

DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF MEETING
Des Moines International Airport
August 13, 2024

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

Chaired by: Mr. Christensen

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

This meeting was held in-person with a Zoom link also available. The public was provided ability to monitor, but not participate in, the meeting online via Zoom. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.

- A24-106 Consider Minutes for:**
- a. July 9, 2024, Regular Board Meeting**
 - b. July 25, 2024, Special Board Meeting**

Mr. Dickinson moved to approve the minutes for the July 9, 2024, Regular Board Meeting and the July 25, 2024, Special Board Meeting. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

- A24-107 Consider Resolution Approving the Budget for New Terminal Construction Phase 1B West Project**

Mr. Mark Atkinson with Anser Advisory presented a breakdown of the estimated total cost of construction for Phase 1B West of the New Terminal Project. Mr. Atkinson stated the Proposed Baseline Budget was 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. Mr. Atkinson stated the Authority Board is responsible for establishing the overall budget for the Project pursuant to the Authority's Project Administration Policy for the New Terminal Construction.

Board members asked questions which the Executive Director and Mr. Atkinson answered.

The Project Management Committee recommended the Board approve the Budget for New Terminal Construction Phase 1B West Project.

Mr. Feldmann moved to approve the Budget for New Terminal Construction Phase 1B West Project. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-108

Consider Change Order No. One for New Terminal Construction Project between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture

Mr. Atkinson stated 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. Mr. Atkinson stated 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.

The Director of Engineering recommended the Board 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.

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

A24-109

Consider Purchase Order for Rental Car Shuttle Buses

The Director of Operations stated construction of the Rental Car Customer Service Building (CSB) is anticipated to be completed in October 2025 and the Airport Authority needs to purchase 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. An order needs to be placed this month to be prepared when the CSB opens in 2025. Authority staff estimated \$630,000 per bus and expect the buses to have a 10+ year lifespan. The exact price of each bus will be determined once add-on radios, displays, and wraps are finalized.

Board members asked questions which the Director of Operations and Assistant Executive Director answered.

The Director of Operations recommended the Board approve submission of a purchase order for four 35' Gillig buses and a budget in the amount of \$2,711,000.

Mr. Feldmann moved to approve submission of a purchase order for four 35' Gillig buses and a budget in the amount of \$2,711,000. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-110 Consider Purchase Order for Fiber Structure Cabling at Terminal Deicing Apron Project

The Director of Engineering stated, 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. The Director of Engineering stated 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.

The Director of Engineering recommended the Board approve a 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.

Mr. Dickinson moved to approve a 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. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-111 Consider Contract with Elder Corporation for Runway 5 Safety Area Grading Modifications Project

The Director of Engineering stated 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.

The Director of Engineering recommended the Board 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.

Ms. Lauridsen Sand moved to 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. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-112 Consider a Gas Easement with MidAmerican Energy Company for New Terminal Construction Project

The Director of Engineering stated the proposed gas easement will allow MidAmerican Energy Company (MAE) to supply and route a gas feed to the Future 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.

The Director of Engineering recommended the Board approve a Gas Easement with MidAmerican Energy Company for the installation of a new gas supply for Future Terminal.

Mr. Dickinson moved to approve a Gas Easement with MidAmerican Energy Company for the installation of a new gas supply for Future Terminal. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-113 Consider Purchase Order for Hold Room Seating for New Terminal Project

The Director of Engineering stated, 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.

Board members asked questions which the Director of Engineering answered.

The Director of Engineering recommended the Board approve a purchase order in the amount of \$1,331,120.76 with Arconas Inc. for the provision of hold room seating for the new terminal.

Ms. Lauridsen Sand moved to approve a purchase order in the amount of \$1,331,120.76 with Arconas Inc. for the provision of hold room seating for the new terminal. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-114 Consider Extension of Vertical Vision Flight Academy, LLC Minimum Standards Waiver During Facility Construction

The Assistant Executive Director stated 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.

The Assistant Executive Director recommended the Board approve the extension of the minimum standards space requirement waiver for Vertical Vision Flight Academy, LLC through construction of the facility.

Mr. Feldmann moved to approve the extension of the minimum standards space requirement waiver for Vertical Vision Flight Academy, LLC through construction of the facility. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-115 Consider Lease Agreement with Delta Air Lines, Inc.

The Director of Finance stated 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.

Board members asked questions which the Director of Finance answered.

The Director of Finance recommended the Board approve the Building 57 Lease Agreement with Delta Air Lines, Inc.

Ms. Lauridsen Sand moved to approve the Building 57 Lease Agreement with Delta Air Lines, Inc. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-116 Consider Financial Statement Audit Services Agreement

The Director of Finance stated 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.

Board members asked questions which the Director of Finance answered.

The Director of Finance recommended the Board approve the financial statement audit services agreement with Plante & Moran, PLLC.

Mr. Dickinson moved to approve the financial statement audit services agreement with Plante & Moran, PLLC. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

A24-117 Financial Report

- The Director of Finance reported:
 - The Authority met the goal for the Airport Concession Disadvantaged Business Enterprise (ACDBE) Program. The updated document signed by the Executive Director on July 31, 2024, was provided to the Board via email on August 8, 2024.
 - Revenue
 - Nothing significant to report.
 - Expenses
 - Repair & Maintenance expenses are more aligned with scheduled summer projects.
 - The City of Des Moines has not invoiced Police services for July 2024 due to the new contract. The total expenses would have been at least 1% above budget after the adjustment.

A24-118 Briefing

- The Director of Operations reported:
 - July 2024 taxi statistics. The Yellow Cab Company implemented a new ticket system with the time of day on the tickets so they can identify delays better.
 - July 2024 passenger statistics.
 - The airport lost 40 flights which resulted in a loss of 4,898 seats due to the CrowdStrike global IT outage on July 19, 2024.

- Ms. Lauridsen Sand inquired about Allegiant’s numbers being down. The Director of Operations stated Allegiant seats were down 8% in July year over year. The Director of Operations stated Allegiant moderates their flights based on demand and supply. Also, Allegiant is struggling with delivery of their 737 Boeing MAX aircraft.
- July 2024 summary statistics for enplanements, seats, and load factor.
- The Executive Director reported:
 - A special Global Entry interview event is being held at the airport this week on Tuesday, Wednesday, and Thursday. All available appointments have been filled.
 - Anser Passenger Terminal Project Report July 2024
 - Page 13 Upcoming Milestones
 - Phase 1B West
 - 9/1/24: 90% Design Deliverable
 - 11/1/24: 100% Design Deliverable
 - Phase 1B East and Phase 2
 - 11/22/24: 90% Design Deliverable
 - 1/31/25: 100% Design Deliverable
 - Risk Register
 - Red: permanent power for the new terminal.
 - The Director of Engineering stated a temporary solution was devised for this issue.
 - Mr. Christensen asked some questions which the Director of Engineering answered.

A24-119 Next Meeting

- September 10, 2024, Regular Board Meeting

A24-120 Adjourn

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

The meeting adjourned at 10:09 a.m.

Respectfully Submitted:



Ross Dickinson
 Secretary/Treasurer



Mary Benson
 Board Clerk