

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

DATE: June 14, 2016
TIME: 9:00 a.m.
PLACE: Airport Board Room, 2nd Floor, Airport Terminal

Agenda

Call to Order and Roll Call

- 1. Consider Minutes for May 10, 2016, Meeting**
- 2. Consider Purchase of Cisco 6807 Network Switches. (Bryan)**
- 3. Consider Change Order No. 2 for 2016 Airport roofing Projects with T&K Roofing & Sheet Metal, Inc. (Bryan)**
- 4. Consider Agreement with CNN Airport Network (Brian)**
- 5. Consider Contract for the Concourse C3 & C4 Stairwell Stabilization with Lang Construction Group. (Bryan)**
- 6. Consider Contract for the Baggage Handling System Plow Conversion with Logan Teleflex. (Bryan)**
- 7. Consider Purchase of Security Equipment for Elliott Hangar, Building 65, with Security Equipment Inc. (Bryan)**
- 8. Consider a Temporary/Right of Entry and a Form of Purchase and Sale Contract with Electro Management Corporation (Bryan)**
- 9. Consider Management Request for Proposals for Food and Beverage Services (Brian)**
- 10. Financial Report (Brian)**
- 11. Briefing (Kevin)**
- 12. Adjourn**

Agenda Notes:

Call to Order and Roll Call

- 1. Consider Minutes for May 10, 2016, Meeting**
- 2. Consider Purchase of Cisco 6807 Network Switches. (Bryan)**

Staff proposes the purchase and installation of two (2) Cisco 6807 network switches. These are the core switches in the Airport's IT network. The existing switches are becoming outdated, and the Airport is in the process of upgrading the network to allow it to stand on its own (separated from City of Des Moines) if required in the future. These units will allow for the transition of our core network upgrade in an efficient manner.

Staff recommendation: Approve the purchase of two (2) Cisco 6807 network switches in the amount of \$131,134.44 from Pomeroy.

- 3. Consider Change Order No. 2 for 2016 Airport roofing Projects with T&K Roofing & Sheet Metal, Inc. (Bryan)**

At the March 8, 2016, meeting Airport Board approved a contract with T&K per item A16-013. The original contract called out for the coating of the A Concourse along with the "Y" roofing system. Per the original bid documents, bid alternate No.1 included the costs of coating the C Concourse. This was not approved in the agreement as it would have exceeded the budget. T&K has agreed to honor the bid price of alternate No.1 with the work to be completed in 2017, allowing time to include it in next year's budget.

Staff recommendation: Approve change order no. 2 with T&K Roofing & Sheet Metal, Inc. in the amount of \$83,392.00.

- 4. Consider Agreement with CNN Airport Network (Brian)**

Staff has negotiated an agreement with CNN Airport Network for programming to be shown in the hold rooms. CNN Airport Network's programming includes weather, sports, business news and television shows which are all pre-packaged and delivered to our screens through an internet feed. As part of this agreement, CNN Airport Network will install new display screens in the hold rooms and make minor wiring upgrades.

Staff Recommendation: Approve agreement with CNN Airport Network and authorize the Executive Director to sign the agreement.

- 5. Consider Contract for the Concourse C3 & C4 Stairwell Stabilization with Lang Construction Group. (Bryan)**

The Authority issued a Request for Quote (RFQ) to select a contractor to provide a solution to stabilize the stairwells at both the C3 & C4 gates on Concourse. The Authority worked with a structural engineer from FEH Design to produce documents to detail the corrective measures required. On May 3, the Airport requested quotes from five firms, with only three submitting quotes. These firms were Breiholz Construction,

Lang Construction Group and Hansen Company Inc. The lowest, responsible quote provided was from Lang Construction Group in the amount of \$63,065.00.

Staff Recommendation: Approve the contract with Lang Construction Group in the amount of \$63,065.00, and authorize the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents.

6. Consider Contract for the Baggage Handling System Plow Conversion with Logan Teleflex. (Bryan)

The Authority originally went out to competitive bid on the project April 1, 2016. Only one bid was received for the project. On May 10, 2016, the Authority Board rejected all bids associated with the Baggage Handling System Plow Conversion, item A16-031. Since the estimated total cost of the project was less than the \$135,000 competitive bid threshold of the Iowa Code, on May 16, 2016, Authority Staff requested competitive quotations for the project from Logan Teleflex and Beumer Glidepath. The Airport received one quote from Logan Teleflex in the amount of \$105,288.00.

Staff Recommendation: Approve the contract with Logan Teleflex in the amount of \$105,288.00, and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

7. Consider Purchase of Security Equipment for Elliott Hangar, Building 65, with Security Equipment Inc. (Bryan)

Elliott Aviation is currently in the middle of building a new hangar, building No. 65, within their leasehold. As part of design agreement, both an access control (ACS) and video surveillance systems (VSS) were required to be installed. Airport will procure and install both so that it will tie into our existing systems. Staff obtained a sole source proposal from the current vendor that installed both systems and maintains them currently, Security Equipment Inc. Coordination efforts are already underway to allow for the installation. Once completed, Elliott Aviation will reimburse the Authority for the equipment and installation.

Staff recommendation: Approve the purchase of access control and video surveillance systems equipment in the amount of \$42,964.00 from Security Equipment Inc.

8. Consider a Temporary/Right of Entry and a Form of Purchase and Sale Contract with Electro Management Corporation (Bryan)

Electro Management Corporation is currently developing the parcel of property it owns located at 4240 Army Post Road. They have expressed an interest in leasing or purchasing the contiguous parcel located to the West, currently owned by City of Des Moines and under Airport Authority control. After discussions between Electro Management Corporation, Federal Aviation Administration (FAA), City of Des Moines and Airport Authority staff, the sale of this property is being proposed. FAA has approved the sale of the property, contingent with both Avigation and Noise easements being obtained.

Staff recommendation:

- A. Approve a temporary/right of entry to allow Electro Management Corporation to start work on the parcel owned by the City in conjunction with their work already taking place.
 - B. Approve the form of purchase and sale contract for the parcel, including avigation easement.
 - C. Recommend to the City of Des Moines to proceed with the sell.
- 9. Consider Management Request for Proposals for Food and Beverage Services (Brian)**

In May, 2016, the Board was briefed on a request for proposal (RFP) which would allow for a Food and Beverage (F&B) management agreement when the current F&B agreement terminates. This RFP would change the operational relationship the Authority has shared with the F&B provider for the past 20 years. Additional research has been conducted and the RFP is ready to be issued.

Staff recommendation:

Approve the RFP that will potentially result in a Food and Beverage Management Agreement.

10. Financial Report (Brian)

11. Briefing (Kevin)

12. Adjourn