

Notice of Public Meeting
of the
DES MOINES AIRPORT AUTHORITY
BOARD

DATE: July 13, 2021
TIME: 9:00 a.m.
PLACE: This meeting will be conducted electronically due to the COVID-19 pandemic. The public may join our Zoom meeting at: <https://zoom.us/j/9843166544>, or call in at: +1 312 626 6799 US (Chicago), Meeting ID: 984 316 6544#

The Airport Board Room, 2nd Floor, Airport Terminal, will be open to the public. Individuals attending in person are required to wear facemasks.

Agenda

Call to Order and Roll Call

1. Board Member Oaths (Legal Counsel)
2. Election of Officers (Airport Authority Board)
3. Consider Minutes for June 8, 2021, Regular Board Meeting
4. Consider Acceptance of Two American Rescue Plan Act 2021 Grants (Public Law 117-2) (ARPA). (Executive Director)
5. **Public Hearing** - Consider Amendment of Rental Car Concession Agreements (Director of Finance)
6. Consider the Relocate Building No. 7 Project (Director of Engineering)
 - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for Relocate Building No. 7 Project
 - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Relocate Building No. 7 Project
 - c. Consider award of contract for the Relocate Building No. 7 Project to Their Moving Company in the amount of \$198,000.00
7. Consider Reimbursable Agreement for Design and Implementation in support of relocating FAA Surface Weather Station and National Weather Service Automated Surface Observing Station Project with the Federal Aviation Administration (Director of Engineering)
8. Presentation regarding Cowles Phase 2 Bridge/Portal configuration (Director of Engineering)
9. Financial Report (Director of Finance)
10. Briefing (Executive Director)

11. Next Meeting

- a. August 10, 2021, Regular Board Meeting**

12. Adjourn

Agenda Notes:

Call to Order and Roll Call

1. **Board Member Oaths (Legal Counsel)**
2. **Election of Officers (Airport Authority Board)**
3. **Consider Minutes for June 8, 2021, Regular Board Meeting**
4. **Consider Acceptance of Two American Rescue Plan Act 2021 Grants (Public Law 117-2) (ARPA). (Executive Director)**

In response to the COVID-19 pandemic, the federal government has passed the American Rescue Plan Act 2021 (ARPA). From a portion of the monies allocated through ARPA, the FAA will distribute grants under the new Airport Rescue Grant Program (ARGP). The purpose of these funds is to provide economic relief to airports in response to the COVID-19 pandemic. The Des Moines Airport Authority has been approved for two grants. The first grant is in the amount of \$11,824,431.00. These funds may be used for costs related to airport operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.

A second grant has been approved to assist concessioners. The second grant award is in the amount of \$1,222,535.00. This grant will be issued to the Authority for distribution to those eligible concessioners operating in the Des Moines International Airport terminal.

Staff Recommendation:

A. Approve an American Rescue Plan Act Grant to be used for Airport operations in the amount of \$11,824,431.00, authorize the Executive Director to sign the grant, and authorize the Director of Finance to close out the grant when all applicable dollars have been expended.

B. Approve an American Rescue Plan Act Grant to be used for concession relief in the amount of \$1,222,535.00, authorize the Executive Director to sign the grant, and authorize the Director of Finance to close out the grant when all applicable dollars have been expended.

5. **Public Hearing - Consider Amendment of Rental Car Concession Agreements (Director of Finance)**

The existing rental car concession agreement terminates on July 31, 2021. Due to the financial and operating condition of the rental car industry over the last 12 months, it is not an optimal time to negotiate a new rental car concession agreement. Alternatively, an extension of the existing agreement was negotiated through July 31, 2024. Minor adjustments have been made to the agreement terms.

A new rental car concessionaire will also be signing the agreement to operate at DSM. American Rent A Car of Des Moines Iowa will assume the space previously occupied by Dollar Thrifty Group. American Rent A Car currently operates at a few other airports and expects to be operational in DSM by August 2021.

Staff recommendation: Approve the car rental concession agreements received from Enterprise and American Rent A Car and authorize the Executive Director to sign remaining amendments as received from Hertz and Avis.

6. Consider the Relocate Building No. 7 Project (Director of Engineering)

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for Relocate Building No. 7 Project

This contract is providing a contractor to physically pick up the existing building No. 7 within East Quadrant and relocate it to new location in the South Quadrant. The contract is for moving the building only. The footings, slab and building finishes, currently under design, will be provided by a separate contractor once the building is placed in the new location. This project is within FY2021 budget.

The Engineer's estimate for this project is \$200,000.00.

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Relocate Building No. 7 Project

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Relocate Building No. 7 Project.

c. Consider award of contract for the Relocate Building No. 7 Project to Their Moving Company in the amount of \$198,000.00

The lowest responsive, responsible bidder was Their Moving Company in the amount of \$198,000.00.

Staff Recommendation: Approve the contract with Their Moving Company in the amount of \$198,000.00 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.

7. Consider Reimbursable Agreement for Design and Implementation in support of relocating FAA Surface Weather Station and National Weather Service Automated Surface Observing Station Project with the Federal Aviation Administration (Director of Engineering)

This agreement, AJW-FN-CSA-21-CE-004215, with the FAA Air Traffic Organization (ATO) is to support the site visits, preliminary design, engineering and onsite construction observation for the efforts on relocating the FAA Surface Weather Station (SWS) and the National Weather Service (NWS) Automated Surface Observing System (ASOS). These activities will occur during the Reconstruction of Runway 23 project. The project is preparing the midfield apron location to be free and clear of any equipment. The terminal apron will be expanded into this area and establish deicing pads for the future terminal. The Airport Authority will be responsible for funding the project prior to starting. Any unused funds will be returned to the Authority at the completion of the project.

Staff Recommendation: Approve the reimbursable agreement with Federal Aviation Administration in the amount of \$151,066.12 for the services and authorize the Director of Engineering and Planning to accept and close out this agreement when completed in accordance with the contract documents.

8. Presentation regarding Cowles Phase 2 Bridge/Portal configuration (Director of Engineering)

As staff is progressing with the design of phase 2 Cowles Roadway project, there are some views that we would like to present to the board for their input and approval. Similar to Phase 1 work, the design team looked to materials, patterns, and colors found in the area including the work being completed in Phase 1. As a continuation of the Phase 1 work, the landscape patterns will extend into the site moving people towards the terminal and parking areas. Key to the entrance experience will be the structure (bridge) acting as a gateway or landmark inviting passengers as they turn the corner towards the new terminal. Familiar arch structures found on other bridges in the Des Moines area are replicated here, but in their own vernacular tying into the future terminal with both colors, materials, and lighting. Walls mimicking the granite forms from Phase 1 tie the project together and where walls get tall, vertical reveals remind visitors of the patterns we see across the state and in the striated native stone found in the local area.

Staff Recommendation: No approval required at this time. Providing the information for review and it will be brought back at later time for approval by the Des Moines Airport Authority Board.

9. Financial Report (Director of Finance)

10. Briefing (Executive Director)

11. Next Meeting

- a. August 10, 2021, Regular Board Meeting**

12. Adjourn