

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

DATE: July 8, 2014
TIME: 9:00 a.m.
PLACE: Airport Board Room, 2nd Floor, Airport Terminal

Agenda

Call to Order and Roll Call

1. **Approve Minutes for June 10, 2014, Meeting**
2. **Approve Lease of Building #40 with Brokers International (Brian)**
3. **Approve Lease Amendments for Elliot Fixed Base Operator Lease and Elliott Jet Center Lease (Brian)**
4. **Public Hearing - Approve Contract for Parking Garage Maintenance 2014 Project with Fisher Building Services, Inc. (Bryan)**
5. **Public Hearing - Approve Contract for Miscellaneous Pavement Repairs 2014 Project with Hawkeye Paving Corp. (Bryan)**
6. **Public Hearing - Approve Contract for Airport Phone System Upgrade Project with Marco, Inc. (Bryan)**
7. **Approve Purchase Order for Communication Cabling Installation for the Airport Phone System Upgrade Project with Communication Innovators. (Bryan)**
8. **Approve Purchase Order for Communication Network Switches for the Airport Phone System Upgrade Project with Pomeroy. (Bryan)**
9. **Approve the Siemens Industry, Inc. Contract for Maintenance and Support of the Building Automation System. (Bryan)**
10. **Terminal Area Site Plan Discussion (Kevin)**
11. **Briefing Items**
12. **Adjourn**

Agenda Notes:

Call to Order and Roll Call

1. Approve Minutes for June 10, 2014 Meeting

2. Approve lease of Building #40 with Brokers International (Brian)

Building #40 is an aircraft hangar leased to Brokers International. The new proposed lease will be retroactive to June 1, 2014, with a three-year term. The initial rent is \$30,000 annually with an annual CPI adjustment throughout the term of the lease.

Staff recommends approval of the lease.

3. Approve Lease Amendments for Elliott Fixed Base Operator Lease and Elliott Jet Center Lease (Brian)

The proposed amendment to the Elliott Fixed Base Operator Lease changes the apron area from exclusively leased to preferentially assigned and adds additional exclusive space for automobile parking.

The Elliott Jet Center lease has been amended to include land that will be available once Building #65, which is currently leased to Des Moines Public School District, is vacated on September 1, 2015. This amendment also changes the Jet Center's exclusively leased apron to preferentially assigned. The tenant will be responsible for snow removal on both preferentially assigned aprons.

Staff recommends approval of these two lease amendments.

4. Public Hearing - Approve Contract for Parking Garage Maintenance 2014 Project with Fisher Building Services, Inc. (Bryan)

This agreement will provide for the maintenance of levels 2, 3, and 4 of the South Parking Garage. The Engineer's Estimate for this project is \$120,000.00 and is included in the 2014 Capital Improvement Budget. Bids were opened on June 24, 2014, and the lowest responsive, responsible bidder was Fisher Building Services, Inc. in the amount of \$95,375.00.

A. Public hearing on approving the plans, specifications, form of contract documents and engineer's estimate on the Airport Parking Garage Maintenance 2014 project.

Staff recommends approval.

B. Approve a contract with Fisher Building Services, Inc. in the amount of \$95,375.00.

Staff Recommendation: Approve the contract with Fisher Building Services, Inc. in the amount of \$95,375.00 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.

5. Public Hearing - Approve Contract for Miscellaneous Pavement Repairs 2014 Project with Hawkeye Paving Corp. (Bryan)

This construction contract will provide for the maintenance and repair of various deteriorated sections of concrete on the Aircraft Operations Area (AOA). The Engineer's Estimate for this project is \$402,000.00 and is included in the 2014 Capital Improvement Budget. The budget item was developed assuming \$300,000.00 of Airport Funds and \$122,666.00 from the State of Iowa Airport Development Program grant. Bids were opened on June 26, 2014, with only one bid received. Hawkeye Paving Corp., was determined to be the responsive, responsible bidder for the amount of \$469,182.00

A. Public hearing on approving the plans, specifications, form of contract documents and engineer's estimate on the Miscellaneous Pavement Repairs 2014 project.

Staff recommends approval.

B. Approve a contract with Hawkeye Paving Corp. in the amount of \$469,182.00.

Staff Recommendation: Approve the contract with Hawkeye Paving Corp. in the amount of \$469,182.00 for the improvement contingent on the State of Iowa grant; allow the Executive Director to accept the grant and sign the contract; and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

6. Public Hearing - Approve Contract for Airport Phone System Upgrade Project with Marco, Inc. (Bryan)

This construction contract will provide for an upgrade of the Airport phone system. The phone system serves Airport Authority staff and Airport Tenants. The total Engineer's Estimate for this project is \$583,000.00 and is included in the 2014 Capital Improvement Budget. Of the \$583,000, \$375,000.00 was budgeted for the base system. Proposals were opened on June 19, 2014. Four proposals were received from Black Box – Mitel, North American Communications Resource – Interactive Intelligence, Black Box – Unify and Marco Inc – Mitel. The highest rated proposal was from Marco, Inc. for the amount of \$377,636.00, making the estimated return on investment 2.1 years.

A. Public hearing on approving the plans, specifications, form of contract documents and engineer's estimate on the Airport Phone System Upgrade project.

Staff recommends approval.

B. Approve a contract with Marco, Inc. in the amount of \$377,636.00.

Staff Recommendation: Approve the contract with Marco, Inc. in the amount of \$377,636.00 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. Approve Purchase Order for Communication Cabling Installation for the Airport Phone System Upgrade Project with Communication Innovators. (Bryan)

As part of the phone system upgrade new data communication cables must be installed. Cat VI cabling will be installed from the Airport's IDF rooms to each of the phone locations. Of the \$583,000 budgeted for this project, \$40,000.00 was budgeted for Cat VI cable installation. Pricing was developed using State contract pricing.

Staff recommendation: Approve a purchase order with Communication Innovators for the amount of \$40,432.00.

8. Approve Purchase Order for Communication Network Switches for the Airport Phone System Upgrade Project with Pomeroy. (Bryan)

As part of the phone system upgrade new communication switches need to be installed. Cisco switches will be installed in the Airport's IDF rooms to which the new communication cabling will be connected. Of the \$583,000 budgeted for this project, \$68,000.00 was budgeted for new Cisco switches. Pricing was developed by obtaining quotes through State contracts with Pomeroy, CDW-G, and OneNeck IT Solutions.

Staff recommendation: Approve a purchase order with Pomeroy for the amount of \$68,140.00.

9. Approve the Siemens Industry, Inc., Contract for Maintenance and Support of the Building Automation System. (Bryan)

On July 31, 2014, the Des Moines International Airport's current maintenance and support agreement with Siemens Industry, Inc. will expire. Airport staff has negotiated a new three-year service agreement on similar terms as the current agreement to assist in supporting our building automation system. Services provided through this contract are:

- Onsite Directed Support
- Emergency Phone Response 24/7
- Emergency Onsite Response
- Preventative Maintenance
- Data Protection & Recovery
- Software Maintenance
- Network Maintenance
- Software Updates

The building automation system is a proprietary system and Airport staff does not have the access or the expertise to maintain the system in its entirety. Annual costs associated with the extension are as follows:

- Aug 1, 2014 to July 31, 2015: \$43,760.00
- Aug 1, 2015 to July 31, 2016: \$57,581.00
- Aug 1, 2016 to July 31, 2017: \$58,922.00

Currently the Siemens Technician is required to be onsite two days each month. During years 2 and 3 of the agreement, we are requiring a Siemens Technician to be on site one additional day per month (3 days/month) causing an increase in price.

Staff recommendation: Approve the Maintenance and Support agreement with Siemens Industry, Inc. for a total price of \$160,263.00 over three years.

10. Terminal Area Site Plan Discussion (Kevin)

Discuss ideas for moving the Terminal Site Plan funding requirements forward.

11. Briefing Items

12. Adjourn