



**Indianapolis Airport Authority**  
**IAA Board of Directors Meeting Agenda**  
**August 20, 2021**  
**8:00 AM**  
**Virtual Meeting via Zoom**

- I. **Call to Order**
- II. **Approval of Minutes of the IAA Board's Virtual Meeting of July 16, 2021.**
- III. **Ordinances, Resolutions, and Public Hearings**
  - a) **Second public hearing and adoption, General Ordinance No. 02-2021**, concerning Indianapolis Airport Authority's budget for 2022, as more particularly described in **BP2021-08-01**.
  - b) **Public Hearing** regarding a certain Real Estate Sale Agreement with Patch Development, LLC, for the sale of approximately 24.196 +/- acres of land located in the northwest corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana, for a total sale amount of \$2,661,560.00, as more particularly described in **BP2021-08-02**.
  - c) **Consider, for approval, BP2021-08-02** regarding a certain Real Estate Sale Agreement with Patch Development, LLC., for the sale of approximately 24.196 +/- acres of land located in the northwest corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana, for a total sale amount of \$2,661,560.00 and authorizing IAA Staff to complete the associated sale transaction.
  - d) **Consider, for approval and adoption, Resolution No. 07-2021**, concerning the Indianapolis Airport Authority approving a collective bargaining agreement between the Indianapolis Professional Firefighters Union Local 416 and the Indianapolis Airport Authority, as more particularly described in **BP2021-08-03**.
  - e) **Consider for approval and adoption, Resolution No. 08-2021**, concerning the Indianapolis Airport Authority approving a collective bargaining agreement between the International Union of Police Associations Local 71 and the Indianapolis Airport Authority, as more particularly described in **BP2021-08-04**.
  - f) **Consider for approval and adoption, Resolution No. 11-2021**, the Delegation of Authority to the IAA Executive Director to approve and execute contracts and related documents for public works projects of less than \$250,000, as more particularly described in **BP2021-08-05**.
- IV. **Board Reports**
  - a) Board President's Report

**V. Official Actions**

Consider, for approval, the individual items on the **IAA General Agenda, dated August 20, 2021.**

**VI. Staff Reports**

**a) Executive Director's Report (Submitted in writing)**

- i. Land Use Initiative – Washington Street Update
- ii. IND Airport Police Department – TSA/IAPD K9 Training
- iii. 2021 Golden Laurel Shining Start Award – Robert Jones
- iv. TechPoint 2021 Tech 25 Awards – Matt Smith
- v. Contour Airlines Announcement
- vi. Indy ACE Academy

**VII. Other Reports/Update**

- a) Board Communications: *Next Meeting: Friday, September 17, 2021, at 8:00 AM***

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

The Regular Meeting of the Indianapolis Airport Authority (IAA) Board was called to order at 8:01 a.m., on July 16, 2021, in the Airport's Board Conference Room at Indianapolis International Airport. Board members who attended virtually did so via zoom.

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

Barbara Glass, President (attending via Zoom)  
Steve Dillinger, Vice President (attending in person)  
Mamon Powers, Secretary (attending via Zoom)  
Jeffrey Gaither, Member (attending virtually)  
Matthew Whetstone, Member (attending in person)  
Toby McClamroch, Member (attending via Zoom)  
Kathy Davis, Member (attending via Zoom)  
Ryan Goodwin, Member (attending in person)  
Tamika Catchings, Member (attending via Zoom)  
Brian Tuohy, IAA Board Counsel (attending via Zoom)

**Board Members not able to attend:** Kurt Schleiter and Brett Voorhies

**IAA Executive Staff attending:**

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

**APPROVAL OF MINUTES**

Upon a motion by Mrs. Davis, seconded by Mr. Dillinger, no discussion took place. President Glass called upon Ms. Bierman to perform a roll call vote for the approval of the June 18, 2021 minutes. Ms. Bierman performed a roll call vote. Unanimous approval was given to the Meeting Minutes of the IAA Board Meeting of June 18, 2021.

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

President Glass called for the first public hearing of **General Ordinance No. 02-2021**, concerning Indianapolis Airport Authority's proposed budget for 2022, for the purpose of introduction only, as more particularly described in **BP2021-07-01**.

Next, Elias Maqueda, presented the **General Ordinance No. 02-2021 Airport System Fund/Capital Improvement Fund Budget Appropriation**. No vote or action was taken. No public comments received.

## **BOARD REPORTS**

None

## **OFFICIAL ACTIONS**

**INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED July 16, 2021**: President Glass introduced and then verbally described each item listed on the General Agenda. Upon a roll call vote of each item listed below the following items were approved and passed.

**BP2021-07-02**. Upon a motion by Ms. Catching and seconded by Mr. Powers, and unanimously passed, approval was given to **BP2021-07-02**.

**BP2021-07-03**. Upon a motion by Mr. Catching, seconded by Ms. Davis, and unanimously passed, approval was given to **BP2021-07-03**.

**BP2021-07-04**. Upon a motion by Mr. Gaither, seconded by Ms. Davis, and unanimously passed, approval was given to **BP2021-07-04**.

**BP2021-07-05**. Upon a motion by Mr. Gaither, seconded by Mr. McClamroch, and unanimously passed, approval was given to **BP2021-07-05**.

## **STAFF REPORTS**

**Executive Director's Report** Mr. Mario Rodriguez, Executive Director, introduced staff who provided updates on the following items.

- i. ACI-NA Inclusion Champion for Medium Hub Airports – Indianapolis Airport Authority
- ii. DiversityPlus Magazine Top 15 Women in Power Impacting Diversity – Holli Harrington
- iii. Ball State University Immersive Learning Project – Reid Goldsmith
- iv. IAA Summer Internship Program and Faculty Extern Introduction – Rachel Stevens

v. Commercial Development Report – Marsha Stone

**Other Reports/Updates**

None.

**ADJOURNMENT**

President Glass announced that the next IAA Board meeting is scheduled for August 20, 2021, at 8:00 a.m. There being no further business, the meeting was adjourned at 8:56 a.m.

**INDIANAPOLIS AIRPORT AUTHORITY \***

By: \_\_\_\_\_

Barbara Glass, President

DATED: August 20, 2021

By: \_\_\_\_\_

Mamon Powers III, Secretary

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

The July 16, 2021, Indianapolis Airport Board of Directors meeting is available to stream from this link:

Meeting Recording:

[https://zoom.us/rec/share/SKR5q-wO2r6Qvr\\_i0BlbvcK\\_Ci6taP\\_1T4DO4r4WCN4In9LbrhIFgFdnFM\\_LOF.pjjjyOmrTtkkjqB0](https://zoom.us/rec/share/SKR5q-wO2r6Qvr_i0BlbvcK_Ci6taP_1T4DO4r4WCN4In9LbrhIFgFdnFM_LOF.pjjjyOmrTtkkjqB0)

Access Passcode: Ogups^QY

Members of the public also attended via zoom as attendees. 60 individuals viewed the zoom meeting as attendees.



## **BOARD MEMO – 2022 BUDGET ORDINANCE**

To: IAA Board of Directors

From: Robert Thomson, Sr. Director of Finance/Treasurer

Date: August 4, 2021

Board Date: August 20, 2021

Subject: 2022 Budget Ordinance

Attached is the 2022 Budget Ordinance No. 02-2021 as approved and recommended by the Finance and Audit Committee. This Budget Ordinance when adopted will set the maximum appropriation (expenditure) levels for 2022.

The budget process requires an introduction (completed June 18, 2021), an initial hearing and presentation (completed July 16, 2021), and the final hearing and adoption of the Budget by August 31, 2021. The Board will be asked to consider for approval the 2022 Budget Ordinance during the August 20, 2021 meeting.

The City-County Council of Marion County and Indianapolis (Council) requires the Board to accept the 2022 Budget Ordinance by August 31, 2021. The 2022 budget will be presented to the Municipal Corporations Committee of the Council (Committee) on September 23, 2021 and will be reviewed by the Committee on September 29, 2021. The Council will hold a hearing on September 27, 2021 to review the 2022 budget and the Council will consider the budget for approval on October 18, 2021.



## BOARD MEMO – REAL ESTATE SALE AGREEMENT

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: August 8, 2021

Board Date: August 20, 2021

Subject: IAA Land Use Initiative – Real Estate Sale Agreement with Patch Development, 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 24.196 +/- acres as shown in Attachment No.1.

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 Patch Development, 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.

Patch Development, a Hamilton County-based development company proposes to master plan, develop and construct on this site. Patch Development, LLC is proposing to work with the City of Fishers and the Airport Authority to develop three sites on the property. These flex buildings would range from 30,000 square feet to 75,000 square feet. Patch Development would move its headquarters into one of these buildings.

This development will be a first-class mixed-use business development with office, innovation, lab, industrial, and manufacturing companies. The development will be master planned utilizing architectural standards that will maintain the quality desired by the City of Fishers and enable the attraction of high-quality office, manufacturing, and innovation companies to the area. Examples of what Patch Development will accomplish on the site is shown in Attachment No. 2.

### **Land Sale Restrictions**

The conveying of the land to Patch Development will also include, but not limited to, the following perpetual land use restrictions/covenants (including noise disclosures and waivers, and aviation 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 Patch Development, LLC for the sale of 24,196 +/- acres of land located at the northwest corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana.

#### **Schedule**

August 20, 2021	Upon approval, IAA Board execution of the Real Estate Sale Agreement with Patch Development, LLC.
November 24, 2020	Within five (5) 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 one hundred and twenty (120) 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:

\$2,661,560.00 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**

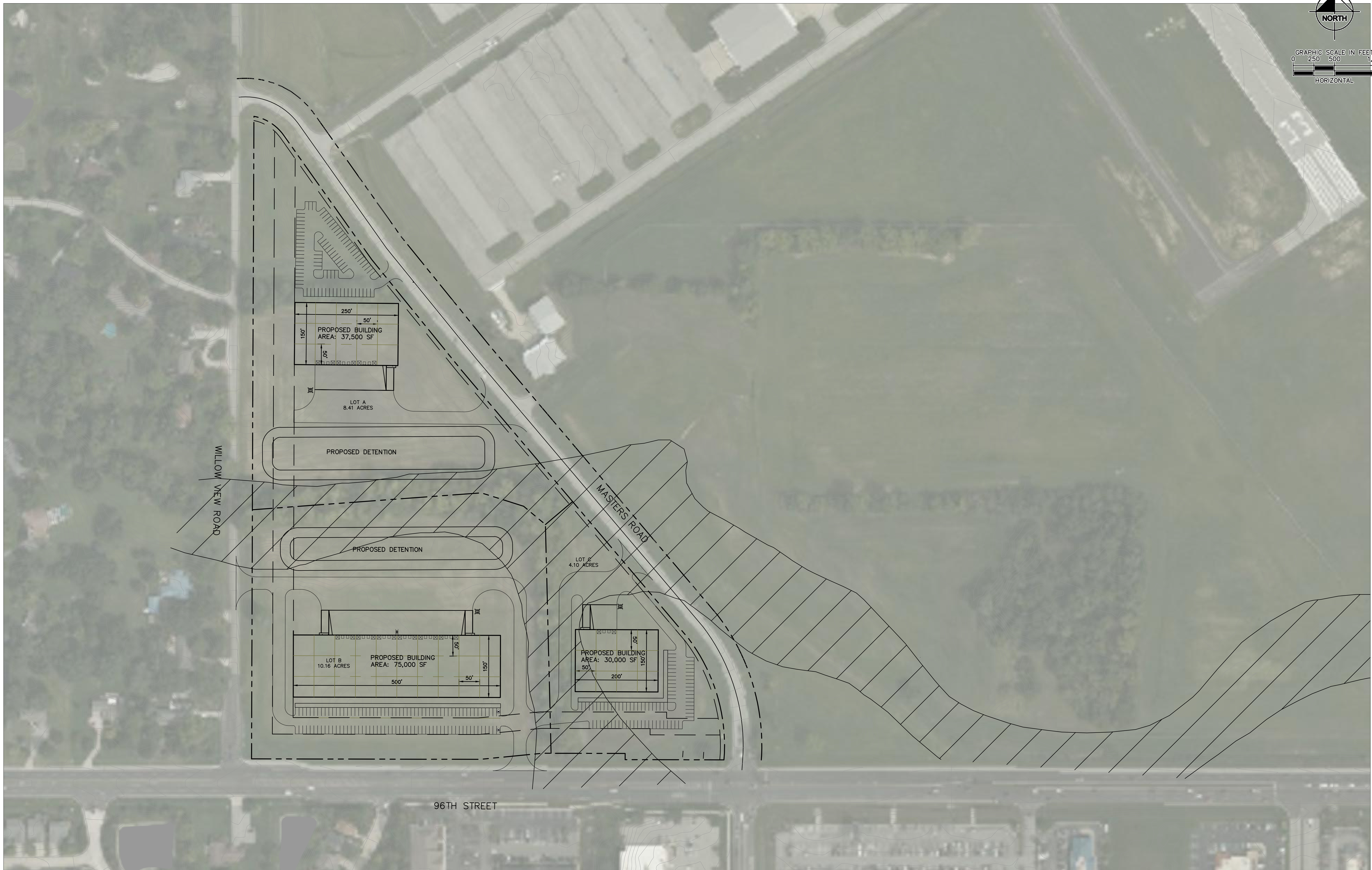
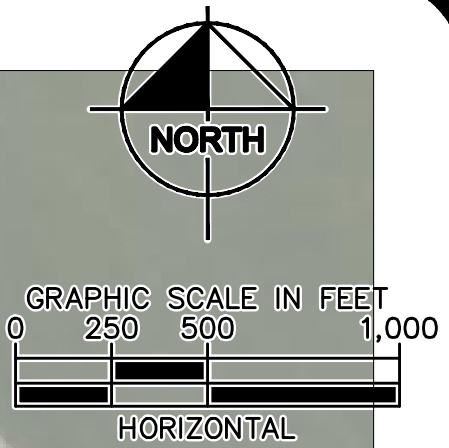
Estimated MBE spend (Shrewsberry) on environmental research and WBE spend (First American) on title work is less than \$8,000 or approximately 65% of the total estimated dollar amount noted above.

**Recommendation**

**Public Hearing** regarding a certain Real Estate Sale Agreement with Patch Development, LLC, for the sale of approximately 24.196 +/- acres of land located in the northwest corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana, for a total sale amount of \$2,661,560.00, as more particularly described in **BP2021-08-02**.

**Consider, for approval, BP2021-08-02** regarding a certain Real Estate Sale Agreement with Patch Development, LLC., for the sale of approximately 24.196 +/- acres of land located in the northwest corner of Masters Road and 96<sup>th</sup> Street in Fishers, Indiana, for a total sale amount of \$2,661,560.00 and authorizing IAA Staff to complete the associated sale transaction.









patch development



Indianapolis Airport Authority

## **Board Memo – Approval of Collective Bargaining Agreement – Fire**

To: IAA Board of Directors

From: Keith Berlen, Sr. Director of Operations & Public Safety

Date: August 13, 2021

Board Date: August 20, 2021

Subject: Resolution No. 7-2021 regarding an Agreement between Indianapolis Airport Authority and Indianapolis Professional Fire Fighters Union Local 416 (“IPFF”)

### **Scope**

On May 17, 2019, the Board of the Indianapolis Airport Authority (“IAA”) adopted General Ordinance No. 2-2019, establishing a system to permit representation of public safety employees by employee organizations (unions) for purposes of limited collective bargaining. Earlier this year, the IAA negotiation team, consisting of leadership from Finance, Human Resources, Operations, Public Safety, and the Office of General Counsel, engaged in negotiations with the IPFF negotiating team to discuss revisions to the current collective bargaining agreement, which is set to expire on 12/31/2021.

After IAA and IPFF came to agreement on terms, which include, but are not limited to an increase in base pay, special position pay and longevity pay, a proposed Agreement was drafted, and subsequently ratified by the AFD members of the union in May. The Agreement now requires approval by the Board, which is being requested through the Board’s consideration of Resolution No. 7-2021. A summary of the terms of the Agreement are attached to this memo for the Board’s review.

### **Schedule**

The effective date of the Agreement is January 1, 2022 and the Agreement will expire December 31, 2023.

### **Recommendation**

Staff recommends approval and adoption of the attached Resolution No. 7-2021.

Summary of 2022/2023 Agreement  
with  
Indianapolis Professional Firefighters Union, Local 416

**2022**

- Switch to Salary Schedule with Longevity Schedule (See Below). Effective base salary plus longevity pay will not collectively decrease for any member
- Shift to a 28-day FLSA Work Period
- EMT days move to a \$400 payment to everyone (paid annually on the first payroll of November)
- ARFF Specialty Pay as described below
- Bid Process as described below
- Trade Time Policy as described below. IAA will work with Local 416 to improve the Trade Time Policy
- Benefits Study Committee, as described below

**2023 4% Salary Increase**

<u>Salary</u>	<b>2022</b>	<b>2023</b>
<b>Annual Increases</b>	Schedule	4%
<b>Salary Schedule</b>	<b>2022</b>	<b>2023</b>
<b>3rd Year Private</b>	\$63,580	\$66,124
<b>3rd Year Lieutenant</b>	\$69,983	\$72,812
<b>3rd Year B/C</b>	\$81,776	\$85,081
<b>3rd Year Division Chief</b>	\$85,500	\$88,920
<b>3rd Year Deputy Chief</b>	\$96,750	\$100,620
<b>20 Year Private</b>	<b>\$69,122</b>	<b>\$71,666</b>

	<b>2022</b>	<b>2023</b>
<b>20 Year Private</b>	\$69,122	\$71,666
<b>20 Year Lieutenant</b>	\$75,525	\$78,324
<b>20 Year B/C</b>	\$87,318	\$90,589

**EMT Days**- Beginning in 2022, EMT days will go away and everyone will receive \$400 dollars for EMT Pay paid annually on the first payroll of November.

**ARFF Specialty Pay**- Beginning in 2022 all members certified in ARFF for all apparatus, shall receive a \$2,000 Bonus paid annually on the first payroll of November. This will also be when Paramedic Pay will be paid.

**Longevity** - Longevity pay shall be paid each year of the agreement at the rate indicated in the chart below. Longevity pay will be added to base pay and will be implemented in accordance with the General Orders of the Department.

<b><u>Longevity Schedule</u></b>	
4 <sup>th</sup> Yr.	\$326
5 <sup>th</sup> Yr.	\$652
6 <sup>th</sup> Yr.	\$978
7 <sup>th</sup> Yr.	\$1,304
8 <sup>th</sup> Yr.	\$1,630
9 <sup>th</sup> Yr.	\$1,956
10 <sup>th</sup> Yr.	\$2,282
11 <sup>th</sup> Yr.	\$2,608
12 <sup>th</sup> Yr.	\$2,934
13 <sup>th</sup> Yr.	\$3,260
14 <sup>th</sup> Yr.	\$3,586
15 <sup>th</sup> Yr.	\$3,912
16 <sup>th</sup> Yr.	\$4,238
17 <sup>th</sup> Yr.	\$4,564
18 <sup>th</sup> Yr.	\$4,890
19 <sup>th</sup> Yr.	\$5,216
20 <sup>th</sup> Yr.	\$5,542
21 <sup>st</sup> Yr	\$5,645
22 <sup>nd</sup> Yr	\$5,747
23 <sup>rd</sup> Yr	\$5,850
24 <sup>th</sup> Yr	\$5,952
25 <sup>th</sup> Yr	\$6,055

26th Yr	\$6,157
27th Yr	\$6,260
28th Yr	\$6,362
29th Yr	\$6,465
30th Yr	\$6,568
31st Yr	\$6,670
32nd Yr	\$6,773
33rd Yr	\$6,875
34th Yr	\$6,978
35th Yr	\$7,080
36th Yr	\$7,183
37th Yr	\$7,285
38th Yr	\$7,388
39th Yr	\$7,490
40th Yr	\$7,593

**BID Process** -The Department will work with Local 416 through the Labor-Management Committee to develop policy for posting and filling Departmental vacancies.

**PERF/Deferred Compensation Matching Funds** - IAA will convene a Study Committee to review more globally deferred compensation, including annuity options and PERF options that may be available

**PEHP-** IAA will set up accounts and starting on January 1, 2023, any unused vacation time above an agreed upon % of the IAA’s then existing vacation accrual cap must go into the PEHP, up to a maximum number of hours as set forth in the General Orders of the Department. (Vacation cap is currently twice the annual accrual.)

**Holidays and Bereavement Leave** – IAA leadership will ask the IAA Board to increase the number of Holidays and Bereavement Leave for all Airport Employees

**Trade Time** – Members may trade time per the General Orders of the Department.





Indianapolis Airport Authority

## **Board Memo – Approval of Collective Bargaining Agreement – Police**

To: IAA Board of Directors

From: Keith Berlen, Sr. Director of Operations & Public Safety

Date: August 5, 2021

Board Date: August 20, 2021

Subject: Resolution 8-2021 regarding an Agreement between Indianapolis Airport Authority and I.U.P.A. Local 71, Inc. of the International Union of Police Associations (IUPA)

### **Scope**

On May 17, 2019, the Board of the Indianapolis Airport Authority (“IAA”) adopted General Ordinance No. 2-2019, establishing a system to permit representation of public safety employees by employee organizations (unions) for purposes of limited collective bargaining. Earlier this year, the IAA negotiation team, consisting of leadership from Finance, Human Resources, Operations, Public Safety, and the Office of General Counsel, engaged in negotiations with the IUPA negotiating team to discuss revisions to the current collective bargaining agreement, which is set to expire on 12/31/2021.

After IAA and IUPA came to agreement on terms, which include, but are not limited to an increase in base pay, special position pay and longevity pay, a proposed Agreement was drafted, and subsequently ratified by the APD members of the union on May 19. The Agreement now requires approval by the Board, which is being requested through the Board’s consideration of Resolution No. 8-2021. A summary of the terms of the Agreement are attached to this memo for the Board’s review.

### **Schedule**

Effective date of the Agreement will be January 1, 2022, and the Agreement will expire December 31, 2024.

### **Recommendation**

Staff recommends approval and adoption of the attached Resolution No. 8-2021.



Summary of Agreement  
with  
International Union of Police Associations (I.U.P.A. Local 71)

**I. TERM OF AGREEMENT.**

Three years from January 1, 2022 to December 31, 2024. All provisions go into effect on January 1, 2022 unless indicated otherwise.

**II. NEW STEP PROGRAM FOR REMAINDER OF 2021.**

Step program – 2021 (upon ratification)	Annual Base*
Step 1	eliminate
Step 2 (new hire rate)	\$46,093.00
Step 3	51,314.00
Step 4	56,451.00

*\* new hire with certification - \$2,000/yr above these rates (included in hourly rate)*

For comparison, the current step program is as follows:

Step 1	\$42,213.00
Step 2	46,093.00
Step 3	51,314.00
Step 4	56,451.00

**III. BASE PAY.**

Step program: 1/1/2022	Annual Base
1st Yr. Patrol Officer	\$48,000.00
2nd Yr. Patrol Officer	51,795.00
3rd Yr. Patrol Officer	62,000.00

**Comparison Chart of Current Step and New Step effective 1/1/2022:**

Current Step	New Step	Increase	%
\$42,213	\$48,000	\$ 5,787	13.7%
46,093	51,795	5,702	12.4%
51,314	62,000	10,686	20.8%
56,451	62,000	5,549	9.8%

After ratification, during the remainder of 2021, an officer moving from step pay of \$51,314 to the next step will move to \$56,451. Officers at \$56,451 will move to the 3<sup>rd</sup> Yr. Patrol Officer pay of \$62,000 on 1/1/2022.

<u>Effective 1/1/2022 position pay levels</u>	<u>Annual Base</u>
Patrol Officer	\$ 62,000.00
Police Sergeant	69,750.00
Police Lieutenant	79,750.00
Division Chief	85,500.00
Assistant Chief	96,750.00

Raises effective January 1, 2023 and January 1, 2024 as Follows:

2023: 4% minimum base pay (including Step) increase.

2024: 3% minimum base pay (including Step) increase.

The 2023 and 2024 minimum base pay will therefore be as follows:

	<u>2023 (4%)</u>	<u>2024 (3%)</u>
1st Yr. Patrol Officer	49,920 (48,000 x 1.04)	51,417.60 (49,920 x 1.03)
2nd Yr. Patrol Officer	53,866.80 (51,795 x 1.04)	55,482.80 (53,866.80 x 1.03)
3rd Yr. Patrol Officer	64,480 (62,000 x 1.04)	66,414.40 (64,480 x 1.03)
Patrol Officer	64,480 (62,000 x 1.04)	66,414.40 (64,480 x 1.03)
Police Sergeant	72,540 (69,750 x 1.04)	74,716.20 (72,540 x 1.03)
Police Lieutenant	82,940 (79,750 x 1.04)	85,428.20 (82,940 x 1.03)
Division Chief	88,920 (85,500 x 1.04)	91,587.60 (88,920 x 1.03)
Assistant Chief	100,620 (96,750 x 1.04)	103,638.60 (100,620 x 1.03)

**IV. OVERTIME ELIGIBILITY.**

FLSA work period (for 6-3 work schedule)	28 days
FLSA overtime threshold (for 6-3 work schedule)	161.5 hrs*
Hourly rate for current 6-3 and 5-2 work schedules based on	2080 hrs/yr ^
Bi-weekly pay basis	80 hrs

\* Overtime is calculated and added to pay at end of each FLSA work period

^ 5-2 work schedule would be governed by typical 7 day FLSA work period and based on 40 hrs

**V. LONGEVITY PAY.**

Longevity pay shall be paid each year of the agreement at the rate indicated in the chart below. Longevity pay will be added to base pay and will be implemented in accordance with the General Orders of the Department.

<u>Longevity Pay (for term of the contract)</u>	
Years of service	
1	\$ -
2	-
3	-
4	310.00
5	620.00
6	930.00
7	1,240.00
8	1,550.00
9	1,860.00
10	2,170.00
11	2,480.00
12	2,790.00
13	3,100.00
14	3,410.00
15	3,720.00
16	4,030.00
17	4,340.00
18	4,650.00
19	4,960.00
20	5,270.00
21	5,370.00
22	5,470.00
23	5,570.00
24	5,670.00
25	5,770.00
26	5,870.00
27	5,970.00
28	6,070.00
29	6,170.00
30	6,270.00
31	6,370.00
32	6,470.00

33	6,570.00
34	6,670.00
35	6,770.00
36	6,870.00
37	6,970.00
38	7,070.00
39	7,170.00
40+	7,270.00

**VI. SPECIALTY PAYS:**

<u>Specialty Pay (paid annually - first payroll of November)</u>	
<u>Band 1 Certifications</u>	\$ 750.00
EMT certification	
EVO Instructor	
Firearms Instructor	
Physical Tactics Instructor	
 <u>Band 2 Certifications</u>	 2,500.00
Explosive Ordinance Disposal	
Canine Handler	
 <u>Band 3 Certifications</u>	 3,000.00
Field Training Officer (FTO)	
Paramedic	

Specialty pays are not included in base pay but will be paid annually on the first paycheck in November.

**VII. ADDITIONS TO BASE/INCLUDED IN HOURLY RATE.**

New Hire with certification (only step 1 and 2)	2,000/yr
Community Liaison Officer	2,000/yr
Police Detective	2,000/yr
Acting supervisor (after completion of training)	3.00/hr.

**VIII. RETIREES WITH TEN (10) YEARS OF SERVICE OR MORE.**

Officers who retire in good standing after completing at least ten years of service will be able to keep their duty firearm.

**IX. REMAINING CONTRACT PROVISIONS.**

All other remaining contract provisions will remain unchanged, except for non-substantive housekeeping changes and removing any obsolete language.



## **BOARD MEMO – TEMPORARY DELEGATION OF AUTHORITY**

To: IAA Board of Directors

From: Tenley Drescher-Rhoades, General Counsel

Date: August 13, 2021

Board Date: August 20, 2021

Subject: Resolution No. 11-2021: Delegations of Authority Update

### **Background**

Pursuant to Indiana Code § 8-22-3, the Board of the Indianapolis Airport Authority (“IAA”) has certain executive and legislative powers, including, without limitation, the power to: (i) adopt rules and procedures; (ii) determine matters of policy regarding internal organization and operations; (iii) supervise internal affairs; and (iv) employ personnel necessary to carry out the duties, functions and powers of the Board.

On September 15, 2017, the IAA Board approved and adopted Resolution No. 13-2017 (the “Current Resolution”), which revised and updated the Resolution No. 7-2017 to address the application of the various delegations of authority by the Board to the Executive Director.

Staff recommends that the Current Resolution No. 13-2017 be revised and updated to increase the Executive Director’s delegated authority to award and sign contracts and related documents for public works projects to \$250,000 (from the current \$100,000). Accordingly, the proposed Resolution No. 11-2021 (the “New Resolution”) is based on the Current Resolution, with the proposed changes being summarized below and shown on the attached document.

Providing this revised delegated authority will allow the Authority to shorten the public works contract execution process and permit IAA to more quickly respond to public infrastructure needs in amounts up to the limit (\$250,000) currently set forth in the signatory Airline Agreement and Lease of Premises (commonly referred to as the “Airline Use Agreement”) for projects using IAA’s Airport System Fund. The revised delegation also provides for an automatic adjustment based on the limit set forth in any future Airline Use Agreement.

**Section 4:** This change would provide the Executive Director (including his/her designees) with the authority to award and sign contracts and related documents for public work projects up to \$250,000 and to take any and all additional or other actions necessary or appropriate to effectuate the foregoing.

IAA staff is pursuing several projects with budgets less than \$250,000. These projects will be funded by the Airport System Fund budget, have been formulated by requesting quotes from several qualified contractors, and used plans developed by IAA's on-call professional services providers as needed. The purpose of this effort is to accomplish a wide variety of necessary projects which would not be funded under the Capital Improvement Program.

Given the number and variety of projects, IAA staff is requesting the Executive Director be given Delegation of Authority to approve and execute public works projects of less than \$250,000.

**Schedule**

In order to reinvest a portion of the out-performance realized in the Authority's 2021 Operating budget, projects must be less than \$250,000, pursuant to the Airline Use Agreement, and be completed by December 31, 2021.

**Supplier Diversity Participation**

Participation goals will vary by project.

**Recommendation**

The IAA Staff recommends the IAA Board consider for approval, the Delegation of Authority to the IAA Executive Director to approve and execute contracts and related documents for public works projects of less than \$250,000.

**IAA Board Virtual Meeting  
General Agenda  
August 20, 2021**

**General:**

**BP2021-08-06** **Consider for approval**, the Land and Building Lease Amendment #2 with the General Services Administration (GSA).

**Capital:**

**BP2021-08-07** **Consider for approval**, an award of contract for Bldg. 15 – CBP Occupancy Refurbishment at the Indianapolis International Airport in an amount not-to-exceed \$2,765,268.00 plus a 5% construction reserve of \$138,263.40 for a total \$2,903,531.40 to Dallman Contractors, LLC, the lowest responsive and responsible bidder. Supplier diversity participation is MBE 16.29% (Sexson Mechanical, Inc.) and VBE 16.53% (Dallman Contractors, LLC).

**BP2021-08-08** **Consider for approval**, an award of contract for Storm Structures – Indy Regional (Phase II) at the Indianapolis Regional Airport to Evans Development Company, Inc. in an amount not-to-exceed \$484,928.00 plus a 10% construction reserve of \$48,492.80 for a total of \$533,420.80. Evans Development Company, Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 22.70% (US Hydrovac, Cripe Engineering and Highway Safety Services) and WBE 2.76% (Laura Kopetsky Tri-Ax.).



**BOARD MEMO - LAND AND BUILDING LEASE AMENDMENT #2  
WITH THE GENERAL SERVICES ADMINISTRATION (GSA)**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: August 4, 2021

Board Date: August 20, 2021

Subject: Land and Building Lease Amendment #2 with the General Services Administration

**Background**

U.S. Customs and Border Protection (CBP) is currently located in Building #1 at Indianapolis International Airport (IND). Their last option term extension is scheduled to expire on January 18, 2023, which aligns with the following.

The General Services Administration (GSA), which administrates leases for governmental agencies, seeks to move CBP from Building #1 to Building #15 to obtain the space required for their expanding operations at IND, as well as to comply with newly adopted GSA and CBP security standards.

The Indianapolis Airport Authority (IAA) executed a Land & Building Lease Agreement (Agreement) with the GSA on June 19, 2020, for the eventual occupancy of Building #15 by CBP. The initial length of term of the Agreement is for ten (10) years. GSA has a one-time option to extend the term for a period of five (5) years.

IAA is obligated to remodel the building to meet leasehold standards (a new roof as an example) and building codes (ADA accessible bathrooms as an example); however, the IAA will be reimbursed for all tenant requested specific improvements which total is estimated to be \$1,776,826.60. Of that amount, \$256,306.20 will be recovered over the ten-year initial term of the lease and the remaining amount will be reimbursed as a one-time payment at the beginning of the Lease Term.

The purpose of Amendment #2 is to define and obligate the GSA for the updated tenant improvement dollar amount to be reimbursed to IAA as a one-time payment.

In conjunction with the approval of Amendment #2, a separate Board Paper related to the Award of Construction Contract to Dallman Contractors will be presented to the IAA Board in this same August 2021 Board Meeting.

**Scope**

Staff requests the IAA Board execute Amendment #2 to the Agreement which Amendment will solidify the financial reimbursement that GSA will make to IAA for all tenant requested improvements whether paid to the IAA in a one-time payment at the beginning of term or through the initial ten-year term.

**Schedule**

August 20, 2021: IAA Board approval of the Land and Building Lease Amendment #2 with GSA.



**Revenue**

Annual rent:	Years 1-5	\$161,528.69
	Years 6-10	\$163,733.65
	Years 11-15	\$140,374.14

*Note: Years 11-15 rental reduction occurs as the recovery of costs associated with tenant improvement is fulfilled in years 1 thru 10.*

**Operating Costs**

IAA is obligated to maintain the building, property, and utilities throughout the building's occupancy estimated to be \$62,399.40 per year.

**Supplier Diversity Participation**

Staff will pursue IAA goals associated with the above operating cost estimate.

**Recommendation**

IAA Staff recommends the IAA Board of Directors consider for approval the Land and Building Lease Amendment #2 with the General Services Administration (GSA).



**Indianapolis Airport Authority**

**BOARD MEMO – CONTRACT AWARD**

To: IAA Board of Directors

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

Date: August 10, 2021

Board Date: August 20, 2021

Subject: Award Construction Contract to Dallman Contractors, LLC. for Bldg. 15 – CBP Occupancy Refurbishment at Indianapolis International Airport (Project No. I-19-037)

**Background**

The IAA team has been collaborating and planning with U.S. Customs and Border Protection (CBP) and the General Services Administration (GSA) since 2019 to develop a larger lease space for CBP, compliant with its security and operational requirements.

On August 25, 2020, the Senior Director of Planning & Development approved a task order with Heapy Engineering through their 2020 On-Call Contract for design development and production of Plans and Specifications for bidding.

On April 30, 2021, the Executive Director approved plans and specifications prepared by Heapy Engineering and authorized public bidding for Bldg. 15 – CBP Occupancy Refurbishment at Indianapolis International Airport.

On July 2, 2021, the IAA staff received one bid. The project contained a base bid only. Dallman Contractors was the lowest responsive and responsible bidder in the amount of \$2,765,268.00.

In addition to the contract amount, IAA staff is requesting a construction reserve of 5% of the total contract amount for this project. A construction reserve 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 a construction reserve. Change orders exceeding the construction reserve will be submitted to the IAA Board for approval.

**Scope**

Refurbish the shell and interior of Building 15, as well as the building site, in order to be compliant with current codes and CBP operational standards.

**Budget**

The Dallman Contractors, LLC. contract is \$2,765,268.00 which is within the approved 2022 Capital Budget for Bldg. 15 – CBP Occupancy Refurbishment.

**Bldg. 15 - CBP Occupancy Refurbishment**

Contract Amount (including 5% reserve)	\$	2,903,531.40
Design (including LEED and Commissioning)		366,326.00
Advertisements for Bid		344.44
Construction Management		115,300.00
<b>Total Anticipated Project Cost</b>	<b>\$</b>	<b>3,385,501.84</b>

This project will be 100% Airport cash funded.

This project is being undertaken to repair an asset currently leased to a third-party tenant. Without these improvements, the facility will be unsuitable for its intended use. 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.

**Supplier Diversity Participation**

The following is the supplier diversity participation:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Sexson Mechanical Inc.	\$ 450,338.00	\$ -	\$ -	16.29%	0.00%	0.00%
Dallman Contractors, LLC.	-	-	457,186.00	0.00%	0.00%	16.53%
<b>Totals</b>	<b>\$ 450,338.00</b>	<b>\$ -</b>	<b>\$ 457,186.00</b>	<b>16.29%</b>	<b>0.00%</b>	<b>16.53%</b>

**Recommendation**

The IAA staff recommends the IAA Board consider for approval an award of contract for Bldg. 15 – CBP Occupancy Refurbishment at the Indianapolis International Airport in an amount not-to-exceed \$2,765,268.00 plus a 5% construction reserve of \$138,263.40 for a total \$2,903,531.40 to Dallman Contractors, LLC, the lowest responsive and responsible bidder. Supplier diversity participation is MBE 16.29% (Sexson Mechanical, Inc.) and VBE 16.53% (Dallman Contractors, LLC).



## Indianapolis Airport Authority

### **BOARD MEMO – CONTRACT AWARD**

To: IAA Board of Directors

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

Date: August 10, 2021

Board Date: August 20, 2021

Subject: Award Construction Contract to Evans Development Company, Inc. for Storm Structures – Indy Regional Airport – Phase II (Project No. C-19-078)

#### **Background**

In 2018, the IAA completed Phase I of a two-phase project to rehabilitate the stormwater infrastructure at Indianapolis Regional Airport. The intent of this two-phase project is to rehabilitate the failing storm system while minimizing impact to the aviation infrastructure above.

On April 14, 2021, the Senior Director of Planning & Development approved a task order with Infrastructure Engineering through their 2020 On-Call Contract for Phase II design of the lower half of the Storm Water System. This project will repair, rehabilitate, or replace all downstream portions of the stormwater conveyance systems on the Indy Regional Airport property not addressed by Phase I of this project.

On June 25, 2021, the IAA Executive Director approved plans and specifications prepared by Infrastructure Engineering Inc. and authorized the public bidding process for Storm Structures – Indy Regional Airport – Phase II.

On July 23, 2021, the IAA staff received one bid. The project contained a base bid only. Evans Development Company, Inc. was the lowest responsive and responsible bidder in the amount of \$484,928,00 for the base bid.

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 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 a construction reserve. Change orders exceeding the construction reserve will be submitted to the IAA Board for approval

**Scope**

Phase II construction will include repair, rehabilitation, or replacement of portions of the stormwater conveyance systems downstream of the Phase I project.

**Budget**

The Evans Development Company, Inc. Contract is \$484,928,00, which is within the approved 2022 Capital Budget for Storm Structures – Indy Regional Airport – Phase II.

<b><u>Storm Structures - Indy Regional (Phase I)</u></b>	
Design (Phase I)	\$ 95,110.50
Construction	312,879.47
Change Order 1	2,407.00
Change Order 2	157,747.89
Advertisements for Bid	338.00
<b>Phase I Project Cost</b>	<b>\$ 568,482.86</b>
<b><u>Storm Structures - Indy Regional (Phase II)</u></b>	
Design (Phase II)	\$ 105,786.00
Contract Amount (including 10% reserve)	533,420.80
Advertisements for Bid	354.77
<b>Phase II Anticipated Cost</b>	<b>\$ 639,561.57</b>
<b>Total Anticipated Project Cost</b>	<b>\$ 1,208,044.43</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.

**Supplier Diversity Participation**

The following is the supplier diversity participation:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
U.S. Hydrovac	\$ 100,000.00	\$ -	\$ -	20.62%	0.00%	0.00%
Laura Kopetsky Tri-Ax	-	13,400.00	-	0.00%	2.76%	0.00%
Cripe	4,500.00	-	-	0.93%	0.00%	0.00%
Highway Safety Svcs.	5,600.00	-	-	1.15%	0.00%	0.00%
<b>Totals</b>	<b>\$ 110,100.00</b>	<b>\$ 13,400.00</b>	<b>\$ -</b>	<b>22.70%</b>	<b>2.76%</b>	<b>0.00%</b>

**Recommendation**

The IAA staff recommends the IAA Board consider for approval an award of contract for Storm Structures – Indy Regional (Phase II) at the Indianapolis Regional Airport to Evans Development Company, Inc. in an amount not-to-exceed \$484,928.00 plus a 10% construction reserve of \$48,492.80 for a total of \$533,420.80. Evans Development Company, Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 22.70% (US Hydrovac, Cripe Engineering and Highway Safety Services) and WBE 2.76% (Laura Kopetsky Tri-Ax.).