

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

DATE: October 10, 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 September 12, 2023, Regular Board Meeting**
- 2. Wayne Ford Request to address the Airport Authority Board**
- 3. Consider an Easement with MidAmerican Energy Company for Gas Line shift related to Gate 12 Underground Fuel Storage Tank Replacement (Director of Engineering)**
- 4. Consider Guaranteed Maximum Price Amendment No. 3, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture (Executive Director)**
- 5. Consider Authorizing the Executive Director to Accept and Sign Federal FAA and TSA Grants that become Available as Discretionary Grants and Require action in between Scheduled Board Meetings (Executive Director)**
- 6. Consider Supplemental Agreement No. 1 for GeoTechnical Services and MSE Retaining Wall Design for Consolidated Rental Car Facility with PGAL, Inc. (Director of Engineering)**
- 7. Consider Change Order No. 2 with The Weitz Company, LLC for Parking Garage Expansion Project (Director of Engineering)**
- 8. Consider the Purchase of a Used Passenger Boarding Bridge and Installation at Gate A5B with JBT AeroTech Corporation (Director of Engineering)**
- 9. Consider Iowa Department of Transportation Agreement for Fiscal Year 2024 Air Service Development Program (Executive Director)**

- 10. Consider Conflict Waiver allowing Ahlers & Cooney PC to prepare an agreement with the City of Des Moines for the Provisions of City Services (Executive Director)**
- 11. Consider Operating Agreement for Consolidated Deicing Services with Integrated Deicing Services (Director of Operations)**
- 12. Financial Report (Director of Finance)**
- 13. Briefing (Executive Director)**
- 14. Next Meeting**
 - a. November 14, 2023**
- 15. Adjourn**

Agenda Notes:

Call to Order and Roll Call

- 1. Consider Minutes for September 12, 2023, Regular Board Meeting**
- 2. Wayne Ford Request to address the Airport Authority Board**

According to the Authority bylaws, any person desiring to address the Board will be limited to five minutes' speaking time per item.

- 3. Consider an Easement with MidAmerican Energy Company for Gas Line shift related to Gate 12 Underground Fuel Storage Tank Replacement (Director of Engineering)**

The easement will allow an existing gas line that is currently installed and functional to be shifted to the south, outside of the Gate 12 Underground Fuel Storage Tank Replacement project footprint. This will allow for the installation of footings for the transition to above ground fuel tanks to be installed close to the vicinity of Gate 12.

Staff Recommendation: Approve easement for Gas Line Shifting with MidAmerican Energy related to Gate 12 Underground Fuel Storage Tank Replacement.

- 4. Consider Guaranteed Maximum Price Amendment No. 3, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture (Executive Director)**

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. Proposed Guaranteed Maximum Price Amendment No. 3 includes a GMP for New Terminal escalators and elevators. The lowest, responsible, responsive bid was \$6,404,236.00 and when added to GMP Amendments No's 1 & 2 will bring the current cumulative "not to exceed" GMP to \$53,722,442.00.

Additionally, it is proposed that Exhibit A-1 of the AIA Document A133-2019, Standard Form of Agreement between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture is further amended with statements of insurance requirements and applicability of Federal bidding requirements.

Project Management Committee Recommendation: Approve the Guaranteed Maximum Price Amendment No. 3, Exhibit A-1, to AIA Document A133-2019 between the Des Moines Airport Authority and Weitz/Turner, a Joint Venture.

5. Consider Authorizing the Executive Director to Accept and Sign Federal FAA and TSA Grants that become Available as Discretionary Grants and Require action in between Scheduled Board Meetings (Executive Director)

Occasionally, grant dollars issued to airports go unspent and become available for reallocation as Discretionary Grants to other airports that are positioned to utilize the funds. Generally, these are much smaller grant amounts as compared to preplanned grant values and may require quick acceptance when offered. Authority staff propose authorizing the Executive Director to accept and sign grant documents when necessary and report to the Board at the following scheduled Board meeting.

Staff Recommendation: Approve the Executive Director to Accept and Sign Federal FAA and TSA Grants that become Available as Discretionary Grants and Require action in between Scheduled Board Meetings.

6. Consider Supplemental Agreement No. 1 for GeoTechnical Services and MSE Retaining Wall Design for Consolidated Rental Car Facility with PGAL, Inc. (Director of Engineering)

On July 11, 2023, the Authority Board approved a design contract for the Consolidated Rental Car Facility, Board No. A23-083. This supplemental agreement No. 1 will incorporate geotechnical field exploration, laboratory testing, engineering, project review and design of mechanically stabilized earth (MSE) retaining wall for the project. Finalization of site layout to maximize site layout has been completed within the programming phase of design. Authority staff would like to incorporate an overall site layout and requirements into the project.

Staff Recommendation: Approve supplemental agreement no. 1 with PGAL, Inc. for \$90,022.00.

7. Consider Change Order No. 2 with The Weitz Company, LLC for Parking Garage Expansion Project (Director of Engineering)

This change order adjusts final costs associated with allowances included within the specifications and bidding documents. Following items within the contract are being updated to final costs:

- Airport Parking Guidance System (APGS)
- Structured Cabling
- Video Management System (VMS)

Staff Recommendation: Approve Change Order No. 2 with The Weitz Company, LLC in the amount of \$168,781.51 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.

8. Consider the Purchase of a Used Passenger Boarding Bridge and Installation at Gate A5B with JBT AeroTech Corporation (Director of Engineering)

Authority staff has been negotiating with JBT for the purchase and installation of a used passenger boarding bridge (PBB) at current gate A5B. Installation of the apron grade PBB is in correlation with the future terminal construction scheduled to commence in April 2024. The purchase and installation of this PBB would enhance the operational efficacy of the current gates at existing A&C Concourse during construction. This PBB project is in conjunction with the project to relocate existing PBB from Gates C2 & C4 to C1 and C5.

The Authority's purchasing policy provides competitive quotes or proposals are not required for used equipment purchases "due to the difficulty of obtaining them on equipment with similar specifications."

Staff Recommendation: Approve a purchase agreement for a used passenger boarding bridge and installation with JBT AeroTech Corporation in the amount of \$933,889.00 and authorize the Director of Engineering and Planning to accept and close out this project when completed in accordance with the contract documents.

9. Consider Iowa Department of Transportation Agreement for Fiscal Year 2024 Air Service Development Program (Executive Director)

The Airport Authority applies annually for funds through the Iowa DOT Bureau of Aviation Air Service Development Program. The FY24 application has been approved to use the funds for air service software and marketing strategies to support local air service growth. The airline data and software system will be used to build business cases for existing and prospective airlines to meet commercial service demands in our catchment area. The Des Moines Airport Authority will implement a marketing strategy using print, digital, video, and radio advertising to continue building traveler confidence while growing the retention of passengers in our catchment area. Marketing campaigns will promote the airport building brand awareness and loyalty and be used for targeted marketing to support existing and newly announced nonstop service. The Iowa DOT will reimburse the Authority for 80% of eligible project costs not to exceed \$80,000.

Staff Recommendation: Approve the Iowa Department of Transportation Agreement for the Fiscal year 2024 Air Service Development Program.

10. Consider Conflict Waiver allowing Ahlers & Cooney PC to prepare an agreement with the City of Des Moines for the Provisions of City Services (Executive Director)

The Agreement Between the City of Des Moines and the Des Moines Airport Authority for the Provisions of City Services has terminated. As general counsel for the Airport Authority, Ahlers & Cooney has been asked to prepare a new City Services Agreement between the City of Des Moines and the Authority. We understand the City will be represented by one of its assistant City attorneys in this matter and will not rely on Ahlers & Cooney for any legal advice or representation regarding the Agreement. Should the

City seek Ahlers & Cooney advice regarding the Agreement, they will not be able to provide it.

Since the City is a current client of Ahlers & Cooney, any work they perform for the Authority that would be adverse to the City will create a conflict of interest. Therefore, Ahlers & Cooney cannot represent the Authority in this matter unless the Authority Board and the Des Moines City Council agree to waive the conflict.

Staff Recommendation: Approve the Conflict Waiver allowing Ahlers & Cooney PC to prepare an agreement with the City of Des Moines for the Provisions of City Services.

11. Consider Operating Agreement for Consolidated Deicing Services with Integrated Deicing Services (Director of Operations)

Authority staff issued a Request for Qualifications for the selection of a consolidated deicing operator to serve airlines, cargo, and general aviation operators. Four proposals were received and three were determined to be responsive and responsible. A selection committee consisting of four Authority staff members reviewed the proposals and scored them based on four criteria. Airline and cargo operator input was also requested during the scoring process.

A follow-up interview was conducted with Integrated Deicing Services (IDS) and a final determination was made to recommend IDS as the selected proposer. The Operating Agreement will provide IDS the exclusive right to provide de-icing services to the airlines and cargo operators. Existing de-icing providers, such as Signature Flight Support, will retain the ability to provide de-icing services to general aviation customers.

An amendment codifying de-icing rules and limitations to the Airport Rules and Regulations will be presented to the Board later. This agreement does not provide any financial payments or guarantees from the Airport Authority; all fees for services will be provided directly from the airline and cargo operators to IDS. The term of this agreement is six years with two two-year extension options. De-icing services provided by this agreement will commence October 1, 2024. IDS will be responsible for purchasing, installing, and operating consolidated de-icing and anti-icing fluid storage and dispensing systems.

Staff Recommendation: Approve an Operating Agreement for Consolidated Deicing Services with Integrated Deicing Services.

12. Financial Report (Director of Finance)

a. Budget

13. Briefing (Executive Director)

14. Next Meeting

a. November 14, 2023

15. Adjourn