

REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MEMPHIS-SHELBY
COUNTY AIRPORT AUTHORITY (MSCAA) April 28, 2022

CALL TO ORDER

The Board Meeting is conducted in person to the Board of Commissioners and Airport Authority Executive Staff and via ZOOM Webcast to the Public.

APPROVAL OF BOARD MEETING MINUTES: ***March 24, 2022***

Resolutions for Approval This Month

Approval to Negotiate and Execute Contract – Consolidated Baggage Modifications in Terminals A and B- Design/Build Construction - Grinder Haizlip Construction

Approval to Purchase - Radio Equipment and Service Options as Part of the Completion of the Consolidated Deicing Facility (CDF) Project – Motorola Solutions, Inc.

Division Reports

TREASURER and PROPERTIES REPORTS

Forrest Artz, Vice President of Finance and Administration/CFO

OPERATIONS REPORT

Terry Blue, Executive Vice President of Operations

INFORMATION ITEMS

NEXT BOARD MEETING – ***May 19, 2022***

Memphis-Shelby County Airport Authority
Treasurer's Report

For the Nine Months Ended March 31, 2022

SUMMARY										
	Current Period Actual	Current Period Budget	Variance	% Variance	YTD Actual	YTD Budget	YTD Variance	YTD % Variance	Annual Budget	
Revenues	9,995,465	9,970,468	24,997	0.3%	92,300,121	88,235,648	4,064,473	4.6%	117,863,700	
Expenses	9,928,791	10,605,838	(677,047)	(6.4%)	80,567,682	83,398,066	(2,830,384)	(3.4%)	117,863,700	
Net Revenues	66,674	(635,370)	702,044		11,732,439	4,837,582	6,894,857		0	
SUMMARY BY COST CENTER										
Revenues										
Terminal	1,712,943	1,481,100	231,843	15.7%	14,961,979	13,247,410	1,714,569	12.9%	17,749,800	
Ground Transportation	3,149,681	1,645,790	1,503,891	91.4%	24,254,786	13,681,830	10,572,956	77.3%	18,562,000	
Airfield	4,168,839	4,037,150	131,689	3.3%	36,320,777	36,234,170	86,607	0.2%	48,116,100	
Other Aviation	342,099	305,275	36,824	12.1%	3,141,156	2,802,935	338,221	12.1%	3,718,700	
Non-Aviation	138,093	141,493	(3,400)	(2.4%)	1,184,710	1,031,363	153,347	14.9%	1,400,500	
Other Sources	150,409	153,660	(3,251)	(2.1%)	1,383,412	1,382,940	472	0.0%	1,843,900	
Operating Revenues	9,662,065	7,764,468	1,897,597	24.4%	81,246,821	68,380,648	12,866,173	18.8%	91,391,000	
Allocated Surplus	333,400	333,400		0.0%	3,000,600	3,000,600		0.0%	4,000,000	
CARES Act		1,872,600	(1,872,600)	(100.0%)	8,052,700	16,854,400	(8,801,700)	44.3%	22,472,700	
Total Revenues	9,995,465	9,970,468	24,997	0.3%	92,300,121	88,235,648	4,064,473	4.6%	117,863,700	
Expenses										
Terminal	948,384	980,698	(32,314)	(3.3%)	9,657,015	9,341,359	315,656	3.4%	12,573,022	
Ground Transportation	329,167	389,096	(59,929)	(15.4%)	3,182,572	3,555,974	(373,402)	(10.5%)	4,745,800	
Airfield	1,131,261	1,426,725	(295,464)	(20.7%)	8,099,316	9,170,111	(1,070,796)	(11.7%)	12,708,286	
Field Shop	145,436	155,170	(9,734)	(6.3%)	1,407,452	1,440,584	(33,132)	(2.3%)	1,924,524	
General Admin	1,176,733	1,410,343	(233,610)	(16.6%)	12,447,468	13,814,711	(1,367,242)	(9.9%)	20,322,269	
Operation & Public Safety	819,214	846,425	(27,211)	(3.2%)	7,520,960	7,681,126	(160,166)	(2.1%)	10,305,799	
Other & Non Aviation	111,755	130,540	(18,785)	(14.4%)	1,039,407	1,180,710	(141,303)	(12.0%)	1,563,700	
Bond Principal Int. & Coverage	3,527,900	3,527,900		0.0%	31,751,100	31,751,100		0.0%	42,335,800	
Capital Disbursements	1,738,941	1,738,941		0.0%	5,462,391	5,462,391		0.0%	11,384,500	
Total Expenses	9,928,791	10,605,838	(677,047)	(6.4%)	80,567,682	83,398,066	(2,830,384)	(3.4%)	117,863,700	
Revenues Over/(Under) Expenses	66,674	(635,370)	702,044		11,732,439	4,837,582	6,894,856		0	

**Report is comprised of estimates and is for internal management purposes only.

RESOLUTION

WHEREAS, pursuant to public advertisement, bids were received as follows:

REQUEST FOR BIDS
CONSOLIDATED BAGGAGE MODIFICATIONS IN TERMINAL A and B
DESIGN/BUILD CONSTRUCTION
MSCAA PROJECT NO. 19-1423-27-01
MEMPHIS INTERNATIONAL AIRPORT
Received April 12, 2022

BIDDER	BID AMOUNT
Grinder Haizlip Construction	\$ 5,397,461.00
JBT AeroTech Corporation**	\$ 3,917,006.00

*out-of-town

#non-responsive

and,

WHEREAS, the published scope of work and bids received include design/build construction services for replacement of three existing baggage carousel/conveyor systems: 1) "B" East Outbound Baggage Makeup Carousel Replacement & Split; 2) "A" Outbound Baggage Makeup Carousel Replacement; and 3) Inbound "5B" Flat Plate Replacement at Memphis International Airport; and,

WHEREAS, the original budget established for all three project elements listed above, including soft costs, was \$4.7 million; and,

WHEREAS, the scope of work of this design/build construction project generally consists of removal and replacement of existing conveyor and carousel systems, including necessary associated control components at the Memphis International Airport. The work includes, but is not limited to, electrical modifications, control modifications, conveyor and carousel equipment installation, and other efforts as necessary; and,

WHEREAS, the Bids were evaluated according to established criteria; and,
WHEREAS, JBT AeroTech Corporation bid was deemed non-responsive; and,
WHEREAS, Grinder Haizlip Construction was deemed the lowest, and only,
responsive bidder; and,

WHEREAS, Authority Policy, when only one responsive bid is received, allows
for negotiation with the responsive bidder; and,

WHEREAS, the Airport Authority Management's Capital Program Executive Staff
recommended award of the Bid, after negotiation, in the total not-to-exceed amount of
\$5,397,461.00 to Grinder Haizlip Construction and an Initial Contingency Amount (ICA)
in the amount of \$269,873.05 (5%) for the project, which, in accordance with Airport
Authority Policy 701, requires approval of the President and CEO and the Board; and,

WHEREAS, prior to negotiation, the total project budget, including contingency,
soft costs, and administrative (OCIP) fees, will total approximately \$6.4 million; and,

WHEREAS, in furtherance of its Disadvantaged Business Enterprise (DBE)
Program, the Airport Authority established a DBE goal of 20% for the full term of this
contract; and,

WHEREAS, Grinder Haizlip Construction is a local prime contractor and is using
one local certified DBE subcontractor, totaling 20.4% of the project; and,

WHEREAS, due to the fact that management has identified this project as critical
to the accomplishment of our mission, staff has identified other Capital Outlay projects
funds not utilized and eligible state grant funds that allow this project to be fully funded;
and,

WHEREAS, Airport Authority Management recommends the approval of a
contract with Grinder Haizlip 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 negotiate and execute a contract with Grinder Haizlip Construction in a not-to-exceed cost of \$5,397,461.00 as herein described (total project budget of \$6.4 million), cost to be paid from Capital Outlay, state grant, and other funds as identified by the CFO.

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04-28-22

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, pursuant to the State of Tennessee's Statewide Contract #424, Motorola Solutions, Inc. ("Motorola") offers radio equipment and services; and,

WHEREAS, the Airport Authority is currently constructing the Consolidated Deicing Facility ("CDF"), which will serve as the centralized location for aircraft deicing at Memphis International Airport; and,

WHEREAS, the CDF will require Very High Frequency ("VHF") and Ultra High Frequency ("UHF") radio equipment and systems for communications between Operations staff, airline operators, deicer truck drivers, pilots, and other personnel; and,

WHEREAS, Motorola is the current provider of the Airport Authority's 800 MHz radio system; and,

WHEREAS, Motorola has proposed (1) to furnish radio consoles, workstations, monitors, headsets, VHF and UHF antennas, voice recorders, and other equipment; (2) to configure network systems and software; and (3) to perform all project management, installation, programming, and training services related to the project ("the Project"); and,

WHEREAS, Motorola has proposed to complete the Project for a fee of \$955,824.60, which includes a one-year warranty on all equipment; and,

WHEREAS, Airport Authority Management recommends that a contingency of

2

\$95,582.46 (10%) be established for the Project, resulting in a total Project budget of \$1,051,407.06; and,

WHEREAS, Motorola has proposed the following service options for years two through five after completion of the Project:

Service Option	Cost
Year 2: 24/7 Technical Support & Software Updates	\$52,819.20
Year 2: 24/7 Hardware Repairs	\$11,425.00
Year 3: 24/7 Technical Support & Software Updates	\$52,819.20
Year 3: 24/7 Hardware Repairs	\$11,425.00
Year 4: 24/7 Technical Support & Software Updates	\$52,819.20
Year 4: 24/7 Hardware Repairs	\$11,425.00
Year 5: 24/7 Technical Support & Software Updates	\$52,819.20
Year 5: 24/7 Hardware Repairs	\$11,425.00
TOTAL Years 2 through 5	\$256,976.80

and,

WHEREAS, the Airport Authority Management's Capital Program Executive Staff, by action taken April 22, 2022, recommends approval; and,

WHEREAS, Airport Authority Management recommends approval of the Project with a budget of \$1,051,407.06 and recommends approval of all service options at a cost of \$256,976.80;

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 radio equipment and service options from Motorola Solutions, Inc., as herein described, cost to be paid from Bond Funds or a funding source identified by the CFO.