

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

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

Agenda

Call to Order and Roll Call

1. **Oath of Office – Reappointed Board Member(s) (Legal Counsel)**
2. **Consider Minutes for June 11, 2019, Meeting**
3. **Consider Economy Parking Lot No. 4 Expansion Project (Director of Engineering)**
 - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Economy Parking Lot No. 4 Expansion Project; and
 - b. **Consider Resolution** adopting plans, specifications, form of contract, and estimated total cost for the Economy Parking Lot No. 4 Expansion Project; and
 - c. **Consider award of contract** for Economy Parking Lot No. 4 Expansion Project to Elder Corporation in the amount of \$2,760,000.00; and
 - d. **Consider Professional Services Agreement, Task Order No. 5 with Kimley-Horn & Associates, Inc. for Economy Parking Lot No. 4 Expansion project - Construction Phase Services.**
4. **Consider Noise and Avigation Easement Agreement between TK Development, L.L.C., The Des Moines Airport Authority, and the City of Des Moines (Executive Director)**
5. **Consider Purchase & Installation of Parking Control Revenue Equipment for Economy Lot No. 4 (Director of Engineering)**
6. **Financial Report (Director of Finance)**
7. **Briefing (Executive Director)**
8. **Election of Officers**
9. **Adjourn**

Agenda Notes:

Call to Order and Roll Call

1. Oath of Office – Reappointed Board Member(s) (Legal Counsel)

Iowa Code 330A.5 provides, in part, “Each member of the board shall qualify by taking an oath to faithfully perform the duties of office.”

2. Consider Minutes for June 11, 2019, Meeting

3. Consider Economy Parking Lot No. 4 Expansion Project (Director of Engineering)

a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Economy Parking Lot No. 4 Expansion Project

This project consists of the expansion of existing Economy Lot No. 4 by approximately 1,050 stalls located in the South Quadrant. Major elements of the project include: paved parking area(s), access drive(s) for ingress and egress, necessary site utilities and grading, storm water management facilities, and perimeter fencing. A bus travel lane will be included internal to the lot.

The Engineer's Estimate for this project is \$3,594,870.75 and was not included within the FY2019 budget.

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Economy Parking Lot No. 4 Expansion Project

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Economy Parking Lot No. 4 Expansion project.

c. Consider award of contract for Economy Parking Lot No. 4 Expansion Project to Elder Corporation in the amount of \$2,760,000.00.

The lowest responsive, responsible bidder was Elder Corporation in the amount of \$2,760,000.00.

Staff Recommendation: Approve the contract with Elder Corporation in the amount of \$2,760,000.00 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.

d. Consider Professional Services Agreement, Task Order No. 5 with Kimley-Horn & Associates, Inc. for Economy Parking Lot No. 4 Expansion project - Construction Phase Services

During the expansion of Economy Parking Lot No. 4, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$249,700.00.

Staff Recommendation: Approve the professional services agreement, Task Order No. 5 with Kimley-Horn & Associates, Inc. in the amount of \$249,700.00 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 Noise and Avigation Easement Agreement between TK Development, L.L.C., The Des Moines Airport Authority, and the City of Des Moines (Executive Director)

TK Development is developing a subdivision entitled Southwoods Estates located at 3800 SW 56th Street, Des Moines, Iowa. The Southwoods Estates subdivision is located northeast of, but very near, the runway protection zone of the proposed parallel 13R runway. The Easement will protect both the airspace around the runway, and approach to the runway. It provides a liability release for both the Des Moines Airport Authority and the City of Des Moines. The Easement identifies the subdivision as a potential “noise impacted area” detailing both the potential for noise levels to change and when additional noise mitigation measures might be required and authorized.

Staff recommendation: Approve the Noise and Avigation Easement Agreement between TK Development, L.L.C., The Des Moines Airport Authority, and the City of Des Moines.

5. Consider Purchase & Installation of Parking Control Revenue Equipment for Economy Lot No. 4 (Director of Engineering)

Currently, there is one (1) entry and one (1) exit lane equipped with revenue control equipment in Economy Lot No. 4. Utilization of Economy Lot No. 4 is increasing throughout the entire year (not just during peak events). With the proposed expansion of the Economy Lot No. 4 and the ever-increasing usage, additional equipment at the second entry and exit lanes will provide a redundancy. The goal is to have this equipment installed and functional prior to enlarging the economy lot by 1,050 stalls. This equipment was not included within the FY2019 budget.

Staff Recommendation: Approve the purchase order with Baker Group, in the amount of \$95,055.00 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. Financial Report (Director of Finance)

7. Briefing (Executive Director)

8. Election of Officers (Chairwoman Ward)

The Des Moines Airport Authority Bylaws require the election of officers as follow:

Election of Officers. The Board shall elect a Chairperson, Vice Chairperson, and Secretary/Treasurer from its membership at its regular meeting in July in every odd numbered year or as soon as practical thereafter. Officers will serve until their successors are elected and qualified. (11-1-11) (01-10-17)

Staff Recommendation: Open the floor for nominations and election of a chairperson, vice chairperson, and a secretary/treasurer with terms effective upon adjourning the July 9, 2019, Board meeting

9. Adjourn