

**Notice of Public Meeting
of the
DES MOINES AIRPORT AUTHORITY
BOARD**

DATE: August 13, 2024
TIME: 9:00 a.m.
PLACE: The Airport Board Room, 2nd Floor, Airport Terminal, will be open to the public.

The public may also monitor, but not participate, in the meeting electronically at: <https://zoom.us/j/9843166544>, or call in at: +1 312 626 6799 US (Chicago), Meeting ID: 984 316 6544#

Agenda

Call to Order and Roll Call

1. **Consider Minutes for:**
 - a. **July 9, 2024, Regular Board Meeting**
 - b. **July 25, 2024, Special Board Meeting**
2. **Consider Resolution Approving the Budget for New Terminal Construction Phase 1B West Project (Executive Director)**
3. **Consider Change Order Number One for New Terminal Construction Project between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture (Director of Engineering)**
4. **Consider Purchase Order for Rental Car Shuttle Buses (Director of Operations)**
5. **Consider Purchase Order for Fiber Structure Cabling at Terminal Deicing Apron Project (Director of Engineering)**
6. **Consider Contract with Elder Corporation for Runway 5 Safety Area Grading Modifications Project (Director of Engineering)**
7. **Consider a Gas Easement with MidAmerican Energy Company for New Terminal Construction Project (Director of Engineering)**
8. **Consider Purchase Order for Hold Room Seating for New Terminal Project (Director of Engineering)**
9. **Consider Extension of Vertical Vision Minimum Standards Waiver During Facility Construction (Assistant Executive Director)**
10. **Consider Lease Agreement with Delta Air Lines, Inc. (Director of Finance)**

11. Consider Financial Statement Audit Services Agreement (Director of Finance)

12. Financial Report (Director of Finance)

13. Briefing (Executive Director)

14. Next Meeting

a. September 10, 2024

15. Adjourn

Agenda Notes:

Call to Order and Roll Call

- 1. Consider Minutes for:**
 - a. July 9, 2024, Regular Board Meeting**
 - b. July 25, 2024, Special Board Meeting**

- 2. Consider Resolution Approving the Budget for New Terminal Construction Phase 1B West Project (Executive Director)**

A presentation and breakdown of the estimated total cost of construction for Phase 1B West of the New Terminal Project will be provided in the meeting. The Proposed Baseline Budget has been reviewed and validated by the Authority's Project Management Committee for the New Terminal Construction Project 1B West, which takes advantage of savings from Phase 1A, future funding projections, reduced construction costs, and reduced escalation estimates. Pursuant to the Authority's Project Administration Policy for the New Terminal Construction, the Authority Board is responsible for establishing the overall budget for the Project.

Project Management Committee Recommendation: Approve the Budget for New Terminal Construction Phase 1B West Project.

- 3. Consider Change Order No. One for New Terminal Construction Project between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture (Director of Engineering)**

A Change Order has been prepared to add additional scope and cost to include the necessary rammed aggregate piers (RAPs), foundations, site utilities, precast, exterior glazing and structural steel for Phase 1B West. The Change Order is based on negotiated pricing based on the bidding process for Terminal Construction Phase 1A. The amount of the Change Order is \$7,910,419.41.

Staff Recommendation: Approve Change Order No. One in the amount of \$7,910,419.41 for New Terminal Construction Project between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture.

- 4. Consider Purchase Order for Rental Car Shuttle Buses (Director of Operations)**

Construction of the Rental Car Customer Service Building (CSB) is anticipated to be complete in October 2025, and the Airport Authority will be purchasing buses to be used in this operation. The planned purchase includes four 35' Gillig buses which will be purchased based on a State of Iowa price list. Due to the lead time on the buses, an order needs to be placed this month to be prepared when the CSB opens in 2025. Authority staff estimates \$630,000 per bus and expects the buses to have a 10+ year lifespan. Exact price of each bus will be determined once add-on radios, displays, and wraps are finalized.

Staff Recommendation: Approve submission of a purchase order for four 35' Gillig buses and a budget in the amount of \$2,711,000.

5. Consider Purchase Order for Fiber Structure Cabling at Terminal Deicing Apron Project (Director of Engineering)

With the installation of the terminal deicing pads within the mid field of the terminal apron, relocation of multiple communication pathways and equipment is required. These pathways will be reestablished outside of the project footprint, along with the fiber structured cabling within. This Purchase Order will have the Contractor provide and install the innerduct within new pathway, new 288 strand fiber with ends terminated, splice kits on fiber, relocation of existing communication cabling and commissioning of all new and relocated cabling. As the value of the work was under the State of Iowa bidding threshold, quotes were obtained for the project. The lowest responsive, responsible quote for the project was Commonwealth Communications in the amount of \$116,366.00.

Staff Recommendation: Approve purchase order for \$116,366.00 with Commonwealth Communications for the scope of work and authorize the Director of Engineering and Planning to accept and close out the purchase order when completed in accordance with contract documents.

6. Consider Contract with Elder Corporation for Runway 5 Safety Area Grading Modifications Project (Director of Engineering)

This project includes grading modifications between Runway 5 and the safety area. Grading will allow for storm runoff to be directed to existing storm intake to the Northwest. Work will commence once runways switch back in September 2024 allowing for Runway 5/23 to be down for Terminal Deicing Apron BP1. The scope of work will include topsoil salvage and respreading, earthwork cut and haul away, seeding, site restoration and security. The Engineer's Estimate for the project is \$157,540. As the value of the work was under the State of Iowa bidding threshold, quotes were obtained for the project. Quotes were opened on August 8, 2024, and the lowest responsive, responsible quote for the project was from Elder Corporation in the amount of \$110,130.

Staff Recommendation: Approve the Contract for Runway 5 Safety Area Grading Modifications Project with Elder Corporation. in the amount of \$110,130 and authorize the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents.

7. Consider a Gas Easement with MidAmerican Energy Company for New Terminal Construction Project (Director of Engineering)

The proposed gas easement will allow MidAmerican Energy Company (MAE) to supply, and route a gas feed to the new Terminal, and supplemental feeds to parking garage expansion and deicing apron projects. MAE will provide a high-pressure feed from East side of Fleur Drive. Easement will establish the gas line supply running parallel to Fleur on the West side.

Staff Recommendation: Approve a Gas Easement with MidAmerican Energy Company for the installation of a new gas supply for Future Terminal.

8. Consider Purchase Order for Hold Room Seating for New Terminal Project (Director of Engineering)

With the progression of the budget for the new Terminal, it was determined that procurement of the FFE (Furniture, Fixtures and Equipment) within the hold rooms, lounge area adjacent to the restaurant area, meet and greet area and benches within bag claim and ticketing would be procured by the Airport Authority directly. Installation services will be provided by the Weitz/Turner JV. Arconas provided the original furniture within the existing A&C Concourse. Bench seating will match the existing FlyAway models, with additional high table and stools, and extended lounge seating within each of the hold rooms. The pricing provided by Arconas matches that from the TIPS (The Interlocal Purchasing System) at already bid pricing values. The Airport Authority, Owner's Representative, and Design teams worked collaboratively to establish the seating layouts, along with providing different alternatives throughout.

Staff Recommendation: Approve purchase order in the amount of \$1,331,120.76 with Arconas Inc. for the provision of hold room seating for the new terminal.

9. Consider Extension of Vertical Vision Flight Academy, LLC Minimum Standards Waiver During Facility Construction (Assistant Executive Director)

A 60-Day waiver to the Minimum Standards space requirement was approved by the Board in May 2024 which allowed Vertical Vision Flight Academy, LLC (VVFA) to continue operations at Des Moines International Airport while negotiating a land lease. At the July 9, 2024, Board Meeting, a land lease was approved with a requirement for the execution of a construction agreement by VVFA no later than September 1, 2024.

A construction agreement has been executed by VVFA with Jensen Builders for the construction of the facility and aircraft apron. Authority staff recommend the extension of the minimum standards waiver for the period of construction.

Staff Recommendation: Approve the extension of the minimum standards space requirement waiver for Vertical Vision Flight Academy, LLC through construction of the facility.

10. Consider Lease Agreement with Delta Air Lines, Inc. (Director of Finance)

Delta Air Lines, Inc. has been leasing Building 29 since May of 2018 for Aircraft Maintenance. The lease was transferred from the City of Des Moines. They desire to lease one fourth of Building 57, the remaining available space to store aircraft engines and parts. Delta Air Lines, Inc. will be joining the current tenants in Building 57, Alvest Equipment Services (AES) and Integrated Deicing Systems (IDS). The term of the lease is from August 13, 2024, through July 12, 2026, and rent escalates based on CPI in 2026.

Staff Recommendation: Approve the Building 57 Lease Agreement with Delta Air Lines, Inc.

11. Consider Financial Statement Audit Services Agreement (Director of Finance)

The current financial statement audit services agreement with Plante & Moran, PLLC terminates after the 2023 audit is complete. The Airport Authority issued a Request for Proposal (RFP) for financial statement audit services for the fiscal years 2024 through 2026, with two one-year optional periods. Four CPA firms submitted proposals. Each proposal was reviewed and rated based on four areas of qualifications. Based on the combined ratings from the Authority staff selection committee, Plante & Moran, PLLC is recommended to provide the Authority's financial statement audit services.

Staff Recommendation: Approve the financial statement audit services agreement with Plante & Moran, PLLC.

12. Financial Report (Director of Finance)

- a. ACDBE Program Plan, 2025-2027, Provided for Review

13. Briefing (Executive Director)

14. Next Meeting

- a. September 10, 2024

15. Adjourn