

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

DATE: January 10, 2017
TIME: 9:00 a.m.
PLACE: Airport Board Room, 2nd Floor, Airport Terminal

Agenda

Call to Order and Roll Call

1. Consider Minutes for December 13, 2016, Meeting
2. Trillion Aviation Market Study Report (Kevin)
3. Consider Task Order No. 31 for the update of Airport Layout Plan with Foth Infrastructure and Environment, LLC (Bryan)
4. **Public Hearing** - Consider Plans, Specifications, Form of Contract, and Engineer's Estimated Cost for Airfield Lighting Vault project. (Bryan)
5. Consider Contract with Breiholz Construction Company in the amount of \$3,025,639.50.
6. Consider Task Order No. 30 for Professional Services with Foth Infrastructure and Environment, LLC for the Construction Phase Services of the Airfield Lighting Vault project.
7. Consider Recommended amendments to By-Laws (Wainwright)
8. Consider Task Order No. 29 for design of Runway 13/31 Reconstruction program phase V with Foth Infrastructure and Environment, LLC (Bryan)
9. Approve Third Amendment to Airline Operating and Use Agreement (Brian)
10. Consider Supplement Number 6 to the Agreement Between the City of Des Moines and the Des Moines Airport Authority for the Provision of City Services (Kevin)
11. Financial Report (Brian)
12. Briefing (Kevin)
13. Adjourn

Agenda Notes:

Call to Order and Roll Call

- 1. Consider Minutes for December 13, 2016, Meeting**
- 2. Trillion Aviation Market Study Report (Kevin)**

In the November, 2016, Airport Board meeting the Board approved an Air Service Development grant awarded by the Iowa Department of Transportation's Office of Aviation to assist the Authority through the completion of an air service market study and annual subscription to an airline activity statistics database. A total of \$38,000 was submitted for the grant and the maximum annual grant of \$28,000 was awarded by the IDOT. Trillion Aviation's Vice President, Mike Bown, has completed the market study and will present his findings.

- 3. Consider Task Order No. 31 for the update of Airport Layout Plan with Foth Infrastructure and Environment, LLC (Bryan)**

Task Order 31 will update the current Airport Layout Plan (ALP) based on the approved updated Terminal Site Study. The ALP is a Federal Aviation Administration (FAA) requirement and must be kept up to date. It reflects the current status of the Airport Layout, as well as all future projects that are planned. An up to date ALP is required for application of funds from the FAA. Foth Infrastructure and Environmental updated the ALP following the original Terminal Site Study plan, and is well equipped to perform the current update. Through this task order the Consultant will provide the necessary plans and specifications to produce the ALP, and assist in the review of the plan with FAA. The contract to provide this service is \$227,722.00 and is included in the FY 2017 budget.

Staff Recommendation: Approve Task Order No. 31 with Foth Infrastructure and Environment, LLC for \$227,722.00.

- 4. Public Hearing - Consider Plans, Specifications, Form of Contract, and Engineer's Estimated Cost for Airfield Lighting Vault project (Bryan)**

The project consists of relocating the existing airfield electrical vault from underneath the Concourse, and constructing a new electrical vault south of building No. 5. This is one of the first enabling projects for the new Terminal. Construction of the electrical vault will tie into the reconstruction of runway 13/31 with the placement of electrical and communication duct banks. This project is included in the FY 2017 budget.

Staff recommends approval.

5. Consider Contract with Breiholz Construction Company in the amount of \$3,025,639.50 (Bryan)

The Engineer's Estimate for this project is \$2,659,556.00 and the project is eligible for Passenger Facility Charge (PFC) funding. The Authority received three proposals. Breiholz Construction Company submitted the lowest responsive, responsible bid in the amount of \$3,025,639.50.

Staff Recommendation: Approve the contract with Breiholz Construction Company in the amount of \$3,025,639.50 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.

6. Consider Task Order No. 30 for Professional Services with Foth Infrastructure and Environment, LLC for the Construction Phase Services of the Airfield Lighting Vault project (Bryan)

During the construction of Airfield Lighting Vault project, the consultant will provide contract management, construction administration, construction testing and construction observation for the project. These services are also PFC funded.

Staff Recommendation: Approve Task Order No. 30 for the professional services agreement with Foth Infrastructure and Environment, LLC in the amount of \$312,015.00.

7. Consider Recommended amendments to By-Laws (Wainwright)

The Board reviewed the Des Moines Airport Authority By-Laws during the December 13, 2016 Airport Board meeting and requested that additional amendments be made. Those changes have been made and the By-Laws are being brought back to the Board for final approval.

Staff Recommendation: Approve and adopt the Des Moines Airport Authority By-Laws, as amended.

8. Consider Task Order No. 29 for design of Runway 13/31 Reconstruction program phase V with Foth Infrastructure and Environment, LLC (Bryan)

This design will allow for reconstruction of approximately 1,850 linear feet of Runway 13/31. The project extends from Runway 13 threshold to Taxiway Delta 5. Through this task order the Consultant will provide the necessary plans and specifications to produce construction documents. The contract to provide this service is \$730,239.00 which is eligible for the normal 90/10 FAA allocation. This task order is one of the responsibilities listed in the FAA approved Master General Engineering Services Agreement with Foth Infrastructure and Environmental, LLC, and is included in the FY 2017 budget.

Staff Recommendation: Subject to FAA approval, approve Task Order No. 29 for design of Runway 13/31 Reconstruction program phase V with Foth Infrastructure and Environment, LLC for \$730,239.00 and authorize the Executive Director to sign the contract.

9. Consider Third Amendment to Airline Operating and Use Agreement (Brian)

The Third Amendment to extend the Airline Operating and Use Agreement through December 31, 2017, was distributed to airlines following approval of the 2017 budget. The preferential parking assignments are also amended based on the lead-in project to be completed in the spring. One agreement has been returned so far.

Staff Recommendation: Approve the Third Amendment and authorize the Board Chair to sign the remaining agreements as they are returned.

10. Consider Supplement Number 6 to the Agreement Between the City of Des Moines and the Des Moines Airport Authority for the Provision of City Services (Kevin)

The current agreement between the City of Des Moines and the Des Moines Airport Authority for the Provision of City Services had a termination date of October 31, 2016. The Airport Authority Board approved an amendment on October 11, 2016, extending the termination date to November 30, 2016, allowing Airport staff and City of Des Moines staff time to complete negotiations on a new agreement. Des Moines City Manager and Airport Executive Director, Scott Sanders and Kevin Foley, did meet and agreed to changes for a new agreement. However, the new services agreement was not completed by the November 8, 2016, Airport Board meeting and a fourth amendment was approved extending the termination date to December 31, 2016. In the December, 2016, Board meeting a fifth amendment was approved extending the termination date to January 31, 2017. There has been no activity on the new services agreement since that date and yet another amendment is requested extending the termination date to February 28, 2017.

Staff Recommendation: Approve Supplement Number 6 to the agreement between the City of Des Moines and the Des Moines Airport Authority for the Provision of City Services, extending the termination date to February 28, 2017.

11. Financial Report (Brian)

12. Briefing (Kevin)

13. Adjourn