

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

DATE: May 10, 2022
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 encouraged to wear facemasks.

The public may view the meeting via Zoom 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 for
 - a. April 5, 2022, Board Workshop
 - b. April 12, 2022, Regular Board Meeting
2. Consider Task Order No. 95 with Foth Infrastructure and Environment, LLC for Airfield Pavement Maintenance Database Update (Director of Engineering)
3. Consider Terminal Office Lease Agreement with Signature Flight Support (Director of Finance)
4. Consider Change Order No. 2 for Emergency Notifications System with KOVA Corp (Director of Engineering)
5. Consider the Future Terminal Definition Manual Supplemental Update produced by Anser Advisory, LLC (Director of Engineering)
6. Consider a Contract for the design of Parking Access and Revenue Control System, Task Order No. 6, with Bolton & Menk, Inc. (Director of Engineering)
7. Consider the Iowa Department of Transportation (IDOT) State Airport Improvement Program (AIP) Grant Application for FY 2023 (Director of Engineering)
8. Consider the State's Iowa Department of Transportation (IDOT) Commercial Service Vertical Infrastructure (CSV) Grant Application for FY 2023 (Director of Engineering)
9. Consider Contract for Installation of Airfield Electric and Communications Pathways Project with Waldinger Corporation (Director of Engineering)
10. Consider Notice of Redemption to Call Outstanding Series 2012 Bonds (Director of Finance)

11. Financial Report (Director of Finance)

12. Briefing (Executive Director)

- a. Cultural Competency Training for Boards**
- b. BIL ATP Grant**
- c. Community Funded Project grant**

13. Next Meeting

- a. June 14, 2022, Regular Board Meeting**

14. Adjourn

Agenda Notes:

Call to Order and Roll Call

- 1. Consider Minutes for**
 - a. April 5, 2022, Board Workshop**
 - b. April 12, 2022, Regular Board Meeting**
- 2. Consider Task Order No. 95 with Foth Infrastructure and Environment, LLC for Airfield Pavement Maintenance Database Update (Director of Engineering)**

The Federal Aviation Administration (FAA) grant assurances require airports to update their Airport Pavement Management System (APMS) every 3-5 years. Through this contract, the Consultant will provide the required field inspection and condition reporting. This task order is one of the responsibilities listed in the Master General Engineering Services Agreement with Foth Infrastructure and Environment, LLC and is eligible for the normal FAA grant funding at the 90/10 split.

Staff Recommendation: Subject to an FAA grant award, approve Task Order No. 95 with Foth Infrastructure & Environment, LLC in the amount of \$126,629.00; authorize the Executive Director to sign Task Order No. 95 upon receipt of the grant; authorize the Executive Director to sign the grant upon receipt from the FAA; 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 Terminal Office Lease Agreement with Signature Flight Support (Director of Finance)**

Due to Signature Flight Support's future move to the south quadrant of the Airport, they have requested to lease a small office under gate C4 for use by staff working near the terminal. The lease is a month-to-month lease and pricing is set based on the current Rates and Charges document for similar space on the concourse ground level.

Staff Recommendation: Approve the office space lease with Signature Flight Support.

- 4. Consider Change Order No. 2 for Emergency Notifications System with KOVA Corp (Director of Engineering)**

On March 8, 2022, the Authority Board approved a noncompetitive contract with KOVA Corp., for good cause, in the amount of \$304,170.40 for an upgrade to the Airport's Emergency Notification System, Board reference No. A22-036 A&B. The noncompetitive contract was approved because KOVA Corp. is the only firm Authority staff could locate that provides a complete system to airports. Change Order No. 2 adjusts the contract value to include 50% of the expense for the governmental immunity endorsement required in the insurance & indemnification requirements, paragraph 2, Section F. KOVA Corp. neglected to include that expense in their original quote.

Staff Recommendation: Approve Change Order No. 2 for Emergency Notifications System with KOVA Corp in the amount of \$8,063.68.

5. Consider the Future Terminal Definition Manual Supplemental Update produced by Anser Advisory, LLC (Director of Engineering)

On January 11, 2022, the Authority Board approved Task Order No. 1 with Anser Advisory, LLC, Board reference No. A22-003, to update the current Future Terminal Program Definition Manual. A committee was established to review construction cost estimates, align plan to funding budget, review layout and location of future terminal, update forecast, and revisit schedule moving forward. Over a period of three months, the committee worked through four workshops and a Board Workshop on April 5, 2022, to develop a recommendation for the Program Definition Manual update.

Staff recommendation: Adopt the Future Terminal Program Definition Manual Supplemental Update produced by Anser Advisory, LLC in Task Order No. 1 of the Master Agreement with Anser Advisory, LLC.

6. Consider a Contract for the design of Parking Access and Revenue Control System, Task Order No. 6 with Bolton & Menk, Inc. (Director of Engineering)

The consultant will provide all services which include design, detailed work, services, materials, and equipment necessary to provide complete plans and specifications, bidding phase services, and construction administration phase services required for a new Parking Access & Revenue Control System (PARCS) serving the structured (parking garage) and surface parking areas. Current PARCS equipment and software was installed in 2009-2010 and it is reaching the end of its useful life. Authority staff recommends the design and procurement of new and updated PARCS equipment to be fully installed when the new parking garage expansion comes online.

Staff Recommendation: Approve Task Order No. 6 for the design of a Parking Access and Revenue Control System with Bolton & Menk, Inc. for \$169,940.00 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 the Iowa Department of Transportation (IDOT) State Airport Improvement Program (AIP) Grant Application for FY 2023 (Director of Engineering)

The award of an IDOT State Airport Improvement Program Grant is determined by a point system similar to the FAA's system for awarding grants. The Authority is requesting a State Airport Improvement Program grant to assist on the following projects:

- Runway 5 Temporary Extension – Runway Visual Aids
 - i. Estimated project cost - \$7,888,791.00
 - ii. Grant Application - \$400,000.00 (5%)

Staff recommendation: Approve the IDOT State Airport Improvement Program Grant Application for FY 2023, 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.

8. Consider the Iowa Department of Transportation (IDOT) Commercial Service Vertical Infrastructure (CSVI) Grant Application for FY 2023 (Director of Engineering)

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 \$710,748.00 annually, dependent on the level of appropriations by the Legislature. The fiscal year 2023 grant application will provide partial funding for the following project:

- Building No. 9 relocation to Field Maintenance complex
 - Estimated at \$544,500.00

This project is part of the Future Terminal Development Project. Remainder of CSVI FY23 funds will be carried forward to future projects.

Staff Recommendation: Approve the IDOT Commercial Service Vertical Infrastructure Grant Application for FY 2023, 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.

9. Consider Contract for Installation of Airfield Electric and Communications Pathways Project with Waldinger Corporation (Director of Engineering)

This contract will provide for the following items to be furnished and installed on the Airport campus:

1. North Primary Power Loop
 - a. Electrical pathways will be bored from Building No. 70 to Air Traffic Control Tower.
 - b. This will allow for the North side of the campus to be looped for primary power.
 - c. MidAmerican Energy will provide and install the cabling (at no cost to Airport).
2. Communication pathways installed to Runway 31 Glideslope
 - a. Pathway will be extended from existing communication structure to FAA glideslope.
3. South Cargo Apron Ground Power Unit (GPU) connection
 - a. Install the power source and connection for GPU to be utilized on South Cargo Apron for air carriers.

With the original Engineer's estimate being \$123,700.00, quotes were requested from four electrical contractors. Three quotes were received, with the lowest, responsible quote from Waldinger Corporation.

Staff Recommendation: Approve contract with Waldinger Corporation in the amount of \$103,324.00 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 Notice of Redemption to Call Outstanding Series 2012 Bonds (Director of Finance)

The remaining Series 2012 Bonds balance is \$7,810,000 at 5% interest. Current investment options for available cash are in the 1.95 – 2.30% range, depending on the duration of the investment. Over the remaining life of the bonds, interest costs would amount to \$1,422,500. Authority staff believes it is prudent to call the bonds now, saving the remaining interest costs. Funds necessary to call the bonds are available from the Authority's cash reserves.

Staff Recommendation: Approve the call of Series 2012 Bonds in the principal amount of \$7,810,000 plus interest due through June 10, 2022.

11. Financial Report (Director of Finance)

12. Briefing (Executive Director)

13. Next Meeting

a. June 14, 2022, Regular Board Meeting

14. Adjourn