



Agenda
Indianapolis Airport Authority
May 16, 2014
8:30 AM

I. **Call to Order**

II. **Approval of Minutes of the Pre-Board and Regular Meeting of April 18, 2014**

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

Final Public Hearing on **General Ordinance No. 3-2014** concerning the Indianapolis Airport Authority Work Permit Policy.

IV. **Board Reports**

President's Report

V. **Official Actions**

Consider for approval the individual items listed on the IAA General Agenda dated May 16, 2014.

VI. **Staff Reports**

Executive Director Report

VII. **Other Reports/Update**

VIII. **Board Communications**

Next Meeting: Friday, June 20, 2014 @ 8:30 a.m.

IX. **Adjourn**

MINUTES
Board of Directors Meeting
Indianapolis Airport Authority

The Regular Meeting of the Indianapolis Airport Authority Board was called to order at 8:32 a.m., April 18, 2014, in the Airport's Board Room at Indianapolis International Airport.

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

Michael W. Wells, President
Kelly J. Flynn, Vice President
Alfred Bennett, Secretary
Jean Wojtowicz, Member
Jack T. Morton, Jr., Member
Karen Caswelch, Member
Steve C. Dillinger, Member
Lynn T. Gordon, Advisory Member

Rex M. Joseph, IAA Board Counsel

IAA executive staff attending:

Robert A. Duncan, Executive Director
Mike Medvescek, Sr. Director of Operations
Marsha Stone, Sr. Director of Commercial Enterprise
Joseph Heerens, General Counsel
Shannetta Griffin, Sr. Director of Planning & Development
Robert Thomson, Sr. Director of Finance
Jamie Leap, Sr. Administrative Assistant/Recording Secretary

APPROVAL OF MINUTES

Upon a motion by Ms. Wojtowicz, seconded by Mr. Bennett and unanimously passed, approval was given to the Minutes of both the Pre-Board and Regular Meetings of March 21, 2014.

ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS

President Wells introduced General Ordinance No. 3-2014, concerning the Indianapolis Airport Authority Work Permit Policy.

BOARD REPORTS

President's Report

None.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA, DATED April 18, 2014: President Wells introduced and then verbally described each of the individual items listed on the General Agenda, after which he asked for separate motions of approval, as follows:

BP2014-04-1. Upon a motion by Ms. Wojtowicz, seconded by Ms. Caswelch and unanimously passed, approval was given to BP2014-04-1.

BP2014-04-2. Upon a motion by Mr. Flynn, seconded by Mr. Morton and unanimously passed, approval was given to BP2014-04-2.

BP2014-04-3. Upon a motion by Mr. Bennett, seconded by Ms. Wojtowicz and unanimously passed, approval was given to BP2014-04-3.

BP2014-04-4. Upon a motion by Mr. Morton, seconded by Mr. Dillinger and unanimously passed, approval was given to BP2014-04-4.

BP2014-04-5. Upon a motion by Mr. Flynn, seconded by Ms. Caswelch and unanimously passed, approval was given to BP2014-04-5.

BP2014-04-6. Upon a motion by Mr. Bennett, seconded by Mr. Morton and unanimously passed, approval was given to BP2014-04-6.

BP2014-04-7. Upon a motion by Mr. Morton, seconded by Ms. Caswelch and unanimously passed, approval was given to BP2014-04-7.

BP2014-04-8. Upon a motion by Mr. Dillinger, seconded by Mr. Morton and unanimously passed, approval was given to BP2014-04-8.

STAFF REPORTS

Executive Director Report

Mr. Duncan recognized the "annual core value winners" for 2013. Ms. Treva Halley, with the IAA Parking Department was the 2013 Annual Leadership Award recipient; however, she was unable to attend. Ms. Marianne Gates, with IAA Guest Services, who was in attendance, was the 2013 Annual Core Value Award winner.

Mr. Duncan also recognized the Airport Fire Department and the Airport Police Department for their efforts on March 17th in assisting a passenger who had fallen on an escalator in the Airport's Terminal. The passenger sent a letter to staff and the board expressing her gratitude for the care and assistance she was given.

ADJOURNMENT

President Wells announced that the next IAA Board meeting is scheduled for May 16, 2014.

There being no further business, the meeting was adjourned at 8:39 a.m.

INDIANAPOLIS AIRPORT AUTHORITY*

Michael W. Wells, President

Alfred R. Bennett, Secretary

Date: _____

*Signed under authority of IAA Board Resolution #6-2013

DRAFT



BOARD MEMO – WORK PERMIT PROCESS

To: IAA Board of Directors

From: Shannetta Griffin, Sr. Director of Planning & Development
Joseph Heerens, General Counsel

Date: April 28, 2014

Board Date: May 16, 2014

Subject: Final Hearing: General Ordinance #3-2014 (Work Permit Process)

Background

Last month, the Indianapolis Airport Authority (“IAA”) *introduced* the above-referenced General Ordinance #3-2014 at the IAA Board meeting held on April 18, 2014. In terms of background, the IAA, in 2005, adopted a Work Permit Ordinance (General Ordinance No. 1-2005), describing the process for securing a work permit prior to commencing any construction, remodeling, additions, alterations, utility work, safety, environmental, or security work on property owned or leased by the IAA (the “2005 Ordinance”). The 2005 Ordinance established a uniform process and procedure for review and approval of such work.

In an effort to address certain changes that have occurred since 2005, the IAA proposes to adopt a new “work permit” ordinance (the “2014 Ordinance”) which will differ from the 2005 Ordinance in the following material ways:

- (i) Specifies that for emergency repairs or replacements requiring immediate attention, the entity initiating the work must prepare and submit a Work Permit Application by not later than 5:00 p.m. of the next business day (Monday-Friday);
- (ii) Requires written confirmation from both the FAA and IAA with respect to any required utility locates, prior to the issuance of any Permit;
- (iii) Provides that the IAA Work Permit Committee shall have the right and discretion to modify, alter and/or waive any of the requirements for any Work Permit Application, provided that the reasons therefor are properly documented by IAA;
- (iv) Adds a new penalty of \$100 per day, if a Work Permit is not displayed at the work site as required by the Ordinance;

- (v) Increases the current penalty from \$100 per day, up to \$500 per day, if a person or entity performs work on IAA-owned or leased property without a Work Permit; and
- (vi) Adds a new enforcement section which permits the Ordinance to be enforced by not only the IAA's Building Inspector, but also the IAA's Executive Director, the IAA's Senior Director of Planning & Development, and such other IAA personnel as may be designated, from time to time, by the IAA's Executive Director.

For ease of reference, attached hereto is a copy of the proposed 2014 Ordinance. In addition, IAA has developed a "Work Permit Application" and a "Work Permit Policy" which are consistent with the proposed 2014 Ordinance, and will be part of the overall work permit process and procedures at the IAA.

Pursuant to statutory requirements, the proposed 2014 Ordinance was *introduced* at the public meeting of the IAA Board on April 18, 2014. The next step in the process is for the 2014 Ordinance to receive a *final hearing* at a subsequent public meeting of the IAA's Board, where the general public may testify and offer their comments; that public hearing is scheduled to occur on May 16, 2014.

Also, the public notices regarding the proposed 2014 Ordinance (which are necessary for this step in the statutory process) have been timely published in the newspapers, as required by applicable law.

Diversity Participation

Not applicable.

Schedule

April 18, 2014

Introduction of General Ordinance No. 3-2014

May 16, 2014

Public Hearing/Consideration for Adoption of said Ordinance

GENERAL ORDINANCE 3-2014

WHEREAS, tenants, licensees, concessionaires, and other persons and entities, desire, from time to time, to construct, install, remodel, alter, renovate, modify and remove buildings, facilities, utilities and other structures (hereinafter sometimes referred to individually and/or collectively as the “Work”) at airports or other property owned or operated by the Indianapolis Airport Authority (the “IAA”);

WHEREAS, the IAA’s Board previously adopted General Ordinance No. 1-2005, which established a uniform procedure for the review and approval of such Work by the IAA prior to the commencement thereof (the “2005 Work Permit Ordinance”); and

WHEREAS, the IAA now desires to repeal the 2005 Work Permit Ordinance and to replace it with this General Ordinance 3-2014 (the “Ordinance”).

NOW, THEREFORE, BE IT ORDAINED by the Board of the Indianapolis Airport Authority, as follows:

SECTION 1 – WORK PERMIT

Any and all construction, remodeling, additions, alterations, utility work, safety, environmental or security work, of any kind or nature whatsoever, on property owned or leased by the IAA, shall require a “work permit” issued by the IAA (the “Permit”). However, with respect to emergency repairs (*e.g.*, major equipment replacements or repairs requiring immediate attention), the Work Permit Application (the “Application”) shall be submitted to the IAA by no later than 5:00 p.m. of the next business day

(Monday-Friday). A Permit will be issued only to the entity, or authorized representative thereof, initiating the Work (the “Authorized Entity/Representative”).

SECTION 2 – TIME AND PLACE OF FILING

Except for an emergency situation as described in Section 1 of this Ordinance, the Authorized Entity/Representative must submit the Application (along with detailed plans therefor) to the IAA prior to the commencement of any construction or other activities in connection therewith. All Applications must be filed with the IAA at the specific street address, and/or email address, as designated, from time to time, by IAA.

SECTION 3 – REQUIRED INFORMATION

The Application must contain the following mandatory or required information, or else it may be rejected as incomplete and/or not considered by the IAA’s Work Permit Committee:

- (a) Specific location and limits of proposed activity, with a brief detailed description of the Work;
- (b) Anticipated start and completion dates (or as outlined in a detailed schedule);
- (c) If pertinent (or required by IAA), detailed plans and specifications stamped by an Engineer/Architect licensed to practice in the State of Indiana, and other documents that may be deemed appropriate by the IAA;
- (d) Name, address, and telephone number for each contact person for the entity performing the Work;

- (e) Estimated cost of the Work;
- (f) If any portion of the project requires access into a “secured area”, a detailed project security plan (the “Security Plan”) must be submitted and approved by the IAA Work Permit Committee. At a minimum, the Security Plan must include the name of the security company providing the escort, the number of workers involved, the number of security personnel that will be used, and the point of entry into the “secured area”. All workers must be aware of, and abide by, the “6 to 1” ratio, 500 foot, in line-of-sight rule, where one security guard can escort up to six (6) workers so long as those workers are in line-of-sight of said guard and within a 500 foot radius of him/her. Larger projects that require posting of guards can be referenced per project specification requirements;
- (g) All information and/or questions on the Work Permit Checklist must be provided and/or answered, respectively, as it pertains to the proposed project;
- (h) Excavations, trenching, and borings shall require additional utility locates not only from IAA but also from Federal Aviation Administration (“FAA”), in addition to what is required by Indiana law. Written confirmation, from both FAA and IAA, shall be mandatory prior to issuing any Permit. Site plans must be sent, electronically, to the persons and/or entities designated, from time to time, by the IAA; and

(i) Evidence of the existence and maintenance of insurance coverage (and in such amounts), as required by Indiana law and/or as specified by the IAA (all of which must be acceptable to the IAA in its sole judgment and/or discretion). Proof of said insurance coverage shall be provided to the IAA by the Authorized Entity/Representative *via* a “Certificate of Insurance” which shall designate the “Indianapolis Airport Authority” as an “additional insured” thereunder.

Notwithstanding anything herein to the contrary, the IAA Work Permit Committee shall have the right and discretion, at all times, to modify, alter and/or waive any of the foregoing requirements with respect to any Application.

SECTION 4 – REVIEW OF APPLICATION; ISSUANCE OF PERMIT

After the Application (and all of the required information) has been received by the IAA, the IAA Work Permit Committee will review and approve, or disapprove, said Application; and no application may be approved absent a quorum of the IAA Work Permit Committee. If, after review by the IAA Work Permit Committee, the Application (and proposed Work) meets all of the IAA’s rules, regulations and requirements; does not violate the integrity, function or capacity of existing IAA systems or property; and is not contrary to the best interests of the IAA, its airport(s) or the general public; then, in such event, a Permit shall be issued by the IAA.

SECTION 5 – DISPLAY OF PERMIT

After issuance, the Permit must be displayed in a prominent and highly visible location at the worksite. Failure to properly display a Permit may result in the issuance

by the IAA of a civil penalty of One Hundred Dollars (\$100.00) per day for each day (or portion thereof) of such violation.

SECTION 6 – FAILURE TO OBTAIN PERMIT

Failure to obtain a Permit will result in suspension of work in progress by issuance of a “Stop Work Order” enforceable by the IAA, and may also result in the issuance by the IAA of a civil penalty of Five Hundred Dollars (\$500.00) per day for each day (or portion thereof) that any Work was performed without a Permit.

SECTION 7 – INSPECTIONS

The IAA’s Building Inspector will make periodic, as well as scheduled, inspections of the Work being performed under the Permit.

If the Building Inspector should observe any environmental issues or violations, unsafe practices/conditions, violations of the IAA’s rules and regulations, work not in compliance with plans and specifications, or lack of sufficient notice for inspections, then the IAA shall have the right to order an immediate suspension of said Work; and the Work shall not resume until and unless the cause of the suspension has been resolved to the IAA’s satisfaction.

During final inspection, if it is found that the Work, or any part thereof, was completed contrary to, or inconsistent with, the information set forth or supplied in the Application, or if the Work has damaged and/or compromised any property or systems owned or operated by the IAA, then, in such event, the Authorized

Entity/Representative shall be directly responsible, and liable, for promptly rectifying and correcting the situation to the satisfaction of, and at no cost to, the IAA.

SECTION 8 – ENFORCEMENT

This Ordinance shall be enforced by the following IAA personnel, who are hereby authorized and empowered to issue citations for the violation hereof: (i) IAA's Building Inspector; (ii) IAA's Executive Director; (iii) IAA's Senior Director of Planning & Development; and (iv) such other IAA personnel as may be designated, from time to time, by IAA's Executive Director.

SECTION 9 – GENERAL PROVISIONS

A Permit issued by the IAA shall: (i) be in addition to any and all other permits, licenses, certificates, approvals, etc., that may be required by local, state, and/or federal governmental authorities or agencies, or by a lease or other contract with the IAA; (ii) not supersede or pre-empt any requirement of another government authority or agency, nor shall it relieve the Authorized Entity/Representative from complying with, and fulfilling, all of the applicable requirements thereof; and (iii) not be deemed, construed or considered, to any extent, as approval of a project, or work in connection therewith, for fitness for a particular use, structural integrity, suitability of purpose, or otherwise.

SECTION 10 – REPEAL

The 2005 Work Permit Ordinance is hereby repealed for the period from and after the Effective Date.

SECTION 11 – EFFECTIVE DATE

Notwithstanding anything herein to the contrary, this Ordinance will be effective from and after June 1, 2014 (the “Effective Date”).

ADOPTED on this _____ day of _____, 2014.

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____

By: _____

* Signed under authority of IAA Board Resolution #6-2013

IAA Board Meeting
General Agenda
May 16, 2014

Capital Program:

- BP2014-05-1** Consider for approval Change Order No. 3 with Thieneman Construction, Inc. for Stormwater and Deicing Control & Capacity - Phase 2 at Indianapolis International Airport, Project # I-14-012, in an amount not-to-exceed \$345,908.37 DBE 0%, MBE 0%, and WBE 14.64% (White Security)
- BP2014-05-2** Consider for approval an Amendment No. 5 to the professional services contract with Wessler Engineering to add needed design and bid phase services for Stormwater and Deicing Controls and Capacity - Phase 2B at Indianapolis International Airport, Project # I-14-012, in amount not-to-exceed \$53,331.00 (fees) and \$2,300.00 (expenses) for a total not-to-exceed amount of \$55,631.00. DBE 12.57% (Elements Engineering, Northpointe Engineering and Surveying), MBE 12.68% (Dymtryka Jacobs Engineers), WBE 18.20% (Elements Engineering, Northpointe Engineering and Surveying, Reprographix, Inc.), and VBE 0.00%
- In addition, consider for approval Plans and Specifications for Project # I-14-012, Stormwater and Deicing Controls and Capacity - Phase 2B, as prepared by Wessler Engineering, and authorize the public bidding process
- BP2014-05-3** Consider for approval Plans and Specifications for Project # I-14-020, Eagle Hub Apron Rehabilitation at Indianapolis International Airport, as prepared by Woolpert, Inc., and authorize the public bidding process
- BP2014-05-4** Consider for approval Plans and Specifications for Project# I-13-027, Parking Garage Improvements 2013-2014 at Indianapolis International Airport, as prepared by Parsons Brinckerhoff, Inc., and authorize the public bidding process
- BP2014-05-5** Consider for approval Amendment No. 2 to the contract with Butler, Fairman & Seufert, Inc. for Rehabilitate Taxiway D at Indianapolis International Airport, Project # I-14-001, in an amount not-to-exceed \$56,768.76 (fees). DBE 0%, MBE 0%, WBE 0%, and VBE 3.00% (B&R Consulting)
- BP2014-05-6** Consider for approval Change Order No. 5 with Veit & Company, Inc. for Demolition of Old Terminal and Associated Structures at Indianapolis International Airport, Project # I-13-026, in an amount not-to-exceed \$13,344.34. MBE 0%, WBE 0%, and VBE 0%

BP2014-05-7

Consider for approval an award of contract for Terminal Water Softening System at Indianapolis International Airport, Project # I-13-030, to Maddox Industrial Contractors, Inc. in an amount not-to-exceed \$589,600.00 plus a 3% construction reserve of \$17,688.00 for a total of \$607,288.00. Maddox Industrial Contractors, Inc. was the lowest responsive and responsible bidder. MBE 0%, WBE 15.69% (Process Solutions), and VBE 13.53% (ATEC Electric, Freedom Enterprises, LLC)

BP2014-05-8

Consider for approval an award of contract for CEP – Replacement of Combustion Controls on All Boilers at the Indianapolis Maintenance Center at the Indianapolis International Airport, Project # I-14-031, to Keller-Rivest in an amount not-to-exceed \$238,000.00 plus a 3% construction reserve of \$7,140.00 for a total of \$245,140.00. Keller-Rivest was the lowest responsive and responsible proposer. MBE 22.50% (Scott-Hilliard-Kosene, Inc.), WBE 0.00%, and VBE 0.00%

BP2014-05-9

Consider for approval the Delegation of Authority to the IAA Executive Director to approve and execute a contract for construction services to the lowest responsive and responsible bidder for Runway 7-25 & Taxiway Extension Phase III at Indianapolis Regional Airport, Project # C-13-039



BOARD MEMO – CHANGE ORDER

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: April 28, 2014

Board Date: May 16, 2014

Subject: Approval of Change Order No. 3 with Thieneman Construction, Inc. for Stormwater and Deicing Control & Capacity - Phase 2, Project # I-14-012

Background

This project is part of the on-going Stormwater and Deicing Controls and Capacity Phase 2 project to meet water quality requirements as required by the Indianapolis Airport Authority's (IAA) National Pollution Discharge Elimination System (NPDES) permit. Stormwater and Deicing Controls and Capacity Phase 2 (Project #I-14-012) was approved by the Senior Management Team on June 24, 2013. Phase 2 includes needed facilities and storage capacity required to meet federal environmental requirements for proper management of stormwater runoff during deicing season at the Eagle Hub and the P-Pad. The storage facility will also add stormwater storage capacity that will ultimately benefit reuse of the old terminal apron and continued expansion of the cargo apron.

On August 16, 2013, the Board approved plans & specifications for Stormwater and Deicing Controls and Capacity Phase 2, and authorized the public bidding process.

On September 10, 2013, the IAA staff received three (3) base bids ranging from \$4,785,675 to \$7,316,109.

Thieneman Construction, Inc. was the lowest responsive and responsible bidder in the amount of \$4,785,675.

Change Order Summary

Contract changes fall under one (1) of three (3) categories: Errors/Omissions, Unforeseen Circumstances, or additional Owner (IAA) requested scope. Typically, the cost of an error is paid by the designer since this requires redo of work that has been completed. Omissions are items that are corrected before work is done on that item and the designers are typically charged up to 15% of the cost of that item since the item has to be negotiated with the contractor. Unforeseen circumstances are items that could not have been anticipated by the designer and are not charged against the designer. This change order addresses three (3) items that include two (2) additional owner requested scope and one (1) unforeseen circumstance:

Owner Requested

Adding 400 feet of force main to project	\$ 33,638.03
Reduced rate for 6,000 additional security escort hours	270,000.00

Unforeseen Circumstance

Three month delay in project start	<u>42,270.34</u>
	\$345,908.37

The additional 400 feet of force main is an additional Owner requested scope item to transfer work from a subsequent phase to this package to prevent potential damage to the newly constructed EQ basin and piping being installed as part of this project, I-14-012, from a later contract.

The additional escort hours are necessary due to a coordination error in the definition of the unit of measure used in the bidding documents for escort hours and the level of security escorts needed for movement to and from and work in the middle of the airfield. As an Owner requested scope item, this change order represents a less costly unit price for the additional escort hours than the per hour price included within the bid documents by Thieneman Construction, Inc.

The unforeseen circumstance of a three month delay in project start was the result of a delay in getting the required airspace review permit approved by the FAA. The FAA was faced with a backlog of items resulting from the government shutdown last fall. The costs represent the monthly cost of equipment and a staff person during the shutdown period that occurred after the notice to proceed was issued.

The previously approved Change Order No. 1, within the 3% construction reserve, addressed relocation of a taxiway sensor cable near the new EQ Basin and a material change to cable used on the Airport. Change Order No. 2, within the 3% construction reserve, added escort hours utilizing the hourly unit price included within the bid documents by Thieneman Construction, Inc. until the reduced rate could be established.

Revised Construction Amount

Original Construction Contract Amount		\$ 4,785,675.00
Previous Change Orders	(2.63% of contract)	125,721.36
Current Change Order No. 3	(7.23% of contract)	<u>345,908.37</u>
New Construction Contract Total		\$ 5,257,304.73

Project Budget

Design & Soft Costs		\$ 639,905.00
Construction Contract Amount		4,785,675.00
Previous Change Orders		125,721.36
Current Change Order No. 3 (7.23%)		<u>345,908.37</u>
Revised Total Anticipated Project Cost		\$ 5,897,209.73

The revised contract with the Change Order included is within the reduced project budget of \$6,323,000.00 in the approved 2014 Capital Budget.

Schedule

The contract term will be extended by Change Order No. 3 to October 31, 2014 to allow for the three month delay in project start.

Supplier Diversity Participation

If the change order is approved by the Board, the supplier diversity participation on this project will change as follows:

Change Order No. 3

FIRM	AMOUNT			%		
	DBE	MBE	WBE	DBE	MBE	WBE
White Security	\$0	\$0	\$168,000	0%	0%	14.64%
Totals	\$0	\$0	\$168,000	0%	0%	14.64%

Construction Contract

FIRM	CLASSIFICATION	ORIGINAL AMOUNT	ORIGINAL %	AFTER CO 3 AMOUNT	AFTER CO 3 %
The Crew Corporation	DBE/WBE	\$ 140,000	2.92%	\$ 160,000	3.04%
E-Z Trucking	DBE/MBE	267,000	5.58%	267,000	5.08%
Team Cruiser	DBE/MBE	542,558	11.34%	542,558	10.32%
White Security	WBE	\$ 27,440	0.57%	\$229,474	4.37%
Totals	DBE	\$ 949,558	19.84%	\$ 969,558	18.44%
	MBE	\$ 809,558	16.92%	\$ 809,558	15.40%
	WBE	\$ 167,440	3.49%	\$ 389,474	7.41%

Recommendation

The IAA staff has reviewed this Change Order and recommends that the Board consider for approval Change Order No. 3 with Thieneman Construction, Inc. for Stormwater and Deicing Control & Capacity - Phase 2 at Indianapolis International Airport, Project # I-14-012, in an amount not-to-exceed \$345,908.37 DBE 0%, MBE 0%, and WBE 14.64% (White Security).



BOARD MEMO – AMENDMENT AND APPROVAL TO BID

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: April 28, 2014

Board Date: May 16, 2014

Subject: Approval of Amendment No.5 with Wessler Engineering for Professional Services and Approval to Bid for Stormwater and Deicing Controls and Capacity - Phase 2B at Indianapolis International Airport, Project # I-14-012

Background

The Indianapolis Airport Authority (IAA) conducted a Stormwater and Deicing System Assessment and Preliminary Engineering Study in 2011. This assessment identified options and alternatives for improvements to the existing stormwater and deicing system needed to accommodate current, short-term and longer-term aviation needs and to meet current and future federal water quality requirements.

The IAA issued a qualifications based Request for Proposal (RFP) for Professional Services on December 8, 2011 to obtain design services for a phased project for stormwater and deicing system controls and capacity improvements.

Based on review of the proposals received from the RFP, the IAA selected a design team led by Wessler Engineering as the best qualified to provide professional services. An original contract was approved on April 12, 2012 and Amendments No. 1, 2, 3 and 4 were approved on August 17, 2012, February 15, 2013, July 19, 2013 and December 20, 2013, respectively. The original contract and Amendments No. 1 and 2 included design and associated work for Phase 1 projects included within the 2012 Capital Improvement Program (CIP). Amendments No. 3 and 4 included the design and associated construction inspection work for the Phase 2 project that is included within the 2014 CIP.

The Stormwater and Deicing Controls and Capacity Phase 1 projects are constructed with only the remaining punchlist items underway. Phase 2 of the Stormwater and Deicing System Controls and Capacity project is now under construction by Thieneman Construction, Inc. Phase 2 consists of a new 8 Million Gallon Equalization Basin (EQ Basin) near the existing EQ basin, improvements to the P-Pad and to the Alpha Row trench serving a portion of the Eagle Hub.

Phase 2 was bid with an alternate item to complete the facilities necessary to meet environmental requirements for aircraft deicing at the Eagle Hub, including a new lift station and force main to convey stormwater from the Eagle Hub to the EQ Basins.

Grant funding was not available to accept the alternate in 2013, so it is being rebid as a stand-alone project in 2014 (now referred to as Phase 2B). Design and bid phase services are needed from Wessler Engineering to prepare the Phase 2B bid package and assist in the bidding process. If grant funds are received for construction, a separate contract for the construction related professional services by Wessler Engineering as the designer will be executed.

Phase 2B of the project was approved for implementation by the Senior Management Team on February 24, 2014, with construction contingent on receipt of grant funding.

Scope

Phase 2B includes 2,000 gallons per minute pump station at Eagle Air Hub, 4,500 feet of 14" force main, and 2,000 feet of 72" interceptor sewer to convey stormwater from the Eagle Hub to the EQ basins, including the basin constructed as part of Phase 2. The scope of Amendment No. 5 includes the design services required to prepare construction documents for Stormwater and Deicing Controls and Capacity - Phase 2B and provide bid phase services.

Budget

The original contract, Amendments No. 1 and 2, totaling \$316,785.00, are within the overall budget for Stormwater and Deicing Controls and Capacity - Phase 1 professional services of \$724,470.00 and within the overall Phase 1 Budget of \$4,293,000.00.

Amendments No. 3 and 4, totaling \$783,019.00, are within the overall budget for Stormwater and Deicing Controls and Capacity - Phase 2 professional services of \$783,019.00 and within the overall Phase 2 Budget of \$6,323,000.00.

Amendment No. 5 totals \$55,631.00. Phase 2B was included in the approved 2014 Capital Improvement Plan as part of Phase 2 and is now included in the draft 2015 Capital Budget as Phase 2B at a total of \$6,000,000.00. Amendment No. 5 is within the professional services portion of the overall Phase 2B budget.

The total construction package is estimated between \$1,000,000.00 and \$5,000,000.00. The range is established per Federal Acquisition Regulation Subpart 36.2.

This project was included in the approved 2013 Capital Budget; however, it was deferred to 2014 as grant funding for Phase 2B was not received in 2013. Funding for this project is expected to be up to 75% Federal Aviation Association (FAA) grant funds.

This project is required to continue to meet City of Indianapolis and federal water quality permit requirements as the Authority expands development and activity at IND. The project is also 75% grant funded. Because this project supports future, as yet unspecified, development, no hurdle rate calculation was conducted. The cash funded portion of the project will be utilized as a cost in determining the Internal Rate of Return

(IRR) of projects that are supported by this improvement as those projects are developed.

Schedule

There is no change to the Wessler Engineering contract schedule in effect through December 31, 2014 as Amendment No. 5 is only through the bid phase and a separate contract will be executed for the construction phase to allow this contract to be closed out.

The following is the anticipated bid schedule:

Advertisement of Opportunity to Bid: June 3, 2014 and June 10, 2014

Pre-Bid Meeting: June 17, 2014 10:00 am Building 60, Conference Room 1

Bid Opening: July 8, 2014 10:00 am Building 60, Conference Room 1

Est. Bid Award (Board Meeting): July 18, 2014

Construction contract award anticipated on July 18, 2014 and the substantial completion date is expected to be October 2015.

Supplier Diversity Participation

Amendment No. 5

The Director of Supplier Diversity has approved the following for Amendment No. 5:

FIRM	AMOUNT				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Elements Engineering	\$4,500.00	\$ 0	\$4,500.00	\$0	8.44	0.00	8.44	0.00
Northpointe Engineering & Surveying	2,204.00	0	2,204.00	\$0	4.13	0.00	4.13	0.00
Dmytryka Jacobs Engineers	0	6,760.00	0	\$0	0.00	12.68	0.00	0.00
Reprographix, Inc.	0	0	3,000.00	\$0	0.00	0.00	5.63	0.00
Totals	\$6,704.00	\$6,760.00	\$9,704.00	\$0	12.57	12.68	18.20	0.00

Contract Summary to Date

Contract/Amendment & Execution Date	Service & Term	Amount	Minority Participation %			
			DBE	MBE	WBE	VBE
Original Contract April 12, 2012	Professional Services Term: 4/12/12 – 3/31/14	\$ 73,737.00	0	18.16	5.46	0
Amendment No. 1 August 17, 2012	Additional Design and Construction Adm Svs Term: No Change	156,802.00	7.91	17.46	9.18	0
Amendment No. 2 February 15, 2013	Additional Design and Construction Adm Svs Term: Extend to 10/31/14	86,246.00	16.45	19.23	12.90	0
Amendment No. 3 July 19, 2013	Design and Construction Adm Services Phase 2 Term: No Change	639,905.00	10.72	11.95	7.14	0
Amendment No. 4 December 20, 2013	Construction Inspection Services Phase 2 Term: Extend to 12/31/14	143,114.00	0	22.25	15.43	0
Amendment No. 5 May 16, 2014	Design and Construction Admin Services Phase 2B Term: Extend to 12/31/15	55,631.00	12.57	12.68	18.20	0
	Revised Contract NTE	\$1,155,435.00				
	Revised Total Minority Participation		8.83	14.95	9.29	0

* Original contract and Amendment No. 1 executed before VBE was being tracked.

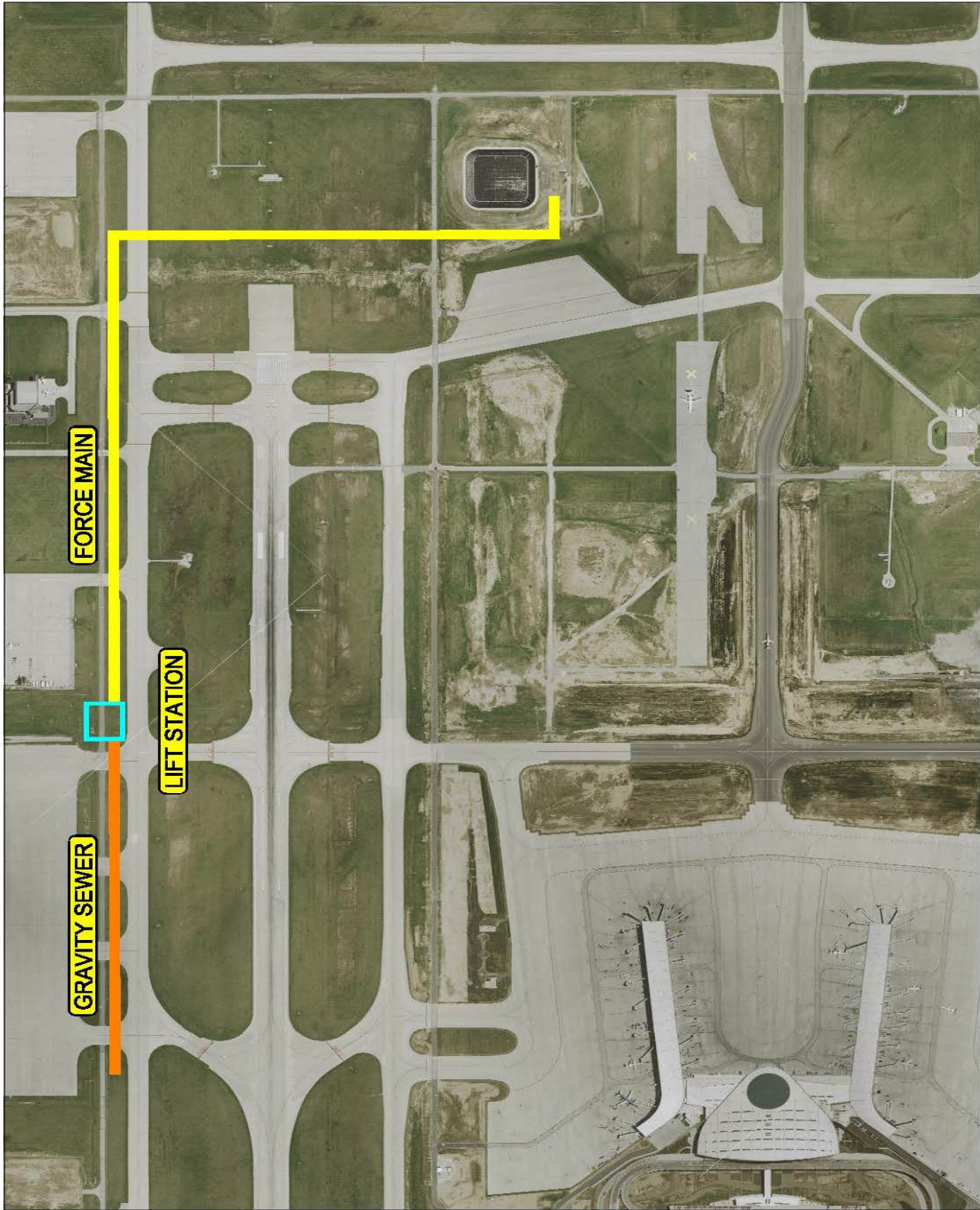
Approval to Bid

The Director of Supplier Diversity established the following participation goals for the construction contract: DBE 14%, MBE 18%, WBE 5%, and VBE 3%

Recommendation

The IAA staff has reviewed the proposal and recommends that the Board consider for approval an Amendment No. 5 to the professional services contract with Wessler Engineering to add needed design and bid phase services for Stormwater and Deicing Controls and Capacity - Phase 2B at Indianapolis International Airport, Project # I-14-012, in amount not-to-exceed \$53,331.00 (fees) and \$2,300.00 (expenses) for a total not-to-exceed amount of \$55,631.00. DBE 12.57% (Elements Engineering, Northpointe Engineering and Surveying), MBE 12.68% (Dymtryka Jacobs Engineers), WBE 18.20% (Elements Engineering, Northpointe Engineering and Surveying, Reprographix, Inc.), and VBE 0.00%.

The IAA staff also recommends that the Board consider for approval Plans and Specifications for Project # I-14-012, Stormwater and Deicing Controls and Capacity - Phase 2B, as prepared by Wessler Engineering, and authorize the public bidding process.



FORCE MAIN

LIFT STATION

GRAVITY SEWER



NO SCALE

INDIANAPOLIS INTERNATIONAL AIRPORT
STORMWATER & DEICING
CONTROLS & CAPACITY



Indianapolis Airport Authority



BOARD MEMO – PLANS & SPECIFICATIONS APPROVAL

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: April 22, 2014

Board Date: May 16, 2014

Subject: Approval of Plans and Specifications for Project # I-14-020, Eagle Hub Apron Rehabilitation at Indianapolis International Airport, and Authorize the Public Bidding Process

Background

The former Eagle Hub at Indianapolis International Airport (IND), located on the north side of IND (see attached exhibit), was constructed in 1992, commissioned in 1993, and expanded in 1999. The United States Postal Service (USPS) ceased aircraft operations at their IND hub in August 2001. In late summer 2012, the Indianapolis Airport Authority (IAA) conducted a facility assessment of the Eagle Hub as part of its reversion from the USPS to IAA on November 30, 2012. This assessment noted deficiencies of the facilities caused by deferred maintenance by the USPS. The IAA and USPS negotiated a cash settlement for the deficiencies in lieu of repairing the deficient items.

To date, the apron has been used primarily for special events, diverted aircraft parking, remain overnight (RON) aircraft parking, and training. The apron will provide airfield support for reuse of the building. The IAA's 2012 Structural Evaluation of Airfield Pavements indicated the apron is in need of rehabilitation including joint sealing and spall repair.

This project was approved for implementation by the Senior Management Team on August 26, 2013.

Scope

The scope of work includes crack repair, spall repair and joint sealing for concrete pavements on the former Eagle Hub Apron at IND as shown on the attached exhibit.

Budget

The construction package is estimated between \$500,000 and \$1,000,000. The range is established per Federal Acquisition Regulation Subpart 36.2.

This project is included in the approved 2014 Capital Budget and funding for this project is anticipated to be 75% Airport Improvement Program (AIP) grant funding from the Federal Aviation Administration (FAA) and 25% airport cash funded. This project is programmed for discretionary grant funding and will only proceed in 2014 if funding is obtained. If discretionary grant funding is not received in 2014, the project will be deferred to 2015 and funded with entitlement grant funds.

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

Schedule

The bidding schedule will be established based on the anticipated timing of discretionary FAA grant funding. Approval to Bid is being sought in May to allow the Authority to promptly advertise for bids upon notification of possible grant funding and the timing of such funding from the FAA in an effort to secure the discretionary funding which requires bid prices and accomplish the construction in 2014.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals: DBE 14%, MBE 18%, WBE 5%, and VBE 3%

Recommendation

The IAA staff recommends that the Board consider for approval Plans and Specifications for Project # I-14-020, Eagle Hub Apron Rehabilitation at Indianapolis International Airport, as prepared by Woolpert, Inc., and authorize the public bidding process.



INDIANAPOLIS INTERNATIONAL AIRPORT
EAGLE HUB APRON REHABILITATION
I-14-020





BOARD MEMO – PLANS & SPECIFICATIONS APPROVAL

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: April 22, 2014

Board Date: May 16, 2014

Subject: Approval of Plans and Specifications for Project # I-13-027, Parking Garage Improvements 2013-2014 at Indianapolis International Airport, and Authorize the Public Bidding Process

Background

The Indianapolis Airport Authority (IAA) parking garage at the Indianapolis International Airport (IND) is one of the largest open garages in the State of Indiana. The garage is a cast-in-place post-tensioned concrete structure, constructed from 2006 to 2008 and commissioned with the opening of the new terminal in 2008. Rehabilitation and improvement of garage elements is needed to keep the parking garage structurally sound and in efficient operating condition. The 2013-2014 combined project is the second of annual parking garage improvements.

Parsons Brinckerhoff, Inc. was selected to provide professional services for this project due to their previous experience with the 2012 Garage Improvements project.

This project was approved for implementation by the Senior Management Team on July 1, 2013; combining the 2013 and 2014 budgeted projects. On November 25, 2013, the Senior Management Team approved increasing the scope of the project to address other urgent, necessary garage improvements to increase the life span of these elements and protect the asset. This increase will be accommodated by other equivalent decreases in the overall capital program.

Scope

The rehabilitation for the combined 2013-2014 project is anticipated to include concrete repairs, water proofing measures for the elevators, mechanical rehabilitation of certain elevator components, joint seal replacement at specified locations, and stairway replacement for all six staircases surrounding the central atrium for the parking garage at Indianapolis International Airport.

Budget

Total construction package is estimated between \$1,000,000 and \$5,000,000. The range is established per Federal Acquisition Regulation Subpart 36.2.

This project is included in the approved 2013 and 2014 capital budgets and is anticipated to be 100% airport cash funded.

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

Schedule

Advertisement of Opportunity to Bid: May 20, 2014 and May 27, 2014
Pre-Bid Meeting: May 29, 2014 9:00 am Building 60, Conference Room 1
Bid Opening: June 24, 2014 1:30 pm Building 60, Conference Room 1

Est. Bid Award (Board Meeting) July 18, 2014

Contract award anticipated July 18, 2014 and the substantial completion date is expected to be December 2014.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:
MBE 18%, WBE 5%, and VBE 3%

Recommendation

The IAA staff recommends that the Board consider for approval Plans and Specifications for Project# I-13-027, Parking Garage Improvements 2013-2014 at Indianapolis International Airport, as prepared by Parsons Brinckerhoff, Inc., and authorize the public bidding process.



BOARD MEMO – AMENDMENT

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: April 23, 2014

Board Date: May 16, 2014

Subject: Approval of Amendment No. 2 for Professional Services with Butler, Fairman & Seufert, Inc. (BF&S) for Rehabilitate Taxiway D at Indianapolis International Airport, Project # I-14-001

Background

Taxiway D at Indianapolis International Airport (IND) was constructed in 1989 and rehabilitated in 2003. The results of a 2012 IND Airfield Pavement Evaluation and Management Plan indicated rehabilitation was needed in localized areas on the taxiway. Localized rehabilitation of Taxiway D was performed in 2013 between Runway 14-32 and Taxiway D-1. The limited 2013 Taxiway D work was performed as a part of Rehabilitate Runway 5R-23L and Taxiway N project in anticipation of Taxiway D work in 2014 to provide airfield connectivity for aircraft needing access from the northwest side of the airfield. This project will complete pavement rehabilitation work on Taxiway D to extend the useful life of the pavements that are 20+ years old.

Rehabilitate Taxiway D was originally presented as a part of a larger project (Rehabilitate Taxiways A and D) in the approved 2014 Capital Improvement Program (CIP). Due to Taxiways A and D being located on opposite sides of the airfield, Rehabilitate Taxiways A and D has been separated into two (2) projects for execution. Rehabilitate Taxiway D will be a standalone project and Rehabilitate Taxiway A is being combined with Rehabilitate Runway 5L-23R since Taxiway A provides access to that runway.

This project was approved for implementation by the Senior Management Team on August 26, 2013. Originally presented as part of a larger, single project for both Taxiways A and D in the approved 2013 Capital Improvement Program (CIP), this project was extracted as a standalone project for purposes of operational coordination. Executing this project as a standalone will provide the IAA staff more control over construction activities to minimize impacts on tenants. The Senior Management Team approved increasing the project budget for Rehabilitate Taxiway D to \$4,817,300.00 on April 8, 2014 to accomplish all the necessary rehabilitation scope.

On September 3, 2013, the IAA issued a qualifications based Request for Proposals (RFP) per FAA requirements to select a designer for this project, with responses due on September 24, 2013. BF&S was ranked highest by the review committee to meet this project's design requirements.

On November 25, 2013 a professional services contract was executed by the Executive Director for elements of initial design work on Rehabilitate Taxiway D, Project # I-14-001, between the IAA and BF&S. This contract included only initial design elements of field data collection and compilation of a rehabilitation recommendation report to allow the field work to occur before significant winter weather and to make use of this field data to better define the needed rehabilitation using current conditions before initiating preliminary and final design.

On December 20, 2013 the Board executed Amendment No. 1 providing for the balance of the design services including preliminary and final design, bidding assistance, construction administration and project close-out services by the designer.

This Amendment No. 2 provides for supplementary construction inspection services to be performed by members of the design team. Supplemental construction inspection services are needed to augment IAA staff with the continuous work periods on weekends from 8:00 am Friday morning to 5:00 pm Monday afternoon by the contractor and the multiple construction tasks including both asphalt and concrete paving that will occur on the weekends. Supplemental inspection services will be needed to insure project work is being executed in accordance with the plans and specifications.

An additional professional services contract for this project within the Executive Director’s authority is expected to be executed in May 2014 with Earth Exploration, Inc. for materials testing for quality control oversight to ensure the contractor is providing materials per the specifications. Earth Exploration, Inc. was selected from Statements of Qualifications and their past experience with airfield projects at Indianapolis International Airport.

Scope

The scope of this Amendment No. 2 includes construction inspection services.

Budget

The professional services contract Amendment No. 2 is \$56,768.76 for a total contract amount of \$446,665.77 which is within the increased 2014 Capital Budget of \$4,817,300.00 for Taxiway D.

Taxiway D Budget

Contract Amount (including 3% reserve)	\$ 3,986,100.00
Design and Soft Costs	390,000.00
Materials Testing & Inspection	170,300.00
Contingency (7%)	<u>270,900.00</u>
Total Project Budget	<u><u>\$ 4,817,300.00</u></u>

The funding for this project is expected to be 75% FAA grant funds and 25% Airport capital improvement funds. An AIP grant was received for the design phase in 2013.

Construction is programmed for entitlement grant funding in 2014.

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

Schedule

This amendment does not change the term of the contract. The contract with BF&S expires on December 31, 2015 to allow for completion of as-builts and project closeout.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	AMOUNT				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
B&R Consulting	\$0	\$0	\$0	\$1,703.06	0	0	0	3.00
Totals	\$0	\$0	\$0	\$1,703.06	0	0	0	3.00

Contract Summary to Date

Contract/Amendment & Execution Date	Service & Term	Amount	Minority Participation %			
			DBE	MBE	WBE	VBE
Original Contract November 25, 2013	Professional Services Term: 11/22/13 – 12/31/15	\$146,832.59	38.84%	48.97%	26.23%	0.00%
Amendment No. 1 December 20, 2013	Professional Services Term: No Change	243,064.42	19.44%	8.96%	13.80%	4.81%
Amendment No. 2 May 16, 2014	Professional Services Term: No Change	56,768.76	0%	0%	0%	3.00%
	Revised Contract NTE	\$446,665.77	23.35%	20.97%	16.13%	2.62%

Recommendation

The IAA staff has reviewed the proposal and recommends that the Board consider for approval Amendment No. 2 to the contract with Butler, Fairman & Seufert, Inc. for Rehabilitate Taxiway D at Indianapolis International Airport, Project # I-14-001, in an amount not-to-exceed \$56,768.76 (fees). DBE 0%, MBE 0%, WBE 0%, and VBE 3.00% (B&R Consulting).



BOARD MEMO – CHANGE ORDER

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: April 25, 2014

Board Date: May 16, 2014

Subject: Approval of Change Order No. 5 with Veit & Company, Inc. for Demolition of Old Terminal and Associated Structures at Indianapolis International Airport, Project # I-13-026

Background

The terminal facilities on the east side of the Indianapolis International Airport (“Old Terminal”) have been vacant since the new Midfield Terminal opened in 2008. The Demolition of Old Terminal and Associated Structures project removed the existing terminal, concourses, administration building, and elevated roadways, including all subsurface structures, and performed all required environmental abatement/remediation to ready the site for new development. The project was substantially completed by the end of 2013.

The project was in the approved 2013 Capital Budget as a multi-year project. It was accelerated to a one (1) year project to improve the marketability of the site. On November 12, 2012, this project was approved for implementation by the Senior Management Team as a one (1) year project.

On January 18, 2013, the Board approved plans and specifications for CIP/Project # I-13-026, Demolition of Old Terminal and Associated Structures, and authorized the public bidding process. The Terminal Demolition contract was awarded by the Board on March 15, 2013 to Veit & Company, Inc. in the amount of \$3,872,008.00 for the combination of Base Bid, Alternate 1 and Alternate 2.

Change Order Summary

Contract changes fall under one (1) of three (3) categories: Errors/Omissions, Unforeseen Circumstances, or additional Owner requested scope. Typically, the cost of an error is paid by the designer since this requires redo of work that has been completed. Omissions are items that are corrected before work is done on that item and the designers are typically charged up to 15% of the cost of that item since the item has to be negotiated with the contractor. Unforeseen circumstances are items that could not have been anticipated by the designer and are not charged against the designer.

This Change Order No. 5 is for the following two (2) unforeseen conditions:

Remobilize in order to complete the work – Early and severe winter weather prevented the contractor from completing the final punch list items: re-grade the stone backfill and sweep the project site concrete.

Balancing of Allowance Quantities for Item #U003 of 12” to 15” Reinforced Concrete Pipe (RCP) – The bid documents included allowance items to obtain bid prices for potential poor soil conditions or contamination and storm sewer repairs that could not be quantified as they were located under the building to allow them to be addressed as they arose. Seventy-four (74) additional linear feet of 12” to 15” RCP were required and will be paid for at the allowance unit price.

A summary of the previously approved change orders is included as an attachment.

Revised Construction Contract Amount

Original Construction Contract Amount	\$ 3,872,008.00
Previous Change Orders (4.72% of Contract)	182,927.52
Current change Order (0.34% of Contract)	<u>13,344.34</u>
New Construction Contract Total	\$ 4,068,279.86

Project Costs

Construction Contract (including CO 1-5)	\$ 4,068,279.86
2012 Phase (Old PARCS Demo & Optimization)	81,034.00
Design & Soft Costs	712,311.44
Construction Manager Services	336,200.00
Testing	86,386.00
AOA Fence Installation	26,480.00
Denney Excavating Hydrant Relocation	19,820.48
ISG	8,279.07
Evans Development Company	21,956.78
Contingency (9.31% of original construction contract)	<u>360,852.37</u>
Total Anticipated Construction Costs	\$5,721,600.00

The original project budget was \$11,335,000.00 in the approved 2013 Capital Budget. The reforecast expected spend is \$5,721,600.00. This change order is within the reforecast expected spend.

Schedule

The project was substantially completed on December 31, 2013. The Contractor plans to spend five or six work days to complete the work on final site cleanup and punch-list items.

Supplier Diversity Participation

There is no increase in supplier diversity spend as a result of this change order. If the Change Order No. 5 is approved by the Board, the supplier diversity participation on this project, including the previous change orders will be:

FIRM	CLASS	ORIGINAL AMOUNT	ORIGINAL %	AFTER CO AMOUNT *	AFTER CO %
Midwest Environmental	MBE	\$125,000	3.22	\$169,449	4.16
Rhino Trucking	WBE	637,776	16.47	637,776	15.67
Nelson Oil	WBE	100,000	2.07	139,385	3.42
Leader Corporation	WBE	15,500	0.40	15,500	0.38
Argo Consulting Engrs	VBE	80,350	2.07	88,487	2.17
GLS, Inc.	MBE	47,000	1.21	47,000	1.15
Ward Trucking	MBE	113,486	2.93	113,486	2.78
Totals	MBE	\$285,486	7.37	\$329,935	8.10
	WBE	\$753,276	19.45	\$792,661	19.48
	VBE	\$ 80,350	2.07	\$ 88,487	2.17
*Also includes additional participation exceeding base contract amount pledged					

Recommendation

The IAA staff recommends that the Board consider for approval Change Order No. 5 with Veit & Company, Inc. for Demolition of Old Terminal and Associated Structures at Indianapolis International Airport, Project # I-13-026, in an amount not-to-exceed \$13,344.34. MBE 0%, WBE 0%, and VBE 0%.

ATTACHMENT 1
Previously Approved Change Orders
Demolition of Old Terminal and Associated Structures

Change Order 1 - \$103,664.30

- **Reestablish Water Service to East Side of Site** - The reestablishment of water service to the east side of the site due to the water cutoff being east instead of west of High School Road when the site was vacated

Change Order 2 - \$ 53,559.11

- **Disconnect gas line** - Locate and disconnect an active natural gas line.
- **Activate, test and repair 6" fire loop to provide water for demolition** - Activate, test, and repair the 6" water line that previously supplied water to the fire hydrant loop around the old building to allow demolition to proceed while the 12" main water line was reestablished (Change Order 1).
- **Removal of Asbestos Containing Material (ACM) fireproofing in Concourse "A" fan room** - Additional ACM fireproofing removal in the Concourse "A" fan room was required for ACM identified during demolition.
- **Removal of Transite panels containing ACM on upper level drive.** Additional ACM containing Transite panels were identified sandwiched between metal and glass panels on the upper level of Terminal Drive.

Change Order 3 - \$ 8,226.50

- **Car wash work** - A debris pocket was uncovered in the subgrade beneath the car wash excavation area. The unforeseen condition was corrected by removing the material.
- **Construct two (2) concrete collars** - In order to replace a section of 33" concrete pipe without benefit of bell and spigot connections, two (2) concrete collars were constructed.
- **Clean out unknown manhole in Area K** - A manhole not shown on the record drawings was uncovered, but full of debris. It was machine excavated and then further cleaned out by hand.
- **Fill holes left behind during 12" water main reconnection** - The contractor was instructed to leave holes formed by "potholing" to investigate utility locations unfilled during the 12" water main reconnection to provide water to the old terminal for dust control during demolition. These holes were re-filled.

Change Order 4 - \$7,083.94

- **Remove asbestos covered piping** – Asbestos covered piping was discovered in relation to the 2-50,000 gallon and 1-20,000 gallon underground storage tanks slated for removal by this project. The unforeseen condition was corrected by removing the material.
- **Plug utility lines** – The project documents instructed the Contractor to plug all underground utility lines that were to be abandoned with flow-able fill. During demolition, the City informed the project team that new rules were in effect that required the sewer and non-pressurized piping lines to be bricked up instead of filled with flow-able fill. The extra cost is to change the method of abandoning thirty-two (32) utility lines.
- **Remove contaminated water** – During the last stages of demolition, an oily sludge began to well up from the subgrade in an unexpected area. IDEM rules required that the Contractor vacuum the material and remove it from the site to be disposed of at a licensed facility. The extra cost was to remove the contaminated water and dispose of it properly.
- **Remove Transite (asbestos) panels on September 6, 2013 and September 9, 2013** – Transite panels were discovered between the glass panels and structural steel beams between the fifth and sixth floors of the terminal building. The extra cost was to remove the panels and dispose of them properly.
- **Remove asbestos covered piping at Concourse “A”** - The Contractor encountered asbestos covered piping extending from the tunnel of Concourse “A” out into the surrounding slab in several areas. The extra cost is to properly remove and dispose of the unexpected material.
- **Remove elbows and fittings at Concourse “B”** – Elbows and fittings covered with asbestos were discovered in an area of Concourse “B” that were not shown on the drawings. The elbows and fittings were hidden by the plaster ceilings in that area and only discovered during demolition.

Subtotal Previous Change Orders \$182,927.52



BOARD MEMORANDUM – BID AWARD

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: May 5, 2014

Board Date: May 16, 2014

Subject: Award of CIP/Project # I-13-030 to Maddox Industrial Contractors, Inc. for Terminal Water Softening System at Indianapolis International Airport

Background

The Indianapolis International Airport main terminal facility is supplied with municipal water, which is classified as hard water. The facility is not equipped with a water softening/conditioning system. As a result, heavy liming of water fixtures and piping has resulted in increased maintenance costs due to removing scale and replacing equipment.

The design of the project was undertaken in phases to identify the most economical long-term solution to treat the hard water.

L'Acquis Consulting Engineers (L'Acquis) provided an exhaustive technical and financial evaluation of the available water treatment systems on the market and developed preliminary cost estimates of the technically feasible systems. Several meetings were held with Indianapolis Airport Authority (IAA) staff during 2013 reviewing the documents prepared by L'Acquis and discussing the options available for the project.

This project was approved for implementation by the Senior Management Team on January 7, 2013. On November 18, 2013, the Senior Management Team approved the L'Acquis recommended conventional centralized water softening system for the terminal and a separate centralized water softening for the Ground Transportation Center (GTC) and combining the 2013 and 2014 budgets for the project in order to allow implementation of the recommendation.

On March 21, 2014, the Board approved plans and specifications for CIP/Project # I-13-030 – Terminal Water Softening System at Indianapolis International Airport and authorized the public bidding process.

On May 1, 2014, the IAA staff received one (1) bid. The project contained a base bid of the terminal centralized water softening system and one (1) alternate bid item of the water softening system for the GTC. In order to align the work with available funding, this contract consists only of the base bid amount for the terminal of \$589,600.00.

Maddox Industrial Contractors, Inc. was the lowest responsive and responsible bidder in the amount of \$589,600.00 for the base bid.

In addition to the contract amount, IAA is requesting a construction reserve of 3% of the total contract amount for this project. A construction reserve of 3% has been previously approved by the Board on other projects and successfully implemented to ensure timely approval of minor changes necessary due to unforeseen conditions and circumstances. There are sufficient dollars within this project's budget to accommodate the funding of the 3% contingency for construction reserve. Any change orders exceeding the contract and construction reserve will be submitted to the Board for approval.

Other approved contracts for this project are a professional service contract with L'Acquis Consulting Engineers (L'Acquis) approved by the Executive Director on June 20, 2013 for field investigation and initial design and by the Executive Director on December 13, 2013 for preliminary and final design and construction administration. L'Acquis was selected through a request for proposals process to provide a technical and financial evaluation of the available water treatment systems on the market and to design the selected centralized water softening system.

Scope

The scope of work includes installing a centralized water softening system for the terminal building.

Budget

This contract is included in the combined 2013/2014 budget of \$780,000.00 at a total cost of \$589,600.00. The total bid plus 3% construction reserve is \$607,288.00.

Project Costs

Contract Amount (including 3% reserve)	\$ 607,288.00
Design & Soft Costs	155,906.00
Contingency (2.85%)	16,806.00
Total Anticipated Project Costs	\$ 780,000.00

This project is included in the approved 2014 Capital Budget and funding for this project will be 100% Airport capital improvement funds.

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

Schedule

Contract award anticipated May 16, 2014 with a substantial completion date of December 2014.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

FIRM	AMOUNT			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Process Solutions	\$0	\$92,500	\$ 0	0	15.69	0
ATEC Electric	0	0	34,825	0	0	5.91
Freedom Enterprises, LLC	0	0	44,957	0	0	7.62
Totals	\$0	\$92,500	\$79,782	0	15.69	13.53

Recommendation

The IAA staff has reviewed the bids and recommends that the Board consider for approval an award of contract for Terminal Water Softening System at Indianapolis International Airport, Project # I-13-030, to Maddox Industrial Contractors, Inc. in an amount not-to-exceed \$589,600.00 plus a 3% construction reserve of \$17,688.00 for a total of \$607,288.00. Maddox Industrial Contractors, Inc. was the lowest responsive and responsible bidder. MBE 0%, WBE 15.69% (Process Solutions), and VBE 13.53% (ATEC Electric, Freedom Enterprises, LLC).



BOARD MEMORANDUM – CONTRACT AWARD

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: April 23, 2014

Board Date: May 16, 2014

Subject: Award of Proposal Package No. I-14-031 to Keller-Rivest for Central Energy Plant (CEP) – Replacement of Combustion Controls on All Boilers at the Indianapolis Maintenance Center at the Indianapolis International Airport

Background

The purpose of this Request for Proposal (RFP) was to invite potential respondents to submit proposals to supply all labor and materials necessary to replace combustion controls on four (4) boilers, install mechanical upgrades, and install two (2) feed water control valves at the Indianapolis Airport Authority's (IAA) Central Energy Plant. This project is a regulatory project to replace and upgrade this equipment so IAA can continue to meet its air quality permit requirements.

On January 27, 2014, this project was approved for implementation by the Senior Management Team.

On April 2, 2014, a RFP was posted on the Indianapolis Airport website for CIP/Project # I-14-031 – CEP – Replacement of Combustion Controls on All Boilers.

On April 29, 2014, the IAA staff received two (2) proposals. The proposals were evaluated by IAA staff from the Engineering Department and IMC Management. The proposals received for this project ranged from \$238,000.00 to \$462,700.00.

Keller-Rivest was the lowest responsive and responsible proposer in the amount of \$238,000.00.

In addition to the contract amount, IAA is requesting a construction reserve of 3% of the total contract amount for this project. A construction reserve of 3% has been previously approved by the Board and successfully implemented for other projects to ensure timely approval of minor changes necessary due to unforeseen conditions and circumstances. There are sufficient dollars within this project's budget to accommodate the funding of the 3% contingency for construction reserve. Any change orders exceeding the contract and construction reserve will be submitted to the Board for approval.

Scope

This package provides for the replacement of combustion controls on all boilers, mechanical upgrades, and replacement of the feed water control valves on two of the four boilers at the IMC’s CEP.

Budget

This contract is within the overall project budget of \$326,350. The total proposal price plus 3% construction reserve is \$245,140.00.

Project Costs

Contract Amount (including 3% reserve)	\$ 245,140.00
Design & Soft Costs	-
Contingency (34.12%)	81,210.00
Total Anticipated Project Costs	\$ 326,350.00

This project is included in the approved 2014 Capital Budget. The funding is 100% Airport capital improvement funds.

This project is being undertaken as a regulatory requirement to replace and upgrade equipment that is integral to the continued operation of the airport. As a result of the critical nature of the repairs, this project is exempt under the Authority's hurdle rate policy and has not been subjected to an internal rate of return calculation.

Schedule

Contract award anticipated May 16, 2014 with a substantial completion date of December 2014.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

FIRM	AMOUNT			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Scott-Hilliard-Kosene, Inc.	\$53,560	\$0	\$0	22.50	0	0
Totals	\$53,560	\$0	\$0	22.50	0	0

Recommendation

The IAA staff recommends that the Board consider for approval an award of contract for CEP – Replacement of Combustion Controls on All Boilers at the Indianapolis Maintenance Center at the Indianapolis International Airport, Project # I-14-031, to Keller-Rivest in an amount not-to-exceed \$238,000.00 plus a 3% construction reserve of \$7,140.00 for a total of \$245,140.00. Keller-Rivest was the lowest responsive and responsible proposer. MBE 22.50% (Scott-Hilliard-Kosene, Inc.), WBE 0.00%, and VBE 0.00%.



BOARD MEMO – DELEGATION OF AUTHORITY

To: IAA Board of Directors

From: Shannetta Griffin, P.E., Sr. Director of Planning & Development

Date: April 22, 2014

Board Date: May 16, 2014

Subject: Delegation of Authority to the IAA Executive Director for the Award of Contract for Runway 7-25 & Taxiway A Extension Phase III at Indianapolis Regional Airport, Project # C-13-039

Background

The Runway 7-25 Extension and Localizer Relocation project at Indianapolis Regional Airport (MQJ) was split into three (3) phases for grant funding. Phase I was for design of the Runway 7-25 and Taxiway A Extension and Localizer Relocation in 2012. Phase II was the Localizer Relocation construction and was complete summer 2013. Phase III is extension of Runway 7-25 and Taxiway A and is programmed for construction in 2014 with Federal Aviation Administration (FAA) grant funds.

Crawford, Murphy & Tilly, Inc. (CMT) was selected to provide professional services for the phased multi-year development program by qualifications based on Request for Proposal (RFP) in 2011. This phase of the project was approved for implementation by the Senior Management Team on March 3, 2014 with construction contingent on receipt of grant funding.

On April 18, 2014, the Indianapolis Airport Authority Board approved the public bidding of Phase III.

It is anticipated the FAA will release grant funds shortly after receipt of the grant application with bid prices. If the construction contract is awarded as soon as grant funds are received, the IAA has the opportunity to start construction at MQJ sooner to take advantage of the typically more favorable construction weather in summer. Due to the extension construction being in the existing runway safety area, the primary runway (Runway 7-25) will be shortened to 4,500 feet from 5,500 feet during construction. The temporary shorter runway may limit the size of aircraft and/or fuel load by some corporate users. Starting construction earlier in the season should minimize impact on airport business by reducing the potential for weather delays that could extend the period of time the primary runway is shortened.

To meet state procurement requirements and avoid a conflict with Indiana Department of Transportation (INDOT) bidding that would divert contractors' attention away from the IAA project, the soonest the MQJ runway extension bids could reasonably be received is May 15, 2014. The bid prices will be submitted to the FAA as soon as they are received and reviewed. Anticipating the grant funding could be obtained prior to the June 20, 2014 IAA Board meeting, Delegation of Authority is being requested for the Executive Director to execute the construction contract with the lowest responsive and responsible bidder. This delegation of authority would enable the construction to commence sooner, better positioning the IAA to minimize the length of the time the primary runway at MQJ is shortened during construction and most importantly increasing the opportunity that the extension can be completed and the extended runway opened before winter.

Scope

This project will include construction for the extension of Runway 7 and Taxiway A by approximately 500 feet to the west. This construction includes but is not limited to, earthwork; asphalt and concrete paving; extension of lighting and signage; and relocating Precision Approach Path Indicator (PAPI) lights, wind cone, and fencing.

Budget

Total construction package is estimated between \$1,000,000 and \$5,000,000. The range is established per Federal Acquisition Regulation Subpart 36.2.

This project was included in the approved 2013 Capital Budget, however it was pushed to 2014 as grant funding was not received in 2013. Funding for this project is expected to be up to 95% FAA grant funds because the original phase was 95% and up to 5% Airport capital improvement funds. The IAA will also be applying for a state grant from INDOT. When there are sufficient monies in the state budget, INDOT provides a grant of up to 2.5% of the funding, potentially reducing the Airport capital improvements funding to as little as 2.5% of the project.

<u>Runway 7-25 Extension Program Budget (Budget year dollars)</u>	
Phase I – Design	\$ 256,000.00
Phase II – Localizer Relocation Construction	510,000.00
Phase III – Runway and Taxiway Extension Construction	<u>2,668,500.00</u>
Program Total	\$3,434,500.00
 <u>Phase III Budget</u>	
Professional Services	\$ 273,625.00
Construction	2,177,150.00
Construction Contingency (10%)	<u>217,725.00</u>
Total Project Budget	\$2,668,500.00

This project will create additional infrastructure (i.e. a longer runway) and is subject to a rate of return calculation under the Authority's hurdle rate policy. The Authority expects to receive grant funding for at least ninety-five percent (95%) of the total costs

which greatly reduces the Authority's initial capital investment. The project will enhance the competitiveness of Indianapolis Regional Airport and is expected to generate additional income, primarily in the form of additional fuel flowage fees. Based on the Authority's capital investment and the anticipated incremental fees generated as a result of this project, the internal rate of return is expected to exceed the Authority's 12.5% hurdle rate.

Schedule

Contract award anticipated after bid opening on May 15, 2014 and receipt of grant funding with substantial completion in November 2014.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals: DBE 14%, MBE 18%, WBE 5%, and VBE 3%

Recommendation

The IAA Staff recommends the Board consider for approval the Delegation of Authority to the IAA Executive Director to approve and execute a contract for construction services to the lowest responsive and responsible bidder for Runway 7-25 & Taxiway Extension Phase III at Indianapolis Regional Airport, Project # C-13-039.