



A DECADE+ OF EXCELLENCE

INDIANAPOLIS INTERNATIONAL AIRPORT

IAA Board of Directors Meeting Agenda

April 18, 2025

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 Meeting of March 21, 2025.**
- III. **Ordinances, Resolutions, and Public Hearings**
 - a) **Public Hearing** for General Ordinance No. 01-2025 (Amendatory Supplemental Ordinance) to amend General Ordinance No. 05-2014 (“Master Ordinance”) and General Ordinance No. 04-2024 (“Supplemental Ordinance”) as described in Board Memo BP2025-04-01.
 - b) **Consider for Approval and Adoption** for General Ordinance No. 01-2025 (Amendatory Supplemental Ordinance) to amend General Ordinance No. 05-2014 (“Master Ordinance”) and General Ordinance No. 04-2024 (“Supplemental Ordinance”) as described in Board Memo BP2025-04-01.
 - c) **Consider for Approval and Adoption** Resolution No. 02-2025 irrevocably dedicating revenues collected from Passenger Facility Charges and Customer Facility Charges to pay debt service for the Authority’s outstanding revenue bonds for the fiscal years 2026-2030 as described in Board Memo BP2025-04-02.
 - d) **Consider for Approval and Adoption** Resolution No. 03-2025 for the language revision in the Human Resources Committee Charter as recommended and approved by the Human Resources Committee as described in Board Memo BP2025-04-03.
- IV. **Board Reports**
 - a) Board President’s Report
- V. **Official Actions**

Consider for approval, the individual items on IAA General Agenda dated April 18, 2025.
- VI. **Staff Reports**
 - a) Executive Director’s Report (Submitted in writing)
 - i. CLD Minority Achievers Awards – Vicki Wimbs
 - ii. Visit Indy ROSE Award Honorees – Jennifer Condon & Callie McCune
 - iii. Best Airport in North America – Airport Council International – North America
 - iv. The Children’s Museum 100th Anniversary
 - v. KIND Gallery - *Golden Hour*

- vi. St. Patrick's Day Celebrations with Aer Lingus IND-DUB
- vii. AAAE/ACC Airport Planning Design & Construction Symposium

VII. Other Reports and Updates

- a) **Board Communications:** *Next Meeting: Friday, May 16, 2025, 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 March 21, 2025, 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
Kurt Schleiter, Member
Jeffrey Gaither, Member
Duane Gibbs, Member
W. Tobin McClamroch, Member – attending remotely
Eric Dozier, Member - not attending
Ryan Goodwin, Member
Brett Voorhies, Member
Tamika Catchings, Member - not attending
Brian Tuohy, I.A.A. Board Counsel

I.A.A. Executive Staff attending:

Mario Rodriguez, Executive Director
Keith Berlen, Sr. Director of Operations and Public Safety
Alexandra Kalpakidis, Sr. Executive Assistant
Maria Wiley, Sr. Director of Audit, Compliance & Procurement
Rachel Stevens, Sr. Director of Human Resources
Jonathan Weinzapfel, General Counsel
Robert Thomson, Sr. Director of Finance
Jarod Klaas, Sr. Director of Planning and Development
Megan Carrico, Sr. Director of Public Affairs
Reid Goldsmith, Sr. Director of Information Technology
Marsha Wurster, Sr. Director of Commercial Enterprise
Holli Harrington, Sr. Director of Strategic Alliance

APPROVAL OF MINUTES

President Glass asked for a motion for approval. A motion for approval was made by Mr. Powers and seconded by Mr. Dillinger. There being no discussion, President Glass asked for a roll call vote, and with all members stating, “Aye,” the Meeting Minutes of the IAA Board Meeting on February 21, 2025, were approved.

ORDINANCES, RESOLUTIONS, AND PUBLIC HEARINGS

President Glass called upon Robert Thomson, Sr. Director of Finance, for the introduction of General Ordinance 01-2025 to amend General Ordinance No. 05-2014 (“Master Ordinance”) and General Ordinance No. 04-2024 (“Supplemental Ordinance”) as described in Board Memo

BP2025-03-01.

BOARD REPORTS

Board President's Report - none

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED March 21, 2025:

President Glass called upon Marsha Wurster, Sr. Director of Commercial Enterprise, to present for consideration and approval, [**BP2025-03-02**](#), a Letter of Agreement with Federal Express Corporation. President Glass asked for a motion for approval for [**BP2025-03-02**](#). A motion for approval was made by Mr. Gaither and seconded by Mr. Powers. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [**BP2025-03-02**](#).

President Glass then called upon Ms. Wurster to present for consideration and approval, [**BP2025-03-03**](#), the Third Amendment to Land and Building Lease Agreement with USA UP STAR AIR CHARTERS, LLC. for modifications to the rental obligations and extension of Term for a period of ten (10) years expiring on March 31, 2035, with two 5-year renewal terms. President Glass asked for a motion for approval for [**BP2025-03-03**](#). A motion for approval was made by Mr. Dillinger and seconded by Mr. Powers. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [**BP2025-03-03**](#).

President Glass then called upon Rachel Stevens, Sr. Director of Human Resources, to present for consideration and approval, [**BP2025-03-04**](#), an award of contract with Vertosoft for implementation services of IAA's payroll systems through Mosaic Consulting Services at the total cost of \$465,063.00. President Glass asked for a motion for approval for [**BP2025-03-04**](#). A motion for approval was made by Mr. Gaither and seconded by Mr. Goodwin. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [**BP2025-03-04**](#).

President Glass called upon Jarod Klaas, Sr. Director of Planning and Development, to present for consideration and approval, [**BP2025-03-05**](#), Change Order No. 3 with Rieth-Riley for Rehabilitate Airport Roads and Lots - 2022 at Indianapolis International Airport in an amount not-to-exceed \$660,862.84. President Glass asked for a motion for approval for [**BP2025-03-05**](#). A motion for approval was made by Mr. Dillinger and seconded by Mr. Schleter. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [**BP2025-03-05**](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [**BP2025-03-06**](#), Amendment No. 2 with Resource International, Inc. for Rehabilitate Airport Roads & Lots - 2024 at Indianapolis International Airport in an amount not-to-exceed \$134,010.12. President Glass asked for a motion for approval for [**BP2025-03-06**](#). A motion for approval was made by Mr. Goodwin and seconded by Mr. Dillinger. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [**BP2025-03-06**](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2025-03-07](#), authorizing the Executive Director to enter into a Utility Reimbursement Agreement with The Department of Public Utilities of the City of Indianapolis d/b/a Citizens Water to design and construct a water main extension to provide resilient water infrastructure to the IAA. President Glass asked for a motion for approval for [BP2025-03-07](#). A motion for approval was made by Mr. Dillinger and seconded by Mr. Schlater. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-03-07](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2025-03-08](#), an award of contract for Roof Rehabilitation/Replacement Campus Wide at Indianapolis International Airport to AAA Roofing Co., Inc. in an amount not-to-exceed \$2,158,000.00 plus a 10% construction reserve of \$215,800.00 for a total of \$2,373,800.00. AAA Roofing Co., Inc. was the lowest responsive and responsible bidder. President Glass asked for a motion for approval for [BP2025-03-08](#). A motion for approval was made by Mr. Powers and seconded by Mr. Gibbs. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-03-08](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2025-03-09](#), an award of a Construction Manager as Constructor contract for the Baggage Handling System Centralized Checked Baggage Inspection System at Indianapolis International Airport to Messer Construction Company in an amount not-to-exceed \$150,000.00. President Glass asked for a motion for approval for [BP2025-03-09](#). A motion for approval was made by Mr. Goodwin and seconded by Mr. Dillinger. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-03-09](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2025-03-10](#), Amendment No. 5 with The Etica Group, Inc. for Part B of Buildings 611 thru 615 QTA Facilities - HVAC, Parking Lots, and Water System at the Indianapolis International Airport in an amount not-to-exceed \$48,350.00. President Glass asked for a motion for approval for [BP2025-03-10](#). A motion for approval was made by Mr. Schlater and seconded by Mr. Powers. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-03-10](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2025-03-11](#), Amendment No. 2 with CHA Consulting, Inc. for 5L-23R North Parallel Runway Rehabilitation at Indianapolis International Airport in an amount not to exceed \$460,787.00 (fees). President Glass asked for a motion for approval for [BP2025-03-11](#). A motion for approval was made by Mr. Gaither and seconded by Mr. Goodwin. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-03-11](#).

STAFF REPORTS

Executive Director's Report – Mario Rodriguez, E.D., announced that he had submitted a written report.

- a) Executive Director's Report (Submitted in writing)
 - I. Core Value Q4 Winners -Director Rodriguez introduced the winners to the Board.
 - II. Annual Core Value Winners for 2024
 - III. Public Safety Awards
 - IV. "Hoosiers in Flight" History Exhibit Dedication
 - V. Josef Newgarden Indy 500 Ticket Unveil & Inaugural Southwest Flight to BNA
 - VI. National Developmental Disability Awareness Month
- b) Mr. Powers inquired about the IAA's readiness for parking during spring break, and Director Rodriguez shared the IAA's strategy for managing the increase.
- c) Mr. McClamroch asked for reactions to the appointment of Bryan Bedford of Republic Airways to be the new FAA Chairman, and generally, the reactions were positive.
- d) There was a brief discussion about air safety and the role of TSA Agents. Director Rodriguez shared the good relationship IAA has with our local agents.

Other Reports/Updates

- a.) Board Communications: Next Meeting: Friday, April 18, 2025 at 8:00 am.

ADJOURNMENT

The meeting adjourned at 8:48 am.

The March 21, 2025, Indianapolis Airport Board of Directors meeting is available to stream via the link:

Meeting Recording:

https://zoom.us/rec/share/3fy9LbE869XkgPChx42_DvA-QfdvFbWP1kVGLI0O5eVqsUwCaYqGQGbkGcP_sHM4.5rdykReOt85Sy-nL

Passcode: G5%XTyl4

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____

Barbara Glass, President

DATED: April 18, 2025

By: _____

Mamon Powers III, Secretary

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



BOARD MEMO – ADOPTION OF AMENDATORY SUPPLEMENTAL BOND ORDINANCE

To: IAA Board of Directors

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

Date: April 1, 2025

Board Date: April 18, 2025

Subject: General Ordinance No. 01-2025

The Indianapolis Airport Authority (IAA) is hereby presenting General Ordinance No. 01-2025 (“Ordinance”) to amend General Ordinance No. 05-2014 (“Master Ordinance”) and General Ordinance No. 04-2024 (“Supplemental Ordinance”).

On February 21, 2025, the Authority approved the acquisition, construction and operation of the Hotel Project (as defined in the Supplemental Ordinance). The amendments to the Master Ordinance consist of adding the definitions, accounts, and reserve funds necessary for the Authority to finance the Hotel Project and changing the flow of funds under the Master Ordinance to include the new accounts and funds for the Hotel Project.

The Supplemental Ordinance authorized the issuance and sale of one or more series or sub-series of revenue bonds (the “2025 Bonds”) and interim financing of the Authority which may, among other things: (i) refund all or a portion of certain revenue bonds or other obligations of the Authority originally issued to fund or refund various capital projects for the airport, capitalized interest on such bonds and fund reserve funds for such prior revenue bonds, (ii) finance or refinance all or a portion of various capital projects for the airport as described in the Supplemental Ordinance, including but not limited to, capitalized interest and other permitted costs of the various capital projects, (iii) finance the cost of acquiring, constructing and/or installing the Hotel Project, (iv) refinance any interim financing obligations issued to pay the costs of any of the various capital projects, (v) fund one or more Authority Reserve Accounts, (vi) pay costs of issuance related to the issuance of revenue bonds, and (vii) reimburse expenditures paid by the Authority for the various capital projects prior to the issuance of the revenue bonds or the interim financing obligations. The Proposed Ordinance amends the provisions of the Supplemental Ordinance for funding the debt service reserve fund for the 2025 Bonds.



Board Memo – PFC and CFC Dedication

To: IAA Board of Directors

From: Robert Thomson, Sr. Director of Finance

Date: April 1, 2025

Board Date: April 18, 2025

Subject: Adoption of Resolution No. 02-2025 to irrevocably dedicate certain PFC and CFC revenues to pay debt service

Background:

The Authority staff is asking the Board to adopt **Resolution No. 02-2025** (the “Resolution”), dedicating revenues collected from Passenger Facility Charges (“PFC”) and Customer Facility Charges (“CFC”) to pay debt service for the Authority’s outstanding revenue bonds for the fiscal years 2026-2030. By dedicating PFC and CFC revenues, the Authority can include these revenues in calculating debt service coverage as defined in IAA’s master bond ordinance (General Ordinance No. 5-2014). The Authority has forecasted the use of these dedicated revenues as part of its financial forecast in the bond offering Official Statement.

Recommendation:

The IAA staff recommends that the IAA Board of Directors consider for approval the adoption of **Resolution No. 02-2025**, irrevocably dedicating revenues collected from Passenger Facility Charges and Customer Facility Charges to pay debt service for the Authority’s outstanding revenue bonds for the fiscal years 2026-2030.



Indianapolis Airport Authority

BOARD MEMO - HUMAN RESOURCES COMMITTEE CHARTER

To: IAA Board of Directors

From: Rachel Stevens, Sr. Director, Human Resources

Date: March 21, 2025

Board Date: April 18, 2025

Subject: Revised Charter of the Indianapolis Airport Authority Board Human Resources Committee, Resolution No. 03-2025

Background

As provided in the existing Charter ("Charter") of The Human Resources Committee ("HRC") of the Board of the Indianapolis Airport Authority ("Board"), the HRC is to annually review the Charter and recommend any proposed changes to the Charter to the Board for consideration and approval. The HRC recently reviewed the Charter at its meeting on Friday, January 17, 2025, and two members of the HRC discussed proposed revisions.

A modification to the charter was approved at the March 21, 2025 HR Committee meeting and these modifications are recommended for consideration by the Board to be in the interest of good governance. The following are the proposed modifications:

SECTION 3.a.1

CURRENT LANGUAGE

The HRC shall have the ability to retain, at IAA's expense, a compensation consultant to review and maintain, ~~from time to time~~, market competitive compensation schedules for all levels of IAA staff. The HRC shall also have the authority to approve such consultant's fees and other terms of the retention.

SUGGESTED LANGUAGE

The HRC shall have the ability to retain, at IAA's expense, a compensation consultant to review and maintain, **at minimum every 24-36 months**, market competitive compensation schedules for all levels of IAA staff. The HRC shall also have the authority to approve such consultant's fees and other terms of the retention.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval and adoption of Resolution No. 03-2025 for the language revision in the HRC Charter as recommended and approved by the Human Resources Committee.



**IAA Board Meeting
General Agenda
April 18, 2025**

General:

- BP2025-04-04** **Consider for approval** the Independent Auditor's Report and Financial Statements, as well as the Forvis Mazars Report to the Board of Directors, Finance and Audit Committee, and Management as presented for the year ended December 31, 2024 and 2023, as reviewed and recommended by the Finance and Audit Committee.
- BP2025-04-05** **Consider for approval** an FTZ Operator Agreement and the issuance of a Grantee Sponsorship Letter with True Fabrications, Inc. d/b/a True Brands to facilitate access to the federal FTZ program and remain globally competitive.
- BP2025-04-06** **Consider for approval** an FTZ Operator Agreement and the issuance of a Grantee Sponsorship Letter with iwis drive systems, LLC, to facilitate access to the federal FTZ program and remain globally competitive.
- BP2025-04-07** **Consider for approval** an award of service agreement contract for the Valet Services Agreement to Denison Parking, Inc.
- BP2025-04-08** **Consider for approval** an award of contract with Microsoft Corporation and Dell Inc. for Microsoft licensing and support at an initial yearly cost of \$311,982.77.

Capital:

- BP2025-04-09** **Consider for approval** Amendment No. 1 with Infrastructure Engineering, Inc. for Rehabilitation of Economy Parking Lot Pavement at Indianapolis International Airport in an amount not-to-exceed \$133,524.97.
- BP2025-04-10** **Consider for approval** Amendment No. 1 with VDA, Inc. for the full evaluation of the people moving equipment in the terminal garage and development of a repair and replacement plan in an amount not-to-exceed \$183,287.00.

- BP2025-04-11** **Consider for approval** an award of contract for Rehabilitate Airport Roads and Lots – 2024 – Phase I at Indianapolis International Airport to E&B Paving, LLC in an amount not-to-exceed \$1,994,576.39 plus a 10% construction reserve of \$199,457.64 for a total of \$2,194,034.01.
- BP2025-04-12** **Consider for approval** Amendment No. 1 with Infrastructure Engineering Inc. for Rehabilitate Airport Roads & Lots - 2025 at Indianapolis International Airport in an amount not-to-exceed \$216,607.30.
- BP2025-04-13** **Consider for approval** Amendment No. 1 with ARSEE Engineers, Inc. for Parking Garage Maintenance and Improvements – 2025 at Indianapolis International Airport in an amount not-to-exceed \$155,478.00.
- BP2025-04-14** **Consider for approval** an award of contract for ARFF Truck Foam Transition at Indianapolis International Airport to CDM Smith Inc. in an amount not-to-exceed \$1,531,500.00.
- BP2025-04-15** **Action Item #1: Consider for approval** Amendment No. 3 with the Louderback Group (“TLG”) for a one-month extension of a professional services agreement for the Hotel Project in an amount not to exceed \$98,000.00. IAA Staff anticipates negotiating a professional services agreement for owner’s representation services with TLG and presenting said agreement to the IAA Board for its approval at the May 16, 2025, IAA Board meeting.
- Action Item #2: Consider for approval** the Builders Risk Insurance Quote provided by Zurich American Insurance Company in an amount not to exceed \$321,997.00 for the Terminal Connected Airport Hotel. The insurance has already been accounted for and approved in the overall project budget for the hotel project.



Indianapolis Airport Authority

BOARD MEMO – 2024 AUDITED FINANCIAL STATEMENTS

To: IAA Board of Directors

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

Date: April 1, 2025

Board Date: April 18, 2025

Subject: 2024 Audited Financial Statements

Background

Please accept the attached Independent Auditor's Report and Financial Statements presented with an unmodified opinion and the Forvis Mazars Report to the Board of Directors, Finance and Audit Committee, and Management for the Indianapolis Airport Authority (Statements) for the year ended December 31, 2024 and 2023. The 2024 audit was performed by the Authority's independent accounting firm, Forvis Mazars.

On April 18, 2024, the Authority's Finance and Audit Committee reviewed the Statements and approved the recommendation for approval of the Statements to the full Indianapolis Airport Authority Board.

Recommendation

The IAA Treasurer recommends the IAA board consider for approval the Independent Auditor's Report and Financial Statements, as well as the Forvis Mazars Report to the Board of Directors, Finance and Audit Committee, and Management as presented for the year ended December 31, 2024 and 2023, as reviewed and recommended by the Finance and Audit Committee.



BOARD MEMO – TRUE FABRICATIONS, INC. D/B/A TRUE BRANDS FOREIGN TRADE ZONE (FTZ) OPERATOR AGREEMENT & GRANTEE SPONSORSHIP LETTER

To: IAA Board of Directors

From: Marsha Wurster, Sr. Director of Commercial Enterprise

Date: March 26, 2025

Board Date: April 18, 2025

Subject: FTZ Operator Agreement & Grantee Sponsorship Letter (GSL) with True Fabrications, Inc. d/b/a True Brands

Background

True Brands has requested access to the FTZ program to leverage the financial and logistical benefits offered through the federal trade initiative to remain globally competitive.

True Brands is a leading designer and worldwide supplier of beverage lifestyle glassware and accessories that is headquartered in Seattle, WA.

True Brands is seeking FTZ designation at its Midwest facility, which resides in Hancock County, located at 7763 West 350 North, in Greenfield. The facility is 202,000 square feet and its campus occupies 31.0 acres.

True Brands currently employs 98 FTE and 1 PTE at this facility and has an annual payroll of over \$4.175M.

Scope

Staff requests the IAA Board execute the FTZ Operator Agreement and issue a Grantee Sponsorship Letter with True Brands.

Schedule

March 31, 2025 GIFTZ Board reviewed True Brand's request and recommended approval of FTZ sponsorship.

April 18, 2025: Upon approval, IAA Board execution of the FTZ Operator Agreement and Grantee Sponsorship Letter with True Brands.

Revenue and/or Operating Cost Implications

Revenue:

Grantee fees are publicly posted in the Zone Schedule (FTZ rates & charges document).

True Brands is anticipated to pay \$42,000 annually for grantee fees, depending on the amount of space activated.

Operating Cost:

Annual direct costs associated with the True Brands Operating Agreement equate to \$5,200.00 to service this account.

Decision Making Process / Alternatives

- To execute the FTZ Operator Agreement and issue the Grantee Sponsorship Letter, as requested by True Brands.
- To not execute the FTZ Operating Agreement and not issue the Grantee Sponsorship Letter; however, this would leave True Brands, without sponsorship of their newly proposed FTZ distribution & manufacturing site that is located within the Authority's FTZ service area.

Recommendation

Consider for approval an FTZ Operator Agreement and the issuance of a Grantee Sponsorship Letter with True Fabrications, Inc. d/b/a True Brands to facilitate access to the federal FTZ program and remain globally competitive.



BOARD MEMO – IWIS DRIVE SYSTEMS, LLC FOREIGN TRADE ZONE (FTZ) OPERATOR AGREEMENT & GRANTEE SPONSORSHIP LETTER

To: IAA Board of Directors

From: Marsha Wurster, Sr. Director of Commercial Enterprise

Date: March 27, 2025

Board Date: April 18, 2025

Subject: FTZ Operator Agreement & Grantee Sponsorship Letter (GSL) with iwis drive systems, LLC (iwis).

Background

Iwis requested access to the FTZ program to leverage the financial and logistical benefits offered through the federal trade initiative to remain globally competitive.

Iwis is a global manufacturer and supplier of precision chain systems for multiple industries, including automotive, agriculture, logistics, and electronics. Headquartered in Germany, it employs over 3,200 staff across 50 international locations.

Iwis is seeking FTZ designation at its new \$15.1M facility, which was constructed in Boone County and is located at 3581 South 450 East, in Whitestown. The facility is 104,000 square feet, and its campus occupies 10.32 acres.

Iwis currently employs 56 FTEs at this facility and its annual payroll will exceed \$4.3M by 2026.

Scope

Staff requests the IAA Board execute the FTZ Operator Agreement and issue a Grantee Sponsorship Letter with iwis.

Schedule

March 31, 2025	GIFTZ Board reviewed iwis' request and recommended approval of FTZ sponsorship.
April 18, 2025:	Upon approval, IAA Board execution of the FTZ Operator Agreement and Grantee Sponsorship Letter with iwis.

Revenue and/or Operating Cost Implications

Revenue:

Grantee fees are publicly posted in the Zone Schedule (FTZ rates & charges document).

Iwis is anticipated to pay \$30,000 annually for grantee fees, depending on the amount of space activated.

Operating Cost:

Annual direct costs associated with the iwis FTZ Operating Agreement equate to \$5,200.00 to service this account.

Decision Making Process / Alternatives

- To execute the FTZ Operator Agreement and issue the Grantee Sponsorship Letter, as requested by iwis.
- To not execute the FTZ Operating Agreement and not issue the Grantee Sponsorship Letter; however, this would leave iwis, without sponsorship of their newly proposed FTZ distribution & manufacturing site that is located within the Authority's FTZ service area.

Recommendation

Consider for approval an FTZ Operator Agreement and the issuance of a Grantee Sponsorship Letter with iwis drive systems, LLC, to facilitate access to the federal FTZ program and remain globally competitive.



BOARD MEMO – SERVICE AGREEMENT

To: IAA Board of Directors

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

Date: April 1, 2025

Board Date: April 18, 2025

Subject: Award Service Agreement Contract to Denison Parking, Inc. for the Valet Services Agreement at Indianapolis International Airport

Background

The Indianapolis Airport Authority provides a valet parking option and complimentary bottled water on Level 3 of the parking garage. Denison Parking currently manages the valet and bottled water operation. The current valet management agreement commenced on June 1, 2018, and expires May 31st, 2025. The bottled water amendment started August 1, 2023, and expires May 31st, 2025.

A Request for Proposal (RFP) was released on December 28th, 2025, with responses due February 14th, 2025. The RFP specified a Management Contract with the IAA incurring all valet parking revenue and reimbursing the selected Valet Operator for onsite operational expenses. The proposals included management fees, which are the Operator's sole profit line. The RFP solicited three management fees: Airport Valet, Bottled Water, and Hotel Valet & Lots. The Valet Operator must manage all three operations.

The Airport Valet and Hotel Valet will provide two separate drop-off and pick-up options for parking passengers. A hotel guest may valet park at the hotel and pick up their vehicle on Level 3 of the parking garage and vice versa. The contract dictates that the Valet Operator will also manage the two small Hotel Lots totaling 120 spaces adjacent to the hotel front drive. Management and Operating fees will commence for the Hotel Valet and Lots once the hotel is fully operational.

The RFP solicited a management fee to refill the complimentary bottled water vending machines on level 3 of the garage. The bottled water vending machines are adjacent to the valet operating area on level 3. This management fee will hold the Valet Operator responsible for refilling and maintaining the complimentary bottled water vending operation.

The IAA received five proposals from the following companies: Ace Parking, Denison Parking, LAZ Parking, Parking Systems of America, and Republic Parking Systems. IAA staff ranked these proposals based on their qualifications, expertise, local staff support, and costs. Denison Parking received the highest score out of the five proposals. IAA staff interviewed Denison Parking and selected them to continue providing valet and bottled water services.

Scope

Provide Airport Valet Management, Hotel Valet Management, and Bottled Water services to the Indianapolis Airport Authority. This includes staffing, operating, and managing these services to provide a high level of service to our passengers. The Operator must provide an option for vehicle services including washing, vacuuming, detailing, and other car care services for our valet parking passengers.

Budget

In 2024, the valet parking product incurred \$9,446,032 in gross revenue for the IAA. The valet operating costs were \$2,632,741, which includes pass-through expenses of \$565,758 for valet tips and \$276,643 for vehicle services. Valet tips and vehicle services are processed as income and reimbursed as expenses. The management fees for the last year of the current Denison Parking agreement are \$57,315 for the Airport Valet and \$36,000 for Bottled Water. Below are the proposed management fees for the new agreement:

Denison Parking <u>Management Fees</u>	<u>Airport Valet</u>	<u>Bottled Water</u>	<u>Hotel Valet & Lots</u>
Year 1	\$60,804	\$48,000	
Year 2	\$62,628	\$48,000	
Year 3	\$64,507	\$48,000	\$25,461
Year 4	\$66,422	\$48,000	\$26,225
Year 5	\$68,435	\$48,000	\$27,012
Year 6	\$70,489	\$48,000	\$28,822
Year 7	\$72,603	\$48,000	\$29,868

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval an award of service agreement contract for the Valet Services Agreement to Denison Parking, Inc.



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

From: Reid Goldsmith, Sr. Director of IT

Date: April 14, 2025

Board Date: April 18, 2024

Subject: Renew Licensing for IAA's Microsoft Products

Background

The Indianapolis Airport Authority (IAA) operates a primarily Microsoft environment for our productivity, data center, cloud, and desktop software. The IAA's use of this software has historically been governed by the Microsoft Enterprise Agreement, with pricing negotiated under the State of Indiana Quantity Purchase Agreement. The agreement is a 3-year agreement and was last signed by the IAA in 2022. Historically this is not an agreement that required board approval as it has been with the limitations of the Executive Director's Delegated Financial Authority (DFA). For the 2025 agreement, however, the expected cost exceeds the Executive Director's DFA. The products purchased can be divided into two categories: software-as-a-service (SaaS) licensing and product support.

Scope

The IAA will purchase licensing of all Microsoft products, including servers, endpoint computers, software, SaaS, and product support utilized by employees and operational systems at the IAA.

Schedule

Licensing and support immediately become available upon execution. The term of the agreement is for 3 years, ending on May 31, 2028.

Budget

The IAA IT Department budgets for Microsoft licensing annually in the operating budget for both software support and for SaaS licensing, building an uplift into each year. The 2024 to 2025 increase was estimated at 5% licensing uplift, with a budget of \$289,923.00 for the combined licensing. For 2025, the SaaS licensing is 7% over budget (a total of 16,356) and the software support is 13.21% over budget (a total of \$5,703.77). The majority of the increase is due to

additional headcount added by the organization in 2024. The total expected cost for 2025 is \$311,982.77.

The structure of the Microsoft Enterprise Agreement does not include a not-to-exceed amount as would be typical of an agreement executed by the IAA. Instead, the agreement allows the IAA to add or change licensing over the life of the agreement, which could have an impact on the overall cost to the IAA. Two examples of such changes would be the purchase of additional licensing for existing software to accommodate growth in headcount or the addition of new Microsoft software to enhance IAA software capabilities. If the agreement is approved by the board, IAA staff will provide updated expected costs to the board yearly through the annual budgeting process.

Recommendation

The IAA staff recommends the Board consider for approval an award of contract with Microsoft Corporation and Dell Inc. for Microsoft licensing and support at an initial yearly cost of \$311,982.77.



BOARD MEMO - AMENDMENT

To: IAA Board of Directors

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

Date: April 7th, 2025

Board Date: April 18th, 2025

Subject: Approve the Amendment No. 1 to the contract with Infrastructure Engineering, Inc. for Rehabilitation of Economy Parking Lot Pavement at Indianapolis International Airport (I-21-061)

Background

The Indianapolis International Airport Public Parking Lot was constructed approximately fourteen years ago. Since then, the Indianapolis Airport Authority (IAA) maintenance staff has performed pavement repairs and patching on an as-needed basis. Due to the robust use of this parking lot and the resultant severity and scale of the pavement deterioration, the amount of rehabilitation required is beyond the abilities of the maintenance staff.

On June 14, 2021, the IAA issued a Request for Qualifications to select a designer for this project with responses due on July 12, 2021. Six (6) Statements of Qualifications were received. A review committee made up of four (4) IAA representatives reviewed and ranked the qualifications, identifying the three (3) most qualified firms for interviews. As a result of the interview process, the Review Committee ranked Infrastructure Engineering, Inc. as the best qualified to provide professional services required.

On February 18, 2022, the IAA Board of Directors approved a Professional Services Contract with Infrastructure Engineering, Inc. for the collection of field data, design, permitting, bidding and construction administration services for Rehabilitation of Economy Parking Lot Pavement. This project is a multi-year project which will utilize four (4) separate construction packages with completion of the entire project expected to occur in October 2026.

Scope

The project was initially intended to be designed and constructed in three bid packages; however, during coordination efforts for Bid Package #3 it was determined it would be in the best interest of the project and the parking operations team if a fourth bid package was added to split the initially planned work in Bid Package #3 into two more reasonably achievable work efforts.

This amendment provides additional design and construction administration hours commensurate with the need to produce an additional set of construction documents, an additional procurement phase, and an additional construction administration term.

Budget

The Infrastructure Engineering, Inc. contract amendment is \$133,524.97, which is within the approved 2025 Capital Budget for Economy Parking Lot Pavement at Indianapolis International Airport.

Schedule

To accommodate the additional bid package, Amendment No. 1 will extend the contract term to September 30th, 2027.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval Amendment No. 1 with Infrastructure Engineering, Inc. for Rehabilitation of Economy Parking Lot Pavement at Indianapolis International Airport in an amount not-to-exceed \$133,524.97.



Indianapolis Airport Authority

BOARD MEMO – AMENDMENT

To: IAA Board of Directors

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

Date: April 7, 2025

Board Date: April 18, 2025

Subject: Approve Amendment No. 1 to the contract with VDA, Inc. for Part A design of Repair/Replace Terminal Escalators and Elevators at Indianapolis International Airport (Project No. I-24-018)

Background

The Indianapolis Airport Authority (IAA) has identified the need to begin a program of upgrading, replacing, and modernizing its aging passenger and freight elevators, escalators, and moving walkways. The continuous, reliable, and safe operation of this equipment is paramount in maintaining the primary function of the airport and delivering the customer service expected by our passengers and guests.

On February 12, 2024, the IAA issued a Request for Qualifications to select a designer for this project, with responses due on March 22, 2024. Four (4) Statements of Qualifications were received. A review committee of three IAA representatives reviewed and ranked the qualifications and determined that VDA, Inc. was the best qualified to provide these professional services.

On September 20, 2024, the IAA Board of Directors approved a professional services contract with VDA, Inc. to provide Part A design of Repair/Replace Terminal Escalators and Elevators at Indianapolis International Airport. The scope included an assessment of the 50 existing elevators, escalators, and moving walkways in the Terminal only.

Since the initiation of this project, it has been determined a comprehensive assessment of the garage's elevators, escalators, and moving walkways is needed.

Scope

Assessment of the 16 existing elevators, escalators, and moving walkways in the Garage, recommendations based on assessments, develop a priority list of proposed recommendations, associated costs, phased implementation plan, and a draft schedule for the work.

Budget

The VDA, Inc. Contract Amendment No. 1 is \$183,287.00, which is within the approved 2025 Capital Budget for Repair/Replace Terminal Escalators and Elevators at Indianapolis International Airport.

This project will be 100% Airport cash funded.

This project is being undertaken to repair existing infrastructure integral to the continued operation of the airport.

Schedule

The contract term will be extended by Amendment 1 to 12/31/2025 to complete the Part A design of additional 16 vertical and horizontal transportation units in the Garage.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval Amendment No. 1 with VDA, Inc. for the full evaluation of the people moving equipment in the terminal garage and development of a repair and replacement plan in an amount not-to-exceed \$183,287.00.



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: April 7, 2025

Board Date: April 18, 2025

Subject: Award of Construction Contract to E&B Paving, LLC. for Rehabilitate Airport Roads & Lots – 2024 – Phase I at Indianapolis International Airport (Project No. I-24-021)

Background

The roads and parking lots in and around the Indianapolis International Airport (IND) Campus require continual periodic maintenance and major repairs and reconstruction periodically in order to maintain the useful life of this critical airport infrastructure consistent with Indianapolis Airport Authority (IAA) standards and community expectations. This project will provide major repairs to specifically identified roads and lots within the IND Campus.

On December 5, 2024, IAA staff received three (3) bids. The project contained a base bid only. Bids ranged from \$5,189,496.95 to \$9,056,685.00. All bids exceeded the project budget. As a result, IAA staff rejected all bids.

On March 21, 2025, the IAA Executive Director approved an amendment to Resource International, Inc. to prepare the project for re-bid, and provide customary construction administration services and authorized the public bidding process for Rehabilitate Airport Roads & Lots - 2024 at IND.

On March 21, 2025, IAA staff received three bids for the project, ranging from \$1,798,991.03 to \$3,399,898.74. E&B Paving, LLC, is the lowest responsive and responsible bidder, in the amount of \$1,994,576.39.

In addition to the E&B Paving LLC contract amount, the IAA is requesting a construction reserve of 10% of the total contract amount for this project. A construction reserve has been previously approved by the IAA Board 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

Localized full-depth asphalt patching, resurfacing, concrete patching, and replacement, along with joint sealing as determined by Resource International, Inc.

Budget

The E&B Paving, LLC contract is \$1,994,576.39, which is within the approved 2025 Capital Budget for Rehabilitate Airport Roads & Lots – 2024 – Phase I.

Project Name

Contract Amount (including 10% reserve)	\$	2,194,034.01
Design (including survey and geotechnical)	\$	466,597.72
Advertisements for Bid	\$	600.00
Management	\$	38,871.26
Inspection	\$	70,000.00
Total Anticipated Project Cost	\$	<u>2,770,102.99</u>

This project will be 100% Airport cash funded.

This project is being undertaken as part of a broader program to improve the road and lot infrastructure at the airport, thus enhancing the IAA customer experience, and the continued preservation of a critical asset.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval an award of contract for Rehabilitate Airport Roads and Lots – 2024 – Phase I at Indianapolis International Airport to E&B Paving, LLC in an amount not-to-exceed \$1,994,576.39 plus a 10% construction reserve of \$199,457.64 for a total of \$2,194,034.01.



Indianapolis Airport Authority

BOARD MEMO – AMENDMENT

To: IAA Board of Directors

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

Date: April 7, 2025

Board Date: April 18, 2025

Subject: Approve Amendment No. 1 to the contract with Infrastructure Engineering Inc. for Rehabilitate Airport Roads & Lots - 2025 at Indianapolis International Airport (Project No. I-25-020)

Background

The roads in and around the Indianapolis International Airport Campus (IND Campus) were initially constructed in the early 1990s. In order to extend the useful life of the airport roads and lots, major repairs and restorations will be needed over the next few years. This project will revitalize the roads and lots within the IND Campus to restore this critical infrastructure to a condition consistent with Indianapolis Airport Authority (IAA) standards and community expectations.

On January 13, 2025, the IAA Executive Director approved a contract with Infrastructure Engineering Inc. to provide professional design services which included an initial site investigation and site assessment of the pavement and the identification and prioritization of the areas needing repair to determine scope and the probable costs.

Based on the engineer's recommendation following the assessment, it was determined that QTA Road should be a high priority due to its condition. The QTA Road was originally constructed in 2007. This work is being prioritized to ensure construction activities do not negatively impact the hotel construction.

Amendment No. 1 will complete the design work for the QTA Road.

Scope

Geotechnical investigation, pavement evaluation and design, plan production, estimating, construction administration services and bid document preparation.

Budget

The Infrastructure Engineering Inc. contract amendment is \$216,607.30 which is within the approved 2025 Capital Budget for Rehabilitate Airport Roads & Lots - 2025.

This project will be 100% Airport cash funded.

Schedule

This amendment does not change the term of the contract. The contract with Infrastructure Engineering Inc. expires on December 31, 2027.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval Amendment No. 1 with Infrastructure Engineering Inc. for Rehabilitate Airport Roads & Lots - 2025 at Indianapolis International Airport in an amount not-to-exceed \$216,607.30.



Indianapolis Airport Authority

BOARD MEMO – AMENDMENT

To: IAA Board of Directors

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

Date: April 7, 2025

Board Date: April 18, 2025

Subject: Approve Amendment No. 1 to the contract with ARSEE Engineers, Inc. for Parking Garage Maintenance and Improvements – 2025 at Indianapolis International Airport (Project No. I-25-021)

Background

The Indianapolis International Airport Parking Garage was constructed in 2007. Since then, the Indianapolis Airport Authority (IAA) Planning and Development has conducted multiple evaluations and made several improvements to maintain the structure and meet operational needs. This project will provide continued maintenance for this high-valued asset to ensure it will achieve maximum asset life.

On January 9, 2025, the IAA Executive Director approved a contract with ARSEE Engineers, Inc. to provide professional design services, which included an initial assessment on and site assessment of the identification and prioritization of the areas needing repair to finalize the scope and the probable costs for the project.

Amendment No. 1 will complete the design work and provide full design, bid documents, and construction services.

Scope

Geotechnical investigation, 5th level evaluation and design, plan production, estimating, construction administration services and bid document preparation.

Budget

The ARSEE Engineers, Inc. contract amendment is \$155,478.00 which is within the approved 2025 Capital Budget for Parking Garage Maintenance and Improvements – 2025.

This project will be 100% Airport cash funded.

Schedule

This amendment does not change the term of the contract. The contract with ARSEE Engineers, Inc. expires on December 31, 2027.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval Amendment No. 1 with ARSEE Engineers, Inc. for Parking Garage Maintenance and Improvements – 2025 at Indianapolis International Airport in an amount not-to-exceed \$155,478.00.



BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: April 7, 2025

Board Date: April 18, 2025

Subject: Award Contract for Services to CDM Smith for Airport Rescue and Fire Fighting Facility (ARFF) Truck Foam Transition at Indianapolis International Airport (Project No. Q-25-009)

Background

Part 139 airports, like Indianapolis International Airport (IND), were required to use Class B firefighting foam for ARFF activities and were historically mandated to meet jurisdictional specification MIL-F-24385 (MILSPEC). Only Aqueous Film-Forming Foam (AFFF) containing per and polyfluoroalkyl substances (PFAS) were able to meet the performance standards of the MILSPEC. However, a newer and more environmentally friendly fire fighting foam is available. Transitioning AFFF fire suppression systems to a Fluorine Free Foams (F3) is the first step mitigating AFFF future impacts. Indianapolis Airport Authority (IAA) has selected and purchased new F3 foam in preparation of AFFF truck decontamination.

There are three cleaning processes in the United States. IAA staff have evaluated these processes and the CDM Smith Inc. process is technically superior to the other options.

CMD Smith Inc. is a national expert in AFFF transition and decontamination, has developed the leading decontamination process, has experience working with IAA regarding foam transitions. CMD Smith Inc. was selected for the decontamination process, national expertise and IAA experience.

Scope

The project will transition 8 ARFF trucks to F3 foam. The scope will include truck decontamination, proportional testing, disposal of cleaning byproduct material and disposal of virgin AFFF product. Disposal costs are based on an estimated 20,990 gallons.

Budget

The CDM Smith Inc. contract is \$1,531,500.00.

This project will be 100% Airport cash funded. Funds have been budgeted via GASB 49 Environmental Liabilities in the Operating Budget.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval an award of contract for ARFF Truck Foam Transition at Indianapolis International Airport to CDM Smith Inc. in an amount not-to-exceed \$1,531,500.00.



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AMENDMENT and APPROVE QUOTE

To: IAA Board of Directors

From: Jonathan Weinzapfel, General Counsel

Date: April 11, 2025

Board Date: April 18, 2025

Subject: Approval of Professional Services Contract Amendment No. 3 with the Louderback Group and Zurich American Insurance Company's Builders Risk Insurance Quote for the Terminal Connected Airport Hotel at the Indianapolis International Airport (Project No. I-21-060)

Background

On February 21, 2025, the Indianapolis Airport Authority ("IAA") Board of Directors ("Board") approved the overall project budget of \$205,850,000 for the Westin Indianapolis Airport hotel project (the "Hotel Project"). In consideration of the Hotel Project, the IAA Board also approved a contract with Shiel Sexton to serve as Construction Manager as Constructor (CMc) and set a Guaranteed Maximum Price for construction of \$155,000,000. The IAA Board also approved contracts with Wischermann Partners to operate the hotel, CHM Warnick to serve as the asset manager, RW Purchasing Partners to purchase FF&E and OS&E, Allbridge to purchase and install IT equipment; extended a contract with CSO for continued design services; and approved a revised franchise agreement with Marriott.

As construction of the Hotel Project commences, the IAA staff ("Staff") has identified the need to engage an owner's representative with extensive experience in building hotels to represent the IAA's interests. Staff and General Counsel, as Hotel Project Executive, have worked with the Louderback Group ("TLG") under an existing agreement ("Existing Agreement") during the preconstruction, design and budgetary planning of the Hotel Project.

Action 1)

Staff recommends the Board consider approving and authorizing the IAA General Counsel to negotiate the terms of a professional services agreement ("Services Agreement") with TLG to serve as the IAA's owner's representative and to perform customary duties of an owner's representative during the construction and through the completion of the Hotel Project. Under the proposed Services Agreement, TLG will report to the General Counsel and be available to update the IAA Board on an as-requested basis. Staff will present the final form of the Services Agreement with TLG to the IAA Board for its consideration and approval at its May 16, 2025, meeting.

Until the Services Agreement is approved by the IAA Board, Staff recommends the IAA Board approve a temporary extension of the term and scope of the existing Professional Services Contract with TLG to perform owner's representative services for the Hotel Project.

Action 2)

Staff recommends the IAA Board approve the Builders Risk Insurance Quote provided by Zurich American Insurance Company to cover the construction services under the management of Shiel Sexton (CMc) for the Terminal Connected Airport Hotel project. The amount of the Zurich quote has already been accounted for and approved in the overall Hotel Project Budget.

Budget

Action 1) The extension of the existing professional services agreement with the Louderback Group to provide owners with representative services in an amount not to exceed \$98,000.00. Funds will be allocated within the overall approved Hotel Project budget.

Action 2) Approve the quote provided by Zurich American Insurance Company in an amount not to exceed \$321,997.00. Quoted amount already accounted for and approved by the IAA Board of Directors for the Hotel Project budget.

Recommendation

Action 1) The IAA Staff recommends the Board of Directors consider for approval the Professional Services Contract Amendment No. 3 with the Louderback Group ("TLG") for a one-month extension in an amount not to exceed \$98,000.00 for the Hotel Project. IAA Staff anticipate negotiating a professional services agreement for owner's representation services with TLG and presenting said agreement to the IAA Board for its approval at the May 16, 2025, IAA Board meeting.

Action 2) The IAA Staff recommends the Board of Directors consider for approval the Builders Risk Insurance Quote provided by Zurich American Insurance Company in an amount not to exceed \$321,997.00 for the Terminal Connected Airport Hotel. The insurance has already been accounted for and approved in the overall project budget for the hotel project.