



Indianapolis Airport Authority

**IND Board Memorandum –
2008-09 Rates and Charges Ordinance**

To: IAA Board of Directors
From: Anne M. O'Connor, General Counsel
Date: August 29, 2008
Board Dates: September 5 and 19, 2008
Subject: 2008-09 Rates and Charges Ordinance

Recommendation

Consider for approval the adoption of General Ordinance 4-2008, the 2008-09 Rates and Charges Ordinance. Board Paper 150-08

Scope

The Board annually adopts an ordinance in order to implement a schedule of rates and charges for the use of Airport facilities. This proposed Ordinance incorporates changes that are necessary to reflect new rates in effect as of November 11, 2008 and other rates that will go into effect on January 1, 2009. The following represents the changes that have been made from the current rates and charges ordinance:

1. Signatory and Non-Signatory Airline Space Rental and Landing Fees as determined in accordance with the Airline Use Agreement have been incorporated into Section III. The Airlines will pay the same per square foot rate as they are paying in the current terminal from November 11 through December 21, 2008. Effective January 1, 2009, the Airlines will pay different rates that have been established for the new terminal building.
2. Effective January 1, 2009, the rental of the Bag claim, Baggage Make-Up and Inbound Baggage Set-Off will be distributed amongst the airlines on an 80/20 basis. Under this formula, 80 percent of the square footage will be allocated on the Airlines' percentage shares of the enplaned passengers over a 12 month period and 20 percent of the square footage being allocated equally among the Airlines leasing gate space.
3. Changes the structure of fees paid by hotel and motel service vehicles to per trip fees but caps the trip fees at the same dollar amount paid by the hotels and motels through calendar year 2009.

4. Establishes parking fees for the New Indianapolis Airport parking garage and surface lots.

Schedule

September 5, 2008	Introduction of Ordinance 4-2008
September 19, 2008	Public Hearing/Consideration for Adoption of Ordinance

Revenue and/or Operating Cost Implications

The Rates and Charges Ordinance is the principal document to impose fees and charges for the use of airport facilities in support of the remainder of 2008 and the 2009 approved operating and capital budgets of the Authority.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Grant of Easement with Aqua Indiana, Inc. (Aqua)

Recommendation

Consider for approval the Consent to the Grant of Easement with Aqua Indiana, Inc. for the placement of a sanitary sewer line across Authority land at Mt. Comfort Airport. Board Paper 166-08

Scope

Aqua is the parent company of Western Hancock Utilities and is placing and connecting a sanitary sewer line on Authority land on behalf of Mt. Comfort Business Park. This Easement will consume .33 acres of land.

Schedule

September 19, 2008: Execution of the Grant of Easement with Aqua Indiana, Inc.

Revenue and/or Operating Cost Implications

Revenue:

Aqua has paid a one time fee of \$658 for this easement.

Operating Costs:

There is no operating cost associated with this easement.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Grant of Perpetual Drainage Easement and Right of Way with
Department of Public Works (DPW)

Recommendation

Consider for approval a Request for the Authority to sign the Grant of Perpetual Drainage Easement and Right of Way with the Department of Public Works. Board Paper 167-08

Scope

Federal Express will be leasing additional land south of their facilities to expand their employee parking lot. This parking lot will require additional drainage for storm water runoff. With the addition of the employee parking lot, a permanent drainage system is required by the DPW, as the storm water runoff will now flow into the City's water system. This Easement grants the DPW the authority to enter upon this easement to ensure the water quality structure is being maintained for proper water drainage.

Schedule

September 19, 2008: Execution of the Grant of Perpetual Drainage Easement and Right of Way with Department of Public Works

Revenue and/or Operating Cost Implications

Revenue

There is no revenue cost implication with this easement.

Operating Costs

There is no operating cost implication with this easement.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Airport Use Permit with Pinnacle Airlines (Pinnacle)

Recommendation

Consider for approval the Consent to the Airport Use Permit with Pinnacle Airlines. The Airport Use Permit provides for a term of two (2) years, commencing October 1, 2008 and terminating December 31, 2010, with Pinnacle operating as an affiliate of Northwest Airlines, Inc. Board Paper 168-08

Scope

Pinnacle operates as Northwest AirlinK and has been providing air passenger carrier service since 2004.

Northwest Airlines, Inc. will pay landing fees, law enforcement screening fees, and all passenger facility charges.

Schedule

September 19, 2008: Execution of the Airport Use Permit with Pinnacle Airlines

Revenue and/or Operating Cost Implications

Revenue:

Pinnacle paid the Authority a total of \$5,218 in parking fees and other miscellaneous fees for the past 12 months. Northwest pays for all other fees.

Operating Costs:

There are no operating costs to be paid by the Authority.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Airport Use Permit with Prospect Airport Services, Inc. (Prospect)

Recommendation

Consider for approval the Consent to the Airport Use Permit with Prospect Airport Services, Inc. The Airport Use Permit provides for a term of three (3) years, commencing October 1, 2008 and terminating September 30, 2011, with Prospect paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 169-08

Scope

Prospect has been providing janitorial and aircraft cleaning services at the Airport since 1998.

Schedule

September 19, 2008: Execution of the Airport Use Permit with Prospect Airport Services, Inc.

Revenue and/or Operating Cost Implications

Revenue:

Prospect paid the Authority a total of \$79,884 in revenue for the past 12 months.

Operating Costs:

There are no operating costs to be paid by the Authority.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Airport Use Permit with Quantem Aviation Services (Quantem)

Recommendation

Consider for approval the Consent to the Airport Use Permit with Quantem Aviation Services. The Airport Use Permit provides for a term of two (2) years, commencing retroactive to September 1, 2008 and terminating August 31, 2010, for a continued fee of 8% of gross monthly revenues. Board Paper 170-08

Scope

Quantem has been providing aircraft handling and cargo carrier ground handling services at the Airport since 2002. The Permit also allows Quantem to provide vehicle maintenance and repair services.

Schedule

September 19, 2008: Execution of the Airport Use Permit with Quantem Aviation Services

Revenue and/or Operating Cost Implications

Revenue:

Quantem paid the Authority a total of \$36,352 in revenue for the past 12 months.

Operating Costs:

There are no operating costs to be paid by the Authority.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Airport Use Permit with Republic Airline, Inc. (Republic)

Recommendation

Consider for approval the Consent to the Airport Use Permit with Republic Airline, Inc. The Airport Use Permit provides for a term of two (2) years, commencing November 1, 2008 and terminating December 31, 2010, with Republic paying signatory landing fees as an affiliate of Chautauqua Airlines, Inc. Board Paper 171-08

Scope

Republic operates as US Airways Express and also United Express, and has been providing air passenger carrier service since 2005. Republic will pay landing fees and a law enforcement screening fee for enplaned passengers, and Chautauqua Airlines, Inc. will pay all passenger facility charges.

Schedule

September 19, 2008: Execution of the Airport Use Permit with Republic Airline, Inc.

Revenue and/or Operating Cost Implications

Revenue:

Republic paid the Authority a total of \$377,987 in fees for the past 12 months.

Operating Costs:

There are no operating costs to be paid by the Authority.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Building Lease Agreement with Skytanking USA, Inc. (Skytanking)

Recommendation

Consider for approval the Consent to the Building Lease Agreement with Skytanking USA, Inc. for the leasing of warehouse space within Building #7. The Building Lease will commence October 1, 2008, and operate on a month-to-month basis until terminated, at a monthly rental of \$1,507.25. Board Paper 172-08

Scope

Skytanking recently executed an Airport Use Permit with the Authority on July 18, 2008, allowing them to provide fueling services for the airlines at the new terminal. Skytanking has secured Northwest Airlines as their primary customer and is currently negotiating with several other airlines. With these new services, Skytanking requires warehouse space for the operation and maintenance of their fueling equipment. This Agreement is operating on a month-to-month basis as the Authority is constructing a new cargo/ground vehicle maintenance building located near the new terminal in which these tenants will relocate.

Schedule

September 19, 2008: Execution of the Building Lease Agreement with Skytanking USA, Inc.

Revenue and/or Operating Cost Implications

Revenue:

Monthly revenue generated is \$1,507.

Operating Costs:

Skytanking will pay a pro-rata share of their utilities for the Building Lease based on their leasehold space.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Airport Use Permit with SkyWest Airlines, Inc. (SkyWest)

Recommendation

Consider for approval the Consent to the Airport Use Permit with SkyWest Airlines, Inc. The Airport Use Permit provides for a term of two (2) years, commencing October 1, 2008 and terminating December 31, 2010, with SkyWest paying signatory landing fees as an affiliate of United Airlines, Inc. Board Paper 173-08

Scope

SkyWest operates as United Express and has been providing air passenger carrier service since 2004. SkyWest will pay landing fees and a law enforcement screening fee for enplaned passengers, and United Airlines, Inc. will pay all passenger facility charges.

Schedule

September 19, 2008: Execution of the Airport Use Permit with SkyWest Airlines, Inc.

Revenue and/or Operating Cost Implications

Revenue:

SkyWest paid the Authority a total of \$75,918 in fees for the past 12 months.

Operating Costs:

There are no operating costs to be paid by the Authority.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: U.S. Department of Transportation Federal Aviation Administration (FAA)
Land Lease on Airport

Recommendation

Consider for approval the Consent to U.S. Department of Transportation Federal Aviation Administration Land Lease on Airport property. This Lease provides for a term of five (5) years, commencing October 1, 2008 and terminating September 30, 2013, for annual rents of \$11,584.26. Board Paper 174-08

Scope

This will allow the FAA to continue to utilize this parking lot to store their supplies and surplus equipment. The Land Lease Agreement is with the U.S Government, signature is first required by the Authority before being executed by the U.S. Government.

Schedule

September 19, 2008: Execution of the U.S. Department of Transportation Federal Aviation Administration Land Lease on Airport

Revenue and/or Operating Cost Implications

Revenue:

Annual revenue has increased from \$9,216 to \$11,584.

Operating Costs:

There are no additional operating costs with this agreement as the FAA agrees to take the land as is.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

IND Board Memorandum - Contract

To: IAA Board of Directors
From: Robert A. Duncan, Airport Director
Date: September 3, 2008
Board Date: September 19, 2008
Subject: Office Lease Agreement with Skytanking USA, Inc. (Skytanking)

Recommendation

Consider for approval the Consent to the Office Lease Agreement with Skytanking USA, Inc. The Office Lease for the new terminal will commence November 1, 2008 and terminate October 31, 2010, for annual rents of \$36,485.12. Board Paper 175-08

Scope

Skytanking recently executed an Airport Use Permit with the Authority on July 18, 2008, allowing them to provide fueling services for the airlines at the new terminal. Skytanking has secured Northwest Airlines as their primary customer and is currently negotiating with several other airlines. With these new services, Skytanking requires office space for their staff to manage the fueling operations at Indianapolis.

Schedule

September 19, 2008: Execution of the Office Lease Agreement with Skytanking USA, Inc.

Revenue and/or Operating Cost Implications

Revenue:

Skytanking will pay the Authority annual rents of \$36,485.

Operating Costs:

Utilities for their Office Lease are paid by the Authority; however, these costs are considered in their rental obligations.

Diversity Participation

Not applicable.

IND Board Memorandum - Plans & Specs Approval



To: IAA Board of Directors

From: John J. Kish, Executive Director

Date: August 25, 2008

Board Date: September 19, 2008

Subject: Approval of Plans and Specifications for Bid Package I-08-19B
Deicing Control Facilities – Pumps/Sampling and Authorize Public
Bidding Process

Background

Mars Ditch and Seerley Creek Basins are primary components to the Deicing Control Facilities. Each basin collects a portion of aircraft apron stormwater where aircraft deicing is performed. The stormwater that combines with spent aircraft deicing fluid is managed via these basins. These control structures were installed as part of an agreed order with the regulatory agency due to water quality regulations. The control structures are operated to maintain compliance with a National Pollutant Discharge Elimination System (NPDES) permit that authorized and controls the levels that the airport can discharge into receiving streams. In addition, there is an Industrial Pre-treatment Discharge permit that authorized and controls the levels that the airport can discharge into the city sewer.

The existing pumps and samplers were installed over ten years ago. Both pumps and samplers have a life expectancy of ten years. The pumps have been rebuilt several times and are at the end of their useful life. Our NPDES permit requires the Authority to maintain the facilities and equipment therein. The new BOD meters provide real-time information needed to maintain compliance with both permits and ensure permit discharge limitations are not exceeded.

Recommendation

The IND staff has reviewed the proposal and recommends that you:

Consider for approval Plans and Specifications for package I-08-19B Deicing Control Facilities – Pumps/Sampling as prepared by M. D. Wessler and Associates, Inc. and authorize the public bidding process. Board Paper 180-08

Scope

This Package provides for Deicing Equipment at the Indianapolis International Airport and the installation of five (5) automated samplers, two (2) automated refrigerated samplers, five (5) pumps in existing wet well structures, two (2) Biological Oxygen Demand (BOD) analyzers and all work pertaining to

Memo Re: Plans and Specs Approval Request

installation of these items. This package also includes electrical and water line extensions for the BOD analyzers and centrifugal pumps located at Mars Ditch and Seerley Creek.

Total package is estimated between \$250,000 and \$500,000.

Schedule

Drawings Issued	September 19, 2008
Pre-Bid Meeting	September 30, 2008 Time: 11:00 AM Location: Midfield Program Office, Conference Room 3 (143)
Bid Opening	October 21, 2008 Time: 11:00 AM Location: Midfield Program Office, Conference Room 3 (143)
Est. Bid Award (Board Mtg)	November 21, 2008

Diversity Participation

The Diversity Director has conferred with the Construction Manager and they estimate the opportunities for XBE% involvement on this project to be 15% DBE, 9% MBE and 5% WBE. The Construction Manager and the Diversity Director are working with the community on this upcoming package to reach or exceed these targeted goals.

IND Board Memo - Amendment



To: IAA Board of Directors
From: John J. Kish, Executive Director
Date: August 20, 2008
Board Date: September 5, 2008
Subject: Approval of Amendment #1 with GSP/IN P.C. an affiliate of Gresham Smith and Partners for Additional Services for the SPCC Mitigation – Relievers Project #I-05-19B

Background

Since May 2006, GSP/IN P.C. an affiliate of Gresham Smith and Partners has been under contract with the Airport for the design and construction administration and inspection services of the SPCC Mitigation project at the Reliever Airports. This includes construction administration and inspection services related to the design of various containment items for mitigation of fuel or other petroleum spills.

An amendment is now needed to address the additional scope and revised schedule at Eagle Creek, Metropolitan, and Mt. Comfort Airports.

Recommendation

The IND staff has reviewed the proposal and recommends that you:

Consider for approval an amendment to the contract with GSP/IN P.C. an affiliate of Gresham Smith and Partners for additional construction administration services and construction inspection services in an amount not-to-exceed \$42,000. D/MBE 63.10% (Durham Engineering and Land Surveying) and WBE 0.0%. Board Paper 125-08

Scope & Budget

The scope of additional services includes the following:

Amendment 1:

This amendment provides construction phase services from September 5, 2008 through May 31, 2009. The reasons for the budgeted amount for these services being exceeded are the following:

- The project completion date, previously anticipated to be September 2007, is now scheduled for November 2008.
- The anticipated effort associated with submittal reviews was exceeded due to the number of submittals returned to the contractors for resubmission.
- The level of effort associated with the preparation of PR's and PCO's was exceeded.

- Additional technical reviews and site visits associated with field issues which included electrical connection issues at Eagle Creek, additional shop drawings, and additional inspection for verifying installed equipment in the field.
- Additional weekly meetings and project management to resolve field issues.

The overall project budget was approved on March 30, 2007. The amount of this amendment is within that approved budget. This amendment will be taken out of the Contingency for the project and previously approved by the Board.

Schedule

The term of this amendment is expected to begin **September 5, 2008** and conclude **May 31, 2009.**

Diversity Participation

The Diversity Director has reviewed GSP/IN P.C.'s an affiliate of Gresham Smith and Partners Diversity Program on October 26, 2007 and has approved the attached DBE/MBE/WBE participation verification report. It is the Diversity Director's opinion that GSP/IN P.C. an affiliate of Gresham Smith and Partners demonstrated good faith efforts in reaching the D/M/WBE goals of 14%, 9%, 5% respectively. Parson, Cunningham and Shartle Engineers, Inc. and White Security have fulfilled their contract commitments.

FIRM	CLASSIFICATION	AMOUNT	%
Durham Engineering and Land Surveying	DBE/MBE	\$26,500	63.10%
Totals	DBE		63.10%
	MBE		63.10%
	WBE		0.0%

Contract Summary to Date

Include prior contracts and/or amendments always beginning with the original contract with their execution date and term of the contract/amendment.

Contract/Amendment & Execution Date	Service & Term	Amount	Minority Participation %		
			DBE	MBE	WBE
Original Contract August 19, 2005	Professional Services Term: 8/19/05 – 8/19/06	\$485,805	27.9%	29.2%	4.9%
This Amendment	Professional Services Term: 9/5/08 – 5/31/09	\$42,000	63.10%	63.10%	0.0%
	Revised Contract NTE	\$527,805			

IND Board Memorandum – Bid Award



To: IAA Board of Directors
From: Robert Duncan, Airport Director
Date: September 4, 2008
Board Date: September 19, 2008
Subject: Award of Bid Package No. I-08-039-2241-A to Hinshaw Roofing & Sheet Metal Co., Inc.

Background

On August 15, 2008, the IAA Board approved plans & specs for bid package # I-08-039-2241-A for Indianapolis Maintenance Center Facility Modifications – Replace Commons Building Roof and authorized the public bidding process.

On September 4, 2008, we received three (3) bids ranging from \$658,750 to \$735,750. Attached is the bid tabulation sheet for review.

Recommendation

The IND staff has reviewed the bids and recommends that you:

Consider for approval an award of contract for package I-08-039-2241-A - Indianapolis Maintenance Center Facility Modifications – Replace Commons Building Roof to Hinshaw Roofing & Sheet Metal Co., Inc. in an amount not-to-exceed \$658,750. Hinshaw was the lowest responsive and responsible bidder. DBE 0%, MBE 21.22% (Thompson Distribution Company and CRE HVAC Services, Inc.) and WBE 3.19% (Douglass Supply Company LLC). Board Paper 177-08

Scope

This package provides for the replacement of the ballasted built-up roof at the IMC's Commons Building (Next Rx, LLC Leasehold, formerly Anthem Prescription Management) as it is at the end of its useful existence. The roof was installed in 1995. The membrane has shrunk and cracked over the years and new leaks form on a constant basis.

IMC Staff have diligently repaired/patched the Commons Roof during the past two years; however, due to lease language within the Next RX, LLC Lease related to "mold", it is now necessary to replace the roof. The "mold" language is also a lease default term that Next RX, LLC is aware of and has contemplated using if the roof replacement does not take place this year.

Memo Re: **Hinshaw Roofing and Sheet Metal Co., Inc.**

Schedule

Work is expected to begin in September 2008 and conclude November 2008.

Diversity Participation

The Diversity Director has approved the following DBE/MBE/WBE participation:

FIRM	CLASSIFICATION	AMOUNT	%
Thompson Distribution	MBE	\$76,800	11.66
CRE HVAC Services, Inc.	MBE	\$63,000	9.56
Douglass Supply Co., LLC	WBE	\$21,000	3.19
	Totals		
	MBE		21.22
	WBE		3.19

IND Board Memo - Contract



To: IAA Board of Directors
From: John J. Kish, Executive Director
Date: September 10, 2008
Board Date: September 19, 2008
Subject: Approval of Contract Project/CIP# I-08-002 with Indianapolis Power & Light for Relocation of Power Line along South Perimeter Road

Background

South Perimeter Road is being relocated to open an additional 153 acres to aviation related development. The new South Perimeter Road alignment will run parallel to the new I-70 realignment and allow additional apron development immediately south of Runway 5R-23L. The relocation of South Perimeter Road also requires a relocation of IPL's adjacent overhead line.

Recommendation

The IND staff has reviewed the proposal and recommends that you:

Consider for approval a contract with Indianapolis Power & Light for relocation of the overhead line along South Perimeter Road in an amount not-to-exceed \$1,234,628. D/M/WBE 0%. Board Paper 182-08

Scope

IPL will furnish all materials and labor to install 7,000 linear feet of double-circuit overhead line (poles and conductor) and 1,570 linear feet of underground double-circuit (conductor placed in ductbank built by others).

Subsequent to energizing the new alignment, IPL will remove 8,500 linear feet of existing double-circuit overhead line (poles and conductor) and 1,200 circuit feet of direct-bury underground cable.

All existing services fed off these two circuits will be maintained throughout construction.

Schedule

The term of this contract is expected to begin **September 19, 2008** and conclude **March 31, 2009**.

Diversity Participation

IPL is the IURC regulated provider of electrical service. IPL maintains their own diversity participation program.



Indianapolis Airport Authority

Board Memorandum

To: IAA Board of Directors
From: John J. Kish, Executive Director
Date: September 11, 2008
Board Date: September 19, 2008
Subject: Approval of Contract with Ray's Trash Service for Refuse and Recycling Services and Equipment at the New Indianapolis Airport

Recommendation

Consider for approval the award of a five (5) year contract to Ray's Trash Service for Refuse and Recycling Services and Equipment for the New Indianapolis Airport, in an amount not to exceed \$1,075,000. D/MBE 0% and WBE 0%. Board Paper 183-08

Scope

Ray's will be responsible for disposing of all refuse and will recycle plastic bottles, steel and aluminum cans, cardboard and paper collected by the Authority. Ray's will provide rebates to the Authority for those recycled materials.

To facilitate trash removal in the terminal building, Ray's Trash Service will install chute extensions in designated trash rooms located in each concourse, that lead from the third level to the second level. Ray's will provide self-contained compactors on the second level concourse trash rooms for trash collection.

Ray's Trash Service will also provide self-contained compactors for refuse and recyclables at the dock area. The compactors in the dock area will be enclosed by a weatherproof enclosure with a continuous dock and stair access from the ground level.

Ray's will procure and install metal runners to accommodate all compactors, allowing them to be removed easily and without damage to the concrete flooring and terminal building.

Schedule

The term of this contract is for five (5) years.

Diversity Participation

Due to the nature of this service, there is no diversity participation for this contract.

IND Board Memo - Agreement



To: IAA Board of Directors
From: John J. Kish, Executive Director
Date: September 5, 2008
Board Date: September 19, 2008
Subject: Approval of Indemnification Agreement with the City of Indianapolis for SPCC Mitigation Relievers

Background

The Airport Authority is implementing the SPCC Mitigation Reliever Project which included installing drainage control structures at Eagle Creek Airpark, Metropolitan Airport, and Mount Comfort Airport. At Eagle Creek Airpark, 220 linear feet of 42 inch storm sewer pipe was to be abandoned and grouted shut on both ends. The Indianapolis Department of Metropolitan Development reviewed the plans and required that the full pipe be completely grouted. The full pipe grouting would cost an additional \$18,250. After additional discussion with the City, it was determined that they would accept an indemnification agreement since the abandoned pipe is on Airport Authority property and it is over 10 feet in the ground.

Recommendation

The IND staff recommends that you:

Consider for approval an Indemnification Agreement with City of Indianapolis related to an abandoned storm sewer pipe at Eagle Creek Airpark for the SPCC Mitigation Reliever Project. Board Paper 184-08

Scope & Budget

There is no cost to approving this indemnification agreement.

Schedule

There is no schedule related to this agreement.

Diversity Participation

There is no diversity participation related to this indemnification agreement.

IND Board Memo - Contract



To: IAA Board of Directors
From: John J. Kish, Executive Director
Date: August 28, 2008
Board Date: September 19, 2008
Subject: Approval of Contract with George E. Booth Co., Inc. for CIP #19A, 2008
Deicing Control Facilities Improvement Project, I-08-19

Background

The Airport Authority manages a deicing stormwater management system per a National Pollutant Discharge Elimination System (NPDES) permit. As part of the overall system there are multiple control facilities with instrumentation that control the movement of deicing impacted stormwater. There are currently five (5) BIOX 1015 Biochemical Oxygen Demand (BOD) meters in service in the existing deicing system and this project will be adding two (2) additional meters to the control facilities.

Per Indiana Code (IC) 5-22-10-1, a purchasing agent may make a purchase under this chapter without soliciting bids or proposals and per (IC) 5-22-10-8 a purchasing agent may make a special purchase when: (1) the compatibility of equipment, accessories, or replacement parts is a substantial consideration in the purchasing and (2) only one source meets the using agency's reasonable requirements.

Based on (IC) 5-22-10-8 (2), there is only one (1) manufacturer which makes a meter that measures BOD directly. In addition, based on (IC) 5-22-10-8 (1) we considered compatibility of equipment and immediate availability of on-site inventory stocked spare parts to keep these facilities functional and in compliance with the NPDES permit. This is the justification for seeking a sole source contract.

On September 5, 2008, the Board approved the determination that a special procurement was justified and warranted. George E. Booth Co, Inc. is the Indiana Manufacturer Representative for these BOD meters.

Recommendation

The IND staff recommends that you:

Consider for approval a special procurement with George E. Booth Co., Inc. for the purchase of two (2) Biochemical Oxygen Demand (BOD) meters for the 2008 Deicing Control Facilities Improvement Project I-08-19 in the amount of \$123,718. D/M/WBE 0%. Board Paper 181-08

Scope & Budget

This purchase provides for the two (2) BIOX 1015 BOD meters.

These BOD meters are included in 2008 CIP #19 Deicing Control Facilities Improvement project budget of \$350,000. The contract amount for this purchase is \$123,718. The remaining budget will be used for the installation of utilities, pumps, and sampling equipment replacement.

Schedule

Work is expected to begin **September 19, 2008** and conclude **March 31, 2009**.

Diversity Participation

This is a direct purchase of specialized instrumentation and no diversity participation is available. The installation of utilities and these meters are being bid and will include diversity participation.

Board Memo – Amendment



To: IAA Board of Directors
From: John J. Kish, Executive Director
Date: August 26, 2008
Board Date: September 19, 2008
Subject: Approval of Amendment #14 with M.D. Wessler & Associates for Post-Construction Engineering Services

Background

The Airport Authority has contracted since April 18, 2003 with M.D. Wessler & Associates for design of the Deicing System for the New Indianapolis Airport Project. Design is complete and construction is nearing completion. The Site Civil Team recommends amending M.D. Wessler's contract to include Post-Construction Services as noted below.

Recommendation

The program staff has reviewed the proposal and recommends that you:

Consider for approval an amendment to the contract with M.D. Wessler & Associates for Post-Construction Engineering Services in an amount not-to-exceed \$72,514.00 including incidental expenses. D/MBE 8.8% (Dmytryka Jacobs Engineers, Inc.), and WBE 0.0%

Scope

Post-Construction Services by M.D. Wessler shall include:

- Inspection of Deicing System and Creation of Punchlists
- Deicing System Start-up, Testing and Commissioning
- Warranty Walk-Through Prior to Warranty Expiration
- Training and Operations Assistance

Schedule

The term of this amendment is expected to begin September 19, 2008 and conclude no later than November 30, 2009.

Diversity Participation

The Diversity Director has approved the following DBE/MBE/WBE participation:

FIRM	CLASSIFICATION	AMOUNT	%
Dmytryka Jacobs Engineers, Inc.	D/MBE	\$6,380	8.8%
Totals	DBE	\$6,380	8.8%
	MBE	\$6,380	8.8%
	WBE	\$0	0%

Contract Summary to Date

Date	Service	Amount	Minority Participation %		
			DBE	MBE	WBE
Original Contract 04/18/03	Engineering Design Services	\$0	0.00%	0.00%	0.00%
Amendment #1 04/18/03	Deicing System Design	\$309,705	0.00%	0.00%	0.00%
Amendment #2 04/18/03	Stormwater Master Planning	\$293,000	0.00%	4.5%	8.3%
Amendment #3 01/09/04	Preliminary Plans and Estimates for Deicing Facility and Associated Facilities	\$53,550	13.9%	13.9%	0.0%
Amendment #4 07/23/04	Stormwater Master Planning	\$170,000	16.3%	11.7%	4.6%
Amendment #5 08/06/04	Additional Deicing Studies and Reports	\$15,000	11.7%	11.7%	0.0%
Amendment #6 12/03/04	Professional Services for the Design, Bid and Construction Administration of the Deicing and Water Quality Treatment Facilities	\$746,300	25.97%	22.78%	3.18%
Amendment #7 10/21/05	Professional Services for the Design, Bid and Construction Administration of the Deicing and Water Quality Treatment Facilities Phase II	\$885,000	14.6%	4.6%	10.9%
Amendment #8 02/03/06	Stormwater Management Services	\$116,920	18.4%	12.9%	5.4%
Amendment #9 03/30/07	Construction Inspection Services for Deicing Phase II	\$85,200	32.3%	16.8%	15.5%

Memo Re: **M.D. Wessler & Associates – Amendment 14**

Amendment #10 06/01/07	Deicing/Water Quality Treatment Master Planning, Opening Day Study	\$63,200	19.4%	8.2%	11.2%
Amendment #11 08/03/07	Regional Best Management Practice (BMP) Water Quality Structure (WQS) on Center Creek	\$50,000	17.7%	9.0%	8.7%
Amendment #12 07/18/08	Stormwater User Fee Credit Application	\$36,300	23.0%	0.0%	23.0%
Amendment #13 Pending	Time Only Extension for Deicing/Water Quality Treatment Master Planning, Opening Day Study, Extended to 12/31/08.	\$0	n/a	n/a	n/a
This Amendment	Post-Construction Engineering Services	\$72,514	8.8%	8.8%	0.0%
	Revised Contract NTE	\$2,896,689			

Board Memo – Amendment



To: IAA Board of Directors
From: John J. Kish, Executive Director
Date: September 2, 2008
Board Date: September 19, 2008
Subject: Approval of Amendment #2 with URS Corporation for Additional Professional Services

Background

This contract with URS Corporation is for professional engineering services associated with the procurement and installation of Aircraft Parking and Gate Striping.

Recommendation

The program staff has reviewed the proposal and recommends that you:

Consider for approval an amendment to the contract with URS Corporation for additional engineering services in amount not-to-exceed \$15,000 plus incidental expenses. D/M/WBE 0%.

Scope

The Engineer will provide additional design and engineering services to prepare supplemental aircraft apron markings to reflect changes in airline gate assignments and the preparation of lease documents for the aircraft gates.

Schedule

The term of this amendment is expected to begin **September 19, 2008** and conclude **November 30, 2008**.

Contract Summary to Date

Include prior contracts and/or amendments always beginning with the original contract and their date of execution.

Memo Re: URS Corporation - Amendment #2

Contract/Amendment & Execution Date	Service & Term	Amount	Minority Participation %		
			DBE	MBE	WBE
Original Contract June 17, 2005	Professional Services Term: 6/17/05 – 8/31/08	\$295,210	0	6	0
Amendment 1 July 18, 2008	Professional Services	\$20,870	0	0	0
This Amendment	Professional Services	\$15,000	0	0	0
	Revised Contract NTE	\$331,080			

Board Memo – Dock Master Agreement



To: IAA Board of Directors
From: John J. Kish, Executive Director
Date: August 22, 2008
Board Date: September 19, 2008
Subject: Dock Master Agreement with Langham Logistics, Inc.

Background

Several airports in the U.S., including Pittsburgh and Newark, have implemented a common use delivery operation (“dock master”) to facilitate concession deliveries to the airport. In general, dock masters help coordinate concession deliveries to the airport and deliver goods to the concessionaires’ storage areas or store locations. The purpose of a dock master is to: (1) manage dock usage for the airport, (2) reduce the number of non-airport personnel driving or delivering goods across the apron or in other secure areas, (3) help the airport control product deliveries through areas visible to the passenger, and (4) reduce the staffing needs of concessionaires by helping to manage delivery schedules.

During the outreach for the concession program, conducted over the past two years, the Authority has informed potential concessionaires of the possibility of a dock master at the new airport, and this information has been met generally with a neutral or positive response. The Authority staff contacted Langham Logistics, Inc. to provide dock master services for the Authority at the New Indianapolis Airport, and Langham has been in discussions with the Authority’s new concessionaires to receive input on how the dock master operation at the new airport should be arranged. The Authority received a scope of services from Langham to coordinate deliveries at the dock, manage the delivery of merchandise to the concessionaires, and manage the removal of used cooking oil from the airport.

To pay for the dock master services, the Authority has built in a common use fee into all of the concession agreements whereby the Authority collects 3% of gross revenues to offset Authority expenses to provide services, such as dock operations, to the concessionaires. The Authority expects to collect approximately \$1.5 million of common use fees per year.

Recommendation

IAA staff recommends approving an agreement with Langham Logistics, Inc. for dock master services for a term of approximately forty (40) months, ending December 31, 2011. The fee for the forty-month term of the contract is \$3,282,000.

Diversity Participation

Langham Logistics, Inc. is a certified WBE firm and WBE participation will be 100%. Langham is currently exploring whether they qualify for ACDBE status.