

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
OPERATIONS AND MARKETING COMMITTEE MINUTES**

Wednesday, November 20, 2019

8:00 a.m.

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

Also Present: Tory Richardson, Alex Peric, Brian Picardat, Tara Hernandez, Casey Ries, Stephen Clark, Moe Khattak, Tom Cizauskas, Matt Zeilstra, Bill Nowicki, Dan Villalobos, Clint Nemeth, Laura Feigel, Margie Witbeck, Dave Clark with Fishbeck, Gary Cudney with WGI, Zach Puchacz with Mead and Hunt, Jorge Barrero with Project Elevate.

11-1 Meeting Minutes

The Authority Operations and Marketing Committee minutes of October 16, 2019 were approved as submitted.

11-2 Public Comment

No public comment.

11-3 Resolution 19-43: Field Maintenance – Upgrades to Fuel Farm

Mr. Nemeth explained that as a result of a routine maintenance inspection of the Field Maintenance fuel farm, it was discovered that the fuel farm needed updated National Fire Protection Association (NFPA) codes. A report was drafted by Hurst Electrical Services and details the electrical repairs and upgrades that are required for code compliance. He said that based on the findings of this report, the Airport Authority contracted with Tower Pinkster, via their on-call services contract, to solicit bids for the fuel farm repairs and upgrades. Tower Pinkster solicited bids from three contractors capable of performing the electrical work. The airport received one bid from R.W. Mercer in the amount of \$130,712.00. One contractor was unresponsive and the other declined to bid. In addition to the bid amount, Tower Pinkster has recommended including a 5% contingency amount of \$7,288.00 to cover any unforeseen items that may occur. A capital budget amendment is required to fund this work.

Motion by Mr. Morgan, supported by Mr. Koorndyk, for approval of a contract with R.W. Mercer to upgrade the electrical system at the Field Maintenance Fuel Farm in a not to exceed amount of \$138,000.00, and authorization for the President & CEO to sign. Motion carried.

11-4 Resolution 19-44: Air Traffic Control Tower – Business Case Development

Item was removed from the agenda.

11-5 Project Elevate Update – Presentation by Mead and Hunt

Jorge with Project Elevate presented the Project Elevate updates.

11-6 Parking Recommendation – Presented by Fishbeck

David Clark with Fishbeck and Gary Cudney with WGI presented the parking recommendation.

11-7 Major Contract Summary

Mr. Ries reviewed the Major Contract Summary.

11-8 Project/Construction Report

Mr. Ries reviewed the Project/Construction Report.

Meeting adjourned at 9:05 a.m.