



**Indianapolis Airport Authority**  
**IAA Board of Directors Meeting Agenda**  
**November 20, 2020**  
**8:00 AM**  
**Virtual Meeting via Zoom**

I. **Call to Order**

II. **Approval of Minutes of the IAA Board's Virtual Meeting of October 16, 2020.**

III. **Ordinances, Resolutions and Public Hearings**

- a) **Introduction** of **General Ordinance No. 3-2020** the Indianapolis Airport Authority's 2021 Rates and Charges Ordinance to implement a schedule of rates and charges for the use of the Airport's facilities and services, as more particularly described in **BP2020-11-01.**
- b) **Public Hearing** regarding a Real Estate Sale Agreement with Scannell Properties, LLC, for the sale of approximately 38.17 acres of land, all located in the northeast corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana, for a total sale amount of \$4,198,700 as more particularly described in **BP2020-11-02.**
- c) **Consider, for approval, BP2020-11-02** regarding a Real Estate Sale Agreement with Scannell Properties, LLC., for the sale of approximately 38.17 acres of land, all located in the northeast corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana, for a total sale amount of \$4,198,700 and authorizing IAA Staff to complete the associated sale transaction.

IV. **Board Reports**

- a) Board President's Report

V. **Official Actions**

Consider, for approval, the individual items on the **IAA General Agenda, dated November 20, 2020.**

VI. **Staff Reports**

a) **Executive Director's Report**

- i. IAA Recovery Model & Budget Update - Robert Thomson, Sr. Director of Finance
- ii. IAA Community Apiary Update - Robert Thomson, Sr. Director of Finance
- iii. 2020 Airports Going Green Award for Outstanding Sustainability Program - Todd Cavender, Director of Environmental and Sustainability

- iv. IAA Concessionaires Update - David Shaw, Director of Air Service
- v. Modern Apprenticeship Program for High School Students – Rachel Stevens, Sr.  
Director of Human Resources

**VII. Other Reports/Update**

- a) **Board Communications: *Next Meeting: Friday, December 11, 2020, at 8:00 AM***

**MEETING MINUTES**  
**Board of Directors Meeting**  
**Indianapolis Airport Authority**

The Regular Meeting of the Indianapolis Airport Authority (IAA) Board was called to order at 8:00 am, on October 16, 2020, via virtual platform.

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

Barbara Glass, President  
Steve Dillinger, Vice President  
Mamon Powers, Secretary  
Kathy Davis, Board Member  
Toby McClamroch, Member  
Ryan Goodwin, Member  
Brett Voorhies, Member  
Kurt Schleiter, Member  
Matt Whetstone, Member  
Brian Tuohy, IAA Board Counsel

**IAA Executive Staff attending as panelists via Webex:**

Mario Rodriguez, Executive Director  
Keith Berlen, Sr. Director of Operations and Public Safety  
Robert Thomson, Sr. Director of Finance  
Lisa Bierman, Sr. Executive Assistant and Board Affairs Liaison  
Marsha Stone, Sr. Director of Commercial Enterprise  
Jarod Klaas, Sr. Director of Planning and Development  
Tenley Drescher-Rhoades, General Counsel  
Holli Harrington, Sr. Director Supplier Diversity and Diversity Officer  
Maria Wiley, Sr. Director of Audit, Procurement and Compliance  
Bill Stinson, Sr. Director of Public Affairs  
Reid Goldsmith, Sr. Director of Information Technology  
Rachel Stevens, Sr. Director of Human Resources

**Board President Meeting Introduction:**

President Glass asked Ms. Lisa Bierman, to perform roll call for the record.

**APPROVAL OF MINUTES**

President Glass asked for a motion to approve the Board Meeting Minutes of August 21, 2020. Ms. Davis made the first motion for approval; Mr. Voorhies seconded the motion. Board Members unanimously passed and approved the Meeting Minutes for the IAA Board Meeting held on September 18, 2020.

## **ORDINANCES, RESOLUTIONS AND PUBLIC HEARING**

President Glass called upon Mr. Marsha Stone, Sr. Director of Commercial Enterprise, who introduced **Resolution 16-2020** authorizing the sale of IAA and IMC assets via public auction, as more particularly described in **BP2020-10-01**. Upon a motion by Mr. McClamroch, and seconded by Mr. Powers, unanimous approval was given to **Resolution 16-2020**.

Due to some technical issues, Mr. Tuohy, IAA Board Legal Counsel asked Vice President Steve Dillinger to begin presiding over the Board Meeting.

Next, Vice President Dillinger called upon Ms. Marsha Stone, Sr. Director of Commercial Enterprise, who introduced **Resolution 17-2020**, concerning the adoption of the U.S. Economic Development Administration (EDA) Grant for the extension of Airport Parkway to West Perimeter Road, as more particularly described in said **BP2020-10-02**. A brief discussion followed. Upon a motion by Mr. Schleter, seconded by Mr. Whetstone and unanimously passed, approval was given to **Resolution 17-2020**.

Next, Vice President Dillinger called upon Ms. Stone, who introduced **Resolution 18-2020**, concerning the adoption of the U.S. Economic Development Administration (EDA) Grant for the expansion of the Belly Cargo Building and Facility located at the Indianapolis International Airport (IND), as more part described in said **BP2020-10-03**. A brief discussion followed. Upon a motion by Mr. Goodwin, seconded by Ms. Davis and unanimously passed, approval was given to **Resolution 18-2020**.

**BOARD REPORTS** President Glass gave thanks and appreciation for the hard work of the staff at the Indianapolis Airport Authority.

## **OFFICIAL ACTIONS**

**INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED October 16, 2020**: President Glass introduced and then verbally described each of the individual items listed on the General Agenda.

**BP2020-10-04** Upon a motion by Mr. Voorhies, seconded by Mr. Goodwin and unanimously passed, approval was given to **BP2020-10-04**.

**BP2020-10-05** Upon a motion by Mr. McClamroch, seconded by Mr. Powers, and unanimously passed, approval was given to **BP2020-10-05**.

**STAFF REPORTS**

**Executive Director's Report**

Mr. Mario Rodriguez, Executive Director, announced the J.D. Power customer satisfaction among medium-sized airports in North America Award for the second year in a row.

Next, Mr. Rodriguez, introduced Holli Harrington, Sr. Director of Supplier Diversity and Diversity Officer who gave an IAA Diversity report.

Next, Mr. Rodriguez, introduced Bill Stinson, Sr. Director of Public Affairs who announced that the IAA received the Indiana Cemetery Award from the Indiana Department of Natural Resources Division of Historic Preservation and Archaeology. Next, Mr. Stinson reported on the Celebration of the Indiana Artists Digital Initiative and showed a digital film of IND's Kurt Vonnegut Legacy Digital Display.

**Other Reports/Updates**

President Glass announced that the next Indianapolis Airport Board meeting is scheduled for November 20, 2020.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:49 am.

**INDIANAPOLIS AIRPORT AUTHORITY \***

By: \_\_\_\_\_  
Barbara Glass, President

DATED: \_\_\_\_\_

By: \_\_\_\_\_  
Mamon Powers III, Secretary

\* Signed under the authority of IAA Board Resolution #13-2017

The October 16, 2020 Indianapolis Airport Board of Directors meeting is available to stream from this link:

<https://youtu.be/j2YRVVlu7Nc>.



Indianapolis Airport Authority

## Board Memo – 2021 Rates & Charges Ordinance

To: IAA Board of Directors  
From: Tenley Drescher-Rhoades, General Counsel  
Date: November 13, 2020  
Board Date: November 20, 2020  
Subject: 2021 Rates & Charges Ordinance

### Scope

The Board of the Indianapolis Airport Authority (“IAA”) annually adopts an ordinance in order to implement a schedule of rates and charges for the use of the Airport’s facilities and services. All public notices about the introduction and public hearing of this proposed Ordinance will be properly published in the local newspapers, as required by Indiana law.

This proposed Ordinance sets forth rates that, if approved, will go into effect at the beginning of next year (January 1, 2021). The following represents a summary of changes from the prior year’s ordinance (shown on the attached copy of the proposed Ordinance):

1. In Section I, the definition of RAC is amended by deleting “BlueIndy, LLC”.
2. Consistent with the terms of the AUA, the following changes were made to reflect the 2021 rates for airlines:
  - In Section III(B)(2)(a), landing fees for Signatory Airlines increased from \$2.09 to \$2.30 per 1000 pounds of landing weight, and for Non-Signatory Airlines, the rate increased from \$3.14 to \$3.45.
  - In Section III(B)(3)(b), annual terminal space rental rates per square foot of area increased from \$90.37 to \$112.57 for Signatory Airlines, and from \$135.56 to \$168.86 for Non-Signatory Airlines. Rental rate for aircraft apron increased from \$0.48 to \$1.71 for Signatory Airlines and from \$0.72 to \$2.57 for Non-Signatory Airlines.
  - In Section III(B)(9)(a) the Common Use Gate Fees (per flight) were increased as follows:
    - For Signatory Airlines:
      - Up to 3 hours -- increased from \$146.32 to \$171.25
      - More than 3 hours, less than 9 hours -- increased from \$219.48 to \$256.87
      - 9 or more hours, less than 18 hours -- increased from \$438.96 to \$513.74

18-24 hours -- increased from \$877.92 to \$1,542.00

For Non-Signatory Airlines:

Up to 3 hours -- increased from \$220.00 to \$257.00

More than 3 hours, less than 9 hours -- increased from \$330.00 to \$386.00

9 or more hours, less than 18 hours -- increased from \$531.00 to \$659.00

18-24 hours -- increased from \$1,317.00 to \$1,542.00

3. In Sections IV(A)(1) the Operating Agreement/Permit fee for Taxicab owners was reduced from \$500.00 per six (6) month period to \$250.00 per six (6) month period.
4. In Section IV(L), Electric Vehicle Charging, language regarding fees for customers for charging their vehicles has been deleted.

**Schedule**

November 20, 2020	General Ordinance No. 3-2020 will be introduced at the IAA Board Meeting
December 11, 2020	Public Hearing/Consideration for Adoption of said Ordinance

**Revenue and/or Operating Cost Implications**

The annual Rates & Charges Ordinance is the principal document to impose fees and charges for the use of the Airport's facilities and services in support of the 2021 approved Operating and Capital Budgets of the IAA.

**Recommendation**

Staff recommends approval and adoption of the attached General Ordinance No. 3-2020.



## **BOARD MEMO – REAL ESTATE SALE AGREEMENT**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: October 19, 2020

Board Date: November 20, 2020

Subject: IAA Land Use Initiative – Real Estate Sale Agreement with Scannell Properties, LLC

### **Background**

As a direct attribute of the IAA’s Land Use Initiative, IAA Staff have been diligently pursuing the sale of certain IAA land including real estate located at Metropolitan Airport. The land to be sold totals 38 +/- acres as shown on the attached aerial.

Governed by law of the State of Indiana and FAA Regulations on such land transactions, the IAA procured two separate appraisals for the acreage to be sold to Scannell Properties, LLC. These appraisals are then averaged, and that dollar amount becomes the minimum amount the IAA may sell land in any transaction. The sale price for this transaction meets and exceeds the average of the two appraisal amounts and represents a Fair Market Value (FMV) transaction as guided by the FAA and State of Indiana.

Specific to this transaction, Scannell Properties is pursuing a build-to-suit (“BTS”) leasing opportunity with a publicly traded entity specializing in distribution. For that, the IAA is under a non-disclosure agreement (“NDA”) while Scannell Properties continues to try to bring their transaction to closure. If Scannell is not able to secure the BTS option with this entity for this site, Scannell will have a continuing right for a six-month period in which to bring an acceptable substitute entity to the IAA and the City of Fishers to which both entities will have a continuing right to review and approve any substitute entity. If no acceptable entity is brought forward during this six-month period, the IAA has the right to terminate the Sale Agreement with Scannell Properties.

### **Land Sale Restrictions**

The conveying of the land to Scannell Properties. will also include, but not limited to, the following perpetual land use restrictions/covenants (including noise disclosures and waivers, and avigation easement), which will always run with the land:

- Indianapolis Airport Authority will retain a perpetual easement and right-of-way (“Airspace Easement”) for the free and unobstructed passage of aircraft in, through and across the airspace which lies above the surface of the property.
- Purchaser will not construct any structure or other obstructions which exceeds the height restrictions designated or established by federal or state laws, rules or regulations, or ordinances, including, but not limited to, 14 CFR Part 77 and the Hamilton County, Indiana Consolidated Zoning/Subdivision Ordinance.



- Purchaser agrees to file a notice consistent with requirements of 14 CFR FAR Part 77 (FAA Form 7460-1) prior to constructing any facility, structure, or other item on the herein described real property.
- Purchaser agrees it will not use, nor permit, the property to be used in such a manner as to create a potential for attracting birds and other wildlife which may pose a hazard to aircraft.
- Purchaser agrees the property will not be used for any type of utility operation, asphalt plant, or other business or facility that emits, to any extent, smoke, fumes, vapors, or other gases that constitute a hazard to aircraft as determined by the Federal Aviation Administration.

**FAA Land Release Approval**

As this land does fall within the “aeronautical uses” of the Airport Layout Plan (ALP) at Metropolitan Airport, Staff submitted information to the FAA and received a land release for this land on April 15, 2020, with a requirement to submit additional information regarding the ultimate end-use for the property once a transaction is finalized.

**Scope**

To execute a Real Estate Sale Agreement with Scannell Properties, LLC for the sale of 38 +/- acres of land located at the northeast corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana.

**Schedule**

November 20, 2020	Upon approval, IAA Board execution of the Real Estate Sale Agreement with Scannell Properties, LLC.
November 24, 2020	Within two (2) business days of the execution of the Sale Agreement the Buyer is to deliver earnest money in the amount of \$50K as designated within the Sale Agreement.
March 1, 2021	Estimated closing date. Buyer has ninety (90) days from the execution of the Sale Agreement as an Inspection Period. Closing of the land sale is to occur within thirty (30) days after Inspection Period expiration.

**Revenue and/or Operating Cost Implications**

**Revenue:**

\$4,198,700 or \$110,000 per acre.

**Operating Costs:**

Operating costs for this transaction will not exceed \$12,500 and are generally made up of costs associated with appraisals, survey, and environmental fees, recording fees, title work and closing costs.

**Supplier Diversity Participation**

Estimated MBE spend (Shrewsberry) and WBE spend (First American) is less than \$8,000 or 64% of the total estimated dollar amount noted above.

**Recommendation**

**Public Hearing** regarding a certain Real Estate Sale Agreement with Scannell Properties, LLC, for the sale of approximately 38.17 acres of land all located in the northeast corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana, for a total sale amount of \$4,198,700, as more particularly described in **BP2020-11-02**.

**Consider, for approval, BP2020-11-02** regarding a certain Real Estate Sale Agreement with Scannell Properties, LLC., for the sale of approximately 38.17 acres of land all located in the northeast corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana, for a total sale amount of \$4,198,700 and authorizing IAA Staff to complete the associated sale transaction.

**IAA Board Virtual Meeting  
General Agenda  
November 20, 2020**

**General:**

- BP2020-11-03**     **Consider for approval**, the bid award for fluid acetate to Nachurs Alpine with a bid of \$3.79 per gallon to Nachurs Alpine as the lowest responsive and responsible bidder.
- BP2020-11-04**     **Consider for approval**, Geodis Logistics, LLC's Foreign Trade Zone Operator Amendment #2 – Site #29 and the issuance of a Grantee Concurrence Letter as approved by the Greater Indianapolis Foreign Trade Zone Board at its October 30, 2020 meeting.
- BP2020-11-05**     **Consider for approval**, XPO Logistics, Inc.'s Foreign Trade Zone Operator Agreement and the issuance of a Grantee Concurrence Letter, as approved by the Greater Indianapolis Foreign Trade Zone Board at its October 30, 2020 meeting.

**Capital:**

- BP2020-11-06**     **Consider for approval**, an award of contract for Rehabilitate Airport Roads and Lots – 2020, Parking Garage Trench Drains and Misc. Concrete Repairs at Indianapolis International Airport to Evans Development Co, Inc. in an amount not-to-exceed \$127,700.00 plus a 10% construction reserve of \$12,770.00 for a total of \$140,070.00. Evans Development Co., Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 2.47% (Price Construction Group) and WBE 30.85% (Laura Kopetsky Tri-Ax and Indiana Sign & Barricade).
- BP2020-11-07**     **Consider for approval**, a professional services contract with Circle City Aviation Partners (CCAP) for Runway 5R-23L & Taxiway D (Strengthening and Capacity Enhancement) Part C-Final Design at Indianapolis International Airport in an amount not-to-exceed \$11,241,504.00 (fees and expenses). Supplier diversity participation is DBE 24.84% (Aviation Alliance, Connico, Inc., Infrastructure Engineering, Journey Engineering and Loftus Engineering), MBE 9.86% (CTL Engineering and Infrastructure Engineering), WBE 11.65% (Connico, Inc., Journey Engineering and Loftus Engineering), and VBE 0.27% (B&R Consulting). This design project is funded with grants via the FAA Airport Improvement Program.



Indianapolis Airport Authority

## **BOARD MEMO – BID AWARD**

To: IAA Board of Directors

From: Keith Berlen, Senior Director of Operations and Public Safety

Date: November 04, 2020

Board Date: November 20, 2020

Subject: Award of Bids for the Liquid Deicing/Anti-icing Chemicals for the 2020/2021 through the 2022/2023 Snow Seasons.

### **Background**

On August 14, 2020 the Procurement Department of the Indianapolis Airport Authority (IAA) released a Request for Quotes (RFQ) for the procurement of Deicing & Anti-icing Chemicals for Runways & Taxiways. Responses were requested for two different types of liquid chemicals, fluid acetate, and bio-fluid. All responses were required to comply with the latest edition of Federal Aviation Administration (FAA) approved specifications, SAE AMS 1435 for liquids.

The RFQ had a bid submission deadline of September 25, 2020. From a pool of the 121 vendors notified and 16 potential bidders, the IAA received two (2) bid submittals for fluid acetate and no submittals for bio-fluid. The IAA's evaluation team reviewed these submittals using a weighted score process to ensure they met the necessary specifications. Of the two (2) bid submittals for fluid acetate Nachurs Alpine had the highest score. It has been determined that the lowest responsive and responsible bidder for deicing/anti-icing fluids is Nachurs Alpine with a bid of \$3.79 per gallon.

### **Scope**

The contract would be for three years with purchases being for the 2020/2021 through the 2022/2023 snow seasons.

### **Budget**

Expenditures are dictated by weather and the IAA budgets for this expenditure on an annual basis.

### **Schedule**

Upon notice to proceed, orders would be issued as weather dictates and delivery would be within the designated timeframe for the product.

**Supplier Diversity Participation**

Due to the nature of the work, there is not an opportunity for supplier diversity participation on this contract as the prime contractor is not a diverse business.

**Recommendation**

The IAA staff recommends that the IAA Board consider for approval the bid award for fluid acetate to Nachurs Alpine with a bid of \$3.79 per gallon. Nachurs Alpine was the lowest responsive and responsible bidder.



**BOARD MEMO – GEODIS LOGISTICS, LLC  
FOREIGN TRADE ZONE  
FTZ OPERATOR AMENDMENT #2 – SITE #29 &  
GRANTEE CONCURRENCE LETTER**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: October 20, 2020

Board Date: November 20, 2020

Subject: Geodis Logistics, LLC - Foreign Trade Zone Operator Amendment #2 – Site #29 & Grantee Concurrence Letter

**Background**

The Indianapolis Airport Authority (IAA) is the Foreign Trade Zone (FTZ) “Grantee” representing Central Indiana communities. In 1981, a separate company, the Greater Indianapolis Foreign Trade Zone, Inc. (GIFTZ), a not-for-profit 501C (6), was created to market and administer the FTZ program.

Geodis Logistics, LLC (Geodis) is requesting the execution of its FTZ Operator Amendment #2 - Site #29 and the issuance of a Grantee Concurrence Letter to expand the designation of its existing FTZ footprint from 450,000 square feet to 1,242,331.2 square feet (28.52 +/- acres) at its distribution center, located at 2450 Stanley Road, Plainfield, IN 46168. This additional FTZ space will accommodate a secured truck yard and allow Geodis to service the global trade needs of its customer, Acushnet Company, which makes and distributes golf equipment and apparel, including Titleist golf balls and clubs, as well as apparel and accessories under the brands FootJoy and Pinnacle.

Geodis has been an active FTZ Operator with the Authority since August 17, 2012. As well, but unrelated to this Amendment #2, Geodis also manages a separate 400,225 square foot FTZ facility (Site #16) that is also located in Plainfield.

With this new designation, Geodis’s total FTZ designated footprint will become 2,092,556.2 square feet.

**Scope**

The GIFTZ Board approved Amendment #2 – Site #29 in its October 30, 2020, meeting and supports the IAA Board’s execution of the Operator Amendment #2 – Site #29 and the issuance of a Grantee Concurrence Letter.

**Schedule**

October 30, 2020: GIFTZ Board approved the FTZ expansion request.  
November 20, 2020: Upon IAA approval, the execution of FTZ Operator Amendment #2 -Site #29 and issuance of a Grantee Concurrence Letter by the IAA Board.  
December 31, 2020: Anticipated approval from the FTZ Board, Washington, D.C.

**Revenue and/or Operating Cost Implications**

**Revenue:**

Anticipated revenue will increase from \$36,000 to \$60,000/annum in fees to the GIFTZ.

**Operating Costs:**

The GIFTZ has no additional direct costs associated with the application and designation process.

**Supplier Diversity Participation**

Not applicable.

**Recommendation**

IAA Staff recommends the IAA Board consider for approval Geodis Logistics, LLC’s Foreign Trade Zone Operator Amendment #2 – Site #29 and the issuance of a Grantee Concurrence Letter as approved by the Greater Indianapolis Foreign Trade Zone Board at its October 30, 2020 meeting.



**BOARD MEMO – XPO LOGISTICS, INC.  
FOREIGN TRADE ZONE  
FTZ OPERATOR AGREEMENT & GRANTEE CONCURRENCE LETTER**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: October 20, 2020

Board Date: November 20, 2020

Subject: XPO Logistics, Inc. - Foreign Trade Zone Operator Agreement  
& Grantee Concurrence Letter

**Background**

The Indianapolis Airport Authority (IAA) is the Foreign Trade Zone (FTZ) “Grantee” representing Central Indiana communities. In 1981, a separate company, the Greater Indianapolis Foreign Trade Zone, Inc. (GIFTZ), a not-for-profit 501C (6), was created to market and administer the FTZ program.

XPO Logistics, Inc. (XPO) is requesting the execution of an FTZ Operator Agreement and the issuance of a Grantee Concurrence Letter. XPO seeks to designate its 76-acre property, located at 2121 Gateway Dr., Clayton, IN 46118 (Hendricks County) as an FTZ site. The boundary includes a 1,071,909 sq. ft. building, which will serve as a warehouse, distribution, and manufacturing location employing an estimated six hundred (600) individuals in Clayton, IN.

FTZ designation at the facility will enhance and benefit XPO’s production, management, and operations for a multi-national consumer electronics company. XPO is also seeking production authority to meet the needs of their client, while operating a more efficient and secure facility.

XPO Logistics, Inc. is an American multi-national transportation and contract logistics company that manages supply chains for 50,000 customers, including 69 of the Fortune 100. It operates in 30 countries, with approximately 100,000 employees.

**Scope**

The GIFTZ Board approved the Operator Agreement in its October 30, 2020, meeting and supports the IAA Board’s execution of the FTZ Operator Agreement and issuance of a Grantee Concurrence Letter.

**Schedule**

October 30, 2020: GIFTZ Board approved the FTZ designation request.



November 20, 2020: Upon IAA approval, the execution of Operator Agreement and issuance of a Grantee Concurrence Letter by the IAA Board.  
December 31, 2020: Anticipated FTZ designation approval from the FTZ Board, Washington, D.C.

**Revenue and/or Operating Cost Implications**

**Revenue:**

Anticipated revenue will be \$60,000/annum in fees to the GIFTZ.

**Operating Costs:**

The GIFTZ has no additional costs associated with the application and designation process.

**Supplier Diversity Participation**

Not applicable.

**Recommendation**

IAA Staff recommends the IAA Board consider for approval XPO Logistics, Inc.'s Foreign Trade Zone Operator Agreement and the issuance of a Grantee Concurrence Letter, as approved by the Greater Indianapolis Foreign Trade Zone Board at its October 30, 2020 meeting.



## BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: November 10, 2020

Board Date: November 20, 2020

Subject: Award of Construction Contract with Evans Development Co., Inc. for Rehabilitate Airport Roads and Lots – 2020, Parking Garage Trench Drains and Misc. Concrete Repairs at Indianapolis International Airport (Project No. I-20-022)

### **Background**

The Indianapolis International Airport (IND) Parking Garage was constructed approximately eleven years ago. Since then, the Indianapolis Airport Authority maintenance staff has performed miscellaneous repairs to the pavement and drainage structures approaching/departing the Parking Garage ramps on an as-needed basis. At this time, replacement of three trench drain type storm structures is required.

On July 24, 2020, the Senior Director of Planning & Development approved a task order with Journey Engineering through their 2020 On-Call Contract for the design of Rehabilitate Airport Roads and Lots – 2020, Parking Garage Trench Drains and Misc. Concrete Repairs at Indianapolis International Airport.

On September 29, 2020, the IAA issued a Request for Quotes, pursuant to IC 36-1-12-4.9, with quotes due on October 13, 2020. One quote was received. The project contained a base quote. Evans Development Co., Inc. was the lowest responsive and responsible bidder in the amount of \$127,700.00.

In addition to the contract amount, IAA staff is requesting a construction reserve of 10% of the total contract amount for this project. A construction reserve of 10% has been previously approved by the IAA Board on other projects and successfully implemented to ensure timely approval of minor changes necessary due to unforeseen conditions and circumstances. There are sufficient dollars within this project's budget to accommodate the funding of the 10% contingency for construction reserve. Change orders exceeding the construction reserve will be submitted to the IAA Board for approval.

### **Scope**

This project includes the total replacement of three trench drains approaching/departing the Parking Garage (one at the base of each helix and one at the exit of the speed ramp) as well as

the concrete paving immediately adjacent to the trench drains. In addition, a section of deteriorated concrete paving surrounding a drainage structure and 20 feet of deteriorated concrete curb, both located at the north end grade level exit drive, will be replaced as part of this project.

**Budget**

Evans Development Co., Inc. contract is \$127,700.00, which is within the approved 2021 Capital Budget for Rehabilitate Airport Roads and Lots – 2020, Parking Garage Trench Drains and Misc. Concrete Repairs.

<b><u>Parking Garage Trench Drains and Misc. Concrete Repairs</u></b>	
Contract Amount (including 10% reserve)	\$ 140,070.00
Design (Journey Engineering)	\$ 20,704.00
<b>Total Anticipated Project Costs</b>	<b>\$ 160,774.00</b>

This project will be 100% Airport cash funded.

This project is being undertaken to repair existing infrastructure integral to the continued operation of the airport. As a result of the critical nature of the repairs, this project is exempt under the Authority's hurdle rate policy and has not been subjected to an internal rate of return calculation.

**Schedule**

Contract award is anticipated November 20, 2020 and the substantial completion is expected to occur December 2020.

**Supplier Diversity Participation**

The Director of Supplier Diversity has approved the following:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Laura Kopetsky Tri-Ax	\$ -	\$ 37,901.36	\$ -	0.00%	29.68%	0.00%
Price Construction Group	3,154.19	-	-	2.47%	0.00%	0.00%
Indiana Sign & Barricade	-	1,500.00	-	0.00%	1.17%	0.00%
<b>Totals</b>	<b>\$ 3,154.19</b>	<b>\$ 39,401.36</b>	<b>\$ -</b>	<b>2.47%</b>	<b>30.85%</b>	<b>0.00%</b>

**Recommendation**

The IAA staff recommends the IAA Board consider for approval an award of contract for Rehabilitate Airport Roads and Lots – 2020, Parking Garage Trench Drains and Misc. Concrete Repairs at Indianapolis International Airport to Evans Development Co, Inc. in an amount not-to-exceed \$127,700.00 plus a 10% construction reserve of \$12,770.00 for a total of \$140,070.00. Evans Development Co., Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 2.47% (Price Construction Group) and WBE 30.85% (Laura Kopetsky Tri-Ax and Indiana Sign & Barricade).



**Indianapolis Airport Authority**

**BOARD MEMO – CONTRACT AWARD**

To: IAA Board of Directors

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

Date: November 10, 2020

Board Date: November 20, 2020

Subject: Approve Professional Services Contract with Circle City Aviation Partners (CCAP) for Runway 5R-23L & Taxiway D (Strengthening and Capacity Enhancement) Part C-Final Design, at Indianapolis International Airport (IND) (Project No I-18-077)

**Background**

On February 26, 2020, a Request for Qualifications (RFQ) for Professional Services for Part B – Design and Construction Oversight for Runway 5R-23L and Taxiway D (Strengthening and Capacity Enhancement) was issued with responses due April 16, 2020. Six (6) responses were received.

A review committee made up of five (5) IAA representatives reviewed and ranked the qualifications, identifying the two (2) most qualified firms for the interview process that was held on May 19, 2020. As a result of the interview process, the Review Committee ranked Circle City Aviation Partners as the best qualified to provide the professional services.

On July 1, 2020, the IAA informed CCAP they had been selected for Part B – Design and Construction Oversight for Runway 5R-23L and Taxiway D project, initiating the process of scope and fee negotiations. At this time, scope and fee negotiations have been successfully completed.

In order to remain on schedule, and in light of this project being FAA funded, on October 22, 2020, the IAA Executive Director approved a professional services contract with CCAP for Part B – Initial Design of Runway 5R-23L and Taxiway D that included Tasks 1 & 2. This was done with the understanding that Tasks 3 through 9 would be contracted for as Part C-Final Design.

**Scope**

The scope for Part C includes the professional services needed for Design and Bid Phase services for Runway 5R-23L and Taxiway D over three consecutive construction seasons, including but not limited to, the following tasks:

- Task 3 – 30% Design
- Task 4 – 60% Design
- Task 5 – Design – Bid Package No. 1
- Task 6 – Design – Bid Package No. 2

- Task 7 – Design – Bid Package No. 3
- Task 8 – Permits and Sustainability
- Task 9 – Bid Phase Services

Construction administration and construction oversight are not included in this contract and are anticipated to be issued by an amendment at a future date.

**Budget**

This CCAP contract is \$11,241,504.00, which is within the approved 2021 Capital Budget for Runway 5R-23L & Taxiway D (Strengthening and Capacity Enhancement) at Indianapolis International Airport.

The funding for this design project is expected to be 75% Federal Aviation Administration (FAA) grant funds and 25% Airport cash funded. An FAA AIP grant for design services was awarded on September 11, 2020, with additional grants anticipated to be awarded in future years.

The project is being undertaken to rehabilitate existing infrastructure integral to the continued safe operations of the airport and is anticipated to be grant funded. As a result of the critical nature of the repairs and the anticipated grant funding, this project is exempt under the Authority's hurdle rate policy and has not been subjected to an internal rate of return calculation.

**Schedule**

Contract award anticipated November 20, 2020 with a contract expiration date of September 30, 2026 to allow for bidding assistance and construction administration during this multi-year project.

**Supplier Diversity Participation**

The Director of Supplier Diversity has approved the following:

Firm	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Aviation Alliance	\$ 397,457.00	\$ -	\$ -	\$ -	3.54%	0.00%	0.00%	0.00%
B&R Consulting	-	-	-	30,328.00	0.00%	0.00%	0.00%	0.27%
Connico, Inc.	324,268.00	-	324,268.00	-	2.88%	0.00%	2.88%	0.00%
CTL Engineering	-	22,870.00	-	-	0.00%	0.20%	0.00%	0.00%
Infrastructure Engineering	1,085,986.00	1,085,986.00	-	-	9.66%	9.66%	0.00%	0.00%
Journey Engineering LLC	57,144.00	-	57,144.00	-	0.51%	0.00%	0.51%	0.00%
Loftus Engineering	923,083.00	-	928,083.00	-	8.21%	0.00%	8.26%	0.00%
<b>Totals</b>	<b>\$ 2,787,938.00</b>	<b>\$ 1,108,856.00</b>	<b>\$ 1,309,495.00</b>	<b>\$ 30,328.00</b>	<b>24.80%</b>	<b>9.86%</b>	<b>11.65%</b>	<b>0.27%</b>

**Recommendation**

The IAA staff recommends the IAA Board of Directors consider for approval a professional services contract with Circle City Aviation Partners (CCAP) for Runway 5R-23L & Taxiway D (Strengthening and Capacity Enhancement) Part C-Final Design at Indianapolis International Airport in an amount not-to-exceed \$11,241,504.00 (fees and expenses). Supplier diversity participation is DBE 24.84% (Aviation Alliance, Connico, Inc., Infrastructure Engineering, Journey Engineering and Loftus Engineering), MBE 9.86% (CTL Engineering and Infrastructure Engineering), WBE 11.65% (Connico, Inc., Journey Engineering and Loftus Engineering), and VBE 0.27% (B&R Consulting). This design project is funded with grants via the FAA Airport Improvement Program.