

**DRAFT MINUTES
WAYNE COUNTY AIRPORT AUTHORITY
BOARD MEETING
August 15, 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
Marvin Beatty
Irma Clark-Coleman
Mark Ouimet

Excused: Nabih Ayad, Secretary and Dr. Curtis Ivery

Also Present: See attached sign-in sheet.

II. Consent Agenda – Items for vote as a group

Motion by Irma Clark-Coleman to approve the Consent Agenda; Supported by Mark Ouimet

Ayes: Beatty, Clark-Coleman, Garavaglia, Hall, Ouimet

Nays: None

Motion approved.

- A. Approval of Minutes from August 15, 2018 Board Meeting
- B. Resolution No. 18-73 approving Contract No. 1500319 (Amendment 1) with Rickman Enterprise Group, LLC (Watermain, Storm Sewer and Sanitary System Distribution Repairs)
- C. Resolution No. 18-74 approving Contract No. 1600248 (Amendment 1) with CTC Engineering, Inc. (Electrical Engineering Consulting Services)
- D. Resolution No. 18-75 approving Control No. 1800254 for the Delegation of Authority to the Chief Executive Officer – Approval of DTE Gas and DTE Electric Agreements

- E. Resolution No. 18-76 approving Control No. 1800268 for the Delegation of Authority to the Chief Executive Officer – Approval to Purchase Original Equipment Manufacturer (OEM) Parts and Repair Services of Maintenance Equipment
- F. Resolution No. 18-77 approving Control No. 1800273 for the Delegation of Authority to the Chief Executive Officer – Maintenance Equipment and Fleet Vehicle Purchases through Cooperative Agreements
- G. Resolution No. 18-78 approving Control No. 1800269 for the Delegation of Authority to the Chief Executive Officer – Approval of Federal, State and Local Grant Agreements for Detroit Metropolitan and Willow Run Airports
- H. Resolution No. 18-79 approving Control No. 1800267 for the Delegation of Authority to the Chief Executive Officer – Approval of Contract Extensions and Routine Modifications of Cooperative Purchase Arrangements
- I. Resolution No. 18-80 approving Contract No. 1700325 (Amendment 1) and Contract Nos. 1800263 and 1800264 with the County of Wayne (Fiscal Year 2019 Services for Recurring Routine Matters)
- J. Resolution No. 18-81 approving Contract No. S09-110A (Amendment 2) with Cardtronics USA, Inc. (ATM Services)
- K. Resolution No. 18-82 approving Contract No. 1800274 with Transportation Security Administration (Reimbursable Agreement for Electricity and Janitorial Services)

III. Report from Interim Chief Financial Officer (CFO) and FY 2019 Recommended Budget Presentation, Istakur Rahman

IV. New Business

- 1. Resolution No. 18-83 approving Control No. 1800306 for the Wayne County Airport Authority Fiscal Year 2019 Recommended Budget

Motion by Ronald Hall; Supported by Mark Ouimet
Ayes: Beatty, Clark-Coleman, Garavaglia, Hall, Ouimet
Nays: None
Motion approved.

2. Resolution No. 18-84 approving Control No. 1800307 for the Series 2018 New Money Bond Ordinance and Amendment to Series 2018 Refunding Ordinance

Motion by Irma Clark-Coleman; Supported by Mark Ouimet
Ayes: Beatty, Clark-Coleman, Garavaglia, Hall, Ouimet
Nays: None
Motion approved.

V. Information Items

- A. Introduction of 2018 Interns and Davis Aerospace Students, Mary Mullally, Deputy Director of Organizational Development
- 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

VI. Public Comment

Michael Garavaglia opened the floor for Public Comment at 2:48 p.m.

1. Dennis Mowbrey – Local 324 Operating Engineers
2. Chavis Bettis – SEIU Local 1

VII. Closed Session

In accordance with the Michigan Open Meetings Act, MCL 15.268 Section 8(c) for a strategy and negotiation session in connection with the negotiation of a collective bargaining agreement and Section 8(h) to consider material exempt from discussion or disclosure by state or federal statute.

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

Roll Call Vote was taken.

Closed Session for Section 8(c) was assembled at 3:08 p.m. and concluded at 3:30 p.m.

Closed Session for Section 8(h) was assembled at 3:40 p.m. and concluded at 4:14 p.m.

Board Meeting was recalled to order by Michael Garavaglia at 4:17 p.m.

VIII. Next meeting of the Wayne County Airport Authority Board is scheduled for Wednesday, September 19, 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 Irma Clark-Coleman; Supported by Marvin Beatty
Meeting was adjourned at 4:17 p.m.

DRAFT

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

NEW EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Amount	Term	Procurement Method
Michigan Department of Technology, Management & Budget 1800223	To provide digital imaging, offsite physical file storage, and related services for the Airport Authority through the State of Michigan cooperative purchase arrangement #17118000000749 <i>Note: The services will be performed by Graphic Sciences, Inc. but the payments will be made directly to the State of Michigan, per the cooperative arrangement.</i>	Not to Exceed \$95,000.00	06/01/2018 - 05/31/2023	Cooperative
Daikin Applied Americas Inc. 1800258	To provide routine inspections, preventative maintenance and repair services on the Airport Authority's chiller equipment, through National IPA cooperative purchase arrangement #R150505.	Not to Exceed \$46,096.00	08/01/2018 - 09/30/2019	Cooperative

AMENDED EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Initial Award	Amended Amount	Term	Procurement Method
Cannon Engineering & Equipment Co. 1700297	To purchase OEM Swenson parts utilized by the Airport Authority's Maintenance Department. These parts assist in the function of airport snow removal and ice control machines which operate on AOA and airport grounds. This amendment is to exercise the first one year renewal option. One renewal options remains.	Not to Exceed \$40,000.00	N/A	Initial Term: 08/26/2017 - 08/25/2018 Amended Term: 08/26/2017 - 08/25/2019	Renewal (SFQ)
Experis US, Inc. 1700245	Consulting services for documentation of workflows and internal controls for the Airport Authority. This amendment adds funds and extends the term by nine (9) months for the continued documentation process services.	Not to Exceed \$85,000.00	\$15,000.00 <i>(Total Contract Amount including all Change Orders is \$100,000.00)</i>	Initial Term: 08/01/2017 Amended Term: 08/01/2017 - 04/30/2019	Amendment (SFQ)

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

AMENDED EXPENSE CONTRACTS CONTINUED

Contractor Name & Contract Number	Scope of Procurement	Contract Initial Award	Amended Amount	Term	Procurement Method
Gorno Ford 1800152	To purchase Ford brand police vehicles for the Airport Authority Police Department for FY18 on an as-needed basis by utilizing cooperative purchase arrangement through the State of Michigan. This purchase was approved by the Board under the FY18 Fleet Plan, Board Resolution #17-83 on 8/16/187. This amendment is to add newly available funds to replace existing Airfield Operations equipment that are nearing the end of their lifecycle.	Not to Exceed \$300,000.00	\$150,000.00 (Total Contract Amount including all Change Orders is \$450,000.00)	04/01/2018 - 09/30/2018	Amendment (Cooperative)
Roncelli, Inc. 1700330	To commission renovation construction services for the North Powerhouse located at the Detroit Metro Airport. Change Order #1 includes various changes due to unforeseen and unknown conditions encountered during renovating the North Powerhouse.	Not to Exceed \$10,597,110.02	\$141,687.02 (Total Contract Amount including this Amendment is \$10,738,797.04)	08/16/2017 - 12/31/2099	Amendment (RFB) Change Order #1

REVENUE CONTRACTS

Contractor Name & Contract Number	Contract Description	Revenue	Term
Professional Business Providers, Inc. 1800103	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.	06/14/2018 - 06/13/2023
DAL Global Services, LLC 1800262	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.	07/03/2018 - 07/02/2025

ATTENDANCE RECORD

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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
Matt Rogers	Matt.rogers@wcaa.us		intern	248-697-1761
Dario Loleman	Dario.loleman@wcaa.us		LO-OP	313-440-5066
Amanda VanDusen	vandusen@miller Campbell.com	MCPS	Partner	
Jim Tison		WCAA	DIRECTOR Power Systems	
Barbara Albert	—	U Here Local 24	—	—
Van Zmonsia	vzmonsia@scout24.com	Scout24		
R. Thornton	R.Thorn0803@gmail	PBS	Floor Tech	984-443-0989
D. Guastella	dequastella@benesch.com	Benesch	sr. v.p.	313 234 0345
Andrea Bomia	WCAA	WCAA	Legal Assistant	(734) 247-7105

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Ron Moran	RMORAN@GHAFARI.COM	GHAFARI	V.P.	313-436-8607
Annie Jacque		WCAA	GC	
Mary Mulbally		WCAA	DD	
Rick Tais	-	WCAA	Dir.	-
Wendy Sutton	WCAA	"	VP BOARD	77233
J.P. Mineart	"	"	Dep. Dir.	²⁹⁸ 247-7370
Jennis Mowbray		Local 324	Steward	734-341-9562
Kelly Morris	WCAA	WCAA	Assistant	77915
Abeer Khalifa	C+S Companies	← akhalifa@csco.com	Director	

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
June Lee		WCAA	v	
Therese Lasswell		WCAA		
Joe McCabe		CWCAA		
KEVIN MCFEEL		PFM		
Jackie Krifesh	Jkrifesh@24.unitehere.org	Unitehere		248-974-1407
Terrance McDard		DFS		
Diontay Allen	dsallen1126@gmail.com	LSS		
Mark Brewkink		Mead & Hunt		
Sean Thompson		Mead & Hunt		

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Luke Polcy	polcy@millercanfield.com	MILLER CANFIELD	Attorney	(313) 496-7646
Mark Zinkivach		WCAA		
Dustin Bowers	dustinjbowersssb@gmail.com	WCAA	Intern	(734) 658-5193
Greg Hatcher		WCAA	Director	
Mike Bangs	Mike.Bangs@wcaa.us	WCAA	mgr	
Steven Munz	Steven.Munz@wcaa.us	WCAA	Intern	
Nate Humes	nathanael.humes@wcaa.us	WCAA	intern	
Noah Hopkins	nnoahhopkins@gmail.com	WCAA	(U-OP)	
Austin Giacomo	@wcaa.us	WCAA	Intern	

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Kristy Exner	WCAA	WCAA	DD - Authority Governance	247-2223
Brandi Holdaway	WCAA	WCAA	FOIA Coordinator	247-7237
ELLIOTT LINDGREN	ELLIOTT.LINDGREN@AECOM.COM	AECOM	VICE PRESIDENT	215-207-1374
James J. Montgomery	WCAA	WCAA	VP - OPS/MX	247-1237
Ken Debsun	WCAA			
S. Mattingsly	Delta	Delta		
RONALD D. BAZMAN	WCAA	WCAA	DIRECTOR OF AIRFIELD OPERATIONS	734-955 8870
Elaine Aboho	WCAA			
Michael Jackson	WCAA	WCAA		7

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Justin Johnson	johnsonj@seintl.org	SEIU	POLITICAL DIR.	313-333-6772
Michael Farley	mfarley@aflight.com	Aflight William Run	Co. M.	734-672-1900
Rosalind Wallace		HR-WCAA	1	
Margaret Alford		WCAA/HR		
BRIAN POLLACK		WCAA	FINANCIAL ANALYST	
John Philbrook		WCAA	Director Power Systems	
Garry Jones		Spirit	Director	954-329-9969
Gabriella Dowley	gdowely17@gmail.com	WCAA	Intern	
Alyssa Bryans	alyssa.bryans@wcaa.vr	WCAA	Intern	

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
PAUL STRACK	PSTRACK@MBAKEAINTL.COM	MICHAEL BALLEN	AVIATION LEAD	216-702-4200
Michael Smothers		WCAA - PS		

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