

MINUTES
WAYNE COUNTY AIRPORT AUTHORITY
BOARD MEETING
February 21, 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

Nabih Ayad, Secretary

Marvin Beatty

Irma Clark-Coleman

Dr. Curtis Ivery

Mark Ouimet

Excused: Ronald Hall, Vice Chairperson

Also Present: See attached sign-in sheet.

II. Consent Agenda – Items for vote as a group

Motion by Mark Ouimet to approve the Consent Agenda; Supported by Dr. Curtis Ivery

Ayes: Ayad, Beatty, Clark-Coleman, Garavaglia, Ivery, Ouimet

Nays: None

Motion approved.

A. Approval of Minutes from January 11, 2018 Board Meeting

B. Resolution No. 18-16 approving Contract No. 1600238 (Amendment 2) with Wausau Equipment Company, Inc. (Trailer Mounted Deicer Tanker)

C. Resolution No. 18-17 approving Contract No. 1700372 (Amendment 1) with Morton Salt Inc. (Bulk Salt)

D. Resolution No. 18-18 approving Contract No. 1700301 (Amendment 1) with Deere & Company (John Deere Equipment)

E. Resolution No. 18-19 approving Contract No. 1400089 (Amendment 2) with C & S Engineers, Inc., Contract No. 1400090 (Amendment 2) with Kimley-Horn of Michigan, Inc., and Contract No. 1400091 (Amendment 2) with Mead & Hunt Inc. (Design and Construction Administration Services)

- F. Resolution No. 18-20 approving Contract No. 1800074 with J. Ranck Electric, Inc. (Dynamic Message Signs)
- G. Resolution No. 18-21 approving Contract No. 1800082 (Cooperative Purchase Arrangement) and Contract No. 1800087 (Small Dollar Purchase) with R.W. Mercer Company (Fuel Data Collection Equipment and Services)
- H. Resolution No. 18-22 approving Contract No. 1800078 with Bold Technologies (Alarm Monitoring Software)
- I. Resolution No. 18-23 approving Contract No. 1800080 with Environmental Systems Research Institute, Inc. (Geographic Information System Maps)
- J. Resolution No. 18-24 approving Contract No. 1800056 with Plunkett Cooney and Contract No. 1800057 with Johnson, Rosati, Schultz & Joppich, PC (General Liability Legal Services)

III. New Business – Action Items

- A. Resolution No. 18-25 approving Contract No. 1800109 with Bank of America (2015H Variable Rate Bonds)

Motion by Nabih Ayad; Supported by Mark Ouimet
Ayes: Ayad, Beatty, Clark-Coleman, Garavaglia, Ivery, Ouimet
Nays: None
Motion approved.

- B. Resolution No. 18-26 approving Contract No. 1800110 with Terrence P. Teifer (Independent Contractor Agreement)

Motion by Irma Clark-Coleman; Supported by Marvin Beatty
Ayes: Ayad, Beatty, Clark-Coleman, Garavaglia, Ivery, Ouimet
Nays: None
Motion approved.

IV. Information Items

- A. Audit Committee Report from the January 29, 2018 Audit Committee Meeting, Irma Clark-Coleman
- B. Report from Interim Chief Financial Officer (CFO), Istakur Rahman, Amber Hunt, Director of Financial Planning and Analysis and Terrence Teifer, Independent Financial Contractor

C. Report from Interim Chief Executive Officer (CEO), Genelle M. Allen

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

V. Public Comment

Michael Garavaglia opened the floor for Public Comment at 2:38 p.m.

1. Fred Wurtzel – National Federation of the Blind
2. Steve Handschu – National Federation of the Blind
3. Sabrina Simmons – National Federation of the Blind
4. Mike Powell – National Federation of the Blind

VI. Next meeting of the Wayne County Airport Authority Board is scheduled for Wednesday, March 21, 2018 at 2:00 p.m. at the Michael Berry Administration Building, 11050 Rogell Drive, Building 602, Detroit, MI 48242

VII. Adjourn

Motion to adjourn by Irma Clark-Coleman; Supported by Marvin Beatty
Meeting was adjourned at 3:00 p.m.

**WAYNE COUNTY AIRPORT AUTHORITY CONTRACT CONTROL SCHEDULE
CONTRACTS APPROVED AND EXECUTED
JANUARY 2018**

Contractor/Vendor	Scope of Procurement	Total Contract Award Amount	Total Amount per this Request	Solicitation Process
<u>EXPENSE CONTRACTS</u>				
Accuform Printing & Graphics, Inc.	To purchase AVI Coupons for off airport commercial vehicle transportation providers for Detroit Metro Airport.	Not-To-Exceed \$24,000.00	Not-To-Exceed \$24,000.00	Small Purchase Exception
Industrial Rack and Shelving, Inc. dba RDT Concepts	To purchase and install police lockers for Airport Authority Police Department.	Not-To-Exceed \$24,856.00	Not-To-Exceed \$24,856.00	Small Purchase Exception
Federal Aviation Administration (FAA)	FAA Reimbursable Agreement for the Reconstruction of Runway 3L/21R and Associated taxiways Project at Detroit Metro Airport.	Not -To-Exceed \$99,996.00	Not -To-Exceed \$99,996.00	Intergovernmental Agreement
Apollo Fire Equipment Co.	To purchase Hurst Edraulic Tools for Airport Authority Fire Department.	Not-To-Exceed \$28,000.00	Not-To-Exceed \$28,000.00	Solicitation For Quotes
Bader & Sons Company	To provide OEM John Deere parts and supplies for commercial tractors and mowing decks on an as-needed basis for the Airport Authority Maintenance Department.	Not-To-Exceed \$100,000.00	Not-To-Exceed \$100,000.00	Solicitation For Quotes
Boilers, Controls & Equipment, Inc.	To purchase boiler parts and accessories for Detroit Metro Airport Power Systems Department.	Not-To-Exceed \$100,000.00	Not-To-Exceed \$100,000.00	Solicitation For Quotes
Kirk's Automotive, Inc.	To purchase trailer parts and supplies for Detroit Metro and Willow Run Airport Maintenance Department.	Not-To-Exceed \$50,000.00	Not-To-Exceed \$50,000.00	Solicitation For Quotes
Mark Chevrolet	To purchase OEM GMC parts and services on an as-needed basis for the Detroit Metro and Willow Run Airport Maintenance Department.	Not-To-Exceed \$100,000.00	Not-To-Exceed \$100,000.00	Solicitation For Quotes
American Society Of Employers	To extend the contract period for one additional year for communication skills training for the Human Resources Department.	Not-To-Exceed \$24,100.00	Not-To-Exceed \$24,100.00	Amendment
Blast Deflectors, Inc	To provide emergency removal of visual screen panels and columns at Detroit Metro Airport.	Not-To-Exceed \$813,798.00	Not-To-Exceed \$865,716.90	Amendment

**WAYNE COUNTY AIRPORT AUTHORITY CONTRACT CONTROL SCHEDULE
 CONTRACTS APPROVED AND EXECUTED
 JANUARY 2018**

Contractor/Vendor	Scope of Procurement	Total Contract Award Amount	Total Amount per this Request	Solicitation Process
<u>EXPENSE CONTRACTS</u>				
MorphoTrust USA	To extend services agreement for two additional years for the fingerprinting equipment used by Credentials Department at the Detroit Metro Airport.	Not-To-Exceed \$3,403.00	Not-To-Exceed \$10,209.00	Amendment
Rizzo Recycling, LLC. dba Royal Oak Recycling	To purchase additional dumpsters for Maintenance Buildings at Detroit Metro Airport.	Not-To-Exceed \$5,000.00	Not-To-Exceed \$10,00.00	Amendment

REVENUE CONTRACTS

Contractor	Contract Description	Revenue	Contract Term
Gerald Young Shoe Shine	Lease Agreement	\$30,000.00 (\$6,000.00 annually for two locations, which includes one location at the McNamara Terminal and one location at the North Terminal)	12/01/2017 - 11/30/2022
General Motors Company (GMC)	Short-Term Volume Parking Agreement Detroit Metro Airport	Total Revenue \$144,658.00 (McNamara Parking Deck Rate: \$14.00 per day Big Blue Deck Rate: \$10.00 per day)	09/28/2017 - 11/17/2017

ATTENDANCE RECORD

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Date/Time: February 21, 2018 at 2:00 p.m.

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

NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Darryl Rice		Natl Federation of the blind		
Arnold Thomas		Natl Federation OF the Blind		
James J. Montboney		WCAA	VP ops/mx	734 733 8255
Joe McLaughlin		" "	Dir. flight	734 942-0123
John Pappas		WCAA		
Brian Sadeh		WCAA	legal	
Rogay W. Williams		WCAA		
Starr Chapo	WCAA	WCAA		
Dorothy Hawkins		LOCAL 24	Organizer	
Leo Catalan		" "	" "	

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Kristy Exner	WCAA	WCAA	Deputy Director	247-2223
Brandi Haddaway	WCAA	WCAA	FOIA + Records Coordinator	247-7237
MIKE O'Sullivan	WCAA	WCAA	Dir - PD+c	7-7917
Angela Frances	WCAA	WCAA		
BRIAN POLLAK	WCAA	WCAA	FP+A	
J.P. Minear	"	"	Dep. Dir.	⁷⁵⁴ 247-7370
Tom McCarthy	WCAA	WCAA	V.P PD+c	247 4923
Steve Handschu	WCAA			
Onnie Jacque	WCAA	WCAA	General Counsel	
Andrea Bomia	WCAA	WCAA	Legal Asst	

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Abeer Khatib	akhatib@cscos.com	C+S Engineering	BD Manager	
Dennis Cowan	dcowan@plunkettco.com	Plunkett	Partner	
Heidi G. Hughes	hhughes@unite ^{here} .org	UNITE HERE!	DIRECTOR	313-259-8497
Chad Newton	chad.newton@wcaa.us	Public Safety	VP	734/6996999
June Lee	jun.lee "	admin	VP	
Ron Moran	17101 Mich Dearborn	Ghafari	VP	313-436-8607
Ken Pabser		WCAAM	VP	
Bryan Wagner	Berry Bld	"	Director	247 3686
Carol Steffani	TS	TS	CIO	42730
Wendy Gutz	WCAAM	WCAAM	BOARD	77233

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NAME	MAILING ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Angela Williams	lawbank@att.net			313-320-8824