

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

DATE: April 10, 2018
TIME: 9:00 a.m.
PLACE: Airport Board Room, 2nd Floor, Airport Terminal

Agenda

Call to Order and Roll Call

1. Consider Minutes for March 13, 2018 Meeting
2. **Public Hearing** - Consider the plans, specifications, form of contract, estimated total cost for the 2018 Miscellaneous Pavement Repairs Project; Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2018 Miscellaneous Pavement Repairs Project; Consider award of contract to Hawkeye Paving Corp. (Director of Engineering)
3. Consider the Iowa Department of Transportation (IDOT) State Vertical Infrastructure Grant Application for FY 2019 (Director of Engineering)
4. Consider the Iowa Department of Transportation (IDOT) State Improvement Program Grant Application for FY 2019 (Director of Engineering)
5. Consider Change Order No. 3 for the T Hangar project with Jensen Builders, Ltd. (Director of Engineering)
6. Consider Contract for the Terminal Environmental Assessment Study with RS&H Iowa, P.C. (Director of Engineering)
7. Consider Maintenance Hangar Lease Agreement with Delta Air Lines (Director of Finance)
8. Consider Cargo Building Lease Agreement with Worldwide Flight Services (Director of Finance)
9. Financial Report (Director of Finance)
10. Briefing (Executive Director)
11. Adjourn

Agenda Notes:

Call to Order and Roll Call

1. **Consider Minutes for March 13, 2018, Meeting**
2. **Public Hearing - Consider the plans, specifications, form of contract, estimated total cost for the 2018 Miscellaneous Pavement Repairs Project; Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2018 Miscellaneous Pavement Repairs Project; Consider award of contract to Hawkeye Paving Corp. (Director of Engineering)**

The project is included in the 2018 Capital Improvement Budget. A variety of pavement repairs on both the airside and landside pavements will be completed through this project. Bidders were asked to provide a base bid for miscellaneous pavement repairs throughout the Airport campus and bid alternative No. 1 for repairs to the north FBO taxi lane. The base bid work is funded through general Authority funds. The bid alternative No. 1 work will not be authorized unless the Authority receives a grant from the IDOT.

The Engineer's Estimate was \$530,740.50 for the base bid and \$395,822.50 for bid alternate No. 1. Bids were opened on March 29, 2018. Hawkeye Paving Corp. provided the lowest responsive, responsible bid. Hawkeye's base bid was \$493,071 and their bid for alternative No. 1 was \$288,769.

- A. Public hearing on approving the plans, specifications, form of contract and engineer's estimated total cost for the 2018 Miscellaneous Pavement Repairs project.

Staff recommends approval of Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2018 Miscellaneous Pavement Repairs Project.

- B. Consider award of contract to Hawkeye Paving Corp. in the amount of \$493,071 for the base bid work for the 2018 Miscellaneous Pavement Repairs project and authorize the Executive Director to award bid alternative No. 1 in the amount of \$288,769 contingent upon the Authority's receipt of a grant from the IDOT for payment of that amount.

Staff Recommendation: Approve the contract with Hawkeye Paving Corp. for the base bid work in the amount of \$493,071, authorize the Executive Director to award bid alternative No. 1 in the amount of \$288,769 contingent upon the Authority's receipt of a grant from the IDOT for payment of that amount, and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

3. **Consider the Iowa Department of Transportation (IDOT) State Vertical Infrastructure Grant Application for FY 2019 (Director of Engineering)**

The level of eligibility for Commercial Service Vertical Infrastructure Grant monies is based on the annual number of enplanements at commercial service airports. Currently,

Des Moines International Airport is eligible for an estimated \$593,616.00 annually. The grant application provides partial funding for a future fixed base operator (FBO) facility.

Staff Recommendation: Approve the IDOT Vertical Infrastructure Grant Application for FY 2019 and authorize the Executive Director to accept and sign the grant award once received from the IDOT.

4. Consider the Iowa Department of Transportation (IDOT) State Airport Improvement Program Grant Application for FY 2019 (Director of Engineering)

The award of an IDOT Airport Improvement Program Grant is determined by a point system, similar to the FAA's system for awarding grants. The Authority is requesting a State Airport Improvement Program grant to assist on the following projects:

- Fixed Based Operator Taxi lane repair
- General Aviation Site Development in the South Quadrant

Staff recommendation: Approve the IDOT State Airport Improvement Program Grant Application for FY 2019 and authorize the Executive Director to accept and sign the grant award once received from IDOT.

5. Consider Change Order No. 3 for the T Hangar project with Jensen Builders, Ltd. (Director of Engineering)

On August 8, 2017, the Airport Authority Board approved a contract with Jensen Builders, Ltd. to construct new T Hangars in the South Quadrant of the Airport. Construction of the concrete apron near the T Hangars and the future Hangar No. 42 was included in the scope of work. Jensen Builders, Ltd. provided a unit price for the construction of the concrete apron. The future tenant of Hangar No. 42 will require an additional 80' x 100' of concrete apron. Change order No. 3 authorizes Jensen Builders, Ltd. to install the additional 80' x 100' concrete apron for Hangar No. 42 at the unit price bid for the T Hangar project. Both the T Hangar project and Hangar No. 42 project are included in the Terminal Project Plan.

Staff recommendation: Approve change order No. 3 with Jensen Builders, Ltd. in the amount of \$93,819.58.

6. Consider Contract for the Terminal Environmental Assessment Study with RS&H Iowa, P.C. (Director of Engineering)

The Authority issued a Request for Qualifications (RFQ) to select an Airport Planning, Architectural and Engineering firm to complete an environmental assessment study for the Terminal Project. Seven firms submitted proposals. Airport staff reviewed and rated the proposals based on qualifications established, and published in the RFQ. The three-member Airport Committee is recommending that RS&H Iowa, P.C. be awarded a Master Professional Services Agreement to provide an environmental assessment of the future Terminal site location and corresponding enabling projects. Task Order No. 1 of

the proposed contract requires that RS&H Iowa, P.C. review the data and locations for a terminal building, general aviation facilities, cargo facilities, parking facilities, roadway access, and information generated during the Terminal Programming Study for any environmental impediments. Funding is included in the FY 2018 budget and is funded by Passenger Facility Charges (PFC).

Staff Recommendations:

- A. Approve a Master Professional Services Agreement with RS&H Iowa, P.C. that allows individual task orders to be developed for various scopes of work related to an Environmental Assessment Study and authorize the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents.
- B. Approve Task Order No. 1 for the Environmental Assessment Study directing RS&H Iowa, P.C. to perform the Environmental Assessment for the replacement terminal and enabling projects at Des Moines International Airport in the amount of \$654,955.

7. Consider Maintenance Hangar Lease Agreement with Delta Air Lines (Director of Finance)

The aircraft maintenance building in the South quadrant, Building 29, is leased to Endeavor Air for maintenance operations on Delta Airline's aircraft. Endeavor Air is a subsidiary of Delta Airlines. The lease expires on April 30, 2018. Staff has negotiated a new lease with Delta Airlines. The new lease has a five-year term with two additional five-year options.

Staff Recommendation: Approve the Maintenance Hangar Lease Agreement with Delta Air Lines.

8. Consider Cargo Building Lease Agreement with Worldwide Flight Services (Director of Finance)

United Parcel Service (UPS) currently leases a portion of Building 32 (the FedEx building) to perform obligations under a contract they have with the United States Postal Service (USPS). The USPS notified the Authority on April 3, 2018, that they have now contracted with Worldwide Flight Services to perform those services beginning on April 30, 2018. A new lease agreement with Worldwide Flight Services is necessary for the space UPS previously leased and is being negotiated with similar terms. . Given the start date of Worldwide Flight Services' contract with USPS, the Board may either hold a special Board meeting to approve the lease agreement with Worldwide Flight Services, or authorize the Executive Director to sign the lease when completed.

Staff Recommendation: Approve the Cargo Building Lease Agreement with Worldwide Flight Services and authorize the Executive Director to execute the lease agreement with Worldwide Flight Services as long as the terms presented do not change.

9. Financial Report (Director of Finance)

10. Briefing (Executive Director)

11. Adjourn