

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

DATE: October 8, 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 September 10, 2024, Regular Board Meeting**
2. **Consider Professional Services Agreement, Task Order No. 17, with HNTB Corporation for New Terminal Phase 1B West Construction Administration and Construction Observation - Construction Phase Services (Director of Engineering)**
3. **Consider Change Order No. Two for New Terminal Construction Project between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture (Director of Engineering)**
4. **Consider the Iowa Department of Transportation Agreement for Fiscal Year 2025 Air Service Development Program (Communications, Marketing, and Air Service Development Manager)**
5. **Consider Chiller Condenser Piping Modifications Project (Director of Engineering)**
 - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Chiller Condenser Piping Modifications Project
 - b. **Consider Resolution** adopting plans, specifications, form of contract, and estimated total cost for the Chiller Condenser Piping Modifications Project
 - c. **Consider award of contract** for the Chiller Condenser Piping Modifications Project to Manning-Seivert Mechanical Contractors, Inc.
6. **Consider Task Order No. 18 for Future Terminal Service Road Relocation 100% Design Services with HNTB Corporation (Director of Engineering)**
7. **Consider Amendments to the Airport Authority Rules and Regulations (Director of Operations)**

- 8. Consider Purchase Order for Truck-Mounted Airfield Paint Machine (Director of Operations)**
- 9. Financial Report (Director of Finance)**
- 10. Briefing (Executive Director)**
- 11. Next Meeting**
 - a. November 12, 2024**
- 12. Adjourn**

Agenda Notes:

Call to Order and Roll Call

1. **Consider Minutes for September 10, 2024, Regular Board Meeting**
2. **Consider Professional Services Agreement, Task Order No. 17, with HNTB Corporation for New Terminal Phase 1B West Construction Administration and Construction Observation - Construction Phase Services (Director of Engineering)**

During the New Terminal Phase 1B West Project, the consultant will provide contract management, construction administration, and construction observation for the project. The negotiated amount of the agreement is \$1,560,780.69.

Project Management Committee Recommendation: Approve the Professional Services Agreement, Task Order No. 17, with HNTB Corporation in the amount of \$1,560,780.69 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 Change Order No. Two for New Terminal Construction Project between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture (Director of Engineering)**

A Change Order has been prepared to add additional scope to include the early procurement of equipment associated with long lead times for Phase 1B West. 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 \$1,436,953.00.

Staff Recommendation: Approve Change Order No. Two in the amount of \$1,436,953.00 for New Terminal Construction Project between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture.

4. **Consider the Iowa Department of Transportation Agreement for Fiscal Year 2025 Air Service Development Program (Communications, Marketing, and Air Service Development Manager)**

The Airport Authority applies annually for funds through the Iowa DOT Bureau of Aviation Air Service Development Program. The FY25 application has been approved to use the funds for air service software and marketing strategies to support local air service growth. The airline data and software system will be used to build business cases for existing and prospective airlines to meet commercial service demands in our catchment area. The Airport Authority will implement marketing campaigns to promote the airport, build brand awareness and loyalty, and to be used for targeted marketing to support existing and newly announced nonstop service. The Iowa DOT will reimburse the Authority for 80% of eligible project costs not to exceed \$80,000.

Staff Recommendation: Approve the Iowa Department of Transportation Agreement for the Fiscal Year 2025 Air Service Development Program.

5. Consider Chiller Condenser Piping Modifications Project (Director of Engineering)

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Chiller Condenser Piping Modifications Project

This project is associated with the Terminal Project and will make the current chiller condenser piping arrangement more efficient. The existing chiller plant and cooling towers are currently piped with each chiller and associated condenser water pump dedicated to its own cooling tower. The chiller/tower configurations can be switched with manual valves, but not while the chiller plant is enabled and operating. Authority Facilities staff desire to have flexibility in operating any chiller with any cooling tower, and to be able to modify this while the plant is in operation. This arrangement will require that the condenser water piping be manifolded ahead of the tower connections in lieu of the current arrangement which has each chiller and condenser water pump tied directly to a single cooling tower.

The Engineer's Estimate for this project is \$338,000.00.

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Chiller Condenser Piping Modifications Project

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Chiller Condenser Piping Modifications Project.

c. Consider award of contract for the Chiller Condenser Piping Modifications Project to Manning-Seivert Mechanical Contractors, Inc. in the amount of \$327,563.00

The lowest responsive, responsible bidder was Manning-Seivert Mechanical Contractors, Inc. in the amount of \$327,563.00.

Staff Recommendation: Approve the contract with Manning-Seivert Mechanical Contractors, Inc. in the amount of \$327,563.00 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.

6. Consider Task Order No. 18 for Future Terminal Service Road Relocation 100% Design Services with HNTB Corporation (Director of Engineering)

Task Order No. 18 includes the detailed work, services, and supplies necessary to progress the future terminal service road relocation to a 100% design level including bidding services. Scope of services will include utility relocations and structure adjustments, street lighting, maintenance of traffic while active and roadway realignment by shifting closer to Fleur Drive.

The schedule is from October 8, 2024, through May 2, 2025. The negotiated amount not to exceed is \$313,306.86.

Project Management Committee Recommendation: Approve Task Order No. 18 for Future Terminal Service Road Relocation 100% Design Services with HNTB Corporation for \$313,306.86 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 Amendments to the Airport Authority Rules and Regulations (Director of Operations)

The proposed changes to the Rules and Regulations include:

- Miscellaneous language cleanup and housekeeping.
- Language addressing new parcel locker administrative fines.
- Defining trespass timeframe of validity.
- Requirement for cones to be placed underneath parked aircraft tails near vehicle service roads.
- Specifies motorcycle parking requirements.
- Define active pushback operations.
- Specifies safe operation of vehicles around aircraft.
- Prohibits posting of pictures of airport ID badges.
- Limits TNC staging in the Airport Cell Lot beyond 20 minutes.
- Provides ability to perform door closed aircraft refueling.

A current version, a redline version, and a clean version of the amended Rules and Regulations were provided to the Board for review.

Staff Recommendation: Approve Amendments to the Airport Authority Rules and Regulations

8. Consider Purchase Order for a Truck-Mounted Airfield Paint Machine (Director of Operations)

Due to increasing contractor costs for airfield marking services and the desire to better control the remarking process, Authority staff is recommending the purchase of a truck-mounted striping machine. This machine would allow for all airfield marking to be performed utilizing internal staffing providing a more consistent, timely, efficient, and cost-effective solution. A quote was received by EZ Liner of Orange City, Iowa utilizing the Sourcewell competitive bidding consortium. The equipment was quoted at \$511,040.00 and would be delivered by June of 2025. A contingency of 5% plus estimated shipping costs is requested in the amount of \$27,552.00. The purchase of the machine will be requested in the 2025 capital improvement budget, but due to long lead times, Authority staff request approval to purchase it prior to budget approval. Three additional airfield workers will be added to Authority staff for painting operations.

Staff Recommendation: Approve Submission of a Purchase Order for Truck-Mounted Airfield Painting Machine in the amount of \$538,592.00.

9. Financial Report (Director of Finance)

10. Briefing (Executive Director)

11. Next Meeting

a. November 12, 2024

12. Adjourn