

**GERALD R. FORD INTERNATIONAL AIRPORT AUTHORITY
OPERATIONS AND MARKETING COMMITTEE MINUTES
Wednesday, February 19, 2020
8:00 a.m.**

Present: Floyd Wilson Jr., Doug Small, Ted Vonk, Birgit Klohs (via phone), Dan Koorndyk

Also Present: Tory Richardson, Alex Peric, Tara Hernandez, Casey Ries, Lisa Carr, Tim Haizlip, Allan Fawcett, Stephen Clark, Moe Khattak, Tom Cizauskas, Matt Zeilstra, Margie Witbeck, Stan Felder (Felder Communications), Greg Reese (Felder Communications), Brad DiFiore (Avalon Pacific Consulting Company)

2-1 Meeting Minutes

The Operations and Marketing Committee minutes of January 15, 2020 were approved as submitted.

2-2 Public Comment

No public comment.

2-3 Report to the Community Concepts

Mr. Stan Felder distributed and reviewed the Report to the Community samples. The committee selected a design after providing their feedback.

2-4 Air Service Update

GFIA's Air Service consultant, Brad DiFiore with Ailevon Pacific Aviation Consulting, provided air service updates.

2-5 Resolution 20-8: Air Service Development Program Agreement – Allegiant Air

Mrs. Hernandez said that Allegiant Air is scheduled to begin nonstop passenger service between GRR and Boston Logan International Airport (BOS) beginning May 7, 2020, Austin-Bergstrom International Airport (AUS) on May 22, 2020, and Los Angeles International Airport (LAX) beginning June 5, 2020. The new service qualifies Allegiant to participate in the Air Service Development Program and per the terms of the program, the Board would waive landing and apron fees that would otherwise be owed to the Board by Allegiant. The amount is approximately \$111,797.04 which includes two years of waived fees for LAX and BOS, and one year for AUS. She said, in addition, the Board would provide \$50,000 in marketing funding in support of the new service for AUS, \$34,000 for LAX and \$44,000 for BOS routes.

Mr. Wilson said he'd like to make sure the airlines feel appreciated and would like to celebrate their successes. Mr. Brad DiFore said that we could do a better job of celebrating their successes.

Motion by Mr. Small, supported by Mr. Koorndyk, the approval of the accompanying Air Service Incentive Program Agreement with Allegiant Air. Motion carried.

2-6 **Resolution 20-9: FIS Phase 1 – Design Contract**

Mr. Ries said that partial funding has been received to allow FIS development to begin in 2020. A master plan update approved by the FAA in 2019 identified three immediate capacity needs: passenger curb front, baggage claim, and additional aircraft gates. Curb front and baggage claim needs will be addressed by a FIS-Phase 1 development while progressing towards a fully functional FIS. Based on grant funding available, Customs and Boarder Protection engagement to date, and terminal infrastructure needs associated with constructing a CONRAC in the East Parking Lot, FIS-Phase 1 work includes: a new bag claim carousel (initially for domestic use, ultimately for international/domestic swing use), an enclosed walkway from the terminal to the CONRAC, and terminal curb front extension and improvements. This amendment includes full design phase services for FIS-Phase 1 which will be paid at cost. The 2020 capital budget includes costs for these design efforts. Mr. Ries said that the partial State and Federal grant funding received will be applied to this contract amendment.

Motion by Mr. Small, supported by Mr. Koorndyk, the approval of a contract amendment with Mead & Hunt for Federal Inspection Station (FIS) Phase 1 design services not to exceed \$1,916,930, and authorization for the President & CEO to sign. Motion carried.

2-7 **Resolution 20-10: Operations Facility – Design**

Mr. Ries said that with police and conference spaces nearing completion, project focus has turned to primary communications center, emergency operations center, and airport operations facility needs (phase 1). Site planning and analysis has been completed, confirming master plan recommendations for an ultimate ARFF/Operations Facility on the east side of the airfield, near the runway/runway intersection with public side access off Cassard Lane. The facility will be planned and designed to accept a later phase 2 ARFF station development for ARFF relocation. He said that costs for the operations facility design and construction are included in the 2020 Capital Budget.

Motion by Mr. Small, supported by Mr. Koorndyk, the approval of a contract amendment with DLZ for design and construction administration services for a new Operations Facility not to exceed \$492,240, and authorization for the President & CEO to sign. Motion carried.

2-8 **Resolution 20-11: FBO Apron Fence**

Mr. Ries (on behalf of Mr. Hawkins) explained that on June 7, 2019 the GFIAA entered into a Fixed Base Operator Development Agreement with AvFlight. The development agreement outlines the GFIAA's obligation to construct a concrete aircraft parking apron and relocate the AOA fence to accommodate the project. He said that C & S Companies developed specifications and estimated project cost to be \$129,860. Three bids were received on February 3, 2020. The Consultants (C&S) and GFIAA staff recommends awarding the lowest responsive bidder, Nationwide Construction Group, in the amount of \$118,246. This work is not a listed CIP project therefore, a capital budget amendment of \$118,246 is requested.

Motion by Mr. Small, supported by Mr. Koorndyk, the approval of an agreement with Nationwide Construction Group for the construction of the new FBO Apron Fence at the AvFlight FBO Facility and approval of a capital budget amendment of \$118,246. Motion carried.

2-9 **Resolution 20-12: AOA Security Gate Improvements**

Mr. Ries (on behalf of Mr. Nemeth) explained that in December 2017, the Board approved a design contract amendment with FaithGroup, Phase 4, to design and bid a project to upgrade the legacy security system components at remote gates into the Aircraft Operating Area. This project includes the replacement of the existing proximity card system with the current system that controls the terminal. He said that by replacing this existing system, the airport will meet TSA requirements to prevent the cloning of access control cards. He said that CCTV cameras will also be added to monitor all remote gates. The engineer's estimate was \$804,525. Four bids were received with the lowest one coming from Bazen Electric at a bid of \$808,439. FaithGroup and Airport Staff have reviewed the bid and will issue a Recommendation to Award. The cost of the Bazen contract is included in the 2019 Capital Improvement Program.

Mr. Wilson asked why Bazen's bid was lower than the others and Mr. Cizauskas answered that the bottom-line cost for the fill dirt and fiber optic cables made them the lowest bidders.

Motion by Mr. Small, supported by Mr. Koorndyk, the approval of a contract with the responsive low bidder Bazen Electric for the AOA Security Gate Improvements project in a not to exceed amount of \$808,439, approval of purchase orders, in accordance with procurement policies, for IT equipment acquisition to support the AOA Security Gate Improvements project, and authorization for the President & CEO to sign. Motion carried.

2-10 **Major Contract Summary**

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

There were no questions or concerns.

2-11 **Project/Construction Report**

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

There were no questions or concerns.

2-12 **Other**

Mr. Ries added that the restrooms near the Information Desk have opened.

Meeting adjourned at 9:23 a.m.

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