

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

DATE: April 11, 2017
TIME: 9:00 a.m.
PLACE: Airport Board Room, 2nd Floor, Airport Terminal

Agenda

Call to Order and Roll Call

1. **Appoint a Board Clerk Pro Tem**
2. **Consider Minutes for March 14, 2017, Meeting**
3. **Public Hearing** - Approve Contract for Runway 13/31 Reconstruction – Phase II with Flynn Company, Inc. (Bryan)
4. **Public Hearing** - Consider Contract for Gate 26 Access Roadway with Kingston Services, LLC. (Bryan)
5. **Public Hearing** - Consider Contract for 2017 Miscellaneous Pavement Repairs Project with DeCarlo Demolition Co. (Bryan)
6. **Financial Report (Brian)**
7. **Briefing (Kevin)**
8. **Executive (Closed) Session Pursuant to Iowa Code section 21.9 to Discuss strategy in matters relating to the employment conditions of the Executive Director.**
9. **Consider Executive Director’s Employment Agreement (Kevin)**
10. **Adjourn**

Agenda Notes:

Call to Order and Roll Call

1. **Appoint a Board Clerk Pro Tem**

Article VI, Appointment & Duties of Board Clerk; Section 2, Absence of Board Clerk; of the Des Moines Airport Authority Bylaws directs the appointment of a Board Clerk pro tem in the absence of the Board Clerk.

Staff Recommendation: Appoint Bill Konkol as Board Clerk pro tem for April, May, and June Airport Authority Board meetings.

2. **Consider Minutes for March 14, 2017, Meeting**

3. **Public Hearing - Approve Contract for Runway 13/31 Reconstruction – Phase II with Flynn Company, Inc. (Bryan)**

This contract is for the completion of the second phase of three for the reconstruction of runway 13/31. The project will:

- Reconstruct 2,495 feet of Runway 13/31 from Runway 31 end to intersection of Runway 5/23
- Include paved shoulders, edge lighting, signage and centerline lighting.

The Engineer's Estimate for this project is \$14,393,480.00 and it is eligible for Federal Aviation Administration Airport Improvement Project (AIP) grant funding at the normal 90/10 split. The lowest responsive, responsible bidder was Flynn Company, Inc., in the amount of \$13,813,578.76.

- A. Public hearing on approving the plans, specifications, forms of contract documents and engineer's estimate on the Runway 13/31 Reconstruction – Phase II project.

Staff recommends approval.

- B. Approve Federal Aviation Administration Grant No. 67 associated with Runway 13/31 Reconstruction – Phase II.

Staff Recommendation: Subject to FAA approval, authorize the Executive Director to accept and sign the grant agreement No. 67 with FAA for the improvement; and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

- C. Approve contract with Flynn Company, Inc., in the amount of \$13,813,578.76.

Staff Recommendation: Subject to an FAA grant award, approve the contract with Flynn Company, Inc., in the amount of \$13,813,578.76 for the improvement. Authorize the Executive Director to sign the contract with Flynn Company, Inc.; and

authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. The contract will be reimbursed through FAA grant No. 67.

4. Public Hearing - Consider Contract for Gate 26 Access Roadway with Kingston Services, LLC. (Bryan)

This project consists of constructing new access road between gate 26 and Building No. 65 (Elliott Aviation). Grading, concrete roadway installation, and storm sewer installation are the main components of the project. The new roadway improves safety and efficiency by allowing access between the General Aviation complex without having to enter the aircraft movement areas. Both the FBO and Airport Operations will utilize the road. The Engineer's Estimate for this project is \$341,037.00 and it was included in the 2017 Capital Improvement Budget. Bids were opened on March 31, 2017, and the lowest responsive, responsible bidder was Kingston Services, LLC in the amount of \$279,469.50.

A. Public hearing on approving the plans, specifications, form of contract documents and engineer's estimate on the Gate 26 Access Road project.

Staff recommends approval.

B. Approve a contract with Kingston Services, LLC in the amount of \$279,469.50.

Staff Recommendation: Approve the contract with Kingston Services, LLC in the amount of \$279,469.50 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 - Consider Contract for 2017 Miscellaneous Pavement Repairs Project with DeCarlo Demolition Co. (Bryan)

This project will involve a variety of pavement repairs on both the airside and landside pavements. The Engineer's Estimate for the improvements is \$436,884.00. The project is included in the 2017 Capital Improvement Budget. Bids were opened on March 31, 2017, and the lowest responsive, responsible bidder for the project was DeCarlo Demolition Co. in the amount of \$400,465.50.

A. Public hearing on approving the plans, specifications, form of contract documents and engineer's estimate on the 2017 Miscellaneous Pavement Repairs project.

Staff recommends approval.

B. Consider a contract with DeCarlo Demolition Co. in the amount of \$400,465.50 for the 2017 Miscellaneous Pavement Repairs project.

Staff Recommendation: Approve the contract with DeCarlo Demolition Co. in the amount of \$400,465.50, and authorize the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents.

6. Financial Report (Brian)

7. Briefing (Kevin)

8. Executive (Closed) Session Pursuant to Iowa Code section 21.9 to Discuss strategy in matters relating to the employment conditions of the Executive Director.

9. Consider Executive Director's Employment Agreement (Kevin)

Article VII, Management Staff; Section 2, Staff Contract; of the Des Moines Airport Authority Bylaws states in part, "The Board shall enter into a written employment contract with the Executive Director, establishing his or her salary and term of tenure." The contract has been completed in compliance with the Bylaws.

Staff Recommendation: Approve the Employment Contract for the Executive Director.

10. Adjourn