

**MINUTES
WAYNE COUNTY AIRPORT AUTHORITY
BOARD MEETING
March 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

Ronald Hall, Vice Chairperson

Nabih Ayad, Secretary

Irma Clark-Coleman

Dr. Curtis Ivery

Mark Ouimet

Excused: Marvin Beatty

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 Irma Clark-Coleman

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

Nays: None

Motion approved.

- A. Approval of Minutes from February 21, 2018 Board Meeting
- B. Resolution No. 18-27 approving Contract No. 1800119 with Pro-Safe Fire Training Systems, Inc. (Fire Rescue Training Simulator)
- C. Resolution No. 18-28 approving Contract No. 1800117 with Graybar Electric (Electrical Supplies)
- D. Resolution No. 18-29 approving Contract No. 1800131 with RAM Construction Services of Michigan, Inc. (Inspection and Repair Services for McNamara and Big Blue Deck Parking Structures)

- E. Resolution No. 18-30 approving Contract No. 1800129 with RAM Construction Services of Michigan, Inc. (McNamara Parking Structure Ground Transportation Center Expansion Joint Repairs)
- F. Resolution No. 18-31 approving Contract No. 1800132 with Rauhorn Electric, Inc. (McNamara Parking Structure Lighting Upgrades)
- G. Resolution No. 18-32 approving Contract No. 1800100 with SP Plus Corporation (Parking Management Services)
- H. Resolution No. 18-33 approving Contract No. 1800125 with WOW AIR (Non-Signatory Airline Operating Agreement)
- I. Resolution No. 18-34 approving Contract No. 1500025 (Amendment 2) with Delta Air Lines, Inc. and the Vancouver Airport Authority (Tri-Party Agreement for Automated Passport Control Equipment)
- J. Resolution No. 18-35 approving Control No. 1800127 with Lyft, Inc. and Control No. 1800128 with Uber Technologies, Inc. (Transportation Network Company Ground Transportation Permits)
- K. Resolution No. 18-36 approving Contract No. 1800011 with Delta Air Lines, Inc. (Reimbursable Agreement – Air Operations Area Employee Shuttle)
- L. Resolution No. 18-37 approving Contract No. 1800124 with U.S. Customs and Border Protection (Service Fee Agreement)
- M. Resolution No. 18-38 approving Control No. 1800123 delegating authority to the Chief Executive Officer for the Sale of Surplus Airport Property (Surplus Parcel D05 and Noise Parcel D07)

III. Information Items

- A. Report from Interim Chief Financial Officer (CFO), Istakur Rahman, Amber Hunt, Director of Financial Planning and Analysis and Terrence Teifer, Independent Financial Contractor
- B. 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

IV. Public Comment

Michael Garavaglia opened the floor for Public Comment at 2:11 p.m.

1. Michael Powell – National Federation of the Blind
2. Steve Handschu – National Federation of the Blind
3. Kelly McCauley – AREAS
4. Sandra Simms – AREAS/Unite Here
5. Dorothy Hawkins – Unite Here
6. Joan Sovoie – AREAS/Unite Here
7. Andre Brooks

V. Next meeting of the Wayne County Airport Authority Board is scheduled for Wednesday, April 18, 2018 at 2:00 p.m. at the Michael Berry Administration Building, 11050 Rogell Drive, Building 602, Detroit, MI 48242

VI. Adjourn

Motion to adjourn by Mark Ouimet; Supported by Dr. Curtis Ivery
Meeting was adjourned at 2:26 p.m.

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

EXPENSE CONTRACTS

Contractor/Vendor	Scope of Procurement	Total Contract Award Amount	Total Amount per this Request	Solicitation Process
R.S. Thomas & Associates, Inc.	To provide new appraisals and updates to previous appraisals completed for Airport Authority owned property.	Not-To-Exceed \$50,000.00	Not-To-Exceed \$50,000.00	Professional & Other Consulting Services Exception
Oscar W. Larson Company	To provide regular scheduled maintenance and corrective repairs to the fuel management system on an as-needed basis for Willow Run Airport.	Not-To-Exceed \$25,000.00	Not-To-Exceed \$25,000.00	Small Purchase Exception
Jorgensen Ford	To purchase OEM (Original Equipment Manufacturer) Ford parts and repairs for Detroit Metro and Willow Run Airport.	Not-To-Exceed \$100,000.00	Not-To-Exceed \$100,000.00	Solicitation For Quotes
Paul Conway Shields, Inc.	To purchase Seek Fire Pro thermal sensors and related equipment for the fire departments at Detroit Metro and Willow Run Airport.	Not-To-Exceed \$43,750.00	Not-To-Exceed \$43,750.00	Solicitation For Quotes

REVENUE CONTRACTS

Contractor	Contract Description	Revenue	Contract Term
General Motors Company (GMC)	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)	02/28/18 - 04/19/18
General Motors Company (GMC)	Short-Term Volume Parking Agreement Detroit Metro Airport	Total Revenue \$125,282.00 (McNamara Parking Deck Rate: \$14.00 per day Big Blue Deck Rate: \$10.00 per day)	01/08/18 - 02/27/18
General Motors Company (GMC)	Short-Term Volume Parking Agreement Detroit Metro Airport	Total Revenue \$70,526.00 (McNamara Parking Deck Rate: \$14.00 per day Big Blue Deck Rate: \$10.00 per day)	11/18/17 - 01/07/18

* Since the term has not yet reached final completion the total revenue can not be calculated at this time.

ATTENDANCE RECORD

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
MIKE O'SULLIVAN	mike.osullivan@wcaa.us	WCAA	DIRECTOR - P.D.C.	247-7917
LARRY RICHARDSON	Larry.Richardson@wellsfargo.com	Wells Fargo	MD	313-920-3535
BRAD JACOBSON	brad.jacobson@jacobsondoniels.com	JID	VP	734-730-3345
BRIAN POLLACK	—	WCAA	FINANCE ANALYST	—
Onnie Jacque	Onnie.Jacque@wcaa.us	WCAA	GC	—
Brianne Wahl	briannewahl@gmail.com	Areas	—	—
Jean Savoie	jsavoie@tobakeredu	Areas	Server	—
Stephanie Tillery	stillery15@yahoo.com	Areas	office manager	313-917-1693
Sandra Simms	—	Wells	Server	313-556-2758

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Andrea Borgia		WCAA	Legal Asst	
Kristy Exner		WCAA	Deputy Director Authority Governance	
Brian Mattimore		Delta	GM-CRE	
Chad Newton		WCAA	VP Public Safety	
John Paul Minear		WCAA	Dep. Dir.	
Jana Philbrook		WCAA	Dir-Power Sys.	
PAUL STRACK	400 RENCEW DETROIT, MI	MICHAEL BAKER INT	Assoc Vice PRESIDENT	
Loni Ballard	Ballard, Associates LLC@gmail.com	Paradies	SVP	313 399- 5027
Heidi G. Hughes	hhughes@unite here.org	UNITE HERE! LOCAL 24	DIRECTOR	313-259- 8497

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Matt McGowan		WCAA		
Ethel Zirkel		AREAS		
Kelly McCauley		AREAS-Union		
Shane Borden		AREAS		
Erica Donerson		WCAA		
Dorothy Hawkins		Local 24 members		
B. Sadek		WCAA		
T. McGarity		WCAA		
Jon Zyromski		SOMT		

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Michael Powell		National federation Blind of MI		
Stephen Handschu		" "		
GREG HATCHER		WCAA	CONCESSIONS	X 23663
Ron Engel	ron.engel@meadhunt.com	Mead+Hunt	VP	
Andre Brooks	andreb@abe-engineers.com	ABE ASSOC. INC.	President	313 475 2549

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