

**DES MOINES AIRPORT AUTHORITY BOARD  
SUMMARY MINUTES OF MEETING  
Des Moines International Airport  
January 9, 2024**

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

**Chaired by:** Mr. Christensen

**Present:** Mr. Christensen, Mr. Dickinson, Ms. Feeney (via zoom), Mr. Feldmann, Ms. Lauridsen Sand (via zoom)

**This meeting was held in-person with a Zoom link also available. The public was provided ability to monitor, but not participate in, the meeting online via Zoom. Three Board members participated in person. Two Board members participated via Zoom. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.**

**A24-001 Consider Minutes for December 12, 2023, Regular Board Meeting**

Mr. Feldmann moved to approve the minutes for the December 12, 2023, Regular Board Meeting. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-002 Consider a Tenth Amendment to the Airline Operating and Use Agreement for 2024**

The Director of Finance stated the Board approved the 2024 Budget, including the Airline Rates and Charges, at the November 14, 2023, Board meeting. The Airline Rates and Charges for 2024 were included in the Tenth Amendment to the Airline Operating and Use Agreement which extends the term of the agreement through December 31, 2024. United Parcel Service Co., United Airlines, Inc., and Frontier Airlines, Inc. have returned signed copies of the Tenth Amendment. Authority staff request that the Board Chair be authorized to execute remaining amendments as they are received from the Airlines.

The Director of Finance recommended the Board approve the Tenth Amendment to the Airline Operating and Use Agreement for 2024 and authorize the Airport Authority Board Chair to execute remaining amendments as they are received from the Airlines.

Mr. Feldmann moved to approve the Tenth Amendment to the Airline Operating and Use Agreement for 2024 and authorize the Airport Authority Board Chair to execute remaining amendments as they are received from the Airlines. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A23-003**

**Consider the Purchase of Ground Power and Preconditioned Air Units from JBT Aerotech Corporation for South RON GPU/PCA Project**

The Director of Engineering stated Authority staff propose the purchase of four (4) new preconditioned air (PCA) units and two (2) ground power units (GPU) for remote parking positions R1 through R4. Two (2) GPUs from current gates C5 and A3 will be relocated to the remote parking positions to fully equip the locations for operations. An additional scope of work includes the replacement of the current cable hose reels at existing passenger boarding bridges (PBB) with cable hoists. The cost of the current cable hose reels is being refunded due to operational issues from the start of installation. This project is included in the FY24 budget.

The Director of Engineering stated the Airport's twelve (12) existing PBBs were manufactured and provided by JBT including the GPUs, PCAs and maintenance/operational software. The proposed five (5) new PBBs to be procured and installed on the future terminal will be manufactured and provided by JBT including the GPUs, PCAs, and maintenance/operational software. Unit commonality is necessary in the event the units need to be interchanged, troubleshooting and training by airport staff on issues is reduced, and spare parts inventory is limited. With this information, Authority staff believe there is good cause for a sole source purchase.

The Director of Engineering stated, according to the Authority's purchasing policy, the Board may exempt contracts or purchases for goods or services from its normal purchasing procedures for good cause. It is within the sole discretion of the Authority to determine what constitutes good cause for purposes of this provision. Examples may include procurements having unique requirements that can only be satisfied by a specific vendor, or procurements where competition is determined inadequate.

The Director of Engineering recommended the Board approve a noncompetitive purchase order for four (4) new preconditioned air (PCA) units, two (2) ground power units (GPU), and replacement of cord reels at current passenger boarding bridges with cable hoists in the amount of \$602,891.00 from JBT Aerotech Corporation and authorize 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 a noncompetitive purchase order for four (4) new preconditioned air (PCA) units, two (2) ground power units (GPU) and replacement of cord reels at current passenger boarding bridges with cable hoists in the amount of \$602,891.00 from JBT Aerotech Corporation 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, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-004 Consider Change Order No. 3 with The Weitz Company, LLC for Parking Garage Expansion Project**

The Director of Engineering stated this change order adds additional scope of work related to the garage project. The following items within the contract are being updated to final costs:

- Electrical Switchgear Modifications: \$158,701.56
- Stair Tower #7 Roof Line Steel Channels: \$4,114.98
- Stair Tower #7 Precast & Curtain Wall Changes: \$5,225.97
- Underground Alternative water piping: -\$7,129.10

The Director of Engineering recommended the Board approve Change Order No. 3 with The Weitz Company, LLC in the amount of \$160,913.41 for the Parking Garage Expansion Project and authorize 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 Change Order No. 3 with The Weitz Company, LLC in the amount of \$160,913.41 for the Parking Garage Expansion Project 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, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-005 Consider Guaranteed Maximum Price Amendment No. 4, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture**

The Executive Director introduced Mr. Mark Atkinson, Anser Advisory, to present this item.

Mr. Atkinson stated on July 20, 2023, the Authority Board approved Guaranteed Maximum Price (GMP) Amendment No. 1 for \$41,722,718.00, agenda item A23-095. On September 12, 2023, the Authority Board approved GMP Amendment No. 2 for an Exterior Glazing System valued at \$5,595,488.00. With the approval of the second amendment, the progressive cumulative GMP grew to \$47,318,206.00, agenda item A23-123. On October 10, 2023, the Authority Board approved GMP Amendment No. 3 for escalators and elevators valued at \$6,404,236.00. With the approval of the third amendment, the progressive cumulative GMP grew to \$53,722,442.00.

Proposed Guaranteed Maximum Price Amendment No. 4 includes a GMP for New Terminal passenger boarding bridges, mechanical & electrical equipment, and baggage handling system. The lowest responsive, responsible bid was \$43,178,616.00, and when added to GMP Amendment Numbers 1, 2 & 3, it will bring the current cumulative “not to exceed” GMP to \$96,901,058.00.

The Project Management Committee recommended the Board approve the Guaranteed Maximum Price Amendment No. 4, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture.

Mr. Dickinson moved to approve the Guaranteed Maximum Price Amendment No. 4, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-006 Financial Report**

- The Director of Finance reported:
  - Revenue and Expenses
    - Revenue increased 20% compared to the same period in 2022.
  - Cash
    - Total cash is down \$6.4M from prior month. Received \$3M grants mainly from Iowa. Total capital expenditure for December is over \$15M. Cash reserve will continue to decrease.
  - Financial Audit
    - The 2023 financial audit conducted by Plante Moran will take place in mid-March 2024 and will be finished in May 2024.

**A24-007 Briefing**

- The Director of Operations reported:
  - December 2023 taxi statistics.
  - December 2023 passenger and cargo statistics are not available yet.
  - December 2023 summary statistics for enplanements, seats, and load factor.
- The Executive Director reported:
  - Ahlers & Cooney's 2024 Rate Schedule was included in today's Board packet.
  - The 2023 year-end-review will be included in the February 13, 2024, Board presentation.
  - Six new remote RON spots are open and in use.
  - The Authority is confident the airport will exceed 3 million passengers in 2023. This sets a new passenger count record for the airport. Ms. Kovarna planned a celebration for this new record with giveaways and a drawing for three \$500 airfare gift vouchers on January 11, 2024, in the terminal. Airlines may host a celebration at their ticket counters as well. Ms. Kovarna will issue a press release about the record-breaking news and the celebration once the passenger count is confirmed.

- o The art committee met January 8, 2024, regarding art selection for the new terminal. The Authority staff will keep the Board informed as things progress. The Executive Director thanked the Greater Des Moines Art Foundation for their work on this project.

**A24-008 Next Meeting**

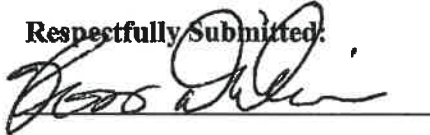
February 13, 2024, Regular Board Meeting

**A24-009 Adjourn**

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

The meeting adjourned at 9:36 a.m.

Respectfully Submitted:



**Ross Dickinson**  
**Secretary/Treasurer**



**Mary Benson**  
**Board Clerk**