

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF REGULAR MEETING
Des Moines International Airport
Board Room
May 8, 2018**

Call to Order and Roll Call: 9:00 a.m.

Chaired by: Ms. Ward

Present: Mr. Feldmann, Mr. Christensen, Ms. Lauridsen Sand, Ms. Levy, and Ms. Ward

A18- 041 Consider Minutes for April 10, 2018, Meeting

Mr. Feldmann moved to approve the April 10, 2018 meeting minutes. Ms. Lauridsen Sand requested an amendment to the minutes to reflect that Mr. Christensen attended the April 10, 2018 meeting. Mr. Feldmann moved to approve the Minutes as corrected for the April 10, 2018 meeting. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-042 Relocate Hangar No. 42 Project

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Relocate Hangar No. 42 Project

The Director of Engineering stated this project is one of the enabling projects in the Terminal Project Plan. Aircraft hangar #33 will move from its current location in the south quadrant to a new location and will be renamed hangar #42. The Engineer's Estimate for the improvements is \$1,518,425.00. The project is included in the 2018 Capital Improvement Budget.

Ms. Ward invited public comment. No comments were received. **Public Hearing was closed.**

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Relocate Hangar No. 42 Project

The Director of Engineering recommended approval of Resolution adopting plans, specifications, form of contract, and estimated total cost for the Relocate Hangar No. 42 project.

Mr. Christensen moved to approve the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Relocate Hangar No. 42 project. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

c. Consider award of contract to Jensen Builders, LTD

Bids were opened May 1, 2018, and the lowest responsive, responsible bidder was Jensen Builders, LTD for \$1,329,459.90.

The Director of Engineering recommended approval of a contract with Jensen Builders, LTD, in the amount of \$1,329,459.90, and authorization for the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Ms. Levy moved to approve a contract with Jensen Builders, LTD, for \$1,329,459.90, and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-043 Parking Garage Maintenance 2018 Project

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2018 Project

The Director of Engineering stated that a variety of exterior joint sealant repairs on both the North and South garage will be completed through this proposed project. The Engineer's Estimate for the improvements is \$120,750.00. The project is included in the 2018 Capital Improvement Budget.

Ms. Ward invited public comment. No comments were received. **Public Hearing was closed.**

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2018 Project

The Director of Engineering recommended approval of the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2018 project.

Mr. Christensen moved to approve the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2018 project. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

c. Consider award of Parking Garage Maintenance contract to C.K. Fairco, Inc.

The Director of Engineering reported that he opened bids May 1, 2018, and the lowest responsive, responsible bidder was C.K. Fairco, Inc. for \$78,075.00.

The Director of Engineering recommended approval of the contract with C.K. Fairco, Inc. in the amount of \$78,075.00 and authorization for the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Ms. Levy moved to approve the contract with C.K. Fairco, Inc. for \$78,075.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-044 Runway 13/31 Reconstruction Phase III Project

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Runway 13/31 Reconstruction Phase III Project

The Director of Engineering stated this contract is for the completion of the third phase of three for the reconstruction of runway 13/31. The project will:

- i. Reconstruct 1,450 feet of Runway 13/31 from Runway 13 end to Taxiway D5 connection.
- ii. Include paved shoulders, edge lighting, signage and centerline lighting.

The Engineer's Estimate for this project is \$8,123,530.00 and it is eligible for Federal Aviation Administration Airport Improvement Project (AIP) grant funding at the normal 90/10 split.

Ms. Ward invited public comment. No comments were received. **Public Hearing was closed.**

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Runway 13/31 Reconstruction Phase III Project

The Director of Engineering recommended approval of the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Runway 13/31 Reconstruction Phase III project.

Ms. Lauridsen Sand moved to approve the Resolution adopting plans, specifications, form of contract, and estimated total cost for the Runway 13/31 Reconstruction Phase III project. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

c. Consider approval of Federal Aviation Administration Grant No. 70 associated with Runway 13/31 Reconstruction – Phase III

The Director of Engineering recommended authorization for the Executive Director to accept and sign the grant agreement No. 70 with FAA for the improvement (subject to FAA approval) and authorization for the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

Mr. Feldmann moved to authorize the Executive Director to accept and sign the grant agreement No. 70 with FAA for the improvement (subject to FAA approval) and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

d. Consider award of contract for Runway 13/31 Reconstruction Phase III Project to Flynn Company, Inc. in the amount of \$6,680,016.72

The Director of Engineering reported that the lowest responsive, responsible bidder was Flynn Company, Inc. for \$6,680,016.72.

The Director of Engineering recommended approval of a contract with Flynn Company, Inc. for \$6,680,016.72, subject to the Authority's receipt of an FAA grant award. The Director of Engineering recommended authorization for the Executive Director to sign the contract with Flynn Company, Inc. and authorization for the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Ms. Levy moved to approve a contract with Flynn Company, Inc. for \$6,680,016.72, subject to receipt of an FAA grant award and to authorize the Executive Director to sign the contract with Flynn Company, Inc., and to authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-045

South Quadrant Water Main Installation Project

a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the South Quadrant Water Main Installation Project

The Director of Engineering explained that with the removal of Old Army Post Road and the expansion of the UPS truck apron at building No. 31, the current water main will be out of installation standards. A new main will be installed at appropriate depths in conjunction with the work to be performed by UPS. This new main will also provide a loop supply for the south quadrant facilities. This will assist in the required water pressure to meet fire protection requirements, as well as provide a secondary supply in the event that the other supply fails. The Engineer's Estimate for the improvements is \$342,833.00. The project is included in the 2018 Capital Improvement Budget and is part of the enabling projects for the Terminal Project Plan.

Ms. Ward invited public comment. No comments were received. **Public Hearing was closed.**

b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the South Quadrant Water Main Installation Project

The Director of Engineering recommended approval of the Resolution adopting plans, specifications, form of contract, and estimated total cost for the South Quadrant Water Main Installation project.

Mr. Christensen moved to approve the Resolution adopting plans, specifications, form of contract, and estimated total cost for the South Quadrant Water Main Installation project. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

c. Consider award of contract to Halbrook Excavating

Bids were opened May 1, 2018, and the lowest responsive, responsible bidder was Halbrook Excavating for \$404,755.00.

The Director of Engineering recommended approval of the contract with Halbrook Excavating in the amount of \$404,755.00 and authorization for the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

Mr. Feldmann moved to approve the contract with Halbrook Excavating for \$404,755.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-046

Consider Maintenance Hangar Lease Agreement with Delta Air Lines

a. Public Hearing – Regarding the leasing of the Maintenance Hangar, Building No. 29

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

Ms. Ward invited public comment. No comments were received. **Public Hearing was closed.**

b. Consider Maintenance Hangar Lease Agreement with Delta Air Lines

The Director of Finance recommended approval of the Maintenance Hangar Lease Agreement with Delta Air Lines.

Mr. Christensen moved to approve the Maintenance Hangar Lease Agreement with Delta Air Lines. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-047

Consider Union Agreement with Central Iowa Public Employees Council

The Executive Director reported that Union negotiations with the Central Iowa Public Employees Council (CIPEC) on a new one-year agreement are complete. CIPEC represents 27 Des Moines Airport Authority employees in Airfield Maintenance, the Electricians unit, and Building Maintenance. The current contract with CIPEC will terminate on June 30, 2018. This new agreement will terminate on June 30, 2019. With the changes in the State law addressing public employee unions, this agreement is much shorter than previous agreements, but many of the benefit clauses are included in the Des Moines Airport Authority Employee Handbook. However, as in any negotiation, there are a number of changes to the employee benefits.

The Executive Director recommended approval of the Union Agreement with Central Iowa Public Employees Council.

Mr. Feldmann moved to approve the Union Agreement with Central Iowa Public Employees Council. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-048 Consider Union Agreement with Municipal Employees Association

The Executive Director reported that union negotiations with the Municipal Employees Association (MEA) on a new one-year agreement are complete. MEA represents 10 Des Moines Airport Authority employees. They include the Electronic Technicians, Operations Center Attendants, and Accountants. The current contract with MEA will terminate on June 30, 2018. This new agreement will terminate on June 30, 2019. With the changes in the law addressing public employee unions, this agreement is much shorter than previous agreements. Some of the benefits previously in the agreement are now included in the Des Moines Airport Authority Employee Handbook.

The Executive Director recommended approval of the Union Agreement with the Municipal Employees Association.

Mr. Christensen moved to approve the Union Agreement with the Municipal Employees Association. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-049 Consider Supplemental Agreement No. 1 to Task Order No. 39 for the Relocation of Building No. 42, with Foth Infrastructure and Environment, LLC

The Director of Engineering stated the south cargo storm water control building, #52, is electrically fed from building No. 33, the hangar that will be relocated and become building No. 42. To keep the functionality of building No. 52, a new primary service and transformer is required to be installed from Old Army Post road to a location just south of Taxiway Papa. Supplemental agreement No. 1 to Task Order No. 39 of the Master Agreement with Foth Infrastructure and Environment, LLC provides for the design of a communication and electrical duct bank to building No. 52 and construction administration and observation of the relocation of building No. 42.

The Director of Engineering recommended approval of Supplemental Agreement No. 1 with Foth Infrastructure and Environment, LLC for \$145,100.00.

Mr. Feldmann moved to approve Supplemental Agreement No. 1 with Foth Infrastructure and Environment, LLC for \$145,100.00. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-050 Consider Contract for the extension of Electrical Lines underground to serve Building No. 52 with MidAmerican Energy Company

The Director of Engineering stated the south cargo storm water control building, #52, is electrically fed from building No. 33, the hangar that will be relocated and become building No. 42. To keep the functionality of building No. 52, MidAmerican Energy Company must install a new primary service and transformer from Old Army Post road to a location just south of Taxiway Papa. This feed is also being sized to handle the relocation of buildings No. 53 & 54 which feed the glycol stations for cargo carriers on the south cargo apron.

The Director of Engineering recommended approval of an Agreement with MidAmerican Energy Company that will extend electrical lines to building No. 52 in the amount of \$68,886.66 and authorization for the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents.

Mr. Christensen moved to approve an Agreement with MidAmerican Energy Company that will extend electrical lines to building No. 52 for \$68,886.66 and authorization for the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-051 Consider Contract for Parking Garage Standpipe and Storm Piping Replacement Project with The Waldinger Corporation

The Director of Engineering stated this project would address corrective maintenance issues throughout all four levels of both parking garage structures. The main area of emphasis will be to replace fire protection standpipe and storm piping that corroded beyond repair. The Engineer's Estimate for the maintenance is \$60,000.00. The project is included in the 2018 Budget. Quotes were opened on April 25, 2018, and the lowest responsive, responsible quote for the project was The Waldinger Corporation in the amount of \$70,810.00.

The Director of Engineering recommended approval of the contract with The Waldinger Corporation in the amount of \$70,810.00, and authorization for the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents.

Ms. Levy moved to approve the contract with The Waldinger Corporation for \$70,810.00 and authorize the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-052 Consider Supplemental Agreement No. 1 to Task Order No. 40 for Mechanical, Electrical, Plumbing, Architectural and Civil scope additions for the Relocation of Building No. 32, Cargo Facility with Foth Infrastructure and Environment, LLC

The Director of Engineering stated that Supplemental agreement No. 1 to Task Order No. 40 of the Master Agreement with Foth Infrastructure and Environment, LLC will provide additional design and engineering for mechanical, electrical, plumbing, architectural, and civil items into the contract for design of the Building No 32. As discussions have progressed with Federal Express, the sq. ft. of the building has increased at their request. It has grown from approximately 27,500 sq. ft. to 40,700 sq. ft. The lease agreement with FedEx allows the Airport to move them into a similar space. Since this is additional space, Federal Express will reimburse the cost for design through future negotiated lease payments.

The Director of Engineering recommended approval of Supplemental agreement No. 1 with Foth Infrastructure and Environment, LLC for \$88,210.00.

Mr. Feldmann moved to approve Supplemental agreement No. 1 with Foth Infrastructure and Environment, LLC for \$88,210.00. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-053 Consider Contract for Pavement Patching Repairs Project with Flynn Company, Inc.

The Director of Engineering stated this project would address corrective pavement maintenance issues that have developed in the following locations:

- Division 1 - Taxi lane on North side of T Hangar buildings No. 37 & 39.
- Division 2 - Vehicle parking lot approach and service road at building No. 31.

The Engineer's Estimate for the maintenance is \$73,024.00. The projects are included in the 2018 Budget, and are broken up into different divisions due to funding sources. Quotes were obtained and the lowest responsive, responsible quote for the project was Flynn Company, Inc. in the amount of \$60,665.00.

The Director of Engineering recommended approval of the contract with Flynn Company, Inc. in the amount of \$60,665.00 and authorization for the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents.

Mr. Christensen moved to approve the contract with Flynn Company, Inc. for \$60,665.00 and authorization for the Director of Engineering and Planning to accept and close out these projects when completed in accordance with the contract documents. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: 0; Abstained: 0; Absent: 0.

A18-054 Financial Report

The Director of Finance reported the following:

- Financials for the month are on target. Trends are looking good.
- A copy of the Plante Moran audit is included in the packet for the Board's review. An audit committee meeting was held May 7, 2018. Ms. Lauridsen Sand stated that it was a clean audit. Mr. Feldmann said Plante Moran was very complimentary of the Director of Finance and his team. Plante Moran found the Authority in full compliance with federal government regulations.
- Mr. Mulcahy provided the S&P upgrade report to the Board earlier in the month. S&P recognized that we are moving the metrics in the right direction.
- The April food and beverage report shows that the Authority's income year-over-year for April is up 58%. Operations continue to improve.

A18-055 Briefing

The Executive Director reported the following:

- **IPAA Conference**
 - The IPAA conference was well received. From the IPAA's perspective, it was considerably more profitable than previous conferences. Executive Director Foley thanked A.J. Graff, Director of Operations, and specifically Sara Arnolds from A.J.'s team for planning a successful conference.
 - The FAA Central Region requested a meeting with the Des Moines Airport Authority to discuss the planned runway intersection reconstruction. Typically, the Authority staff does not meet with the FAA during the IPAA conference because they meet with the FAA at the FAA office three to four times a year.

- FAA and Authority staff also discussed the one billion dollars in the Appropriations Bill. There are 1,418 airports eligible for a grant. First consideration is given to primary airports (airports defined as having over 10,000 enplanements per year) that are classified as non-hub or small hub airports. Des Moines is one of 346 airports classified as non-hub and small hub airports. The grant must be allocated at the normal 90/10 split by September 30, 2020.
- Ms. Ward attended the first day of the conference. Ms. Ward stated the conference was very informative and she received many compliments about the Des Moines Airport Authority staff. Ms. Ward encouraged the other board members to consider attending future IPAA conferences.
- **American Airlines Inaugural Philadelphia Non-Stop Flight**
 - The flight was originally booked full; however it was delayed. Twenty-eight passengers were re-booked due to connecting flights. The weekend flights were booked close to full.
- **Miscellaneous**
 - An article about the Des Moines International Airport restaurants and Hudson News will appear in the June 2018 magazine, *Airport Revenue News*. Executive Director Foley will obtain copies of the magazine for the Board.
 - On April 30, a sanitary sewer line plugged resulting in a sewage backup in the airport basement. WRA jetted the line and it opened very quickly. The sewer line was televised to determine the cause. . The cause has not yet been determined. The clean-up was done quickly which helped prevent additional damage. According to Bryan Belt, Director of Engineering and Planning, this is the second time this particular line has backed up. Director Belt stated the 15-inch sanitary sewer line in the terminal is reduced to a 10-inch line down-stream.
 - Executive Director Foley reported he would travel with the Greater Des Moines Partnership to Washington, DC May 9-11, 2018. There are five priorities. Executive Director Foley will present the need for an increase in the PFCs to congressional staff.
 - Status of PFCs: the House passed the Reauthorization Bill. The Senate needs to pass it now. There is still a better chance for it to pass with the Senate if they debate the Bill; however, it is unlikely that the Bill will pass this year.
 - Passenger statistics will be released after May 10.
 - Global Entry Enrollment: Another Global Entry event is scheduled for June 12-14th at the airport. The appointment schedule is full at this time. The Director of Operations will work with his contacts at the U.S. Customs Border Control Protection to see if they can consolidate family appointments so more slots can open up for others. There may be another event scheduled at the airport later in the year.
 - Staff provided Board members copies of the terminal Program Definition Document (PDD) for their review. Staff will ask the Board to approve the PDD at the June board meeting.

- Mr. Christensen discussed recent legislative changes to Iowa's public bidding law and reported that the legislature's elimination of the lease purchase exemption from public bidding would limit the Authority's options for achieving the most cost effective means to construct the new terminal.

A18-056 Adjourn

Ms. Levy moved to adjourn the meeting. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Feldmann, Lauridsen Sand, Levy, and Ward; Nays: zero; Abstained: zero; Absent: 0.

The meeting adjourned at 10:22 a.m.

Respectfully Submitted:



Mark Feldmann
Secretary/Treasurer



Mary Benson
Board Clerk