



**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
OPERATIONS AND MARKETING COMMITTEE**
Gerald R. Ford International Airport, International Room
5500 44th Street SE, Grand Rapids, MI, 49512
May 21, 2025
8:00 a.m.

AGENDA

- | | | |
|------------|---|-------------|
| 5-1 | Review and Approval of the April 23, 2025, Meeting Minutes | |
| 5-2 | Public Comment | |
| 5-3 | Resolution 25-6: Concourse B Renovation
(Clint Nemeth) | Resolution |
| 5-4 | Viewing Park Improvements – Food Trucks
(Jack Bryan) | Information |
| 5-5 | Air Service Quality (ASQ) Quarterly Update
(Maria Kim) | Information |
| 5-6 | Cargo Update
(Alex Peric) | Information |
| 5-7 | May 2025 Construction/Project Report
(Casey Ries) | Information |
| 5-8 | Other | Information |

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
OPERATIONS AND MARKETING COMMITTEE MINUTES
Gerald R. Ford International Airport, International Room
5500 44th Street SE, Grand Rapids, MI 49512
Wednesday, April 23, 2025
8:00 a.m.**

The meeting was called to order at 8:00 AM by Chair Small.

Members Present: Doug Small, Jennifer Merchant, Mike Verhulst, and Dan Koorndyk – 4

Also Present: Tory Richardson, Maria Kim, Alex Peric, Casey Ries, Tom Cizauskas, Chris King-Dye, Clint Nemeth, Michelle Baker, Haley Abbas, Ryan Elve, Dan Weber

4-1 Meeting Minutes

The Operations and Marketing Committee meeting minutes of March 19, 2025, were approved as submitted with a motion by Mrs. Merchant and support by Mr. Verhulst.

4-2 Public Comment

No public comment.

4-3 Central Generator Plant

Mr. Ries described the function of the airport's new Central Generator Plant. Mr. Nemeth and Mr. King-Dye elaborated on the project benefits to operational resiliency.

4-4 Summer Marketing Campaign

Ms. Abbas provided an update on upcoming marketing efforts.

4-5 April 2025 Construction/Project Report

Mr. Nemeth reviewed the status of several construction projects.

4-6 Other

Ms. Abbas shared an additional marketing avenue that will be utilized in the future.

Meeting adjourned at 8:48 a.m.

TC



RESOLUTION NO. 25-6

Authority Board

Meeting Date:

May 28, 2025

Agenda Item No.

5-3

Prepared by:

Chris King-Dye – Asset Owner
Clint Nemeth – Project Manager

Subject:

Concourse B Renovation

DECISION/ACTION REQUESTED:

Approval of contract with HKS not to exceed \$973,345.00 for design services to renovate Concourse B, and authorization for the President & CEO to sign all associated documents.

SUMMARY OF REQUEST:

- In August of 2018, HKS was selected as a sub-consultant under a contract with Mead & Hunt, to perform architectural/design services for the Concourse A Expansion and Widening project.
- After completing the expansion and renovation of Concourse A, the Airport Authority is now turning its attention to the renovation of Concourse B. To maintain consistency of the look and feel between the two concourses, retaining the professional architectural/design services of HKS is recommended.
- In July of 2024, the Airport Authority entered into an agreement with HKS to perform Schematic Design (SD) services to perform an assessment of the Concourse B systems and find opportunities to make the space more user friendly and energy efficient. This request will take the findings of the SD services all the way to Construction Documents (CD).
- The scope of the project was established by working directly with project stakeholders and following the recommendations outlined in the SD Report.
- Design will include the removal and replacement of the exterior of Concourse B to match the exterior of Concourse A, removal of interior stairwells to increase holdroom size, installation of new gate podiums to match Concourse A, improved IT communications spaces, replacement of elevators, and updates to mechanical, electrical, and plumbing systems.
- The design will include review of the Federal Inspection Stations (FIS) future elevated walkway and connection to Concourse B and design for Passenger Boarding Bridge refurbishment.
- HKS will work directly with the Construction Manager at Risk (CMaR), once selected, to finalize the design and assist in the bidding process.
- It is the recommendation of staff to continue the Concourse B Renovation architectural/design services with HKS, and a team of subconsultants, to maintain the consistency of services provided on the Concourse A Expansion and Widening project.
- Design expenses will be paid at cost. The cost for this project is included in the 2025 Capital Improvement Budget.

FUNDING SOURCE:

Airport Revenue Federal/State Grant Bond Proceeds Other

Total cost of REQUESTED ACTION: \$973,345.00

COMMITTEE REVIEW/ACTION:

Operations and Marketing Finance and Legislative Human Resources

COMMITTEE REVIEW DATE: May 21, 2025



May 12, 2025

Gerald R. Ford International
Airport Authority
5500 44th Street, S.E.
Grand Rapids, Michigan 49512

Re: GRR Concourse B
HKS Architects, P.C.
Project Number 26143.999

Dear Mr. Clinton Nemeth:

HKS Architects, P.C. ("HKS") is pleased to submit to Gerald R. Ford International Airport Authority, ("Client"), our professional design services proposal for the Concourse B Exterior redesign, located in Grand Rapid, Michigan, (the "Project").

Project Detail

The scope of the Project includes Design Development (DD), Construction Documentation (CD) and Assistance in bidding. This Project is a continuation of the Schematic Design Light (SD) work completed as part of previous contract dated July 15, 2024. The Project includes the following:

- Redesign of approximately 55,000sf of exterior cladding.
- Evaluate impact of apron lighting on South area of Concourse B.
- New gate podiums.
- Evaluation of ceiling removal and replacement as needed with GFIAA.
- New PBB doors to match Concourse A.
- Demolish select interior stairs to apron level. Add new exterior stairs to meet life safety requirements.
- Evaluate future FIS elevated walkway connection.
- Existing elevator replacement and evaluation of additional vertical transportation requirements.
- Evaluate addition of new adult changing room.
- Apron level storage space needs.
- Technology - closet relocation on apron level.
- Technology - access controls and security camera upgrades.
- Technology – 2 GID displays in hold rooms, match Concourse A.
- Technology – FIDs display to match Concourse A.
- Coordinate renovation of existing boarding bridges.
- Wayfinding to match Concourse A.
- Design team to support and participate in ORAT process as needed.
- Modifications to existing mechanical rooms on the apron level as identified by the Schematic Design Basis of Design.
- Electrical power distribution, exterior lighting levels, lighting controls, and data requirements for new signage and gate podiums.
- Electrical power for furniture systems throughout the concourse.

Scope of Services

HKS will provide architectural, structural, and energy services as described in this proposal for the Project. HKS will retain the services of the following consultants with their disciplines

shown: Fishbeck (Mechanical/Electrical), AERO System Engineering (Boarding Bridges), TLC (Technology/Security), Jensen Hughes (Life Safety/Code), Lerch Bates (Vertical Transportation).

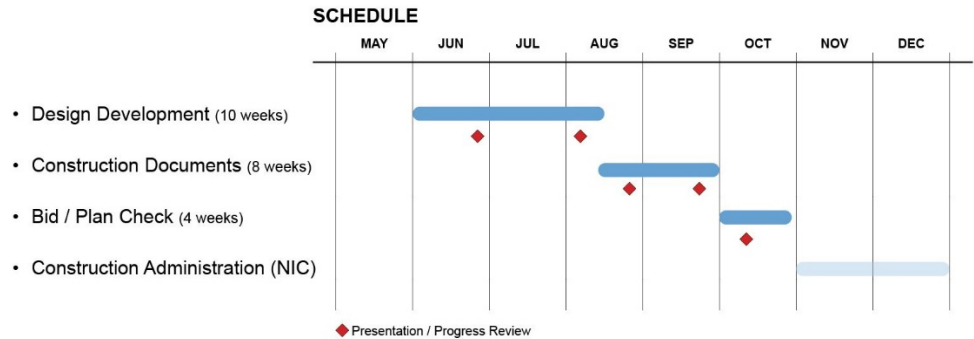
Services will be provided as defined in AIA Document B-103, Standard Form of Agreement Between Owner and Architect, 2017 Edition, with standard HKS modifications.

Schedule

- HKS proposes to provide basic architectural services and will be delivered in the following phases.
 - SD Lite Completed
 - Design Development 10 Weeks
 - Construction Documents 8 Weeks
 - Bidding 4 Weeks

Upon receipt of a signed proposal HKS will begin design services immediately.

In the event the Schedule is extended due to causes not within the control of HKS, our compensation will be equitably adjusted to account for the additional time in accordance with HKS then current hourly rate schedule.



Fees and Payment

Compensation to HKS and its consultants for these services shall be a stipulated sum in the amount of \$973,345 HKS will provide ten (10) days notice if the maximum may be exceeded.

	DD	CD/Bid	Subtotal	Reimbursables	TOTAL
HKS	\$ 294,768	\$ 196,512	\$ 491,280	\$ 30,000	\$ 521,280
Architecture					
Structural					
Energy Modeling					
Exterior Signage/Wayfinding					
Facades					
Fishbeck	\$ 94,600	\$ 141,900	\$ 236,500	\$ 600	\$ 237,100
Mechanical					
Electrical					
AERO Systems	\$ 55,698	\$ 31,767	\$ 87,465	\$ 1,590	\$ 89,055
Boarding Bridges					
TLC	\$ 53,940	\$ 37,125	\$ 91,065	\$ 9,045	\$ 100,110
Technology/Security					
Jensen Hughes	\$ 3,700	\$ 7,100	\$ 10,800	Included	\$ 10,800
Life Safety/Code					
Elevator Consultatnt			\$15,000		\$15,000
TOTAL	\$ 502,706	\$ 414,404	\$ 932,110	\$ 41,235	\$ 973,345

HKS will invoice for services and reimbursable expenses on a monthly basis, with payment due upon receipt of invoice. Invoices for which payment are more than thirty days past due will accrue interest at the rate of seven percent per annum. Client agrees to pay HKS for services rendered pursuant to this contract.

Reimbursable Expenses

In addition to paying HKS compensation for services, Client shall reimburse HKS for all out-of-pocket expenses such as travel, reproduction, plotting, project management websites, courier service, postage, photography, and other out of pocket expenses incurred relative to these services. Reimbursable Expenses will be billed at actual cost. HKS proposes a not-to-exceed reimbursable expenses budget of \$41,235, which will not be exceeded without the prior approval of the client.

Additional Services

Should there be a request for Additional Services or if there are deviations from scope of services described in this proposal, HKS will submit an Additional Service request to the Client for approval, prior to commencement of the services. Client shall pay HKS a stipulated sum for Additional Services based on HKS's approved hourly rates.

Additional Consultants

If the services of consultants other than any included in the Scope of Services given above are required, and if Client request these consultants be retained by HKS, HKS will invoice these additional consultants at one and fifteen one hundredths (1.15) times the amount that the consultant invoices HKS. HKS reserves the right to qualify and select any consultants who will be under an HKS contract.

If the terms of this proposal are acceptable, please acknowledge your acceptance by executing this proposal and returning one copy to my attention.

Best Regards,



Scott Shaw
Vice President

The undersigned authorized agent of the owner and Client represents and warrants to HKS that all required approvals for authorization of the foregoing services have been obtained in writing.

AGREED AND AUTHORIZED:

This Twelfth day of May 2025

By: Gerald R. Ford International Airport Authority

Signature

Title

cc: Mr. Jorge Barrero
Ms. Kim Cooper

TASK 2 – DESIGN DEVELOPMENT (10 weeks)

1. Attend schematic design review meeting as necessary/applicable
2. Provide responses to and incorporate disposition of SD review comments
3. Develop and submit DD Drawings and Specifications for airport review.
4. Refine and re-submit the estimate of probable construction costs and input to the construction schedule.
5. Attend meetings via conference calls as necessary throughout this Task.
6. Provide internal QA/QC for the submission.

TASK 3 – 100% CONSTRUCTION DOCUMENTS & BID SUPPORT (12 weeks)

1. Attend DD design review meeting as necessary/applicable
2. Provide responses to and incorporate disposition of DD review comments
3. Develop and submit 100% Construction Drawings and Specifications.
4. Revise and re-submit the estimate of probable construction costs and input to the construction schedule, as needed.
5. Attend meetings via conference calls as necessary throughout this Task.
6. Provide internal QA/QC for the submission.

ASE will be available to the airport during the bid-phase to provide typical Engineering support, to include:

1. Attend and support airport staff in delivery of Pre-Bid meeting and contractor site-walk
2. Respond to bidders' questions
3. Revise and re-issue addenda drawings and specifications as needed
4. Provide bid-review assistance for bidders' compliance to bid-requirements (if needed)

Gerald R. Ford International Airport Authority

2025 Major Project Coordination

 Planning/Design  Procurement/Construction

Project	Staff	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Comments	
Terminal Enhancement Project - Phase 1	CN/AP													Exterior masonry continuing, floor slab pours coming soon.	
Design - VTC	Approved = \$4.3 M							Construction - The Christman Company			Approved = \$135 M			Below Board Approval - Yes	
Consolidated Rental Car Facility	JB/TC													Both ConRAC cranes will be removed by June. Interior work in the CSB continues.	
Design - Fishbeck	Approved = \$5.3 M							Construction - Turner			Approved = \$156 M			Below Board Approval - Yes	
Grand Canopy Expansion	JB/CKD														Columns are installed. Canopy extension scheduled for 2027.
Design - Fishbeck	Approved = \$0.7 M							Construction - Pioneer Construction			Approved = \$2.1 M			Below Board Approval - Yes	
Lower Canopy at FIS Curbfront	JB/CR													Work added to ConRAC scope of work and underway.	
Design - Fishbeck	Budget = \$0.3 M							Construction - Turner			Approved = \$2.2 M			Below Board Approval - Yes	
Air Traffic Control Tower Relocation	CR/TR													Design is complete. Construction funding pending.	
Design - FAA	Approved = n/a (FAA)							Construction - FAA procurement			Budget = FAA			Below Board Approval - n/a	
Air Traffic Control Tower Enabling Work	CN/AT													Underground utilities and prep for new tower, design underway.	
Design - Prein & Newhof	Budget = \$0.3 M							Construction - TBD Procurement			Budget = \$1.7 M + Fed/State			Below Board Approval - n/a	
8R Wildlife Mitigation (Site 16)	KM/CKD													Permit revisions with EGLE and FAA approval underway.	
Design - Prein & Newhof	Approved = \$1.5M							Construction - Fischer-Idema			Approved = \$9.0 M			Below Board Approval - Yes	
Oostema Drive Campus Signage Replacement	JB/CKD													New standard sign mockups approved, in full design.	
Design - Mijksenaar	Approved = \$0.2 M							Construction - Universal Sign			Budget = \$2.6 M			Below Board Approval - n/a	
ARFF Refurbishment for GSE	JB/AP													Planning underway to define future space needs.	
Design - TBD	Budget = \$1.4 M							Construction - TBD			Approved = \$13.6 M			Below Board Approval - n/a	
Taxiway L Extension	KM/AT													Design underway, preferred concept selected. Construction deferred to 2026.	
Design - C&S	Approved = \$0.2 M							Construction - TBD, <i>procurement</i>			Budget = \$7.8 M			Below Board Approval - n/a	
Economy Lot Rehab - West End	JRB/CKD													Paving and half-rate markings complete. Waiting for final markings.	
Design - Prein & Newhof	Approved = \$0.1 M							Construction - MI Paving & Matetials			Approved = \$0.8 M			Below Board Approval - Yes	
Concourse B Enclosure Replacement and Rehab	CN/CKD													Mechanical Improvements and exterior façade changes. CMaR has been approved	
Design - HKS	Approved = \$0.2 M							Construction - TBD, <i>procurement</i>			Budget = \$13.3 M			Below Board Approval - n/a	
Concourse B Expansion	CN/CKD													Details and execution pending tenant partnership.	
Design - HKS	Budget = \$0.5 M							Construction - TBD, <i>procurement</i>			Budget = \$2 M			Below Board Approval - n/a	
ARFF UG Tank Replacement	JB/MB												Site planning underway to confirm fuel farm location.		
Design - TBD, <i>procurement</i>	Budget = \$0.5 M							Construction - TBD, <i>procurement</i>			Budget = \$2.1 M			Below Board Approval - n/a	
Taxiway D Lighting Replacement	KM/MW												Design underway		
Design - RS&H	Budgeted = \$0.2 M							Construction - TBD, <i>procurement</i>			Budget = \$0.9 M			Below Board Approval - n/a	
North Parking Structure	CN/AP													Design phase budgeted for 2025	
Design - TBD, <i>procurement</i>	Budget = \$13 M							Construction - TBD, <i>procurement</i>			Budget = \$260 M			Below Board Approval - n/a	
FAA Environmental Pilot Program	MB/CR													Pilot field deployment completed 11/7, monitoring underway	
Design - CDM Smith, MSU	Budget = \$1.3 M							Construction - n/a			Budget = n/a			Below Board Approval - Yes	
Tenant Improvements	JRB													Club GRR, Kent ISD parking	
UPDATED 5/13/2025		JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC		

Staff assigned: Clint Nemeth (CN), Jeff Berghage (JB), Jack Bryan (JRB), Kyle McKeown (KM), Michelle Baker (MB), Tom Cizauskas (TC), Dan Villalobos (DV), David Cripps (DC)

Chris King-Dye (CKD), Mike Wouda (MW), Rory Wolters (RW), Rich Feigel (RF), Ashley Thorsen (AT), Casey Ries (CR), Alex Peric (AP)