

**DES MOINES AIRPORT AUTHORITY BOARD
SUMMARY MINUTES OF MEETING
Des Moines International Airport
Board Room
August 9, 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,
Ms. Levy (via Zoom)

This meeting was held in-person with a Zoom link also available. The public was provided ability to monitor 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.

A22-114 Consider Minutes for July 12, 2022, Regular Board Meeting

Ms. Lauridsen Sand moved to approve the minutes for the July 12, 2022, Regular Board Meeting. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-115 Consider Contract for the Future Terminal for Construction Manager-at-Risk services with Weitz/Turner, A Joint Venture

The Director of Engineering stated on July 12, 2022, the Authority Board approved a Resolution for the negotiation of a contract with Weitz/Turner, a Joint Venture, Board reference No. A22-109, to provide Construction Manager-at-Risk services related to the future terminal. Authority staff, along with Owner's Representatives and legal counsel, have negotiated the associated contract, scope of work, and associated costs on a detailed contract with the following scope:

- (A) Pre-construction services to include support of the design, scheduling, constructability, phasing, estimating, and best value for the Future Terminal and
- (B) The intent, but not the right, to provide construction services for the Future Terminal under a Guaranteed Maximum Price agreement (GMP)

The Director of Engineering recommended the Board approve a Resolution approving a contract for Construction Manager-at-Risk services for the Future Terminal with Weitz/Turner, a Joint Venture which includes the following terms:

- (A) Pre-construction services for \$1,162,106.00 and authorize the Director of Engineering and Planning to accept and close out these pre-construction services when completed in accordance with the contract documents, and

(B)The intent, but not the right, on completion of the construction design documents, to provide construction services for the Future Terminal under a Guaranteed Maximum Price (GMP) in accordance with the contract documents, such GMP not to be binding on the Authority until approved by this Board.

Mr. Dickinson moved to approve a Resolution approving a contract for Construction Manager-at-Risk services for the Future Terminal with Weitz/Turner, a Joint Venture. Mr. Christensen seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-116 Consider Task Order No. 2 for Terminal 10% Design Services with HNTB Corporation

The Director of Engineering stated on April 12, 2022, the Authority Board approved a Master Agreement with HNTB Corporation, Board reference No. A22-062, to provide design services for the future terminal and associated landside projects. On June 14, 2022, the Authority Board approved Task Order No. 1, Board reference No. A22-087, to validate a basis of design (BOD) from programming accomplished in the Program Definition Manual update. Task Order No. 2 will provide terminal design services of phases 1A through 1C up to 10%. The schedule is to complete the BOD in September 2022 and then have the 10% design completed in December 2022.

The Director of Engineering recommended the Board, subject to IDOT review and approval, approve Task Order No. 2 for Terminal 10% Design Services with HNTB Corporation for \$3,315,448.00; authorize the Executive Director to sign the Task Order once approval from IDOT is obtained; 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, subject to IDOT review and approval, approve Task Order No. 2 for Terminal 10% Design Services with HNTB Corporation for \$3,315,448.00; authorize the Executive Director to sign the Task Order once approval from IDOT is obtained; and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

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

A22-117 Consider Contract for Signature Hangar, Building 10, Partial Demolition Project with Elder Corporation

The Director of Engineering stated this project includes installation of security fence around the perimeter of Building 10 and demolition of the office portion of Building 10 and surrounding fixtures. The hangar portion of the structure will be left and included for demolition within future Terminal Apron A project. The project also includes disconnection and removal of existing water, gas, sanitary, electrical, and

communication services. Removal of the existing floor slab and footings/foundations that conflict with completing the proposed Cowles Drive Phase 2 & 3 roadway project is also included.

The Director of Engineering stated that with the original Engineer's estimate being \$116,399.50, quotes were requested from four contractors. Two quotes were received, with the lowest, responsible quote from Elder Corporation.

The Director of Engineering recommended the Board approve a contract with Elder Corporation in the amount of \$122,300.00 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 Elder Corporation in the amount of \$122,300.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-118 Consider Change Order No. 3 for Reconstruct Runway 5/23 Phase II with Flynn Company, Inc.

The Director of Engineering stated Change Order No. 3 adjusts the contract value with Flynn Company, Inc. to include the elevation adjustment of Taxiway Papa to coordinate with future deicing pads programmed for the future Terminal. Design coordination with Foth and Terminal designer HNTB was coordinated as soon as the location of the deicing pads was established. This prevented the newly installed pavement underway on Taxiway Papa from being removed and reinstalled within approximately 3-4 years. The change order value was calculated based on unit prices in the bid as well as two items where values were negotiated.

The Director of Engineering recommended the Board approve Change Order No. 3 for Reconstruct Runway 5/23 Phase II with Flynn Company, Inc. in the amount of \$83,523.38; authorize the Executive Director to sign the change order once FAA has approved it; 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 moved to approve Change Order No. 3 for Reconstruct Runway 5/23 Phase II with Flynn Company, Inc. in the amount of \$83,523.38; authorize the Executive Director to sign the change order once FAA has approved it; 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.

A22-119 Consider Contract for the Reconstruct Runway Intersection Project with Flynn Company, Inc.

The Director of Engineering stated on April 12, 2022, the Authority Board approved the Reconstruct Runway Intersection project with Flynn Company, Inc, Board reference No. A22-058d. Original board approval of the contract was contingent on receiving FAA grant No. 87 within the 120 days. Original bidding documents also required the contractor to hold their bid open for the same period. As we have passed this 120-day period, the Authority has validated that Flynn Company, Inc will hold their bid provided to date. FAA grant No. 87 is estimated to be provided to the Airport in September 2022.

The Director of Engineering recommended the Board approve the contract with Flynn Company, Inc. in the amount of \$7,724,053.06 for the improvement; authorize the Executive Director to accept and sign the grant agreement No. 87 with FAA for the improvement once received; 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 moved to approve the contract with Flynn Company, Inc. in the amount of \$7,724,053.06 for the improvement; authorize the Executive Director to accept and sign the grant agreement No. 87 with FAA for the improvement once received; 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.

A22-120 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 on April 12, 2022, the Authority Board approved the professional services agreement for Reconstruct Runway Intersection Construction Phase services with Foth Infrastructure & Environment, LLC, Board reference No. A22-058e. Original board approval of the contract was contingent on receiving FAA grant No. 87. 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. This agenda item removes the “subject to FAA grant award” and the dollar amount has not changed from what was previously approved.

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

Mr. Dickinson moved to approve the professional services agreement No. 91 with Foth Infrastructure & Environment, LLC in the amount of \$418,920.00 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 seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-121 Consider a Contract Between the Des Moines Airport Authority and Warren County, Iowa, for an American Rescue Plan Act (ARPA) Subaward in the amount of \$10,000.00

Mr. Feldmann stated Warren County, Iowa, has agreed to award ten thousand dollars (\$10,000.00) to the Des Moines Airport Authority in support of the new terminal project. A Subaward agreement has been proposed allowing ARPA funds to be used to fulfill this pledge.

Mr. Feldmann asked how many local governmental entities have agreed to contribute money toward the new terminal. The Executive Director stated 20 local governmental entities have agreed to contribute monetarily for the new terminal for a total of \$28.6 million dollars. The Executive Director stated the Authority is working on obtaining more monetary contributions.

The Executive Director recommended the Board approve the Contract Between the Des Moines Airport Authority and Warren County, Iowa, for an ARPA Subaward.

Mr. Christensen moved to approve the Contract Between the Des Moines Airport Authority and Warren County, Iowa, for an ARPA Subaward. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-122 Consider Purchase of Two Parking Shuttle Buses

The Director of Operations stated under the current contract for parking management services with ABM, shuttle buses are owned by ABM. This contract will end in April 2023, and the Authority intends to own the shuttles under the future agreement. In order to ensure shuttle buses are on site prior to the contract expiration, it is necessary to execute purchase orders now. The current fleet includes four shuttles. Authority staff requests approval for two gasoline powered shuttles now and will continue evaluating a transition to electric shuttles with the remaining shuttles in next year's capital budget.

The Director of Operations stated an RFP was issued with one proposal received. The base bid proposal for both shuttles was \$240,470.00. Due to supply chain issues, the proposer cannot guarantee the final price of the chassis from Ford. As such, the Authority staff's recommendation is to provide approval authority to the Director of Operations to issue a purchase order for two parking shuttles as proposed with any reasonable up-charges from Ford being approved at the time of delivery. This item will be included in the 2023 equipment budget.

The Director of Operations recommended the Board approve the purchase of two parking shuttles.

Mr. Dickinson moved to approve the purchase of two parking shuttles.
Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feldmann, Lauridsen Sand, and Levy; Nays: 0; Abstained: 0; Absent: 0.

A22-123 Financial Report

- The Assistant Executive Director stated:
 - Revenue
 - Ahead of budget driven by strong Parking revenue.
 - Expenses
 - Five percent below budget.
 - Cash Position
 - Next month, the Authority will get rid of a couple of bond reserve accounts.

A22-124 Briefing

- The Director of Operations reported:
 - July 2022 taxi statistics. Trans Iowa, the taxicab operator at the airport, made a change in their shift times. Previously their shifts changed at 1 a.m. CT. Now their shifts change at 4 a.m. CT. This will help improve availability when flight arrivals are delayed past midnight.
 - Passenger statistics are not available yet. The passenger statistics will be emailed to the Board once available this week.
 - Summary statistics for enplanements, seats, and load factor.
 - Year-over-year Covid-19 comparison.

- The Executive Director reported:
 - A discussion was held with the U.S. Customs and Border Protection staff about Global Entry interviews. Ms. Barbara Hassler, Port Director of the U.S. Customs and Border Protection office at the airport, was able to use some approved overtime for this fiscal year to conduct additional Global Entry interviews. The Director of Operations is working with the U.S. Customs and Border Protection officers to possibly hold a special Global Entry event at the airport for a full week later this year.
 - There will be a special event for TSA Pre-Check at the airport August 15th through August 19th, 2022.
 - A job fair for various airport businesses, such as airlines, the restaurant management group, and G2 Secure Staff will be held August 18, 2022, from noon to 3 p.m. at the airport.
 - A brief workshop will be held with the Board following next month's Board meeting to bring the Board up to date on the new terminal project.

A22-125 Next Meeting

a. September 13, 2022, Regular Board Meeting

Mr. Feldmann stated the Authority staff and external teams have done an incredible amount of work on the new terminal project in a short amount of time and he appreciates the work done by everyone. Mr. Anderson, City of Des Moines Deputy City Manager, concurred. Mr. Christensen stated the new terminal project is a perfect example of why CMAR is the correct delivery methodology for a project of this complexity.

A22-126 Adjourn

Mr. Christensen moved to adjourn the meeting. Ms. Lauridsen Sand 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 9:38 a.m.

Respectfully Submitted:



**Christine Lauridsen Sand
Secretary/Treasurer**



**Mary Benson
Board Clerk**