

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
OPERATIONS AND MARKETING COMMITTEE MINUTES
Wednesday, January 15, 2020
8:00 a.m.**

Present: Floyd Wilson, Jr., Roger Morgan, Dan Koorndyk

Also Present: Tory Richardson, Alex Peric, Brian Picardat, Tara Hernandez, Casey Ries, Lisa Carr, Tim Haizlip, Allan Fawcett, Moe Khattak, Roy Hawkins, Tom Cizauskas, Clint Nemeth, Margie Witbeck, Tim Wondergem (Integrated Issues Advisors), Ken Schmidt (Ken Schmidt Productions), Kurt Dietsch (Luciditi)

1-1 Meeting Minutes

The Authority Operations and Marketing Committee minutes of December 11, 2019 were approved as submitted.

1-2 Public Comment

No public comment.

1-3 Project Update

Mr. Tim Wondergem explained that he has been working to create a video that includes the last 100 years of Grand Rapids Aviation history. Mr. Wondergem introduced Mr. Ken Schmidt and Mr. Kurt Dietsch, who are both working on the film with Mr. Wondergem.

Mr. Koorndyk shared his concerns regarding the cost and asked for a more detailed copy of the budget. He said he will meet with the Board counsel to discuss a contract and next steps.

1-4 Resolution 20-1: 2020 Capital Budget Equipment Purchases

Mr. Cizauskas explained that the GFIAA Purchasing policy requires Board approval for purchases which exceed \$100,000. Equipment purchases are handled routinely and according to policy, taking advantage of cooperative purchasing agreements or an in-house bid process when deemed most advantageous to GFIAA. He said that in order to facilitate timely purchase action steps, staff is requesting the Board give the President/CEO approval to sign for equipment and fleet purchases approved in the 2020 capital budget when the Authority purchasing policies are followed and the purchase price does not exceed budgeted amount by more than 10%.

Motion by Mr. Morgan, supported by Mr. Koorndyk, the authorization for President/CEO to approve individual awards for 2020 CIP equipment purchases. Motion carried.

1-5 Resolution 20-2: Amendment No.5 – C&S Engineers, Inc. South Perimeter Road Reconstruction

Mr. Ries filled in for Mr. Hawkins to review Resolution 20-2. Mr. Ries said that the perimeter road is used for security checks and as an airfield access route for Authority staff and equipment. The airfield pavements, including perimeter roads, are maintained annually, as required by FAA. He said that reconstruction will include grading, drainage, gabion reconstruction, and reconstruction of the approach road to the Runway 8R hold apron. Construction is planned to be complete in the Fall of 2020. The project design and construction are eligible for Federal reimbursement and the Scope of Services and Fees have been reviewed and staff recommends approval of the amendment. C&S Engineers is GFIAA's On-call Airfield Engineer. Mr. Ries said that the fee for design services is \$275,068.58 and that due to schedule, staff is requesting approval to execute the contract in January and bring the amendment to the Board for ratification in February. The project is included in the Airport's 2020 Capital Budget. Total project estimated construction cost is \$2.95 million and this is a cost-plus contract, actual costs for design will be paid by the airport.

Motion by Mr. Morgan, supported by Mr. Koorndyk, the approval of Amendment No.5 with C&S Engineers, Inc. for the design engineering services for the South Perimeter Road Reconstruction Project. Motion carried.

1-6 Major Contract Summary

Mr. Ries asked if there were any questions or concerns regarding the Major Contract Summary.

There were no questions or concerns.

1-7 Project/Construction Report

Mr. Ries asked if there were any questions or concerns regarding the Project/Construction Report.

There were no questions or concerns.

1-8 Other

Meeting adjourned at 8:50 a.m.

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