

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY  
OPERATIONS AND MARKETING COMMITTEE MINUTES  
Wednesday, May 22, 2019  
8:00 a.m.**

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

Also Present: Alex Peric, Brian Picardat, Tara Hernandez, Clint Nemeth, Lisa Carr, Allan Fawcett, Stephen Clark, Moe Khattak, Tom Cizauskas, Roy Hawkins, Matt Zeilstra, Laura Feigel, Margie Witbeck, AJ Nye, Anna Keller, Dave Clark (InterVISTAS)

**Minutes**

The Authority Operations and Marketing Committee minutes of April 17, 2019 were approved as submitted.

**Public Comment**

No public comment.

**Resolution 19-14: Car Rental Facility Expansion – Architectural Services**

Mr. Hawkins explained that due to the limited scope of architectural work, staff recommends utilizing on-call architectural services for the design and construction administration of the car rental facility expansion. Each of the five ready facilities will be expanded similarly to add two enclosed bays with the structure prepared for two additional bays to be added in the future. This on-call contract amendment includes both design and construction phase services to be paid on a time and material basis, the cost of actual expenses to complete the project will be paid. The 2019 capital plan includes \$88,000 for architectural services related to car rental facilities. A 2019 capital budget amendment is requested to increase services from those estimated for lift replacement to full architectural services for expansion. Mr. Hawkins said that this is a common process

Mr. Koorndyk asked how many rental companies are currently at the airport. Mr. Picardat answered that there are seven companies but under five different contracts.

Motion by Mr. Koorndyk, supported by Mr. Morgan, to recommend to the Board the approval of an on-call contract amendment with TowerPinkster for design and construction administration services not to exceed \$187,200 for expansion of the car rental ready facilities, a capital budget amendment, and authorization for the Interim President & CEO to sign. Motion carried.

**Resolution 19-15: Additional Parking Structure – Planning**

Mr. Picardat explained that a public Request for Qualifications has been issued to identify a parking development partner. The review team consisted of Brian Picardat, Dan Villalobos, Roy Hawkins, Tom Cizauskas, and Casey Ries, who reached a unanimous recommendation to interview the FTC&H team for this effort. Mr. Picardat said that this is only a parking needs assessment at this point.

Mr. Koorndyk asked what the timeframe is for this project. Mr. David Clark said they will have the assessment available this summer.

Mr. Koorndyk asked whose opinions we are seeking for input. Mr. David Clark said rental car companies. Mr. Koorndyk suggested surveying the passengers and corporate customers.

Motion by Mr. Koorndyk, supported by Mr. Morgan, to recommend to the Board the Approval of an agreement with Fishbeck, Thompson, Carr & Huber, Inc. (FTC&H) for planning and analysis design services not to exceed \$257,725 for an additional parking structure, a capital budget amendment, and authorization for the Interim President & CEO to sign. Motion carried.

### **Resolution 19-16: Terminal Apron Expansion – Construction Contract**

Mr. Nemeth explained that this project includes expansion of the existing terminal apron to support aircraft movement for the Concourse A expansion. The project was publicly advertised and bid through the Michigan Department of Transportation (MDOT) and the only bid received was by Kamminga & Roodvoets, Inc. The cost of the contract is included in the 2019 Capital Improvement Program. Mr. Nemeth explained that a grant has been announced by the FAA under the 2019-20 supplemental discretionary funds for the 2019 project costs in the amount of \$14,000,000.

Mr. Morgan asked if receiving one bid is in our policy and why we received only one bid? Mr. Nemeth answered that receiving only one bid does not violate our policy and added that it's a challenge to find companies to do the work.

Mr. Wilson asked how companies know about the public bids. Mr. Nemeth said that this bid when through MDOT and companies must be preapproved to bid on MDOT work.

Motion by Mr. Morgan, supported by Mr. Koorndyk, to recommend to the Board the approval of a contract with Kamminga & Roodvoets, Inc. for the Terminal Apron Expansion and authorize the Interim President and CEO to sign. Motion carried.

### **Resolution 19-17: Terminal Apron Reconstruction – Amendment**

Mr. Nemeth explained that on May 25, 2015 GFIAA approved a contract with C&S Engineers for design services associated with the reconstruction of the terminal apron. Mr. Nemeth said that this amendment includes design services, not included in the original design scope, for the terminal apron reconstruction project to accommodate future terminal apron and Concourse A expansion projects: services include temporary pavement design and alternatives analysis, revised phasing, pavement jointing, demolition, grading, drainage and utility relocations and replacement, details, quantity calculations, and drafting. The hourly fee-based amendment is not to exceed \$197,120. A grant application has been submitted to the FAA for 2019 entitlement and 2019 discretionary funds for the 2019 project costs.

Motion by Mr. Morgan, supported by Mr. Koorndyk, to recommend to the Board the approval of a contract amendment with C&S Engineers, Inc. for additional design services for the Terminal Apron Reconstruction project and authorize the Interim President and CEO to sign. Motion carried.

**Resolution 19-18: FAA Supplemental Discretionary Grant Acceptance – Terminal Apron Expansion**

Mr. Cizauskas stated that Gerald R. Ford International Airport Authority (GFIAA) was notified it will receive MDOT/FAA Supplemental Discretionary Grant funding for construction of the Terminal Apron Expansion Project. The grant offer will include the standard grant terms and conditions, and will detail the split between federal, state, and local funds. FAA Grant amount is \$14,000,000. The total cost of the Terminal Apron Expansion project is \$18,426,016.36. This amount includes design, construction and construction administration. Staff is recommending acceptance of the Supplemental Discretionary Grant offer. Mr. Cizauskas shared that only three were given in Michigan and this is the largest offer amount.

Motion by Mr. Koorndyk, supported by Mr. Morgan, to recommend to the Board the Acceptance of FAA Supplemental Discretionary Grant and authorize the Interim President & CEO to sign the grant agreement. Motion carried.

**Resolution 19-19: Wetland Mitigation/Georgetown Township – Memorandum of Intent Resolution/Signature**

Mr. Hawkins said that in 2017, the Gerald R. Ford International Airport Authority (GFIAA) completed a Wildlife Hazard Assessment which recommended the “Elimination of Wetlands and Open Drainage Ditches on the Airport”. Also in 2017, Development Site 16 was identified as a spoil area for materials from the apron reconstruction project. In the 2018 Airport Master Plan Update, the draft Airport Layout Plan (ALP) identified Development Site 16 for future corporate hangars. Mr. Hawkins explained that GFIAA’s on-call consulting team of Prein & Newhof and King & MacGregor Environmental Inc. identified a stream and wetlands within Development Site 16 and will require the enclosure of the stream and removal of the wetlands. Completion of this work will require mitigation of the stream and wetlands. To facilitate mitigation, Prein & Newhof/King MacGregor researched appropriate mitigation opportunities within the Grand River Watershed. With the help of the Michigan Department of Environment, Great Lakes and Energy (EGLE), formerly MDEQ, they have identified an opportunity site in Georgetown Township. This site provides the necessary wetland and stream mitigation. Mr. Hawkins said that GFIAA staff, Prein & Newhof/King MacGregor staff, and Airport Legal Counsel met with Georgetown Township Officials and they are interested in converting property to wetlands and improving an existing stream. The property will be investigated to confirm mitigation is appropriate for GFIAA needs.

Motion by Mr. Koorndyk, supported by Mr. Morgan, to recommend to the Board the approval of a Memorandum of Intent with Georgetown Township for the study of potential wetland/stream mitigation sites within Georgetown Township. Motion carried.

**Major Contract Summary**

Mr. Nemeth reviewed the Major Contract Summary.

**Other**

Meeting adjourned at 9:00 a.m.

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