



**IAA Board of Directors Meeting Agenda
November 18, 2022
8:00 AM**

Location: Board Conference Room – 4th floor and Via Zoom (Hybrid meeting)

- I. **Call to Order**
- II. **Approval of Minutes of the IAA Board’s (Hybrid) Meeting of October 21, 2022.**
- III. **Ordinances, Resolutions and Public Hearings**
 - a) **Public Hearing Regarding General Ordinance No. 04-2022**, concerning Indianapolis Airport Authority’s 2023 Rates and Charges Ordinance, as more particularly described in **Board Memo BP2022-11-01**.
 - b) **Consider for approval, General Ordinance No. 04-2022**, concerning Indianapolis Airport Authority’s 2023 Rates and Charges Ordinance, as more particularly described in **Board Memo BP2022-11-01**.
 - c) **Consider for approval and adoption of Resolution No. 07-2022**, authorizing the Executor Director, or his designee, to execute, on behalf of the employees covered by the Agreement, a participation agreement with Nationwide Retirement Solutions, Inc. (NRS), allowing NRS to act as the Administrator of the Plan and as the agent of the IAA, and other such agreements and contracts as are necessary to implement the program, as more particularly described in **Board Memo BP2022-11-02**.
- IV. **Board Reports**
 - a) Board President’s Report
 - i. International Center Person of the Year Award – IAA Board Member, Tamika Catchings
- V. **Official Actions**
 - a) Consider, for approval, the individual items on the **IAA General Agenda dated November 18, 2022**.
- VI. **Staff Reports**
 - a) **Executive Director’s Report (Submitted in writing)**
 - i. IBJ Women of Influence Award – IAA Board President, Barbara Glass
 - ii. IBJ HR Impact Awards (Learning & Development) – IAA Human Resources Team
 - iii. Indiana Commission for Women Heart of Indiana Award – IAA Sr. Director of Supplier Diversity & Diversity Officer, Holli Harrington

- iv. ACI – NA 2022 Environmental Achievement Award, Outreach and Communication
- v. Runway 5R-23L and Taxiway D Receives Envision Platinum Award for Sustainability Excellence
- vi. *Transitions* Outdoor Mural at IND

VII. Other Reports and Updates

- a) **Board Communications:** *Next Meeting: Friday, December 16, 2022, at 8:00 AM*

MINUTES
Board of Directors Meeting
Indianapolis Airport Authority

The Regular Meeting of the Indianapolis Airport Authority (IAA) Board called to order at 8:00 am on October 21, 2022, in the Airport's Board Conference Room at Indianapolis International Airport. A roll call attendance was taken. Board Members attended in person or via Zoom.

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

Barbara Glass, President
Steve Dillinger, Vice President
Mamon Powers, Secretary (attending virtually)
Tamika Catchings, Member
Kathy Davis, Member (attending virtually)
Jeffrey Gaither, Member
Ryan Goodwin, Member (attending virtually)
Toby McClamroch, Member
Kurt Schleiter, Member
Brett Voorhies, Member
Matthew Whetstone, Member (not attending)
Brian Tuohy, I.A.A. Board Counsel

Board Members not able to attend: Matthew Whetstone

I.A.A. Executive Staff attending:

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

APPROVAL OF MINUTES

President Glass asked for a motion for approval. A motion for approval was made by Ms. Catchings and seconded by Ms. Voorhies. There being no discussion, President Glass asked Lisa Bierman, Sr. Executive Assistant, to take a roll call vote, and with all members stating, "Aye," the Meeting Minutes of the IAA Board Meeting on September 16, 2022, were unanimously approved.

ORDINANCES, RESOLUTIONS, AND PUBLIC HEARING

President Glass called upon Ellen Hurley, Associate General Counsel, for the introduction of **General Ordinance No. 04-2022**, the Indianapolis Airport Authority's 2023 Rates and Charges Ordinance, as more particularly described in Board Memo **BP2022-10-01**.

President Glass Then called upon Robert Thomson, Sr. Director of Finance, to present for approval **Resolution No. 06-2022**, dedicating revenues collected from Passenger Facility Charges and Customer Facility Charges to pay debt service for the Authority's outstanding revenue bonds for the period 2023 through 2027, as more particularly described in Board Memo **BP2022-10-02**. President Glass then asked for a motion for approval for **BP2022-10-02**. A motion for approval was made by Mr. Gaither and seconded by Ms. Catchings. After a brief discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," **BP2022-10-02** was unanimously approved.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED October 21, 2022: President Glass described each item listed on the General Agenda.

President Glass called upon Mr. Thomson to present **BP2022-10-03** for consideration and approval of an engagement with FORVIS LLP for the audit of the Indianapolis Airport Authority's financial statements for the year ended December 31, 2022, in an amount not to exceed \$127,500.00. Supplier diversity participation on this contract is MBE 13% (Thomas & Reed LLC) and WBE 8% (Moore Accounting, LLC). President Glass asked for a motion for approval for **BP2022-10-03**. A motion for approval was made by Mr. McClamroch and seconded by Mr. Dillinger. With there being no discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2022-10-03**.

President Glass then called upon Keith Berlen, Sr. Director of Operations & Public Safety, to present **BP2022-10-04**, an Amendment to the Quantity Purchase Contract for Deicing/Anti-Icing Chemicals for Runways and Taxiways with Nachurs Alpine Solutions Industrial, for consideration and approval. President Glass asked for a motion for approval for **BP2022-10-04**. A motion for approval was made by Mr. Voorhies and seconded by Ms. Catchings. After brief discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2022-10-04**.

President Glass called upon Mr. Berlen to present **BP2022-10-05** for consideration and approval of the purchase of a hydro blasting truck for rubber/paint removal from BLB Corp under Project I-22-087-3339, (2022) Rubber/Paint Removal Truck, in an amount not-to-exceed \$794,000.00. President Glass asked for a motion for approval for **BP2022-10-05**. A motion for approval was made by Mr. Schleter and seconded by Mr. Powers. There being no discussion, President Glass

asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-05](#).

President Glass called upon Jarod Klaas, Sr. Director of Planning and Development, to present for approval [BP2022-10-06](#), an award of contract for Cargo Building Expansion (Bldg. 622) at Indianapolis International Airport to R.L. Turner Corporation in an amount not-to-exceed \$10,409,000.00 plus a 10% construction reserve of \$1,040,900.00 for a total of \$11,449,900.00. R.L. Turner Corporation was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 1.13% (Chisholm Lumber & Supply Co., Paul I. Cripe dba Cripe, and Robert Haines Co.), WBE 0.53% (Indiana Sign & Barricade, Inc. and Earth Images, Inc.), and VBE 11.22% (Air Distribution Systems, Inc., and Fox Contractors Corp.). President Glass asked for a motion for approval for [BP2022-10-06](#). A motion for approval was made by Mr. Dillinger and seconded by Mr. Gaither. After brief discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-06](#).

President Glass called upon Mr. Klaas to present for approval [BP2022-10-07](#), an award of contract for IMC - Hangar Door Rehabilitation – Phase II at Indianapolis International Airport to Custom Mechanical Systems Corp. in an amount not-to-exceed \$1,037,096.00 plus a 10% construction reserve of \$103,709.60 for a total of \$1,140,805.60. CMS Corporation was the responsive and responsible bidder. Supplier diversity participation is MBE 31.00% (Custom Mechanical Systems Corporation). President Glass asked for a motion for approval for [BP2022-10-07](#). A motion for approval was made by Mr. Schleiter and seconded by Ms. Catchings. After brief discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-07](#).

President Glass called upon Mr. Klaas to present for approval [BP2022-10-08](#), Change Order No. 4 (Final & Balancing) with Dallman Contractors, LLC for Bldg. 15 – Customs Border Patrol (CBP) Occupancy Refurbishment at Indianapolis International Airport in an amount not-to-exceed \$68,941.29. Supplier diversity participation is WBE .70% (Door Service of Indiana) and VBE 10.09% (Dallman Contractors, LLC). President Glass asked for a motion for approval for [BP2022-10-08](#). A motion for approval was made by Mr. McClamroch and seconded by Mr. Gaither. There being no discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-08](#).

President Glass called upon Mr. Klaas to present for approval [BP2022-10-09](#), Change Order No. 3 with Rieth-Riley Construction, Co. Inc. for Rehabilitate Airport Roads and Lots – 2021 at the Indianapolis International Airport in an amount not-to-exceed \$678,411.35. Supplier diversity participation is MBE 19.33% (Bibbs Hauling) and WBE 4.73% (DWD Company). President Glass asked for a motion for approval for [BP2022-10-09](#). A motion for approval was made by Mr. Voorhies and seconded by Mr. Schleiter. There being no discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-09](#).

President Glass called upon Mr. Klaas to present for approval [BP2022-10-10](#), Change Order No. 1 with Cornerstone Construction Group, LLC for IMC-Courtyard Concrete Paving Repairs and other repairs on the campus of the Indianapolis International Airport in an amount not-to-exceed \$174,959.70. Supplier diversity participation is MBE 58.85% (Cornerstone Construction Group, LLC) and VBE 41.16% (All Star Paving). President Glass asked for a motion for approval for [BP2022-10-10](#). A motion for approval was made by Mr. McClamroch and seconded by Mr. Gaither. After brief discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-10](#).

President Glass called upon Mr. Klaas to present for approval [BP2022-10-11](#), a professional services contract with CHA Consulting, Inc. for International Arrivals Building (Bldg. 3) Apron Pavement Rehabilitation at Indianapolis International Airport in an amount not-to-exceed \$196,182.25. Supplier diversity participation is MBE 20.13% (JQOL, Inc. and CTL Engineering) and WBE 3.04% (Protection Plus and ReproGraphix). President Glass asked for a motion for approval for [BP2022-10-11](#). A motion for approval was made by Mr. Gaither and seconded by Ms. Catchings. There being no discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-11](#).

President Glass called upon Mr. Klaas to present for approval [BP2022-10-12](#), Amendment No. 1 to Hanson Professional Services, Inc. for Apron Taxilane Reconstruction at Indianapolis Regional Airport in an amount not-to-exceed \$68,848.00. Supplier diversity participation is MBE 14.23% (Shrewsberry & Associates, LLC). President Glass asked for a motion for approval for [BP2022-10-12](#). A motion for approval was made by Ms. Catchings and seconded by Mr. Schleter. After brief discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-12](#).

President Glass called upon Mr. Klaas to present for approval [BP2022-10-13](#), a professional services contract with Kimley-Horn & Associates, Inc. for Staff Augmentation Services – Airport Planning Support in an amount not-to-exceed \$320,000.00 (fees and expenses). President Glass asked for a motion for approval for [BP2022-10-13](#). A motion for approval was made by Mr. McClamroch and seconded by Mr. Gaither. There being no discussion, President Glass asked Ms. Bierman to take a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2022-10-13](#).

BOARD REPORTS

- I. Board President's Report – No Report

STAFF REPORTS

Executive Director's Report – Mario Rodriguez, E.D, announced that he had submitted a written report regarding the following items and gave a brief summary of each.

- i. J.D. Power's 2022 Award – IND Best Airport
- ii. Pacers Courtside Club Restaurant Grand Opening

- iii. IAA 2022 Diversity Outreach Event
- iv. IAA Wellness Fair
- v. IAA Hispanic Heritage Celebration

Other Reports/Updates

a.) Board Communications: Next Meeting: Friday, November 18, 2022, at 8:00 am.

ADJOURNMENT

Meeting adjourned at 8:48 am.

October 21, 2022, Indianapolis Airport Board of Directors meeting is available to stream via the link:

Meeting Recording:

https://zoom.us/rec/share/T1v8anuPJ8s56Zc-Skr84JosLEeNRRcLnFG_XYViuZgg_M1nhA8TtssfDxUTpXWS.RIfV7EVfC3_72ODH?startTime=1666353690000

Passcode: gmS3&u9R

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____

Barbara Glass, President

DATED: November 18, 2022

By: _____

Mamon Powers III, Secretary

* Signed under the Authority of IAA Board Resolution #11-2021



Board Memo – 2023 Rates & Charges Ordinance

To: IAA Board of Directors

From: Jonathan Weinzapfel, General Counsel

Date: November 11, 2022

Board Date: November 18, 2022

Subject: 2023 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 were 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, 2023). The following represents a summary of changes from the prior year’s ordinance (shown on the attached copy of the proposed Ordinance)

1. Consistent with the terms of the AUA, the following changes were made to reflect the 2023 rates for airlines:
 - In Section III(B)(2)(a), landing fees for Signatory Airlines increased from \$2.23 to \$2.54 per 1000 pounds of landing weight, and for Non-Signatory Airlines, the rate increased from \$3.35 to \$3.81.
 - In Section III(B)(3)(b), annual terminal space rental rates per square foot of area increased from \$105.50 to \$108.09 for Signatory Airlines, and from \$158.25 to \$162.14 for Non-Signatory Airlines. Rental rate for aircraft apron increased from \$0.67 to \$1.19 for Signatory Airlines and from \$1.01 to \$1.79 for Non-Signatory Airlines.
 - In Section III(B)(4), the Joint Use Space Fee per enplaned passenger decreased from \$8.72 to \$8.38.
 - 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 \$160.50 to \$177.60.
More than 3 hours, less than 9 hours -- increased from \$240.75 to \$266.40.
9 or more hours, less than 18 hours -- increased from \$481.50 to \$532.80.
18-24 hours -- increased from \$963.00 to \$1,065.60.

For Non-Signatory Airlines:

Up to 3 hours -- increased from \$241.00 to \$267.00.
More than 3 hours, less than 9 hours -- increased from \$362.00 to \$400.00.
9 or more hours, less than 18 hours -- increased from \$723.00 to \$800.00.
18-24 hours -- increased from \$1,445.00 to \$1,599.00.

2. In Section IV(A)(3), the minimum taxi fare for trips originating at the Airport is increased from \$15.00 to \$20.00.

Schedule

October 21, 2022	General Ordinance No. 4-2022 was introduced at the IAA Board Meeting.
November 18, 2022	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 2023 approved Operating and Capital Budgets of the IAA.

Recommendation

Staff recommends approval and adoption of the attached General Ordinance No. 4-2022.



Board Memo – AFD Post-Employment Health Plan Contract

From: Rachel Stevens, Senior Director, Human Resources
Date: November 11, 2022
Board Date: November 18, 2022
Subject: Nationwide Insurance – Post-Employment Health Plan Services

Background

Upon ratification of the Airport Fire Department Labor Union contract in late 2021 (the “Agreement”), the IAA began work on a negotiated post-employment health plan for the Airport Fire Department.

A PEHP (post-employment health plan) is a tax-free, defined-contribution health reimbursement arrangement that allows money to be set aside to pay for future medical expenses in retirement. All contributions, accumulations, and reimbursements are tax-exempt.

A PEHP is a tax-exempt Voluntary Employees’ Beneficiary Association (VEBA) Trust, which provides employee benefits authorized by Internal Revenue Code Section 501(c)(9). Both PEHP and the VEBA Trust have a Tax Determination Letter providing for a favorable tax-exempt status.

This program is a voluntary benefit and as such unused vacation, PTO will be diverted to this account through payroll deferrals which are used to cover future qualified healthcare expenses. There is no funding for this plan by the IAA. These plans offer diversification with tax-free dollars, the contributions are 100% vested, there is no “use it or lose it” feature, no maximum contribution amount, and the money is protected in Trust.

Scope

Implementation of a post-employment health plan (PEHP) for the employees of the Airport Fire Department, pursuant to the collective bargaining agreement between the Indianapolis Professional Fire Fighters Union Local 416 and the Indianapolis Airport Authority.

Recommendation

The IAA staff recommends the IAA Board adopt Resolution 7-2022, authorizing the Executor Director, or his designee, to execute, on behalf of the employees covered by the Agreement, a participation agreement with Nationwide Retirement Solutions, Inc. (NRS), allowing NRS to act as the Administrator of the Plan and as the agent of the IAA, and other such agreements and contracts as are necessary to implement the program.

**IAA Board Meeting
General Agenda
November 18, 2022**

General:

BP2022-11-03 **Consider for approval** Amendment No. 6 to the Amended and Restated Lease Agreement with Federal Express Corporation.

BP2022-11-04 **Consider for approval** an award of contract with R.A.S.K. & Associates, Inc. for snow removal services for the Airport Parking Department at Indianapolis International Airport in an amount not to exceed \$400,000.

Capital:

BP2022-11-05 **Consider for approval** the purchase of one (1) new large agricultural-type tractor with airfield attachments, from Bane-Welker Equipment, LLC, under Project I-23-023, (2022) Vegetation Control Equipment Program, in an amount not-to-exceed \$275,937.00.

BP2022-11-06 **Consider for approval** the purchase of three (3) new electric buses from Gillig LLC an amount not-to-exceed \$3,034,212.00.

BP2022-11-07 **Consider for approval** a professional services contract with Vic Thompson Company, Inc. dba VTC for Baggage Handling System Recapitalization at Indianapolis International Airport in an amount not-to-exceed \$172,939.00 (fees & expenses). Supplier diversity participation is DBE 84.67% (Vic Thompson Company dba VTC). The TSA will fund 69% of this contract amount.

BP2022-11-08 **Consider for approval** Amendment No. 7 with Wessler Engineering Inc. for Stormwater & Deicing Capacity Enhancement enabling projects associated with cargo apron expansion at the Indianapolis International Airport in an amount not-to-exceed \$750,000.00 (fees and expenses). Supplier Diversity participation is MBE 9.33% (CTL Engineering, CMID) and WBE 1.33% (Powers Engineering).

BP2022-11-09 **Consider for approval** an award of contract for Beechcraft Drive Pavement Replacement at the Indianapolis International Airport to Reith-Riley Construction Co., Inc. in an amount not-to-exceed \$336,542.02 plus a 15%



construction reserve of \$50,481.30 for a total of \$387023.32. Reith-Riley Construction Co. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 7.38% (Bibbs Hauling & Highway Safety Systems) and WBE 3.43% (Slussers Green Thumb & CE Hughes Milling).

BP2022-11-10

Consider for approval the renewal of seven (7) Staff Augmentation and Project Management Services contracts in Support of IAA's Capital Improvement Program and Other Projects and Initiatives at the Indianapolis Airport Authority.

Action 1: for Shrewsberry & Associates (3 contracts) in an amount not-to-exceed \$584,487.92 - Supplier Diversity Participation is MBE 100%

Action 2: for B.E. Reed in an amount not-to-exceed \$165,425.00 - Supplier Diversity Participation is MBE 100%

Action 3: for DB Engineering in an amount not-to-exceed \$190,252.60 - Supplier Diversity Participation is WBE 100%

Action 4: for Keramida in an amount not-to-exceed \$249,600.00 - Supplier Diversity Participation is WBE 100%

Action 5: for The Etica Group in an amount not-to-exceed \$171,600.00 - Supplier Diversity Participation is WBE 100%.

Action 6: for BB Engineering & Management LLC in an amount not-to-exceed \$352,000.00. There is no diverse participation in this contract.

Action 7: for J.S. Held in an amount not-to-exceed \$565,010.00. There is no diverse participation in this contract.

BP2022-11-11

Consider for approval a Professional Services Contract with CSO, Inc. for the Terminal Connected Airport Hotel project at Indianapolis International Airport in an amount not-to-exceed \$354,331.50 (fees and expenses). Supplier diversity participation is MBE, 34.31% (HCO, Inc, Paul I Cripe and CTL Engineering, Inc.), WBE 4.52% (Context, LLC and Loftus Engineering, Inc.), and VBE 3.13% (Guidon Design).



BOARD MEMO – AMENDMENT NO. 6 AMENDED & RESTATED LEASE AGREEMENT

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: November 2, 2022

Board Date: November 18, 2022

Subject: Amendment No. 6 to Amended & Restated Lease Agreement with Federal Express Corporation (“FedEx”)

Background

FedEx and the IAA entered into the Amended and Restated Lease Agreement in 2012 which covered FedEx’s Hub Operation including sort space, truck interfaces, aircraft gates, staging areas, employee parking, etc. Since then, the agreement has been amended several times to allow for growth by FedEx. By way of example, the 4th and 5th Amendments entered into in November 2018 and August 2019 respectively, added approximately 4.8M square feet of land into the Leasehold to construct additional aircraft gates, add freight handling capability, enhance sort automation and increase sort capacity.

FedEx and IAA Staff have been in continued discussions throughout 2022 in furtherance to the FedEx Hub Expansion. Prior to the commencement of FedEx’s capital program associated with the Hub Expansion, which discussions began in 4Q-2015, FedEx had a total of sixty-three (63) aircraft gates utilized in the Day and Night Sorts. Coming forward to 4Q-2022, FedEx now has a total of eighty (80) aircraft gates.

The macro-economic environment and softening of the economy has resulted in decreased cargo volumes. As such, FedEx has requested to remove a portion of yet to be developed aircraft gate area from its leasehold and to option that area for lease at a future time to better aligned to its Hub capacity requirements.

The objective of Amendment No. 6 is to remove 1,381,384 square feet from the leasehold and place this square footage into an Option Area for a fifteen-year (15) period.

During this 15-year period, FedEx will have the right to lease all or a portion of the Option Area. Other highlights include:

- The Option Area land will be charged at \$0.04 per square foot.
- During the first ten (10) years of the Option Area Term, the optioning will be at FedEx's sole discretion.
- Beginning in year eleven (11) thru year fifteen (15) of the Option Term, the IAA will have the right to lease all or a portion of the Option Area to a third-party. This being the case, FedEx will have a first right of refusal to then lease the additional space from the IAA.

Scope

Staff requests the IAA Board execute Amendment No. 6 to the Amended and Restated Lease Agreement between the IAA and FedEx.

Schedule

November 18, 2022: IAA Board consider for approval Amendment No. 6 to the Amended and Restated Lease Agreement with FedEx.

Revenue and/or Operating Cost Implications Revenue

Revenue:

Following the reduction of the 1,381,384 square feet requested by FedEx, their revised leasehold area will reflect 19,603,395 square feet of Land associated with the Hub Operation. The current rental rate is \$0.215 per square foot which rate is adjustable every five (5) years using a CPI Index.

Therefore, FedEx's revised annual rental is \$4,214,729.93 billed monthly at \$351,227.49 after this transition of the 1.3M square footage from their leasehold into an Option Area.

Regarding the 1.3M square feet reduction, the net revenue impact of this change is (\$241,742.20), which reflects a decrease in annual land rental of \$296,997.56, net of the \$0.04 per square foot FedEx will pay for the Option Area square footage of \$55,255.36 annually.

To provide a sense of impact by comparison, the Hub Agreement, as mentioned above has a CPI adjustment every five (5) years. This rate was adjusted July 1, 2022 from \$0.19 per square foot to \$0.215 per square foot. This rate change had a positive impact of approximately \$490K increased annual rental revenue.

Operating Cost:

There are no IAA operating costs associated with the FedEx Amended and Restated Lease Agreement including any facet of this Amendment No. 6.

Supplier Diversity Participation

N/A

Recommendation

IAA Staff recommends the IAA Board of Directors consider for approval Amendment No. 6 to the Amended and Restated Lease Agreement with Federal Express Corporation.



BOARD MEMO – ON CALL CONTRACT AWARD

To: IAA Board of Directors

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

Date: November 3, 2022

Board Date: November 18, 2022

Subject: Approval of Contract Award with R.A.S.K. & Associates, Inc. for snow removal services for the Airport Parking Department lots at Indianapolis International Airport

Background

The existing contract with RPM Company, Inc. expired on October 31, 2022. On September 15, 2022, the Indianapolis Airport Authority (IAA) staff issued a Request for Proposals (RFP) for snow removal services for the Parking Department to secure a reliable, safe, professional, and qualified snow removal provider.

A total of 685 vendors were notified via PlaneBids. Of the 685 vendors informed, 23 downloaded all the documents associated with this solicitation. On September 23, 2022, the IAA hosted an onsite Pre-Bid meeting with two vendors attending. The IAA staff received three (3) proposals that were reviewed and scored by an evaluation team. All submissions were scored using criteria categories specified in the RFP, with R.A.S.K. & Associates, Inc. being the successful respondent.

Scope

This project's scope is to provide on-call snow removal services for the Airport Parking Department for a cumulative term not to exceed three (3) years. The initial term will be for two (2) years, with a one (1) year renewal option.

Budget

Funds have been approved in the airport operating budget, and even though we like to indicate a not-to-exceed cost, the funds must be available to provide this invaluable service for all customers, employees, and visitors at IND.

The annual fee is determined by services rendered, controlled by weather conditions encountered in a season. Costs for this year are expected to be similar to last year if similar weather conditions are encountered.

Schedule

Proposals received by PlanetBids (IAA's web-based solicitation system): October 7, 2022
Board approves contract: November 18, 2022

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

The MBE participation in snow removal services depends on the amount of snow accumulation. R.A.S.K. & Associates, Inc. will utilize Oatts Trucking, Parks Outdoor Maintenance, Green Thumb Landscaping, and A.G. Maas (DBA as Titan Associates) to expand their snow removal services (hauling, hand labor, salt trucks, and chemicals) and is estimated to be between 20% – 25% depending on the amount of snow accumulation.

Recommendation

The IAA staff has reviewed the proposals and recommends that the IAA Board consider for approval an award of contract with R.A.S.K. & Associates, Inc. for snow removal services for the Airport Parking Department at Indianapolis International Airport in an amount not to exceed \$400,000.



Indianapolis Airport Authority

BOARD MEMO – BID AWARD

To: IAA Board of Directors

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

Date: November 3, 2022

Board Date: November 18, 2022

Subject: Award of Purchase to Bane-Welker Equipment, LLC for One (1) Cab Tractor with Attachment, (2022) Vegetation Control Equipment Program, Project I-23-023.

Background

The (2022) Vegetation Control Equipment Program is for replacing one large agricultural-type tractor with attachment. This tractor replaces a twenty-two (22) year old (2000 model) John Deere tractor with attachment that have exceeded its useful life of 20 years. This equipment is used to maintain compliance with Federal Aviation Administration (FAA) Part 139 regulations and the Wildlife Hazard Management Plan (WHMP).

The (2022) Vegetation Control Equipment Program was part of the approved 2022 Capital Improvement Fund Budget. A Request for Quotes (RFQ) for (2022) Cab Tractor was issued on August 25, 2022, with a bid submission deadline of September 20, 2022. IAA received two (2) bid submittals from a pool of 225 vendors notified and 13 potential bidders. The IAA's evaluation team reviewed the submittals, and both bids had exceptions to the specifications. Bane-Welker Equipment, LLC had the lowest bid at \$275,937.00. It was \$88,494.89 lower than the \$364,431.89 of the other bid. It has been determined that the lowest responsive and responsible bidder is Bane-Welker Equipment, LLC, with a bid of \$275,937.00 for one (1) new large agricultural-type tractor with attachment.

Scope

This purchase, Project I-23-023, is for one (1) new large agricultural-type tractor with attachment. Airport Operations will oversee the completion of the project throughout its duration.

Budget

The project is below the budgeted amount of \$295,000.00 total and is for purchasing one (1) new large agricultural-type tractor with attachment. The purchase is 100% airport cash funded.

Schedule

The new large agricultural-type tractor with attachment is expected within 210 days of Bane-Welker Equipment, LLC receiving a written notice-to-proceed (NTP) with a purchase order.

Supplier Diversity Participation

Supplier Diversity has determined that due to the nature of the scope of work, there is not an opportunity for supplier diversity participation in this purchase.

Recommendation

The IAA staff recommends that the IAA Board of Directors consider for approval the purchase of one (1) new large agricultural-type tractor with airfield attachment, from Bane-Welker Equipment, LLC, under Project I-23-023, (2022) Vegetation Control Equipment Program, in an amount not-to-exceed \$275,937.00.



Indianapolis Airport Authority

BOARD MEMO – BID AWARD

To: IAA Board of Directors

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

Date: November 8, 2022

Board Date: November 18, 2022

Subject: Approval of the Purchase with Gillig LLC for Three (3) New Electric Buses

Background

The Indianapolis Airport Authority (IAA) is committed to engaging in environmentally responsible, sustainable operations and minimizing adverse environmental impacts. The IAA operates a fleet of electric and diesel buses that transport passengers to and from the terminal and surface lots. In 2016, IAA began transitioning its bus fleet to electric as a sustainable initiative to reduce IAA’s carbon footprint.

This project will acquire three (3) new electric buses and bus chargers. IAA received funding through the Indiana Department of Environmental Management for the Indiana VW Mitigation Trust Program for the purchase of a bus. In addition, partial funding from FAA ZEV grant previously received will be transferred to two buses.

A public solicitation for up to twelve (12) 35 or 40-foot electric buses through 2026 was issued July 11, 2022, with a submission deadline of August 31, 2022; the IAA received five (5) bid submittals. The IAA’s evaluation team reviewed these submittals to ensure they met the necessary specifications. Gillig LLC was selected as the most responsive bidder.

Scope

This purchase is for three (3) new 40-foot electric buses, charging units, and an extended warranty.

Budget

The contract is \$3,034,212.00, which is within the approved 2023 Capital Budget.

The financing for this project is expected to be 75% State VW Mitigation trust funds and 25% Airport cash funded for one bus; two buses will transfer partial funding from FAA ZEV grant previously received.

Schedule

The new electric buses are expected to be delivered in the first quarter of the 2024 calendar year.

Supplier Diversity Participation

Supplier Diversity has determined that due to the nature of the scope, there is not an opportunity for supplier diversity participation in this purchase.

Recommendation

The IAA staff recommends that the IAA Board of Directors consider for approval the purchase of three (3) new electric buses from Gillig LLC, an amount not-to-exceed \$3,034,212.00.



BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: November 8, 2022

Board Date: November 18, 2022

Subject: Approve a Professional Services Contract with Vic Thompson Company, Inc. dba VTC for Baggage Handling System Recapitalization at Indianapolis International Airport (Project No. I-16-064)

Background

The Transportation Security Administration (TSA) has determined the existing baggage screening equipment within the Baggage Handling System (BHS) at Indianapolis International Airport is obsolete and must be replaced. The mandatory replacement of obsolete equipment, which will be funded in part by TSA's Recapitalization program, will improve system performance and detection level screening, increase efficiency, enhance safety and security, and reduce operating costs.

On October 26, 2016, the Indianapolis Airport Authority (IAA) staff issued a Request for Qualifications for Professional Services for the BHS to assist the IAA with the evaluation of the BHS and implementation of potential renovation and rehabilitation projects associated with the system. Vic Thompson Company, Inc. dba VTC was determined by an evaluation committee to be the most qualified respondent. Therefore, a contract with VTC was executed by the IAA Executive Director on December 21, 2016.

On June 27, 2018, the TSA executed an Other Transaction Agreement (OTA) with the IAA for the design and bid phases of the BHS Recapitalization, and on July 20, 2018 the IAA Board of Directors executed a contract with VTC to provide these professional services. VTC had completed the 30% design submittal when the project was halted pending further discussion with TSA and review of the potential impact of the new equipment on the existing BHS.

On September 13, 2022, the TSA executed a new OTA with the IAA to complete the design and bid phases of the BHS Recapitalization.

Scope

Design and bidding services to enable the replacement of explosive detection machines in the baggage handling system.

Budget

The Vic Thompson Company, Inc. dba VTC contract is \$172,939.00, which is within the approved 2023 Capital Budget for BHS Recapitalization. The TSA OTA will fund 69% (\$119,361.97) of the total contract amount.

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

Schedule

Contract award anticipated October 2022 with a contract expiration date of September 13, 2024 to align with the term of the OTA.

Supplier Diversity Participation

The following is the supplier diversity participation:

Firm	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Vic Thompson Company	\$ 146,432.00	\$ -		\$ -	84.67%	0.00%	0.00%	0.00%
Totals	\$ 146,432.00	\$ -	\$ -	\$ -	84.67%	0.00%	0.00%	0.00%

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval a professional services contract with Vic Thompson Company, Inc. dba VTC for Baggage Handling System Recapitalization at Indianapolis International Airport in an amount not-to-exceed \$172,939.00 (fees & expenses). Supplier diversity participation is DBE 84.67% (Vic Thompson Company dba VTC). The TSA will fund 69% of this contract amount.



Indianapolis Airport Authority

BOARD MEMO – AMENDMENT

To: Board of Directors

From: Jarod Klaas, PE, Senior Director, Planning & Development

Date: November 8, 2022

Board Date: November 18, 2022

Subject: Approval of Amendment No. 7 with Wessler Engineering, Inc. for Stormwater & Deicing Capacity Enhancement enabling projects associated with the cargo apron expansion at the Indianapolis International Airport (Project No. I-17-077)

Background

On August 28, 2017, the IAA Board approved a professional services contract with Wessler Engineering, Inc. for enabling projects associated with the cargo apron expansion. The contract is an indefinite delivery contract with the anticipation of multiple amendments to align with the project scope and schedule. The initial authorization included scoping, preliminary design, design support service, and permitting assistance. The first amendment included full design services for the various bid packages. The second and fourth amendments included cemetery relocation services. The third amendment was for construction services. The fifth and sixth amendments included additional construction and testing services.

Scope

Additional construction, testing and design services.

Budget

This Wessler Engineering Contract Amendment No. 7 is \$750,000.00, which is within the approved 2023 Capital Budget. The total contract value to date is as follows:

Initial Contract	\$2,000,000.00
Amendment No. 1	\$2,750,000.00
Amendment No. 2	\$2,500,000.00
Amendment No. 3	\$4,914,655.00
Amendment No. 4	\$857,050.00
Amendment No. 5	\$2,000,000.00
Amendment No. 6	\$508,000.00
Amendment No. 7	\$750,000.00
Total to Date	\$16,279,705.00

Schedule

This amendment extends the contract to December 31, 2024.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
CTL Engineering	\$ 20,000.00	\$ -	\$ -	2.67%	0.00%	0.00%
Powers Engineering	-	10,000.00	-	0.00%	1.33%	0.00%
CMID	50,000.00	-	-	6.67%	0.00%	0.00%
Totals	\$ 70,000.00	\$ 10,000.00	\$ -	9.33%	1.33%	0.00%

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval Amendment No. 7 with Wessler Engineering Inc. for Stormwater & Deicing Capacity Enhancement enabling projects associated with cargo apron expansion at the Indianapolis International Airport in an amount not-to-exceed \$750,000.00 (fees and expenses). Supplier Diversity participation is MBE 9.33% (CTL Engineering, CMID) and WBE 1.33% (Powers Engineering).



Indianapolis Airport Authority

BOARD RECOMMENDATION MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: November 8, 2022

Board Date: November 18, 2022

Subject: Award Construction Contract to Reith-Riley Construction Co., Inc. for Beechcraft Drive Pavement Replacement at Indianapolis International Airport (Project No. I-22-036)

Background

The Beechcraft Drive Pavement Replacement project at the Indianapolis International Airport is located between the U.S. Customs & Border Protections building and the Indiana Vocational Technical College hangar facility. The existing pavement is beyond repair and requires full-depth replacement.

On April 21, 2022, the Indianapolis Airport Authority (IAA) Senior Director of Planning & Development approved a task order with Infrastructure Engineering, Inc, through their 2022 On-Call Professional Services Contract for the design development and production of Plans and Specification for bidding the Beechcraft Drive Pavement Replacement project at the Indianapolis International Airport.

On September 30, 2022, the Indianapolis Airport Authority (IAA) Executive Director approved plans and specifications prepared by Infrastructure Engineering, Inc. and authorized the public bidding process for the Beechcraft Drive Pavement Replacement project at the Indianapolis International Airport.

On October 15, 2022, the IAA staff received one (1) bid. The project contained a base bid only. Reith-Riley Construction Co., Inc. was the lowest responsive and responsible bidder in the amount of \$336,542.02 for the base bid.

In addition to the contract amount, IAA staff is requesting a construction reserve of 15% of the total contract amount for this project. A construction reserve has been previously approved by the IAA Board of Directors 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 of Directors for approval.

Scope

Milling, repairs to sub-base, and placement of bituminous base and surface courses.

Budget

The Reith-Riley Construction Co., Inc. contract is \$336,542.02, which is within the approved 2023 Capital Budget for Beechcraft Drive Pavement Replacement.

Project Name

Contract Amount (including 15% reserve)	\$	387,023.32
Design (including survey and geotechnical)		72,397.29
Advertisements for Bid		280.29
Inspection (estimated)		20,000.00
Total Anticipated Project Cost	\$	479,700.90

This project will be 100% Airport cash funded.

Supplier Diversity Participation

The following is the supplier diversity participation:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Bibbs Hauling	\$ 21,295.00	\$ -	\$ -	6.33%	0.00%	0.00%
Slussers Green Thumb	\$ -	\$ 4,766.00	\$ -	0.00%	1.42%	0.00%
Highway Safety Systems	\$ 3,550.00	\$ -	\$ -	1.05%	0.00%	0.00%
CE Hughes Milling	\$ -	\$ 6,776.00	\$ -	0.00%	2.01%	0.00%
Totals	\$ 24,845.00	\$ 11,542.00	\$ -	7.38%	3.43%	0.00%

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval an award of contract for Beechcraft Drive Pavement Replacement at the Indianapolis International Airport to Reith-Riley Construction Co., Inc. in an amount not-to-exceed \$336,542.02 plus a 15% construction reserve of \$50,481.30 for a total of \$387,023.32. Reith-Riley Construction Co. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 7.38% (Bibbs Hauling & Highway Safety Systems) and WBE 3.43% (Slussers Green Thumb & CE Hughes Milling).



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARDS

To: IAA Board of Directors

From: Jarod Klaas, Senior Director, Planning & Development

Date: November 8, 2022

Board Date: November 18, 2022

Subject: Approval of Professional Services Contracts for Staff Augmentation & Project Management Services in Support of IAA’s Capital Improvement Program and Other Projects and Initiatives at the Indianapolis Airport Authority

Background

On January 21, 2022, the Indianapolis Airport Authority (IAA) issued a Request for Qualifications for Staff Augmentation to provide Project Management Services in Support of Non-Airside Projects with responses due February 21, 2022. Thirteen Statements of Qualifications were received. A committee comprised of IAA staff reviewed the qualifications and determined seven (7) firms were qualified to provide project management services needed.

In addition, on April 20, 2022, the IAA Executive Director approved Staff Augmentation and Project Management services with B.E. Reed for the Rehabilitate Economy Parking Lot Pavement project and other IAA projects.

Given the need to continue these services, the IAA Staff is seeking renewals to seven (7) Professional Services Contracts with the term beginning January 1, 2023, and ending December 31, 2023.

Scope

Action 1

The Professional Services Contract with Shrewsberry & Associates is not-to-exceed total of \$584,487.92. This contract will provide professional services in support of IAA’s Capital Improvement Program and other projects and initiatives. This contract provides up to three (3) staff with varying rates and skills; thereby affording the IAA the opportunity to have the services of one or more staff depending on the needs of the IAA. The contract value is based on a blended rate averaging \$151.08 per hour applied over 4,004 hours in 2023.

Action 2

The Professional Services Contract with B.E. Reed is not-to-exceed \$165,425.00. This contract will provide professional services in support of IAA projects and initiatives for an estimated 1,250 hours in 2023.

Action 3

The Professional Services Contract with DB Engineering is not-to-exceed \$190,252.60. This contract will provide professional services in support of IAA projects and initiatives for an estimated 1,660 hours in 2023.

Action 4

The Environmental Professional Services Contract with Keramida is not-to-exceed \$249,600.00. This contract will provide professional services in support of IAA projects and initiatives for Environmental and Sustainability for an estimated 1,664 hours in 2023.

Action 5

The Professional Services Contract with The Etica Group is not-to-exceed \$171,600.00. This contract will provide professional services in support of IAA projects and initiatives for an estimated 1,560 hours in 2023.

Action 6

The Professional Services Contract with BB Engineering & Management is not-to-exceed \$352,000.00. The 2023 BB Engineering & Management contract will provide 2,200 hours of project management services for the Parking Garage Expansion, the Garage Precast Louver Panels, the Garage Helices Fabric Structure Repair, the Airtech Parkway Extension, the Midfield Terminal Hotel and other Capital Projects and initiatives.

Action 7

The Professional Services Contract with J.S. Held is not-to-exceed a total of \$565,010.00. This contract will provide 3,378 hours of project management services for the Cargo Building Expansion (Bldg. 622), the Strategic Space Planning for Terminal and Concourse, as well as Coordination Services for the Planning and Development Airside Projects. This contract provides up to two (2) staff with varying rates and skills, thereby allowing the IAA to have the services of one or more staff depending on the needs of the IAA.

Budget

These Staff Augmentation contracts will provide the IAA a combined 15,716 hours of project management support and will be financed through the 2023 Operating Budget and projects approved in the 2023 Capital Budget. The breakout of the hours, rates, and contract totals are provided on the following page.

Firm/Consultant	Anticipated Hours	Hourly Rate	Contract Value
BB Engineering & Management, LLC			
Brad Bobich	2,200	\$ 160.00	\$ 352,000.00
B.E. Reed			
Benjamin Reed	1,250	\$ 132.34	\$ 165,425.00
DB Engineering			
Nouh Alshakhl	1,660	\$ 114.61	\$ 190,252.60
J.S. Held, LLC			
Deb Kunce	1,298	\$ 235.00	\$ 565,010.00
Andrea Wesson	2,080	\$ 125.00	
Keramida			
Jim Alvarez	1,664	\$ 150.00	\$ 249,600.00
Shrewsberry & Associates, LLC			
Karen Valiquett	1,160	\$ 179.80	\$ 584,487.92
Davita Johnson	1,896	\$ 123.10	
Tyler Bedwell	948	\$ 150.34	
The Etica Group			
Pete Sackers	1,560	\$ 110.00	\$ 171,600.00

Supplier Diversity Participation

For Action 1: The following is the supplier diversity participation:

Shrewsberry & Associates, LLC	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Totals	\$ 584,487.92	\$ -	\$ -	100.00%	0.00%	0.00%

For Action 2: The following is the supplier diversity participation:

B.E. Reed	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Totals	\$ 165,425.00	\$ -	\$ -	100.00%	0.00%	0.00%

For Action 3: The following is the supplier diversity participation:

DB Engineering	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Totals	\$ -	\$ 190,252.60	\$ -	0.00%	100.00%	0.00%

For Action 4: The following is the supplier diversity participation:

Keramida	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Totals	\$ -	\$ 249,600.00	\$ -	0.00%	100.00%	0.00%

For Action 5: The following is the supplier diversity participation:

The Etica Group	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Totals	\$ -	\$171,600.00	\$ -	0.00%	100.00%	0.00%

For Action 6: BB Engineering & Management is not a diverse business enterprise. There is no diverse participation on this contract.

For Action 7: J.S. Held, LLC is not a diverse business enterprise. There is no diverse participation on this contract.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval the renewal of seven (7) Staff Augmentation and Project Management Services contracts in Support of IAA’s Capital Improvement Program and Other Projects and Initiatives at the Indianapolis Airport Authority.

- **Action 1:** for Shrewsberry & Associates (3 contracts) in an amount not-to-exceed \$584,487.92 - Supplier Diversity Participation is MBE 100%
- **Action 2:** for B.E. Reed in an amount not-to-exceed \$165,425.00 - Supplier Diversity Participation is MBE 100%
- **Action 3:** for DB Engineering in an amount not-to-exceed \$190,252.60 - Supplier Diversity Participation is WBE 100%
- **Action 4:** for Keramida in an amount not-to-exceed \$249,600.00 - Supplier Diversity Participation is WBE 100%
- **Action 5:** for The Etica Group in an amount not-to-exceed \$171,600.00 - Supplier Diversity Participation is WBE 100%.
- **Action 6:** for BB Engineering & Management LLC in an amount not-to-exceed \$352,000.00. There is no diverse participation in this contract.
- **Action 7:** for J.S. Held in an amount not-to-exceed \$565,010.00. There is no diverse participation in this contract.



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: November 8, 2022

Board Date: November 18, 2022

Subject: Approve a Professional Services Contract with CSO, Inc. for the Terminal Connected Airport Hotel project at the Indianapolis International Airport (Project No. I-21-060)

Background

A Terminal Connected Airport Hotel project at Indianapolis International Airport has been contemplated since the original planning of the new midfield Terminal complex in the early 2000s. The Indianapolis Airport Authority (IAA) is reconsidering the development of the Hotel, which is to be located on the west side of the existing Terminal Parking Garage.

On June 17, 2022, the Indianapolis Airport Authority (IAA) issued a Request for Qualifications for Professional Services for the Terminal Connected Airport Hotel, with responses due July 29, 2022. Four Statement of Qualifications (SOQs) were received. A review committee made up of three (3) IAA staff, independently reviewed and ranked the SOQs, with CSO, Inc. being ranked by the committee as the best qualified to provide the professional services needed.

Scope

The scope will include architectural, civil, structural, mechanical, electrical, plumbing, and other pertinent hotel-specific design services. Estimating services will also be included. However, the IAA will initially only contract with CSO, Inc. for services up to and including Schematic Design, after which the IAA will perform a financial feasibility analysis.

Budget

The CSO, Inc. contract is \$354,331.50, which will be accommodated in the Capital Budget.

This project is being undertaken as part of a broader program to improve customer service, thereby enhancing the IAA customer experience; therefore, this project is exempt under the IAA's hurdle rate policy.

Supplier Diversity Participation

The following is the supplier diversity participation:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
HCO, Inc.	\$ 10,120.00	\$ -	\$ -	2.86%	0.00%	0.00%
Paul I Cripe	49,957.00	-	-	14.10%	0.00%	0.00%
Context, LLC	-	8,025.00	-	0.00%	2.26%	0.00%
Guidon Design	-	-	11,073.00	0.00%	0.00%	3.13%
Loftus Engineering, Inc.	-	8,000.00	-	0.00%	2.26%	0.00%
CTL Engineering, Inc.	61,476.50	-	-	17.35%	0.00%	0.00%
Totals	\$ 121,553.50	\$ 16,025.00	\$ 11,073.00	34.31%	4.52%	3.13%

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for Approval a Professional Services Contract with CSO, Inc. for the Terminal Connected Airport Hotel project at Indianapolis International Airport in an amount not-to-exceed \$354,331.50 (fees and expenses). Supplier diversity participation is MBE, 34.31% (HCO, Inc, Paul I Cripe and CTL Engineering, Inc.), WBE 4.52% (Context, LLC and Loftus Engineering, Inc.), and VBE 3.13% (Guidon Design).