



Indianapolis Airport Authority

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

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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 emplaned 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

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 21, 2008  
Board Date: September 5, 2008  
Subject: Electric Line Easement with Indianapolis Power & Light Company (IPL)

### **Recommendation**

Consider for approval the Electric Line Easement with Indianapolis Power & Light Company for placement of a traffic signal at Flynn Road and AmeriPLEX Parkway. Board Paper 151-08

### **Scope**

The Airport Authority owns a parcel of land at the northwest corner of Flynn Road and AmeriPLEX Parkway. IPL has installed a traffic signal at this intersection and needs an easement for this parcel for the electrical power lines that serve the traffic signal. The traffic signal will eliminate congestion at this intersection and allow for a better flow of traffic.

### **Schedule**

September 5, 2008: Execution of the Electric Line Easement with Indianapolis Power & Light Company

### **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

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To: IAA Board of Directors

From: Robert A. Duncan, Airport Director

Date: August 21, 2008

Board Date: September 5, 2008

Subject: Amendment No. 2 to Office Lease Agreement with Republic Airways Holdings (Republic)

### **Recommendation**

Consider for approval the Consent to Amendment No. 2 to the Office Lease Agreement with Republic Airways Holdings for their administrative office in the Administration Building. This Amendment provides for a term extension of two (2) months, commencing retroactive to September 1, 2008 and terminating October 31, 2008, for a monthly rental of \$490. The Amendment reduces their office space by 2,078 square feet. Board Paper 152-08

### **Scope**

This will allow Republic to continue to occupy a portion of office space to support their administrative staff. Republic has been a tenant at the Airport since September 2006.

### **Schedule**

September 5, 2008: Execution of Amendment No. 2 to Office Lease Agreement with Republic Airways Holdings

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

Total revenue for the two (2) months is \$980.

#### **Operating Costs:**

The utilities to the leasehold space are paid by the Authority; however, these costs are considered in tenants rental obligations.

### **Diversity Participation**

Not applicable.



Indianapolis Airport Authority

## IND Board Memorandum - Contract

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 21, 2008  
Board Date: September 5, 2008  
Subject: Airport Use Agreement with Jett Pro Line Maintenance (Jett)

### **Recommendation**

Consider for approval the Consent to the Airport Use Agreement with Jett Pro Line Maintenance. The Airport Use Agreement provides for a term of three (3) years, commencing retroactive to August 1, 2008 and terminating July 31, 2011, with Jett paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 153-08

### **Scope**

Jett has been providing aircraft maintenance and repair services at the Airport since July 2002.

### **Schedule**

September 5, 2008: Execution of the Airport Use Agreement with Jett Pro Line Maintenance

### **Revenue and/or Operating Cost Implications**

#### Revenue:

Jett paid the Authority a total of \$40,600 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

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To: IAA Board of Directors

From: Robert A. Duncan, Airport Director

Date: August 21, 2008

Board Date: September 5, 2008

Subject: Baggage Delivery Lease & Concession Agreement with Elite Transportation Services, Inc. d/b/a Elite Baggage Delivery (Elite)

### **Recommendation**

Consider for approval the Consent to the Baggage Delivery Lease & Concession Agreement with Elite Transportation Services, Inc. d/b/a Elite Baggage Delivery. The Baggage Delivery Lease & Concession Agreement provides for a term of three (3) years, commencing October 1, 2008 and terminating September 30, 2011, with Elite paying three percent (3%) of its monthly gross revenues, or a minimum monthly fee of \$50, to the Authority. Board Paper 154-08

### **Scope**

Elite is a baggage delivery company and has been providing services at the Airport since 2000.

### **Schedule**

September 5, 2008: Execution of the Baggage Delivery Lease & Concession Agreement with Elite Transportation Services, Inc. d/b/a Elite Baggage Delivery

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

Elite paid the Authority a total of \$11,572 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

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 21, 2008  
Board Date: September 5, 2008  
Subject: Airport Use Permit with Shuttle America Corporation (Shuttle)

### **Recommendation**

Consider for approval the Consent to the Airport Use Permit with Shuttle America Corporation. The Airport Use Permit provides for a term of two (2) years, commencing October 1, 2008 and terminating September 30, 2010, with Shuttle paying signatory landing fees as an affiliate of Republic Airways Holdings. Board Paper 155-08

### **Scope**

Shuttle operates as Delta Connection and United Express and has been providing air passenger carrier service since 2002.

Shuttle will pay landing fees and a law enforcement screening fee for enplaned passengers, and Republic Airways Holdings will pay all passenger facility charges.

### **Schedule**

September 5, 2008: Execution of the Airport Use Permit with Shuttle America Corporation

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

Shuttle paid the Authority a total of \$578,221 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

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 21, 2008  
Board Date: September 5, 2008  
Subject: Airport Use Permit with The Allen Groupe (Allen)

### **Recommendation**

Consider for approval the Consent to the Airport Use Permit with The Allen Groupe. The Airport Use Permit provides for a term of two (2) years, commencing October 1, 2008 and terminating September 30, 2010, with Allen paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 156-08

### **Scope**

Allen has been providing aircraft cleaning services at the Airport since February 2006.

### **Schedule**

September 5, 2008: Execution of the Airport Use Permit with The Allen Groupe

### **Revenue and/or Operating Cost Implications**

#### Revenue:

Allen paid the Authority a total of \$60,684 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

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 21, 2008  
Board Date: September 5, 2008  
Subject: Airport Use Permit with PFM Onsite Services, Inc. (PFM)

### **Recommendation**

Consider for approval the Consent to the Airport Use Permit with PFM Onsite Services, Inc. The Airport Use Permit provides for a term of two (2) years, commencing September 1, 2008 and terminating August 31, 2010, with PFM paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 157-08

### **Scope**

PFM has been providing ground support vehicle maintenance and repair services at the Airport since 2001.

### **Schedule**

September 5, 2008: Execution of the Airport Use Permit with PFM Onsite Services, Inc.

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

PFM paid the Authority a total of \$23,361 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

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 21, 2008  
Board Date: September 5, 2008  
Subject: Airport Use Agreement with World Service Company (World)

### **Recommendation**

Consider for approval the Consent to the Airport Use Agreement with World Service Company. The Airport Use Agreement provides for a term of two and one half (2½) years, commencing October 1, 2008 and terminating March 31, 2011, with World paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 158-08

### **Scope**

World has been providing aircraft and office cleaning services at the Airport since 2000.

### **Schedule**

September 5, 2008: Execution of the Airport Use Agreement with World Service Company

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

World paid the Authority a total of \$14,772 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

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To: IAA Board of Directors

From: Robert A. Duncan, Airport Director

Date: August 21, 2008

Board Date: September 5, 2008

Subject: Airport Use Permit with Signature Flight Support d/b/a Hawker Beechcraft Services, Inc. (Hawker)

### **Recommendation**

Consider for approval the Consent to the Airport Use Permit with Signature Flight Support d/b/a Hawker Beechcraft Services, Inc. The Airport Use Permit provides for a term of three (3) years, commencing October 28, 2008 and terminating September 30, 2011, with Hawker paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 159-08

### **Scope**

Hawker is required to execute a new Airport Use Permit to allow them to continue to provide commercial airline refueling, deicing and/or ground handling services at the new Terminal.

This Permit will be assigned to a new entity once Signature has sold the Hawker FBO operation per the Department of Justice ruling.

### **Schedule**

September 5, 2008: Execution of the Airport Use Agreement with Signature Flight Support d/b/a Hawker Beechcraft Services, Inc.

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

A revenue estimate is not attainable, as there are no fees currently charged for these types of services at the existing Terminal.

#### **Operating Costs:**

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

### **Diversity Participation**

Not applicable.



Indianapolis Airport Authority

## IND Board Memorandum - Contract

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 21, 2008  
Board Date: September 5, 2008  
Subject: Airport Use Permit with Signature Flight Support Corporation (Signature)

### **Recommendation**

Consider for approval the Consent to the Airport Use Permit with Signature Flight Support Corporation. The Airport Use Permit provides for a term of three (3) years, commencing October 28, 2008 and terminating September 30, 2011, with Signature paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 162-08

### **Scope**

Signature is required to execute a new Airport Use Permit to allow them to continue to provide commercial airline refueling, deicing and/or ground handling services at the new Terminal.

### **Schedule**

September 5, 2008: Execution of the Airport Use Permit with Signature Flight Support Corporation

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

A revenue estimate is not attainable as there are no fees currently charged for these types of services at the existing Terminal.

#### **Operating Costs:**

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

### **Diversity Participation**

Not applicable.



Indianapolis Airport Authority

## IND Board Memorandum - Contract

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To: IAA Board of Directors

From: Robert A. Duncan, Airport Director

Date: August 21, 2008

Board Date: September 5, 2008

Subject: Letter of Agreement (LOA) with Integrated Airline Services, Inc.  
(Integrated)

### **Recommendation**

Acknowledgement of the Letter of Agreement with Integrated Airline Services, Inc. for a partial month lease of Building #7. The LOA will commence retroactive to September 1, 2008 and terminate September 20, 2008, for a one time fee of \$1,500. Board Paper 163-08

### **Scope**

The purpose of this paper is to request acknowledgement by the Authority for the LOA with Integrated. Integrated will perform the ground handling services for the loading and unloading of the MotoGP/charter program operation at Building #7, which also includes use of ramp apron and parking lot space.

### **Schedule**

September 5, 2008: Approval of Letter of Agreement with Integrated Airlines Services, Inc.

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

Revenue will be \$1,500.

#### **Operating Costs:**

There are no additional operating costs with this agreement, as Integrated agrees to take the space as is.

### **Diversity Participation**

Not applicable.



Indianapolis Airport Authority

## IND Board Memorandum - Contract

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 21, 2008  
Board Date: September 5, 2008  
Subject: Airport Janitorial Services Permit with Diamond Services, Inc. (Diamond)

### **Recommendation**

Consider for approval the Consent to the Airport Janitorial Services Permit with Diamond Services, Inc. The Airport Janitorial Services Permit provides for a term of two (2) years, commencing October 1, 2008 and terminating September 30, 2010, with Diamond paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 164-08

### **Scope**

Diamond has been providing janitorial cleaning services at the Airport since 2007.

### **Schedule**

September 5, 2008: Execution of the Airport Janitorial Services Permit with Diamond Services, Inc.

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

Diamond paid the Authority a total of \$3,792 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 – Sale of Land

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To: IAA Board of Directors  
From: Robert A. Duncan, Airport Director  
Date: August 29, 2008  
Board Date: September 5, 2008  
Subject: Sale of Property – 5800 West Seerley Road (rear parcel)

### **Recommendation**

The IND staff has reviewed the Purchase Agreement and recommends that the IAA Board conduct a public hearing and thereafter approve the Purchase Agreement as follows:

Public Hearing on disposal of 1.734 acres at 5800 West Seerley Drive (rear parcel), Indianapolis to Decision Resources, LLC for the sum of \$100,000.00.

Consider for approval a Purchase Agreement for the sale of 1.734 acres at 5800 West Seerley Drive (rear parcel) to Decision Resources, LLC for the appraised fair market value of \$100,000.00. Board Paper 149-08

### **Scope**

The parcel was purchased in 1976 by the Authority to ensure that the use conformed to the height restrictions for the Airport. Since that time, the Authority has leased the property for use by the former owner of the parcel. Decision Resources, LLC seeks to purchase the parcel and as a part of this transfer the deed will ensure that the height restrictions are followed with respect to its use.

### **Schedule**

September 5, 2008 – Public Hearing on disposal of 5800 West Seerley Road (rear parcel)

September 5, 2008 – Approve Purchase Agreement with Decision Resources, LLC

October 30, 2008 – Closing

**Revenue**

The sale proceeds will be deposited in the Airport's Capital Improvement Fund and be available for use for any Airport non-noise land acquisition needs.

**Operating Cost Implications**

None.

**Diversity Participation**

Not applicable.

# IND Board Memo – Amendment



To: IAA Board of Directors

From: John J. Kish, Executive Director

Date: August 11, 2008

Board Date: September 5, 2008

Subject: Approval of Amendment #2 with RW Armstrong for Additional Design and Construction Services associated with Cargo Apron Construction, Project I-06-01B

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## **Background**

RW Armstrong (RWA) was selected to provide engineering services for Phase 2 of the Cargo Apron Construction project which was funded out of the 2007 CIP program. Additional design services were required to address requests from Fed Ex along with unforeseen issues that were encountered during the design phase of the project. These included: 1) a study of the drainage and glycol collection alternatives for future phases of the cargo apron (potential to affect the drainage system for current proposed projects); 2) Fed Ex made several revisions to the parking layout (required changes included location of electrical and data systems, duct banks, and tether locations); 3) additional apron pavement was added due to parking layout revision (this affected an existing drainage channel which triggered a wetlands evaluation); 4) Fed Ex changed the type of Ground Power Unit that was to be utilized (required revisions to duct bank and electrical cables); 5) additional environmental review was required when a fuel tank was found in the debris of a old borrow pit; and 6) review of modifications that were requested by the general contractor before work commenced.

Additional construction observation and administration was required during the construction phase of the project. These included: 1) construction observation of the debris removal; 2) coordination and verification of the contractor's request to modify the location of the storm water drainage system; 3) additional electrical sub coordination; 4) design coordination with South Perimeter Road; and 5) additional design, permitting and coordination.

In accordance with the Airport's agreement with Fed Ex, they have reviewed and approved the amendment and are responsible for the cost associated with this amendment as related to the 2007 CIP Project #35, Cargo Apron Construction.

## **Recommendation**

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

Consider for approval an amendment to the contract with RW Armstrong for additional design work, construction administration, and resident inspection in an amount not-to-exceed \$228,000. D/MBE 0.62% (Cad-Vantage, Inc.) and WBE 10.0% (Keramida). Board Paper 161-08

**Scope & Budget**

The amendment provides for additional design and construction services associated with the construction of Phase 2 of the Cargo Apron Project which included additional pavement design, various revisions to the parking layout, development of drainage and glycol alternatives, construction observation for debris removal, electrical sub-station, and permitting.

Including this additional fee, the design and construction services amounted to 8.1% of the construction cost which was \$14.7 million.

<u>Project</u>	<u>CIP Budget</u>	<u>Current Commitments</u>
2007 CIP #35 Cargo Apron Construction	\$22,500,000	\$16,007,000

**Schedule**

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

**Diversity Participation**

The Diversity Director has reviewed RWA's Diversity Program on August 25, 2008 and has approved the attached DBE/MBE/WBE participation verification report. It is the Diversity Director's opinion that RWA demonstrated good faith efforts in reaching the D/M/WBE goals of 14%, 9%, 5% respectively.

FIRM	CLASSIFICATION	AMOUNT	%
Cad-Vantage, Inc.	DBE/MBE	\$ 1,420.00	0.62
Keramida	WBE	\$22,795.15	10.00
<b>Totals</b>	<b>DBE</b>	\$ 1,420.00	0.62
	<b>MBE</b>	\$ 1,420.00	0.62
	<b>WBE</b>	\$22,795.15	10.00

**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 4, 2006	Design Services	\$481,500	17.9	6.6	18.0
Amendment #1 March 30, 2007	Construction Administration and Observation	\$500,843	10.2	11.3	14.3
This Amendment	Additional Design and CA & RE Services - Cargo Apron Construction 2007 CIP #35 Term: 9/5/08 – 12/31/08	\$228,000	0.62	0.62	10.0
	<b>Revised Contract NTE</b>	<b>\$1,210,343</b>			

# IND Sole Source Board Memo



To: IAA Board of Directors

From: John J. Kish, Executive Director

Date: August 18, 2008

Board Date: September 5, 2008

Subject: Approval for Sole Source of CIP #19A, 2008 Deicing Control Facilities Improvement Project

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## **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.

## **Recommendation**

The IND staff recommends that you:

Consider for approval the determination that a sole source contract is justified and warranted for CIP #19A, 2008 Deicing Control Facilities Improvement Project for purchase of two (2) Biochemical Oxygen Demand (BOD) Meters. Board Paper 165-08

## **Scope & Budget**

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

These BOD meters are included in 2008 CIP #19A project budget of \$350,000. The estimate for this purchase is \$150,000.

**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 4, 2008

Board Date: September 5, 2008

Subject: Approval of Amendment #7 with Burns & McDonnell Engineering Company, Inc. for Additional Construction Phase Services

## Background

The original contract with Burns & McDonnell Engineering Company, Inc. was executed on February 17, 2006 for planning and engineering services related to developing the fuel storage and transmission line system for supporting the New Indianapolis Airport project. This contract only included design services and not construction support services. In February 2007 Amendment No. 3 was issued which included construction support services for the early bid packages through August 2007 at which time it was anticipated that the Airlines Fueling Consortium would be prepared to take over the project. The Airlines failed to fulfill this commitment and the responsibility for completion of construction stayed with the Airport Authority. As a result, Amendment No. 5 was issued in September 2007 to provide construction services through August of 2008. When this amendment was prepared it was anticipated that the bid packages would be completed in August. There were a number of issues which occurred after the remaining bid packages began construction which contributed to the end completion date being extended. These included:

- An extremely wet spring and unsuitable site soil conditions delayed the production of works for the F05 Civil Site package. These delays rippled on through the F06 Building package, F07 Mechanical and F08 Electrical packages.
- The shop drawing process for the F06 Building package encountered delays due to the submittals (roofing and masonry) not containing the necessary information and requiring numerous resubmissions.
- The effort and time required by the F07 Mechanical package to perform the flushing/testing/ start-up activities had not been clearly understood until after award and the scheduling coordination with the other bid packages was performed.

The design was completed in 2007 and the remaining packages are under construction with anticipated completion in October 2008.

It is anticipated that the current budget for Construction Phase Services will be expended in August 2008.

**Recommendation**

The Program Staff recommends that you:

Consider for approval an amendment to the contract with Burns & McDonnell for additional Construction Phase Services in the amount not to exceed \$200,000. DBE 12.5% (L'Aquis Consulting Engineers, AmTech Engineering), MBE 5% (AmTech Engineering) and WBE 7.5% (L'Acquis Consulting Engineers).

**Scope**

This amendment is to provide construction phase services through the completion of the project due to the following issues:

1. *Additional Scope Issues:* which includes start-up and commissioning , leak detection system, camera inspections and cleaning of the existing hydrant lines, Piping & Instrumentation Diagrams to provide instrument tagging, and the effort associated with the preparation of PR's, PCO's and RFI's.
2. *Construction Deficiency Issues:* which includes damaged pavement base and dowel bars, concrete block at the buildings, the dike liners, the roof decking and framing, unsuitable soils, canopy deck repairs at the truck off load area, and concrete issues at the isolation valve vaults
3. *Submittal Reviews:* The anticipated effort associated with submittal reviews was exceeded due to the number of submittals returned to the contractors for resubmission. This included: getting information from various contractors submittals for use by other bid package contractors,
4. *Additional Site Visits Required due to Construction Schedule:* revised contractors work schedules due to weather and delays, coordination with the completion of critical work elements, and extended project completion date to October.

**Schedule**

The term of this amendment is expected to begin **September 5, 2008** and conclude **June 1, 2009.**

**Diversity Participation**

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

<b>FIRM</b>	<b>CLASSIFICATION</b>	<b>AMOUNT</b>	<b>%</b>
AmTech Engineering	DBE/WBE	\$15,000	6.7
L'Aquis Consulting Engineers	DBE/MBE	\$10,000	4.4
<b>Totals</b>	<b>DBE</b>	<b>\$25,000</b>	<b>11.1</b>
	<b>MBE</b>	<b>\$10,000</b>	<b>4.4</b>
	<b>WBE</b>	<b>\$15,000</b>	<b>6.7</b>

**Contract Summary to Date**

<b>Contract/Amendment &amp; Execution Date</b>	<b>Service &amp; Term</b>	<b>Amount</b>	<b>Minority Participation %</b>		
			<b>DBE</b>	<b>MBE</b>	<b>WBE</b>
Original Contract February 17, 2006	Preliminary Design of the Fuel Farm, Fuel Transmission Lines and Hydrant Fuel Fit-Out Term: 2/20/06-10/31/08	\$992,528	13.3	17.8	1
Amendment 1 September 8, 2006	Redesign services associated with revised fuel storage tank size Term: 9/8/06-3/1/07	\$48,695	5.1	2.0	3.1
Amendment 2 December 15, 2006	Study and design services associate with revised location for the Remote Refueling Station Term: 1/12/07-6/30/07	\$36,499	0	0	2.2
Amendment 3 February 14, 2007	Complete design, Construction Administration, Resident Engineer and Remote Refueler Station Term: 3/2/07-12/21/08	\$1,345,835	6.2	6.2	2.4
Amendment 4 July 20, 2007	Redesign of F06 Building Bid Package, realignment design for fuel transfer line, and additional design effort to complete design Term: 7/20/07-12/30/07	\$144,913	11.7	0	17.6
Amendment 5 September 7, 2007	Additional Construction Support Services Term: 8/17/07-10/31/08	\$633,358	6.9	6.9	6.3
Amendment 6 July 29, 2008	Reallocation of remaining fee from various prior amendments Term: 7/29/08-3/1/09	\$0	N/A	N/A	N/A
This Amendment	Additional Construction Phase Services Term: 9/5/08 -6/1/09	\$225,000	11.1	4.4	6.7
	<b>Revised Contract NTE</b>	<b>\$3,426,828</b>			

# Board Memorandum – Bid Award



To: IAA Board of Directors  
From: John J. Kish, Executive Director  
Date: August 18, 2008  
Board Date: September 5, 2008  
Subject: Award of Bid Package No. H21 to Camacho Equipment & Janitorial Supply, Inc.

## **Background**

On July 18, 2008, the Board approved plans & specifications for bid package # H21 – Miscellaneous Cleaning and authorized the public bidding process.

On August 14, 2008, we received five (5) bids ranging from \$176,991 to \$238,641.

## **Recommendation**

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

Consider for approval an award of contract H21 Miscellaneous Cleaning to Camacho Equipment & Janitorial Supply, Inc. in an amount not-to-exceed \$176,991. Camacho Equipment was the lowest responsive and responsible bidder. MBE 95% (Camacho Equipment, Nishida Services), and WBE 5% (Clean Source).

## **Scope**

This package provides for the provides for the final cleaning of the Terminal and Concourses to include carpet cleaning, hardsurface floor cleaning, walls, fixtures, windows, etc.

## **Schedule**

Work to start September 2008 to be complete November 2008.

## **Diversity Participation**

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

<b>FIRM</b>	<b>CLASSIFICATION</b>	<b>AMOUNT</b>	<b>%</b>
Camacho Equipment	MBE	\$152,301.45	86.05%
Nishida Services	MBE	\$15,840.00	8.95%
Clean Source	WBE	\$8,849.55	5.00%
<b>Totals</b>	<b>MBE</b>	<b>\$168,141.45</b>	<b>95.00%</b>
	<b>WBE</b>	<b>\$8,849.55</b>	<b>5.00%</b>

# Board Memo - Contract



To: IAA Board of Directors  
From: John J. Kish, Executive Director  
Date: August 13, 2008  
Board Date: September 5, 2008  
Subject: Recommendation of Contract with Studio A of Indianapolis, Inc. for SLS-090 Seeding and Sod Installation and Maintenance

## **Background**

On July 22, 2008, we requested quotes via email and follow-up phone calls from nine (9) landscape vendors (both XBE and non-XBE) for Seeding and Sod Installation and Maintenance services. On July 30, 2008, we received a quote from Studio A of Indianapolis, Inc. for \$16,500. Attached is the detailed Quote Tabulation Sheet for your review.

## **Recommendation**

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

Consider for approval a contract with Studio A of Indianapolis, Inc. for SLS-090 Seeding and Sod Installation and Maintenance in and around the New Indianapolis Airport Project construction site in an amount not-to-exceed \$100,000. D/WBE 100% (Studio A of Indianapolis, Inc.) and MBE 0%.

## **Scope**

This work shall consist of but is not limited to providing labor and equipment in order to maintain and/or install seeding and sod in and around the New Indianapolis Airport Project construction site.

## **Schedule**

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

## **Diversity Participation**

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

FIRM	CLASSIFICATION	AMOUNT	%
Studio A of Indianapolis, Inc.	D/WBE	\$100,000	100
<b>Totals</b>	<b>DBE</b>	\$100,000	100
	<b>MBE</b>	0	0
	<b>WBE</b>	\$100,000	100



**Seed and Sod Installation and Maintenance**  
**SLS-090**

08/13/08

The following best and final quotes were received by the Indianapolis Airport Authority for the **Seed and Sod Installation and Maintenance SLS-090** at the New Indianapolis Airport Trailer City Safety & Orientation Building, Indianapolis, Indiana until **10:00 A.M.; Local time, July 30, 2008.**

Company	Quote Amount	Participation Pledge %		
		DBE	MBE	WBE
Beau-T-Lawn	No Proposal	0%	0%	0%
Gibraltar Construction	No Proposal	0%	0%	0%
The Green Gang	No Proposal	0%	0%	0%
Lovely Lawn Landscaping	No Proposal	0%	0%	0%
Quality Lawn Care	No Proposal	0%	0%	0%
The Simmons Company	No Proposal	0%	0%	0%
Studio A of Indianapolis, Inc.	\$16,500.00	100%	0%	100%
Tom's Landscaping	No Proposal	0%	0%	0%
Canon	No Proposal	0%	0%	0%

# Board Memo - Contract



To: IAA Board of Directors

From: John J. Kish, Executive Director

Date: July 29, 2008

Board Date: September 5, 2008

Subject: Recommendation of Contract with Aztec WFR, Inc. for SLS-088 Site Maintenance

## **Background**

On July 22, 2008, we requested quotes via e-mail and follow-up phone calls from four (4) vendors (both XBE and non-XBE) for Site Maintenance services. On July 29, 2008, we received two (2) quotes ranging from \$84,401 to \$98,325. The lowest responsive and responsible quote was from Aztec WFR, Inc. Attached is the detailed Quote Tabulation Sheet for your review.

## **Recommendation**

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

Consider for approval a contract with Aztec WFR, Inc. for package SLS-088 Site Maintenance in and around the New Indianapolis Airport Project construction site in an amount not-to-exceed \$100,000. D/WBE 0%, MBE 100% (Aztec WFR, Inc.).

## **Scope**

This work will consist of providing labor and equipment in order to provide maintenance of roads, parking lots, and other areas in and around the New Indianapolis Airport Project construction site. This work shall consist of but not be limited to clearing, grading, excavating, pothole repair, shoulder installation, maintenance and repair, removal of erosion control devices and other related work needed to maintain the roads, parking lots, and other areas in and around the site.

## **Schedule**

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

## **Diversity Participation**

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

FIRM	CLASSIFICATION	AMOUNT	%
Aztec WFR, Inc.	MBE	\$100,000	100
<b>Totals</b>	<b>DBE</b>	0	0
	<b>MBE</b>	\$100,000	100
	<b>WBE</b>	0	0



**HARMON**  
CONSTRUCTION, INC.  
www.harmonconstruction.com



**Road Maintenance  
SLS-088**

07/30/08

The following best and final quotes were received by the Indianapolis Airport Authority for the **Site Maintenance SLS-088** at the New Indianapolis Airport Trailer City Safety & Orientation Building, Indianapolis, Indiana until **10:00 A.M.; Local time, July 29, 2008.**

Company	Quote Amount	Participation Pledge %		
		DBE	MBE	WBE
Aztec WFR, Inc	\$84,401.00	0%	100%	0%
Berns Construction	No Proposal	0%	0%	0%
Gradex	\$98,325.00	0%	0%	0%
Walsh Construcion	No Proposal	0%	0%	0%



## Board Memo – Amendment to Rental Car Concession Agreements

To: IAA Board of Directors

From: John J. Kish, Midfield Project Director

Date: August 29, 2008

Subject: Assignment and Assumption of Concession Agreement DTG Operations, Inc. d/b/a Dollar Rent A Car

### **Recommendation**

The Program Staff has reviewed the Assignment and Assumption of Concession Agreement and recommends that you:

Consider for approval the Consent to Assignment and Assumption of Concession Agreement between DTG Operations, Inc. d/b/a Dollar Rent A Car and BFM Transportation, LLC, an Indiana limited liability corporation. D/M/WBE 0%.

### **Scope**

On April 20, 2007, the Board approved a concession agreement with DTG Operations, Inc. d/b/a Dollar Rent A Car to operate a rental car concession from May 1, 2007 forward at the existing Airport terminal and for five (5) years after the opening of the New Indianapolis Airport. The Board approved at its August 15, 2008 meeting the extension of the initial term at the New Indianapolis Airport from 5 to 10 years.

DTG Operations, Inc. d/b/a Dollar Rent A Car and BFM Transportation LLC have requested the consent of the Authority to the assignment and assumption of the aforementioned concession agreement from DTG Operations, Inc. to BFM Transportation, LLC, which will continue to operate under the brand name Dollar Rent A Car. BFM Transportation, LLC is locally owned with a member who has many years of rental car concession operational experience. BFM Transportation, LLC has produced documentation to confirm that the entity carries the necessary insurance and the performance bond as required under the DTG Operations, Inc. d/b/a Dollar Rent A Car concession agreement.

### **Schedule**

If the Board provides its consent, the assumption and assignment of the concession agreement would be effective October 1, 2008.