

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-SHELBY COUNTY AIRPORT AUTHORITY (MSCAA) May 21, 2020

CALL TO ORDER

***Board Meeting provided via ZOOM Webcast to Airport Authority Staff and the Public.***

APPROVAL OF BOARD MEETING MINUTES *April 23, 2020*

**Resolutions for Approval This Month**

1. Approval of Service Contract – Security System Services- Schneider Electric Buildings Americas, Inc. via OMNIA Partners Cooperative Purchasing Contract.
2. Approval of Contract – Security Services and Parts for CCTV Infrastructure - Schneider Electric Buildings Americas, Inc. via OMNIA Partners Cooperative Purchasing Contract.
3. Approval of Purchase – Computer Equipment to be Installed Under the Concourse Modernization Program – Authorized Reseller
4. Approval of Amendment No. 15 – Glycol Management Program/Civil/Structural Design Phase- Kimley-Horn & Associates Inc.
5. Approval of Fiscal Year 2021 Budget (July 1, 2020 – June 30,2021)

**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 18, 2020

## RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority ("Airport Authority") is authorized by the public purchasing provisions of state law to participate in the cooperative purchasing of supplies and/or services and, as an exception to the bidding requirements, such authority is set forth in Policy 801(7)(a) of the Airport Authority's Policy Manual; and,

WHEREAS, Schneider Electric Buildings Americas, Inc. ("Schneider"), is a current service provider for OMNIA Partners and, under OMNIA Partners cooperative purchasing contract #R170504, Schneider is authorized to provide security system services; and,

WHEREAS, pursuant to the OMNIA Partners contract, the Authority desires to purchase security services and equipment for the new Airport Communications Center (ACC), which is currently under construction as part of the new airfield maintenance and operations support facility; and,

WHEREAS, the scope of work generally includes provision and installation of two (2) display wall processors; provision and installation of twenty (20) 55" Video Wall Monitors with Peerless wall-mounting brackets; professional services to include installation, commissioning, testing, and training; first year of software support; and warranty; and,

WHEREAS, under the terms of the OMNIA Partners contract, Schneider has proposed to provide the services and equipment for a fee of \$473,970.00; and,

WHEREAS, while the OMNIA Partners contract does not include participation goals for Disadvantaged Business Enterprises (“DBEs”), Schneider has proposed local DBE participation of approximately 4%; and,

WHEREAS, local DBE participation is estimated to total \$17,937 under this Agreement; and,

WHEREAS, Airport Authority Management recommends that a contingency budget of \$47,397.00 (10%) be established for this project, resulting in an estimated total project value of \$521,367.00; and,

WHEREAS, Airport 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 award the work as herein described to Schneider Electric Buildings Americas, Inc., as herein described, cost to be paid from the Airport Authority’s Operating Funds or a funding source identified by the CFO.

## RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority ("Airport Authority") is authorized by the public purchasing provisions of state law to participate in the cooperative purchasing of supplies and/or services and, as an exception to the bidding requirements, such authority is set forth in Policy 801(7)(a) of the Airport Authority's Policy Manual; and,

WHEREAS, Schneider Electric Buildings Americas, Inc. ("Schneider"), is a current service provider for OMNIA Partners and, under OMNIA Partners cooperative purchasing contract #R170504, Schneider is authorized to provide security system services; and,

WHEREAS, pursuant to the OMNIA Partners contract, the Authority desires to purchase security services and parts to maintain access control and closed-circuit television ("CCTV") infrastructure throughout the entire Memphis International Airport Complex; and,

WHEREAS, under the terms of the OMNIA Partners contract, Schneider has proposed to provide the service for a fee of \$249,000 (4% increase) for one year beginning on July 1, 2020, and ending on June 30, 2021; and,

WHEREAS, Schneider is the current provider of the referenced services under an Agreement with a current fiscal year fee of \$239,500; and,

WHEREAS, while the OMNIA Partners contract does not include participation goals for Disadvantaged Business Enterprises ("DBEs"), Schneider has proposed local DBE participation of approximately 38%; and,

WHEREAS, local DBE participation is estimated to total \$95,000 under this Agreement; and,

WHEREAS, cooperative purchasing agencies can change service providers and, should such a service provider change occur during the term of the cooperative purchasing contract described herein, Airport Authority Management requests authorization to likewise change service providers to remain compliant with the cooperative purchasing contract offered by the agency referenced herein; and,

WHEREAS, Airport 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 Schneider Electric Buildings Americas, Inc., as herein described, cost to be paid from the Airport Authority's Operating Funds or a funding source identified by the CFO.

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05-21-20

## RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority ("Airport Authority") is authorized by the public purchasing provisions of state law to participate in the cooperative purchasing of supplies and/or services as an exception to its bidding requirements as set forth in Policy 801(7)(a) of the Airport Authority's Policy Manual; and,

WHEREAS, a vendor that provides computer equipment ("Authorized Reseller") has been identified under the State of Tennessee's participating addendum to the National Association of State Procurement Officials ValuePoint contract #MNWNC-105 ("the Contract"); and,

WHEREAS, by Resolution #18-4834, adopted May 17, 2018, the Airport Authority's Board of Commissioners approved a State-enabled exception to the Tennessee Open Records Act, which authorizes the Airport Authority to maintain the confidentiality of its vendors who provide goods and services used to protect certain electronic, communication, and data storage systems; and,

WHEREAS, in order to utilize the Contract, the Airport Authority has executed an agreement that acknowledges the applicable confidentiality exception to the Tennessee Open Records Act; and,

WHEREAS, to support the common use system, voice over internet protocol ("VoIP") phone system, closed circuit television ("CCTV") system, and access control system being installed under the Concourse Modernization program, the Airport Authority needs additional computer access layer switches; and,

WHEREAS, the Authorized Reseller proposes to furnish the switches, a network management device, related equipment, and usage licensing at a price of \$399,767.17; and,

WHEREAS, Airport 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 purchase the computer equipment from the Authorized Reseller, as herein described, cost to be paid from the Airport Authority's Operating Funds or a funding source identified by the CFO.

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05-21-20

RESOLUTION

WHEREAS, by Resolution No. 14-4668, adopted June 20, 2014, approval was granted by the Memphis-Shelby County Airport Authority ("Airport Authority") Board of Commissioners to award a contract for professional engineering services to Kimley-Horn & Associates, Inc. for the design of multiple consolidated de-icing pads in the amount of \$6,890,000.00 for the project described as:

**GLYCOL MANAGEMENT PROGRAM  
CIVIL/STRUCTURAL DESIGN PHASE  
MSCAA PROJECT NO. 08-1260-01**

WHEREAS, the Contract excluded Construction Support Services (CSS); and,

WHEREAS, it is now Airport Authority Management's desire to enter into Contract Amendment No. 15 to Contract No. 08-1260-01 for Construction Support Services on Glycol Management Program – Airside Construction, MSCAA Project No. 08-1260-03; and,

WHEREAS, Airport Authority Staff has negotiated Contract Amendment No. 15 for provision of CSS based on hourly rates and estimated time which results in a budgeted amount estimated at One Million Three Hundred Thirty-Six Thousand Two Hundred Eighty and 00/100 Dollars (\$1,336,280.00); and,

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

Original Amount of Contract	\$ 4,310,000.00
Contract Amendment No. 1	\$ 1,626,000.00
Contract Amendment No. 2	\$ 19,740.00



Contract Amendment No. 3		\$	99,500.00
Contract Amendment No. 4		\$	394,000.00
Contract Amendment No. 5		\$	446,000.00
Contract Amendment No. 6		\$	240,000.00
Contract Amendment No. 7	(NTE)	\$	864,000.00
Contract Amendment No. 8		\$	19,000.00
Contract Amendment No. 9		\$	72,200.00
Contract Amendment No. 10		\$	112,000.00
Contract Amendment No. 11		\$	50,000.00
Contract Amendment No. 12		\$	.00
Contract Amendment No. 13		\$	225,893.00
Contract Amendment No. 14		\$	20,000.00
Contract Amendment No. 15		\$	1,336,280.00
<b>TOTAL AMENDED CONTRACT AMOUNT</b>		<b>\$</b>	<b>9,834,613.00</b>

and,

WHEREAS, the Airport Authority Management's Capital Program Executive Staff, by action taken on May 14, 2020, recommends approval of Amendment No. 15 to Contract No. 08-1260-01; and,

WHEREAS, in furtherance of its Disadvantaged Business Enterprise (DBE) Program, the Airport Authority established a DBE goal of 29% for the full term of this contract; and,

WHEREAS, Kimley-Horn & Associates has proposed to utilize four (4) local and two (2) out of town DBEs with the exact participation identified during construction;

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. 15 to Contract No. 08-1260-01 with Kimley-Horn & Associates Inc. as herein described, cost to be paid from 99D Capital and Federal Grant funds.

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RESOLUTION

WHEREAS, the Memphis-Shelby County Airport Authority ("Authority") has prepared the Fiscal Year 2021 (July 1, 2020 – June 30, 2021) 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 2021 Operations and Maintenance Budget as herein described and the corresponding rates and charges contained therein.