

MINUTES
WAYNE COUNTY AIRPORT AUTHORITY
BOARD MEETING
January 15, 2020

I. Roll Call

Meeting of the Wayne County Airport Authority Board called to order at 2:03 p.m. at the Michael Berry Administration Building, Kevin Clark Conference Room, 11050 Rogell Drive, Building 602, Detroit, MI 48242:

Present:

Nabih Ayad, Chairperson
Dr. Curtis Ivery, Vice Chairperson
Marvin Beatty, Secretary
Abdul Haidous
Ronald Hall
Mark Ouimet
Athina Papas

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, Haidous, Hall, Ivery, Ouimet, Papas

Nays: None

Motion approved.

A. Approval of Minutes from December 4, 2019 Board Meeting

B. Approval of Minutes from December 4, 2019 Closed Session

C. Resolution No. 20-01 approving Contract No. 2000108 with EQ Industrial Services, Inc. dba US Ecology (Emergency Environmental Clean-up Services)

D. Resolution No. 20-02 approving Contract No. 2050003 with Paragon Laboratories, Inc. (Stormwater and Drinking Water Testing)

E. Resolution No. 20-03 approving Contract No. 2000105 with KVM Door Systems, Inc. (Preventative and Corrective Maintenance of Overhead Doors)

- F. Resolution No. 20-04 approving Contract No. 2000134 with Cadillac Asphalt (Primary Supplier) and Contract No. 2000135 with Ajax Materials Corporation (Hot Mix Asphalt)
- G. Resolution No. 20-05 approving Contract No. 2000126 with Trent Creative and Contract No. 2000127 with Douglas Marketing Group (Graphic Design Services)
- H. Resolution No. 20-06 approving Contract No. 2000143 with Great Place to Work Institute, Inc. (Employee Engagement Survey)
- I. Resolution No. 20-07 approving Contract No. 2000144 with The Segal Company (Midwest), Inc. dba Segal Waters Consulting (Classification and Compensation System for Bargaining Unit Employees)
- J. Resolution No. 20-08 approving Contract No. 1300044 (Amendment 4) (fka S13-019) with Tyler Technologies, Inc. f/k/a Munis, Inc. (Financial Software System)
- K. Resolution No. 20-09 approving Contract No. 1900120 (Amendment 1) with CWW, Inc. dba Creative Windows (Automatic Blinds)

III. Monthly Financial Update, Amber Hunt, CFO

IV. New Business

- A. Resolution No. 20-10 approving the CY 2020 WCAA Business Plan

Motion by Abdul Haidous; Supported by Marvin Beatty
Ayes: Ayad, Beatty, Haidous, Hall, Ivery, Ouimet, Papas
Nays: None
Motion approved.

- B. Resolution No. 20-11 approving Contract No. 2050012 with CDW Government, LLC (Computer Hardware, Software, and Supplies)

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

- C. Resolution No. 20-12 approving Contract No. 2050011 with SHI International Corp. (Computer Hardware, Software and Supplies)

Motion by Ronald Hall; Supported by Abdul Haidous
Ayes: Ayad, Beatty, Haidous, Hall, Ivery, Ouimet, Papas
Nays: None
Motion approved.

- D. Election of Wayne County Airport Authority Board Officers

Marvin Beatty nominated Dr. Curtis Ivery as Chairperson of the Wayne County Airport Authority Board. There were no other nominations. Dr. Curtis Ivery accepted the position as Chairperson.

Ayes: Ayad, Beatty, Haidous, Hall, Ivery, Ouimet, Papas
Nays: None
Motion approved.

Abdul Haidous nominated Marvin Beatty as Vice Chairperson of the Wayne County Airport Authority Board. There were no other nominations. Marvin Beatty accepted the position as Vice Chairperson.

Ayes: Ayad, Beatty, Haidous, Hall, Ivery, Ouimet, Papas
Nays: None
Motion approved.

Marvin Beatty nominated Abdul Haidous as Secretary of the Wayne County Airport Authority Board. There were no other nominations. Abdul Haidous accepted the position as Secretary.

Ayes: Ayad, Beatty, Haidous, Hall, Ivery, Ouimet, Papas
Nays: None
Motion approved.

V. Information Items

- A. Report from Chief Executive Officer (CEO), Chad Newton

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

VI. Public Comment

Nabih Ayad opened the floor for Public Comment at 2:40 p.m.

No public comments received.

VII. Closed Session

In accordance with the Michigan Open Meetings Act, MCL 15.268 Section 8(a), to consider a periodic personnel evaluation of the Chief Executive Officer (CEO), to take place in a closed hearing at the request of the CEO.

Motion by Abdul Haidous; Supported by Mark Ouimet

Ayes: Ayad, Beatty, Haidous, Hall, Ivery, Ouimet, Papas

Nays: None

Motion approved.

Roll call vote taken.

Closed Session was assembled at 2:44 p.m. and adjourned at 3:50 p.m.

Board Meeting was recalled to order by Nabih Ayad at 3:55 p.m.

VIII. Next meeting of the Wayne County Airport Authority Board is scheduled for Wednesday, February 19, 2020 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 Abdul Haidous; Supported by Marvin Beatty

Meeting was adjourned at 3:55 p.m.

WAYNE COUNTY AIRPORT AUTHORITY CONTRACT CONTROL SCHEDULE
 CONTRACTS APPROVED AND EXECUTED BY THE CEO
 NOVEMBER AND DECEMBER 2019

NEW EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Amount	Term	Procurement Method
JH Donahue and Associates LLC - (WCAA Certified SBE) 2000046	Consulting Services to assist the Airport Authority with major Human Resource initiatives.	Not to Exceed \$50,000.00	10/16/19 - 10/15/20	Professional Services Exception
The Institute of Internal Auditors 2000003	To perform external quality assessment of the internal audit department.	Not to Exceed \$30,000.00	10/2/19 - 3/31/20	Professional Services Exception
Dan's Excavating, Inc (2.4% SBE Particiation) 2000073	Emergency Repairs to remove damace section of Southbound Dingell Bridge over Eastbound Eureka Road.	Not to Exceed \$210,000.00	9/24/19 -12/31/19	Emergency Exception
HWA Analytics LLC (WCAA Certified SBE) 2000049	To provide professional analytics, research and consulting services.	Not to Exceed \$50,000.00	10/22/19 - 10/21/20	Professional Services Exception
Jack Doheny Companies 2000067	Purchase of OEM Vactor parts & service as needed.	Not to Exceed \$50,000.00	11/18/19 - 11/17/22	SFQ
Jorgensen Ford Sales 2000076	Purchase of OEM Ford Motor parts as needed.	Not to Exceed \$100,000.00	11/7/19 - 11/16/21	SFQ
Caniff Electric Supply Co. Inc (WCAA Certified SBE) 2000111	Purchase of electrical safety personal protective equipment as needed.	Not to Exceed \$25,000.00	11/25/19 - 11/24/21	Small Purchase Exception
National Highway Maintenance System Ltd LLC 2000070	To provide hot pour joint sealing material and sealer equipment parts as needed.	Not to Exceed \$100,000.00	12/20/19 - 12/19/22	SFQ
Shrader Tire & Oil, Inc. 2000069	Purchase of OEM Michelin tires as needed.	Not to Exceed \$100,000.00	11/12/19 - 11/11/22	SFQ

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NEW EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Amount	Term	Procurement Method
Harold Jerome Love, PLLC (WCAA Certified SBE) 2000074	To provide pre-employment psychological evaluations of candidates for positions in the Airport Authority's Public Safety Division.	Not to Exceed \$30,000.00	11/11/19 - 11/10/22	RFP
Psybus P.C. (WCAA Certified SBE) 2000075	To provide pre-employment psychological evaluations of candidates for positions in the Airport Authority's Public Safety Division.	Not to Exceed \$30,000.00	11/11/19 - 11/20/22	RFP
Inquires Acquisition, LLC dba Inquiries Screening 2000078	To provide pre-employment background checks for the Airport Authority.	Not to Exceed \$25,000.00	11/11/19 - 11/10/22	RFP
Sherlock Investigations, Inc. dba Background Check Central 2000079	To provide pre-employment background checks for the Airport Authority.	Not to Exceed \$25,000.00	11/11/19 - 11/10/22	RFP
DWL Architects & Planners Inc 2000120	To provide concept design for the expansion of the North Terminal ticket lobby.	Not to Exceed \$50,000.00	12/4/19 - 6/3/20	Professional Services Exception
Start-All Enterprises (WCAA Certified SBE) 2000060	Purchase of miscellaneous OEM or equal batteries as needed.	Not to Exceed \$60,000.00	12/4/19 - 12/3/22	SFQ
GovDeals Inc 2000125	To provide online auction platform and support services to be used for the disposal of Airport Authority surplus property.	Not to Exceed \$100,000.00	12/12/19 - 6/22/21	Cooperative (Sourcewell Contract #041316-GDI)
Exotic Automation & Supply (WCAA Certified SBE) 2000097	Purchase of OEM Parker Brand hydraulic hoses, fittings and assemblies as needed.	Not to Exceed \$45,000.00	11/18/19 - 11/17/22	SFQ
Laird Plastics, Inc. 2000121	Purchase of sign sheeting material as needed.	Not to Exceed \$100,000.00	12/23/19 - 12/22/24	SFQ

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NEW EXPENSE CONTRACTS

Contractor Name & Contract Number	Scope of Procurement	Contract Amount	Term	Procurement Method
Blue Spader Contractors Inc (WCAA Certified SBE) 2000071	To provide and install canopy drains at WCAA Building 610.	Not to Exceed \$89,000.00	One-Time Purchase	SFQ
Meridian Rapid Defense Group LLC 2000109	To provide portable anti-vehicle barriers.	Not to Exceed \$75,000.00	12/4/19 - 11/21/20	Cooperative (GSA Contract #47QSWA19D001F)

REVENUE CONTRACTS

Contractor Name & Contract Number	Contract Description	Revenue	Term
Alaska Airlines 2000063	New Non-Signatory Airline Lease of Terminal Space in North Terminal	Total Revenue: \$436,100.00	8/18/19 - 8/17/24
Alaska Airlines 2000062	New Non-Signatory Airline Operating Agreement	Total Revenue \$1,256,906.52	9/4/19 - 9/3/24
Yankee Air Force, Inc. DBA Yankee Air Museum 2000045	New Lease of Space Bldg. #2020 and Hangar 1 at Willow Run Airport	Total Revenue: \$65,357.00	10/1/19 -9/30/20
DHL and Kalitta Air Operating Agreement 2000104	Operating Agreement under which Kalitta will provide air transportation for DHL cargo and freight at Willow Run Airport	Total Revenue \$2,846,361.60	10/23/19 - 10/22/24

ATTENDANCE RECORD

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
J.P. Minear	john.minear@wcaa.us	WCAA PRC	Dep. Dir	313-297-7370
Rasul Raheem	rraheem@dykem.com	Dykeman		248-506-3624
Daniel Alonis	daniel.alonis@wcaa.us	Dykeman WCAA	Director - IA	
Christine Savage	Christine.Savage@wcaa.us	WCAA	Admin	
Dave Guastella	dguastella@benesch.com	Benesch		313-402-0354
Tom Lee		WCAA	W	
Shannon Ozy		WCAA		
Carol Steffani		WCAA		
Angie Down		WCAA		

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
BRIAN POLLACK	BRIAN.POLLACK@WCAA.UJ	WCAA	DO FAA	—
Bryant Holt	bryant.holt@wcaa.us	WCAA	CEO	—
Marques Thoney	Marques.thoney@wcaa.us	WCAA	Bus. Develop.	—
David Warner	david.warner@deltair.com	Delta		
Nicole Martin	Nicole.Martin@wcaa.us	WCAA	procurement	
JEFF WARIKOSKI	JEFFREY, WARIKOSKI@ ^{AECOM} COM	AECOM	AVP	
MIKE OSULLIVAN	mike.osullivan@wcaa.us	WCAA	Dir /PDR	734-247-7917.
Bob Koller	rkoller@cscos.com	C&S	Group Mgr	734-953-2571
Lisa Goss	Lisa.goss@wcaa.us	Wcaa	Media Relations	

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
J PHIL McGUIRE	JAMES.MCGUIRE@EMBAKERINTL.COM	MICHAEL BAKER	PROJECT MANAGER	313-203-4416
JOEL STONCHAK	JOEL.STONCHAK@WCAAA	TS	DD	248 318 8857 8
Tim Keyes	Tim.Keyes@dohm-adulor.com			
Brian Mattingly		Delta	GM	484 715 6700
Dennis Black	dblack@cityofinkster.com	INKSTER	Advisor to Mayor	313 768 6071
MICHAEL RELPH	MICHAEL.E.RELPH@GMATL.COM	INKSTER	Roundtable Member	810 814 0263
Jim Ryan	ryana@paasonline.com	WCAA	LOBBLIST	
James J. Montebony	James.Montebony@WCAA.US	WCAA	VP Ops/MX	
Lori Ballard	BallardassociatesLLC@gmail.com	Paradise	SUP	313-399-5627

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
M. Westlund		WCAA		
M. Richardson	Mrichardson@Somat.org.com	Somat	Supervisor	313-304-8845
Christine Lendenmuth		WCAA		
D. McBrown	dmcbrown@gmail.com	AECOM	Consultant	313 806 6689
Steve Allaway	WCAA	WCAA	Deputy Dir Proc	734 247 7283
Sara Abadir	Sabadir@somat.org.com	Somat	PM	313-963-2721
Markus Frank	FRANKLINM@SEIU.ORG	SEIU LOCAL 1	POLITICAL DIRECTOR	(313) 704 7787
ERIN LOUNSBURY	elounsbury@visionit.com	VISIONIT	SR. ACCOUNT EXECUTIVE	(313) 874 7253
Barbara Albert	—	Unite Here!	—	—

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NAME	EMAIL ADDRESS	REPRESENTING (Company, Community, etc.)	TITLE/POSITION	PHONE NUMBER
Bryan Wagoner	bryan.wagoner@wcaa.us	WCAA	Director - Env.	7-3696
Judith Ellis	judith@jdeconsulting.com	JDE CONSULTING LLC	PRESIDENT	248-796-2268
Tom Kallalaish	Tom.kallalaish@wcaa.us	WCAA	CNT	
Lynda Racy	wcaa			
Christa Jones	wcaa			
Justin Owen	Jowen@walbridge.com	WALBRIDGE	MNGR	313 300 2273

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