

**Notice of Public Meeting
of the
DES MOINES AIRPORT AUTHORITY
BOARD**

DATE: August 10, 2021
TIME: 9:00 a.m.
PLACE: The Airport Board Room, 2nd Floor, Airport Terminal, will be open to the public. Individuals attending in person are required to wear facemasks.

Agenda

Call to Order and Roll Call

1. Consider Minutes for July 13, 2021, Regular Board Meeting
2. Request from Connie Fisher, 2015 Payton Avenue, Des Moines, to address the Airport Authority Board concerning the Navigational Rotating Beacon (Executive Director)
3. Consider the Construct Building No. 56 Project (Director of Engineering)
 - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for Construct Building No. 56 Project
 - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Building No. 56 Project
 - c. Consider award of contract for the Construct Building No. 56 Project to Jensen Builders, Inc. in the amount of \$2,090,750.00
 - d. Consider Professional Services Agreement, Task Order No. 84 with Foth Infrastructure & Environment, LLC for Construct Building No. 56 Project - Construction Phase Services
4. Consider Supplemental Agreement No. 3 with Security Equipment, Inc. on the Support Services Agreement for ACS & VSS (Director of Engineering)
5. Consider Contract for the Installation of New Electrical Lines underground and Transformer to serve Building No. 11 with MidAmerican Energy Company (Director of Engineering)
6. Consider Proposed Design for Cowles Phase 2 Bridge/Portal and Retaining Wall configuration (Director of Engineering)
7. Consider a Third Amendment to the Fixed Base Operator Lease and Operating Agreement with Signature Flight Support, LLC (Executive Director)
8. Consider a Ground Support Services Lease and Operating Agreement with Trego-Dugan Aviation (Director of Finance)
9. Consider Change Order #8 with Reilly Construction Co. Inc. for Cowles Drive Phase 1 project (Director of Engineering)

10. Consider a One-Time Retention Payment to Des Moines Airport Authority Employees (Executive Director)

11. Financial Report (Director of Finance)

12. Briefing (Executive Director)

13. Next Meeting

a. September 14, 2021, Regular Board Meeting

14. Adjourn

Agenda Notes:

Call to Order and Roll Call

1. **Consider Minutes for July 13, 2021, Regular Board Meeting**
2. **Request from Connie Fisher, 2015 Payton Avenue, Des Moines, to address the Airport Authority Board concerning the Navigational Rotating Beacon (Executive Director)**

The navigational rotating beacon was relocated next to the new electrical vault and was commissioned on January 11, 2021. Following complaints from two individuals, several adjustments have been made to the light attempting to alleviate any neighborhood problems. Possible solutions continue to be reviewed.

Staff Recommendation: Receive Ms. Fisher's comments.

3. **Consider the Construct Building No. 56 Project (Director of Engineering)**

- a. **Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for Construct Building No. 56 Project**

This contract will provide the footings, interior slab, pavement connecting hangar to apron, mechanical, electrical, plumbing and architectural features for the relocated hangar, Building No. 7, which will become Building No. 56. The project is located within the South Quadrant of the Airport and upon completion the facility will be leased to Signature Flight support to be used as an itinerant aircraft hangar. This project is within FY2021 budget.

The Engineer's estimate for this project is \$2,092,915.00.

- b. **Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Building No. 56 Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Building No. 56 Project.

- c. **Consider award of contract for the Construct Building No. 56 Project to Jensen Builders, Inc. in the amount of \$2,090,750.00**

The lowest responsive, responsible bidder was Jensen Builders, Inc. in the amount of \$2,090,750.00.

Staff Recommendation: Approve the contract with Jensen Builders, Inc. in the amount of \$2,090,750.00 for the improvement and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

d. Consider Professional Services Agreement, Task Order No. 84 with Foth Infrastructure & Environment, LLC for Construct Building No. 56 Project - Construction Phase Services

During the Construct Building No. 56 Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$198,600.00.

Staff Recommendation: Approve the professional services agreement No. 84 with Foth Infrastructure & Environment, LLC in the amount of \$198,600.00; and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

4. Consider Supplemental Agreement No. 3 with Security Equipment, Inc. on the Support Services Agreement for ACS & VSS (Director of Engineering)

Supplemental Agreement No. 3 to the Agreement for Support Services with Security Equipment, Inc. for the Authorities Access Control System (ACS) and Video Surveillance System (VSS) extends the services from August 2021 to August 2024. Additionally, it brings the amount of equipment (cameras, card readers, etc.) up to date and reflects current service rates. Yearly reimbursement rate is set at \$52,992.00. Total for three years is \$158,976.00.

Staff Recommendation: Approve Supplemental Agreement No. 3 with Security Equipment, Inc. for the ACS & VSS support services for a total of \$158,976.00.

5. Consider Contract for the Installation of New Electrical Lines underground and Transformer to serve Building No. 11 with MidAmerican Energy Company (Director of Engineering)

Building No. 11 is the Airport's Storm Water Control facility. This contract will install a new 4/0 para loop and new 75kva transformer to serve Building No. 11. This new service will service our glycol collection system, remote processing unit #1 which serves our pavement sensors on runway 23, and midfield cameras. Currently these items have power supplied from our old electrical vault located under the concourse. Authority staff is taking the opportunity with the reconstruction of runway 23 in 2022 to make the installation more efficient and safer. The agreement is a refundable advance of funds for construction. MAE will provide refunds for the next six years at a rate of 50% of the annual metered electrical service bill.

Staff Recommendation: Approve Agreement with MidAmerican Energy Company that will extend electrical lines and transformer to building No. 11 in the amount of \$72,065.16 and authorize the Director of Engineering and Planning to accept and close out this agreement when completed in accordance with the contract documents.

6. Consider Proposed Design for Cowles Phase 2 Bridge/Portal and Retaining Wall configuration (Director of Engineering)

This item is a continuation of the July 2021 agenda # 8 related to aesthetics of the retaining walls and portal with the design of phase 2 Cowles Roadway project. Presentation was provided showing the overall look of the structures in relation to the parking garage expansion. These items mimic the granite forms from Phase 1, tie the project together, and where walls get tall, vertical reveals remind visitors of the patterns we see across the state and in the striated native stone found in the local area.

Staff Recommendation: Approve the proposed design for the retaining walls and portal/bridge related to Cowles Drive Phase 2 project.

7. Consider a Third Amendment to the Fixed Base Operator Lease and Operating Agreement with Signature Flight Support, LLC

The Fixed Base Operator Lease and Operating Agreement with Signature Flight Support terminates on February 28, 2022. One of the facilities Signature leases, Building No. 8, is underutilized. The Airport Authority has an opportunity to engage a new business entrant to the Airport and is negotiating a lease with the new entrant for the underutilized space in Building No. 8, which first requires an amendment to the Signature Fixed Base Operator Lease and Operating Agreement. Additionally, Signature is constructing a new facility on the south side of the Airport and will not have that facility completed by the time the current lease expires. The proposed Third Amendment will extend the Signature lease providing additional time for their new facility to be completed.

Staff Recommendation: Approve a Third Amendment to the Fixed Base Operator Lease and Operating Agreement with Signature Flight Support, LLC and authorize the Executive Director to sign the Third Amendment once Signature Flight Support has signed.

8. Consider a Ground Support Lease and Operating Agreement with Trego-Dugan Aviation (Director of Finance)

Trego-Dugan Aviation is a third-party ground support service provider that has been contracted to provide ground support for a cargo operation flown by Silver Airways. This is a PILOT program and a six-month lease for a portion of Building No. 8, previously leased to Signature Flight Support, has been negotiated.

Staff Recommendation: Approve a Ground Support Lease and Operating Agreement with Trego-Dugan Aviation and authorize the Executive Director to sign the agreement once Trego-Dugan signs.

9. Consider Change Order #8 with Reilly Construction Co. Inc. for Cowles Drive Phase 1 project (Director of Engineering)

The proposed change order includes some quantity adjustments related to exterior modifications to Building No. 8. Bid items within the Cowles Drive Phase 1 project will be extended to the similar scope of work at Building No. 8. This will include pavement removal, site grading, sub grade preparation, concrete and asphalt installation and retaining wall construction for loading dock. These costs will be broken out and tracked by Division 3 codes within the project. Engineer's estimate for this scope of work based off the bid unit pricing was \$175,000.00.

Staff Recommendation: Approve Change Order #8 with Reilly Construction Co. Inc. in the amount of \$175,468.00.

10. Consider a One-Time Retention Payment to Des Moines Airport Authority Employees (Executive Director)

When preparing the Airport Authority Operating Budget last fall, the uncertainties of the Coronavirus Pandemic caused Authority staff to recommend, and the Airport Authority Board to approve, a very conservative increase in employee salaries for fiscal year 2021. Federal grants to help support Airport operations have been received throughout the year and passenger traffic has now rebounded to levels very near those experienced in 2019. The coronavirus will continue to have a direct impact on passenger levels, and while no one can predict with any certainty how the coronavirus may affect the Airport Authority's future financial stability, today, the Airport Authority is financially in a much better place than expected. Airport Authority employees have risen to the challenges of the pandemic and helped bring us successfully to this point in time.

As a nation, we are experiencing a period of rapid inflation and a highly competitive labor market. A salary study has been launched to ensure the Airport Authority pay scale keeps pace with this market environment; however, the current successes of the Airport should be recognized and shared with the employees that helped bring us here.

Staff Recommendation: Approve a one-time Retention Payment of \$900.00 to the Airport Authority managers and employees.

11. Financial Report (Director of Finance)

12. Briefing (Executive Director)

13. Next Meeting

a. September 14, 2021, Regular Board Meeting

14. Adjourn