

**Aviation Department Staff Reports
Prepared for the Airport Board Meeting
March 2, 2010**

SECTION I – DIRECTOR

SECTION II – AIRPORT OPERATIONS

SECTION III – FINANCE & ADMINISTRATION

SECTION I – REPORT FROM THE DIRECTOR

Board Recognition Committee

The next committee meeting will be held following the March Board meeting on March 2. The Board will be kept informed via staff reports until this committee makes a formal presentation to the full Board in the future.

Jobs Bill

On February 24, the Senate passed a scaled-back jobs measure proposed by Senate Majority Leader Harry Reid (D-NV). The \$15 billion proposal would extend highway programs and give issuers of tax credit bonds the option of issuing Build America Bonds.

The Senate jobs package does not include additional Airport Improvement Program (AIP) funds or a permanent fix for the Alternative Minimum Tax (AMT). However, Senate Democrats are expected to introduce other jobs-related legislation that may include additional infrastructure spending.

AAAE has been urging Congress to approve additional AIP funds, permanently eliminate the AMT penalty on airport private activity bonds and adopt other airport proposals that would stimulate the economy and create jobs.

The Senate measure now goes to the House. Late last year the House of Representatives narrowly passed a much larger jobs package that proposes to use \$75 billion from the Troubled Asset Relief Program to pay for ready-to-go infrastructure projects and to help state and local governments preserve public service jobs. The House bill, which would cost \$154 billion, includes \$500 million in AIP funding.

SECTION II – REPORT FROM AIRPORT OPERATIONS

Not Just Another Iowa Winter

This winter has challenged Iowans with more than 62 inches of snow to-date compared with an average annual snowfall of 36.8 inches. Airlines operating at DSM reported more than 50 flights cancelled as the result of this year's winter weather and many more flights delayed. Fortunately, most passengers were able to rebook on other flights, only experiencing the inconvenience of a delay reaching their destination.

The Aviation Department employs two Crew Chiefs, seventeen trained, full-time Airport Field Maintenance Workers, and twelve Parks and Aviation Maintenance Technicians who leave the Parks Department to work at the Airport during the winter months. These employees operate the large snow and ice removal equipment to clear snow and ice from both the airside aircraft operating areas and the landside parking lots and roadways. Sidewalks, crosswalks, and other pedestrian areas are cleared by the Facilities Maintenance staff and our Airport Parking contractor to ensure public safety in all pedestrian areas. These are the employees who actively participate in snow and ice removal operations during each snow and ice event.

Additionally, snow and ice operations are managed through the Operations Division's trained staff of Airport Duty Managers. Both the Field Maintenance and Operations Division employees work 12-hour shifts for multiple days, as necessary, to clear snow and ice from all areas involved to allow our tenants to safely operate to and from their leased premises and the public to use our parking, roadways, and pedestrian walkways safely.

In an average year, we experience eight significant snowfall events that require multiple 12-hour work days, that sometimes includes weekends and holidays, without a day off, until all priority Airport operating areas are cleared. This year's overtime budget has been stretched with more than 90 percent of the budgeted overtime used to-date.

Another direct cost incurred as the result of the excessive winter weather includes the cost of pavement anti-icing and deicing chemicals that are applied to ensure the safety of aircraft operating on the runways and taxiways as well as automobiles on the public roadways and parking lots. Monies expended to-date for purchase of pavement deicers is approximately 5% more than the amount budgeted for purchase this season.

The media is reporting this winter to be the fourth highest snowfall ever received with several weeks of the regular snow season remaining. The highest winter snowfall, 72 inches in 1912, is less than ten inches of snow away. That is only one large snowfall event or two moderate snowfall events away from the all-time record!

AIRSIDE PROJECTS

Runway 13R/31L

Staff will present FAA Airport Improvement Program (AIP) Grant 3-19-0027-54 to the Board this month for consideration and recommendation to Council to accept federal monies to fund three design elements of the 13R-31L Runway Replacement Project. The details and scope of grant are further discussed in the Board Communication. In summary, the following design/construction elements are contained in the grant:

- 1) Great Western Trail relocation
- 2) SW 56th Street relocation at McKinley Avenue
- 3) Excavation associated with relocation of the recreation trail and natural gas pipeline
- 4) Excavation and installation of culverts for Frink Creek and a significant tributary to Frink Creek that are related to the trail and the gas transmission lines

There is one more large parcel partial acquisition and easement, and one significant very high pressure gas transmission line relocation easement agreement that must be funded before we will be ready to move ahead with construction. While we are working through the negotiations on these final property interest acquisitions, it is important to obtain initial survey and soil analysis information and start design of the initial construction elements. The Soil Analysis contract was approved by Airport Board on September 1, 2009, by resolution A09-158, and has been approved by FAA for inclusion in this AIP grant scope. The approach survey work must be processed in a new Airports Geographic Information System (AGIS) format and we have negotiated what will be a minor services contract for this work with Woolpert Inc., a survey company currently doing related work for the FAA at this Airport.

Engineering and Airport staff, working together with FAA staff, has resulted in the programming of a Federal FY 2010 AIP 95% federal share grant in the amount of \$855,000.00 for Runway 13R-31L design elements listed above. This Federal FY 2010 entitlement amount will go together with PFC collections for an approved PFC application to reimburse costs associated with this Runway 13R-31L design Project. Congressional release of funds for this grant usually takes about 30 days and is moving rapidly since the FAA is only authorized to issue grants through March 30, 2010, as a part of the current continuing legislation. Once the Congressional release process is complete the City needs to be ready to execute the grant.

LANDSIDE PROJECTS

Concourse Remodel Project

This project was reported as being near completion in the February staff report. A few punch items were all that was left to be completed. Since then we have discovered the carpet that was laid in the concourses was not treated with the proper stain resistant chemicals and will be replaced. The carpet has been tested by the manufacturer and an independent lab and all the carpet on the concourses and hold rooms will be replaced at no expense to the Airport. Consequently the expected completion date of this project has been moved to May.

Common Use Project

Phase I of the Common Use project is complete. This work was completed in conjunction with the concourse remodel project.

Phase II of the project is well under way. Much of the new equipment has been deployed. Airline representatives have been at the Airport testing their software applications for use at the ticket counters. The oversized bag drop counters have been relocated and the new counter inserts and common use equipment were installed. Several Airlines were temporarily relocated to this area allowing work to be completed on their leased ticket counters. US Airways, Allegiant and SkyWest were successfully relocated back to their original locations. Their counters have been shifted forward the required 19", allowing room for the new bag belt, and all (3) airlines are running on our new Common Use system.



Sequentially, all the airlines will temporarily be relocated to the oversized bag drop counters allowing us to move all the existing airline ticket counters forward and install the common use equipment. Currently Delta is placed at the oversized area. The goal is to transition them back to their original counters by March 10.

Self check-in kiosks are being rolled out as well. Common use kiosks are located in a variety of locations throughout the Terminal. Once this project is complete, a total of 26 kiosks will be placed at various locations in the terminal.

Phase II of the Common Use project is heavily intertwined with the Outbound Baggage Handling System project. Ticket counters must be relocated; moving them forward so the new outbound baggage belt may be installed in the Outbound Baggage Handling System project. The TSA luggage screening machines must be removed from the Terminal before all the kiosks can be placed. Communication, coordination, and timely completion of work by all our contractors remain vital. We are currently behind schedule on this project as a result of several occurrences, one of which was the collapse of the TSA wall.

Baggage Handling System Project

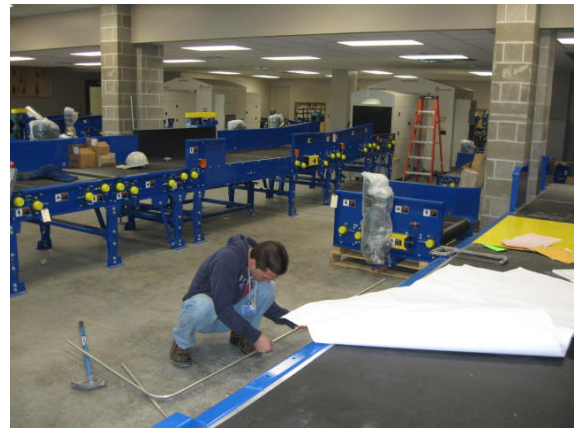
Progress inside the TSA area is proceeding. The conveyor is installed within the TSA checked bag area. This conveyor will sort and accumulate luggage after it is processed through the new Explosive Detection System (EDS) machines. We are working at getting power to the EDS machines so that we can schedule the commissioning of the machines themselves. Once complete, we will work with TSA to schedule the commissioning of the baggage handling system as a whole.

Currently, Dean Snyder Construction is placing the carousel conveyor on the north side of bag make up. Bollard protection will be installed shortly after to provide protection to the conveyor in the area. On the south end, work within the airline offices is drawing to a close. This will allow for the installation of the carousels on this end to follow as well.

Within the same time frame, we are shifting the ticket counters to the East. This will allow for the installation of the bag takeaway conveyors. Of the 31 ticket counter shells that are to be relocated, 11 are complete at this time. The next section of six counters is to be relocated the week of March 1.



North carousel taking shape



Accumulation conveyor after EDS

Completion of this project is anticipated for June 2010.

Recycling Program

The purchase of ten (10) dumpsters to be used for recyclable material has been completed and the dumpsters have been delivered to the Airport. The Airport Board approved the purchase of thirty (30) recycling receptacles at the Board meeting on January 5. These receptacles have been ordered with delivery expected March 15. They will be placed throughout the Terminal once they arrive. Marketing and educational campaigns have been developed and deployed with announcements which began in mid February. Letters and poster were sent to Airport tenants announcing the new program and electronic ads have been developed to be placed on our FID screens informing the general public. One of the requirements of our partnership with the DNR

is that we hold an open house in association with the DNR announcing this initiative. That open house has been scheduled for May 26. More information will be forthcoming on that as plans are finalized.



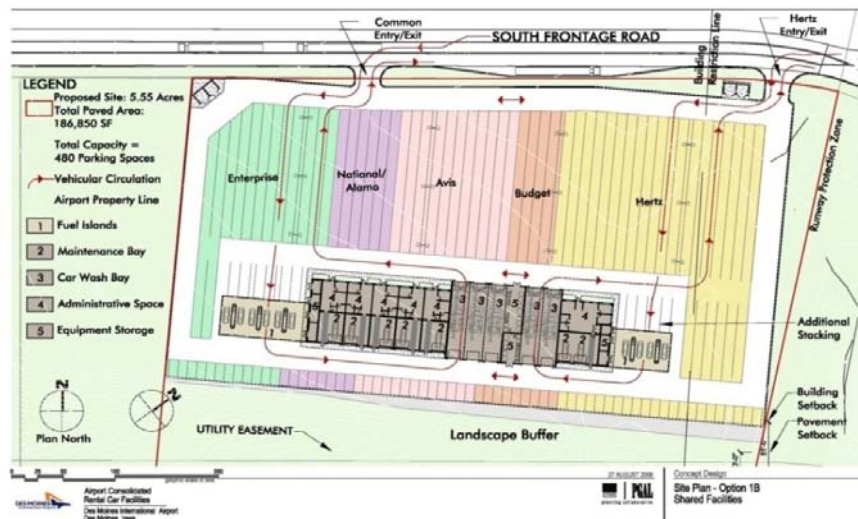
Elevator Repair

Last month staff reported that one of the two main elevators in the parking garage had developed a hydraulic leak and was taken out of service. Through a contract with Kone Elevators for elevator repair and maintenance services, tests were conducted to verify the source of the leak. Originally they feared that the sleeve or casing in which the hydraulic piston operates had a hole in it. Additional tests were conducted to ensure this diagnosis was accurate. The estimated repair cost was \$54,000. We had planned to request an emergency purchase order as allowed in Des Moines City Code section 2-709 (B) for the fix had these repairs been necessary. Further testing proved the original diagnosis inaccurate. Additional test showed small breaks in the seals of the cylinder. The seals of the elevator were replaced and the cost was incorporated into the existing contract with Kone Elevators. This appears to have resolved the problem; however, Kone is not 100% positive this will resolve the issue and other corrective maintenance may be required. We will remove this item from the staff report unless major expenditures become necessary.

Rental Car Facility

The Aviation Department and rental car agency representatives have reviewed and commented on the design of the rental car facility. The project is ready to bid but still lacks final decisions on financing as well as complete agreement on the business terms. Project construction was scheduled to go out for bid in late March with notice to proceed with construction in April. With several questions remaining to be answered, staff felt it would be better to postpone bidding until the Board meeting of April 6.

Discussions on overall costs in tenant lease space have been completed. Negotiations on equipment purchases that will be funded by the rental car companies and equipment included within the construction costs, which are funded by the Customer Facility Charge (CFC), have been finalized. This discussion is part of the larger negotiating on a long-term lease and operating agreement with the Rental Car companies.



Self Fueling Facility

A Request for Proposals (RFP) to manage an aircraft self fueling facility was sent out with two responses received. A committee has been developed to review and score the RFPs. Engineering has been asked to provide more detailed estimates on construction costs. Additional research is being conducted on requirements our Iowa Department of Natural Resources National Pollutant Discharge Elimination System (NPDES) Permit may impose on individuals expecting to use this proposed facility. Our permit is issued pursuant to the authority of section 402(b) of the Clean Water Act (33 U.S.C. 1342(b)), Iowa Code section 455B.174, and rule 567-64.13, Iowa Administrative Code. It may be that all tenants proposing to use an aircraft self fueling facility at Des Moines International Airport will be required to be co-permittees on the Airport NPDES permit. As co-permittees they would be required to have a Storm Water Pollution Prevention Plan (SWPPP), best management practices for aircraft fueling, annual SWPPP training, and the Airport would be required to inspect them annually for compliance with the NPDES permit. Once all this information is gathered a full report will be made to the Board providing construction and operating costs and environmental requirements.

Tabulation of Approved Change Orders for January 2010**Prepared February 16, 2010**

On February 12, 2007, by Roll Call No. 07-291, the Des Moines City Council approved the revisions to the City of Des Moines public improvement bidding and contract policies which included the following policy regarding Change Order authority on City of Des Moines or Des Moines International Airport public improvement projects, and directed the City Engineer to submit a monthly report listing all Change Orders executed the previous month regardless of the Change Order amount.

The authority of the Des Moines City Manager and the Des Moines City Engineer to approve Change Orders shall be limited to those Change Orders which will cost \$25,000 or less. Change Orders for work to cost more than \$25,000 shall be approved by the Contracting Authority, being either the Des Moines City Council or the Des Moines International Airport Board, prior to the payment of the work provided for under the Change Order.

The Des Moines Engineering Department provides contract administration services for public improvement projects authorized by the Des Moines City Council, Des Moines International Airport Board, and Des Moines Metropolitan Wastewater Reclamation Authority (WRA) Board. The City of Des Moines is the Operating Contractor for the WRA, and the WRA Board has adopted separate Change Order authority for WRA projects. Change Order information is being provided individually to the City Council, Airport Board and WRA Board on a monthly basis for all their authorized public improvement contracts.

Attached is the report of change orders that were approved during January 2010. During this period, the Engineering Department was providing contract administration services on 102 active construction contracts with a total contract cost of \$158,841,361.19 excluding change orders. The following is a tabulation of Engineering Department construction contract workload by dollar value.

Description	Airport Board Contracts		City Council Contracts		WRA Board Contracts	
	No. of	Total	No. of	Total	No. of	Total
	Contracts	Amount	Contracts	Amount	Contracts	Amount
Under \$100,000	1	26,600.00	13	726,137.48	3	167,150.00
\$100,000 - \$250,000	0	0.00	12	2,082,005.02	0	0.00
\$250,000 - \$500,000	0	0.00	21	7,387,317.73	2	738,300.00
\$500,000 - \$1 million	1	547,888.00	11	7,475,846.36	1	699,000.00
\$1 million - \$2.5 million	2	2,444,324.95	13	20,113,316.25	3	5,130,627.29
\$2.5 million - \$10 million	3	12,163,047.35	7	32,624,957.77	8	54,257,928.97
Over \$10 million	0	0.00	1	12,256,914.02	0	0.00
Subtotals	7	15,181,860.30	78	82,666,494.63	17	60,993,006.26

The City Council also requested information regarding who initiated each Change Order. The fourth column of the attached tabulation indicates which of the following five categories initiated the Change Order.

- *Engineering* indicates the item is exclusively initiated by the Engineering Department. An example would be a manhole that was planned to be salvaged, but later must be replaced.
- *Consultant* indicates the same reason as the Engineering category except for those projects that were designed by a consultant.
- *User* indicates any action that is to accommodate any user of the project or any request of the sponsoring agency or department.
- *Contractor* indicates change resulting from those suggestions, recommendations and complaints that the contractor brings forth. An example might be to phase the project differently for constructability. It also should be for items that result from differences in interpretation or specifications.
- *Regulator* indicates those changes that must be done to accommodate any building inspector, storm water permit, noise ordinance, IDNR criteria, FAA inspections, security issues, fire code, etc.

The tabulation also provides the following information regarding each Change Order:

- Project Name
- Contractor's Name
- Change Order Executive Summary which provides a brief description of the Change Order work.
- Change Order Amount which is the total amount of all work on the Change Order.
- City Manager's Approval Date – The date the City Manager signed the Change Order.
- Total Previous Change Orders – This is the total dollar amount of Change Orders approved prior to the Change Order listed.
- Original Contract Amount – This is the amount of the contract originally approved by the City Council and does not include any costs for Change Orders.
- Percentage of Change Order Cost to Original Contract – This is the percentage calculated by dividing the total Change Order cost by the Original Contract Amount.

Distribution:

Mayor
City Council Members
City Manager
Aviation Director

AIRPORT BOARD APPROVED
CONSTRUCTION CONTRACT
CHANGE ORDER TABULATION

Beginning 01-01-2010 *Ending* 01-31-2010

Tabulated below are Change Orders (C.O.'s) approved by the City Manager during the period beginning 01-01-2010 and ending 01-31-2010. The City Manager has the authority under the Contract Documents to approve Change Orders for which the work shall cost \$25,000 or less, without approval from the City Council or Airport Board. The City Council or Airport Board has authorized the City Manger to execute those Change Orders listed below where the cost of the work exceeds \$25,000.

Project Name	Contractor's Name	C.O. Number	C.O. Initiated By	C.O. Amount	City Manager's Approval	Total Previous C.O.'s	Original Contract Amount	Percentage C.O.'s to Orig. Contract	
Airport Baggage Handling System									
	Dean Snyder Construction Co.	10-2008-006	5	User	\$1,971.34	1 /5 /2010	\$24,037.03	\$2,845,823.00	0.91%
	This change order confirms the final cost to upgrade the north wall of TSA CHECK BAG ZONE 003.								
Airport Baggage Handling System									
	Dean Snyder Construction Co.	10-2008-006	6	User	\$17,943.99	1 /19/2010	\$26,008.37	\$2,845,823.00	1.54%
	Install additional telephone/data rough-ins for ticket counter. Deduct communication items per Logan Teleflex. Add ceiling in Ramp Area. Revise north wall in Concession's area adjacent to wall advertisements. Paint Rooms 700 and 102. Add access panels in TSA space.								
Airport Concourses A & C Remodeling									
	Breiholz Construction	10-2008-014	13	User	\$18,676.12	1 /28/2010	\$282,633.84	\$2,731,992.00	11.03%
	Add door coordinator; recaulk expansion joints; add ceiling in elevator shaft; Rework ductwork to resolve conflicts with sprinkler piping; Add new circuits to refeed receptacles; relocate the ice machine and delete the condensate pump; add corner guards in concourses.								

SECTION III – REPORT FROM FINANCE & ADMINISTRATION

Hangar Update

As of February 24, all 40 T-Hangars continue to be leased and the waiting list contains several names. All agreements have been executed and all tenants are current with rent payments.

Since last month's report, there are no changes to the status of the remaining leasable buildings.

Accounts Receivable Update

Finance staff regularly monitors the Department's accounts receivable. In the interest of keeping Board members updated on financial activity, periodic updates will be provided. On February 22, "trade" accounts receivable are summarized as follows:

Current (1-30 days)	\$562,546.22	(69.9%)
Delinquent (31-90 days)	239,074.29	(29.7%)
Delinquent (over 90 days)	3,347.82	(0.4%)

Regarding the past due amounts, staff is working with Northwest and Delta on payment of three large invoices totaling \$193,923.98. Several invoices were not transitioned over to the Delta payment system in a timely manner, and it also appears that Delta may be slow-paying some invoices. Staff has communicated the need to pay all invoices timely.

These totals do not include receivable amounts for CFC's, PFC's, and any future AIP or State of Iowa Grants. Finance staff monitors delinquent accounts on a regular basis and follows up as needed to ensure collection.

Rental Car Facility Financing

At the January meeting the Board approved a financing plan to issue General Airport Revenue Bonds to fund the Rental Car Service Facility project and to redeem the outstanding Commercial Paper. While the item was approved, the Board also suggested that staff explore financing options that may result in a lower overall interest cost for the debt.

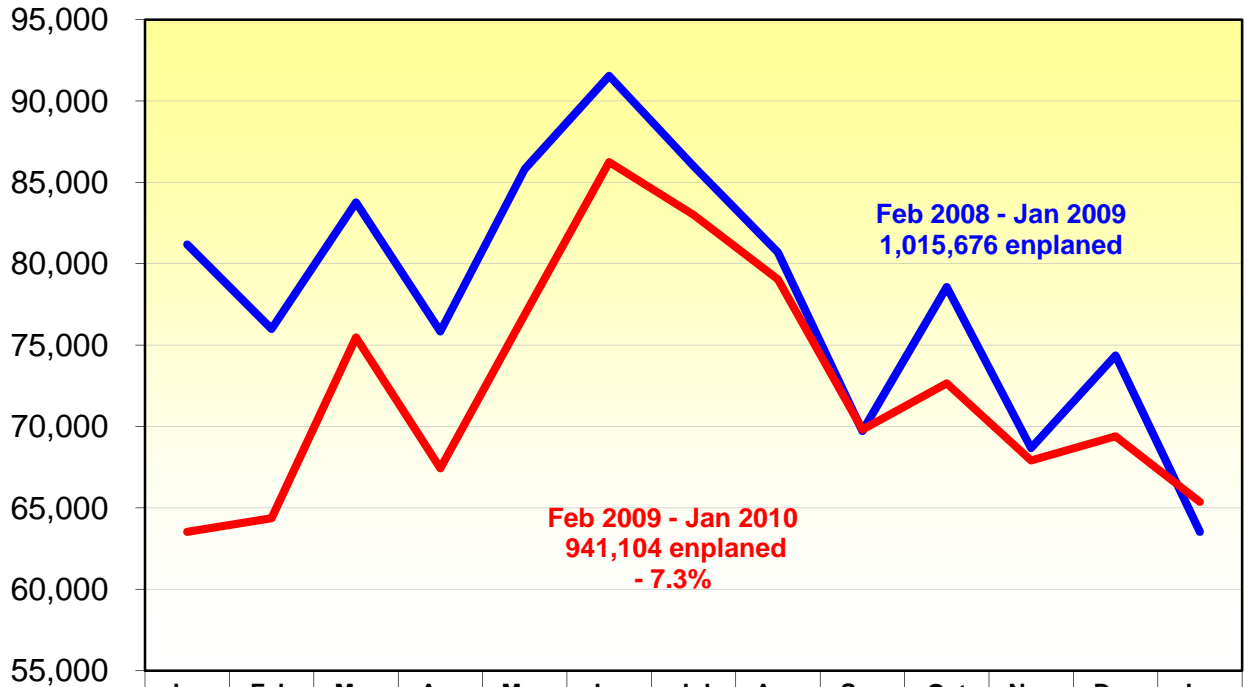
Staff is currently exploring several alternatives, using the resources of the financial advisory team from PFM. If a more efficient debt plan is identified and appears achievable, it will be brought forward to the Board as an approval item along with two other items, rental car consensus for the project and the bidding approval at the upcoming meeting of April 6.

Bond Refunding

The possibility of refunding the Airport's existing 1998 Revenue Bonds has resurfaced and may be in play once again. Finance staff and PFM are assessing the possibility and will pursue any savings as they may become available.

Monthly Passenger Statistics

**Monthly Enplaned Passenger Totals
For the Two Most Recent 12-Month Periods**



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
2009	81,18	75,99	83,76	75,83	85,82	91,54	85,99	80,69	69,71	78,57	68,67	74,36	63,524
2010	63,524	64,360	75,476	67,427	76,889	86,248	83,006	79,039	69,806	72,655	67,909	69,402	65,363
% change	-21.8%	-15.3%	-9.9%	-11.1%	-10.4%	-5.8%	-3.5%	-2.0%	0.1%	-7.5%	-1.1%	-6.7%	2.9%