

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-SHELBY COUNTY AIRPORT AUTHORITY (MSCAA) July 20, 2017

CALL TO ORDER

RECOGNITION OF VISITORS, OTHERS

APPROVAL OF BOARD MEETING MINUTES *June 15, 2017*

**Resolutions for Approval This Month**

1. Approval of Contract - Professional Services for Memphis-Shelby County Airport Authority - PFM Financial Advisors, LLC
2. Approval of Contract Extension – Telecommunication Services - AT&T Communication Systems Southeast (AT &T)
3. Approval of Contract - Two (2) Multi-tasking Snow Removal Vehicles - M-B Companies, Inc.
4. Approval of Contract Amendments – Pavement Joint Sealant Contract for Work to Be Performed in Fiscal Years 2017-2018, 2018-2019, and 2019-2020.

**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 – August 17, 2017

## RESOLUTION

WHEREAS, pursuant to Memphis-Shelby County Airport Authority's ("Authority") Purchasing Policy 801, the Authority can contract directly with a professional service provider, which includes financial advisors; and,

WHEREAS, the scope of services will consist of providing the Authority with financial advisor services, including but not limited to: providing strategic advice to senior management relating to financial policy issues; assisting in the review and possible development of a leasing program for goods and services to the Authority; assisting with revenue bond arbitrage issues; providing cost/benefit analysis of rates, charges, and fee structures; assisting in the planning, structuring and execution of debt issue transactions; and assisting the Authority in various other financial advisor related services as requested by the Authority; and,

WHEREAS, the Authority is in current need of long term financing for multiple capital projects; and,

WHEREAS, on July 16, 2009, by Resolution #09-4480, the Board of Commissioners, Memphis-Shelby County Airport Authority, approved Fullerton & Friar as the top ranked firm and authorized the President & CEO to negotiate and execute an agreement for Financial Advisor Services as a result of the competitive request for qualifications process; and,

WHEREAS, shortly thereafter, a contract was executed with Fullerton & Friar; and,

WHEREAS, Fullerton & Friar subsequently merged with PFM Financial Management, Inc., and the Authority, in accordance with the agreement, accepted the same and amended the Agreement to reflect the change; and,

WHEREAS, PFM Financial Management Inc., has successfully continued in its role as the Authority's financial advisor for several years; and,

WHEREAS, the initial term of the requested contract will be for one (1) year with four (4) one (1) year renewal options, at the sole discretion of the Authority, for a potential total term of five (5) years 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 the Agreement with PFM Financial Advisors, LLC, as herein described, costs to be paid from MSCAA Annual Operating Funds, bond proceeds, or other funding as identified by the CFO.

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07-20-17

## RESOLUTION

WHEREAS, by Resolution No. 12-4601, adopted July 19, 2012, the Board of Commissioners, Memphis-Shelby County Airport Authority ("Authority") authorized the execution of an Agreement with BellSouth Communications Systems, LLC dba AT&T Communication Systems Southeast (AT&T), for ongoing on-site maintenance services in support of the telecommunication systems at Memphis International Airport; and,

WHEREAS, the telecommunication systems at Memphis International Airport support the business needs of the Authority and tenant operations; and,

WHEREAS, the Request for Proposal and the subsequent contract allowed for extensions; and,

WHEREAS, the Authority will be undergoing modernization, and the telecommunications systems will transition from digital to voice over Internet Protocol (VOIP); and, therefore, it is in the Authority's best interest to extend the current agreement for two years; and,

WHEREAS, fees for the first year of the extension, covering the period from August 1, 2017 through July 31, 2018, AT&T has submitted an extension without any cost increase over the current year, for a total price of \$118,841.39; and,

WHEREAS, fees for the second year of the extension, covering August 1, 2018 through July 31, 2019, will be negotiated with a cost not to exceed \$150,000; and,

WHEREAS, Airport Management recommends approval;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners, Memphis-Shelby County Airport Authority, that approval be and is hereby granted for the President and CEO or his designee to execute the extension with AT&T Communication System Southeast as herein described, cost to be paid from MSCAA Annual Operating Funds.

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07-20-17

RESOLUTION

WHEREAS, In accordance with state law requirements, the Memphis-Shelby County Airport Authority ("Authority" or "MSCAA") 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 two (2) multi-tasking snow removal vehicles to be utilized primarily in winter operations to clear airfield pavements; and,

WHEREAS, the purchase of the two (2) vehicles will be under NJPA Contract Number 080114-MBC with M-B Companies, Inc.; and,

WHEREAS, the purchase of the multi-tasking snow removal vehicles under the NJPA Contract referenced above is priced as follows:

UNIT PRICE	QUANTITY	TOTAL PURCHASE PRICE
\$ 727,244.62	2	\$ 1,454,489.24

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 M-B Companies, Inc. as herein described, cost to be paid from MSCAA Operating Funds or a funding source identified by the CFO.

RESOLUTION

WHEREAS, by Resolution No. 15-4747, adopted June 18, 2015, approval was granted for award of a five year (Fiscal Years 2016-2020) multi-year contract to American Civil Constructors, Inc. with an initial year contract amount of \$1,682,377.20 for the project described as:

**PAVEMENT JOINT RESEALING 2016 – 2020**  
**MSCAA PROJECT NO. 15-1392-00**

and,

WHEREAS, in accordance with the above Resolution, Amendment No. 1 was executed by the President and CEO in the amount of \$40,000 to include similar work at the Authority's general aviation airports; and,

WHEREAS, in accordance with the above Resolution, Amendment No. 2 was executed by the President and CEO to reconcile and reduce the fiscal year 2015-2016 total authorized amount from the previously authorized amount down to \$1,061,499.75; and,

WHEREAS, in accordance with Authority Policy, Amendment No. 3 in the amount of \$1,511,877.25 for joint seal work to be completed in fiscal year 2016-2017 was brought before the Board in Resolution No. 16-4754 and was adopted July 21, 2016; and,

WHEREAS, Amendments No. 1, 2, and 3, were executed with a total amended contract value to date as detailed below:

Original contract amount (fiscal year 2015-2016)	\$	1,682,377.20
Amendment No. 1 (fiscal year 2015-2016)	\$	40,000.00
Amendment No. 2 (fiscal year 2015-2016)	\$	1,061,499.75

Amendment No. 3 (fiscal year 2016-2017) \$ 1,511,877.25

TOTAL AMENDED CONTRACT AMOUNT TO DATE \$ 3,823,377.00

and,

WHEREAS, the budget for pavement joint sealing work anticipated to be completed in fiscal year 2017-2018, has been established at \$1,250,000.00 based on negotiated unit prices as required in the contract; and,

WHEREAS, each fiscal year amount thereafter is to be negotiated by Executive Management with fiscal year 2018-2019 estimated to be an amount not to exceed (NTE) \$1,300,000.00, and fiscal year 2019-2020 estimated to be an amount not to exceed (NTE) \$1,400,000.00, with costs to be paid from Operating Accounts; and,

WHEREAS, in furtherance of its Disadvantaged Business Enterprise (DBE) Program, the Airport Authority established a DBE goal of 21% for the duration of this contract; and,

WHEREAS, Airport Management recommends approval.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners, Memphis-Shelby County Airport Authority, that approval be and is hereby granted, and the President and CEO or his designee is hereby authorized to execute amendments to the original contract for work to be performed in fiscal years 2017-2018, 2018-2019, and 2019-2020 resulting in a total maximum not to exceed (NTE) amount of \$3,950,000.00 for those three fiscal years and providing for a total five year contract maximum amount of \$7,773,377.00, cost to be paid from Operating Accounts.

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