

**Wayne County Airport Authority Board Meeting**

**Wayne County Community College District  
Ted Scott Campus  
9555 Haggerty Road  
Belleville, MI 48111**

**Wednesday, 8/16/2017  
2:00 - 4:00 PM ET**

**DRAFT AGENDA**

**I. ROLL CALL**

**II. CONSENT AGENDA**

**A. Approval of Minutes from July 19, 2017 Board Meeting**

*7-19-17 WCAA Board Meeting Minutes (DRAFT)*

**B. Wade Trim Operations Services, Inc. (Pump System Inspection, Repair and Replacement Services)**

Resolution to approve a contract with Wade Trim Operations Services, Inc., to provide pump system inspection, repair, replacement and related services at Detroit Metropolitan and Willow Run Airports. The term of the contract shall commence on August 16, 2017 and terminate on August 15, 2022. The cost of the contract shall not exceed \$1,500,000.00. The contract was competitively solicited.

*Resolution - Wade Trim Operations*

*Wade Trim Operations Services Contract Award Recommendation*

**C. JCL Equipment Company, Inc. (Paint Striping Truck)**

Resolution to approve a contract with JCL Equipment Company, Inc., to purchase one self-contained airless paint striping truck for the Airport Authority. The cost of this one-time procurement shall not exceed \$355,000.00. The contract was competitively solicited and JCL Equipment Company, Inc. was deemed the lowest responsive and responsible bidder.

*Resolution - JCL Equipment Company*

*JCL Equipment Company, Inc Contract Award Recommendation*

#### **D. Tredroc Tire Services LLC (Michelin Brand Tires and Services)**

Resolution to approve a contract with Tredroc Tire Services LLC, to purchase original equipment manufacturer Michelin brand tires and services for Airport Authority owned vehicles, through the use of a cooperative purchase arrangement with the State of Michigan. The term of the contract shall commence on August 16, 2017 and terminate on March 31, 2019, with up to two (2) one-year renewal options exercisable by the CEO, and to delegate authority to the Chief Executive Officer to extend the cooperative agreement for a period of up to six (6) months beyond the current expiration date. The cost of the contract shall not exceed \$150,000.00.

*Resolution - Tredroc Tire Services LLC*

*Tredroc Tire Services LLC Contract Award Recommendation*

#### **E. Nachurs Alpine Solutions, LLC (Liquid Deicer)**

Resolution to approve a contract with Nachurs Alpine Solutions, LLC, to provide for the purchase and delivery of liquid deicer on an as-needed basis for the Airport Authority. The term of the contract shall commence on September 19, 2017 and terminate on September 18, 2019. The cost of the contract shall not exceed \$8,000,000.00. The contract was competitively solicited and Nachurs Alpine Solutions, LLC was deemed the lowest responsive and responsible bidder.

*Resolution - Nachurs Alpine Solutions*

*Nachurs Alpine Solutions, LLC Contract Award Recommendation*

#### **F. Corrigan Oil Co. No. II (Bulk Oils, Lubricants and Miscellaneous Supplies)**

Resolution to approve a contract with Corrigan Oil Co. No. II, to provide as-needed bulk oils, lubricants and miscellaneous supplies for the maintenance of Airport Authority fleet vehicles and equipment for Detroit Metropolitan and Willow Run Airports. The term of the contract shall commence on September 1, 2017 and terminate on August 31, 2020. The cost of the contract shall not exceed \$300,000.00. The contract was competitively solicited and Corrigan Oil Co. No. II was deemed the lowest responsive and responsible bidder.

*Resolution - Corrigan Oil Co*

*Corrigan Oil Co No. II Contract Award Recommendation*

**G. Technical Service Professionals, LLC (WCAA Certified SBE) (Painting of Fuel Storage Tanks)**

Resolution to approve a contract with Technical Service Professionals, LLC, to provide for the painting of fuel storage tanks and accessories at Willow Run Airport. The term of the contract shall commence on August 16, 2017 and terminate on August 15, 2019, with a one (1) year renewal option exercisable by the CEO. The cost of the contract shall not exceed \$112,782.00. The contract was competitively solicited and Technical Service Professionals, LLC was deemed the lowest responsive and responsible bidder.

*Resolution - Technical Service Professionals, LLC*

*Technical Service Professionals, LLC Contract Award Recommendation*

**H. Corby Energy Services, Inc. (Electrical Duct Bank and Primary Cable Installation)**

Resolution to approve a contract with Corby Energy Services, Inc., to provide construction services for the installation of electrical duct bank and primary cable at the Fuel Farm at Detroit Metropolitan Airport. The term of the contract shall commence on August 16, 2017 and terminate upon final payment for all required services. The cost of the contract shall not exceed \$349,133.00. The contract was competitively solicited and Corby Energy Services, Inc. was deemed the lowest responsive and responsible bidder.

*Resolution - Corby Energy Services, Inc.*

*Corby Energy Services, Inc Contract Award Recommendation*

**I. North American Construction Enterprises, LLC (WCAA Certified SBE) (Westin Hotel Renovation)**

Resolution to approve an amendment to the contract with North American Construction Enterprises, LLC, to amend the existing construction services agreement for changes to the improvements to the Westin Hotel's public spaces, guest rooms, meeting and event facilities, to meet current brand standards; and to extend the substantial completion date and final completion date by 28 days. The cost of the amendment shall not exceed \$683,681.01; which, together with the previous contract authorization amount of \$5,548,240.70, results in total contract costs that shall not exceed \$6,231,921.71.

*Resolution - North American Construction Enterprises, LLC*

*North American Construction Enterprises, LLC Contract Award Recommendation*

**J. Beecher Emission Solution Technologies dba Ward Diesel Filter Systems (Installation of a "No Smoke" Diesel Exhaust Removal System)**

Resolution to approve a sole source exception to the competitive solicitation process and a contract with Beecher Emission Solution Technologies dba Ward Diesel Filter Systems, to furnish and install a "No Smoke" diesel exhaust removal system for the Airport Authority. The cost of this one-time procurement shall not exceed \$61,173.42.

*Resolution - Ward Diesel Filter Systems*

*Ward Diesel Filter Systems Contract Award Recommendation*

**K. SharpLogixx, LLC (Imaging X-Ray Equipment for Bomb Detection)**

Resolution to approve a special exception to the competitive solicitation process and a contract with SharpLogixx, LLC, to purchase instant imaging x-ray equipment used for bomb detection for Detroit Metropolitan Airport. The cost of this one-time procurement shall not exceed \$59,000.00.

*Resolution - SharpLogixx, LLC*

*SharpLogixx LLC Contract Award Recommendation*

**L. Plante & Moran, PLLC (External Audit Services)**

Resolution to approve a contract with Plante & Moran, PLLC, to provide external audit services for the Airport Authority's basic financial statements, compliance with federal programs, and compliance with the passenger facility program for the fiscal years ending September 30, 2017 and 2018, respectively. The term of the contract shall commence on October 1, 2017 and terminate on September 30, 2019. The cost of the contract shall not exceed \$349,712.00. The contract was competitively solicited and was approved by the Wayne County Commission in accordance with Michigan Public Act 90.

*Resolution - Plante & Moran, PLLC*

*Plante & Moran PLLC Contract Award Recommendation*

**M. County of Wayne (Fiscal Year 2018 Services for Recurring Routine Matters)**

Resolution to approve the procurement of certain recurring routine government and non-administrative services from the County of Wayne, on an as-needed basis, during Fiscal Year 2018. Since the creation of the Airport Authority in 2002, the Airport Authority as regularly obtained routine services from the County of Wayne. Prior to the start of each fiscal year, staff determines the recurring routine services anticipated for the next fiscal year, and presents the maximum anticipated costs to the Board for approval. The total anticipated cost for these services for FY 2018 shall not exceed \$865,000.00.

**N. Tyler Technologies, Inc. f/k/a Munis, Inc. (Financial System Software Maintenance Services)**

Resolution to approve an amendment to the contract with Tyler Technologies, Inc. f/k/a Munis, Inc., to exercise the second and final two-year renewal option for the on-going software maintenance, systems hosting and related software and support services for the Airport Authority's Financial System (Munis), and to increase funding on the contract to cover the cost for the remaining contract period. The amended term shall terminate on January 31, 2020. The cost of the amendment shall not exceed \$205,000.00; which, together with the previous contract authorization amount of \$1,951,380.00, results in total contract costs that shall not exceed \$2,156,380.00.

*Resolution - Tyler Technologies, Inc.  
Tyler Technologies, Inc. fka Munis Contract Award Recommendation*

**O. Delegation of Authority to Chief Executive Officer - Approval of Maintenance Equipment and Fleet Vehicle Purchases through Cooperative Agreements**

Resolution to delegate authority to the Chief Executive Officer throughout Fiscal Year 2018 to negotiate, approve, and execute contracts obtained through cooperative arrangements for the purchase of maintenance equipment and fleet vehicles for the Airport Authority. This delegation of authority is limited in four ways: 1) it is exercisable only during Fiscal Year 2018, 2) it is available only for purchases through Cooperative Arrangements with other governmental entities that have obtained pricing through competitive solicitation, 3) it is exercisable only if budgeted funds are available, and 4) it pertains only to the vehicle and equipment categories identified in Attachment A to the memorandum.

*Resolution - Delegation of Authority - Fleet Vehicle Plan  
Delegation Authority CEO Purchase Maintenance Equip and Fleet Vehicles Memo*

**P. Delegation of Authority to Chief Executive Officer - Approval of DTE Gas and DTE Electric Agreements**

Resolution to delegate authority to the Chief Executive Officer in Fiscal Year 2018 to approve and execute gas and electric services contracts with DTE Gas Company and DTE Electric Company, with each contract not exceeding the sum of \$100,000.00 and subject to the availability of budgeted funds.

*Resolution - Delegation of Authority - DTE Gas and DTE Electric  
Delegation Authority CEO to Approve Execute DTE Gas DTE Electric 2018 Memo*

**Q. Delegation of Authority to Chief Executive Officer - Approval of Contract Extensions and Routine Modifications of Cooperative Purchase Arrangements**

Resolution to delegate authority to the Chief Executive Officer (CEO) to negotiate, approve, and execute contract extensions and approve certain routine modifications to contracts competitively solicited through cooperative purchase arrangements. This would allow the CEO to negotiate a contract extension with the cooperative vendor for up to six months in accordance with the same terms, conditions, and pricing contained in the cooperative contract for which the Board has granted delegation of authority through the end of Fiscal Year 2018; and to delegate authority to approve certain routine modifications throughout the term of the original or extended Cooperative Purchase Arrangements, allowing vendor name changes and/or changes in vendor ownership.

*Resolution - Delegation of Authority - Approval of Contract Extensions and Routine Modifications of Cooperative Purchase Arrangements*  
*Delegation Authority CEO Cooperative Purchase Arrangement Changes Memo*

**R. Delegation of Authority to Chief Executive Officer - Approval of Federal, State and Local Grant Agreements for Detroit Metropolitan and Willow Run Airports**

Resolution to delegate authority to the Chief Executive Officer throughout Fiscal Year 2018 to approve and execute any grant agreements issued in response to any Airport Authority request for grant funding for Federal, State of Michigan and Local Grants for Detroit Metropolitan and Willow Run Airports.

*Resolution - Delegation of Authority - Approval of Grants*  
*Delegation Authority CEO Fiscal 2018 to Approve Grant Agreements Memo*

**III. REPORT FROM INTERIM CHIEF FINANCIAL OFFICER (CFO), MARGE BASRAI**

**IV. NEW BUSINESS - ACTION ITEMS**

**A. Approval of the Wayne County Airport Authority Fiscal Year 2018 Recommended Budget**

Resolution to approve the Wayne County Airport Authority Fiscal Year 2018 Recommended Budget.

*Resolution - FY 2018 Budget Package*  
*FY 2018 Budget Package*

**B. Air Service Incentive Plan Revision and Supplemental Air Service Incentive Program**

Resolution to reauthorize and make modifications to the existing Air Service Incentive Program and to authorize a Supplemental Air Service Incentive Program with the intention of encouraging new international services at Detroit Metropolitan Airport. These programs shall be effective upon Board approval until August 31, 2020.

*Resolution - Air Service Incentive Plan Revision and Supplemental Program  
Supplemental Air Service Incentive Program and Revision of Existing Plan Memo  
Revised Air Service Incentive Program  
Air Service Incentive Supplemental Program*

**C. Governmental Consultant Services, Inc. (State and Local Legislative Consulting Services)**

Resolution to approve an amendment to the contract with Governmental Consultant Services, Inc., to extend the term and add funding for continued state and local legislative consulting services on an as needed basis for the Airport Authority. The amended term shall be extended through December 31, 2018. The cost of the amendment shall not exceed \$75,000.00; which together with the previous contract authorization amount of \$100,000.00, results in total contract costs that shall not exceed \$175,000.00.

*Resolution - Governmental Consultant Services  
Governmental Consultant Services, Inc. Contract Award Recommendation*

**D. Advanced Wireless Group, LLC (Wi-Fi Service in McNamara and North Terminals)**

Resolution to approve an amendment to the contract with Advanced Wireless Group, LLC, to add funding and to delegated authority to the CEO to exercise the remaining two (2), two-year renewal options available for this contract. The cost of the amendment shall not exceed \$2,592,000.00; which together with the previous contract authorization amount of \$1,465,000.00, results in total contract costs that shall not exceed \$4,057,000.00.

*Resolution - Advanced Wireless Group  
Advanced Wireless Group LLC Contract Award Recommendation*

**E. Roncelli, Inc. (Renovation of North Powerhouse at DTW)**

Resolution to approve a contract with Roncelli, Inc., to provide construction services to renovate the North Powerhouse at Detroit Metropolitan Airport. The term of the contract shall commence on August 16, 2017 and terminate upon final payment for all required services. The cost of the contract shall not exceed \$10,597,110.02. The contract was competitively solicited and Roncelli, Inc. was deemed the lowest responsive and responsible bidder.

*Resolution - Roncelli, Inc.*

*Roncelli, Inc. Contract Award Recommendation*

**F. Adamo Demolition Co. (Demolition and Restoration Services for Building 715 and Building 703 Underground Storage Tank)**

Resolution to approve a contract with Adamo Demolition Co., to provide decommissioning and demolition services for Building 715 and the removal of Building 703 underground storage tank, as well as restoration of the existing sites at Detroit Metropolitan Airport. The term of the contract shall commence on August 16, 2017 and terminate upon final payment for all required services. The cost of the contract shall not exceed 1,075,132.20. The contract was competitively solicited and Adamo Demolition Co. was deemed the lowest responsive and responsible bidder.

*Resolution - Adamo Demolition Co.*

*Adamo Demolition Co. Contract Award Recommendation*

**G. Angelo lafrate Construction Company (Construction Services for Taxiway Z Service Road)**

Resolution to approve a contract with Angelo lafrate Construction Company, to provide construction services for the Taxiway Z Service Road Modifications and extension at Detroit Metropolitan Airport. The term of the contract shall commence on August 16, 2017 and terminate upon final payment for all required services. The cost of the contract shall not exceed \$3,767,983.50. The contract was competitively solicited and Angelo lafrate Construction Company was deemed the lowest responsive and responsible bidder.

*Resolution - Angelo lafrate Construction Company*

*Angelo lafrate Const. Contract Award Recommendation*



## **V. INFORMATION ITEMS**

### **A. Report from Chief Executive Officer (CEO), Joseph R. Nardone**

#### **1. CEO Monthly Report - pursuant to WCAA Procurement and Contracting Ordinance**

*CEO Monthly Report - July 2017*

## **VI. CHAIRPERSON'S COMMENTS**

## **VII. PUBLIC COMMENT**

**VIII. NEXT MEETING OF THE WAYNE COUNTY AIRPORT AUTHORITY BOARD IS SCHEDULED FOR WEDNESDAY, OCTOBER 18, 2017 AT 2:00 P.M. AT THE MICHAEL BERRY ADMINISTRATION BUILDING, 11050 ROGELL DRIVE, BUILDING 602, DETROIT, MI 48242**

## **IX. ADJOURN**