

# Wayne County Airport Authority Board Meeting

Michael Berry Administration Building  
Kevin Clark Conference Room  
11050 Rogell Drive  
Building #602  
Detroit, MI 48242  
(734) 942-3550

Wednesday, 6/27/2018  
2:00 - 4:00 PM ET

## DRAFT AGENDA

### I. ROLL CALL

### II. CONSENT AGENDA - ITEMS FOR VOTE AS A GROUP

#### A. Approval of Minutes from May 16, 2018 Board Meeting

*5-16-2018 WCAA Board Meeting Minutes (DRAFT)*

#### B. Approval of Minutes from May 16, 2018 Closed Session

#### C. Delta Air Lines, Inc. (Lease Agreement for Hangar Building 536 and Cargo Building 536A)

Resolution to approve an amendment to the Lease Agreement with Delta Air Lines, Inc., to extend the Agreement for an additional ten years for Hangar Building 536 and Cargo Building 536A, and certain other related facilities and premises at Detroit Metropolitan Airport. The amended term shall terminate on December 31, 2028. The annual revenue paid by Delta shall continue to be \$767,474.04 until December 31, 2023, after which time the rental rate will be increased to the current fair market value or be based on the 5-year change in the Consumer Price Index (CPI) for the period from January 1, 2019 to January 1, 2024, but shall not exceed 20%.

*Resolution - Delta Air Lines, Inc.*

*Delta Air Lines, Inc. Contract Award Recommendation*

**D. Fortbrand Services, Inc. (Vammas Snow Removal Parts and Repair Services)**

Resolution to approve a special exception to the competitive solicitation process and a contract with Fortbrand Services, Inc., to provide original equipment manufacturer (OEM) Vammas brand parts and repair services for the Airport Authority's multi-function snow removal equipment. The term of the contract shall commence on July 1, 2018 and terminate on June 30, 2021. The cost of the contract shall not exceed \$300,000.00.

*Resolution - Fortbrand Services, Inc.*

*Fortbrand Services, Inc. Contract Award Recommendation*

**E. JCL Equipment Company, Inc. (Paint Striping Equipment Maintenance and Repair Services)**

Resolution to approve a special exception to the competitive solicitation process and a contract with JCL Equipment Company, Inc., to provide original equipment manufacturer (OEM) parts, preventative and corrective maintenance and repair services for Roadrunner airless paint striping machines and carrier trucks used at Detroit Metropolitan and Willow Run Airports. The term of the contract shall commence on July 1, 2018 and terminate on June 30, 2021, with two (2) one-year renewal options exercisable by the CEO. The cost of the contract shall not exceed \$175,000.00.

*Resolution - JCL Equipment Company, Inc.*

*JCL Equipment Company, Inc. Contract Award Recommendation*

**F. Tyco Fire & Security (US) Management Inc. dba Johnson Controls Fire Protection LP (Fire Alarm and Fire Suppression System Maintenance and Related Services)**

Resolution to approve a contract with Tyco Fire & Security (US) Management Inc. dba Johnson Controls Fire Protection LP, to provide inspections, testing, equipment, maintenance, parts and as-needed repairs of the fire alarm and fire suppression systems and related equipment for the Airport Authority, through the use of a cooperative purchase arrangement through the National Joint Powers Alliance. The term of the contract shall commence on November 1, 2018 and terminate on June 30, 2021, with a one-year renewal option exercisable by the CEO. The cost of the contract shall not exceed \$1,250,000.00.

*Resolution - Johnson Controls Fire Protection*

*Johnson Controls Fire Protection Contract Award Recommendation*

## **G. Shaw Systems and Integration (Crash System Hardware)**

Resolution to approve a special exception to the competitive solicitation process and a contract with Shaw Systems and Integration, to remove the old emergency alert/crash system hardware from Fire Stations 1, 2 and 3 located at Detroit Metropolitan Airport. The term of the contract shall commence on June 27, 2018 and terminate upon the Airport Authority's final payment for all required services. The cost of the contract shall not exceed \$24,000.00.

*Resolution - Shaw Systems and Integration*

*Shaw Systems and Integration Contract Award Recommendation*

## **III. NEW BUSINESS**

### **A. Skidata, Inc. (Parking Access and Revenue Control System)**

Resolution to approve a contract with Skidata, Inc., to remove and install a replacement Parking Access and Revenue Control System (PARCS); including support and maintenance of the equipment and software, software compliance with applicable Payment Card Industry Data Security and Payment Application Data Security Standards, as well as technical support services for all parking operations managed by the Airport Authority. The term of the contract shall commence on June 27, 2018 and terminate 10 years from the date of the Airport Authority's final acceptance of the PARCS operating solution (anticipated December, 2019). The cost of the contract shall not exceed \$16,686,835.00. The contract was competitively solicited.

*Resolution - Skidata, Inc.*

*Skidata, Inc. Contract Award Recommendation*

### **B. North Terminal Multi Food & Beverage Concessions**

*North Terminal FB Concession Map*

#### **1. Concession Transition Plan 2018 (Food & Beverage Concessions at North Terminal)**

Resolution to approve a new Concession Transition Plan for the concession agreements that are outlined in Attachment A of the Memorandum at the North Terminal at Detroit Metropolitan Airport. The Transition Plan includes: 1) the ability to extend Concession Agreement(s) that fall under the Transition Plan on a month-to-month basis, not to exceed (12) months, if so required; 2) the ability to waive Minimum Concession Fee requirements, and only require contractual Percentage of Gross Sales (Concession Fee Percentage) payments for existing and interim concepts, under transition within the North Terminal Multi-Food and Beverage Concession Opportunity; and 3) the authorization for the Chief Executive Officer (CEO) to approve and execute, as necessary, related transitional changes to existing agreements, during the sixteen (16) month transition period. The transition

plan shall begin after the existing agreements expire on September 16, 2018 and shall be complete within sixteen (16) months.

*Resolution - Concession Transition Plan 2018 (North Terminal)  
Concession Transition Plan 2018 Memorandum*

## **2. DTW North Partners, LLC (Opportunity 1)**

Resolution to approve a contract with DTW North Partners, LLC, to operate three (3) separate food and beverage concessions in Concourse D; a Casual Sit-Down Restaurant concession (Space 1-1), a Themed Casual Sit-Down Restaurant with Italian Cuisine concession (Space 1-3), and a Branded Bar with Casual Food or Craft Brewery concession (Space 3-6 A&B) in the North Terminal at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate 10 years after the Date of Beneficial Occupancy of the last concession to open for business under the contract, with three (3) one-year renewal options exercisable by the CEO, subject to Concessionaire's satisfactory compliance with the contract terms. The contract was competitively solicited.

*Resolution - DTW North Partners, LLC (Opportunity 1)  
DTW North Partners, LLC (Opportunity 1) Contract Award Recommendation*

## **3. Host International, Inc. (Opportunity 2)**

Resolution to approve a contract with Host International, Inc., to operate a Themed Bar with Casual Dining concession (Space 2-4 AB), a Nationally Branded Casual Sit-Down Restaurant with Bar concession (Space 5-2 B), and a Food Court with 2 or 3 Fast Casual Concepts (Space 5-3) in the North Terminal at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate 10 years after the Date of Beneficial Occupancy of the last concession to open for business under the contract, with three (3) one-year renewal options exercisable by the CEO, subject to Concessionaire's satisfactory compliance with the contract terms. The contract was competitively solicited.

*Resolution - Host International, Inc. (Opportunity 2)  
Host International, Inc. (Opportunity 2) Contract Award Recommendation*

## **4. Host International, Inc. (Opportunity 3)**

Resolution to approve a contract with Host International, Inc., to operate a Branded or European Deli concession (Space 2-1), a Branded Coffee with Pastry concession (Space 3-3 A), a Nationally Branded Coffee with Pastries concession (Space 5-1) and a Café or Bake Shop with Coffee (Space 6-1) in the North Terminal at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate 10 years after the Date of Beneficial Occupancy of the last concession to open for business under the contract, with three (3) one-year renewal options exercisable by the CEO, subject to Concessionaire's satisfactory compliance with the contract terms. The contract was competitively solicited.

*Resolution - Host International, Inc. (Opportunity 3)*  
*Host International, Inc. (Opportunity 3) Contract Award Recommendation*

#### **5. McDonald's USA, LLC (Opportunity 4)**

Resolution to approve a contract with McDonald's USA, LLC, to operate a Nationally Branded Hamburger concession (Space 3-2 B&C) in the North Terminal at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate 10 years after the Date of Beneficial Occupancy of the last concession to open for business under the contract, with three (3) one-year renewal options exercisable by the CEO, subject to Concessionaire's satisfactory compliance with the contract terms. The contract was competitively solicited.

*Resolution - McDonald's USA, LLC (Opportunity 4)*  
*McDonald's USA, LLC (Opportunity 4) Contract Award Recommendation*

#### **6. NAC-MAC Concessions, LLC (Opportunity 5)**

Resolution to approve a contract with NAC-MAC Concessions, LLC, to operate a Coney Island Restaurant concession (Space 3-5) in the North Terminal at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate 10 years after the Date of Beneficial Occupancy of the last concession to open for business under the contract, with three (3) one-year renewal options exercisable by the CEO, subject to Concessionaire's satisfactory compliance with the contract terms. The contract was competitively solicited.

*Resolution - NAC-MAC Concessions, LLC (Opportunity 5)*  
*NAC-MAC Concessions, LLC (Opportunity 5) Contract Award Recommendation*

#### **7. Host International, Inc. (Opportunity 6)**

Resolution to approve a contract with Host International, Inc., to operate a Mediterranean Cuisine Restaurant with Market concession (Space 4-3 A&B) in the North Terminal at Detroit Metropolitan Airport. The term of the contract shall commence upon Board approval and terminate 10 years after the Date of Beneficial Occupancy of the last concession to open for business under the contract, with three (3) one-year renewal options exercisable by the CEO, subject to Concessionaire's satisfactory compliance with the contract terms. The contract was competitively solicited.

*Resolution - Host International, Inc. (Opportunity 6)*  
*Host International, Inc. (Opportunity 6) Contract Award Recommendation*

#### **IV. INFORMATION ITEMS**

##### **A. Report from Interim Chief Financial Officer (CFO), Istakur Rahman**

*Management Report - April, 2018*

##### **B. Report from Interim Chief Executive Officer (CEO), Genelle M. Allen**

###### **1. CEO Monthly Report - pursuant to WCAA Procurement and Contracting Ordinance, Article VII Section 1**

*CEO Monthly Report - May, 2018*

#### **V. CHAIRPERSON'S COMMENTS**

#### **VI. PUBLIC COMMENT**

**VII. NEXT MEETING OF THE WAYNE COUNTY AIRPORT AUTHORITY BOARD IS SCHEDULED FOR WEDNESDAY, JULY 18, 2018 AT 2:00 P.M. AT THE MICHAEL BERRY ADMINISTRATION BUILDING, 11050 ROGELL DRIVE, BUILDING 602, DETROIT, MI 48242**

#### **VIII. ADJOURN**