

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

DATE: August 13, 2019
TIME: 9:00 a.m.
PLACE: Airport Board Room, 2nd Floor, Airport Terminal

Agenda

Call to Order and Roll Call

- 1. Consider Minutes for July 9, 2019, and July 23, 2019, Meetings**
- 2. Consider Amendment to Car Rental Concession and Lease Agreements (Director of Finance)**
- 3. Consider Ahlers & Cooney, P.C.'s Request for a Conflict of Interest Waiver for Ahlers & Cooney, P.C.'s representation of the Des Moines Airport Authority regarding Des Moines Water Works desire to sell and convey to the Airport Authority the water mains and all appurtenances thereto within and beneath the Des Moines International Airport property (Executive Director)**
- 4. Consider Vending Concession Agreement (Director of Finance)**
- 5. Consider Des Moines Airport Authority Rules and Regulations Updates (Director of Operations)**
- 6. Consider contracts for the Purchase and Installation of Replacement Security Cameras (Director of Engineering)**
- 7. Consider Professional Services Agreement, Task Order No. 62, with Foth Infrastructure and Environment, LLC for Runway 5 Temporary Extension-Functional Design (Director of Engineering)**
- 8. Consider Ninth Amendment to ARINC Inc. Contract for Maintenance and Support of the Common Use System (Director of Engineering)**
- 9. Consider Change Order #1 with Iowa Contracting Inc. for Taxiway Bravo Pavement Repairs project (Director of Engineering)**
- 10. Consider Public Parking Rate Adjustments (Executive Director)**
- 11. Financial Report (Director of Finance)**
- 12. Briefing (Executive Director)**
- 13. Adjourn**

Agenda Notes:

Call to Order and Roll Call

- 1. Consider Minutes for July 9, 2019, and July 23, 2019, Meeting**
- 2. Consider Amendment to Car Rental Concession and Lease Agreements (Director of Finance)**

The current Car Rental Concession and Lease Agreements expire on July 31, 2020. As a result of the Terminal Programming project completed in 2018, moving the rental car operations to the south side of the airport is being considered as a cost saving measure. In order to allow additional time to determine the exact plan for the rental car location, the Authority has proposed a one-year extension to the existing leases. All rental car operators have agreed and support the extension. The amendment also includes updated mandatory FAA Provisions.

Staff Recommendation: Approve amendment to the Car Rental Concession and Lease agreements, changing the end date of the agreements to July 31, 2021 and incorporating updated mandatory FAA Provisions. Authorize the Executive Director to sign the Avis and Budget / Payless agreements when received.

- 3. Consider Ahlers & Cooney, P.C.'s Request for a Conflict of Interest Waiver for Ahlers & Cooney, P.C.'s representation of the Des Moines Airport Authority regarding Des Moines Water Works desire to sell and convey to the Airport Authority the water mains and all appurtenances thereto within and beneath the Des Moines International Airport property (Executive Director)**

Des Moines Water Works (DMWW) has proposed to convey ownership of the water mains on or under Airport property to the Airport Authority. Ahlers & Cooney, P.C. has been asked to represent the Airport Authority in this matter. Ahlers & Cooney is bond counsel for DMWW. Airport Staff is negotiating with DMWW regarding this transfer of ownership. Because Ahlers & Cooney has existing client relationships with both parties, should an issue arise where the Airport Authority and DMWW cannot reach a resolution on our own, Ahlers & Cooney will need to withdraw from further representation of either party with respect to this matter. This transfer of ownership, once negotiated, would be compatible with normal utility practice and is in compliance with the Real Estate Lease and Asset Transfer Agreement with the City of Des Moines.

Staff Recommendation: Approve Conflict of Interest Waiver for Ahlers & Cooney, P.C.'s representation of the Des Moines Airport Authority regarding Des Moines Water Works desire to sell and convey to the Airport Authority the water mains and all appurtenances thereto within and beneath the Des Moines International Airport property.

4. Consider Vending Concession Agreement (Director of Finance)

When Aero Service Group took over the Food and Beverage responsibilities in the terminal, a Terminal Automated Vending concession agreement was signed with Vending Services of Iowa. An RFP was recently completed for the next agreement, and Compass Group USA, dba Canteen Services, was selected as the best proposal.

Staff Recommendation: Approve a five-year Automated Vending concession agreement with Compass Group USA.

5. Consider Des Moines Airport Authority Rules and Regulations Updates (Director of Operations)

A copy of the current Rules and Regulations, a summary of proposed changes, a redlined version of the proposed updated Rules and Regulations, and a clean copy of the proposed updated Rules and Regulations were sent to the Board for review. The last update to the Rules and Regulations was approved on February 13, 2018. With the continued growth in passenger traffic, operational changes in the airport industry, and rapid advancement of technologies, periodic reviews of the Rules and Regulations are necessary. The proposed changes that have been provided reflect the current state of the industry.

Staff Recommendation: Approve updates to the Des Moines Airport Authority Rules and Regulations

6. Consider contracts for the Purchase and Installation of Replacement Security Cameras (Director of Engineering)

With new technology since our original installation of security cameras, Authority staff recommends the purchase and installation of (179) security cameras located throughout the Airport campus. New technology allows multiple cameras to be replaced with a single unit. The project would include a second agreement as well. While the camera installation takes place, a software upgrade of the Video Surveillance System (VSS) from Milestone to AMAG would occur. This entire project is included in FY2019 budget.

A. Staff Recommendation: Approve a contract with Communication Innovators, in the amount of \$166,638.81 for the camera replacements and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

B. Staff Recommendation: Approve a purchase order with Security Equipment, Inc. in the amount of \$74,525.00 for the software upgrade 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 Professional Services Agreement, Task Order No. 62, with Foth Infrastructure and Environment, LLC for Runway 5 Temporary Extension - Functional Design (Director of Engineering)

This project will provide functional design services related to the temporary extension of Runway 5 at Des Moines International Airport (DSM). The temporary extension will provide a shortened Runway 5-23 to be used during the future reconstruction of the intersection of Runway 5-23 and Runway 13-3. The temporary extension will allow commercial passenger and general aviation operations, but not cargo operations, to continue during the intersection reconstruction. The services include functional design of the Runway 5 extension and submission of a supplemental Airport Layout Plan (ALP) for shortened Runway 5-23, topographic survey, and aircraft approach survey. The negotiated amount of the agreement is \$226,140.00.

Staff Recommendation: Approve the professional services agreement, Task Order No. 62, with Foth Infrastructure and Environment, LLC in the amount of \$226,140.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

8. Consider Ninth Amendment to ARINC Inc. Contract for Maintenance and Support of the Common Use System (Director of Engineering)

On February 9, 2009, the Des Moines International Airport entered into a contract with ARINC Incorporated (now part of Collins Aerospace) to provide and install a common use platform at both the Terminal Ticket Counters and Concourse Gates. This proposed Ninth Amendment would upgrade the current MUSE (Multi Use System Environment) platform to the latest version of Common Use "CLOUD" platform. Scope of work will include the transition of the existing workstations supporting the Ticket Counter and Gate operations of all current carriers and make it fully capable of expansion to support additional carriers. Upon completion, the common use platform will be a Payment Card Industry (PCI) compliant environment.

Staff Recommendation: Approve the Ninth Amendment to the ARINC Inc. contract for upgrade to the Common Use System in the amount of \$472,447.73 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

9. Consider Change Order #1 with Iowa Contracting Inc. for Taxiway Bravo Pavement Repairs project (Director of Engineering)

The change order includes reconciliation of final quantities established within the bidding process, additional full depth patches located between T Hangars and South Cargo, and additional pavement repairs within the Taxiway Bravo area. Project is complete. Change order allows staff to adjust and finalize contract.

Staff Recommendation: Approve Change Order #1 with Iowa Contracting Inc. in the amount of \$52,105.46 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

10. Consider Public Parking Rate Adjustments (Executive Director)

The newly installed parking guidance system will come on line and be fully operational September 1st. To help offset the cost of this system, Authority staff is recommending an increase in the parking rates. The last rate adjustment to the majority of the lots occurred in 2017. Premium long term parking was introduced in 2018.

Staff Recommendation: Approve the proposed Public Parking Rate Adjustments effective September 1, 2019.

11. Financial Report (Director of Finance)

12. Briefing (Executive Director)

13. Adjourn