

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-SHELBY COUNTY AIRPORT AUTHORITY (MSCAA) November 16, 2017

CALL TO ORDER

APPROVAL OF BOARD MEETING MINUTES *October 19, 2017*

RECOGNITION OF VISITORS, OTHERS

Resolutions for Approval This Month

1. Approval of Contract– Material Spreader- via NJPA Agreement – Epoke North America, Inc.
2. Approval of Lease Agreement – Special Fixed Base Operator (FBO) – Helicopters, Inc
3. Approval of Agreement – Airfield Lighting Computer Control and Monitoring System (ALCMS) - Eaton Crouse-Hinds (Single Source Vendor)

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 – December 14, 2017 (*adjusted date*)

RESOLUTION

WHEREAS, in accordance with state law requirements, 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, dated, September 18, 2014, the Authority approved purchases pursuant to the Joint Exercise of Powers Agreement ("Agreement") with the National Joint Powers Alliance ("NJPA"); and,

WHEREAS, pursuant to this Agreement, the Authority desires to purchase a material spreader for deicing operations of runways and taxiways; and,

WHEREAS, the purchase of the material spreader will be under NJPA Contract Number 080114-EPK with Epoke North America Inc.; and,

WHEREAS, the purchase under the NJPA Contract referenced above is priced as follows:

Material Spreader Epoke S3800 – 2T Sirius AST \$101,131.75

WHEREAS, the purchase of this item is included within the approved FY 2018 Operating Budget; and,

WHEREAS, Airport 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 Epoke North America Inc. as herein described, cost to be paid from Airport Authority Operating Funds or any other funds as identified by the CFO.

RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority (“Authority”) owns and operates public use airports known as General DeWitt Spain and Charles Baker Airports, hereinafter referred to as “Airport” or “Airports”; and,

WHEREAS, the Authority desires that certain aeronautical services and activities be furnished by and engaged in for the benefit of the general aviation flying public, and said aeronautical services and activities are to be operated either by, or as, general fixed base operators or special fixed base operators, depending upon their scope of operation and activities; and,

WHEREAS, Helicopters Inc., a Tennessee corporation, wishes to serve as a Special Fixed Base Operator (“Special FBO”) and enter into a Special FBO Lease Agreement for a 4200 square foot hangar facility located at 2745 North Second Street at General Dewitt Spain Airport (the “Airport”); and,

WHEREAS, Helicopters, Inc., will provide the following Special FBO services to tenants and the general public at the Airport:

1. Aircraft maintenance services and sales of aircraft parts,
2. Flight training,
3. Aircraft sales, and
4. Part 135 charter services

and,

WHEREAS, The Authority is willing to negotiate a Special FBO Lease Agreement with Helicopters, Inc. (“Agreement”) for a term of five (5) years,

beginning December 1, 2017 and ending November 30, 2022, and receive monthly rental and concessions fees; and,

WHEREAS, Airport Management recommends approval of a Special FBO Lease Agreement with Helicopters, Inc., for the provision of these services;

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 the Agreement with Helicopters, Inc. as referenced herein.

11-16-17

RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority ("Authority") currently utilizes an Eaton Crouse-Hinds Airfield Lighting Computer Control and Monitoring System (ALCMS) to monitor and control all runway and taxiway lighting at the Memphis International Airport; and,

WHEREAS, the ALCMS is a proprietary system of Eaton Crouse-Hinds; and,

WHEREAS, Eaton Crouse-Hinds is the only authorized supplier of parts and services for the ALCMS; and,

WHEREAS, the Authority requires parts, services, software, and upgrades to maintain the integrity of the ALCMS; and,

WHEREAS, the Authority, in accordance with the established policies, has listed Eaton Crouse-Hinds as the Single Source Vendor for the parts and services related to the ALCMS at the Memphis International Airport; and,

WHEREAS, Airport Management recommends upgrading the software and hardware of the existing ALCMS for a total not to exceed \$110,750.00; and,

WHEREAS, Airport Management recommends approval;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners, Memphis Shelby County Airport Authority, that the President and CEO or his designee is hereby authorized to execute an agreement with Eaton Crouse-Hinds as herein described, cost to be paid from Airport Authority Operating Funds or any other funds as identified by the CFO.

#

11-16-17