

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

**DATE:** December 10, 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
  - a. November 12, 2024, Regular Board Meeting
  - b. November 12, 2024, Closed Session
2. Consider Agreement with the United States Department of Agriculture Wildlife Services (Director of Operations)
3. Consider Resolution Appointing Des Moines Airport Authority Representation to the Des Moines Area Metropolitan Planning Organization (Executive Director)
4. Consider Grant Agreement with the City of Johnston (Executive Director)
5. Consider Reimbursable Agreement for Design and Implementation support of Runway 5 Grading Project with the Federal Aviation Administration (Director of Engineering)
6. Consider 2025 Roof Improvements Project (Director of Engineering)
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the 2025 Roof Improvement Project
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2025 Roof Improvement Project
  - c. Consider award of contract for the 2025 Roof Improvement Project to Academy Roofing & Sheet Metal Co.
  - d. Consider Professional Services Agreement with Benchmark, Inc. for 2025 Roof Improvement Project - Construction Phase Services

7. **Consider Building No. 3 Load Bank Project (Director of Engineering)**
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Building No. 3 Load Bank Project
  - b. **Consider Resolution** adopting plans, specifications, form of contract, and estimated total cost for the Building No. 3 Load Bank Project
  - c. **Consider award of contract** for the Building No. 3 Load Bank Project to The Waldinger Corporation
  
8. **Consider Extend Corporate Hangar Taxilane Project (Director of Engineering)**
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Extend Corporate Hangar Taxilane Project
  - b. **Consider Resolution** adopting plans, specifications, form of contract, and estimated total cost for the Extend Corporate Hangar Taxilane Project
  - c. **Consider award of contract** for the Extend Corporate Hangar Taxilane Project to Jensen Builders, Ltd
  
9. **Consider Administration/Operations Main Distribution Frame (MDF) Early Buildout Project (Director of Engineering)**
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Administration/Operations MDF Early Buildout Project
  - b. **Consider Resolution** adopting plans, specifications, form of contract, and estimated total cost for the Administration/Operations MDF Early Buildout Project
  - c. **Consider award of contract** for the Administration/Operations MDF Early Buildout Project to Ball Team, LLC
  
10. **Consider an Electrical Easement with MidAmerican Energy Company for Quick Turnaround Facility EV Charging Project (Director of Engineering)**
  
11. **Consider a Contract for Annual Chiller Service, Maintenance and Support with Trane US Inc. (Director of Engineering)**
  
12. **Consider Task Order No. 132 for the Gate 5 Underground Fuel Storage Tank Replacement with Foth Infrastructure & Environment, LLC (Director of Engineering)**
  
13. **Consider Lease Agreement with Integrated Deicing Systems, LLC (IDS) (Director of Finance)**
  
14. **Consider Professional Services Agreement for the Operations Relocation Design with Brooks Borg Skiles Architecture Engineering LLP (Director of Engineering)**

- 15. Consider Management Staff (Directors) Salary Adjustments (Executive Director)**
- 16. Consider Des Moines Airport Authority By-Law Amendments (Executive Director)**
- 17. Consider New Terminal Phase 1B East and Extension Project Cost and Funding (Executive Director)**
- 18. Financial Report (Director of Finance)**
- 19. Briefing (Executive Director)**
- 20. Closed session, pursuant to Iowa Code § 21.5(1)(c), to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the Authority in that litigation**
- 21. Possible action related to Multi District PFAS/AFFF Litigation (Board)**
- 22. Next Meeting**
  - a. January 14, 2025**
- 23. Adjourn**

## **Agenda Notes:**

Call to Order and Roll Call

- 1. Consider Minutes**
  - a. November 12, 2024, Regular Board Meeting**
  - b. November 12, 2024, Closed Session**
  
- 2. Consider Agreement with the United States Department of Agriculture Wildlife Services (Director of Operations)**

This agreement will continue direct, year-round wildlife control services, utilizing a part-time wildlife biologist and one part-time wildlife technician. The biologist and technician are provided with office space and equipment storage space on Airport property. Wildlife services will monitor wildlife use patterns on the airfield and apply an integrated wildlife management approach to reduce wildlife hazards to aviation. In addition, wildlife services will provide wildlife management training to Airport Operations personnel as required under title 14 Code of Federal Regulations Part 139. This is a 3-year agreement that either party may terminate with 120 days' written notice. The annual cost is \$69,000 and is included in the 2025 operating budget.

Staff Recommendation: Approve the Agreement with the United States Department of Agriculture Wildlife Services and authorize the Executive Director to sign the Agreement with the United States Department of Agriculture.

- 3. Consider Resolution Appointing Des Moines Airport Authority Representation to the Des Moines Area Metropolitan Planning Organization (Executive Director)**

Des Moines Airport Authority is a nonvoting member of the Des Moines Area MPO. The Des Moines Area MPO has requested its member governments appoint primary and alternate representatives to serve on its Policy Committee and Technical Committee for terms that will run from January 1, 2025, through December 31, 2025.

Authority staff recommend the following representatives be appointed to the Des Moines Area MPO Committees:

Policy Committee Primary Representative: Brian Mulcahy, Assistant Executive Director  
Policy Committee Alternate Representative: Ni Wagner, Director of Finance  
Technical Committee Primary Representative: Bryan Belt, Director of Engineering  
Technical Committee Alternate Representative: Clint Torp, Director of Operations

Staff Recommendation: Approve a Resolution Appointing Des Moines Airport Authority Representation to the Des Moines Area Metropolitan Planning Organization.

#### **4. Consider Grant Agreement with the City of Johnston (Executive Director)**

The City of Johnston has provided a grant agreement for the funds committed to the terminal project. The agreement is modeled after the agreement written by the City of Des Moines for their contribution to the project. The City of Johnston will contribute \$451,640 in equal installments over 10 years starting on or before June 30, 2025.

Staff Recommendation: Approve the grant agreement with the City of Johnston.

#### **5. Consider Reimbursable Agreement for Design and Implementation support of Runway 5 Grading Project with the Federal Aviation Administration (Director of Engineering)**

This agreement, AJW-FN-CSA-25-CE-006921, with the Federal Aviation Administration (FAA) funds the labor, travel, and expenses required to perform site visit, preliminary design, engineering design reviews, construction oversight support, and flight check activities for Runway 5 Grading project. The Authority grading project, necessary for drainage, may impact the FAA Runway 5 Glideslope. The FAA National Airspace System facilities impacted include:

- Glideslope (GS).
- FAA cabling and infrastructure.

Any unused funds will be returned to the Authority at the completion of the project. This project is planned to start and occur during the Terminal Deicing Apron BP2 Project in April 2025 while runway 5/23 is closed.

Staff Recommendation: Approve the reimbursable agreement with the Federal Aviation Administration in the amount of \$114,652.80 for the services; authorize the Executive Director to sign; and authorize the Director of Engineering and Planning to accept and close out this agreement when completed in accordance with the contract documents.

#### **6. Consider 2025 Roof Improvements Project (Director of Engineering)**

##### **a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the 2025 Roof Improvement Project**

This project involves full roof removal on sections of A Concourse, Stem and “Y”. Installation of a new thermal barrier, vapor barrier, insulation, gypsum coverboard, single ply roof membrane, wood nailers, and sheet metal. If during the replacement process either metal and/or concrete decking is determined to be deteriorated, it will be replaced. Raising of the current apron lighting poles and fixtures will be accomplished at same time.

During the bid opening process, it was noted that Academy Roofing & Sheet Metal Co. had not provided a signed proposal form, which also indicated the number of acknowledged addendums issued for the project. However, these same functions were provided within Proposal Attachment C, Base Bid Contracts of the bid response. In awarding a contract for a public improvement, a public entity may waive minor deficiencies not affecting the competitive character of the bid. Because the omission of the proposal form does not impact the price in the bid, or the overall competitiveness of the bidding process, Authority staff recommend waiving this deficiency and awarding the contract to Academy Roofing.

The Engineer's Estimate for this project is \$2,318,875.00.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2025 Roof Improvement Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2025 Roof Improvement Project.

**c. Consider award of contract for the 2025 Roof Improvement Project to Academy Roofing & Sheet Metal Co. in the amount of \$1,206,500.00**

The lowest responsive, responsible bidder was Academy Roofing & Sheet Metal Co. in the amount of \$1,206,500.00.

Staff Recommendation: Waive the minor bidding deficiency (omission of the proposal form) and approve the contract with Academy Roofing & Sheet Metal Co. in the amount of \$1,206,500.00 for the improvement and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

**d. Consider Professional Services Agreement with Benchmark, Inc. for 2025 Roof Improvement Project - Construction Phase Services**

During the 2025 Roof Improvement Project, the consultant will provide contract management, construction administration, construction testing oversight, and construction observation for the project. The negotiated amount of the agreement is \$183,650.00.

Staff Recommendation: Approve professional services agreement with Benchmark, Inc. for 2025 Roof Improvement Project - Construction Phase Services in the amount of \$183,650.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

**7. Consider Building No. 3 Load Bank Project (Director of Engineering)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Building No. 3 Load Bank Project**

This project involves the removal of the existing load bank at building No. 3, the Electrical Vault Building, and installation of a new load bank. The existing load bank will be handed over to the Airport Authority for installation within the new Administration/Operations project, which is part of the new terminal Project and performed by the Weitz Turner Joint Venture. Work consists of civil pavement demolition and replacement, a new concrete pad, installation of the new load bank, protective bollards, underground electrical duct bank and new electrical services feeding building No. 3, which feeds the airfield lighting.

The Engineer's Estimate for this project is \$250,000.00.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Building No. 3 Load Bank Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Building No. 3 Load Bank Project.

**c. Consider award of contract for the Building No. 3 Load Bank Project to The Waldinger Corporation in the amount of \$129,445.00**

The lowest responsive, responsible bidder was The Waldinger Corporation in the amount of \$129,445.00.

Staff Recommendation: Approve the contract with The Waldinger Corporation in the amount of \$129,445.00 for the improvement and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

**8. Consider Extend Corporate Hangar Taxilane Project (Director of Engineering)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Extend Corporate Hangar Taxilane Project**

This project involves extending the taxilane running parallel to T Hangar Building No. 37. This extension will provide access to a new hangar being constructed within the South Quadrant. Work generally consists of excavation onsite, material imported from Airport barrow area, concrete, site utility demolition, new site utilities, security fencing, pavement markings and seeding.

The Engineer's Estimate for this project is \$397,324.00.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Extend Corporate Hangar Taxilane Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Extend Corporate Hangar Taxilane Project.

**c. Consider award of contract for the Extend Corporate Hangar Taxilane Project to Jensen Builders, Ltd in the amount of \$326,438.95**

The lowest responsive, responsible bidder was Jensen Builders, Ltd in the amount of \$326,438.95.

Staff Recommendation: Approve contract with Jensen Builders, Ltd, in the amount of \$326,438.95 for the improvement and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

**9. Consider Administration/Operations Main Distribution Frame (MDF) Early Buildout Project (Director of Engineering)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Administration/Operations MDF Early Buildout Project**

This project involves the buildout of a new telecom room to provide space, cooling, power, and pathways for existing radio equipment and antennas to be relocated prior to the new terminal being completed. Relocation of existing HVAC and water piping currently routed above the new room floor space will occur. New walls, door, cooling unit, sprinkler piping, clean agent and pre-action fire suppression, electrical panelboards, UPS, lighting, access control, and fire alarm panel will be provided and installed. Four existing cabinets will be relocated from the current server room to a new MDF room, along with new cable tray and conduit pathways.

The Engineer's Estimate for this project is \$362,615.00.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Administration/Operations MDF Early Buildout Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Administration/Operations MDF Early Buildout Project.



**c. Consider award of contract for the Administration/Operations MDF Early Buildout Project to Ball Team, LLC in the amount of \$373,000.00**

The lowest responsive, responsible bidder was Ball Team, LLC in the amount of \$373,000.00.

Staff Recommendation: Approve the contract with Ball Team, LLC in the amount of \$373,000.00 for the improvement and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

**10. Consider an Electrical Easement with MidAmerican Energy Company for Quick Turnaround Facility EV Charging Project (Director of Engineering)**

The proposed electrical easement will allow MidAmerican Energy Company (MAE) to supply and route an electrical feed to the Quick Turnaround (QTA) Facility EV charging project located at Building No. 28. New primary feed will come off MAE Army Post feed into a new transformer.

Staff Recommendation: Approve an Electrical Easement with MidAmerican Energy Company for the installation of a new power supply related to the Rental Car Consolidated Service Building Project.

**11. Consider a Contract for Annual Chiller Service, Maintenance and Support with Trane US Inc. (Director of Engineering)**

Authority staff negotiated a new three-year service agreement to assist in supporting our existing Chiller A and Chiller C units. This service agreement is a renewal of an existing agreement that has terminated.

Services provided through this contract are:

- Winter Maintenance Inspection
- Preventative Maintenance Inspection
- Eddy Current testing in 3<sup>rd</sup> year.

Annual costs associated with the maintenance and support agreement are as follows:

- January 1, 2025, to December 31, 2025: \$33,850.00
- January 1, 2026, to December 31, 2026: \$33,850.00
- January 1, 2027, to December 31, 2027: \$33,850.00
- A total of \$101,550.00 for three years

Staff Recommendation: Approve a Contract for Annual Chiller Service, Maintenance and Support with Trane US Inc for a total price of \$101,550.00.

**12. Consider Task Order No. 132 for the Gate 5 Underground Fuel Storage Tank Replacement Design with Foth Infrastructure & Environment, LLC (Director of Engineering)**

The scope of services to be performed by the Consultant includes engineering analysis, functional design, final design drawings, specifications and bidding assistance for new fuel tanks located at Vehicle Gate 5. New above ground storage tanks will provide both unleaded and diesel fuel for ground support and airport vehicles, along with diesel fuel for the Electrical Vault Building No. 3. The project will remove the existing underground fuel tanks and associated piping and replace them with new above ground tanks and associated piping. Current underground tanks will be 34 years old when removed. This project is included within the FY2025 budget.

Staff Recommendation: Approve Task Order No. 132 for Gate 5 Underground Fuel Storage Tank Replacement Design with Foth Infrastructure & Environment, LLC for \$247,700.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

**13. Consider Lease Agreement with Integrated Deicing Systems, LLC. (IDS) (Director of Finance)**

Integrated Deicing Systems, LLC (IDS) has been selected as the deicing operator for the deicing seasons through 2033 if the option rights are exercised. Aircraft deicing services have already begun for the 2024/2025 season and IDS has been renting one fourth of Building 57 on a temporary monthly basis. The centralized deicing facility of Building 4 will be ready for operation in January 2025 which is much earlier than the initial expected completion date of October 2025.

The term of the building lease runs concurrently with the operating agreement which currently reads as a six-year agreement with two, two-year options. Should the operating agreement terminate, the lease will similarly terminate.

Staff Recommendation: Approve the Building Lease Agreement with Integrated Deicing Systems, LLC.

**14. Consider Professional Services Agreement for the Operations Relocation Design with Brooks Borg Skiles Architecture Engineering LLP (Director of Engineering)**

The scope of services to be performed by the Consultant includes detailed work, services, materials, equipment and supplies necessary to provide functional design, final design drawings, specifications, and bidding assistance for the Operations Relocation project. Both the operations center and supervisors will be temporarily relocated to Building No. 70, the Aircraft Rescue and Fire Fighting Building, while the current terminal is demolished, and baggage claim is remodeled into the Administration and Operations facility. The temporary location within Building No. 70 will provide a permanent backup

solution for the operations center if required after the new Administration and Operations facility is opened.

Staff Recommendation: Approve the Professional Services Agreement for the Operations Relocation Design with Brooks Borg Skiles Architecture Engineering LLP for \$102,600.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

**15. Consider Management Staff (Directors) Salary Adjustments (Executive Director)**

Article VII, of the Airport Authority Bylaws, entitled Management Staff states, “Section 1. Management Staff Positions, the management staff of the Authority consists of: an Executive Director; an Assistant Executive Director; a Director of Operations; a Director of Finance; and a Director of Engineering and Planning; all of whom will serve at the pleasure of the Board. Collectively, they are defined as the Management Staff. (11-1-11) (01-10-17).”

Section 2. Staff Contracts, states “The Board shall enter into a written employment contract with the Executive Director, establishing his or her salary and term of tenure. The Executive Director shall set compensation levels for the Assistant Executive Director, Director of Finance, Director of Operations, and Director of Engineering and Planning, subject to final approval of the Board. (11-1-11) (01-10-17).”

Staff Recommendation: Approve Compensation Committee’s Recommendation for Management Staff (Directors) Salary Adjustments.

**16. Consider Des Moines Airport Authority By-Law Amendments (Executive Director)**

Article IX of the By-Laws, as last approved on January 10, 2017, states; “These By-Laws may be amended or repealed, or new by-laws adopted, by the affirmative vote of at least three members of the Board, taken at any regularly scheduled or specially called meeting, provided that such proposed amendment or repeal, or adoption of new by-laws, was presented in writing at a prior meeting of the Board. Modifications to these By-Laws shall be effective as of the date of such approval by the Board. (11-1-11) (01-10-17)”

A red-lined copy of proposed amendments was provided to the Board at the November 12, 2024, Airport Authority Board meeting. Two noteworthy amendments were proposed:

1. An update to Article III, Section 6, Electronic Meetings, bringing the bylaw in compliance with changes to Iowa Code chapter 21.
2. An update to Article VII, Section 1, Management Staff, to establish a new Director of Information Technology management staff position.

Other amendments proposed were clerical and grammatical in nature.

Staff Recommendation: Approve Des Moines Airport Authority By-Law Amendments.

**17. Consider New Terminal Phase 1B East and Extension Project Cost and Funding (Executive Director)**

One hundred percent design of Phase 1B East and Phase 2 Extension is due January 31, 2025. Estimates have been developed for both the cost of continuing construction of the design as well as delaying construction until a later date. Future funding sources have been identified along with deadlines for their availability.

The Airport's New Terminal Project financial model has been updated with known costs of approved projects, interest rates, and airline passenger projections. Estimated "costs per enplanement" (CPE) has also been updated and surveys completed depicting where Des Moines International Airport currently ranks and may rank in the future when compared to other airports.

With all this information, a risk model will be presented detailing the risk of moving forward with, or delaying, construction of 1B East and Extension.

Staff Recommendation: Approve Phase 1B East and Extension Project and Estimated Budget.

**18. Financial Report (Director of Finance)**

**19. Briefing (Executive Director)**

**20. Closed session, pursuant to Iowa Code § 21.5(1)(c), to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the Authority in that litigation**

**21. Possible action related to Multi District PFAS/AFFF Litigation (Board)**

**22. Next Meeting**

**a. January 14, 2025**

**23. Adjourn**