

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

DATE: October 9, 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 September 11, 2018 Meeting**
- 2. Consider Lease Agreement with Aeronautical Radio, Inc. (ARINC) for space in the Terminal Building Room 26A IDF room and in the South Cargo IDF room (Director of Finance)**
- 3. Terminal Apron Rehabilitation Gate A4/A5 Project (Director of Engineering)**
 - a. Reconsider award of contract for the Terminal Apron Rehabilitation Gate A4/A5 Project to Flynn Company, Inc. in the amount of \$607,027.38.**
 - b. Reconsider Supplemental No. 1 to Task Order No. 52 with Foth Infrastructure & Environment, LLC for the Terminal Apron Rehabilitation Gate A4/A5 project – Construction Phase Services in the amount of \$90,100.00**
- 4. Consider Task Order No. 1 with Bolton & Menk, Inc. for the design of Des Moines Flying Service Hangar & Offices (Director of Engineering)**
- 5. Consider Task Order No. 1 with Kimley-Horn & Associates, Inc. for the design of SW 28th Street Extension (Director of Engineering)**
- 6. Consider Proposed 2019 Budget (Director of Finance)**
- 7. Financial Report (Director of Finance)**
- 8. Briefing (Executive Director)**
- 9. Adjourn**

Agenda Notes:

Call to Order and Roll Call

- 1. Consider Minutes for September 11, 2018, Meeting**
- 2. Consider Lease Agreement with Aeronautical Radio, Inc. (ARINC) for space in the Terminal Building Room 26A IDF room and in the South Cargo IDF room (Director of Finance)**

ARINC currently leases an entire IDF room (Room 26A) in the basement of the Terminal Building on a month-to-month basis for \$155.83 that houses a single rack of technical equipment for its ground radio operation at the Airport. ARINC wishes to install redundant equipment in the South Cargo building to further support that operation. The new lease will replace the old one, allowing the Authority to regain control of Room 26A for future use by only leasing space for a single rack in that room, add the redundant equipment in the South Cargo IDF room, and increase monthly rent to \$805/month for both areas together. The agreement is for a term of three (3) years, beginning November 1, 2018.

Staff Recommendation: Approve Lease Agreement with ARINC for space in the Terminal Building Room 26A IDF room and the South Cargo IDF room.

- 3. Terminal Apron Rehabilitation Gate A4/A5 Project (Director of Engineering)**

At its August 14, 2018 meeting, the Board approved this project subject to an FAA grant award. Staff applied for a discretionary grant through the Supplemental Appropriation (FY 2018-2020) Program, but the grant was not awarded for FY 2018. The bid for this project was significantly below the Engineer's estimate since the contractor will already be on site for another project and it will decrease operational disruptions to complete the project next spring as planned. Staff is reapplying for a discretionary project grant in FY 2019. If awarded, all contract amounts are eligible for the 90/10 split. Staff will submit a PFC application to recover the expense if a grant is not awarded.

a. Re-consider award of contract for the Terminal Apron Rehabilitation Gate A4/A5 Project to Flynn Company, Inc. in the amount of \$607,027.38.

The lowest responsive, responsible bidder was Flynn Company, Inc. in the amount of \$607,027.38.

Staff Recommendation: Approve the contract with Flynn Company, Inc. in the amount of \$607,027.38 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.

b. Reconsider Supplemental No. 1 to Task Order No. 52 with Foth Infrastructure & Environment, LLC for the Terminal Apron Rehabilitation Gate A4/A5 project – Construction Phase Services in the amount of \$90,100.00

During the Terminal Apron Rehabilitation Gate A4/A5 project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$90,100.00

Staff Recommendation: Approve the professional services agreement with Foth Infrastructure & Environment, LLC in the amount of \$90,100.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

4. Consider Task Order No. 1 with Bolton & Menk, Inc. for the design of Des Moines Flying Service Hangar & Offices (Director of Engineering)

As part of the Terminal Development Plan enabling projects, the relocation of Des Moines Flying Service (DMFS) to the south quadrant is required. The current agreement with DMFS allows the Authority to relocate them to a “like facility.” There is no like facility in the south quadrant and the design of a new facility is necessary. Additionally, DMFS has requested space to accommodate their Honda Jet Dealership, which will be included in the design. This project is included in the Master Agreement for Non AIP projects with Bolton & Menk, Inc. Bolton & Menk will coordinate requirements of DMFS related to office and hangar space. Design and construction documents will be developed and issued for bidding purposes.

Staff Recommendation: Approve Task Order No. 1 with Bolton & Menk, Inc. for \$572,167.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

5. Consider Task Order No. 1 with Kimley-Horn & Associates, Inc. for the design of SW 28th Street Extension (Director of Engineering)

As part of the Terminal Development Plan enabling projects in the South Quadrant, the existing SW 28th Street is required to be extended up into the Fixed Base Operator (FBO) area. This project is included in the Master Agreement for Non AIP projects with Kimley-Horn & Associates, Inc. Kimley-Horn will coordinate requirements with FBO layouts, site utilities, and Airport infrastructure. Design and construction documents will be developed and issued for bidding purposes.

Staff Recommendation: Approve Task Order No. 1 with Kimley-Horn & Associates, Inc. in the amount of \$467,000.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

6. Consider Proposed 2019 Budget (Director of Finance)

The proposed 2019 Budget will be presented to the Board for review. Staff will present the final budget at the November meeting for action by the Board.

7. Financial Report (Director of Finance)

8. Briefing (Executive Director)

9. Adjourn