

Metropolitan Airports Commission



Management and Operations Committee

Special Meeting Minutes

Monday, May 17, 2010

11:30 am

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**METROPOLITAN AIRPORTS COMMISSION
MANAGEMENT & OPERATIONS COMMITTEE
SPECIAL MEETING**

Monday, May 17, 2010, 11:30 a.m.
Room 3048A, Lindbergh Terminal - Wold-Chamberlain Field
Minneapolis-St. Paul International Airport

"CONSENT ITEMS"

Call to Order

A special meeting of the Management and Operations Committee, having been duly called, was held May 17, 2010, in Room 3048A, Charles Lindbergh Terminal Building, Minneapolis-St. Paul International Airport, Wold-Chamberlain Field. Chair Landy called the meeting to order at 11:30 a.m. The following were in attendance:

Commissioners: Landy, Boivin, Westerberg, Nelson, Lanners, Monaco, Sigel

Staff: S. Busch, T.W. Anderson, T.L. Anderson, J. Hamiel, D. Probst, J. Nielsen, E. Johnson, J. Greer, P. Burke, R. Fuhrmann, A. Irish

Others: Dick Saunders, South Metro Airport Action Council (SMAAC); Patrick Hughes, Parsons Brinckerhoff; Mary Loeffelholz, Delta

OPEN FORUM

The Open Forum is a portion of the Committee meeting where persons are allowed to address the Committee on subjects which are not a part of the meeting agenda. No public comments were received.

AGENDA ITEMS

B1. REQUEST AUTHORIZATION TO ISSUE A REQUEST FOR PROPOSALS FOR JANITORIAL AND WINDOW CLEANING SERVICES – CF 2150

The current cleaning services contract with ABM will expire on March 31, 2011, and to ensure a seamless transition process, the planning for a new RFP should begin immediately. Staff requests authority to issue a Request for Proposals for janitorial and window cleaning services. Staff also recommends a two year term with two, two-year renewal options.

**COMMISSIONER BOIVIN MOVED AND COMMISSIONER MONACO SECONDED THAT THE MANAGEMENT AND OPERATIONS COMMITTEE RECOMMEND THAT THE FULL COMMISSION AUTHORIZE STAFF TO ISSUE A REQUEST FOR PROPOSALS FOR JANITORIAL AND WINDOW CLEANING SERVICES WITH A TWO YEAR TERM AND TWO, TWO-YEAR RENEWAL OPTIONS AND THAT THE COMMISSION AUTHORIZE THE EXECUTIVE DIRECTOR OR HIS DESIGNATED REPRESENTATIVE TO EXECUTE THE NECESSARY DOCUMENTS.
THE MOTION CARRIED BY UNANIMOUS VOTE.**

B2. RECOMMENDATION RE: TERMINAL 1-LINDBERGH AND TERMINAL 2-HUMPHREY TRASH AND RECYCLING RECEPTACLES PURCHASE – CF 2151

Phil Burke, Assistant Director of MSP Operations/Facilities, presented background regarding this item. In December 2009, the Commission approved the 2010 capital equipment list, which included trash and recycling receptacles for Terminal 1-Lindbergh and Terminal 2-Humphrey. The year 2010 is the final year of a three-year effort to replace all receptacles in both terminals due to normal wear and tear.

Staff requests authorization for 224 receptacles which should completely outfit both terminals. The approved amount in the 2010 capital equipment list was \$112,000 for trash and recycling receptacles. The cost for 112 recycling receptacles and 112 trash receptacles is \$111,769.88 or \$499/unit.

In response to questions from Commissioners, Mr. Burke discussed quantities and characteristics of the receptacles regarding the per-item cost of the new receptacles and also explained that some of the previous receptacles will be recycled rather than discarded. Mr. Burke stated that the price for these units is the result of the MAC's earlier bid process.

**COMMISSIONER MONACO MOVED AND COMMISSIONER BOIVIN SECONDED THAT THE MANAGEMENT AND OPERATIONS COMMITTEE RECOMMEND TO THE FULL COMMISSION APPROVAL TO PURCHASE TRASH AND RECYCLING RECEPTACLES FOR TERMINAL 1-LINDBERGH AND TERMINAL 2-HUMPHREY IN THE AMOUNT OF \$111,769.88; AND THAT THE EXECUTIVE DIRECTOR OR HIS DESIGNEE BE AUTHORIZED TO EXECUTE THE NECESSARY DOCUMENTS.
THE MOTION CARRIED BY UNANIMOUS VOTE.**

The meeting was adjourned at 11:37 pm.