

Notice of Public Meeting  
of the  
DES MOINES AIRPORT AUTHORITY  
BOARD

**DATE:** June 13, 2023  
**TIME:** 9:00 a.m.  
**PLACE:** The Airport Board Room, 2nd Floor, Airport Terminal, will be open to the public.

The public may also monitor the meeting electronically at:  
<https://zoom.us/j/9843166544>, or call in at: +1 312 626 6799 US (Chicago),  
Meeting ID: 984 316 6544#

Agenda

Call to Order and Roll Call

1. Consider Minutes for May 9, 2023, Regular Board Meeting
2. Receive a 30% Design update on the New Terminal Project from HNTB and BNIM (Executive Director)
3. Consider Construct Terminal Deicing Apron-Bid Package No. 1 Project (Director of Engineering)
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Construct Terminal Deicing Apron-Bid Package No. 1 Project
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Terminal Deicing Apron-Bid Package No. 1 Project
  - c. Consider approval of Federal Aviation Administration Grant No. 91 and Grant No. 92 associated with the Construct Terminal Deicing Apron-Bid Package No. 1 Project
  - d. Consider award of contract for the Construct Terminal Deicing Apron-Bid Package No. 1 Project to Elder Corporation in the amount of \$14,394,147.50
  - e. Consider Professional Services Agreement, Task Order No. 112, with Foth Infrastructure & Environment, LLC for Construct Terminal Deicing Apron-Bid Package No. 1 Project - Construction Phase Services
4. Consider Construct Salt and Sand Storage Building Project (Director of Engineering)
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Construct Salt and Sand Storage Building Project
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Salt and Sand Storage Building Project
  - c. Consider award of contract for the Construct Salt and Sand Storage Building Project to Jensen Builders, LTD in the amount of \$217,000.00

- 5. Consider Change Order No. 1 with Iowa Contracting Incorporated for Construct South RON & South Cargo Deicing Positions Project (Director of Engineering)**
- 6. Consider Change Order No. 1 with The Weitz Company, LLC for the Parking Garage Expansion Project (Director of Engineering)**
- 7. Consider Task Order No. 8 for Passenger Boarding Bridge Relocation Design Services with HNTB Corporation (Director of Engineering)**
- 8. Consider Memorandum of Understanding to the Central Iowa Public Employee Council Labor Agreement (Executive Director)**
- 9. Consider Amendment No. 1 to Master Professional Services Agreement for Owner's Representative services for New Airport Terminal Project with Anser Advisory, LLC (Director of Engineering)**
- 10. Consider Amendment No. 1 to Master Professional Services Agreement for Future Terminal Design Services with HNTB Corporation (Director of Engineering)**
- 11. Consider Amendment to Rules and Regulations (Director of Operations)**
- 12. Consider Reimbursement Resolution (Asst. Executive Director)**
- 13. Consider Approval of Federal Aviation Administration Grant No. 93 associated with the Runway 5 Temporary Extension Project, Reimbursable Agreement (Director of Engineering)**
- 14. Financial Report (Director of Finance)**
- 15. Briefing (Executive Director)**
- 16. Next Meeting**
- 17. Adjourn**

## Agenda Notes:

Call to Order and Roll Call

1. **Consider Minutes for May 9, 2023, Regular Board Meeting**
2. **Receive a 30% Design update on the New Terminal Project from HNTB and BNIM (Executive Director)**
3. **Consider Construct Terminal Deicing Apron-Bid Package No. 1 Project (Director of Engineering)**

a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Construct Terminal Deicing Apron-Bid Package No. 1 Project

This project will include installation of a new spent deicing fluid (glycol) storage tank including a diversion structure and controls for the tank. The project further includes: installation of underground stormwater detention; trenchless installation of 36 inch storm sewer and 10 inch subdrain in casing pipe under taxiway pavement; 36 inch and 42 inch trenched storm sewer installation; airfield electric circuit home run duct bank relocation and DSM communication conduits relocation; and relocation of the primary wind cone. A bid alternate for the project is the reconstruction of 3,050 SY of Taxiway P mainline pavement between Taxiway D and Runway 13/31.

The Engineer's Estimate for this project is \$11,832,334.00.

b. **Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Terminal Deicing Apron-Bid Package No. 1 Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Terminal Deicing Apron-Bid Package No. 1 Project.

c. **Consider approval of Federal Aviation Administration Grant No. 91 and Grant No. 92 associated with the Construct Terminal Deicing Apron-Bid Package No. 1 Project**

**Grant 91:**

- 03-19-0027-091-2023
- Construct Terminal Building Phase 3-Apron B (Deicing Pads) BP No. 1
- Approximately \$11,265,198
  - Cargo: \$162,652
  - Entitlement: \$4,457,035
  - Discretionary: \$6,645,511

**Grant 92:**

- 03-19-0027-092-2022
- Construct Terminal Building Phase 4-Apron B (Deicing Pads) BP No.1
- Approximately \$3,267,000 – Supplemental Discretionary

Staff Recommendation: Authorize the Executive Director to accept and sign grant agreement No. 91 and 92 with FAA for the improvement and authorize the Director of Engineering and Planning to accept and close out the grant when completed in accordance with contract documents.

**d. Consider award of contract for the Construct Terminal Deicing Apron-Bid Package No. 1 Project to Elder Corporation in the amount of \$14,394,147.50**

The lowest responsive, responsible bidder was Elder Corporation in the amount of \$14,394,147.50. The bidding documents were broken up into two divisions. Division No. 1 relates to work that must occur during the same timeframe as the Runway Intersection project. This scope of work (SOW) occurs within the safety area of both Runways 31 and 23 and both areas will be vacated during the intersection project. Division No. 1 is for the installation of a power and communications duct bank bored under Taxiways Delta and Papa intersection. Division No. 2 of the bidding documents is for the rest of the site utilities (power, communications, sanitary and storm) modifications, underground storm water detention, underground glycol collection detention, and associated control building for glycol treatment. The Authority can deduct Division No. 2 SOW via a change order by August 25, 2023. Both Divisions No. 1 & 2 are eligible for FAA funding/grant.

- Division No. 1: \$1,525,606.00
- Division No. 2: \$12,868,541.50
- Bid Alternative No. 1, Taxiway Papa paving: \$1,719,652.50 (not recommended for approval)

Staff Recommendation: Approve the contract with Elder Corporation in the amount of \$14,394,147.50; authorize the Executive Director to execute the deductive change order with Elder Corporation for the Division No. 2 SOW if FAA grant is not awarded; and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

**e. Consider Professional Services Agreement, Task Order No. 112, with Foth Infrastructure & Environment, LLC for Construct Terminal Deicing Apron-Bid Package No. 1 Project - Construction Phase Services**

During the Construct Terminal Deicing Apron-Bid Package No. 1 Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project. The negotiated amount of the agreement is \$614,199.00. This task order is grant-funded at normal 90/10 split.

Staff Recommendation: Approve the Professional Services Agreement, Task Order No. 112, with Foth Infrastructure & Environment, LLC in the amount of \$614,199.00 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 Construct Salt and Sand Storage Building Project (Director of Engineering)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Construct Salt and Sand Storage Building Project**

This project will include installation of a new salt and sand storage building. The building is a prefabricated fabric construction, with cast in place concrete foundation and floor slab. The building will be 48' wide by 63' long, with the west end closed and the east end open.

The Engineer's Estimate for this project is \$255,000.00.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Salt and Sand Storage Building Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Construct Salt and Sand Storage Building Project.

**c. Consider award of contract for the Construct Salt and Sand Storage Building Project to Jensen Builders, LTD in the amount of \$217,000.00.**

The lowest responsive, responsible bidder was Jensen Builders, LTD in the amount of \$217,000.00.

Staff Recommendation: Approve the contract with Jensen Builders, LTD in the amount of \$217,000.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

**5. Consider Change Order No. 1 with Iowa Contracting Incorporated for Construct South RON & South Cargo Deicing Positions Project (Director of Engineering)**

The Construct South RON & South Cargo Deicing Positions Project was approved at the May 2023 Board meeting, agenda item A23-050. At the time of approval, the project was over the budgeted amount; however, it is a critical item to keep the future terminal project on schedule. To reduce the project cost, Authority staff reviewed the scope of work that could be removed to save costs while keeping the functionality of the project moving forward. Change order No. 1 includes the removal of the following scope items:

- Pavement removal limits adjusted
  - Excavation, granular subbase, pavement adjusted accordingly

- Traffic control/security reduced with pavement removal limits adjusted
- Future South Primary Electrical loop and equipment removal
- Ground Power units removed
- Preconditioned Air units removed

Staff Recommendation: Approve change order No. 1 with Iowa Contracting, Inc. in the amount of (\$1,085,354.00) for the South RON & South Cargo Deicing Positions project and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

**6. Consider Change Order No. 1 with The Weitz Company, LLC for the Parking Garage Expansion Project (Director of Engineering)**

Authority staff and consultants originally missed the public notice required for the project approval at the April 2023 board meeting. The project was brought back to the May 2023 board meeting for approval with the proper public notification being given, Agenda item A23-049. With the delay in contract approval, an extension of the substantial and final completion dates is called for and should be extended by 29 days (includes holidays that fall within the schedule).

- Substantial Completion: December 14, 2024
- Final Completion: January 19, 2025

The change order has no costs associated with it, as the original construction duration will match that called out within the bidding documents.

Staff Recommendation: Approve change order No. 1 with The Weitz Company, LLC in the amount of \$0.00 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.

**7. Consider Task Order No. 8 for Passenger Boarding Bridge Relocation Design Services with HNTB Corporation (Director of Engineering)**

Task Order No. 8 includes the detailed work, services, and supplies necessary to develop a 100% level of design for Relocation of Passenger Boarding Bridges (PBB) on the existing concourse. This project will look at relocating PBB from gates C2, C4, and C6 to alternate locations on existing A & C Concourses. A new PBB will be added to hold room at Gate A5, which will provide a ground load PBB. The negotiated amount to perform the design came in at \$324,932.33.

Staff Recommendation: Approve Task Order No. 8 for Passenger Boarding Bridge Relocation Design Services with HNTB Corporation for \$324,932.33 and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

**8. Consider Memorandum of Understanding to the Central Iowa Public Employee Council Labor Agreement (Executive Director)**

At Authority staff's request, the Central Iowa Public Employee Business Manager has agreed to modify the times at which a Shift Differential is paid to employees that work shifts other than a standard 7:00 – 3:00. The reason for the requested change is to allow for four, 10-hour workdays to be worked without penalizing employees currently receiving a shift differential.

Building Engineers work shifts that provide coverage at the Airport on a 24 hour, seven days a week basis. For several years, it has been a struggle to hire Building Engineers for the 3:00 – 11:00 shift, even with a shift differential. Moving the Building Engineers to 10-hour workdays allows for three consecutive days off and enhances shifts that are less attractive and harder to fill.

Currently, the shift differential is eligible to employees whose shift starts between the hours of 2:30 p.m. and before 4:00 a.m. The MOU would change that to a shift that starts between the hours of 12:30 p.m. and 4:00 a.m.

Staff Recommendation: Approve a Memorandum of Understanding to the Central Iowa Public Employee Council Labor Agreement changing the Shift Differential Eligibility Start Time from 2:30 p.m. to 12:30 p.m.

**9. Consider Amendment No. 1 to Master Professional Services Agreement for Owner's Representative services for New Airport Terminal Project with Anser Advisory, LLC (Director of Engineering)**

Amendment No. 1 includes additional contract language to Section 3, Compensation, in the Master Professional Services Agreement (MSA). The additional language allows Anser Advisory, LLC to submit a Consultant's Standard Fee Schedule (Attachment No. 3 in the MSA) to the Authority, annually, for approval.

Staff Recommendation: Approve Amendment No. 1 to Master Professional Services Agreement for Owner's Representative services for New Airport Terminal Project with Anser Advisory, LLC and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

**10. Consider Amendment No. 1 to Master Professional Services Agreement for Future Terminal Design Services with HNTB Corporation (Director of Engineering)**

Amendment No. 1 includes additional contract language to Section 3, Compensation, in the Master Professional Services Agreement (MSA). The additional language allows HNTB Corporation to submit a Consultant's Standard Fee Schedule (Attachment No. 3 in the MSA) to the Authority, annually, for approval.

Staff Recommendation: Approve Amendment No. 1 to Master Professional Services Agreement for Future Terminal Design Services with HNTB Corporation and authorize the Director of Engineering and Planning to accept and close out this contract when completed in accordance with the contract documents.

**11. Consider Amendment to Rules and Regulations (Director of Operations)**

The proposed changes to the Rules and Regulations include: addition of language allowing for recovery of parking fees from towing facilities when any vehicle is towed from an Airport Authority parking lot, the addition of language regarding airport worker screening requirements, and updated fine schedules to provide additional penalties for environmental, badge, and vehicle infractions. Both a redline and final version were provided to the Board for review.

Staff Recommendation: Approve the Amendment to the Rules and Regulations.

**12. Consider Reimbursement Resolution (Asst. Executive Director)**

Bond Counsel has prepared a Reimbursement Resolution which will allow the Airport Authority to reimburse itself for tax-exempt projects with bond proceeds in the future. The resolution is specific to the new terminal and apron projects that will be completed between 2023 and 2027.

Staff Recommendation: Approve the Reimbursement Resolution.

**13. Consider Approval of Federal Aviation Administration Grant No. 93 associated with the Runway 5 Temporary Extension Project, Reimbursable Agreement (Director of Engineering)**

Grant No. 93 is a grant for \$135,000 and will fund a Reimbursable Agreement with the FAA for work related to the Runway 5 Temporary Extension. The extension is needed to complete the intersection reconstruction later this year.

Staff Recommendation: Approve Grant 93, authorize the Executive Director to sign the grant, and authorize the Director of Engineering and Planning to accept and close out this grant when completed in accordance with the contract documents.

**14. Financial Report (Director of Finance)**

**15. Briefing (Executive Director)**

**16. Next Meeting**

**17. Adjourn**