

MINUTES
WAYNE COUNTY AIRPORT AUTHORITY
BOARD MEETING
October 17, 2018

I. Roll Call

Meeting of the Wayne County Airport Authority Board called to order at 2:00 p.m. at the Michael Berry Administration Building, Kevin Clark Conference Room, 11050 Rogell Drive, Building 602, Detroit, MI 48242:

Present:

Michael Garavaglia, Chairperson
Marvin Beatty
Abdul Haidous
Dr. Curtis Ivery
Mark Ouimet

Excused: Ronald Hall, Vice Chairperson and Nabih Ayad, Secretary

Also Present: See attached sign-in sheet.

II. Recognition of WCAA Board Member, Irma Clark-Coleman

III. Introduction and Swearing in of New Board Member, Abdul Haidous, Appointed by the Wayne County Commission, Sworn in by Mr. Lee Turfe

IV. Consent Agenda – Items for vote as a group

Motion by Marvin Beatty to approve the Consent Agenda; Supported by Mark Ouimet

Ayes: Beatty, Garavaglia, Haidous, Ivery, Ouimet

Nays: None

Motion approved.

A. Approval of Minutes from September 19, 2018 Board Meeting

B. Resolution No. 18-98 approving Contract No. 1900007 with 3M Company (High Intensity Sign Panels)

C. Resolution No. 18-99 approving Contract No. 1900009 with ServiceWear Apparel, Inc. (Uniforms for Airport Authority Employees)

- D. Resolution No. 18-100 approving Contract No. 1900008 with Crystal Bright Janitorial Services, Inc. (Janitorial Cleaning Supplies at Willow Run Airport)
- E. Resolution No. 18-101 approving delegated authority to the CEO to approve Contract No. 1900003 with Van Buren Township (Intergovernmental Agreement for Water and Sewer Utilities at Willow Run Airport)
- F. Resolution No. 18-102 approving Contract No. 1800363 with Dan's Excavating, Inc. (Replacement of Watermain and Installation of Fiber Optic Concrete Duct Bank)
- G. Resolution No. 18-103 approving Contract No. 1900010 with Rentokil North America, Inc. dba Ambius (Holiday Decorating Services)
- H. Resolution No. 18-104 approving Contract No. 1900006 with Yankee Flyers, Inc. (Lease Agreement)
- I. Resolution No. 18-105 approving Contract No. 1800339 with Safeware, Inc. (Personal Protection Equipment for Airport Authority Employees)

V. New Business

- A. Resolution No. 18-106 approving Contract No. 1800360 with Adamo Demolition Company (Phase 1 Demolition of L.C. Smith Terminal)

Motion by Marvin Beatty; Supported by Mark Ouimet
Ayes: Beatty, Garavaglia, Haidous, Ivery, Ouimet
Nays: None
Motion approved.
- B. Resolution No. 18-107 approving Contract No. 1900004 with Anglin Civil, LLC (Snow and Ice Removal Services at Willow Run Airport)

Motion by Abdul Haidous; Supported by Mark Ouimet
Ayes: Beatty, Garavaglia, Haidous, Ivery, Ouimet
Nays: None
Motion approved.
- C. Resolution No. 18-108 approving Control No. 1900001 for the WCAA Capital Asset Policy

Motion by Mark Ouimet; Supported by Abdul Haidous
Ayes: Beatty, Garavaglia, Haidous, Ivery, Ouimet
Nays: None
Motion approved.

- D. Resolution No. 18-109 approving Control No. 1900002 for the WCAA Investment Policy

Motion by Mark Ouimet; Supported by Marvin Beatty
Ayes: Beatty, Garavaglia, Haidous, Ivery, Ouimet
Nays: None
Motion approved.

- E. Resolution No. 18-110 approving Control No. 1900011 for the Wayne County Airport Authority's Maximum Costs for Employees' Medical Benefits for Medical Benefit Year January 1 – December 31, 2019 – Michigan Publicly Funded Health Insurance Contribution Act (Public Act 152)

Motion by Marvin Beatty; Supported by Mark Ouimet
Roll Call vote taken. Item needed a 2/3 roll call vote.
Ayes: Beatty, Garavaglia, Haidous, Ivery, Ouimet
Nays: None
Motion approved.

VI. Information Items

- A. Report from Interim Chief Financial Officer (CFO), Istakur Rahman
- B. Report from Interim Chief Executive Officer (CEO), Chad Newton
1. CEO Monthly Report – pursuant to WCAA Procurement and Contracting Ordinance, Article VII Section 1
- C. FY19 WCAA Business Plan, Bryant Holt, Director of Strategy Management

VII. Public Comment

Michael Garavaglia opened the floor for Public Comment at 2:52 p.m.

1. Carol Dogan, UniteHere
2. Shauna Burten, UniteHere
3. Hazel Jenkins, UniteHere
4. Michell Fair, UniteHere
5. Odongo Farmer, UniteHere

VIII. Next meeting of the Wayne County Airport Authority Board is scheduled for Wednesday, November 28, 2018 at 2:00 p.m. at the Michael Berry Administration Building, 11050 Rogell Drive, Building 602, Detroit, MI 48242

IX. Adjourn

Motion to adjourn by Marvin Beatty; Supported by Mark Ouimet
Meeting was adjourned at 3:06 p.m.

WAYNE COUNTY AIRPORT AUTHORITY CONTRACT CONTROL SCHEDULE
 CONTRACTS APPROVED AND EXECUTED BY THE CEO
 SEPTEMBER 2018

NEW EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Amount	Term	Procurement Method
Alfred Benesch & Company 1800330	To provide certified backup water operator services, backflow preventer testing and repair services, and cross-connection inspection and related services for the Airport Authority in order to comply with State law until a new contract is solicited and awarded.	Not to Exceed \$135,000.00	09/13/2018 - 06/13/2019	Emergency Exception
Highway Service Company, Inc. 1800320	To replace seven (7) south facing overhead wayfinding signs leading into the McNamara Terminal, which have delaminated from sun exposure.	Not to Exceed \$43,000.00	09/17/2018 - 03/17/2019	Negotiated Construction
Workfront, Inc. 1800332	To purchase software-as-a-services (SaaS) based services for Technology Services Department at Detroit Metro Airport.	Not to Exceed \$95,000.00	09/14/2018 - 07/31/2022	Cooperative Purchase Arrangement (GSA #GS-057IT)
Jack Doheny Companies 1800351	To exercise CEO delegated authority per Board Resolution No. 18-76 on 8/15/18, to approve and execute a contract to purchase OEM OshKosh parts and repair services.	Not to Exceed \$60,000.00	10/01/2018 - 09/30/2019	Special Exception
R.W. Mercer Company 1800319	To purchase replacement parts and as-needed repairs of items not covered under warranty for the Airport Authority's GasBoy fuel ring system.	Not to Exceed \$25,000.00	08/08/2018 - 08/07/2021	Small Procurement
Commerce Controls, Inc. 1800318	To provide system updates, programming, ongoing support and training of the Supervisory Control and Data Acquisition (SCADA) system installed at four (4) Detroit Metro Airport storm water discharge control sites, which allows data to be obtained remotely.	Not to Exceed \$25,000.00	10/01/2018 - 09/30/2021	Small Procurement

WAYNE COUNTY AIRPORT AUTHORITY CONTRACT CONTROL SCHEDULE
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NEW EXPENSE CONTRACTS CONTINUED

Contractor Name & Contract Number	Scope of Procurement	Contract Amount	Term	Procurement Method
Advance Print & Graphics, Inc. 1800364	To purchase offset and digital printing services and graphic design services for the Airport Authority on an as-needed basis.	Not to Exceed \$100,000.00	10/01/2018 - 09/30/2021	Solicitation For Quotes Based on Multiple Criteria including Price
Brehob Corporation 1800322	To purchase preventative and corrective maintenance services of air compressors and refrigerated air dryers, and for the replacement of all related air compressor components at both Detroit Metro and Willow Run Airports.	Not to Exceed \$100,000.00	11/23/2018 - 11/22/2021, with two (2) one-year renewal options	Solicitation For Quotes

AMENDED EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Initial Award	Amended Amount	Term	Procurement Method
Pullman SST, Inc. 1800083 (fka 1500195)	To provide repairs to the parking structures for the North Terminal and McNamara Terminal at Detroit Metro Airport. This amendment will add Change Order #5 to increase the Not to Exceed amount to incorporate changes from bulletin number 12 to replace the traffic loops on Level 6 of the McNamara Parking Deck that were discovered after being damaged during concrete removals.	Not to Exceed \$10,439,127.00	\$3,047.50 <i>(Total Contract Amount including all Change Orders is \$11,166,573.79)</i>	05/20/2015 - 11/30/2019	Amendment (RFB) Change Order #5

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AMENDED EXPENSE CONTRACTS CONTINUED

Contractor Name & Contract Number	Scope of Procurement	Contract Initial Award	Amended Amount	Term	Procurement Method
Dell Marketing, LP 1600187	To purchase as-needed computer hardware and software to support the Airport Authority technology requirements through the use of a cooperative purchase arrangement with the National Cooperative Purchasing Alliance (NCPA). To exercise three of the five one-year renewal options, extending the contract through 10/31/2021, per NCPA's extension of the contract.	Not to Exceed \$3,000,000.00	\$0.00 <i>(Total Contract Amount including all Amendments is \$3,000,000.00)</i>	Initial Term: 03/16/2016 - 10/31/2018, with five (5) one-year renewal options Amended Term: 11/01/18 - 10/31/2021	Amendment (COOP) Renewal #1 (NCPA #01-42)
Angelo lafrate Construction Co. 1600182	To provide construction services for the new Taxiway B construction at Detroit Metro Airport. This amendment will add Change Order #3 for a net decrease of \$537,292.82. This change will incorporate adjustments to milestone durations and final installed quantities.	Not to Exceed \$14,142,813.65	\$537,292.82 <i>(Total Contract Amount including all Change Orders is \$13,553,791.21)</i>	03/16/2016 and terminating upon final payment for all required services	Amendment (RFB) Change Order #3
Ajax Paving Industries 1600116	To provide construction services for the Reconstruction of Runway 4L/22R and Associated Taxiways at Detroit Metro Airport (DTW). This amendment is to add Change Order #4 to add FAA innerduct conduit, add FAA fiber disconnections and reconnections, add work associated with additional centerline joint repair and final adjustment of estimated quantities.	Not to Exceed \$79,588,588.53	\$1,023,516.27 <i>(Total Contract Amount including all Amendments is \$83,565,072.26)</i>	01/20/2016 and terminating upon final payment for all required services	Amendment (RFB) Change Order #4

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AMENDED EXPENSE CONTRACTS CONTINUED

Contractor Name & Contract Number	Scope of Procurement	Contract Initial Award	Amended Amount	Term	Procurement Method
Ram Construction 1800129	To provide construction services to structurally repair the McNamara Deck's expansion joints inside the Ground Transportation Center (GTC) and perform preventative maintenance on the adjacent concrete floor slabs to extend the service life of the structure located at Detroit Metro Airport. This amendment is to add Change Order #1 to incorporate ace expansion joint anchorage assembly at expansion joint 25 and add coating at existing expansion joint plates; and to add Change Order #2 for shallow depth concrete repairs near North GTC doorway curtainwall.	Not to Exceed \$1,504,000.00	\$43,663.51 <i>(Total Contract Amount including all Amendments is \$1,477,663.51)</i>	03/10/2018 and terminating upon final payment for all required services	Amendment (RFB) Change Orders #1 & #2
The Petersen Companies, Inc. 1800055	To provide construction services for the installation of automatic passport control kiosks in the North Terminal Federal Inspection Services area at Detroit Metro Airport. This amendment is to add Change Order #1 to incorporate changes to the digital CCTV cameras and associated equipment and to extend the duration time; and to add Change Order #2 to incorporate electrical modifications per Bulletin #2.	Not to Exceed \$350,000.00	\$29,345.60 <i>(Total Contract Amount including all Amendments is \$379,345.60)</i>	01/11/2018 and terminating upon final payment for all required services	Amendment (RFB) Change Orders #1 & #2

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AMENDED EXPENSE CONTRACTS CONTINUED

Contractor Name & Contract Number	Scope of Procurement	Contract Initial Award	Amended Amount	Term	Procurement Method
Angelo lafrate Construction Co. 1700335	To provide construction services for the Taxiway Z Service Road Modifications and Extension at Detroit Metro Airport (DTW). This amendment is to add Changer Order #1 to incorporate changes from various Contractor Change Requests and Designer Supplemental Instructions and to adjust a portion of the estimated quantities that will not be used or are considered Substantially Complete.	Not to Exceed \$3,767,983.50	\$0.00 <i>(Total Contract Amount including all Amendments is \$3,787,983.50)</i>	08/16/2017 and terminating upon final payment for all required services.	Amendment (RFB) Change Order #1
Angelo lafrate Construction Co. 1700195	To provide construction services for improvements to Lucas Drive at Detroit Metro Airport. This amendment is to add Changer Order #2 to complete ornamental fence installation, install camera conduit at National Rent-a-Car (RAC) site, and repair gate arm circuit at National RAC.	Not to Exceed \$3,597,762.07	\$57,030.50 <i>(Total Contract Amount including all Amendments is \$3,654,792.57)</i>	04/19/2017 and terminating upon final payment for all required services	Amendment (RFB) Change Order #2

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REVENUE CONTRACTS

Contractor Name & Contract Number	Contract Description	Revenue	Term
Signature Flight Support 1800195	Consent to Space Permit in Building #360 at Detroit Metro Airport.	Total Revenue: \$162,596.04 (\$13,549.67 per month)	12/31/2018 - 02/01/2023
Deutsche Lufthansa AG 1800308	Lease of Terminal Space at the North Terminal at Detroit Metro Airport	Total Revenue: \$256,920.00 (\$22,160.00) per month)	10/01/2018 - 09/30/2023
General Motors Company 1800345	Short-Term Volume Parking Agreement Detroit Metro Airport.	Total Revenue: TBD (McNamara Parking Deck Rate: \$14.00 per day Big Blue Deck Rate: \$10.00 per day)	09/20/2018 - 11/09/2018
Delta Airlines, Inc. and Endeavor Air, Inc. 1800296	Operating Affiliate Operating Agreement at Detroit Metro Airport. <i>(Delegated authority to CEO to approve and execute Operating Affiliate Operating Agreements (or OAOA's) per Board Resolution No. 05-18.)</i>	\$4,760,000.00 Annually (5 years = \$23,800,000.00)	08/08/2018 - 08/07/2023 Month-to-Month
Delta Airlines, Inc. and GoJet Airlines, Inc. 1800297	Operating Affiliate Operating Agreement at Detroit Metro Airport. <i>(Delegated authority to CEO to approve and execute Operating Affiliate Operating Agreements (or OAOA's) per Board Resolution No. 05-18.)</i>	\$4,550,000.00 Annually (5 years = \$22,750,000.00)	08/08/2018 - 08/07/2023 Month-to-Month
Delta Airlines, Inc. and Republic Airline, Inc. 1800298	Operating Affiliate Operating Agreement at Detroit Metro Airport. <i>(Delegated authority to CEO to approve and execute Operating Affiliate Operating Agreements (or OAOA's) per Board Resolution No. 05-18.)</i>	\$820,000.00 Annually (5 years = \$4,100,000.00)	08/08/2018 - 08/07/2023 Month-to-Month

WAYNE COUNTY AIRPORT AUTHORITY CONTRACT CONTROL SCHEDULE
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REVENUE CONTRACTS CONTINUED

Contractor Name & Contract Number	Contract Description	Revenue	Term
Delta Airlines, Inc. and Republic Airline, Inc. 1800298	Operating Affiliate Operating Agreement at Detroit Metro Airport. <i>(Delegated authority to CEO to approve and execute Operating Affiliate Operating Agreements (or OAOA's) per Board Resolution No. 05-18.)</i>	\$820,000.00 Annually (5 years = \$4,100,000.00)	08/08/2018 - 08/07/2023 Month-to-Month
Delta Airlines, Inc. and Skywest Airlines, Inc. 1800299	Operating Affiliate Operating Agreement at Detroit Metro Airport. <i>(Delegated authority to CEO to approve and execute Operating Affiliate Operating Agreements (or OAOA's) per Board Resolution No. 05-18.)</i>	\$8,110,000.00 Annually (5 years = \$40,550,000.00)	08/08/2018 - 08/07/2023 Month-to-Month
Swissport SA Fuel Services 1800141	Lease of Terminal Space at the North Terminal at Detroit Metro Airport	Total Revenue: \$30,576.00 (\$2,548.00 per month)	03/01/2018 - 2/28/2021
HBF<APU JV LLC 1800090	Lease portion of Building 351 to provide concession services at Detroit Metro Airport.	Total Revenue: \$29,932.00 (\$2,494.93 per month)	02/06/2018 - 01/31/2021
Airline Tech Reps, LLC dba STS Line Maintenance 1800102	Non-Exclusive License to Conduct Commercial Aviation Support Services at Detroit Metro Airport.	7% of Licensee's monthly gross income from all its operations, plus seven cents (7¢) per gallon for all jet fuel, aviation gasoline, automotive fuel or fuels of any kind sold and seven cents (7¢) per gallon for all aircraft lubricating oil, automotive oil and petroleum products sold.	02/01/2018 - 01/31/2023

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AMENDED REVENUE CONTRACT

Contractor Name & Contract Number	Contract Description	Initial Estimated Annual Revenue Amount	Amended Amount	Term	Type
Federal Air Marshall Service (FAMS) 1500335	To enter into a new use agreement with the Federal Air Marshal Service for various areas of the Public Safety Training Facility at Detroit Metro Airport. This amendment is to exercise third renewal option, extending the contract through 11/30/19. One renewal option remains.	\$50,000.00	\$0.00	Initial Term: 12/01/2015 - 11/30/2016, with four one-year renewal options. Amended Term: 12/01/2018 - 11/30/2019	Renewal (Lease)

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Board Meeting

Date/Time: October 17, 2018 at 2:00 p.m.

Place of Meeting: Michael Berry Administration Building, 11050 Rogell Drive, Building 602, Detroit, MI

NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
SARAH HAEDUS				
TALLAL TURFE				
MARK KOSKINEN		AECOM		
Diana McBroon	dmcbroon@gmail.com	AECOM		
CHRIS NEWTON		WCAA		
Kate Kelly	katekelly@unitchrc.org		Communications Specialist	(313) 559-2004
Hazel Jenkins		WBC	Housekeeping	(313) 763-3331
Dorothy Parnell	parnell.dorothy@icloud.com	Westin Book Cadillac	Laundry A/Sso	313-401-2811
Shelia Jackson		Westin Book Cadillac	Laundry	313 516-7843

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Shana Brooks	SBrooks@OUTLOOK	WBC	Agent	685-8339
Christine Lendemann	Christine.Lendemann@wcaa.us	Prosement	D. Prefot	
Rick Taig	rick.taig@wcaa.us	YIP	Dir.	
Tom Kalbfleisch	Tom.Kalbfleisch	WCAA-IA	Int. vr	
NORM HADDONS	—	FAMILY	—	734-728-1857
Carol Dogan	—	Westin	Housekeeping	
George Smith	—	Westin	Cook	—
Deon Bryant		Westin	Banquets	(313) 595-7331
Ross Jones	—	WXYZ	Reporter	248 @ 27-9466

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ATTENDANCE RECORD

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Randa Saghir	rrsaghir@waynecounty.com	W.C.	Admin.	313 7246683
Dania Bazzi	dania.bazzi@gmail.com	N/A	N/A	313 220 6797
Lori Mineer	lori.jean.42022@comcast.net	United Healthcare	Health Safety Rep	313-334-0633
Brandon Allen	brandon-allen106@icloud.com	Westin Book Cadillac	House Keeping	313 953-817d
RON MORAN	RMORAN@GHAFARI.COM	GHAFARI	V.P.	313 436-8607
J.P. Mineer	John John.Mineer@cdca.org	WCAA	Dep. Dir.	734.247.7370
James Montenegro		WCAA	VP - ops/mx	
Michelle Fair	michelledavis8719@gmail.com	Westin Airport	server	
Therese Lasswell	therese.lasswell@wcaa.us	WCAA	DD	734 247 7159

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Ramon Rosendo	—	WXFZ	Photos	248 827-7407
Aber Khatib	akhatib@cscos.com	C+S companies	Manager	
MIKE O'SULLIVAN	mike.osullivan@wcaa.org	WCAA	DIR. PO & C	
Joe DeCora	Joe.deCora@wcaa.us	WCAIT	Dir Maint	
Brian MARTININ		Delta	Gen	612 308 2454
Bob Luce	robert.luce@detroitaero.org		Ex. Dir	734-492-2238
Alan Helmkamp		W-C-COMMISSION	DIR. COMM AFFAIRS	313-224-0494
John Philbrook		WCAA- Power Systems	Director	
Onnie Jaque		WCAA	GC	

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ATTENDANCE RECORD

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Wendy Suttan		WCAA	VP	
Carol		WCAA		
Michael Owen		WCAA	Assistant GC	
Bo Sadele		WCAA	Ass. GC	
GREG HATCHER		WCAA	CONCESSIONS	X23653
Steve Grali		Michael Belen	VP	
Diontay Allen	alsallen1126@gmail.com	WCAA	Spec. Projects	(313) 740-1731
Justin Joroso		SEIU LOCAL 1		
Odoroso Farmer	FARMERODOROSO@comcast	SEIU LOCAL 2		

5)

ATTENDANCE RECORD

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
John MAYFIELD		FAA	DET ADO MANAGER	
Janine Gagnier		WCAA	Stc mgmt mg	
Michael Smothers		WCAA	VP	
Bryan Wagner		WCAA Env.	Director	
Lynne Ray		WCAA	UK	
Jackie Kitch		Unitehere Local 24	Director	248-974-1407
Jon Zimonick		Sonic		
RENATA BACHMAN		WCAA	DIRECTOR, AIRFIELD OPERATIONS	734-955- 8970
Kyesha Robert		seio local 1		

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Joe Henry Lori Ballard		PBS at North Terminal	Floor Crew	788- ⁽⁷³⁴⁾ 5284
		Paradise Gardens		313-397- 5627
Tyrone Sanders		BAA		517 371 3 2000

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