



Indianapolis Airport Authority

## IND Board Memorandum - Contract

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

### **Recommendation**

Consider for approval the Airport Use Permit with Freedom Airlines, Inc. (Freedom). The Airport Use Permit provides for a term of two (2) years and six (6) months, commencing retroactive to July 1, 2008 and terminating December 31, 2010, with Freedom Airlines, Inc. operating as an affiliate of Delta Air Lines. Board Paper 234-08

### **Scope**

This Permit is retroactive to July 1, 2008 due to the lengthy delay of Freedom's internal approval process. They are a subsidiary of Mesa Airlines, which added an extra layer of authorization of this Permit.

Freedom operates as Delta Connection and has been providing air passenger carrier service since February, 2008. Freedom will pay signatory landing fees as a Delta Air Lines affiliate, and law enforcement screening fees. All other passenger facility charges, including baggage system fees, will be paid by Delta Air Lines.

### **Schedule**

December 19, 2008: Execution of the Airport Use Permit with Freedom Airlines, Inc.

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

#### **Revenue:**

Freedom paid the Authority a total of \$9,445 in fees for the past 11 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: December 8, 2008  
Board Date: December 19, 2008  
Subject: Airport Use Permit with Sky Lease I, Inc. d/b/a TradeWinds Airlines

### **Recommendation**

Consider for approval the Airport Use Permit with Sky Lease I, Inc. d/b/a TradeWinds Airlines (TradeWinds). The Airport Use Permit provides for a term of two (2) years, commencing January 1, 2009 and terminating December 31, 2010, with TradeWinds operating as a cargo carrier airline. Board Paper 240-08

### **Scope**

TradeWinds is a cargo carrier airline that has been providing cargo services for Caribbean Transportation Services, Inc. since 2001. Caribbean operates out of Building #21, on a Building Lease Agreement.

TradeWinds will continue to pay non-signatory landing fees.

### **Schedule**

November 21, 2008: Execution of the Airport Use Permit with Sky Lease I, Inc. d/b/a TradeWinds Airlines

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

#### **Revenue:**

TradeWinds paid the Authority a total of \$256,460 in landing fees for the past 12 months.

#### **Operating Costs:**

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

### **Diversity Participation**

Not applicable.



## IND Board Memo – Amendment

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To: IAA Board of Directors

From: John J. Kish, Executive Director

Date: November 26, 2008

Board Date: December 19, 2008

Subject: Approval of Amendment #1 with Alt & Witzig Engineering, Inc. for Materials Testing and Construction Observation Services for the SPCC Mitigation Phase I & II Project, I-05-19A.3

### **Background**

The SPCC Mitigation Phase I and II Project is ongoing and includes the installation of flexible berms, repairing of indoor containment area, repairing of concrete containment area, replacement of fuel dispenser bladder containment area, construction of concrete containment curbing, installation of double walled piping, and the installation of an underground oil/water separator system. The contractor encountered unsuitable soil conditions during construction which required additional testing and time involvement by the testing agency. Additional funds are being requested to complete the project.

### **Recommendation**

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

Consider for approval a contract with Alt & Witzig Engineering, Inc. for Materials Testing and Construction Observation Services in an amount not-to-exceed \$20,000 plus incidental expenses. D/MBE 20% (Professional Group, Inc.) and WBE 0%

### **Scope & Budget**

The scope of work covers additional materials testing and construction observation services for the SPCC Mitigation Phase I & II Project for the Indianapolis International Airport. Alt & Witzig Engineering, Inc. shall provide the following services:

1. Perform materials testing in accordance with plans and specifications;
2. Perform compaction testing and construction observation of fill material (Modified Moisture-Density Relationship, ASTM D 1557);
3. Perform soil testing including Atterberg Limits, sieve analysis, and moisture content;
4. Perform concrete testing (ASTM C 39)
5. Report field and laboratory test results; and,
6. Attend weekly construction meetings.

The final reconciled estimate is \$20,000.

**Schedule**

The term of this amendment is expected to begin **December 19, 2008** and conclude **September 30, 2009**.

**Diversity Participation**

The Diversity Director has reviewed Alt & Witzig Engineering, Inc.'s Diversity Program on October 31, 2008 and has approved the attached DBE/MBE/WBE participation verification report. It is the Diversity Director's opinion that Alt & Witzig Engineering, Inc. demonstrated good faith efforts in reaching the D/M/WBE goals of 14%, 9%, 5% respectively.

<b>FIRM</b>	<b>CLASSIFICATION</b>	<b>AMOUNT</b>	<b>%</b>
Professional Group, Inc.	D/MBE	\$4,000	20
<b>Totals</b>	<b>DBE</b>	\$4,000	20
	<b>MBE</b>	\$4,000	20
	<b>WBE</b>		0

**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 July 18, 2008	Materials Testing and Construction Observation Services for SPCC Mitigation Phase I & II Term: 7/21/08 – 12/31/08	\$25,000	20	20	0
This Amendment	Additional Materials Testing and Construction Observation for SPCC Mitigation Phase I & II Term: 12/19/08 – 9/30/09	\$20,000	20	20	0
	<b>Revised Contract NTE</b>	<b>\$45,000</b>			



Indianapolis Airport Authority

## IND Board Memorandum - Contract

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To: IAA Board of Directors

From: Robert A. Duncan, Airport Director

Date: December 9, 2008

Board Date: December 19, 2008

Subject: Wildlife Hazard Management Cooperative Services Agreement

### **Recommendation**

The IND staff recommends that that board approve a renewal of the Cooperative Service Agreement with the U.S. Department of Agriculture – Animal and Plant Health Inspection Service – Wildlife Services (hereinafter referred to as “USDA Wildlife Service”) for wildlife hazard management services at Indianapolis International Airport (IND) and its reliever airports, commencing January 1, 2009 and ending December 31, 2009 in an amount not-to-exceed amount of \$106,421. Board Paper 241-08. Operating.

### **Scope**

Federal regulations require an airport that experiences a multi-bird strike to perform an ecological study to assess wildlife activity at the airport. IND experienced such a strike in 1997, and the FAA recommended the airport contract with USDA Wildlife Services, which operates under a cooperative agreement with the FAA to conduct the ecological study. USDA Wildlife Services conducted an in-depth twelve-month study of wildlife activity at IND and its reliever airports. Based on its findings, the USDA Wildlife Service recommended the airport contract with or hire a full-time wildlife biologist to manage the new comprehensive Wildlife Hazard Management Plan for the Airport. USDA Wildlife Services began conducting operational wildlife control activities at IND in September 2000 to present date. The FAA strongly endorses the retention of the biologist and supports the existing contractual arrangement between IND and the USDA Wildlife Service for wildlife hazard management. The FAA has since approved the Airport's Wildlife Hazard Management Plan, and has noted during its annual Part 139 Inspections that IND's wildlife management plan is robust and effective which benefits aviation safety.

The renewed Cooperative Service Agreement provides for one (1) wildlife biologist who will continue to perform wildlife control operations and ensure the Airport's Wildlife Hazard Management Plan is implemented. The plan involves:

## Memo Re: Wildlife Hazardous Cooperative Services Agreement

- The use of the latest wildlife control techniques and supplies
- Wildlife patrols, inspections and recording
- Information dissemination to Operations and other Airport staff
- Wildlife eradication and removal
- Tenant Education meetings
- Education training and meetings with on and off airport groups whose behavior and actions influence wildlife activity at the airport
- Habitat modification to discourage wildlife activity on the airport

### **Schedule**

December 19, 2008: IAA Board approval of contract.

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

The Cooperative Service Agreement is an Operating expense

### **Diversity Participation**

Not applicable. This is a contract with a Federal Agency.



# Board Memo – Amendment



To: IAA Board of Directors  
From: John J. Kish, Executive Director  
Date: November 25, 2008  
Board Date: December 19, 2008  
Subject: Approval of Amendment #4 with URS Corporation for Additional Professional Engineering Services

## **Background**

This contract with URS Corporation is for professional engineering services associated with the procurement and installation of Passenger Boarding Bridges and the placement 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 associated with the procurement and installation of Passenger Boarding Bridges and the placement of Aircraft Parking and Gate Striping in an amount not-to-exceed \$37,738 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, changes in aircraft fleet mixes, revisions made necessary by the test fitting of aircraft to gates and the resolution of interferences with baggage equipment and light poles.

## **Schedule**

The term of this amendment is expected to begin **December 19, 2008** and conclude **March 1, 2009**.

**Diversity Participation**

The Diversity Director has approved the DBE/MBE/WBE participation verification report.

**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 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
Amendment 2 September 19, 2008	Professional Services	\$15,000	0	0	0
Amendment 3 September 23, 2008	Time Only Extension	0	0	0	0
This Amendment	Professional Services	\$37,738	0	0	0
	<b>Revised Contract NTE</b>	<b>\$368,818</b>			

# Board Memo – Amendment



To: IAA Board of Directors

From: John J. Kish, Executive Director

Date: November 26, 2008

Board Date: December 19, 2008

Subject: Approval of Amendment #4 with R. Beaman Associates for Additional Design Services associated with the Parking Access Revenue Control System (PARCS) Building

## **Background**

Original contract included the design of the PARCS Building to include all architectural, electrical, plumbing and mechanical systems as well as the design intent for the main exit plaza canopy structure immediately adjacent to the PARCS Building. Work is not funded by Federal or State Funds.

This amendment includes additional design services associated with the construction administration period of the design contract and electrical revisions necessary to support the requirements of the PARC System installation.

## **Recommendation**

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

Consider for approval an amendment to the contract with R. Beaman Associates for additional design services associated with the Parking Access Revenue Control System (PARCS) Building in an amount not-to-exceed \$32,414 plus incidental expenses. D/WBE 18.5% (Loftus Engineering, Inc.) and MBE 0%.

## **Scope**

Under this amendment R. Beaman Associates shall perform additional services associated with the tasks as described:

1. Original design contract provided a specific quantity or duration of construction administration services. The original construction administration duration was exceeded due to modifications to original construction scope, delayed delivery of permanent electrical service and delays to canopy design and construction. This amendment provides construction administration services through the duration of construction.

Memo Re: **R. Beaman Associates – Amendment**

2. Provide electrical modifications as required to support installation of PARC System equipment to include installation of additional electrical panel, redesign of IT Room equipment rack, revised PARCS equipment conduit requirements, and raceway installation and exterior power and communications cabling to support the installation of the revenue control booths with duress alarms and phones.
  
3. Provide design of canopy foundations and coordination review of revised canopy structural design to support canopy design intent as required for the original bid documents.

**Schedule**

The term of this amendment is expected to begin **December 19, 2008** and conclude **December 31, 2008**.

**Diversity Participation**

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

FIRM	CLASSIFICATION	AMOUNT	%
Loftus Engineering , Inc.	DBE/WBE	\$5,992	18.5%
<b>Totals</b>	<b>DBE</b>	\$5,992	18.5%
	<b>MBE</b>	\$0	0%
	<b>WBE</b>	\$5,992	18.5%

**Contract Summary to Date**

Contract/Amendment & Execution Date	Service & Term	Amount	Minority Participation %		
			DBE	MBE	WBE
Original Contract September 22, 2006	Parking Access Revenue Control Building Design Term: 9/08/06 – 7/01/07	\$98,430	21.1%	3.3%	21.1%
Amendment #1 June 1, 2007	Canopy Design and Expanded Schematic Design	\$13,533	0%	0%	0%
Amendment #2 November 16, 2007	MSE Wall and Site Coordination	\$10,016	0%	0%	0%
Amendment #3 October 14, 2008	Time Only Extension	\$0	0%	0%	0%
This Amendment	Extended Construction Administration Period, Electrical Modifications, Initial Canopy Foundation Design	\$32,414	18.5%	0%	18.5%
	<b>Revised Contract NTE</b>	<b>\$154,393</b>			



Indianapolis Airport Authority

## IND Board Memorandum - MOU

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To: IAA Board of Directors

From: Robert A. Duncan, Airport Director

Date: December 10, 2008

Board Date: December 19, 2008

Subject: Memorandum of Understanding (MOU) between Information Services Agency, Emergency Management Planning Division and Indianapolis Airport Authority

### **Recommendation**

The IND staff recommends that the board approve an MOU between the Information Services Agency of Indianapolis/Marion County (ISA), the Emergency Management Planning Division (EMPD) and the Indianapolis Airport Authority (IAA) to define the financial arrangements associated with the provision of connectivity for the Federal Signal Weather Control Point Computer System project and the base cost associated with providing service to the Emergency Management Planning Division (EMPD).

### **Scope**

Currently the Indianapolis Airport Operations Center serves as an alternate activation point for the Indianapolis/Marion County Federal Signal Weather Control Point Computer System project. Prior to the opening of the new AOC/EOC facility IAA provided an AT&T T1 circuit to support connectivity with the system. In conjunction with the opening of the new AOC and an upgrade to the weather system, the existing T1 is being replaced with a new AT&T OptEman circuit which will be funded by ISA. As a result of the elimination of the existing T1 circuit, beginning January 1, 2009, IAA has agreed to reimburse ISA \$252.00 per month, the amount equal to the previous monthly charge for the T1 line.

### **Schedule**

December 19, 2008: IAA Board approval of MOU.

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

The Operating Costs associated with this MOU will replace equal current costs.

### **Diversity Participation**

Not applicable. This is an MOU with multiple City/County agencies.

# Board Memo – Amendment



To: IAA Board of Directors  
From: John J. Kish, Executive Director  
Date: November 25, 2008  
Board Date: December 19, 2008  
Subject: Approval of Amendment #6 with ARCHonsortium for Additional Design Services

## **Background**

The original contract with ARCHonsortium included the complete architectural, electrical, plumbing and mechanical systems design for the Parking Garage and the Ground Transportation Center.

This amendment includes additional design services as necessary to issue clarifications or to refine the issued for construction design based on revised field conditions, Owner requested improvements, revisions to the scope of work and other modifications to the work.

## **Recommendation**

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

Consider for approval an amendment to the contract with ARCHonsortium for additional design services in an amount not-to-exceed \$341,954 plus incidental expenses. D/WBE 0% and MBE 11.35% (CMID, Inc.).

## **Scope**

Under this amendment ARCHonsortium shall provide additional design services associated with the various tasks as described below.

1. Rental Car Agency related Additional Services:
  - Rental car company customer service counter.
  - Layout of agency demising walls and doors.
  - Layout of agency ready-return area.
  - Review of rental car agency design documents.
  - GTC and Ready Return electrical redesign.

2. Scope “Betterment” related Additional Services:
  - Design coordination of lightning reduction system.
  - Ground Transportation kiosks.
  - Design of helical rings.
  - Painting of ceilings on each floor.
  - Coordination of painting of each helix.
  - FIDS electrical and data requirements.
  - Circuits for Hotel/Information Boards.
  
3. Field and Constructability related Additional Services:
  - Additional steel rail on each helix.
  - Coordination of elevator break metal trim options.
  - Spiral duct relocations.
  - Coordination of additional perimeter guard rail.
  - Corrections associated with Pour 34 on Level 5.
  - Garage elevator shaft elevation conflicts.
  - Corrections and coordination of interior stair installation.
  - Coordination of electrical requirements for PARC & IBM Systems.
  - Speed ramp signage pilasters.
  
4. Transition related Additional Services:
  - Signage changes related to reconfiguration from daily/hourly parking.
  
5. LEED Certification
 

Provide required deliverables as identified by the OWNER or the OWNER’S Designated Representative to permit the Owner to obtain LEED Certification in accordance with the original Agreement between the Owner and the Architect at no additional cost to the Owner.

**Schedule**

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

**Diversity Participation**

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

FIRM	CLASSIFICATION	AMOUNT	%
CMID, Inc.	MBE	\$38,828	11.35%
<b>Totals</b>	<b>DBE</b>	\$0	0%
	<b>MBE</b>	\$38,828	11.35%
	<b>WBE</b>	\$0	0%

**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 November 17, 2004	Professional Services Term: 1/1/06 – 1/1/07	\$5,985,500	0	100%	0
Amendment 1 February 4, 2005	Design, Bid and Construction Administration of Visual Imaging and Wayfinding Signage	\$38,700	0	100%	0
Amendment #2 January 20, 2006	Helical and Speed Ramp Redesign	\$95,000	0	100%	0
Amendment #3 July 21, 2006	Lightning Dissipation Array Design and Post Tensioning Redesign	\$44,700	88%	93%	0
Amendment #4 April 20, 2007	Electrical and Emergency Generator Room Redesign	\$21,200	0	24%	0
Amendment #5 November 2, 2007	Miscellaneous Design Modifications	\$45,525	95%	95%	0
This Amendment	Miscellaneous Additional Services	\$341,954	0%	11.35%	0%
	<b>Revised Contract NTE</b>	<b>\$6,572,579</b>			