

**DES MOINES AIRPORT AUTHORITY BOARD  
SUMMARY MINUTES OF MEETING  
Des Moines International Airport  
September 10, 2024**

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

**Chaired by:** Mr. Christensen

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

**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. The Airport Board Room, 2nd Floor, Airport Terminal, was also open to the public.**

**A24-121 Consider Minutes for:  
a. August 13, 2024, Regular Board Meeting**

Mr. Dickinson moved to approve the minutes for the August 13, 2024, Regular Board 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.

**A24-122 Consider Agreement Between the City of Des Moines and the Des Moines Airport Authority for the Provision of City Services**

The Executive Director stated the agreement between the City of Des Moines and the Des Moines Airport Authority for the Provision of City Services terminated on June 30, 2023. A tentative agreement has been negotiated between City and Authority staff for the continued provision of City Services. The tentative agreement provides for the City's continued provision of law enforcement services at the Airport and Authority employees' participation in certain City of Des Moines group benefit plans.

The Executive Director recommended the Board approve the Agreement between the City of Des Moines and the Des Moines Airport Authority for the Provision of City Services.

Ms. Lauridsen Sand moved to approve the Agreement between the City of Des Moines and the Des Moines Airport Authority for the Provision of City Services. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-123**

**Consider Guaranteed Maximum Price Amendment No. 8, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture**

The Executive Director stated this is the final GMP Amendment for Phase 1A of the new terminal. The Executive Director introduced Mr. Mark Atkinson with Anser Advisory to present details regarding the Guaranteed Maximum Price Amendment No. 8 to the Board.

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, agenda item A23-138. On January 9, 2024, the Authority Board approved GMP Amendment No. 4 for passenger boarding bridges, mechanical & electrical equipment, and baggage handling system valued at \$43,178,616.00. With the approval of the fourth amendment, the progressive cumulative GMP grew to \$96,901,058.00, agenda item A24-005. On April 23, 2024, the Authority Board approved GMP Amendment No. 5 for roofing, interior & exterior metal stud framing and gypsum assemblies and metal panels valued at \$16,912,004.00. With the approval of the fifth amendment, the progressive cumulative GMP grew to \$113,813,062.00, agenda item A24-056. On July 9, 2024, the Authority Board approved GMP Amendment No. 6 masonry, interior glazing, terrazzo, fluid applied flooring & sealants, mechanical, plumbing, electrical and civil scope of work for 2025 & 2026 valued at \$129,111,859.00. With the approval of the sixth amendment, the progressive cumulative GMP grew to \$242,924,922.00, agenda item A24-091. On July 25, 2024, the Authority Board approved GMP Amendment No. 7 new terminal modular connector, general trades package, overhead doors, painting, flooring, kitchen equipment and fire sprinkler valued at \$18,918,329.00. With the approval of the seventh amendment, the progressive cumulative GMP grew to \$261,843,250.00, agenda item A24-100.

Mr. Atkinson stated the proposed Guaranteed Maximum Price Amendment No. 8 includes a GMP for tile supply and installation, signage, existing terminal demolition, and administration/operations buildout. The lowest responsive, responsible bid was \$14,235,409.00 and when added to GMP Amendment Numbers 1, 2, 3, 4, 5, 6 & 7, it will bring the current cumulative “not to exceed” GMP to \$276,078,659.00.

Board members asked some questions which Mr. Atkinson answered.

The Project Management Committee recommended the Board approve the Guaranteed Maximum Price Amendment No. 8, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture.

Ms. Lauridsen Sand moved to approve the Guaranteed Maximum Price Amendment No. 8, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture. Mr. Dickinson seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-124 Consider Professional Services Agreement, Task Order No. 9, with Anser Advisory LLC for Program Management during Construction - Construction Phase Services**

The Director of Engineering stated the scope of services to be performed by the Consultant includes detailed work, services, materials, equipment and supplies necessary to provide design management services for 1B West from 60% design through the delivery of the 100% construction documents by the A/E design team and preconstruction management services of the Construction Manager at Risk (CMAR) through the delivery of the Final Guaranteed Maximum Price (GMP) to the Des Moines Airport Authority (DMAA). The scope of this Task Order includes overall project and program management tasks, the management of the A/E design team, CMAR, Commissioning team through 60%, 90%, and 100% design documents, financial and compliance advisory services in support of the LIFT DSM Program as well as individual project components, cost estimating and cost reconciliation, and special inspection and testing services. The negotiated amount of the agreement is \$1,117,777.50.

The Project Management Committee recommended the Board approve the Professional Services Agreement, Task Order No.9, with Anser Advisory LLC for program management in the amount of \$1,117,777.50 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

Ms. Feeney moved to approve the Professional Services Agreement, Task Order No.9, with Anser Advisory LLC for program management in the amount of \$1,117,777.50 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, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-125 Consider Change Order No. 1 with Henkel Construction Co. for ConRAC Facility Project**

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

- Mechanically Stabilized Earth (MSE) wall foundation improvements
- Storm Sewer Pipe utility installation over excavation through shale

The Director of Engineering recommended the Board approve Change Order No. 1 with Henkel Construction Co. in the amount of \$251,816.53 for the ConRAC Facility Project.

Mr. Dickinson moved to approve Change Order No. 1 with Henkel Construction Co. in the amount of \$251,816.53 for the ConRAC Facility Project. Ms. Lauridsen Sand seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-126 Consider an Amendment to the Agreement between the City of Des Moines and the Des Moines Airport Authority Regarding Iowa Department of Transportation RISE Grant for Cowles Drive Phase 4**

The Director of Engineering stated on July 14, 2020, agenda item A20-086, the Airport Authority Board approved an agreement between the City of Des Moines and the Des Moines Airport Authority regarding Iowa Department of Transportation RISE Grant to the Des Moines Airport Authority for the Cowles Drive Phase 1 Project. On September 14, 2021, agenda item A21-094, the Airport Authority Board approved an amendment to the agreement between the City of Des Moines and the Des Moines Airport Authority regarding Iowa Department of Transportation RISE Grant to the Des Moines Airport Authority for the Cowles Drive Phase 2 & 3 Project.

The Director of Engineering stated the City of Des Moines is requesting an amendment to the Agreement for Cowles Drive Phase 4 project. The Agreement is very similar to the Agreement which the Authority and City approved for the Cowles Drive Phase 1, 2, & 3 RISE projects.

The Director of Engineering recommended the Board approve the Amendment to Agreement between the City of Des Moines and the Des Moines Airport Authority regarding the Iowa Department of Transportation RISE Grant for Cowles Drive, Phase 4.

Mr. Dickinson moved to approve the Amendment to Agreement between the City of Des Moines and the Des Moines Airport Authority regarding the Iowa Department of Transportation RISE Grant for Cowles Drive, Phase 4. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-127 Consider Change Order No. 4 for Runway 5 Temporary Extension and Shortened Runway 5/23 Layout Contract with Reilly Construction Co.**

The Director of Engineering stated Change Order No. 4 adjusts the contract value for final reconciliation of quantities outlined within the schedule of values provided in the contract. Quantities of items installed throughout the project were tracked and recorded by the engineering firm engaged by the Authority for construction observation and administration. This change order adjusts the contract for actual units used and installed. The contracted value per unit did not change; the estimated number of units at time of bidding is adjusted for the actual number of units installed.

The Director of Engineering recommended the Board approve Change Order No. 4 to Runway 5 Temporary Extension and Shortened Runway 5/23 Layout contract with Reilly Construction Co. increasing the amount of the contract by \$196,709.44.

Ms. Lauridsen Sand moved to approve Change Order No. 4 to Runway 5 Temporary Extension and Shortened Runway 5/23 Layout contract with Reilly Construction Co. increasing the amount of the contract by \$196,709.44. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

**A24-128 Financial Report**

- The Director of Finance reported:
  - Revenue
    - The total income is 10% above budget. Airline revenues have caught up to the YTD budget despite the cancelations caused by CrowdStrike.
    - A portion of the interest income earned via Bond/Loan Proceeds account is potentially an arbitrage rebate to IRS. This is shown on a separate line on Cash and Investment Summary report.
      - Board members asked some questions about the arbitrage rebate. The Finance Director and Assistant Executive Director provided answers.

**A24-129 Briefing**

- The Director of Operations reported:
  - August 2024 taxi statistics.
  - August 2024 passenger statistics.
  - August 2024 summary statistics for enplanements, seats, and load factor.
- The Executive Director reported:
  - Anser Passenger Terminal Project Report August 2024
    - Page 12 Upcoming Milestones
      - Phase 1B West
      - 11/1/24: 100% Design Deliverable
    - Risk Register
      - Nothing in red anymore.

- Page 19
  - Phase 1B West budget/cost update was added to the report.
- The new terminal construction is vertical now.
- American Airlines announced twice-daily nonstop flights to Philadelphia from Des Moines to Philadelphia starting in June 2025. They originally introduced these flights in 2017 and then they ended in November 2020. Restoring this nonstop service provides Iowans with a convenient route to Europe through American Airlines' extensive network in Philadelphia.
- TSA
  - Our airport now falls into Category 1 due to the increased passenger count. This means there are additional TSA security requirements. The Executive Director asked the Director of Operations to provide the details.
    - The Director of Operations stated:
      - There are law enforcement changes:
        - Response time by law enforcement officers needs to be faster. We are already meeting that expectation.
        - If TSA lanes expand to seven or more lanes in the new terminal, an additional law enforcement officer will need to be added at the TSA checkpoint.
      - An annual tabletop exercise for emergency security procedures is required. This used to be done every two years.
      - There will be an increase in the number of hours for employee screening.
      - Being in this category provides TSA the potential of adding staff for screening at the checkpoint and other security-related functions.
  - The Greater Des Moines Public Art Foundation is at 94% of the budget for donations for new terminal art. Contracts have been sent to the artists. The contracts will be included as exhibits in the agreement the Authority has with The Greater Des Moines Public Art Foundation for artwork related to the new passenger terminal building.
  - A community engagement meeting was held recently to update the community leaders on the new terminal project. The feedback was positive.

**A24-130 Next Meeting**

- October 8, 2024, Regular Board Meeting

**A24-131 Adjourn**

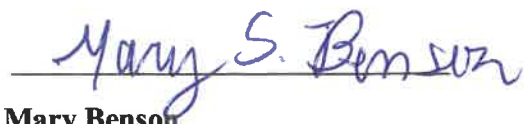
Mr. Dickinson moved to adjourn the meeting. Ms. Feeney seconded. Motion Carried: 5-0-0-0; Yeas: Christensen, Dickinson, Feeney, Feldmann, and Lauridsen Sand; Nays: 0; Abstained: 0; Absent: 0.

The meeting adjourned at 9:44 a.m.

**Respectfully Submitted:**



**Ross Dickinson**  
Secretary/Treasurer



**Mary Benson**  
Board Clerk