

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-SHELBY  
COUNTY AIRPORT AUTHORITY (MSCAA) March 15, 2018

CALL TO ORDER

APPROVAL OF BOARD MEETING MINUTES *February 22, 2018*

RECOGNITION OF VISITORS, OTHERS

**Resolutions for Approval This Month**

1. Approval of Amendment No. 6 – Perimeter Fence Replacement – Nationwide Construction Group
2. Approval of Contract – Janitorial Service – SKB Facilities & Maintenance, Inc.
3. Approval of Amendment No. 10 – FedEx Composite Lease Agreement

**Division Reports**

TREASURER and PROPERTIES REPORTS

Forrest Artz, Vice President of Finance and Administration/CFO

- **Due to the early timing of the meeting this month, the Finance and Properties reports for March will be provided at the April 12, 2018 Board Meeting.**

OPERATIONS REPORT

Terry Blue, Vice President of Operations

AIR SERVICE UPDATE

Chip Gentry, Air Service Research & Development Manager

INFORMATION ITEMS

NEXT BOARD MEETING – April 12, 2018 (*adjusted date*)

RESOLUTION

WHEREAS, by Resolution No. 16-4744, adopted April 14, 2016, approval was granted by the Board of Commissioners of the Memphis-Shelby County Airport Authority ("Airport Authority") for award of a contract to Nationwide Construction Group in the amount of \$1,348,503.40 for the project described as:

**PERIMETER FENCE REPLACEMENT  
MSCAA PROJECT NO. 16-1400-01**

WHEREAS, it is now Airport Authority Management's desire to execute Contract Amendment No. 6 for removal of an area of 6-foot high fence, including three-strand barbed wire, and install 10-foot high fence, including double three-strand barbed wire and razor wire; all of which is warranted to bring this additional perimeter fence area in compliance with the new Airport standard; and,

WHEREAS, the initial Contract was funded primarily with Federal Grant funds; and,

Whereas, additional Federal Grant funds are anticipated to be available under the grant for utilization in funding this phase of the project; and,

WHEREAS, Airport Authority Management has negotiated Contract Amendment No. 6 to establish an estimated not-to-exceed fee in the amount of Four Hundred Eighty Five Thousand Eight Hundred Eighty One and 54/100 Dollars (\$485,881.54); and,

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

Original Amount of Contract	\$ 1,348,503.40
Contract Amendment No. 1	\$ 3,735.00
Contract Amendment No. 2	\$ 112,495.80

Contract Amendment No. 3	\$	8,670.00
Contract Amendment No. 4	\$	56,708.89
Contract Amendment No. 5	\$	20,701.10
Contract Amendment No. 6	\$	<u>485,881.54</u>
<b>TOTAL AMENDED CONTRACT AMOUNT</b>	<b>\$</b>	<b>2,036,695.64</b>

and,

WHEREAS, the Airport Authority Management's Capital Program Executive Staff, by action taken on March 12, 2018, recommends approval of Amendment No. 6 to Contract Agreement 16-1400-01; and,

WHEREAS, in furtherance of its Disadvantaged Business Enterprise (DBE) Program, the Airport Authority established a DBE goal of 25% for the full term of this contract;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners, of the Memphis-Shelby County Airport Authority, that, subject to the availability of Federal Grant funds, the President and CEO or his designee is hereby authorized to execute Amendment No. 6 to Contract Agreement 16-1400-01 with Nationwide Construction Group as herein described, cost to be paid from Special Reserve and Federal Grant funds and any other funds as identified by the CFO.

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03/15/18

RESOLUTION

WHEREAS, pursuant to public advertisement, Proposals for Janitorial Services for the Memphis-Shelby County Airport Authority ("Authority") were received as follows:

REQUEST FOR PROPOSALS  
JANITORIAL SERVICES  
FOR MEMPHIS-SHELBY COUNTY AIRPORT AUTHORITY  
Received February 13, 2018

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PROPOSALS RECEIVED FROM:	APPROXIMATE COST	
	YEAR ONE	GRAND TOTAL (Years 1-3) _____
ERMC, LLC	\$2,218,157.79	\$6,885,710.35
Flagship Airport Services, Inc.	\$1,998,961.21	\$6,117,620.92
SKB Facilities & Maintenance, Inc. *	\$1,749,917.08	\$5,458,672.23
Sunshine Cleaning Systems, Inc.	\$1,974,878.76	\$5,995,205.60
Uniserve Facilities Services Corporation	\$1,795,710.36	\$5,495,591.99

*\*Local Business*

and,

WHEREAS, the scope of services will consist of providing clean, safe, high quality, reliable and uninterrupted facility operations to all tenant airlines, their passengers, and other public and private spaces at the Memphis International Airport (MEM); and,

WHEREAS, pricing calculations and proposals were based on current estimated square footage to be cleaned; therefore, actual costs over the ~~maximum~~ three-year contract period may fluctuate based on actual square footage maintained; and,

WHEREAS, the proposals received from General Building Maintenance, Inc., ISS Facility Services, Inc., Service Management Systems, Inc., and Triangle Services, Inc. were deemed to be non-responsive; and,

WHEREAS, the proposals were evaluated according to established criteria, and after review, the proposal selection committee selected SKB Facilities & Maintenance, Inc. as the top ranked proposer; and,

WHEREAS, the initial term of the contract will be for a period of one (1) year with two (2) one (1) year renewal options to be exercised at the Authority's sole discretion; and,

WHEREAS, in furtherance of its Disadvantaged Business Enterprise (DBE) Program, the Authority established a DBE goal of 35% for the full term of this contract, and SKB will self-fulfill the goal at 100% ; and,

WHEREAS, Airport Management recommends award of the contract to SKB Facilities & Maintenance, Inc. in the approximate grand total amount of Five Million Four Hundred Fifty-Eight Thousand Six Hundred Seventy-Two and 23/100 Dollars for the three-year contract term; 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 SKB Facilities & Maintenance, Inc. as herein described, with costs to be paid from the Authority's Annual Operating Funds and any other funds as identified by the CFO.

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03-15-18

## RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority ("Authority") Board of Commissioners, by Resolution No. 06-4386 adopted December 19, 2006, approved the execution of a new lease with Federal Express Corporation ("FedEx") entitled Composite Lease Agreement, effective January 1, 2007; and,

WHEREAS, the Composite Lease Agreement has a term of thirty (30) years with two (2) ten-year renewal options; and,

WHEREAS, the Composite Lease Agreement was modified by a First Amendment effective September 1, 2008; Second Amendment effective June 1, 2009; Third Amendment effective July 1, 2009; Fourth Amendment effective December 15, 2011; Fifth Amendment effective January 1, 2013; Sixth Amendment effective July 1, 2014; Seventh Amendment effective April 1, 2016; Eight Amendment effective April 1, 2017; and Ninth Amendment effective March 16, 2017; collectively referred to herein as the Composite Lease Agreement; and,

WHEREAS, FedEx needs to replace certain end of life and outdated facilities located on property that is included within the Composite Lease Agreement in order to accommodate modernized and more efficient equipment compatible with its current aircraft fleet and operations; and,

WHEREAS, a Tenth Amendment to the Composite Lease Agreement has been prepared to document the deletion of approximately 150,139 square feet of facilities leased space effective May 1, 2018, with a \$22,520.85 annual rent reduction; and,

