

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

**DATE:** September 14, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** 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. Consider Minutes
  - a. August 10, 2021, Terminal Project Workshop
  - b. August 10, 2021, Regular Board Meeting
2. Consider the Construct Building No. 55 Project (Director of Engineering)
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for Construct Building No. 55 Project
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Building No. 55 Project
  - c. Consider award of contract for the Construct Building No. 55 Project to Jensen Builders, Ltd. in the amount of \$1,695,575.00
  - d. Consider Professional Services Agreement, Task Order No. 85 with Foth Infrastructure & Environment, LLC for Construct Building No. 55 Project - Construction Phase Services
3. Consider Iowa Department of Transportation Agreement for the Fiscal Year 2022 Air Service Development Program (Executive Director)
4. Consider First Amendment to Custodial Services Agreement with Marsden Building Maintenance, LLC (Director of Engineering)
5. Consider an Agreement between the City of Des Moines and the Des Moines Airport Authority Regarding Iowa Department of Transportation RISE Grant for Cowles Drive Phase 2 & 3 (Director of Engineering)
6. Financial Report (Director of Finance)
7. Briefing (Executive Director)
8. Grant Connie Fisher's Request to Present to the Board (Executive Director)
9. 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.

- 10. Consider resolution to Connie Fisher’s Rotating Navigation Beacon Complaint (Executive Director)**
- 11. 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.**
- 12. Consider Resolution Approving a Global Release & Settlement Agreement of Roy Criss’ claims in *Roy Criss v. Des Moines Airport Authority and Kevin Foley*, “Polk County Case. No. LACL147873” (Legal Counsel)**
- 13. Next Meeting**
  - a. October 12, 2021, Regular Board Meeting**
- 14. Adjourn**

## Agenda Notes:

Call to Order and Roll Call

### 1. Consider Minutes

- a. August 10, 2021, Terminal Project Workshop
- b. August 10, 2021, Regular Board Meeting

### 2. Consider the Construct Building No. 55 Project (Director of Engineering)

- a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for Construct Building No. 55 Project

This contract will provide for the footings, interior concrete slab, pavement connecting maintenance facility to apron, mechanical, electrical, plumbing, and architectural features for Building No. 55. The project is located within the South Quadrant of the Airport and upon completion the facility will be leased to Signature Flight Support to be used as a ground support equipment maintenance facility.

The Engineer's estimate for this project is \$1,636,494.00.

- b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Building No. 55 Project

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Building No. 55 Project.

- c. Consider award of contract for the Construct Building No. 55 Project to Jensen Builders, Ltd. in the amount of \$1,695,575.00

The lowest responsive, responsible bidder was Jensen Builders, Ltd. in the amount of \$1,695,575.00.

Staff Recommendation: Approve the contract with Jensen Builders, Ltd. in the amount of \$1,695,575.00 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, Task Order No. 85 with Foth Infrastructure & Environment, LLC for the Construct Building No. 55 Project - Construction Phase Services

During the Construct Building No. 55 Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$195,900.00.

Staff Recommendation: Approve the Professional Services Agreement No. 85 with Foth Infrastructure & Environment, LLC in the amount of \$195,900.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

**3. Consider an Iowa Department of Transportation Agreement for the Fiscal Year 2022 Air Service Development Program (Executive Director)**

The Iowa Department of Transportation (IDOT) sponsors an annual program in which a grant is provided for the purpose of air service development. Through this grant, the Iowa DOT will reimburse the Airport for up to 80% of eligible program project costs not to exceed \$80,000.00. The Airport uses these funds for data mining software used to demonstrate a need for additional airline service, and promotion of air service route enhancements.

Staff Recommendation: Approve an Iowa Department of Transportation Agreement for the Fiscal Year 2022 Air Service Development Program.

**4. Consider First Amendment to Custodial Services Agreement with Marsden Building Maintenance, LLC (Director of Engineering)**

The contracted Custodial Services Agreement with Marsden Building Maintenance, LLC allows for an annual Employee Cost Index (ECI) adjustment to keep pace with wage inflation. Marsden did not request the allowable ECI increase in 2019 or 2020. Marsden has now requested a labor rate increase greater than the contracted ECI adjustment allows requiring an amendment to the agreement. The proposed First Amendment to Custodial Services Agreement adjusts the blended labor rate from \$18.98 to \$23.28 per hour, raising the overall annual contract value from \$939,394.56 to \$1,200,908.80.

Staff Recommendation: Approve First Amendment to Custodial Services Agreement with Marsden Building Maintenance, LLC.

**5. Consider an Agreement between the City of Des Moines and the Des Moines Airport Authority Regarding Iowa Department of Transportation RISE Grant for Cowles Drive Phase 2 & 3 (Director of Engineering)**

The City of Des Moines applied for an addendum to a Revitalize Iowa's Sound Economy (RISE) grant on the Airport's behalf and seeks to avoid any costs or liability as a result of the City's action in and entering into the IDOT Agreement, or from the Cowles Drive Phase 2 & 3 Project. The City of Des Moines has requested that the Authority defend, indemnify, and hold the City, its elected and appointed officials, and its agents, employees and volunteers, harmless from and against all claims, demands, actions, suits, judgments, losses, or damages including attorney fees arising out of the IDOT Agreement for the Cowles Drive Phase 2 & 3 Project. To date, the City has not incurred any costs for which it will seek reimbursement related to the Project. The City will not approve the addendum to the RISE Grant Agreement between the City of Des Moines, the Des Moines Airport

Authority, and the Iowa Department of Transportation unless the Authority approves this Agreement.

The Agreement is very similar to the Agreement which the Authority and City approved for the Cowles Drive Phase 1 RISE grant.

Staff Recommendation: Approve the Agreement between the City of Des Moines and the Des Moines Airport Authority regarding the Iowa Department of Transportation RISE Grant for Cowles Drive, Phase 2 & 3.

- 6. Financial Report (Director of Finance)**
- 7. Briefing (Executive Director)**
- 8. Grant Connie Fisher’s Request to Present to the Board (Executive Director)**
- 9. 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**
- 10. Consider resolution to Connie Fisher’s Rotating Navigation Beacon Complaint (Executive Director)**
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- 12. Consider Resolution Approving a Global Release & Settlement Agreement of Roy Criss’ claims in Roy Criss v. Des Moines Airport Authority and Kevin Foley, “Polk County Case. No. LACL147873” (Legal Counsel)**

Legal Counsel’s Recommendation: Approve the Global Release & Settlement Agreement of Roy Criss’ claims in Roy Criss v. Des Moines Airport Authority and Kevin Foley, “Polk County Case. No. LACL147873.”

- 13. Next Meeting**
  - a. October 12, 2021, Regular Board Meeting**

- 14. Adjourn**