

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

DATE: May 14, 2024
TIME: 9:00 a.m.
PLACE: The Airport Board Room, 2nd Floor, Airport Terminal, will be open to the public.

The public may also monitor, but not participate, in the meeting electronically 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 9, 2024, Regular Board Meeting
 - b. April 23, 2024, Special Board Meeting
2. Consider 100% Design of the New Terminal Project (Executive Director)
3. Consider Grant Agreement with the City of Des Moines for the New Terminal Building Project (Executive Director)
4. Consider ConRAC Facility Project (Director of Engineering)
 - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the ConRAC Facility Project
 - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the ConRAC Facility
 - c. Consider award of contract for the ConRAC Facility Project to Henkel Construction Company in the amount of \$14,025,002.40
 - d. Consider Professional Services Agreement, Task Order No. 126, with Foth Infrastructure & Environment, LLC
5. Consider Contract for the Installation of New Electrical Line Underground Extension and Transformer to serve ConRAC Facility with MidAmerican Energy Company (Director of Engineering)
6. Consider Building Lease Agreement with Integrated Deicing Systems, LLC (IDS) (Director of Finance)
7. Consider Change Order No. 8 with The Weitz Company, LLC for Parking Garage Expansion Project (Director of Engineering)

- 8. Consider a 60-Day Waiver to the Des Moines Airport Authority Minimum Standards for Epic Sky Flight School (Assistant Executive Director)**
- 9. Financial Report (Director of Finance)**
- 10. Briefing (Executive Director)**
- 11. Next Meeting**
 - a. June 11, 2024**
- 12. Adjourn**

Agenda Notes:

Call to Order and Roll Call

1. **Consider Minutes for:**
 - a. **April 9, 2024, Regular Board Meeting**
 - b. **April 23, 2024, Special Board Meeting**
2. **Consider 100% Design of the New Terminal Project (Executive Director)**

Representatives from HNTB Corporation will present design updates from the 60% design review to 100% design of Phase 1A of the New Terminal.

Staff Recommendation: Approve 100% Design of the New Terminal Project.

3. **Consider Grant Agreement with the City of Des Moines for the New Terminal Building Project (Executive Director)**

The City of Des Moines has requested that the Airport Authority execute a grant agreement related to their \$10 million pledge to the new terminal building construction. The grant agreement is payable in four equal payments of \$2,500,000.00 in June 2024, December 2024, December 2025, December 2026. The City of Des Moines does reserve the right of non-appropriation of the installments should funds not be available. The grant requires the Authority to provide the City of Des Moines Finance Director and City Manager with reports on Airport improvements summarizing the use of the funds two times per year.

Staff Recommendation: Approve the Grant Agreement with the City of Des Moines for the New Terminal Building Project.

4. **Consider ConRAC Facility Project (Director of Engineering)**
 - a. **Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the ConRAC Facility Project**

This project will reconfigure and expand the existing Purple Lot with a new ConRAC facility, allowing the existing rental car operators to consolidate and meet their current and future demands at the Airport. The facility is adjacent to the Quick Turn-Around Facility on the south side of the Airport. The new ConRAC facility will economize operations and enhance the customer experience. The main components of the new ConRAC facility include:

- Customer Service Building to house Rental Car transactions, Administration Offices, Restroom Facilities, and support spaces
- Rental Car return and rental car parking
- Secure vehicle entry and exit plazas
- Bus Plaza
- Visitor Parking

The Engineer's Estimate for this project is \$21,694,352.00.

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the ConRAC Facility Project

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the ConRAC Facility Project.

c. Consider award of contract for the ConRAC Facility Project to Henkel Construction Company in the amount of \$14,025,002.40

The lowest responsive, responsible bidder was Henkel Construction Company in the amount of \$14,025,002.40.

Staff Recommendation: Approve the contract with Henkel Construction Company in the amount of \$14,025,002.40 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. 126, with Foth Infrastructure & Environment, LLC for ConRAC Facility Project - Construction Phase Services

During the ConRAC Facility Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$859,600.00.

Staff Recommendation: Approve the Professional Services Agreement, Task Order No. 126, with Foth Infrastructure & Environment, LLC in the amount of \$859,600.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

5. Consider Contract for the Installation of New Electrical Line Underground Extension and Transformer to serve ConRAC Facility with MidAmerican Energy Company (Director of Engineering)

The contract will install and extend new underground electrical lines to serve the new ConRAC Facility 277/480 Volt, three-phase service. A new 1500 kVA transformer will be provided and installed on the owner-provided pad. The agreement is a refundable advance of funds for construction. MidAmerican Energy Company will provide refunds for the next six years at a rate of 50% of the annual metered electrical service bill.

Staff Recommendation: Approve Agreement with MidAmerican Energy Company that will extend electrical lines and transformer to ConRAC Facility in the amount of \$84,222.29 and authorize the Director of Engineering and Planning to accept and close out this agreement when completed in accordance with the contract documents.

6. Consider Building Lease Agreement with Integrated Deicing Systems, LLC. (IDS) (Director of Finance)

Integrated Deicing Systems, LLC (IDS) has been selected as the deicing operator for the 2024/2025 and beyond deicing seasons through 2029. Prior to the deicing pads construction and commission, all deice services will be performed on the apron of the air carriers starting October 2024. The centralized deicing pads are expected to be completed before the 2025/2026 deicing season after which all deicing operations will be performed by IDS at the deicing pads beginning early October 2025.

IDS will rent a quarter of building 57, sharing it with Alvest Equipment Services (AES) until the construction of the deice facility is complete. Therefore, this is a month-to-month lease.

Staff Recommendation: Approve the Building Lease Agreement with Integrated Deicing Systems, LLC.

7. Consider Change Order No. 8 with The Weitz Company, LLC for Parking Garage Expansion Project (Director of Engineering)

This change order adds additional scope of work related to the garage project. The following items within the contract are being updated to final costs:

- Additional Insulation at Telecom Rooms: \$202,754.57
- Revised Elevations of Stair Towers and Precast: \$121,073.32
- Stair Tower Curtain Wall Changes: \$143,817.11
- Hoistway Conditioning: \$60,681.49
- Temporary Power to Transformer: \$75,604.01

Staff Recommendation: Approve Change Order No. 8 with The Weitz Company, LLC in the amount of \$514,243.77 for the Parking Garage Expansion Project and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

8. Consider a 60-Day Waiver to the Des Moines Airport Authority Minimum Standards for Epic Sky Flight School (Assistant Executive Director)

Epic Sky flight school has operated at DSM for approximately 21 months. They met the Authority's Minimum Standards space requirements through a lease agreement with Signature Flight Services. Signature is no longer leasing space to Epic Sky, so they no longer qualify to hold an operating permit.

At the February 13, 2024, Board meeting the Board approved a three-month waiver to the Minimum Standards space requirements allowing Epic Sky to continue operations while they negotiated a land lease and designed a building from which they would operate. Epic Sky has made progress in that endeavor; however, it is not far enough along to enter into a lease agreement.

Authority staff propose a second short-term waiver to the minimum standards to allow the flight school to continue operating for sixty days while the land lease is negotiated and building design is completed. If a land lease is not presented for Board consideration at or before the July 9, 2024, Board Meeting, the waiver will expire. If a land lease is executed, a new waiver will be proposed that would be in effect until completion of the hangar and office space.

Staff Recommendation: Approve a 60-Day Waiver to the Des Moines Airport Authority Minimum Standards for Epic Sky Flight School.

9. Financial Report (Director of Finance)

a. Introduce J.T. Knadler

10. Briefing (Executive Director)

11. Next Meeting

a. June 11, 2024

12. Adjourn