



**A DECADE+ OF
EXCELLENCE**
INDIANAPOLIS INTERNATIONAL AIRPORT

IAA Board of Directors Meeting Agenda

January 17, 2025

8:00 AM

Location: Board Conference Room – 4th floor and Via Zoom (Hybrid meeting)

- I. Call to Order**
- II. Approval of Minutes of the IAA Board’s Meeting of December 20, 2024.**
- III. Ordinances, Resolutions, and Public Hearings**
- IV. Board Reports**

- a) Board President’s Report
- b) 2025 Election of Officers for IAA Board of Directors
- c) Appointment of Treasurer, Robert Thomson, Sr. Director of Finance

V. Official Actions

Consider for approval, the individual items on **IAA General Agenda dated January 17, 2025.**

VI. Staff Reports

- a) Executive Director’s Report (Submitted in writing)
 - i. Airport Business Top 40 Under 40 – Matt Smith
 - ii. Finalist, KultureCity Human Highlight Venue Awards

VII. Other Reports and Updates

- a) **Board Communications: *Next Meeting: Friday, February 21, at 8:00 AM***

MINUTES
Board of Directors Meeting
Indianapolis Airport Authority

The Regular Meeting of the Indianapolis Airport Authority (IAA) Board called to order at 8:00 am December 20, 2024, in the Airport's Board Conference Room at Indianapolis International Airport. The following Board Members attended in person:

Present at the commencement of the meeting and comprising a quorum were:

Barbara Glass, President
Steve Dillinger, Vice President – attending remotely
Mamon Powers, Secretary – not attending
Kurt Schleter, Member – attending remotely
Jeffrey Gaither, Member
Duane Gibbs, Member
W. Tobin McClamroch, Member
Eric Dozier, Member
Ryan Goodwin, Member
Brett Voorhies, Member
Tamika Catchings, Member – attending remotely
Brian Tuohy, I.A.A. Board Counsel

I.A.A. Executive Staff attending:

Mario Rodriguez, Executive Director
Keith Berlen, Sr. Director of Operations and Public Safety
Alexandra Kalpakidis, Sr. Executive Assistant
Maria Wiley, Sr. Director of Audit, Compliance & Procurement
Rachel Stevens, Sr. Director of Human Resources
Jonathan Weinzapfel, General Counsel
Robert Thomson, Sr. Director of Finance
Jarod Klaas, Sr. Director of Planning and Development
Megan Carrico, Sr. Director of Public Affairs
Reid Goldsmith, Sr. Director of Information Technology
Eric Anderson, Director of Properties
Marsha Wurster, Sr. Director of Commercial Enterprise
Holli Harrington, Sr. Director of Supplier Diversity and Diversity Officer

APPROVAL OF MINUTES

President Glass asked for a motion for approval. A motion for approval was made by Mr. McClamroch and seconded by Mr. Voorhies. There being no discussion, President Glass asked for a roll call vote, and with all members stating, “Aye,” the Meeting Minutes of the IAA Board Meeting on November 15, 2024, were approved.

ORDINANCES, RESOLUTIONS, AND PUBLIC HEARINGS

None.

BOARD REPORTS

Board President's Report – President Glass congratulated Tamika Catchings for receiving the Whistler Award.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED December 20, 2024:

President Glass called upon Jonathan Weinzapfel, General Counsel, to present for consideration and approval, **BP2024-12-01**, an Option Agreement with the City of Indianapolis for the purchase of the Indianapolis Heliport. President Glass asked for a motion for approval of **BP2024-12-01**. A motion for approval was made by Mr. Gaither and seconded by Mr. Voorhies. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-12-01**. She then asked to receive an update every two months from Executive Director Rodriguez regarding the status of meeting requirements set forth in the FAA's Letter of intent to release federal obligations and approve closure of the Indianapolis Heliport.

President Glass then called upon Rachel Stevens, Sr. Director of Human Resources, to present for consideration and approval, **BP2024-12-02**, an award of contract for the Off-site Clinic, Wellness Programming, and Pharmacy services to employees of the Indianapolis Airport Authority to Marathon Health, LLC. President Glass asked for a motion for approval of **BP2024-12-02**. A motion for approval was made by Mr. Dillinger and seconded by Mr. Dozier. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-12-02**.

President Glass then called upon Marsha Wurster, Senior Director of Commercial Enterprise, to present for approval, **BP2024-12-03**, a Real Estate Sale Agreement with Prudence C. Thayer and Shawn B. Redford and Thomas C. Redford, Co-Trustees of the Fred F. Thayer, Jr. Irrevocable Trust, for the IAA purchase of approximately 0.23 acres of land located at West County Road 500 North, in Hancock County for a total sale amount of \$11,845.00. President Glass asked for a motion for approval of **BP2024-12-03**. A motion for approval was made by Mr. McClamroch and seconded by Mr. Schleter. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-12-03**.

President Glass then called upon Jarod Klaas, Senior Director of Planning & Development, to present for consideration and approval, **BP2024-12-04**, Amendment No.1 to Professional Services Contract with Shrewsberry & Associates, Inc. for Airport Capital Program Management services at the Indianapolis International Airport and system of reliever airports in an amount not-to-exceed \$1,400,178.00 (fees and expenses). Supplier diversity participation is MBE at 62.60% (Shrewsberry & Associates, B.E. Reed, LLC, Cripe) and WBE at 21.24% (MZ Corporation, The Etica Group, and DB Engineering). President Glass asked for a motion for approval for **BP2024-12-04**. A motion for approval was made by Mr. Dozier and seconded by Mr. Gaither.

After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-12-04](#).

President Glass then called upon Mr. Klaus to present for consideration and approval, [BP2024-12-05](#), consisting of four Staff Augmentation and Project Management Services Contracts in support of IAA's Capital Improvement Program and other Projects and Initiatives at the Indianapolis Airport Authority: Action Item #1, a Contract with BB Engineering & Management LLC in an amount not to exceed \$440,000.00; Action Item #2, a Contract with J.S. Held in an amount not to exceed \$667,100.00; Action Item #3, a Contract with Keramida in an amount not to exceed \$320,000.00. Supplier Diversity Participation is WBE 100%, and Action Item #4, a Contract with BF&S in an amount not to exceed \$540,000.00. President Glass asked for a motion for approval of [BP2024-12-05](#), Action Items #1, #2, #3, and #4. A motion for approval was made by Mr. Dillinger and seconded by Mr. Gibbs. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-12-05](#), Action Items #1, #2, #3 and #4.

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2024-12-06](#), Amendment No. 1 with CHA Consulting, Inc. for Runway 5L-23R Rehabilitation at Indianapolis International Airport in an amount not to exceed \$88,399.00 (fees). President Glass asked for a motion for approval for [BP2024-12-06](#). A motion for approval was made by Mr. Gaither and seconded by Mr. Schleter. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-12-06](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2024-12-07](#), an award of contract for Re-Bid AOC Data Center - HVAC Rightsizing at Indianapolis International Airport to Ciriello Plumbing Company in an amount not-to-exceed \$1,094,000.00 plus a 10% construction reserve of \$109,400.00 for a total of \$1,203,400.00. Ciriello Plumbing Company was the lowest responsive and responsible bidder. Supplier diversity participation is WBE 60% (Ciriello Plumbing). President Glass asked for a motion for approval for [BP2024-12-07](#). A motion for approval was made by Mr. Goodwin and seconded by Mr. Voorhies. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-12-07](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2024-12-08](#), an award of contract for Terminal and Concourses HVAC System Upgrades at Indianapolis International Airport to Honeywell International in an amount not to exceed \$3,362,100.00 plus a 10% construction reserve of \$336,210.00 for a total of \$3,698,310.00. Honeywell International was the lowest responsive and responsible bidder. Supplier diversity participation is VBE 7.26% (Kopec LLC). President Glass asked for a motion for approval for [BP2024-12-08](#). A motion for approval was made by Mr. Dillinger and seconded by Mr. Goodwin. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-12-08](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2024-12-09](#), an award of contract for Rehabilitate of Economy Parking Lot Pavement (Package No. 3)

at Indianapolis International Airport to Rieth-Riley Construction Co. in an amount not-to-exceed \$3,998,200.00 plus a 10% construction reserve of \$399,820.00 for a total of \$4,398,020. Rieth-Riley Construction Co. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 15.05% (Bibbs Hauling, Edward & Jones Concrete, GLS, Inc., Fox Contractors Corporation), WBE 7.27% (CJ's Inc., DWD Company, Slussers Green Thumb, Hoosier Company, Inc., BUC Construction, Crane Environmental), and VBE 0.43% (Mooresville Welding, Inc.). President Glass asked for a motion for approval for **BP2024-12-09**. A motion for approval was made by Mr. Gaither and seconded by Mr. Dozier. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-12-09**.

President Glass then called upon Mr. Klaas to present for consideration and approval, **BP2024-12-10**, consisting of three Professional Services Contracts with Woolpert Inc. for Construct Airfield Maintenance Buildings: Action Item #1, a professional services contract with Woolpert Inc., for Construct Airfield Maintenance Building at Indianapolis Regional Airport in an amount not-to-exceed \$385,469.00 (fees and expenses). Supplier diversity participation is DBE, 13.18% (JQOL, Davis & Associates), MBE 23.7% (JQOL, Davis & Associates, CTL Engineering Inc.), and WBE, 2.04% (Etica Group); Action Item #2, a professional services contract with Woolpert Inc., for Construct Airfield Maintenance Building at Eagle Creek Airpark in an amount not-to-exceed \$391,092.00 (fees and expenses). Supplier diversity participation is DBE, 12.99% (JQOL, Davis & Associates), MBE 23.36% (JQOL, Davis & Associates, CTL Engineering Inc.), and WBE 2.37% (Etica Group); and Action Item #3, a professional services contract with Woolpert Inc., for Construct Airfield Maintenance Building at Indianapolis Metropolitan Airport in an amount not-to-exceed \$407,911.00 (fees and expenses). Supplier diversity participation is DBE, 12.45% (JQOL, Davis & Associates), MBE 22.39% (JQOL, Davis & Associates, CTL Engineering Inc.), and WBE 1.4% (Etica Group). President Glass asked for a motion for approval of **BP2024-12-10**, Action Items #1, #2, and #3. A motion for approval was made by Mr. McClamroch and seconded by Mr. Dillinger. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-12-10**, Action Items #1, #2, and #3.

STAFF REPORTS

Executive Director's Report – Mario Rodriguez, E.D., announced that he had submitted a written report.

- i. Q3 Core Value Winners – Executive Director Rodriguez introduced the Core Value Winners
- ii. IND Naturalization Ceremony
- iii. Holly Jolly Jetway
- iv. World Food Championship
- v. Big Ten Football Championship

President Glass thanked all IAA Staff for their efforts throughout the year.

Other Reports/Updates

- a) Board Communications: Next Meeting: January 17, 2025, at 8:00 am.

ADJOURNMENT

The meeting adjourned at 8:28 am.

The December 20, 2024, Indianapolis Airport Board of Directors meeting is available to stream via the link:

Meeting Recording:

<https://zoom.us/rec/share/eFM4RJqX9pL9YjZUe7x8pOPO4Q1l9DVMMtQDhxOx5DMQYRVhK0qEXuu19-Pudn71.-fB1oQSqlBlr07WV?startTime=1734699624000>

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INDIANAPOLIS AIRPORT AUTHORITY *

By: _____
Barbara Glass, President

By: _____
Mamon Powers III, Secretary

DATED: January 17, 2025

* Signed under the Authority of IAA Board Resolution #11-2021



**IAA Board Meeting
General Agenda
January 17, 2025**

General:

BP2025-01-01 **Consider for approval** a service agreement contract for the PARCS Maintenance Agreement at Indianapolis International Airport to Evens Time in an amount not-to-exceed \$261,717.00 in 2025 and \$301,037.00 in 2026. Supplier diversity participation is WBE 100%.

Capital:

BP2025-01-02 **Consider for approval** Amendment No. 1 with Woolpert, Inc. for Rehabilitation of Economy Parking Lot Pavement at Indianapolis International Airport in an amount not-to-exceed \$321,230.00 (fees and expenses).

BP2025-01-03 **Consider for approval** of the purchase of electrical equipment from ADB Safegate Americas LLC., for Runway 5L-23R Rehabilitation at Indianapolis International Airport in an amount not-to-exceed \$817,850.23.



Indianapolis Airport Authority

BOARD MEMO – SERVICE AGREEMENT

To: IAA Board of Directors

From: Keith Berlen, Senior Director, Operations & Public Safety

Date: January 10, 2025

Board Date: January 17, 2025

Subject: Award Service Agreement Contract to Evens Time for the PARCS Maintenance Agreement at Indianapolis International Airport

Background

Evens Time manages the maintenance of our Amano McGann Parking Access Revenue Control System (PARCS) hardware and software. This maintenance agreement provides 24/7/365 support with a full-time on-site technician Monday through Friday, 8:00 a.m. – 4:30 p.m. It includes priority service and discounts for work outside of the maintenance scope. This maintenance agreement is imperative to our PARCS uptime and reliability, which processes over \$68M in parking revenue per year.

The prior maintenance agreement was included in our PARCS hardware and software upgrade, which was approved by the board on March 17, 2017. That agreement has expired, and we are currently operating on a month-to-month agreement. This new maintenance agreement locks in pricing and service for the next two years. This is a sole-source procurement process, with Evens Time being the only locally certified Amano McGann PARCS vendor.

Scope

Provide hardware and software maintenance for our Amano McGann PARCS. The hardware consists of ticket dispensers, gates, pay stations, access control readers, fee computers, intercoms, count boards, and validators. The software consists of payment processing, card access, count monitor, revenue reporting, Windows updates, server firmware updates, and network support for data communication. Assistance completing the annual Self-Assessment Questionnaire for Payment Card Industry compliance for credit card processing is included.

Budget

The Evens Time two-year contract cost is \$261,717.00 for 2025 and \$301,037.00 for 2026, which totals \$562,754.00. The contract expenditure is included in the 2025 operating budget. There will be an additional \$21,000 charge in 2026 for software extension coverage. Amano McGann planned to discontinue the current software at the end of 2025. The IAA negotiated continuing the existing version through 2026. The extension coverage provides the necessary time for IAA

to work with Amano McGann to either implement the newest system software and change the credit card processor with the potential for higher card processing fees or implement the newest software and develop integration with IAA's existing credit card processor. The IAA is currently utilizing the State of Indiana negotiated cooperative government credit card processor agreement that provides lower credit card processing fees than IAA can achieve in a standalone contract. The current software version is stable and reliable. Amano McGann will no longer support our current software version past 2026.

2025 Platinum Coverage	\$261,717.00
2026 Platinum Coverage	\$280,037.00
2026 Software Extension Coverage	\$21,000.00
2026 Total	\$301,037.00

Software support is no longer available from manufacturer January 1, 2027

Supplier Diversity Participation

Evens Time is 100% WBE.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval a service agreement contract for the PARCS Maintenance Agreement at Indianapolis International Airport to Evens Time in an amount not-to-exceed \$261,717.00 in 2025 and \$301,037.00 in 2026. Supplier diversity participation is WBE 100%.



Indianapolis Airport Authority

BOARD MEMO – AMENDMENT

To: IAA Board of Directors

From: Jarod Klaas, P.E., Senior Director of Planning & Development

Date: January 7, 2025

Board Date: January 17, 2025

Subject: Approve Amendment No. 1 to the contract with Woolpert, Inc. for Rehabilitation of Economy Parking Lot Pavement at Indianapolis International Airport (Project No. I-21-061)

Background

The Indianapolis International Airport Public Parking Lot was constructed approximately fourteen years ago. Since then, the Indianapolis Airport Authority (IAA) maintenance staff has performed pavement repairs and patching on an as-needed basis. Due to the robust use of this parking lot and the resultant severity and scale of the pavement deterioration, a significant amount of rehabilitation is required.

On February 18, 2022, the IAA Board of Directors approved a Professional Services Contract with Infrastructure Engineering, Inc. for the collection of field data, design, permitting, bidding and construction administration services for Rehabilitation of Economy Parking Lot Pavement. This project is a multi-year project which will utilize four (4) separate construction packages with completion of the entire project expected to occur in October 2026.

On February 2, 2023, the IAA issued a Professional Services Request for Qualifications for full-time Inspection and Testing Services for the multi-year project, with responses due March 3, 2023. Four Statements of Qualifications were received. A review committee made up of three IAA representatives reviewed and ranked the qualifications. The Selection Committee independently evaluated the SOQs received and thereafter met on March 13, 2023, to discuss the results of their evaluations collectively. The committee conducted interviews with the top two (2) teams on March 17, 2023, and selected Woolpert, Inc. as the best qualified to provide these professional services.

On May 19, 2023, the IAA Board of Directors approved a contract with Woolpert, Inc. for Professional Services for the Rehabilitation of Economy Parking Lot Pavement to perform full-time inspection and testing services during construction.

Scope

This amendment provides additional inspection hours on site to match the extended daily hours the contractor anticipates conducting work for both the 2025 and 2026 construction seasons. The 2026 (4th package) was not contemplated in 2022 when the pavement rehabilitation was undertaken. However, given the post COVID return of air service, we extended the project to better address customer service needs.

Budget

The Woolpert, Inc. contract amendment is \$321,230.00, which is within the approved 2025 Capital Budget for Rehabilitation of Economy Parking Lot Pavement at Indianapolis International Airport.

The contract term will be extended by Amendment No. 1 to March 1, 2027. The construction schedule was extended to accommodate the split of construction package 3 into packages 3 and 4.

Supplier Diversity Participation

There is no supplier diversity participation in this amendment.

Contract Summary to Date

Contract/Amendment & Execution Date	Service & Term	Amount	Diversity Participation %		
			MBE	WBE	VBE
Original Contract May 19, 2023	Professional Services Term: 5/19/2023 - 3/1/2026	\$604,375.00	0.00%	0.00%	0.00%
Amendment No. 1 January 17, 2025	Professional Services Term Extended: 3/1/2027	\$321,230.00	0.00%	0.00%	0.00%
Revised Contract NTE		\$925,605.00	0.00%	0.00%	0.00%

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval Amendment No. 1 with Woolpert, Inc. for Rehabilitation of Economy Parking Lot Pavement at Indianapolis International Airport in an amount not-to-exceed \$321,230.00 (fees and expenses).



Indianapolis Airport Authority

BOARD MEMO – PURCHASE OF AIRFIELD LIGHTING EQUIPMENT

To: IAA Board of Directors

From: Jarod Klaas, P.E., Senior Director of Planning & Development

Date: January 7, 2025

Board Date: January 17, 2025

Subject: Approve a Purchase of Airfield Lighting Equipment from ADB Safegate Americas LLC., for Runway 5L-23R Rehabilitation at Indianapolis International Airport (Project No. I- 25-040)

Background

In recognition of the increased traffic, the northern parallel runway (5L-23R) would incur due to the reconstruction of the southern parallel runway (5R-23L), the Indianapolis Airport Authority (IAA) completed a rehabilitation of the northern parallel in advance of the southern parallel's reconstruction. Continuous monitoring on the northern parallel has identified the need to perform further rehabilitative measures on Runway 5L-23R and portions of Taxiway A and Taxiway B to correct surface distress caused by additional traffic and the age of the pavement.

This work will require the runway to be closed. The IAA will utilize this closure to replace existing runway lighting as part of this project. Due to the long lead times for these items, it has been determined the best way to ensure the fixtures arrive on time is through a separate competitive procurement process. ADB Safegate Americas, LLC., is the selected vendor and meets all of the procurement requirements.

Scope

This purchase is for electrical equipment from ADB Safegate Americas LLC., which includes edge lighting, centerline lighting, base plates, base cans, isolation transformers, constant current regulators, and retrofit grounding brackets. The existing runway lighting has reached the end of its useful life and replacement parts are no longer available for the incandescent lights. The new lighting will be LED and bring uniformity to the lighting on all three runways at IND.

Budget

The ADB Safegate Americas LLC., contract is \$817,850.23, which is within the approved 2025 Capital Budget for Runway 5L-23R Rehabilitation at Indianapolis International Airport.

This project will be 100% Airport cash funded.

Schedule

Lead time for the electrical equipment is expected to be four to six months, which allows it to be delivered during project construction. Runway 5L-23R Rehabilitation is anticipated between April and September of 2025.

Supplier Diversity Participation

There is no supplier diversity participation within this contract award.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval of the purchase of electrical equipment from ADB Safegate Americas LLC., for Runway 5L-23R Rehabilitation at Indianapolis International Airport in an amount not-to-exceed \$817,850.23.