS:
 EXTERNAL AGENCY/PUBLIC COMMENTS:
 ALTERNATE RECOMMENDATION:

Submitted by:



D. Fuller
 Assistant General Manager, Airport Operations

Approved for Inclusion:



cc: Purchasing Manager
 Financial Accounting Manager

Sandi Horning

From: Carol Marquardt
Sent: Tuesday, January 08, 2008 3:53 PM
To: Council Reports - In Camera
Cc: Dave Fuller; Neil Drachenberg; Noreen Redman
Subject: FW: Airport Security Contract



Airport Security Recommendation
Contract.pdf ... - #2 Amend Airp

Please be advised that the Airport General Manager or Neil Drachenberg and Noreen Redman will present the recommendation on Monday, January 14, 2007.

Carol Marquardt
Operations Clerk
Airport Administration
Kelowna International Airport
(250) 765-5125, ext. 211
(250) 765-0213 (fax)
www.ylw.aero

-----Original Message-----

From: Carol Marquardt
Sent: January 8, 2008 3:52 PM
To: Council Reports - In Camera
Cc: Dave Fuller; Neil Drachenberg; Noreen Redman
Subject: Airport Security Contract

Attached please find a Council Report (Recommendation) for the January 14, 2008 In-Camera meeting. It is estimated that 15 minutes will be required.

Please use the electronic copy attached to print the original copy. No original is to follow.

Carol Marquardt
Operations Clerk
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