

Notice of Public Meeting  
of the  
DES MOINES AIRPORT AUTHORITY  
BOARD

**DATE:** April 14, 2026  
**TIME:** 8:30 a.m.  
**PLACE:** The Airport Board Room, 2nd Floor, Airport Terminal, will be open to the public.

The public may also monitor, but not participate, in 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 March 10, 2026, Regular Board Meeting
2. Consider Change Order No. 7 with Flynn Company, Inc. for Terminal Deicing Apron Bid Package No. 2 Project (Chief Development Officer)
3. Consider the Iowa Department of Transportation (IDOT) State Airport Improvement Program (AIP) Grant Application for FY 2027 (Chief Development Officer)
4. Consider the Iowa Department of Transportation (IDOT) Commercial Service Vertical Infrastructure (CSVI) Grant Application for FY 2027 (Chief Development Officer)
5. Consider 2026 Miscellaneous Pavement Repairs Project (Chief Development Officer)
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the 2026 Miscellaneous Pavement Repairs Project
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2026 Miscellaneous Pavement Repairs Project
  - c. Consider award of contract for the 2026 Miscellaneous Pavement Repairs Project to TK Concrete, Inc. in the amount of \$95,970.00
6. Consider Terminal Way Area Improvements Project (Chief Development Officer)
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Terminal Way Area Improvements Project
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Terminal Way Area Improvements Project
  - c. Consider award of contract for the Terminal Way Area Improvements Project to Reilly Construction Co., Inc. in the amount of \$540,949.00

7. Consider Parking Garage Maintenance 2026 Project (Chief Development Officer)
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2026 Project
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2026 Project
  - c. Consider award of contract for the Parking Garage Maintenance 2026 Project to Browning Chapman, LLC in the amount of \$220,780.00
8. Consider North General Aviation Apron Taxilane Project (Chief Development Officer)
  - a. **Public Hearing** regarding the plans, specifications, form of contract, and estimated total cost for the North General Aviation Apron Taxilane Project
  - b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the North General Aviation Apron Taxilane Project
  - c. Consider award of contract for the North General Aviation Apron Taxilane Project to Flynn Company, Inc. in the amount of \$913,276.00
  - d. Consider Professional Services Agreement, Task Order No. 152 with Foth Infrastructure & Environment, LLC for North General Aviation Apron Taxilane Project - Construction Phase Services
9. Consider a Contract for Mechanical Maintenance and Support of the Baggage Handling System with Automatic Systems Inc. (Chief Development Officer)
10. **Public Hearing:** Consider the Second Amendment to the News, Gift, and Retail Concession Agreement with Hudson Group Retail, LLC (Chief Financial Officer)
11. Approve Business Dashboard Access Agreement with Uber (Chief Operations Officer)
12. Consider Amending Taxicab Services Operating Permit Requirements (Chief Operations Officer)
13. Consider CIPEC Employment Agreement (Chief Executive Officer)
14. Financial Report (Chief Financial Officer)
15. Briefing (Chief Executive Officer)
16. Next Meeting
  - a. May 12, 2026
17. Adjourn

## **Agenda Notes:**

Call to Order and Roll Call

- 1. Consider Minutes for March 10, 2026, Regular Board Meeting**
- 2. Consider Change Order No. 7 with Flynn Company, Inc. for Terminal Deicing Apron Bid Package No. 2 Project (Chief Development Officer)**

This change order adds additional scope of work tasked by Authority staff to the project. The following items within the contract are being added to the project:

Existing storm intakes within island to the South of the deicing apron are being converted to sanitary intakes. During initial deicing activities, it has been determined that both excessive wind and jet blast push spent/dispensed glycol past our boundary (raised concrete elevation). This spent glycol was collected by storm intake and transmitted to the closest outfall. Modifications will allow for all spent glycol collected within the island to be directed to our glycol collection tanks, which is then sent to WRA for processing. Portions of the scope of work are FAA grant eligible. The breakdown of costs have been sent to FAA for review. Final quantity determination is still being discussed. The breakdown currently is as follows:

- FAA eligible (61%): \$336,717.71
- Airport funded (39%): \$215,650.66 (\$110k for new signs added)
- Total: \$552,368.37

Staff Recommendation: Approve Change Order No. 7 with Flynn Company, Inc. in the amount of \$552,368.37 for the Terminal Deicing Apron Bid Package No. 2 Project and authorize the Chief Development Officer to accept and close out this project when completed in accordance with the contract documents.

- 3. Consider the Iowa Department of Transportation (IDOT) State Airport Improvement Program (AIP) Grant Application for FY 2027 (Chief Development Officer)**

The Iowa Department of Transportation (IDOT) State Airport Improvement Program Grant applications require an Airport Board resolution approving the application. The award of an IDOT State Airport Improvement Program Grant is determined by a point system similar to the FAA's system for awarding grants. The Authority is requesting a State Airport Improvement Program Grant to assist on the following project(s):

Expand South quadrant general aviation apron to support new hangar buildout or rehabilitation of North General Aviation apron for increased aircraft parking.

- Total Project cost: \$800,000.00
- Airport Share (50%): \$400,000.00
- State Share (50%): \$400,000.00

Staff recommendation: Approve the resolution authorizing the IDOT State Airport Improvement Program Grant Application for FY 2027, authorize the Chief Executive Officer to accept and sign the grant award once received from the IDOT, and authorize the Chief Development Officer to close out this grant when completed in accordance with the contract documents.

**4. Consider the Iowa Department of Transportation (IDOT) Commercial Service Vertical Infrastructure (CSVI) Grant Application for FY 2027 (Chief Development Officer)**

The Iowa Department of Transportation (IDOT) Commercial Service Vertical Infrastructure Grant applications require an Airport Board resolution approving the application. The level of eligibility for the IDOT Commercial Service Vertical Infrastructure Grant monies is based on the annual number of enplanements at commercial service airports. Currently, Des Moines Airport Authority is eligible for an estimated \$702,582.00 annually, dependent on the level of appropriations by the Legislature. The fiscal year 2027 grant application will provide partial funding for the Terminal Lift program.

Staff Recommendation: Approve the resolution authorizing the IDOT Commercial Service Vertical Infrastructure Grant Application for FY 2027, authorize the Chief Executive Officer to accept and sign the grant award once received from the IDOT, and authorize the Chief Development Officer to close out this grant when completed in accordance with the contract documents.

**5. Consider 2026 Miscellaneous Pavement Repairs Project (Chief Development Officer)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the 2026 Miscellaneous Pavement Repairs Project**

The project generally consists of replacement of failed pavement throughout the airport campus. Portions of the work are located within the airport security perimeter (Airside) mostly at the T Hangar complex, along with landside scope of work.

The Engineer's Estimate for this project is \$136,157.50.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2026 Miscellaneous Pavement Repairs Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the 2026 Miscellaneous Pavement Repairs Project.

**c. Consider award of contract for the 2026 Miscellaneous Pavement Repairs Project to TK Concrete, Inc. in the amount of \$95,970.00**

Four bids were received. The lowest responsive, responsible bidder was TK Concrete, Inc. in the amount of \$95,970.00.

Staff Recommendation: Approve the contract with TK Concrete, Inc., in the amount of \$95,970.00 for the 2026 Miscellaneous Pavement Repairs project and authorize the Chief Development Officer to accept and close out this project when completed in accordance with the contract documents.

**6. Consider Terminal Way Area Improvements Project (Chief Development Officer)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Terminal Way Area Improvements Project**

The project includes the construction of pavement improvements along Terminal Way and Duck Pond Road. Project includes construction of PCC and HMA roadway, driveways, sidewalk pavement; storm sewer structures and pipe; parking lot striping; removal of existing pavements and storm sewer; chain link and cable wire fence; site electrical, lighting, and communications; traffic control; surface restoration and seeding; construction staking.

The Engineer's Estimate for this project is \$613,705.50.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Terminal Way Area Improvements Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Terminal Way Area Improvements Project.

**c. Consider award of contract for the Terminal Way Area Improvements Project to Reilly Construction Co., Inc. in the amount of \$540,949.00.**

Four bids were received. The lowest responsive, responsible bidder was Reilly Construction Co., Inc. in the amount of \$540,949.00.

Staff Recommendation: Approve the contract with Reilly Construction Co., Inc. in the amount of \$540,949.00 for the Terminal Way Area Improvements project and authorize the Chief Development Officer to accept and close out this project when completed in accordance with the contract documents.

**7. Consider Parking Garage Maintenance 2026 Project (Chief Development Officer)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2026 Project**

The project includes repairing concrete surfaces, restoring traffic markings, and performing structural repairs on concrete beams, columns and tee flanges. Additional responsibilities include repairing traffic toppings, sealing asphalt cracks, addressing plumbing issues, and completing various mechanical, painting and door/window maintenance tasks.

The Engineer's Estimate for this project is \$337,600.00.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2026 Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the Parking Garage Maintenance 2026 Project.

**c. Consider award of contract for the Parking Garage Maintenance 2026 Project to Browning Chapman, LLC in the amount of \$220,780.00.**

Four bids were received. The lowest responsive, responsible bidder was Browning Chapman, LLC in the amount of \$220,780.00.

Staff Recommendation: Approve the contract with Browning Chapman, LLC, in the amount of \$220,780.00 for the Parking Garage Maintenance 2026 project and authorize the Chief Development Officer to accept and close out this project when completed in accordance with the contract documents.

**8. Consider North General Aviation Apron Taxilane Project (Chief Development Officer)**

**a. Public Hearing regarding the plans, specifications, form of contract, and estimated total cost for the North General Aviation Apron Taxilane Project**

This project includes reconstruction of airfield PCC pavements. Includes construction of 11.5” PCC pavement, removal of existing pavements, subsurface drainage, pavement markings, traffic controls and site restoration.

The Engineer's Estimate for this project is \$897,138.75.

**b. Consider Resolution adopting plans, specifications, form of contract, and estimated total cost for the North General Aviation Apron Taxilane Project**

Staff Recommendation: Approve Resolution adopting plans, specifications, form of contract, and estimated total cost for the North General Aviation Apron Taxilane Project.

**c. Consider award of contract for the North General Aviation Apron Taxilane Project to Flynn Company, Inc. in the amount of \$913,276.00**

Four bids were received. The lowest responsive, responsible bidder was Flynn Company, Inc. in the amount of \$913,276.00.

Staff Recommendation: Approve the contract with Flynn Company, Inc. in the amount of \$913,276.00 for the North General Aviation Apron Taxilane project and authorize the Chief Development Officer to accept and close out this project when completed in accordance with the contract documents.

**d. Consider Professional Services Agreement, Task Order No. 152 with Foth Infrastructure & Environment, LLC for North General Aviation Apron Taxilane Project - Construction Phase Services**

During the North General Aviation Apron Taxilane Project, the consultant will provide contract management, construction administration, construction testing, and construction observation for the project.

Staff Recommendation: Approve the Professional Services Agreement, Task Order No. 152, with Foth Infrastructure & Environment, LLC in the amount of \$79,500.00 and authorize the Chief Development Officer to accept and close out this contract when completed in accordance with the contract documents.

**9. Consider a Contract for Mechanical Maintenance and Support of the Baggage Handling System with Automatic Systems Inc. (Chief Development Officer)**

Automatic Systems Inc. installed the baggage handling system within the new Terminal. The baggage handling system is a critical system and Authority staff is required to have access to the expertise to maintain the system in its entirety, keeping it operating efficiently with up time critical. Authority staff negotiated a new three-year service agreement with two one-year options for renewal. Rates may be adjusted annually based on the previous year's Employment Cost Index.

Services provided through this contract are:

- Onsite Directed Support twice a year
- Emergency Phone Response 24/7
- Remote troubleshooting and advisory support
- Emergency Onsite Response
- Preventative Maintenance recommendations
- Annual walk-through assessments of the system

Annual costs associated with the extension are approximated as follows:

- January 1, 2027, to December 31, 2027: \$24,600.00
- January 1, 2028, to December 31, 2028: ~ \$25,486.00
- January 1, 2029, to December 31, 2029: ~ \$26,403.00
- January 1, 2030, to December 31, 2030: ~ \$27,354.00
- January 1, 2031, to December 31, 2031: ~ \$28,338.00

A total of ~ \$132,181.00 for five years.

Staff Recommendation: Approve a Contract for Mechanical Maintenance and Support of the Baggage Handling System with Automatic Systems Inc. for an initial price of \$24,600.00.

**10. Public Hearing: Consider the Second Amendment to the News, Gift, and Retail Concession Agreement with Hudson Group Retail, LLC (Chief Financial Officer)**

The current agreement with Hudson expires on June 30, 2026. This amendment extends the agreement to cover the period between its expiration and the opening of the new terminal. All other terms and conditions of the agreement remain unchanged and in full effect.

Hudson was awarded the retail concession through the Request For Proposal process in February 2026 for an initial term of eight years, with an option to extend for an additional two years.

Staff Recommendation: Approve the Second Amendment to the News, Gift, and Retail Concession Agreement with Hudson Group Retail, LLC.

**11. Approve Business Dashboard Access Agreement with Uber (Chief Operations Officer)**

Uber has made a request to install two kiosks which would allow passengers who do not have a mobile device or the Uber app to request an Uber. Authority staff has identified an available location for various kiosks in the baggage claim area. The kiosks will be relocated to designated areas in the new terminal at a later date. There are no financial considerations to this agreement as the Authority receives revenue from each ride provided.

Staff Recommendation: Approve a Business Dashboard Access Agreement with Uber and authorize the CEO to sign the agreement.

**12. Consider Amending Taxicab Services Operating Permit Requirements (Chief Operations Officer)**

Trans Iowa, LC has requested the Board consider adjusting the age requirements for taxicab vehicles to 15 years old (see section 2.23 of taxicab permit). The current Taxicab Services Operating Permit requires no less than 80% of an operator's fleet be less than 10 years of age. Any vehicles older than 10 years old are required to submit to an annual vehicle inspection to ensure the vehicle is in appropriate condition and in compliance with Airport Rules and Regulations. The proposed change would allow for no less than 80% of an operator's fleet to be less than 15 years old and annual inspections would still be required for any vehicle older than 10 years old.

Staff Recommendation: Approve Amending Taxicab Services Operating Permit Requirements.

**13. Consider CIPEC Employment Agreement (Chief Executive Officer)**

A three-year employment agreement has been negotiated with CIPEC. The current agreement ends June 30, 2026, with the new agreement in effect from July 1, 2026, through June 30, 2029. The agreement includes an annual adjustment to the Authority pay plan Control Points by the higher of 3% or an amount determined by Authority Management based on independent compensation consultant.

Staff Recommendation: Approve the CIPEC Employment Agreement.

**14. Financial Report (Chief Financial Officer)**

**15. Briefing (Chief Executive Officer)**

**16. Next Meeting**

a. May 12, 2026

**17. Adjourn**