

Wayne County Airport Authority Board Meeting

**Michael Berry Administration Building
Kevin Clark Conference Room
11050 Rogell Drive
Building #602
Detroit, MI 48242
(734) 942-3550**

**Wednesday, 12/4/2019
2:00 - 4:00 PM ET**

DRAFT AGENDA

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. CONSENT AGENDA

A. Approval of Minutes from October 16, 2019 Board Meeting

10-16-2019 WCAA Board Meeting Minutes (DRAFT)

B. Compass Strategies, LLC (Supplemental Small Business Enterprise Outreach) (WCAA Certified SBE)

Resolution to approve a special exception to the competitive solicitation process and a contract with Compass Strategies, LLC, to provide supplemental small business enterprise outreach on an as-needed basis for the Airport Authority. The term of the contract shall be retroactive to October 24, 2019 and terminate on April 23, 2020. The cost of the contract shall not exceed \$71,400.00.

*Resolution - Compass Strategies LLC
Compass Strategies, LLC Contract Award Recommendation*

C. North Terminal Airline Agreements

Resolution to delegate authority to the Chief Executive Officer to approve and execute Lease of Terminal Space Agreements with Air Canada, American Airlines, Inc., Spirit Airlines, Inc. and United Airlines, Inc., to reassign gates for each airline due to the addition of three new gates at the North Terminal.

*Resolution - North Terminal Airline Agreements
North Terminal Airlines Memorandum*

D. D.J. Conley Associates, Inc. (Boiler Repairs at the North Powerhouse) (WCAA Certified SBE)

Resolution to approve a contract with D.J. Conley Associates, Inc., to provide materials, parts and as-needed technical assistance and labor for the maintenance of Cleaver-Brooks boilers and related equipment in the North Powerhouse at Detroit Metropolitan Airport. The term of the contract shall commence on December 20, 2019 and terminate on December 19, 2022, with two (2) one-year renewal options exercisable by the CEO. The cost of the contract shall not exceed \$400,000.00. The contract was competitively solicited.

*Resolution - D.J. Conley Associates, Inc.
D.J. Conley Associates, Inc. Contract Award Recommendation*

E. EQ Industrial Services, Inc. dba US Ecology (Environmental Clean-up Services)

Resolution to approve a contract with EQ Industrial Services, Inc. dba US Ecology, to provide scheduled and emergency response services for environmental cleanup and general environmental response activities for the Airport Authority. The term of the contract shall commence on March 19, 2020 and terminate on March 18, 2023, with two (2) one-year renewal options exercisable by the CEO. The cost of the contract shall not exceed \$310,000.00. The contract was competitively solicited.

*Resolution - EQ Industrial Services, Inc. dba US Ecology
EQ Contract Award Recommendation*

F. DBT Transportation Services, LLC (Pavement Temperature Sensor Maintenance)

Resolution to approve a contract with DBT Transportation Services, LLC, to provide preventative maintenance and as-needed repairs and replacement of Remote Processing Units and Pavement Temperature Sensors at Detroit Metropolitan and Willow Run Airports. The term of the contract shall commence on December 20, 2019 and terminate on December 19, 2024. The cost of the contract shall not exceed \$150,000.00. The contract was competitively solicited.

*Resolution - DBT Transportation Services
DBT Transportation Services, LLC Contract Award Recommendation*

G. Bader & Sons, Inc. (John Deere Parts)

Resolution to approve a contract with Bader & Sons, Inc., to provide OEM John Deere parts and supplies as-needed for the Airport Authority. The term of the contract shall commence on January 20, 2020 and terminate on January 19, 2023, with one (1) one-year renewal option exercisable by the CEO. The cost of the contract shall not exceed \$300,000.00. The contract was competitively solicited.

Resolution - Bader & Sons, Inc.

Bader & Sons, Inc. Contract Award Recommendation

H. MarxModa, Inc. (Office Furnishings)

Resolution to approve an amendment to the contract with MarxModa, Inc., to add funds for the continued purchase of Herman Miller office furnishings and necessary replacement parts and components for the Berry Administration Building and North Terminal hold room seating areas, through the use of a cooperative purchase arrangement with U.S. Communities Governmental Purchasing Alliance. The term of the contract remains unchanged. The cost of the amendment shall not exceed \$400,000.00, which, together with the previous contract authorization amount of \$2,200,000.00, results in total contract costs that shall not exceed \$2,600,000.00.

Resolution - MarxModa, Inc.

MarxModa, Inc. Contract Award Recommendation

I. Vaisala, Inc. (Runway Weather Forecast Software)

Resolution to approve a special exception to the competitive solicitation process and a contract with Vaisala, Inc., to provide Runway Weather Forecast Software for the Airport Authority. The term of the contract shall commence on December 1, 2019 and terminate on November 30, 2024. The cost of the contract shall not exceed \$105,000.00.

Resolution - Vaisala, Inc.

Vaisala, Inc. Contract Award Recommendation

J. Vision Integration Technologies, Inc. (Information Technology Staffing)

Resolution to approve a special exception to the competitive solicitation process and a contract with Vision Integration Technologies, Inc., for temporary information technology staffing, on an as-needed basis for the Airport Authority. The term of the contract shall commence on December 4, 2019 and terminate on November 15, 2022. The cost of the contract shall not exceed \$800,000.00.

Resolution - Vision Integration Technologies, Inc.

K. Director's Desk, LLC (Board Management Software)

Resolution to approve a special exception to the competitive solicitation process and a contract with Director's Desk, LLC, to utilize Director's Desk software for the electronic distribution of Board Meeting materials and information for Airport Authority Board Members and management. The term of the contract shall commence on February 27, 2020 and terminate on February 26, 2023, with two (2) one-year renewal options exercisable by the CEO. The cost of the contract shall not exceed \$120,000.00.

Resolution - Director's Desk, LLC

Director's Desk, LLC Contract Award Recommendation

L. Computer Consultants of America, Inc. dba Blue Chip Talent (Staffing and Project Services) (WCAA Certified SBE)

Resolution to approve an amendment to the contract with Computer Consultants of America, Inc. dba Blue Chip Talent, to add funds to cover additional expenses incurred for information technology temporary staff augmentation, consulting and project services for the Airport Authority. The term of the contract is unchanged. The cost of the amendment shall not exceed \$125,000.00, which, together with the previous contract authorization amount of \$4,000,000.00, results in total contract costs that shall not exceed \$4,125,000.00.

Resolution - Blue Chip Talent

Blue Chip Talent Contract Award Recommendation

M. KVM Door Systems, Inc. (Automatic Door Maintenance) (WCAA Certified SBE)

Resolution to approve an amendment to the contract with KVM Door Systems, Inc., to add funds for the maintenance of all automatic, sliding and folding doors for the Airport Authority. The term of the contract remains unchanged. The cost of the amendment shall not exceed \$100,000.00, which, together with the previous contract authorization amount of \$100,000.00, results in total contract costs that shall not exceed \$200,000.00.

Resolution - KVM Door Systems, Inc.

KVM Door Systems, Inc. Contract Award Recommendation

N. Paraclete Services, Inc. (Horticultural Services) (WCAA Certified SBE)

Resolution to approve a contract with Paraclete Services, Inc., to provide horticultural and related services at Detroit Metropolitan Airport. The term of the contract shall commence on January 1, 2020 and terminate on December 31, 2023. The cost of the contract shall not exceed \$200,000.00. The contract was competitively solicited.

Resolution - Paraclete Services, Inc.

Paraclete Services, Inc. Contract Award Recommendation

O. Lyft, Inc.; and Uber Technologies, Inc. (Transportation Network Company Commercial Ground Transportation Permit)

Resolution to approve an amendment to the Permits with Lyft, Inc. and Uber Technologies, Inc., to implement a trial program called "Rematch". This program can be cancelled at any time.

Resolution - Lyft and Uber Technologies, Inc.

Lyft and Uber TNC Memorandum

P. Opio LLC dba ZOOM Ride (Transportation Network Company Commercial Ground Transportation Permit)

Resolution to approve a new Transportation Network Company (TNC) Commercial Ground Transportation Permits with Opio LLC dba ZOOM Ride, to enable the Airport Authority to hold the TNC and their independent contractors (drivers) accountable for complying with the rules and policies under which they are to operate under the Airport Ordinance, and to better serve the interests of the Airport Authority, both financially and operationally. The term of the new Permit shall commence on January 1, 2020 and terminate on December 31, 2024.

Resolution - ZOOM Ride

ZOOM Ride Memorandum

Q. Great Lakes Transportation Cars, LLC dba Metro Cars (Luxury Sedan Concession Agreement)

Resolution to approve a contract with Great Lakes Transportation Cars, LLC dba Metro Cars, to provide luxury sedan services at Detroit Metropolitan Airport. The term of the contract shall commence on July 1, 2020 and terminate on June 30, 2025. The annual revenue shall be \$500,000.00. The contract was competitively solicited.

Resolution - Great Lakes dba Metro Cars

Great Lakes dba Metro Cars Contract Award Recommendation

R. Delta Air Lines, Inc. (Reimbursable Agreement for Law Enforcement Services)

Resolution to approve a reimbursable agreement with Delta Air Lines, Inc. (Delta), to continue providing police officers in the ticket lobby and baggage claim areas of the McNamara Terminal. The reimbursable amount paid by Delta to the Authority for 2020 is estimated to be \$1,131,967.00.

*Resolution - Delta Air Lines, Inc.
Delta Air Lines, Inc. Memorandum*

IV. NEW BUSINESS

A. North American Construction Enterprises, LLC (New Administration Building at Willow Run Airport) (WCAA Certified SBE)

Resolution to approve a contract with North American Construction Enterprises, LLC, to provide construction services for a new Administration Building and the relocation and upgrades to the security, communications and electrical infrastructure at Willow Run Airport. The term of the contract shall commence upon Board approval and terminate upon final payment for all required services. The cost of the contract shall not exceed \$6,956,246.74. The contract was competitively solicited.

*Resolution - North American Construction Enterprises, LLC
North American Construction Enterprises, LLC Contract Award Recommendation*

B. Walker Parking Consultants, Inc. (Quality Assurance Testing for Parking System)

Resolution to approve an amendment to the contract with Walker Parking Consultants, Inc., to add funds and extend the contract term for acceptance and quality assurance testing of the new Parking Access Revenue Control System at Detroit Metropolitan Airport. The term of the contract shall terminate on September 14, 2021. The cost of the amendment shall not exceed \$375,000.00, which, together with the previous contract authorization amount of \$390,000.00, results in total contract costs that shall not exceed \$765,000.00.

*Resolution - Walker Parking Consultants, Inc.
Walker Parking Consultants, Inc. Contract Award Recommendation*

C. OSP US, Inc. (Parking Revenue Control System Maintenance Services)

Resolution to approve an amendment to the contract with OSP US, Inc., to add funds and extend the contract term for Parking Revenue Control System Maintenance and Support Services. The term of the contract shall terminate on January 15, 2021, with one (1) one-year renewal option. The cost of the amendment shall not exceed \$2,001,000.00, which, together with the previous contract authorization amount of \$8,637,397.00, results in total contract costs that shall not exceed \$10,638,397.00.

*Resolution - OSP US, Inc.
OSP US, Inc. Contract Award Recommendation*

D. Collective Bargaining Agreement with International Union of Operating Engineers - Local 324

Resolution to approve a Collective Bargaining Agreement with International Union of Operating Engineers - Local 324 for the period of October 1, 2019 through September 30, 2022. The Airport Authority has successfully negotiated a tentative collective bargaining agreement that represents the Airport Authority's Power Systems Technicians, Foreman and Lead Operating Engineers.

*Resolution - Collective Bargaining Agreement - Local 324
Collective Bargaining Agreement Local 324 Memorandum*

V. INFORMATION ITEMS

A. Envision Award for Reconstruction of Runway 3L/21R, Institute for Sustainable Infrastructure

3L - Envision Board Presentation

B. Chief Financial Officer Report, Amber Hunt

C. Chief Executive Officer Report, Chad Newton

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

CEO Monthly Report - October, 2019

2. FY 2019 WCAA Performance Report

FY2019 WCAA Performance Report

VI. CHAIRPERSON'S COMMENTS

VII. PUBLIC COMMENT

VIII. 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.

IX. NEXT MEETING OF THE WAYNE COUNTY AIRPORT AUTHORITY BOARD IS SCHEDULED FOR WEDNESDAY, JANUARY 15, 2020 AT 2:00 P.M. AT THE MICHAEL BERRY ADMINISTRATION BUILDING, 11050 ROGELL DRIVE, BUILDING 602, DETROIT, MI 48242

X. ADJOURN