

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF MEETING
Des Moines International Airport
Board Room
April 11, 2023**

Call to Order and Roll Call: 9:00 a.m.

Chaired by: Mr. Feldmann

Present: Mr. Christensen, Mr. Dickinson, Mr. Feldmann, Ms. Lauridsen Sand, Ms. Levy

This meeting was held in-person with a Zoom link also available. The public was provided ability to monitor the meeting online via Zoom. All five Board members participated in person. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.

A23-037 Consider Minutes for March 14, 2023, Regular Board Meeting

Ms. Lauridsen Sand moved to approve the minutes for the March 14, 2023, Regular Board Meeting. Mr. Christensen seconded. Motion Carried: 5-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A23-038 Consider the Iowa Department of Transportation (IDOT) State Airport Improvement Program (AIP) Grant Application for FY 2024

The Director of Engineering stated the Iowa Department of Transportation State Airport Improvement Program Grant applications require an Airport Board resolution approving the application. The award of an IDOT State Airport Improvement Program Grant is determined by a point system like the FAA's system for awarding grants. The Authority is requesting a State Airport Improvement Program grant to assist on the following projects:

North GA Apron Reconstructions:

- i. Total Project cost: \$866,694
- ii. Airport Share (55%): \$476,694
- iii. State Share (45%): \$390,000

The Director of Engineering recommended the Board approve the IDOT State Airport Improvement Program Grant Application for FY 2024, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant when completed in accordance with the contract documents.

Mr. Christensen moved to approve the IDOT State Airport Improvement Program Grant Application for FY 2024, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A23-039

Consider the Iowa Department of Transportation (IDOT) Commercial Service Vertical Infrastructure (CSVI) Grant Application for FY 2024

The Director of Engineering stated the Iowa Department of Transportation Commercial Service Vertical Infrastructure Grant applications require an Airport Board resolution approving the application. The level of eligibility for the IDOT Commercial Service Vertical Infrastructure Grant monies is based on the annual number of enplanements at commercial service airports. Currently, Des Moines Airport Authority is eligible for an estimated \$696,931.00 annually, dependent on the level of appropriations by the Legislature. The fiscal year 2024 grant application will provide partial funding for the following project:

- Glycol Consortium Facility

This project is part of the Future Terminal Development Project.

The Director of Engineering recommended the Board approve the IDOT Commercial Service Vertical Infrastructure Grant Application for FY 2024, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant when completed in accordance with the contract documents.

Ms. Levy moved to approve the IDOT Commercial Service Vertical Infrastructure Grant Application for FY 2024, authorize the Executive Director to accept and sign the grant award once received from the IDOT, and authorize the Director of Engineering and Planning to close out this grant when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A23-040

Consider Parking Garage Expansion Project (Director of Engineering)

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Parking Garage Expansion Project

The Director of Engineering stated this project will extend the parking ramp to the North of the existing structure, creating a five-story parking facility including 1,122 additional parking spaces. The project will include a new entrance plaza, commercial roadways north of the expansion, finish paving of new entry roadway, utility relocations, vertical circulation, electrical and communication pathways, new switchgear feeding the future terminal, and landscaping.

The Engineer's Estimate for this project is \$47,734,754.00.

Mr. Feldmann opened the Public Hearing.

Mr. Feldmann invited public comment. There were no comments.

Mr. Feldmann closed the Public Hearing.

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Expansion Project

The Director of Engineering recommended the Board approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Expansion Project.

Mr. Christensen moved to approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Expansion Project. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

c. Consider award of contract for the Parking Garage Expansion Project to The Weitz Company, LLC in the amount of \$49,086,540.00

The Director of Engineering stated the lowest responsive, responsible bidder was The Weitz Company, LLC in the amount of \$48,750,000.00. This is the base bid for the project. Alternatives will be presented to the Board for discussion and/or approval or rejection. Contract value being presented is based on Authority staff recommendation of accepting bid alternative No. 3 in the amount of \$336,540.00.

The Director of Engineering recommended the Board approve the contract with The Weitz Company, LLC in the amount of \$49,086,540.00 including bid alternative No. 3, authorize the Executive Director to sign the contract with The Weitz Company, LLC 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.

Mr. Christensen moved to approve the contract with The Weitz Company, LLC in the amount of \$49,086,540.00 including bid alternative No. 3, authorize the Executive Director to sign the contract with The Weitz Company, LLC 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. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

d. Consider Professional Services Agreement, Task Order No. 7, with Bolton & Menk for Parking Garage Expansion Project - Construction Phase Services

The Director of Engineering stated during the Parking Garage Expansion Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$2,503,024.00.

The Director of Engineering recommended the Board approve the Professional Services Agreement, Task Order No. 7, with Bolton & Menk in the amount of \$2,503,024.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

Ms. Levy moved to approve the Professional Services Agreement, Task Order No. 7, with Bolton & Menk in the amount of \$2,503,024.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A23-041 Consider High Voltage Switchgear Concourse Project (Director of Engineering)

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the High Voltage Switchgear Concourse Project

The Director of Engineering stated this contract is for replacement of existing High Voltage (HV) switches with new HV switches for Substation #2 located in Concourse A and Substation #4 located in Concourse C. Existing switch enclosures will remain to contain 15kV cables and new splice as required to connect to new switches. The existing high voltage feeder for existing Sub 2 and Sub 4 300kVA transformers will also be replaced with new.

The Engineer's Estimate for this project is \$221,736.00.

Mr. Feldmann opened the Public Hearing.

Mr. Feldmann invited public comment. There were no comments.

Mr. Feldmann closed the Public Hearing.

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the High Voltage Switchgear Project

The Director of Engineering recommended the Board approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the High Voltage Switchgear Concourse Project.

Mr. Christensen moved to approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the High Voltage Switchgear Project. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

c. Consider rejecting bids for the High Voltage Switchgear Concourse Project due to non-responsive bids.

The Director of Engineering stated the Authority received three bids for the Project; however due to miscommunication between the bidders and material suppliers, the bids included additional material items that were not included in the Authority's plans and specifications. The bids are therefore not responsive to the Authority's plans and specifications and must be rejected. The Authority plans to re-bid the Project in April and award a contract in May.

The Director of Engineering recommended the Board reject bids for the High Voltage Switchgear Concourse Project due to non-responsive bids.

Ms. Lauridsen Sand moved to reject bids for the High Voltage Switchgear Concourse Project due to non-responsive bids. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A23-042 Consider Change Order No. 6 for Reconstruct Runway 5/23 Phase II Contract with Flynn Company, Inc.

The Director of Engineering stated Change Order No. 6 adjusts the contract value for final reconciliation of quantities outlined within the contract's schedule of values along with incentives (PWL's – percentage within limits) provided in the contract. Quantities of items installed throughout the project were tracked and recorded by the engineering firm engaged by the Authority for construction observation and administration. This change order adjusts the contract for actual units used and installed. The contracted value per unit did not change; the estimated number of units is being adjusted for the actual number of units used.

The Director of Engineering stated incentives allowed through the contract are based on pavement strength and thickness. Pavements were tested throughout the progress of the project by an independent firm and Flynn exceeded the minimum standards making them eligible to receive the contracted incentives. Items within the change order are reimbursable by the FAA at 90%.

The Director of Engineering recommended the Board approve Change Order No. 6 to Reconstruct Runway 5/23 Phase II contract with Flynn Company, Inc. increasing the amount of the contract by \$259,053.07 and authorize the Executive Director to sign the change order with Flynn Company, Inc.

Ms. Levy moved to approve Change Order No. 6 to Reconstruct Runway 5/23 Phase II contract with Flynn Company, Inc. increasing the amount of the contract by \$259,053.07 and authorize the Executive Director to sign the change order with Flynn Company, Inc. Mr. Christensen seconded. Motion Carried: 5-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A23-043 Receive an Update on the New Terminal Project from the Authority's Owner Representative, Anser Advisory

Anser Advisory, the Authority's Owner Representative, presented a New Terminal Project update to the Board.

A23-044 Financial Report

- The Director of Finance reported:
 - Revenue
 - Parking revenue is 21% above budget.
 - Total revenue is approximately 9% above budget.
 - Expenses
 - Total expenses are 5% above budget driven by consumable items: utilities and supplies (gas, water, fuel, sand, and salt).
 - Cash Position
 - Continue to monitor market since the last Board meeting.

A23-045 Briefing

- The Director of Operations reported:
 - March 2023 taxi statistics.
 - March 2023 passenger and cargo statistics.
 - March 2023 summary statistics for enplanements, seats, and load factor.
 - A TSA PreCheck event was held at the airport March 20-24, 2023. There were approximately 470 appointments.
 - All interview slots for the special Global Entry event May 9-11, 2023, have been filled. The Executive Director stated the Authority staff

will request another special Global Entry event be held at the airport this year.

- The Executive Director reported:
 - A one-page document with a legislative update is included in the Board packet.
 - Individual states govern how the customer service facility charges (CFCs) can be used. Iowa has very few restrictions with reference to the CFCs. Other states have very specific restrictions. Authority staff reported to the rental car companies that the Authority was going to use CFCs to go into the terminal and explained how that benefitted the rental car companies. Enterprise submitted a Bill at the state level that would restrict how Iowa airports could use the CFCs. Iowa airports registered against this Bill. Since then, an amendment to the Bill is being written that may be specific to Des Moines International Airport.
 - Airline meetings:
 - The Assistant Executive Director and the Deputy Director of Communications, Marketing, and Air Service Development will be at an Allegiant conference in Las Vegas next week. The Executive Director, the Assistant Executive Director and the Deputy Director of Communications, Marketing, and Air Service Development will meet with Allegiant leadership on April 19, 2023.
 - The Assistant Executive Director and the Deputy Director of Communications, Marketing, and Air Service Development will meet with American and Southwest in Dallas on May 2, 2023.
 - Southwest launches nonstop flights to Orlando, FL, on April 15, 2023. These flights will be on Saturdays only.
 - The Executive Director attended a legislative conference in Washington, DC, March 20-23, 2023, and had very positive meetings with the Iowa delegation.
 - Congressman Zach Nunn toured the airport last week. Congressman Nunn filed a Community Project Fund application for the Des Moines International Airport. Congressman Nunn stated this is the number one project in his office.
 - Congresswoman Ashley Hinson sits on the appropriations committee, so there is hope she will offer strong support for funding requests.

A23-046

Next Meeting

- a. May 9, 2023, Regular Board Meeting

A23-047 Adjourn

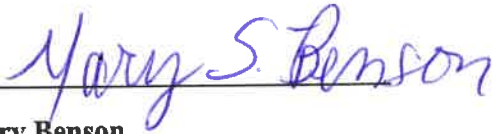
Ms. Levy moved to adjourn the meeting. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

The meeting adjourned at 10:33 a.m.

Respectfully Submitted:



**Christine Lauridsen Sand
Secretary/Treasurer**



**Mary Benson
Board Clerk**