

Wayne County Airport Authority Board Meeting

**The Michael Berry Administration Building
Kevin Clark Conference Room
11050 Rogell Drive, Building 602
Detroit, MI 48242**

OR

**the public may join by Zoom Video Link (<https://wcaa-us.zoom.us/j/96799165854>) or
Audio Only - 1-301-715-8592 (Webinar ID - 96799165854)**

**Wednesday, 7/17/2024
2:00 - 4:00 PM ET**

DRAFT AGENDA

I. ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. CONSENT AGENDA

A. Approval of Minutes from May 15, 2024 Board Meeting

5-15-2024 WCAA Board Meeting Minutes (DRAFT)

B. Sweeping Corporation of America, LLC (Mobile Sweeping Services)

Resolution to approve a contract with Sweeping Corporation of America, LLC, to provide on-call emergency and non-emergency mobile sweeping services at Detroit Metropolitan and Willow Run Airports. The term of the contract shall commence on July 17, 2024 and terminate on July 16, 2027, with one (1) two-year renewal option exercisable by the CEO, subject to the vendor's satisfactory performance and availability of budgeted funds. The cost of the contract shall not exceed \$250,000.00. The contract was competitively solicited and Sweeping Corporation of America, LLC was deemed the lowest responsive and responsible bidder.

Resolution - Sweeping Corporation of America, LLC

Sweeping Corporation of America, LLC Contract Award Recommendation

C. TSP Services, Inc. (Frank and Poet Drain Grating Improvements) (WCAA Certified SBE)

Resolution to approve a contract with TSP Services, Inc., to provide construction services to remove, modify, and provide new steel grating and accessories at six drain arch culvert locations along the Frank and Poet drain at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate upon final payment for all required services. The cost of the contract shall not exceed \$973,716.00. The contract was competitively solicited and TSP Services, Inc. was deemed the lowest responsive and responsible bidder.

Resolution - TSP Services, Inc.

TSP Services Contract Award Recommendation

D. Truview BSI, LLC (Pre-Employment Background Checks)

Resolution to approve a contract with Truview BSI, LLC, to provide pre-employment background check screening services for the Wayne County Airport Authority. The term of the contract shall commence on August 1, 2024 and terminate on July 31, 2027, with two (2) one-year renewal options exercisable by the CEO, subject to the vendor's satisfactory performance and availability of budgeted funds. The cost of the contract shall not exceed \$100,000.00. The contract was competitively solicited through the Request for Proposals solicitation process.

Resolution - Truview BSI, LLC

TruView BSI, LLC Contract Award Recommendation

E. The Segal Company (Midwest), Inc. dba Segal (Benefits Consultant)

Resolution to approve a contract with The Segal Company (Midwest), Inc. dba Segal, to provide full-service benefits consulting to assist with strategic planning, solicitation and administration of various medical and other insurance programs, provide claims and cost analysis, compliance advice and proposals for cost saving measures. The term of the contract shall commence on October 16, 2024 and terminate on October 15, 2027, with two (2) one-year renewal options exercisable by the CEO, subject to the vendor's satisfactory performance and availability of budgeted funds. The cost of the contract shall not exceed \$556,075.00. The contract was competitively solicited through the Request for Proposals solicitation process.

Resolution - The Segal Company dba Segal

The Segal Company dba Segal Contract Award Recommendation

F. MacAllister Machinery Co. dba Michigan CAT (Caterpillar Construction Equipment)

Resolution to approve a contract with MacAllister Machinery Co. dba Michigan CAT, to purchase Caterpillar construction equipment, through the use of a cooperative purchase arrangement with Sourcewell. The term of the contract shall commence on July 17, 2024 and terminate on April 17, 2027, with one (1) one-year renewal option exercisable by the CEO, subject to Sourcewell's extension of the contract, the vendor's satisfactory performance and availability of budgeted funds. The cost of the contract shall not exceed \$1,423,000.00.

*Resolution - MacAllister Machinery Co. dba Michigan CAT
MacAllister Machiner dba Michigan CAT Contract Award Recommendation*

G. Doosan Bobcat North America, Inc. (Bobcat Toolcat Tractors)

Resolution to approve a contract with Doosan Bobcat North America, Inc., to purchase three (3) Bobcat Toolcat Tractors with attachments, through the use of a cooperative purchase arrangement with Sourcewell. The term of the contract shall commence on July 17, 2024 and terminate on April 17, 2027, with one (1) one-year renewal option exercisable by the CEO, subject to the State of Michigan's extension of the contract, the vendor's satisfactory performance and availability of budgeted funds. The cost of the contract shall not exceed \$300,000.00.

*Resolution - Doosan Bobcat North America, Inc.
Doosan Bobcat North America, Inc. Contract Award Recommendation*

H. Village Ford, Inc. and Bill Brown Ford, Inc. (OEM Ford Parts and Repair Services)

Resolution to approve contracts with Village Ford, Inc. and Bill Brown Ford, Inc., to purchase OEM Ford parts and repair services as-needed, through the use of a cooperative purchase arrangement with Sourcewell. The term of the contracts shall commence on July 17, 2024 and terminate on December 14, 2025. The cost of the contracts combined shall not exceed \$175,000.00.

*Resolution - Village Ford and Bill Brown Ford
Village Ford and Bill Brown Ford Contract Award Recommendation*

I. Trimble, Inc. (Deicing Fluid Application Control System)

Resolution to approve a contract with Trimble Inc., to provide for the continued purchase of Trimble navigation hardware, software, and licenses to implement, service and support a pilot program implementation for deicing fluid application control system at Detroit Metropolitan Airport, through the use of a cooperative purchase arrangement with the General Services Administration. The term of the contract shall commence on July 17, 2024 and terminate on February 14, 2026. The cost of the contract shall not exceed \$450,000.00.

Resolution - Trimble Inc.

Trimble, Inc. Contract Award Recommendation

J. Vaisala Inc. (Vaisala Runway Weather Information System Subscription & Parts)

Resolution to approve a special exception to the competitive solicitation process and a contract with Vaisala Inc., to provide for the continued purchase of software and as needed spare parts for the Vaisala Runway Weather Information System at Detroit Metropolitan and Willow Run Airports. The term of the contract shall commence on December 1, 2024 and terminate on November 30, 2029. The cost of the contract shall not exceed \$115,000.00.

Resolution - Vaisala Inc.

Vaisala Contract Award Recommendation

K. American Association of Airport Executives (AAAE) (Transportation Clearinghouse Management System Services)

Resolution to approve a special exception to the competitive solicitation process and a contract with the American Association of Airport Executives, to provide Management System Services to track, monitor and collect fees from Transportation Network Company (TNC) entities, authorized to operate at Detroit Metropolitan Airport. The term of the contract shall commence on October 1, 2024 and terminate on September 30, 2027, with two (2) one-year renewal options exercisable by the CEO. The proposed fee payment shall not exceed \$300,000.00.

Resolution - AAAE

AAAE Contract Award Recommendation

L. Toebe Construction, LLC (Replacement of Two Catch Basins and Associated Pavement)

Resolution to approve a special exception to the competitive solicitation process and a contract with Toebe Construction, LLC, to provide construction services for the replacement of two catch basins and associated pavement on the south apron of Willow Run Airport. The term of the contract shall commence upon Board approval and terminate upon final payment for all required services. The cost of the contract shall not exceed \$200,000.00.

*Resolution - Toebe Construction, LLC
Toebe Construction LLC Contract Award Recommendation*

M. National Ladder & Scaffold Co. (Uniforms for Airport Authority Employees) (WCAA Certified SBE)

Resolution to approve an amendment to the contract with National Ladder & Scaffold Co., to extend the contract term to allow for the continued purchase of uniforms on an as-needed basis for various Wayne County Airport Authority employees. The amended term shall commence on November 1, 2024 and terminate on October 31, 2025. The cost of the contract remains unchanged.

*Resolution - National Ladder & Scaffold Co. (WCAA Employees)
National Ladder & Scaffold Co. (Airport Authority Employees) Contract Award Recommendation*

N. National Ladder & Scaffold Co. (Uniforms for Airport Authority Volunteers) (WCAA Certified SBE)

Resolution to approve an amendment to the contract with National Ladder & Scaffold Co., to extend the contract term to allow for the continued purchase of uniforms on an as-needed basis for the Wayne County Airport Authority volunteers. The amended term shall commence on November 1, 2024 and terminate on October 31, 2025. The cost of the contract remains unchanged.

*Resolution - National Ladder & Scaffold Co. (WCAA Volunteers)
National Ladder & Scaffold Co. (Volunteers) Contract Award Recommendation*

O. Allie Brothers Uniforms (Uniforms for Airport Authority Police and Special Services) (WCAA Certified SBE)

Resolution to approve an amendment to the contract with Allie Brothers Uniforms, to add funds to provide the Wayne County Airport Authority Police with new uniforms and accessories for the department renaming project. The term of the contract remains unchanged. The cost of the amendment shall not exceed \$200,000.00, which, together with the previous contract authorization amount of \$200,000.00, results in total contract costs that shall not exceed \$400,000.00.

*Resolution - Allie Brothers Uniforms
Allie Brothers Uniforms Contract Award Recommendation*

P. Federal Air Marshal Service (Revision to Board Resolution 24-74)

Resolution to approve a correction to the term for Board Resolution 24-74, approved at the May 15, 2024 Board Meeting, with the Federal Air Marshall Service for the use of the Wayne County Airport Authority Public Safety Training Facility Indoor Firing Range at Detroit Metropolitan Airport. The corrected term shall commence on June 5, 2024 and terminate on June 4, 2025, with four (4) one-year renewal options exercisable by the CEO, subject to the Lessee's satisfactory compliance with the contract terms. The estimated annual revenue of \$48,000.00 shall remain unchanged.

*Resolution - Federal Air Marshal Service
Federal Air Marshall Memorandum
Federal Air Marshal Service RES 24-74
Original Memo for Federal Air Marshal Service IGA (Police Indoor Range)*

Q. On-Airport Rent-A-Car Brand Consolidation Project (Revision to Board Resolution 24-62)

Resolution to approve a correction to the term for Board Resolution 24-62, approved at the April 17, 2024 Board Meeting, for the delegation of authority to the Chief Executive Officer for Rent-A-Car Concessions and Lease Agreements (Lease Agreements) and Reimbursement Agreements. The corrected term for the Lease Agreements shall be for ten (10) years and six (6) months, with the option to renew for two (2) additional periods of two (2) years each exercisable by the CEO.

*Resolution - Delegation of Authority - Rent-A-Car Concessions
Delegation Memorandum for RAC Concessions Leases - Revised Resolution
Delegation of Authority - Rent-A-Car Concessions RES 24-62
Original Delegation of Authority Memo for On-Airport RAC Brand Consolidation*

R. Advanced Wireless Group, LLC (Lease of Space in the McNamara Terminal)

Resolution to approve an amendment to the Lease of Space Agreement with Advanced Wireless Group, LLC, to extend the term for the lease of space of 255 square feet in the McNamara Terminal at Detroit Metropolitan Airport. The amended term shall commence on September 10, 2024 and terminate on September 15, 2025. The annual revenue shall remain the same.

*Resolution - Advanced Wireless Group, LLC
Advanced Wireless Group Contract Award Recommendation*

S. SkyWest Airlines, Inc. (New Lease Agreement for Building 425 at DTW)

Resolution to approve a new Lease Agreement with SkyWest Airlines, Inc., for Aircraft Hangar Building 425 and related premises at Detroit Metropolitan Airport. The term of the agreement shall commence on September 1, 2024 and terminate on August 31, 2031, with three (3) one-year renewal options exercisable by the CEO. The total annual revenue shall be \$604,159.39. The rate shall increase annually throughout the life of the agreement to better align SkyWest's rates with existing tenant rates.

*Resolution - SkyWest Airlines, Inc.
SkyWest Airlines Contract Award Recommendation*

IV. NEW BUSINESS

A. Ajax Paving Industries, Inc. (Taxiway A - Phase 4 at Willow Run Airport)

Resolution to approve a contract with Ajax Paving Industries, Inc., to provide construction services to construct Taxiway A - Phase 4 Project at Willow Run Airport. The term of the contract shall commence upon Board approval and terminate upon final payment for all required services. The cost of the contract shall not exceed \$19,154,065.88. The contract was competitively solicited and Ajax Paving Industries, Inc. was deemed the lowest responsive and responsible bidder.

*Resolution - Ajax Paving Industries, Inc.
Ajax Paving Contract Award Recommendation*

B. The LaSalle Group, Inc. dba LaSalle Construction Services (Evans Terminal Exit Access Lane Technology Improvements)

Resolution to approve a contract with The LaSalle Group, Inc. dba LaSalle Construction Services, to provide construction services for installation of Evans Terminal Exit Access Lane Technology at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate upon final payment for all required services. The cost of the contract shall not exceed \$1,471,540.00. The contract was competitively solicited and LaSalle Construction Services was deemed the lowest responsive and responsible bidder.

*Resolution - The LaSalle Group (Evans Terminal Exit Lane)
LaSalle Construction Services (Exit Lane Technology) Contract Award
Recommendation*

C. The LaSalle Group, Inc. dba LaSalle Construction Services (McNamara Terminal Center for Disease Control Offices and Port Health Stations Buildout)

Resolution to approve a contract with The LaSalle Group, Inc. dba LaSalle Construction Services, to provide construction services for the installation of McNamara Terminal Center of Disease Control Offices and Port Health Stations Buildout at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate upon final payment for all required services. The cost of the contract shall not exceed \$2,381,625.00. The contract was competitively solicited and LaSalle Construction Services was deemed the lowest responsive and responsible bidder.

*Resolution - The LaSalle Group (McNamara Terminal Center for Disease Control)
LaSalle Construction Services (McNamara Terminal Center of Disease Control)
Contract Award Recommendation*

D. Bayview Electric Company, LLC (Pump Station Upgrades) (WCAA Certified SBE)

Resolution to approve a contract with Bayview Electric Company, LLC, to provide construction services to modify and repair structural, architectural, mechanical, electrical, and process components to various Pump Stations at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate upon final payment for all required services. The cost of the contract shall not exceed \$9,266,220.39. The contract was competitively solicited and Bayview Electric Company, LLC was deemed the lowest responsive and responsible bidder.

*Resolution - Bayview Electric Company, LLC
Bayview Electric Company Contract Award Recommendation*

E. Bayview Electric Company, LLC (Pump Station 1 and 2 Repairs at DTW) (WCAA Certified SBE)

Resolution to approve an amendment to the contract with Bayview Electric Company, LLC, to modify the contract scope and add funds to repair/replace pump discharge pipes at Pump Station 2, to include additional contingency funding for Pump station 1, and to extend the construction duration to address unforeseen conditions at both Pump Stations at Detroit Metropolitan Airport. The amended term shall commence upon Board approval and terminate upon final payment for all required services (extension of substantial completion to December 6, 2024). The cost of the amendment shall not exceed \$2,200,000.00, which, together with the previous contract authorization amount of \$2,419,021.89, results in total contract costs that shall not exceed \$4,619,021.89.

*Resolution - Bayview Electric Company, LLC (Amendment)
Bayview Electric Amendment Contract Award Recommendation*

F. DiClemente Siegel Design, Inc.; Ply Plus, Inc.; and Somat Engineering, Inc. (SBE Prime Contractor On-Call Architectural, Engineering and Related Services) (All WCAA Certified SBEs)

Resolution to approve contracts with DiClemente Siegel Design, Inc.; Ply Plus, Inc.; and Somat Engineering, to provide architectural, engineering, and related services for the Airport Facility Capital Improvement Plan and Operations and Maintenance Projects at Detroit Metropolitan and Willow Run Airports. The term of the contracts shall commence upon Board approval and terminate upon final payment for all required services for tasks assigned during the three (3) years following the Board approval date. The cost of the contracts combined shall not exceed \$3,000,000.00. The contracts were competitively solicited through the Request for Qualifications solicitation process.

*Resolution - DiClemente Siegel, Ply Plus and Somat Engineering RES 24-
DiClemente Siegel, Ply Plus, and Somat Engineering Contract Award*

Recommendation

G. Trust Petroleum, Inc. (Fuel Management Services) (WCAA Certified SBE)

Resolution to approve a contract with Trust Petroleum, Inc., to purchase gasoline and diesel fuels as-needed for Detroit Metropolitan and Willow Run Airports. The term of the contract shall commence on October 1, 2024 and terminate on September 30, 2027, with two (2) one-year renewal options exercisable by the CEO, subject to the vendor's satisfactory performance and availability of budgeted funds. The cost of the contract shall not exceed \$12,000,000.00. The contract was competitively solicited through the Request for Proposals solicitation process.

Resolution - Trust Petroleum, Inc.

Trust Petroleum Inc Contract Award Recommendation

H. Anglin Civil, LLC (Snow and Ice Removal Services) (WCAA Certified SBE)

Resolution to approve a contract with Anglin Civil, LLC, to provide snow and ice removal services at Detroit Metropolitan and Willow Run Airports. The term of the contract shall commence on November 1, 2024 and terminate on October 31, 2029, with two (2) one-year renewal options exercisable by the CEO, subject to the vendor's satisfactory performance and availability of budgeted funds. The cost of the contract shall not exceed \$28,000,000.00. The contract was competitively solicited through the Request for Proposals solicitation process.

Resolution - Anglin Civil, LLC

Anglin Civil, LLC Contract Award Recommendation

I. Deere & Company (John Deere Mowing Equipment and Accessories)

Resolution to approve a contract with Deere & Company, to purchase John Deere mowing equipment and accessories, through the use of a cooperative purchase arrangement with the State of Michigan. The term of the contract shall commence on July 17, 2024 and terminate on January 16, 2029. The cost of the contract shall not exceed \$2,400,000.00.

Resolution - Deere & Company

Deere & Company Contract Award Recommendation

J. Beier Howlett, P.C. (WCAA Certified SBE) and Garan Lucow Miller, P.C. (Ethics Counsel Legal Services)

Resolution to approve contracts with Beier Howlett, P.C., and Garan Lucow Miller, P.C., to provide legal services in accordance with the Wayne County Airport Authority's Ethics Ordinance and to serve as Independent Ethics Counsel on an as-needed basis for the Wayne County Airport Authority. The term of the contracts shall commence on October 1, 2024 and terminate on September 30, 2027, with one (1) two-year renewal option exercisable by the CEO, subject to the contractor's satisfactory performance and availability of budgeted funds. The cost of the contracts shall be as budgeted funds allow as payments for services will be variable, dependent on the type(s) and amount of work performed by the contractor. The contracts were competitively solicited through the Request for Qualifications solicitation process.

*Resolution - Beier Howlett, P.C. and Garan Lucow Miller, P.C.
Beier Howlett and Garan Lucow Miller Contract Award Recommendation*

K. Delegation of Authority to the Chief Executive Officer - General Legal Services Agreements

Resolution to delegate authority to the Chief Executive Officer, to negotiate, approve and execute agreements with qualified Legal Service Providers (as identified on the attached pre-qualified list), on an as-needed basis, for a variety of general legal matters. Upon Board approval, the qualified legal service provider list shall be in place for a term of three years, with one two-year renewal option exercisable by the CEO. The cost of the contracts shall be as budgeted funds allow. Payment for services will be variable, dependent on the type(s) and amount of work performed by the contractor.

*Resolution - Delegation of Authority - General Legal Services Agreements
Delegation of Authority - General Legal Services Agreements*

L. Delegation of Authority to the Chief Executive Officer - Amendment to Lease Agreement with Safeway Acquisition LLC

Resolution to approve a revision to the delegation of authority to the Chief Executive Officer to amend the term for the Lease Agreement with Safeway Acquisition LLC for vacant land at Detroit Metropolitan Airport. The amended term shall be a thirty (30) year term, with two (2) 10-year renewal options exercisable by the CEO. The estimated annual revenue for the concession and lease agreement shall remain the same, with the annual revenue of \$514,800.00.

*Resolution - Delegation of Authority - Safeway Acquisition LLC
Delegation of Authority - Safeway Acquisition LLC*

V. INFORMATION ITEMS

A. Planning, Design and Construction Overview, Michael O'Sullivan, Vice President

B. Monthly Financial Update, Amber Hunt, Chief Financial Officer

C. Chief Executive Officer Report, Chad Newton

1. CEO Monthly Report - pursuant to WCAA Procurement and Contracting Ordinance, Article VII Section 1

CEO Report - May-June 2024

VI. CHAIRPERSON'S COMMENTS

VII. PUBLIC COMMENT

VIII. NEXT MEETING OF THE WAYNE COUNTY AIRPORT AUTHORITY BOARD IS SCHEDULED FOR WEDNESDAY, SEPTEMBER 18, 2024 AT 2:00 P.M. AT THE MICHAEL BERRY ADMINISTRATION BUILDING.

IX. ADJOURN