

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF MEETING
Des Moines International Airport
Board Room
April 12, 2022**

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

Chaired by: Mr. Feldmann

Present: Mr. Christensen, Mr. Dickinson, Mr. Feldmann, Ms. Lauridsen Sand (via Zoom), Ms. Levy

This meeting was held in-person with a Zoom link also available. The public was provided access and was able to join the meeting online via Zoom. One Board member participated electronically, and four Board members participated in person. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.

A22-053 Consider Minutes for March 8, 2022, Regular Board Meeting

Ms. Levy moved to approve the March 8, 2022, Regular Board Meeting minutes. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-054 Consider Cancelling Contract for the Installation of New Electrical Lines Underground and Transformer to serve Building No. 11 with MidAmerican Energy Company

The Director of Engineering stated at the August 10, 2021, Board Meeting the Board approved a contract with MidAmerican Energy to provide a new transformer and power to Building No. 11, agenda item A21-080. This new service would have provided service to the glycol collection system, the in-pavement sensors on runway 23, and midfield cameras. Currently these items have power supplied from our old electrical vault located under the concourse. With a proposed update to the glycol collection system in the amended Terminal Program Definition Document, the MidAmerican equipment would conflict with the updated system and a proposed new Taxiway. An agreement to provide a new relocated transformer will be required and will be brought back to the Board at some point in the future.

The Director of Engineering recommended the Board approve the cancellation of Contract WMIS 2829350 with MidAmerican Energy Company providing these services in the amount of \$72,065.16.

Mr. Christensen moved to approve the cancellation of Contract WMIS 2829350 with MidAmerican Energy Company providing these services in the amount of \$72,065.16. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-055

Consider Awarding Contract for the High Voltage Switchgear Project to Waldinger Corporation

The Director of Engineering stated this proposed contract will complete phase 2 of a switchgear project that was started in 2021. Phase 2 of the project will replace the 15kV load interrupter switchgear located in the passenger terminal stem directly underneath TSA passenger screening. Replacement of this equipment will allow work related to phasing of the future terminal to be completed. The engineer's estimate for the project was \$122,941.06, below the bid threshold of \$139,000.00 for competitive bidding. Accordingly, Authority staff requested competitive quotes from four local electrical contractors, receiving two quotes. The lowest responsive, responsible quote received was \$160,980.00 from Waldinger Corporation.

The Director of Engineering recommended the Board approve a contract with Waldinger Corporation for the High Voltage Switchgear Project in the amount of \$160,980.00 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 moved to approve a contract with Waldinger Corporation for the High Voltage Switchgear Project in the amount of \$160,980.00 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, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-056

Consider Amendment to Airport Rules and Regulations

The Director of Operations stated Authority staff performed a review of the existing Rules and Regulations which governs the operation of the Airport. The Rules and Regulations were previously fully re-written and approved by the Board on May 12, 2020. As part of Authority staff's review, there were several sections of the Rules and Regulations which required minor language changes, deletions, and insertions. A summary of the sections changed is included on Page ix, *Amendments*. The Board has been provided both a redline and clean copy for comparison. One subsequent adjustment has been made changing Section 4.13.3 from '40 hours total per flying club' to '40 hours total per aircraft'.

The Director of Operations recommended the Board approve an amendment to the Airport Rules and Regulations.

Ms. Levy moved to approve an amendment to the Airport Rules and Regulations. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-057

Consider Fifth Amendment to the Real Estate Lease and Asset Transfer Agreement with City of Des Moines

The Director of Engineering stated on February 8, 2022, the Board approved the purchase of a 14.56-acre parcel of property owned by Monarch Cement of Iowa, Inc., that lies within the Runway Protection Zone (RPZ) of Runway 13. In addition, with the relocation of the Airport entrance on Cowles Drive, the turning lanes associated with the old entrance were vacated and removed. On March 21, 2022, Des Moines City Council approved the following items related to the property purchase in the RPZ of Runway 13 and items regarding the Airport Cowles Drive Reconstruction – Phase 2 Project.

22-0461 (A) On the Fifth Amendment to Real Estate Lease and Asset Transfer Agreement to exclude excess property adjoining Fleur Drive between Highview Drive and McKinley Avenue, and to include property located west of and adjoining Southwest 46th Street north of McKinley Avenue.

Moved by Mandelbaum to adopt. Second by Boesen. Motion Carried 7-0.

22-0462 (B) Resolution dedicating additional Fleur Drive right-of-way as part of the Airport Cowles Drive Reconstruction – Phase 2 Project.

Moved by Mandelbaum to adopt. Second by Boesen. Motion Carried 7-0.

This Fifth Amendment updates Exhibit B of the Real Estate Lease and Asset Transfer Agreement to reflect these changes and bring it up to date.

The Director of Engineering recommended the Board approve the Fifth Amendment to Real Estate Lease and Asset Transfer Agreement between City of Des Moines and Des Moines Airport Authority.

Mr. Christensen moved to approve the Fifth Amendment to Real Estate Lease and Asset Transfer Agreement between City of Des Moines and Des Moines Airport Authority. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-058

Consider Reconstruct Runway Intersection Project (Director of Engineering)

- a. **Public Hearing** regarding the plans, specifications, form of contract, estimated cost, and enhancement payment for the Reconstruct Runway Intersection Project

The Director of Engineering stated this contract is for the FAA Airport Improvement Program (AIP) grant eligible portion of the reconstruction project of the Runways 13/31 and 05/23 intersection. A contract for the noneligible portion of the project will be brought to the Board later.

The Engineer's estimate for this portion of the project is \$7,820,568.00 and it is eligible for Federal Aviation Administration AIP grant funding at the normal 90/10 split.

The Director of Engineering explained that an enhancement of payment is included in this project as follows:

If the Contractor succeeds in fully completing the work in less than thirty-four (34) calendar days, an enhancement of payment in the amount of One Hundred Ten Thousand Dollars (\$110,000.00) for each 24-hour period that construction is completed prior to 11:30 pm on October 2nd, 2023, up to a maximum amount of Five Hundred Fifty Thousand Dollars (\$550,000), will be issued to the Contractor.

Mr. Feldmann opened the Public Hearing.

Mr. Feldmann invited public comment. There were no comments.

Mr. Feldmann closed the Public Hearing.

b. Consider Resolution adopting plans, specifications, form of contract, estimated total cost and enhancement payment for the Reconstruct Runway Intersection Project

The Director of Engineering recommended the Board approve Resolution adopting plans, specifications, form of contract, estimated total cost, and enhancement payment for the Reconstruct Runway Intersection project.

Ms. Levy moved to approve Resolution adopting plans, specifications, form of contract, estimated total cost, and enhancement payment for the Reconstruct Runway Intersection project. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

c. Consider approval of Federal Aviation Administration Grant No. 87 associated with Reconstruct Runway Intersection Project

The Director of Engineering recommended the Board authorize the Executive Director to accept and sign the grant agreement No. 87 with FAA for the improvement 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 moved to authorize the Executive Director to accept and sign the grant agreement No. 87 with FAA for the improvement and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents. Mr. Dickinson

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

d. Consider award of contract for the Reconstruct Runway Intersection Project to Flynn Company, Inc. in the amount of \$7,724,053.06

The Director of Engineering stated the lowest responsive, responsible bidder was Flynn Company, Inc. in the amount of \$7,724,053.06.

The Director of Engineering recommended the Board, subject to an FAA grant award, approve the contract with Flynn Company, Inc. in the amount of \$7,724,053.06 for the improvement; authorize the Executive Director to sign the contract with Flynn Company, Inc.; 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 moved to, subject to an FAA grant award, approve the contract with Flynn Company, Inc. in the amount of \$7,724,053.06 for the improvement; authorize the Executive Director to sign the contract with Flynn Company, Inc.; 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, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

e. Consider Professional Services Agreement, Task Order No. 91 with Foth Infrastructure & Environment, LLC for Reconstruct Runway Intersection Project - Construction Phase Services

The Director of Engineering stated during the Reconstruct Runway Intersection Project, the consultant will provide contract management, construction administration, construction testing, and construction observation services for the project. These services are FAA Airport Improvement Program (AIP) funded at the normal 90/10 split and will be reimbursed through grant No. 87. The negotiated amount of the agreement is \$418,920.00 and the agreement was reviewed for an independent fee estimate.

The Director of Engineering recommended the Board, subject to an FAA grant award, approve the professional services agreement No. 91 with Foth Infrastructure & Environment, LLC in the amount of \$418,920.00; authorize the Executive Director to sign the contract upon receipt of the grant; and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

Ms. Levy moved to, subject to an FAA grant award, approve the professional services agreement No. 91 with Foth Infrastructure & Environment, LLC in the amount of \$418,920.00; authorize the Executive Director to sign the contract upon receipt of the grant; and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-059 Consider Supplemental Agreement No. 4 to Task Order No. 8 with Kimley Horn & Associates for additional design on Cowles Drive Phase 2 & 3 project

The Director of Engineering stated Supplemental Agreement No. 4 will incorporate additional design and engineering related to shifting Cowles Drive to the North in front of the Future Passenger Terminal. After the Cowles Drive Phase 2 & 3 project was bid in late 2021, Owner Representatives were contracted to review our Program Definition Manual (PDM). With that PDM review, changes were proposed to the future terminal layout/location affecting roadway design, grading, detention basin, and site utilities. The proposed changes will enhance curb widths for pedestrians, increase vehicle lane numbers and widths, and enhance ADA compliance and accessibility.

The Director of Engineering recommended the Board approve Supplemental Agreement No. 4 to Task Order No. 8 with Kimley Horn & Associates for \$94,000.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

Mr. Christensen moved to approve Supplemental Agreement No. 4 to Task Order No. 8 with Kimley Horn & Associates for \$94,000.00 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-060 Consider Task Order No. 94, with Foth Infrastructure and Environment, LLC, for Future Terminal Apron A Design

The Director of Engineering stated the scope of services to be performed by the Consultant with Task Order No. 94 includes detailed work, services, materials, equipment and supplies necessary to provide plans, specifications, and bidding services for Future Terminal Apron A.

The Director of Engineering recommended the Board, subject to FAA review, approve Task Order No. 94 for the design of Future Terminal Apron A with Foth Infrastructure and Environment, LLC in the amount of \$899,770.00; authorize the Executive Director to sign the task order; 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 moved to, subject to FAA review, approve Task Order No. 94 for the design of Future Terminal Apron A with Foth Infrastructure and Environment, LLC in the amount of \$899,770.00; authorize the Executive Director to sign the task order; and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-061 Consider First Amendment to the Lease with Trego-Dugan Aviation

The Director of Finance stated Trego-Dugan Aviation is the ground service provider who leased a portion of Building #8 to service Amazon Prime Air cargo flights. The initial lease term was for six months and expires in April 2022. Trego-Dugan is interested in extending the lease on a month-to-month basis under the same terms of the original lease. The First Amendment modifies the language of the lease to allow for holdover tenancy under the existing terms of the lease. Both parties have a 30-day termination provision available.

The Director of Finance recommended the Board approve the First Amendment to the Lease with Trego-Dugan Aviation.

Mr. Dickinson moved to approve the First Amendment to the Lease with Trego-Dugan Aviation. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-062 Consider Contract for Future Airport Terminal Project Design Services with HNTB Corporation

The Executive Director stated the Authority issued a Request for Qualifications (RFQ) to select an Architectural Design Firm for the Future Airport Terminal project. Seven firms submitted proposals. Each proposal was reviewed and rated based on qualifications established in the RFQ. Of these, three were selected to be interviewed: HNTB, Corgan, and Fentress. Based on the combined ratings from the seven-member Airport Committee, HNTB is being recommended. The Architectural Firm will be tasked with validating the updated PDM, then continue with design to 30% of the future terminal. HNTB will collaborate daily with Authority staff and the Authority's Owner Representative during the design process to ensure that decisions are made based on the needs and desires of the Authority.

The Executive Director recommended the Board approve a Master Agreement that allows for individual task orders to be developed and contracted with HNTB Corporation for various scopes of work related to the Future Airport Terminal Project.

Ms. Levy moved to approve a Master Agreement that allows for individual task orders to be developed and contracted with HNTB Corporation for various scopes of work related to the Future Airport Terminal Project. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-063 Consider a Conditions of Transfer and Conveyance Agreement between Des Moines Airport Authority and Des Moines Water Works for the transfer of ownership of water mains located on the Airport property

The Director of Engineering stated Authority staff worked on a proposed agreement with Des Moines Water Works staff to accept ownership of all water mains on the Airport Campus except for those within the Air National Guard leasehold. Currently there is split ownership of various water lines on the campus. In return for accepting ownership of the water mains, Des Moines Water Works will provide locating services for 15 years from the effective date of this agreement.

The Director of Engineering recommended the Board approve a Conditions of Transfer and Conveyance Agreement between Des Moines Airport Authority and Des Moines Water Works for the transfer of ownership of water mains on Airport property.

Mr. Dickinson moved to approve a Conditions of Transfer and Conveyance Agreement between Des Moines Airport Authority and Des Moines Water Works for the transfer of ownership of water mains on Airport property. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-064 Consider Change Order No. 1 for Reconstruct Runway 5/23 Phase II with Flynn Company, Inc.

The Director of Engineering stated Change Order No. 1 adjusts the contract value with Flynn Company, Inc. to include the relocation of the National Weather Service's (NWS) Automated Surface Observing System (ASOS) and the FAA's Surface Weather Station (SWS). The ASOS and SWS will need to be relocated prior to the construction of the expanded Future Passenger Terminal Apron. Per a recently completed siting study for the ASOS and SWS relocation, the ASOS and SWS will be relocated to the infield area between Taxiway D, Taxiway P, and Taxiway B. Design coordination was completed with both the NWS and FAA to achieve 100% design documents. The change order value was calculated based on unit prices in the

bid as well as items where values were negotiated. Items within the change order are eligible for a State of Iowa grant received through the IDOT Airport Improvement Program (AIP).

The Director of Engineering recommended the Board, subject to FAA review, approve Change Order No. 1 for Reconstruct Runway 5/23 Phase II with Flynn Company, Inc. in the amount of \$265,661.65 and authorize the Executive Director to sign the change order upon approval by FAA.

Mr. Christensen moved to, subject to FAA review, approve Change Order No. 1 for Reconstruct Runway 5/23 Phase II with Flynn Company, Inc. in the amount of \$265,661.65 and authorize the Executive Director to sign the change order upon approval by FAA. Ms. Levy seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-065

Consider First Amendment to Airport Taxicab Services Agreement with Trans Iowa, LC

The Director of Operations stated Article 2.2(D) of the Taxicab Services Agreement with Trans Iowa, LC requires all ‘vehicles shall consist of model years ten (10) years old or newer.’ Randy Sackett, who is the CEO of Trans Iowa, LC, requested an amendment to allow for older vehicles that are in good condition. The current difficulty and cost of obtaining newer vehicles combined with Trans Iowa’s integrated vehicle maintenance program have driven this request. A total of 26 vehicles in their fleet would be subject to the suspension. Restricting these vehicles from operating at the Airport would have a substantial impact to taxicab services. The Director of Operations has reviewed the vehicles in question and finds them to be in satisfactory condition and subsequently meeting the quality intent of the 10-year-old or newer provision of the agreement.

The Director of Operations recommended the Board approve the first amendment to the Airport Taxicab Services Agreement with Trans Iowa, LC.

Ms. Levy moved to approve the first amendment to the Airport Taxicab Services Agreement with Trans Iowa, LC. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-066

Financial Report

- The Director of Finance stated:
 - Revenue
 - Ahead of budget.
 - Parking revenue is strong. It is 3.5% under 2019 parking revenue.
 - Expenses
 - Within budget.

- Cash Position
 - Analysis will be done by Authority staff in the next month and the Director of Finance will bring a recommendation to the May 10, 2022, Regular Board Meeting as to whether the Authority will call outstanding bonds. The bonds are callable June 1, 2022. A thirty-day notice will need to be given.

A22-067

Briefing

- The Director of Operations reported:
 - March 2022 taxi and passenger statistics.
 - Summary statistics for enplanements, seats, and load factor.
 - Year-over-year Covid-19 comparison.
 - Number of Covid-19 tests administered at the airport by Exemplar Care in March 2022: 794. Exemplar Care reduced their business hours since the demand for Covid testing decreased. If demand increases again, Exemplar Care will adjust their business hours to reflect the increased demand.
- The Executive Director reported:
 - Board: the tentative date for the celebration of the installation of Alice Aycock's sculpture, Liftoff, changed from May 4, 2022, to September 16, 2022. A dedication at the sculpture will be held with a reception following the dedication.
 - President Biden is visiting Iowa today so there is activity at the airport for his visit.
 - The Greater Des Moines Partnership Washington, DC trip is scheduled for May 11-13, 2022. The airport terminal project is their number one priority, so the Executive Director will join them on the trip. The Executive Director is trying to arrange meetings with elected officials and possibly U.S. Transportation Secretary Peter Buttigieg.
 - Ms. Kayla Kovarna, Communications, Marketing, and Air Service Development Manager, sent out a survey to businesses a couple of weeks ago to gauge when they expect business travel to return to 2019 levels of travel. Ms. Kovarna also asked for testimonials that may be used when the Authority applies for discretionary funds through the Bipartisan Infrastructure Law.
 - Allegiant's new route to John Wayne Airport, Orange County starts this Thursday, April 14, 2022.
- Mr. Christensen gave credit to the Director of Engineering for his presentation of very technical agenda items.


A22-068 **Next Meeting**
 a. May 10, 2022, Regular Board Meeting

A22-069 **Adjourn**

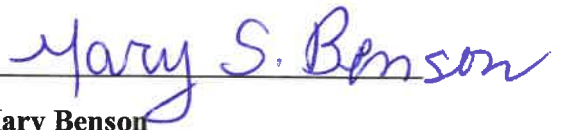
Ms. Levy moved to adjourn the meeting. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

The meeting adjourned at 9:49 a.m.

Respectfully Submitted:



Christine Lauridsen Sand
Secretary/Treasurer



Mary Benson
Board Clerk