

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-SHELBY COUNTY AIRPORT AUTHORITY (MSCAA) May 17, 2018

CALL TO ORDER

APPROVAL OF BOARD MEETING MINUTES *April 12, 2018*

RECOGNITION OF VISITORS, OTHERS

Resolutions for Approval This Month

1. Approval of Confidentiality of Vendor Identity
2. Approval of Contract – Ready Mix Concrete – Delta Industries, Inc. dba Tri-State Ready Mix
3. Approval of Amendment No. 6- Power Distribution Equipment Replacement – Design
4. Approval of Contract – Dump/Spreader Truck per National Joint Powers Alliance (NJPA) – MHC Kenworth Truck Company
5. Approval of Contract – Airfield Maintenance and Operations Support Facility-Construction – Chris Woods Construction Company, Inc.
6. Approval of Fiscal Year 2019 Budget (July 1, 2018 – June 30, 2019)

Division Reports

TREASURER and PROPERTIES REPORTS

Forrest Artz, Vice President of Finance and Administration/CFO

OPERATIONS REPORT

Terry Blue, Vice President of Operations

INFORMATION ITEMS

NEXT BOARD MEETING – June 21, 2018

RESOLUTION

WHEREAS, the Tennessee Public Records Act (TPRA) as codified in T.C. A. § 10-7-504 (i) provides protection against the unauthorized access to confidential information or to government property that must be maintained as confidential, which includes electronic information processing systems, telecommunication systems or other communications systems of a government entity; and,

WHEREAS, the Memphis-Shelby County Airport Authority (Airport Authority), a body politic and corporate organized and existing under and by virtue of the laws of the State of Tennessee is a government entity that is subject to the TPRA; and,

WHEREAS, the Airport Authority develops and executes an organization-wide cybersecurity initiative to protect information, information systems, computers (hardware and software) and financial records from unauthorized access, use, disclosure, disruption, modification, or destruction; and,

WHEREAS, on March 27, 2017, the Tennessee General Assembly passed legislation that was signed into law on April 7, 2017, which amended T.C.A. 10-7-504 (i)(3)(C) to authorize the legislative body of each government entity to affirmatively vote to make confidential the identity of its vendors providing goods and services used to protect certain electronic, communication, and data storage systems; and,

WHEREAS, because there is a constant and increasing threat to Airport Authority data from attempted illegal access to the Airport Authority's information technology, communication and security systems, Airport Authority Management recommends approval of this resolution;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that approval be and is hereby granted to deem confidential the identity of vendors providing the Airport Authority with goods and services used to protect certain electronic, communication, and data storage systems, as referenced herein, effective May 17, 2018.

05-17-18

RESOLUTION

WHEREAS, pursuant to public advertisement, Bids for providing Ready Mix Concrete for the Memphis-Shelby County Airport Authority ("Authority") were received as follows:

REQUEST FOR BIDS
READY MIX CONCRETE
MEMPHIS-SHELBY COUNTY AIRPORT AUTHORITY
MEMPHIS INTERNATIONAL AIRPORT
Received April 27, 2018

BID RECEIVED FROM:	700 psi Flexural Strength <u>Concrete</u>	Econocrete <u>Subbase Concrete</u>
Delta Industries, Inc., dba Tri-State Ready Mix	\$ 127 CY	\$ 115 CY

and,

WHEREAS, one bid was received and opened after approval from the Vice President of Finance & Administration/CFO in accordance with Authority Policy; and,

WHEREAS, the scope of services includes the purchase of 700 psi flexural strength concrete and econocrete subbase concrete for the Memphis International Airport Complex maintenance and repairs; and,

WHEREAS, the contract term is for one (1) year with four (1) 1-year renewal options to be exercised at the Authority's sole discretion; and,

WHEREAS, quantities purchased are based on need; therefore, actual costs over the not to exceed five-year contract period will fluctuate based on actual concrete delivered; and,

WHEREAS, Authority Management recommends award of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or his designee is hereby authorized to execute a contract with Delta Industries, Inc., dba Tri-State Ready Mix as herein described, cost to be paid from the Authority's Annual Operating Funds and any other funds as identified by the CFO.

05-17-18

RESOLUTION

WHEREAS, Statement of Qualifications were received on April 5, 2012 by the Memphis-Shelby County Airport Authority ("Airport Authority") for the project described as:

POWER DISTRIBUTION EQUIPMENT REPLACEMENT - DESIGN MSCAA PROJECT NO. 10-1306-01

and,

WHEREAS, the Airport Authority's Capital Program Committee, by action taken on June 5, 2012, approved the award of Contract No. 10-13-06-01 with Allen & Hoshall, Inc., which was executed and dated September 14, 2012 ("Contract"); and,

WHEREAS, the Contract's original scope of services included design for the replacement of existing power distribution equipment in the Terminal Building and Concourses at Memphis International Airport; and,

WHEREAS, the Contract also included a provision for the addition of services to include design of recommended improvements and preparation of Construction Documents, Bid Assistance, and Construction Phase Support Services; and,

WHEREAS, it is now the Airport Authority Management's desire to implement Contract Amendment No. 6 for design services to provide for the construction documents for replacement of Substation 5B on the apron level of Concourse "B", which includes existing power distribution equipment, addition of new equipment, electrical feeder upgrades to distribute the increased electrical capacity, mechanical construction, and other efforts as required; and modification and installation of

electrical equipment up to and including 15,000 Volt systems; the fees of which will include a reimbursable expenses budget and a construction services budget; and,

WHEREAS, Airport Authority Staff has negotiated Contact Amendment No. 6 in a lump sum amount of Fifty-Five Thousand and 00/100 Dollars (\$55,000.00); and,

WHEREAS, Airport Authority Management proposes to amend the Contract as follows:

Original Contract Amount	\$	180,000.00
Amendment No. 1	\$	43,200.00
Amendment No. 2	\$	7,500.00
Amendment No. 3	\$	130,000.00
Amendment No. 4	\$	34,000.00
Amendment No. 5	\$	83,000.00
Amendment No. 6	\$	55,000.00
TOTAL AMENDED CONTRACT AMOUNT	\$	532,700.00

and,

WHEREAS, the Airport Authority's Capital Program Executive Staff, by action taken on May 1, 2018, recommends approval of Contract Amendment No. 6; and,

WHEREAS, in furtherance of its Disadvantaged Business Enterprise (DBE) Program, the Airport Authority established a DBE goal of 16% for the full term of this contract;

WHEREAS, Allen & Hoshall will utilize four (4) local, certified DBE subcontractors totaling \$8,800 of the \$55,000 Amendment No. 6; and,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or his designee, is hereby authorized to execute Amendment No. 6 to Contract No. 10-1306-01 with Allen & Hoshall, Inc., as herein described, cost to be paid from 2010A Capital funds and Federal Grant No. 95.

05-17-18

RESOLUTION

WHEREAS, in accordance with state law requirements and internal policy (Policy 801 (7)(a)), the Memphis-Shelby County Airport Authority (“Authority”) is authorized by the public purchasing provisions of state law to participate in the cooperative purchasing of supplies and/or services; and,

WHEREAS, by Resolution #14-4684, adopted September 18, 2014, the Authority’s Board of Commissioners approved purchases by the Authority pursuant to the Joint Exercise of Powers Agreement (“Agreement”) with the National Joint Powers Alliance (“NJPA”); and,

WHEREAS, Kenworth Truck Company participates in the NJPA through MHC Kenworth, an authorized dealer; and,

WHEREAS, pursuant to the Agreement, the Authority desires to purchase one (1) dump/spreader truck to be utilized primarily in winter operations to clear airfield pavements; and,

WHEREAS, the purchase of the dump/spreader truck will be made under NJPA Contract Number 081716-KTC with MHC Kenworth (“NJPA Contract”); and,

WHEREAS, the purchase of the dump/spreader truck under the NJPA Contract is priced as follows:

TOTAL PURCHASE PRICE:	not to exceed \$165,000
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WHEREAS, the Authority’s approved FY 2018 Operating Budget included the purchase of the dump/spreader truck within the Capital Outlay area; and,

WHEREAS, Authority Management recommends approval;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or his designee is hereby authorized to execute a contract with MHC Kenworth as herein described, cost to be paid from MSCAA Operating Funds.

05-17-18

RESOLUTION

WHEREAS, pursuant to public advertisement, bids were received by the Memphis-Shelby County Airport Authority ("Airport Authority") as follows:

REQUEST FOR BIDS
AIRFIELD MAINTENANCE AND OPERATIONS SUPPORT FACILITY – CONSTRUCTION
MSCAA PROJECT NO. 14-1386-02
MEMPHIS INTERNATIONAL AIRPORT
Received March 13, 2018

BIDDER	BID AMOUNT
Alston Construction Company, Inc.**	\$49,884,264.00
Chris Woods Construction Company, Inc.*	\$41,468,666.00
F&F Construction Company, Inc.**	\$46,246,360.00

**local*

#non-responsive

and,

WHEREAS, the project as bid consists of construction of a new Airfield Maintenance and Operations Support Facility on Louis Carruthers Drive: Site Work efforts will include but are not limited to site preparation, site drainage, water main installation, sanitary sewer, concrete and asphalt pavement services, and fencing; and Building Work consists of concrete and steel structural members, tilt-up wall, masonry, glazing, drywall, acoustical tile ceilings, carpentry, painting, electrical, plumbing, HVAC, fire protection, data cabling, camera and door security, and specialty equipment as detailed in the construction documents; and,

WHEREAS, the Bids were evaluated according to established criteria; and,

WHEREAS, Chris Woods Construction Company, Inc. was the lowest responsive, responsible bidder; and,

WHEREAS, the Airport Authority's Capital Program Executive Staff recommends an Initial Contingency Amount (ICA) in the amount of \$2,996,803.30 (7.23%) for the project, which in accordance with Policy 701, requires approval of the President and CEO and the Board; and,

WHEREAS, in furtherance of its Disadvantaged Business Enterprise (DBE) Program, the Airport Authority established a DBE goal of 27% for the full term of this contract; and,

WHEREAS, Chris Woods Construction Company, a local prime contractor, will use seven (7) different local, certified DBE subcontractors totaling 29% of the project, or slightly more than \$13 million dollars; and,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that the President and CEO or his designee is hereby authorized to execute a contract with Chris Woods Construction Company, Inc., as herein described, cost to be paid from 2016A Bond funds and other funds as identified by the CFO.

05/17/18

RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority ("Authority") has prepared the Fiscal Year 2019 (July 1, 2018 – June 30, 2019) Operations and Maintenance Budget, including corresponding airline rates and charges; and,

WHEREAS, the Airport Authority Board Finance and Administration Committee and Airport Authority Management recommends adoption of the budget;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Memphis-Shelby County Airport Authority, that approval be and is hereby granted to adopt the Fiscal Year 2019 Operations and Maintenance Budget as herein described and the corresponding rates and charges contained therein.

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05/17/18