

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
OPERATIONS AND MARKETING COMMITTEE MINUTES
Wednesday April 17, 2019
2:00 p.m.**

Present: Dan Koorndyk, Floyd Wilson, Jr.

Also Present: Alex Peric, Brian Picardat, Casey Ries, Tara Hernandez, Clint Nemeth, Moe Khattak, Tom Cizauskas, Roy Hawkins, Matt Zeilstra, Laura Feigel, Margie Witbeck

Minutes

The Authority Operations and Marketing Committee minutes of March 20, 2019 were approved as submitted.

Public Comment

No public comment.

Resolution 19-10:

Police, Badging, and Conference Room Remodel - Construction

Mr. Ries said Resolution 19-10 is the second project of a series of projects that was initiated in 2017. At that time, the Board approved a contract with DLZ Michigan, Inc. for architectural services related to the review and recommendation for consolidation of police, badging, communication center, and operations functions. Following the relocation of TSA from the second floor of the terminal building, the police and badging functions will move to the second floor and additional conference rooms will be completed. He explained that O-A-K will be the lead and will take care of demolition and all construction. He said that the contract will be amended to include police/badging and conference room work as an extension of the TSA relocation effort.

A second purchase order will be used for furniture, purchased from Haworth, for a total project cost of \$2.2 Million. Mr. Ries said that the remodeling plans for the administrative offices are on hold until the new CEO can give input. He said that in the meantime, we would like to move the conference rooms sooner than expected. The new conference room will include technology upgrades. Mr. Ries added that construction starts mid-May and that the conference rooms will be phased so they won't all be under construction at once.

The 2019 capital budget funds, not to exceed \$2,210,188, will be committed via purchase orders to procured vendors to complete the police, badging, and conference room remodel and upgrade work. The original capital budget included \$1,000,000 for police/badging relocation and \$120,000 for conference room technology upgrades was in the 2019 capital budget. A 2019 capital budget amendment is requested to complete a full conference room remodel at this time, reducing the 2020 capital improvement plan administrative office remodel budget.

Motion by Mr. Koorndyk, supported by Mr. Wilson, to recommend to the Board the approval of purchase orders in accordance with procurement policies for construction services and furniture/equipment acquisition for remodeled second floor police, badging, and conference room spaces and a capital budget amendment. Motion carried.

**Resolution 19-11:
Project Elevate – Construction Management Contract**

Mr. Ries explained that the master plan identified three shortcomings of the terminal – baggage claim, terminal curb front and additional aircraft gates. All three of these items will be addressed with Project Elevate. Project Elevate has been defined as short term projects required to elevate GFIA to the next level. These projects include the expansion & widening of Concourse A, the addition of a FIS and relocation of the Air Traffic Control Tower (ATCT). Four qualification statements were received on March 15, 2019 to provide construction management services. Three firms were interviewed: The Christman Company, Turner Construction, and a joint venture of Walsh Construction and Rockford Construction. The interview panel included Alex Peric, Roger Morgan, David Mason, Clint Nemeth, Tom Cizauskas, and Casey Ries. Mr. Ries said that The Christman Company was selected based on relevant experience, project approach, and proposed staffing. Mr. Ries added that the buildout is intentional to align to FAA's standards to allow us to request Federal Grant Funding in the future, including FAA AIP entitlement funds and supplemental appointment funds.

Motion by Mr. Koorndyk, supported by Mr. Wilson, to recommend to the Board the approval of an agreement with The Christman Company for Construction Management services associated with Project Elevate including the expansion & widening of Concourse A and a new Federal Inspection Station (FIS). Motion carried.

**Resolution 19-12:
Roof Replacement – Building 401 & Terminal Building**

Mr. Cizauskas explained that the 2019 Airport Capital Improvement budget includes \$455,000 for roof repairs. He said that he published an RFQ on March 8, 2019 to replace three sections of the terminal building roof and two sections of building 401. Four quotes were received on March 22, 2019; ranging from \$558,047 to \$848,200. Staff is recommending the selected work be awarded to Arrow Roofing; the lowest bidder at the amount of \$513,801. Staff is recommending completing four of the five sections under consideration this year. He added that a Capital Budget amendment of \$58,801 is required to fund this work.

Motion by Mr. Koorndyk, supported by Mr. Wilson, to recommend to the Board the approval of approval of a purchase order with Arrow Roofing of Wyoming, MI, to provide roofing services for building 401 and the terminal building. Motion carried.

Resolution 19-13:

Tunnel Improvements – Construction

Mr. Nemeth explained that the tunnel that goes under 17/35 needs improvements which include installation of fiber optic cabling, safety sensor installation, and exhaust fan repair/replacement. He said that the fiber optic cable installation is required to connect the tunnel fan system to the Building Management System and new fiber optic connectivity will be provided for the east side of the airfield. Construction will include installation of safety sensors to automatically activate the fan exhaust system if hazardous gases are present. Existing exhaust fan and monitoring components in the tunnel require preventative maintenance and replacement. He said the request for \$200,000.00 represents total improvement project costs.

Motion by Mr. Koorndyk, supported by Mr. Wilson, to recommend to the Board the approval of purchase orders in accordance with procurement policies for construction services in an amount not to exceed amount of \$200,000.00 for tunnel improvements. Motion carried.

Resolution 19-14: Janitorial Services Contract Amendment

Mr. Peric explained that the qualifications were received by Kent County Purchasing on March 1, 2017 for janitorial services to begin on July 1, 2017. Eight qualification statements were received, and 4 firms were selected for interviews. A three-year contract was awarded to Diversified Facilities Solutions (DFS). Mr. Peric explained that due to increased passenger numbers over the last two years, staff desires to increase the number of custodial workers active in the airport on all shifts to maintain the facility at acceptable levels. Currently there are 14 staffed positions and recommend increasing it to 25 staffed positions. The proposed amendment includes additional staff, increased starting wages, shift premiums as well as performance incentives. The additional cost for services is \$30,337 for the remainder of the current contract year (through June 30, 2019) and a \$588,691 increase for next year over the current \$821,016 contract. The current contract ends in June of 2020.

Motion by Mr. Koorndyk, supported by Mr. Wilson, to recommend to the Board the approval of approval of a contract amendment for increased janitorial services staffing. Motion carried.

Major Contract Summary

Mr. Ries shared that the upgrades to concourse A will be shown at the Finance Committee.

Other

Meeting adjourned at 2:47 p.m.maw