

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

**DATE:** Tuesday, January 14, 2014  
**TIME:** 9:00 a.m.  
**PLACE:** Airport Board Room, 2nd Floor, Airport Terminal

**Agenda**

Call to Order and Roll Call

1. Approve Minutes of the December 10, 2013 Meeting.
2. Approve Contract for Airport Roof Designs 2014 with Benchmark Inc. (Bryan)
3. Approve Parking Revenue Control Maintenance Services Agreement with Baker Group (Bryan)
4. Approve Contract for Parking Lot and Roadway Improvement Designs with Foth Engineering (Bryan)
5. Approve Contract for Transformer and Phone Room Cooling Designs with Brooks Borg Skiles Engineering (Bryan)
6. Approve Farm Lease (Brian)
7. Christopher Vitek to Speak on Aircraft Rescue Firefighting Services
8. Approve Aircraft Rescue Firefighting Agreement with Pro-Tech Fire Services Ltd. (AJ)
9. Financial Report (Brian)
10. Briefing Items
11. Adjourn

## **Agenda Notes:**

Call to Order and Roll Call

- 1. Approve Minutes for December 10, 2013 Meeting**
- 2. Approve Contract for Airport Roof Designs 2014 with Benchmark Inc. (Bryan)**

This design contract will provide plans, specifications, and construction oversight for preventative maintenance and roof replacement on buildings located on the Airport. The plans will be based on the Airport's current roof analysis previously performed by Benchmark Inc. Building roof systems that are planned to be looked at are the Terminal Baggage Claim (Bld #1), East Air Cargo (Bld #5), Des Moines Flying Service (Bld #7), Signature Main Office/Hangar (Bld #10), South Cargo (Bld #31), office area of future Aviation Lab building (Bld #33) and Elliott Jet Center (Bld #64).

Staff Recommendation: Approve a contract with Benchmark Inc. for \$64,500.00.

- 3. Approve Parking Revenue Control Maintenance Services Agreement with Baker Group (Bryan)**

This agreement will provide professional secondary support and maintenance services in connection with the SkiData parking revenue control management system installed by Baker Group. The agreement will continue for a period of three years. The cost for the first year of the contract will be \$44,932.00, and will be adjusted annually for the next two years by an amount not to exceed the percentage change over the previous year in the Employment Cost Index published by the U.S. Department of Labor.

Staff Recommendation: Approve a contract with Baker Mechanical, Inc., d.b.a. Baker Group.

- 4. Approve Contract for Parking Lot and Roadway Improvement Designs with Foth Engineering (Bryan)**

This design contract will provide plans, specifications, and construction oversight for the following projects: (A) widening of Leland Avenue from Fleur Drive to Duck Pond Road, (B) reconstructing Rental Lot #1, and (C) shifting the entry and exit lanes at the Economy 1 parking lot. These projects have been combined into one contract to gain economy of scale as they pertain to the same scope of services.

Staff Recommendation: Approve a contract with Foth Engineering for \$173,500.00.

- 5. Approve Contract for Transformer and Phone Room Cooling Designs with Brooks Borg Skiles Engineering (Bryan)**

This design contract will provide plans, specifications, and construction oversight for cooling improvements to be made to the following areas: (A) Concourse transformer

rooms will have cooling added to them that currently does not exist. The design will tie into our cold water loop to provide cooling and monitoring of temperatures through our building automation system; (B) Terminal basement phone room will have the existing cooling units replaced, along with ductwork to make them more efficient and redundant.

Staff Recommendation: Approve a contract with Brooks Borg Skiles Engineering for \$43,975.00.

**6. Approve Farm Lease (Brian)**

Airport property utilized for farming operations was recently bid. The highest responsible bid was received from MLF Farms at a rate of \$181,600 per year for three years. This lease covers 688 acres and is a mix of tillable land and pasture.

Staff recommends approval of the lease.

**7. Christopher Vitek to Speak on Aircraft Rescue Firefighting Services**

Mr. Vitek requested he be placed on the agenda to speak to the Board.

**8. Approve Aircraft Rescue Firefighting Agreement with Pro-Tec Fire Services Ltd. (AJ)**

The proposed agreement with Pro-Tec Fire Services, Ltd. provides qualified and trained staffing for Aircraft Rescue Firefighting (ARFF) services that meets FAA Index C requirements. All ARFF personnel will be employees of Pro-Tec Fire Services, and Pro-Tec shall pay all salaries and benefits. Pro-Tec will assume ARFF operations on October 1, 2014. The agreement is for an initial two year term with three additional one year options.

Y 1	\$899,600
Y 2	\$994,150
OY 1	\$998,250
OY 2	\$1,024,600
OY 3	<u>\$1,075,050</u>
Total	\$4,922,650

The cost of these ARFF services was budgeted in fiscal year 2014 and will be an ongoing expense in future Operation Budgets.

Staff Recommends approval of the agreement.

**9. Financial Report (Brian)**

**10. Briefing Items**

**11. Adjourn**