

MINUTES
WAYNE COUNTY AIRPORT AUTHORITY
BOARD MEETING
September 19, 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 (arrived at 2:07 p.m.)
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, Ouimet

Nays: None

Motion approved.

- A. Approval of Minutes from August 15, 2018 Board Meeting
- B. Approval of Minutes from August 15, 2018 Closed Session
- C. Resolution No. 18-85 approving Contract No. 1800294 with Hi-Lite Solutions, LLC (Runway Rubber Chemical Remover)
- D. Resolution No. 18-86 approving Contract No. 1800317 with Compass Minerals America, Inc. (Bulk Road Salt)
- E. Resolution No. 18-87 approving Contract No. 1700381 (Amendment 1) with Michigan Bureau of State Lottery (Change in Lottery Fees)

- F. Resolution No. 18-88 approving Contract No. S08-253A (Amendment 1) with Delaware North Companies Travel Hospitality Services, Inc. (Concession Contract Extension)
- G. Resolution No. 18-89 approving Contract No. 1800308 with Lufthansa German Airlines (Lease of Space Agreement)
- H. Resolution No. 18-90 approving Contract No. 1800303 with Rentokil North America, Inc. dba J.C. Ehrlich Pest Control (Pest Control Management and Extermination Services)
- I. Resolution No. 18-91 approving Contract No. 1800301 with CDW Government, LLC (Technology Equipment, Software, and Services)
- J. Resolution No. 18-92 approving Contract No. 1800321 with SHI International Corp. (Technology Equipment, Software, and Services)

III. New Business

- A. Resolution No. 18-93 approving Contract No. 1800315 with Anglin Civil, LLC (Rogell and Lucas Drive Landscaping Services and Gateway Feature)

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

- B. Collective Bargaining Agreements –

Motion by Ronald Hall to approve all four (4) separate Collective Bargaining Agreements with the following Unions; Supported by Nabih Ayad

Ayes: Ayad, Clark-Coleman, Garavaglia, Hall, Ouimet
 Nays: None
 Motion approved.

1. Resolution No. 18-94 approving Control No. 1800327 for the Collective Bargaining Agreement with AFSCME Local 3317
2. Resolution No. 18-95 approving Control No. 1800324 for the Collective Bargaining Agreement with AFSCME Local 953

3. Resolution No. 18-96 approving Control No. 1800325 for the Collective Bargaining Agreement with AFSCME Locals 1690, 2057, and 2926
4. Resolution No. 18-97 approving Control No. 1800326 for the Collective Bargaining Agreement with the Government Administrator's Association (GAA)

IV. Information Items

- A. Audit Committee Report from the August 28, 2018 Audit Committee Meeting, Ronald Hall, Audit Committee Chairperson
- B. Report from Interim Chief Financial Officer (CFO), Istakur Rahman
- C. Report from Interim Chief Executive Officer (CEO), Chad Newton
 1. CEO Monthly Report – pursuant to WCAA Procurement and Contracting Ordinance, Article VII Section 1
- D. CEO Search Process Update, June Lee, VP of Administration

V. Public Comment

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

1. Ronald Bazman – WCAA Employee
2. Jasmine Hall – SEIU Local 1
3. Terrence McDonald – SEIU Local 1

VI. Next meeting of the Wayne County Airport Authority Board is scheduled for Wednesday, October 17, 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 Mark Ouimet
Meeting was adjourned at 2:52 p.m.

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

NEW EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Amount	Term	Procurement Method
Caston-Frost Consulting, Inc. 1800309	To provide procurement consulting services for the Airport Authority.	Not to Exceed \$50,000.00	08/15/2018 - 08/14/2019	Certain Professional and Other Consulting Services Exception
DG Investment Intermediate Holdings 2, Inc. dba Convergent Technologies Inc. 1800302	To provide facility security equipment, systems, services and related supplies on an as-needed basis for the Airport Authority.	Not to Exceed \$75,000.00	8/8/18 - 6/30/21, with a one-year renewal option.	Cooperative Purchase Arrangement (Sourcewell #031517 - CTL)
Fredrickson Supply 1800286	To purchase OEM Vac-All brand parts on an as-needed basis for the Airport Authority Maintenance Department.	Not to Exceed \$30,000.00	08/01/2018 - 07/31/2021	Solicitation For Quotes
Suburban Garden City, LLC. 1800239	To purchase OEM Chrysler parts and services on an as-needed basis for the Airport Authority Maintenance Department.	Not to Exceed \$25,000.00	09/01/2018 - 08/31/2021	Solicitation For Quotes
ChemTreat Inc. 1800276	To provide labor, chemicals, testing, testing reagents, evaluations, chemical treatment related equipment and technical support to treat the heating and cooling systems for the North Campus at Detroit Metro Airport.	Not to Exceed \$60,000.00	12/14/2018 - 12/13/2021, with two (2) one-year renewal options.	Solicitation For Quotes

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

AMENDED EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Initial Award	Amended Amount	Term	Procurement Method
John A. Rubino 1800021	<p>To provide professional consulting services on wage and compensation rate comparisons for public safety related unions.</p> <p>This amendment is to allow for John A. Rubino to perform a compensation study and prepare a revised pay structure recommendation of at-will/non-represented classifications for the Airport Authority.</p>	Not to Exceed \$50,000.00	N/A	11/01/2017 - 09/30/2019	Amendment (Professional Consulting Services Exception)
Best Buy 1600304	<p>To purchase miscellaneous technology equipment and supplies on an as-needed basis for the Technology Services Department.</p> <p>This amendment is to exercise the three-year renewal option, as extended per NCPA. Two (2) one year-renewal options remain.</p>	Not to Exceed \$100,000.00	N/A	Initial Term: 06/15/2016 - 10/31/2018 Amended Term: 11/01/2018 - 10/31/2021	Renewal (Cooperative NCPA #01-40)
Steve's Equipment Services 1600172	<p>To purchase OEM Wausau parts on an as-needed basis for Airport Authority snow removal equipment.</p> <p>This amendment is to add funds as there were unexpected and extensive repairs performed due to one of the vehicles being in an accident during the 2017-2018 snow season.</p>	Not to Exceed \$60,000.00	\$20,000.00 <i>(Total Contract Amount including all Amendments is \$80,000.00)</i>	02/25/2016 - 02/24/2019	Amendment (SFQ)

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

AMENDED EXPENSE CONTRACTS CONTINUED

Contractor Name & Contract Number	Scope of Procurement	Contract Initial Award	Amended Amount	Term	Procurement Method
Dan's Excavating, Inc. 1700215	To provide construction services for the reconstruction and realignment of Rogell Drive and Burton Drive as well as signage and wayfinding at Detroit Metro Airport. Change Order #2 included the installation of a "quick kurb" in the median of Rogell, south of Godard Road; and added 175 calendar days to the Substantial Completion date.	Not to Exceed \$12,572,861.58	\$30,355.98 <i>(Total Contract Amount including all Change Orders is \$12,604,419.65)</i>	05/17/2017 and terminating upon final payment for all required services.	Amendment (RFB) Change Order #2

REVENUE CONTRACTS

Contractor Name & Contract Number	Contract Description	Revenue	Term
Ace Aircraft Services 1800261	Lease Agreement for Hangar 1, Bay 7 (Room 7103) at Willow Run Airport.	Total Revenue: \$14,002.56 (\$777.92 per month)	07/01/2018 - 12/31/2019
General Motors Company (GMC) 1800287	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)	07/31/2018 - 09/19/2018

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Board Meeting

Date/Time: September 19, 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
John Philbrook		WCAA	Director Power Systems	7-7146
Christine Lindenmuth	WCAA	WCAA	Dep Dir Procurement	
STEVE GRAVIN	MICHAEL BAKER INTERNATIONAL	IB		
↓	STEVEN GRAVIN @ MBAKERINTL.COM	MICHAEL BAKER INTERNATIONAL	Assoc VP	313-670 3408
Jon Zaromski	SOMAR			313 963 2721
BRAD JACOBSON	JID	JID		
Terrance McDand		DFS	N/A	
Joe Henn		PBS	Utility	734)788-5264
Linda Hall		DFS		313/412-3311

(1)

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Board Meeting

Date/Time: September 19, 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
Dominic Conti	dominic.conti@AECOM.com	AECOM	Construction Engineer	248 396-1631
Richard Johnson	REJC@comcast.net	ARS&ME C-25	STAFF REP	313 460 9890
Velly Furecz	velly.furecz@wcaa.us	WCAA	D.D	77916
Ken Budry	ken.budry@wcaa.us	WCAA	PM	98872
Nyota Ellis	nyotaellis@wcaa.us	WCAA	Sr. Admin	77266
James J. M. W. Toney	James.M.W.Toney@wcaa.us	WCAA	VP	
J.P. Minear	jpminear@wcaa.us	WCAA	Dep. Dir	734.297.7370
Bob Koller	rkoller@cscos.com	CBS	Dept. Manager	734-953-2571
Heidi G. Hughes	hhughes@unitehere.org	UNITE HERE	Director	313-980-0907

(2)

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Board Meeting

Date/Time: September 19, 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
Kristy Exner	WCAA	WCAA	Deputy Director Authority Governance	
Brandi Holdaway	WCAA	WCAA	FOIA Coordinator	
Andrea Bomia	WCAA	WCAA	Legal Assistant	X77105
Diana Spencer	WCAA	WCAA-GAA	Dept manager	2477353
Jim Isom	WCAA		Dep Director	
Onnie Jaquie	WCAA	WCAA	General counsel	
Mark Breukink	mark.breukink@meadhunt.com	Mead & Hunt	VP	517 321 8334
TOM MCCARTHY	WCAA		VP / PD & C	247 4923
MICHAEL SULLIVAN	WCAA		DIR / PD + C	247-7917.

(3)

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Board Meeting

Date/Time: September 19, 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
Wendy Sutter	WCAAA	WCAAA	BOARD	77233
Shenita Celbray	WCAAA	WCAAA	Proc. Deputy Director	77283
Jennifer	"	"	VP Admin	
Keri Johnson		WCAAA		
Heather Day	WCAAA	WCAAA - HR	HR	77903
LYNDA	WCAAA	WCAAA - HR		72222
Tom Kahlke	WCAAA	WCAAA - IA	IA	
ROD BAZMA	WCAAA	WCAAA	Director	955-9870
BRIAN POLLACK	WCAAA			

(4)

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Board Meeting

Date/Time: September 19, 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
Therese Lasswell	therese.lasswell@wcaa.us	WCAH	Deputy Director	7342470159
Angela Francis		WCAA	Terminal Ops	
Margaret Alford		WCAA	NR Mgr	
Michael Smothers		WCAA	P.S.	
STACI SAKER		WCAA	Dir Dir Concessions	
GREG MITCHELL		WCAA	Dir CONCESSIONS	X3663
C. Stepanni		WCAA	C/O	
R. Wallace		WCAA	HR	
JUSTIN JOHNSON		SEIU LOCAL 1	POLITICAL DIRECTOR	313-333-6772

(5)

ATTENDANCE RECORD

Meeting of: Wayne County Airport Authority Board Meeting

Date/Time: September 19, 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
Diontay Allen	dsallen1126@gmail.com	WCAA- ISS Facility Services	Special FACT Projects	
Jasmine Hall		DFS	Janitor	
Lori Ballard	Ballard.associates LLC@gmail.com	Paradise o Ballard Assoc		
Michael Juels		WCAA	Attorney	

(6)