Notice of Public Meeting
of the
DES MOINES AIRPORT AUTHORITY
BOARD

DATE: January 14, 2020
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 10, 2019, Meeting and January 6, 2020, Workshop

2. Consider Highview Development Group Response to Commercial Development Request for Proposal (Executive Director)

3. Public Hearing Consider a Third Amendment to the Lease Agreement with Des Moines Flying Service (Executive Director)

4. Consider Des Moines Flying Service Relocation Project (Director of Engineering)
   a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Des Moines Flying Service Relocation Project;
   b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Des Moines Flying Service Relocation Project;
   c. Consider award of contract for the Des Moines Flying Service Relocation Project to Turner Construction Company in the amount of $7,657,000.00; and

5. Consider Cargo Deicing Equipment Relocation Project (Director of Engineering)
   a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Cargo Deicing Equipment Relocation Project;
   b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Cargo Deicing Equipment Relocation Project; and
   c. Consider award of contract for the Cargo Deicing Equipment Relocation Project to Iowa Contracting, Inc. in the amount of $750,777.20.

6. Public Hearing Consider Ground Lease with Signature Flight Support, LLC (Director of Finance)

7. Consider Agreement with Liz Lidgett Gallery and Design for the Installation and Maintenance of Artwork at Des Moines International Airport (Executive Director)

8. Consider Supplemental No. 1 to Task Order No. 62 for design of Runway 5 and Taxiway Papa Temporary Extension with Foth Infrastructure & Environment, LLC (Director of Engineering)
9. Consider Change Order No. 2 for Runway 5/23 Reconstruction Phase I with Flynn Company, Inc. (Director of Engineering)

10. Consider Sixth Amendment to the Airline Operating and Use Agreement (Director of Finance)

11. Consider the Iowa Department of Transportation (IDOT) Revitalize Iowa’s Sound Economy (RISE) Grant Application for Cowles Drive Reconstruction Phase I (Director of Engineering)

12. Consider Task Order No. 68 for the design of Passenger Boarding Bridges with Foth Infrastructure & Environment, LLC (Director of Engineering)

13. Consider Task Order No. 6 for the design of Cowles Drive Reconstruction Phase 1 with Kimley-Horn & Associates, Inc. (Director of Engineering)

14. Consider Op-Ed submission in support of PFC Increase from the Board (Executive Director)

15. Financial Report (Director of Finance)

16. Briefing (Executive Director)

17. Next Meeting
   a. February 11, 2020, Regular Board Meeting

18. Adjourn
Agenda Notes:

Call to Order and Roll Call

1. **Consider Minutes for December 10, 2019, Meeting and January 6, 2020, Workshop**

2. **Consider Highview Development Group Response to Commercial Development Request for Proposal (Executive Director)**

   The Airport issued a Request for Proposals for potential development of Airport properties that were not suitable for aeronautical use. Highview Development Group submitted a proposal and has requested an opportunity to present their proposal to the Authority Board.

   Staff Recommendation: Consider Highview Development Group’s Commercial Development Proposal.

3. **Public Hearing Consider a Third Amendment to the Lease Agreement with Des Moines Flying Service (Executive Director)**

   As part of the Terminal Project, Des Moines Flying Service must be relocated to the south quadrant of the Airport. The existing lease allows the Airport to move Des Moines Flying Service into a “comparable facility at the Airport’s sole expense”. However, a comparable facility does not exist, and Des Moines Flying Service desires additional building space. An amendment to the lease has been negotiated with Des Moines Flying Service to occupy a newly constructed building, Building No. 36, once construction of the facility is completed. Rents will be increased based on the increase in land and building space as compared to the existing leased property.

   Staff Recommendation: Approve the Third Amendment to the Lease Agreement with Des Moines Flying Service.

4. **Consider Des Moines Flying Service Relocation Project (Director of Engineering)**

   a. **Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Des Moines Flying Service Relocation Project**

   This contract is for the relocation of the existing tenant, Des Moines Flying Service, from their current facility located within Building No. 7. New facility will be constructed in the South Quadrant and is one of the enabling projects listed in the Terminal Project. The project includes office and hangar space, associated paving, storm water and communication structures, electrical and communication pathways, fencing, and subdrains within the area.

   The Engineer's Estimate for this project is $7,507,000.00.
b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Des Moines Flying Service Relocation Project

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Des Moines Flying Service Relocation Project.

c. Consider award of contract for the Des Moines Flying Service Relocation Project to Turner Construction Company in the amount of $7,657,000.00

The lowest responsive, responsible bidder was Turner Construction Company in the amount of $7,657,000.00.

Staff Recommendation: Approve the contract with Turner Construction Company in the amount of $7,657,000.00 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. 2 with Bolton & Menk for Des Moines Flying Service Relocation Project - Construction Phase Services

During the Des Moines Flying Service Relocation project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is $423,000.00.

Staff Recommendation: Approve the Professional Services Agreement, Task Order No. 2 with Bolton & Menk in the amount of $423,000.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

5. Consider Cargo Deicing Equipment Relocation Project (Director of Engineering)

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Cargo Deicing Equipment Relocation Project

This contract is for the relocation of the existing tenant equipment located on the Cargo apron. Equipment houses tanks, pumps, and small buildings utilized to store and dispense glycol utilized during deicing operations for cargo tenants. Project includes relocation of buildings and tanks, associated paving, storm water and sanitary structures, electrical and communication pathways, and subdrains within the area.

The Engineer's Estimate for this project is $621,895.00.
b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Cargo Deicing Equipment Relocation Project

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Cargo Deicing Equipment Relocation Project.

c. Consider award of contract for the Cargo Deicing Equipment Relocation Project to Iowa Contracting, Inc. in the amount of $750,777.20.

The lowest responsive, responsible bidder was Iowa Contracting, Inc. in the amount of $750,777.20.

Staff Recommendation: Approve the contract with Iowa Contracting, Inc. in the amount of $750,777.20 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. **Public Hearing** Consider Ground Lease with Signature Flight Support, LLC (Director of Finance)

A ground lease has been negotiated with Signature Flight Support, LLC for their new location on SW 28th Street. Signature plans to construct a general aviation terminal building and an aircraft hangar.

Staff Recommendation: Approve the ground lease with Signature Flight Support, LLC.

7. **Consider Agreement with Liz Lidgett Gallery and Design for the Installation and Maintenance of Artwork at Des Moines International Airport** (Executive Director)

Liz Lidgett Gallery and Design issued an RFP for art to be placed in the terminal. She received 20 responses. Those proposals were reviewed by Liz Ward, Kayla Kovarna, and Kevin Foley and narrowed down to one. Total cost of placing this art in the terminal is $2,000.

Staff Recommendation: Approve the Agreement with Liz Lidgett Gallery and Design for the Installation and Maintenance of Artwork at Des Moines International Airport.

8. **Consider Supplemental No. 1 to Task Order No. 62 for design of Runway 5 and Papa Taxiway Temporary Extension** with Foth Infrastructure & Environment, LLC (Director of Engineering)

On August 13, 2019, via Board Action No. A19-084, the Authority Board approved Task Order No. 62 for the functional programming design of Runway 5 Temporary Extension. The extension will be necessary when the intersection of the two runways is reconstructed. The scope of work for Task Order No. 62 included the submission of a supplemental Airport Layout Plan, a topographic survey, and aircraft approach survey. The Proposed
Supplemental Agreement adds design plans and specification production for the Runway 5 and taxiway papa temporary extension, design for the temporarily shortened 23 end of Runway 5/23, and bidding services for the project. The negotiated price to provide this service is $464,730.00 and is eligible for the normal 90/10 FAA allocation. The FAA has reviewed the contract and fees and approved the project. The FAA is providing additional discretionary funding in FY 2020 for this project. This task order is one of the responsibilities listed in the FAA approved Master General Engineering Services Agreement with Foth Infrastructure and Environmental, LLC.

Staff Recommendation: Subject to an FAA grant award, approve Supplemental No. 1 to Task Order No. 62 for design of Runway 5 and Papa Taxiway Temporary Extension with Foth Infrastructure and Environment, LLC for $464,730.00; authorize the Executive Director to sign Supplemental No. 1; 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 No. 2 for Runway 5/23 Reconstruction Phase I with Flynn Company, Inc. (Director of Engineering)

Change Order No. 2 adjusts the contract value by adding in a permanent taxiway connector P3 that was originally called out to be temporary. After discussions with FAA Central Region engineers, local Air Traffic Control Tower, and Authority staff, it was determined that it would enhance safety when runway 5/23 is an active runway. Items in the change order have been reviewed and approved by the FAA and are eligible for reimbursable at 90/10 split.

Staff Recommendation: Approve Change Order No. 2 for Runway 5/23 Reconstruction Phase I with Flynn Company, Inc. for $938,691.80.

10. Consider Sixth Amendment to the Airline Operating and Use Agreement (Director of Finance)

The Sixth Amendment to the Airline Operating and Use Agreement has been provided to all passenger and cargo airlines. The amendment extends the end date of the agreement to December 31, 2020. Agreements from United Parcel Service, FedEx, and United Airlines have been returned to date.

Staff Recommendation: Approve the Sixth Amendment to the Airline Operating and Use Agreement and authorize the Board Chairperson to sign remaining amendments as returned by the airlines.
11. Consider the Iowa Department of Transportation (IDOT) Revitalize Iowa’s Sound Economy (RISE) Grant Application for Cowles Drive Reconstruction Phase I (Director of Engineering)

Authority staff is working with City of Des Moines on a joint application for the Iowa Department of Transportation (IDOT) Revitalize Iowa’s Sound Economy (RISE) grant to help fund the reconstruction of Cowles Drive Phase I. This roadway will service the future Terminal, parking garage structures and potential future developments along Fleur Drive. Currently Cowles Drive is open to the public and maintained by the Authority. The reconstruction of the roadway will not change its functionality or the Authority’s responsibilities. Current project estimate is approximately $2.9 million, with $1.16 million estimated to be eligible for RISE grant. As part of this grant application, the IDOT requires an Airport Authority Board resolution and/or endorsement of the project.

Staff Recommendation: Approve the IDOT RISE Grant Application; authorize the Executive Director to accept and sign the grant award once received from the IDOT; and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

12. Consider Task Order No. 68 for the design of Passenger Boarding Bridges with Foth Infrastructure & Environment, LLC (Director of Engineering)

This task order will allow for the design, procurement and installation of (4) new passenger boarding bridges (PBB) on the concourse. Airport is looking at breaking up the purchase and installation of PBB replacement into three years:

- 2020 – qty (4)
- 2021 – qty (4)
- 2022 – qty (3)

Through this task order, the Consultant will provide the necessary plans and specifications to produce construction documents. The contract to provide this service is $168,500.00. This task order is included in the FY 2020 budget.

Staff Recommendation: Approve Task Order 68 with Foth Infrastructure and Environmental, LLC in the amount of $168,500.00 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.
13. Consider Task Order No. 6 for the design of Cowles Drive Reconstruction Phase 1 with Kimley-Horn & Associates, Inc. (Director of Engineering)

This task order will allow for the design and reconstruction of a new entrance roadway into the Terminal. The new entrance will be located just North of the current exit of Cowles onto Fleur Drive. The new roadway will wrap around Duck Pond to the North, where it will terminate and tie into the current Duck Pond Road. This project is the first of three phases on Cowles Drive. Through this task order, the Consultant will provide the necessary plans and specifications to produce construction documents. The contract to provide this service is $377,000.00. This task order is included in the FY 2020 budget.

Staff Recommendation: Approve Task Order No. 6 with Kimley-Horn & Associates, Inc. in the amount of $377,000.00 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.

14. Consider Op-Ed submission in support of PFC Increase from the Board (Executive Director)

With Congress back in session this week, Airport Council International-North America (ACI-NA) has suggested that as many airports as possible get op-eds in their local papers demonstrating the need for an increase in the passenger facility charge (PFC). Authority staff has drafted an op-ed and thought it might be more beneficial if it came from the Board as opposed to the Executive Director.

Staff Recommendation: Approve the op-ed submission to be signed by the Authority Chair representing the Board.

15. Financial Report (Director of Finance)

16. Briefing (Executive Director)

17. Next Meeting
   a. February 11, 2020, Regular Board Meeting

18. Adjourn