



Agenda
Indianapolis Airport Authority
August 21, 2015
8:30 AM

I. Call to Order

II. Approval of Minutes of the Pre-Board and Regular Meeting of July 17, 2015

III. Ordinances, Resolutions and Public Hearings

- a) Final Public Hearing on **General Ordinance No. 1-2015** concerning the 2016 Indianapolis Airport Authority Budget.
- b) Public Hearing and TEFRA Hearing on **General Ordinance No. 2-2015**, a Supplemental Ordinance of the Indianapolis Airport Authority authorizing the issuance and sale of one or more series of additional revenue bonds of said Authority, to be designated "Indianapolis Airport Authority Refunding Airport Revenue Bonds".
- c) Introduction of **General Ordinance No. 3-2015**, amending the 2015 Rates and Charges Ordinance allowing for a Premium Valet Rate Adjustment.
- d) Consider for approval adoption of **Resolution No. 12-2015** dedicating revenues collected from Passenger Facility Charges and Customer Facility Charges to pay debt service for the Authority's outstanding revenue bonds for 2016.
- e) Consider for approval, adoption of **Resolution No. 13-2015** authorizing the sale of IAA and IMC inventoried items via public auction.

IV. Board Reports

President's Report

V. Official Actions

Consider, for approval, the individual items listed on the IAA General Agenda, dated August 21, 2015.

VI. Staff Reports

Executive Director Report

VII. Other Reports/Update

VIII. Board Communications

Next Meeting: Friday, September 18, 2015 @ 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 8:34 a.m., July 17, 2015, in the Airport's Board Room at the Indianapolis International Airport.

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

Kelly J. Flynn, Vice President
Alfred Bennett, Secretary
Jean L. Wojtowicz, Member
Dr. Philip C. Borst, Member
Brett Voorhies, Member
Jack T. Morton, Jr., Member
Lynn T. Gordon, Advisory Member

Rex M. Joseph, Jr., IAA Board Counsel

IAA executive staff attending:

Mario Rodriguez, 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. Executive Assistant/Recording Secretary

APPROVAL OF MINUTES

Upon a motion by Ms. Wojtowicz, seconded by Dr. Borst and unanimously passed, approval was given to the Minutes of both the Pre-Board and Regular Meetings of June 19, 2015.

ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS

Vice President Flynn introduced Mr. Robert Thomson, who gave a presentation on the 2016 Budget for the Indianapolis Airport Authority ("IAA"), which was recommended for approval by the IAA's Finance & Audit Committee as well as IAA Management.

Vice President Flynn next opened the public hearing and described General Ordinance No. 1-2015, concerning the IAA's 2016 Budget. Mr. Flynn asked if there were any comments or testimony to be offered; there being none, the public hearing was then closed. The final public hearing on said 2016 Budget will occur at the meeting of the IAA Board in August 2015.

Vice President Flynn next introduced General Ordinance No. 2-2015, authorizing the issuance and sale of one or more series of revenue bonds designated as "Indianapolis Airport Authority Refunding Airport Revenue Bonds, Series 2015".

BOARD REPORTS

Vice President's Report

Vice President Flynn provided highlights and other pertinent information with respect to the recent storms and how they affected the IAA's Airport System. He expressed the Board's appreciation to the IAA Staff for all the steps taken to assist passengers and their needs during the disruptions caused by these storms.

Vice President Flynn also discussed the IAA's recent "Coffee with a Cop" initiative and expressed his appreciation to everyone who participated.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA, DATED July 17, 2015: Vice President Flynn 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:

BP2015-07-1. Upon a motion by Ms. Wojtowicz, seconded by Mr. Bennett and unanimously passed, approval was given to BP2015-07-1.

BP2015-07-2. Upon a motion by Ms. Wojtowicz, seconded by Dr. Borst and unanimously passed, approval was given to BP2015-07-2.

BP2015-07-3. Upon a motion by Mr. Voorhies, seconded by Mr. Morton and unanimously passed, approval was given to BP2015-07-3.

BP2015-07-4. Upon a motion by Mr. Voorhies, seconded by Dr. Borst and unanimously passed, approval was given to BP2015-07-4.

BP2015-07-5. Upon a motion by Ms. Wojtowicz, seconded by Mr. Bennett and unanimously passed, approval was given to BP2015-07-5.

BP2015-07-6. Upon a motion by Mr. Morton, seconded by Mr. Voorhies and unanimously passed, approval was given to BP2015-07-6.

BP2015-07-7. Upon a motion by Mr. Bennett, seconded by Mr. Morton and unanimously passed, approval was given to BP2015-07-7.

BP2015-07-8. Upon a motion by Ms. Wojtowicz, seconded by Mr. Voorhies and unanimously passed, approval was given to BP2015-07-8.

STAFF REPORTS

Executive Director's Report

Mr. Rodriguez introduced Ms. Holli Harrington, IAA Director of Supplier Diversity, who provided a brief report on this year's ACE Academy, which was held at the Airport from July 6-10, 2015.

Next, Vice President Flynn introduced Ms. Angela Cain, who gave a presentation on the upcoming "ASQ Celebration", which will be held at the Airport on August 5, 2015.

ADJOURNMENT

Vice President Flynn announced the next IAA Board meeting is scheduled for August 21, 2015. There being no further business, the meeting was adjourned at 8:58 a.m.

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____
Michael Wells, President

DATED: _____

By: _____
Alfred R. Bennett, Secretary

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



BOARD MEMO – 2016 BUDGET ORDINANCE

To: IAA Board of Directors
From: Robert Thomson, Sr. Director of Finance
Date: August 5, 2015
Board Date: August 21, 2015
Subject: 2016 Budget Ordinance

Attached is the 2016 Budget Ordinance No. 1-2015 as approved and recommended by the Finance and Audit Committee. This Budget Ordinance when adopted establishes the maximum appropriation (expenditure) levels for 2016.

The budget process requires an Introduction (completed June 19, 2015), an Initial Hearing and presentation (completed July 17, 2015), and the Final Hearing and adoption of the Budget before August 31, 2015. The Board will be asked to adopt or reject the 2016 Budget Ordinance during the August 21, 2015 meeting.

The Indianapolis City-County Council (Council) requires the Board to accept the 2016 Budget Ordinance by August 31, 2015. The Council Municipal Corporations Committee will hold a hearing on September 28, 2015 to review the 2016 Budget and the Council will approve the budget on October 12, 2015.



BOARD MEMO – BOND ORDINANCES

To: IAA Board of Directors
From: Robert Thomson, Sr. Director of Financial Services/Treasurer
Date: August 14, 2015
Board Date: August 21, 2015
Subject: Final Hearing on General Ordinance No. 2-2015

The Indianapolis Airport Authority introduced General Ordinance No. 2-2015 on July 17, 2015 at the Authority's Board Meeting.

General Ordinance No. 2-2015 is a supplement to the IAA's Master Bond Ordinance, authorizing the issuance by IAA of one or more series of additional revenue bonds to refund a portion of IAA's outstanding revenue bonds (the 2005A and 2006A Revenue Bonds). IAA will use the Indianapolis Local Public Improvement Bond Bank as the conduit issuer.

The final public hearing on the adoption of the above-referenced Ordinance will occur at the IAA Board meeting scheduled for August 21, 2015.



BOARD MEMO – PREMIUM VALET RATE ADJUSTMENT

To: IAA Board of Directors
From: Marsha Stone, Sr. Director of Commercial Enterprise
Date: July 31, 2015
Board Date: August 21, 2015
Subject: Premium Valet Rate Adjustment

Background

The current premium valet rate has been set at \$22.00 daily since January 2014. IAA has experienced a 14% growth in revenue from the premium valet product for YTD June 2015 over YTD June 2014. Additional parking spaces in the garage have been allocated to premium valet as a result of its popularity and growth. Customer feedback indicates a strong desire that cars parked in the premium valet product be stored under covered parking. As covered parking capacity in the terminal garage is limited, this premium valet parking service is currently undervalued at \$22.00 daily when compared to other airport valet or premium parking rates. The current \$22.00 rate is also under market when compared to downtown Indianapolis hotel valet parking rates. Premium valet parking revenue accounts for over \$4m of IAA's total annual parking revenue and has seen steady growth over the past two years.

Scope

To execute a rate increase from \$22.00 up to \$25.00 daily for premium valet parking services. Hourly premium valet parking rates would increase from \$8.00 per hour up to \$9.00 per hour, with a maximum of \$25.00 daily rate. This rate increase will be accomplished through the introduction and passage of General Ordinance 3-2015.

Schedule

August 21, 2015:	Introduction of General Ordinance 3-2015
September 18, 2015:	Final Public Hearing & Board vote on General Ordinance 3-2015
October 1, 2015:	Implement premium valet rate increase to \$25.00 daily and \$9.00 hourly rate (not to exceed \$25.00 daily)

Revenue and/or Operating Cost Implications

Revenue:

The rate adjustment will have an estimated total annual IAA revenue impact estimated at \$400k. Total annual revenue for the premium valet service provider (Global Parking Systems) is estimated to increase by \$45k as a result of this rate increase.

Operating Costs:

IAA costs will be an estimated \$1,500 to purchase new rate signage and make the appropriate parking software revisions necessary for implementation.

Supplier Diversity Participation

This rate adjustment would result in an increase of airport concession disadvantage business enterprise (ACDBE) concession revenue for Global Parking Systems of Indiana, Inc.

Recommendation

The IAA staff recommends that the Board consider, for approval, General Ordinance 3-2015, which will set the fees for the use of the Airport's valet parking services at \$25.00 daily and \$9.00 hourly (not to exceed \$25.00 daily). Supplier Diversity Participation would be ACDBE 10% (Global Parking Systems of Indiana, Inc.)



BOARD MEMO – REVENUE DEDICATION

To: IAA Board of Directors

From: Robert Thomson, Sr. Director of Finance

Date: July 25, 2015

Board Date: August 21, 2015

Subject: Adoption of Resolution No. 12-2015

Background

The Authority staff is asking the Board to adopt Resolution No. 12-2015 (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 2016. In order to reflect the Authority’s PFC and CFC revenues available to pay certain outstanding Authority debt when calculating 2016 debt service coverage ratios, an official Board action to dedicate these PFC and CFC Revenues to pay debt service on the Authority’s outstanding revenue bonds is necessary. The Resolution is being put forth as part of the 2015 Revenue Bond Refunding Issue and so forecasted as dedicated within the Official Statement. The Authority staff also requests that the Board delegate to the Treasurer and Senior Director of Finance the authority to determine the final amounts of CFCs and PFCs that shall constitute Dedicated Revenues, provided such amounts constituting Dedicated Revenues are not less \$14,000,000

Recommendation

Consider for approval adoption of Resolution 12-2015 dedicating revenues collected from Passenger Facility Charges and Customer Facility Charges to pay debt service for the Authority's outstanding revenue bonds for 2016 and delegation of the authority for the Treasurer and Senior Director of Finance to finally determine such amount of Dedicated Revenues pursuant to the amounts described in Resolution 12-2015.



BOARD MEMO – PUBLIC AUCTION

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: August 3, 2015

Board Date: August 21, 2015

Subject: Public Auction of Indianapolis Maintenance Center & Indianapolis Airport Authority Assets

Background

The IMC has previously held nine public auctions. Items from past auctions have included IAA Airfield/Building Maintenance equipment, vehicles, articles from the Terminal's Lost & Found, and aviation maintenance equipment. The items have exceeded their useful life and are in need of disposal. All IMC items are accounted for and sold separately from all other IAA auction items due to the IMC Bondholder Settlement Agreement. State law is specific on the disposal of these items, therefore an auction is necessary.

In addition to State law, per the IMC Bondholder Settlement Agreement (Agreement), IAA has the right to determine the disposition of certain assets; which is in the long term interest of marketing the IMC facility so long as the disposition is done in accordance with the Bondholder Agreement. A requirement of the Agreement is to provide written notice to Bondholder Trustee and Escrow Trustee. This notification will be sent to the specific parties upon approval of Resolution No. 13-2015 by the Authority Board.

Scope

IAA Staff will take all necessary actions to dispose of the assets identified on the attached Exhibit 'A' of Resolution No. 13-2015. These assets are excess and/or obsolete at the IMC and other Authority facilities.

The majority of the assets will be disposed of during an on-site public auction to be held in late September/early October, 2015. Assets from the IMC such as aircraft tooling, GSE equipment, hangar/shop equipment and office equipment will be included in the auction. The firm to be selected to hold the on-site auction will partner with IMC Staff to assist in marketing efforts to advertise in the metro and surrounding areas of Indianapolis; as well as assist in the set-up of the event.

The remainder of the assets will be disposed of via on-line public auction website(s). In recent years several firms who provide on-line public auction services have been vetted and approved by the state of Indiana for this purpose. Assets from the IMC to be included will consist primarily of some aircraft tooling and other specialized hangar/shop equipment. The

firm(s) selected to hold the on-line public auction(s) will partner with IMC Staff to assist in a broader marketing strategy with a focus on industry segments that typically utilize these types of assets.

Consistent with Resolution 6-2013, the auction services contracts will be executed by the Executive Director or his designee as the revenue from the auction is not expected to exceed \$250,000.

Schedule

- August 21, 2015: IAA Board execution of Resolution No. 13-2015
- August 21 thru auction date(s): Staging, set-up & marketing efforts in preparation of on-site and on-line auctions.
- September/October: Conduct on-site Auction
- Sep. 2015 – Feb. 2016 Conduct on-line Auction(s)

Revenue and/or Operating Cost Implications

Revenue:

Estimated revenues are unknown. The past nine auctions generated on average net proceeds of approximately \$68,000 for the IMC. The 2014 net proceeds were \$170,640.00 for IMC assets sold at last year’s auction. All other IAA net proceeds are estimated at \$20,000 or less for this years’ onsite auction as the majority of non-IMC assets are now sold via online auctions.

Operating Costs:

The only additional operating costs are the auction company’s commission (10-15% typical), credit card fees (2% typical) and set up and marketing fees, all of which are deducted from the auction gross sales.

Supplier Diversity Participation

Research will be undertaken to identify MBE, WBE, and/or VBE candidates for the public auction prior to awarding a contract to a particular company; which will be vetted to ensure no other candidate is available or capable for the auction.

Recommendation

Consider for approval, adoption of Resolution No. 13-2015 authorizing the sale of IAA and IMC inventoried items via public auction.

IAA Board Meeting
General Agenda
August 21, 2015

General:

BP2015-08-1 Consider for approval an Airport Use Permit with Payless Car Rental to operate an off airport car rental business

BP2015-08-2 Consider for approval award of contract with RPM Commercial Outdoor Maintenance for Snow Removal Services for the Parking Department at Indianapolis International Airport in an amount not to exceed \$400,000. MBE participation estimated between 3.00-5.00% (Wells Construction, LLC), WBE 0.00%, and VBE 0.00%.

Capital Program:

BP2015-08-3 Consider for approval a participating addendum that will enable and authorize the IAA to engage, from time to time, in the purchase of computers, servers, and other associated equipment from Dell under the ValuePoint program

BP2015-08-4 Consider for approval the delegation of authority to the Executive Director to approve and execute the Letter of Agreement with Federal Express Corporation pertaining to Ground Power Units and Apron Lighting upgrades

BP2015-08-5 **Action #1** - Consider for approval to reauthorize the bid process for Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055, as prepared by CHA Consulting, Inc.

Action #2 - 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 Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055 and the acceptance of the FAA VALE grant for the IAA

BP2015-08-6 Consider for approval Change Order No. 1 with Harmon Construction, Inc. for IAA Staff Consolidation at Indianapolis International Airport, Project No. I-15-028, in an amount not-to-exceed \$55,289.74. Supplier diversity participation on this Change Order No. 1 is MBE 26.84% (Harmon Construction, Inc.), WBE 0%, and VBE 0%

BP2015-08-7

Consider for approval Amendment No. 1 to the professional services contract with Walker Parking Consultants, Inc. for Garage Atrium Canopy Replacement & Addition of a Glass Enclosure Wall at Indianapolis International Airport, Project No. I-15-010, in an amount not-to-exceed \$226,250.00 (fees) and \$4,000.00 (expenses) for a total not-to-exceed amount of \$230,250.00. Supplier diversity participation on this amendment is MBE 11.97% (Cripe Architects & Engineers, Keystone Construction Corp., Cornerstone Engineering, Inc.), WBE 0%, and VBE 0%

BP2015-08-8

Consider for approval Amendment No. 2 to the contract with Woolpert, Inc. for Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 at Metropolitan Airport, Project No. M-15-045, for a total not-to-exceed amount of \$52,609.84. Supplier diversity participation on this amendment is DBE 32.36% (Journey Eng., LLC, GeoSolutions), MBE 14.95% (Infrastructure Eng., Inc., GeoSolutions), WBE 23.61% (Journey Eng., LLC), and VBE 12.55% (B&R Consulting, LLC)

General (LATE ADDITION):

BP2015-08-9

Consider for approval an Airport Use Permit with BlueIndy, LLC for the operation of an electric car rental operation at Indianapolis International Airport



BOARD MEMO – AIRPORT USE PERMIT

To: IAA Board of Directors
From: Marsha Stone, Sr. Director of Commercial Enterprise
Date: July 24, 2015
Board Date: August 21, 2015
Subject: Airport Use Permit with Payless Car Rental

Background

Authority and ACE Rent A Car previously entered into an Off Airport Car Rental Agreement dated March 7, 2003. The length of term subsequently expired and the Agreement has continued on a month-to-month basis. Payless Car Rental (Payless) acquired all ownership rights of ACE Rent A Car on August 26, 2014 and the Agreement was assigned to Payless. As the Agreement is one of the Authority's older active agreements, language updates are necessary coupled with the desire of Payless to enter into a term agreement rather than continue month-to-month; therefore, Authority and Payless agree to enter into a new Airport Use Permit.

Scope

Execute this Airport Use Permit that allows Payless to operate an off-airport car rental business. The terms of this Airport Use Permit will expire on December 31, 2018.

Schedule

August 21, 2015: IAA approval of Airport Use Permit with Payless Car Rental

Revenue and/or Operating Cost Implications

Revenue:

Revenue will continue to be based on ten percent (10%) of gross receipts derived from the Payless operation.

Annual revenue impact is estimated to be in excess of \$325,000 based on the previous rolling twelve (12) month calendar.

Operating Costs:

There are no Authority operating costs associated with this Permit

Supplier Diversity Participation

Not applicable.

Recommendation

IAA staff recommend the Board consider for approval an Airport Use Permit with Payless Car Rental to operate an off airport car rental business.



BOARD MEMO – SERVICE CONTRACT

To: IAA Board of Directors

From: Michael T. Medvescek, Sr. Director of Operations

Date: July 14, 2015

Board Date: August 21, 2015

Subject: Approval of Contract with RPM Commercial Outdoor Maintenance for Snow Removal Services for the Parking Department lots at Indianapolis International Airport

Background

On May 6, 2015, the IAA staff issued a Request for Proposals (RFP) for Snow Removal Services for the Parking Department for an initial term of one year with an option to renew for four terms. The cumulative term of the agreement, including any renewals, shall not exceed five (5) years.

On June 8, 2015, the IAA staff received five proposals that were reviewed and scored by an evaluation team consisting of employees from the Finance, Retail, Parking, Operations, and Procurement Departments. All proposals were scored using criteria categories specified in the RFP with RPM Commercial Outdoor Maintenance being the successful respondent.

Scope

The scope of this project is to provide on call snow removal services for the Airport Parking Department for a cumulative term not to exceed five (5) years.

Budget

Funds have been approved in the airport operating budget and are not-to-exceed \$400,000 annually.

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

Schedule

Proposals opened	June 8, 2015
Board approves contract	August 21, 2015

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

The MBE participation for snow removal services is dependent on the amount of snow accumulation. Wells Trucking will be utilized to expand RPM's trucking and snow removal services (hauling, hand labor, salt trucks, and large equipment operators) but is estimated to be between 3.00-5.00%.

Recommendation

The IAA staff has reviewed the proposals and recommends that the Board consider for approval award of contract with RPM Commercial Outdoor Maintenance for Snow Removal Services for the Parking Department at Indianapolis International Airport in an amount not to exceed \$400,000. MBE participation estimated between 3.00-5.00% (Wells Construction, LLC), WBE 0.00%, and VBE 0.00%.



BOARD MEMO – SERVICE CONTRACT

To: IAA Board of Directors

From: Reid Goldsmith, Sr. Director of Information Technology

Date: August 7, 2015

Board Date: August 21, 2015

Subject: Approval of Participating Addendum with Dell Marketing, L.P.

Background

On October 23, 2013, the State of Indiana ended its Quantity Purchase Agreement (“QPA”) with Dell Marketing, L.P. (“Dell”) and entered into a new QPA with Hewlett Packard (“HP”) for the purchase of computer equipment. For at least the past ten years, IAA has purchased computer equipment from Dell, including desktops, laptops, monitors, servers and enterprise storage equipment. As a result, IAA has a significant amount of capital invested in infrastructure that supports Dell computer hardware. Moving to HP would require a separate, up-front investment in infrastructure that supports hardware from HP and would be unnecessarily expensive.

Under Indiana law and IAA procurement policy, IAA may engage in procurements under arrangements known as cooperative purchasing agreements, including those established by the Indiana Department of Administration (the “IDOA”). The term “cooperative purchasing” is an arrangement whereby governmental entities may purchase services or supplies utilizing a third party which has already secured pricing via a competitive process.

The IDOA is a party to a cooperative purchasing program through the National Association of State Procurement Officers known as “ValuePoint” (“ValuePoint”). Dell was competitively awarded a contract under ValuePoint, and the IAA has received permission from IDOA to engage in procurements under the ValuePoint program. To participate in this program, IAA must execute a document referred to as a “participating addendum”. The ValuePoint agreement with Dell expires on March 31, 2017.

Budget

The participating addendum does not commit the IAA to any spending – it simply gives IAA to ability to engage in the purchase of computer equipment in a manner similar to how the IAA previously purchased equipment under Indiana’s QPA. The majority of spending under this addendum will occur as a part of the annual Computer, Server and Equipment Replacement Program in the IAA capital budget. The total budget for the 2015 program is \$705,210, and the total budget for the 2016 program is \$645,720.

Recommendation

The IAA staff recommends that the Board consider for approval a participating addendum that will enable and authorize the IAA to engage, from time to time, in the purchase of computers, servers, and other associated equipment from Dell under the ValuePoint program.



BOARD MEMO – SIGNATURE AUTHORITY

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: August 5, 2015

Board Date: August 21, 2015

Subject: Executive Director Signature Authority / FedEx Letter of Agreement

Background

This Board Memo is brought forward to seek approval from the Authority Board for a delegation of authority to the IAA's Executive Director to execute a Letter of Agreement (LOA) with Federal Express Corporation (FedEx). As time is of the essence for the use of FAA Vale Grant funds, Staff recommends the delegation of signature authority to the Executive Director.

The Authority Staff embarked on its first attempt at receiving FAA Vale Grants. These grants tend to be associated with "energy savings" projects such as relamping, variable drive installations, replacement of gas vehicles and equipment to electric, etc. The Vale Grant is a seventy five percent (75%) matching grant. At this time, the funds have been approved and allocated by the FAA and Authority Staff is finalizing the Grant Application.

Authority Staff have been working with FedEx on a project within their leased premises which involves the installation of twelve (12) ground power units (GPU's), replacement of twenty two (22) diesel powered light plants with high mast apron lighting and installation of storm warning system equipment.

The above scope is an IAA capital project titled, "Replace Ground Power Units" which the Authority Board approved the Plans & Spec's and authorized the public bidding process in the July Board Meeting. The main purpose of the LOA is to memorialize how the project will be initially funded by the Vale Grant with the remaining twenty five percent (25%) funded by the Authority and how the Authority will be reimbursed by FedEx. FedEx will also pay for any overage costs.

Scope

Due to the timing required for FedEx review and approval of the LOA as well as timing of the issuance of the Vale Grant funds from the FAA, Authority Staff is requesting delegation by the IAA Board to the Executive Director to approve this LOA.

Schedule

Aug 21, 2015: Approval of Delegation of Authority to the Executive Director for the execution of the LOA with FedEx.

Revenue and/or Operating Cost Implications

Revenue:

There is no additional revenue source associated with this LOA.

Capital Costs / Operating Costs:

Capital Costs as discussed in the LOA are funded seventy five percent (75%) by an FAA Vale Grant with the remaining twenty five percent (25%) and above, reimbursed by FedEx to the Authority.

There are no operating costs associated with this LOA. Although the Authority remains the owner of the installed equipment through the life of the lease term, FedEx is responsible for all maintenance, repair and replacements.

Supplier Diversity Participation

Not Applicable

Recommendation

Consider for approval the delegation of authority to the Executive Director to approve and execute the Letter of Agreement with Federal Express Corporation pertaining to Ground Power Units and Apron Lighting upgrades.



BOARD MEMO – REJECTION OF BIDS, REAUTHORIZE THE BID PROCESS, & DELEGATION OF AUTHORITY

To: IAA Board of Directors

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

Date: August 19, 2015

Board Date: August 21, 2015

Subject: Rejections of Bids and Re-Authorize the Public Bidding Process, and Delegation of Authority for the Acceptance of the FAA VALE grant contract services the for Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055

Background

The IAA converted away from diesel operated Ground Power Units (GPUs) and Pre-Conditioned Air Units for commercial airlines at the gates as part of the new terminal project. A next step in reducing diesel emissions at IND involves partnering with the cargo operator, FedEx, to convert conventionally-fueled ground power units, air conditioning units and light plants from diesel to electrical power.

This project plans to voluntarily replace mobile ground power units and light plants with hard-wired, electrically powered equipment on the cargo apron. The comparable equipment at the terminal ramp is electric, not diesel. The diesel-powered GPUs will be replaced with fixed-wired electric GPUs stationed at the gates or portable electric GPUs attached to carts. Currently, twenty-two diesel-powered, cart-mounted, light plants are used on the cargo apron to help illuminate ramp operations for improved safety. The diesel-powered light plants would be replaced with electric stationary pole lighting. By replacing diesel-fueled engines with electricity, cleaner fuel, the project is consistent with the objectives of FAA Voluntary Airport Low Emissions (VALE) program.

VALE is a national program created by the United States Congress in 2004 to help commercial service airports reduce airport ground emissions, and meet future air quality obligations mandated by the Clean Air Act. VALE grants are issued to the airport sponsors by the FAA and are funded through either one of two airport assistance programs, the Airport Improvement Program (AIP) or the Passenger Facility Charges (PFC) program. For this project, the IAA is the sponsor. The VALE program promotes emission reductions from ground transportation sources and ground support equipment by providing sponsors with financial and regulatory incentives to invest in proven lower-emissions technology. Electric power equipment is the lowest emission technology.

On July 17, 2015, the Board approved plans and specifications for Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055, and authorized public bidding process.

Rejection of Bids

On August 11, 2015, the IAA staff received one bid. The project contained a base bid. Shiel Sexton Co., Inc. was the lowest bidder in the amount of \$6,130,050.14 for the base bid. The base bid was considerably higher than the respective construction budgets and the design engineer's opinion of probable cost.

Per Indiana Code 5-16-2-1.4 and in accordance with Item #19 in the Instructions to Bidders which states that "The Owner reserves the right to reject any and all bids ...", it is recommended that the IAA Board consider for approval the rejection of the bid received on August 11, 2015.

Delegation of Authority

In order to rebid the project and to meet the FAA's timeline for grant issuance, Delegation of Authority to the IAA Executive Director is requested to approve and execute a contract with the lowest responsive and responsible bidder. Delegation of Authority is also needed to accept the FAA VALE grant for the IAA.

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.

Scope

The scope of work is to replace twelve (12) diesel-power ground power units with electric ground power units and twenty-two (22) diesel-power light plants with electric stationary pole lighting at the cargo apron.

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.

The funding for this project is expected to be 75% Federal Aviation Administration (FAA) Voluntary Airport Low Emission (VALE) grant funds and 25% outside funds provided by FedEx.

The project is being undertaken to rehabilitate existing infrastructure that is integral to tenant operations and is grant funded. As a result of the nature of the repairs and the 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

Advertisement of Opportunity to Bid: August 22 and August 29, 2015

Pre-Bid Meeting: Date: August 27, 2015 Time: 3:00pm
Main Terminal Board Room – Level 4

Bid Opening: Date: September 15, 2015 Time: 3:00pm
Main Terminal Board Room – Level 4

Contract award anticipated September 2015 and the substantial completion date is expected to be April 2016.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:
10% total participation comprised of DBE, MBE, WBE and/or VBE

Recommendation

Reauthorize the bid process

The IAA staff recommends that the Board consider for approval to reauthorize the bid process for Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055, as prepared by CHA Consulting, Inc.

Delegation of Authority

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 Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055 and the acceptance of the FAA VALE grant for the IAA.



BOARD MEMO – CHANGE ORDER

To: IAA Board of Directors

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

Date: August 11, 2015

Board Date: August 21, 2015

Subject: Approval of Change Order No. 1 with Harmon Construction, Inc. for IAA Staff Consolidation, Project No. I-15-028

Background

Indianapolis Airport Authority (IAA) staff which were located at IAA Building 60 were relocated to the Indianapolis International Airport (IND) Terminal Building. To accommodate this relocation, various spaces at the Terminal needed either renovation or new construction. Also, unused furniture needed to be inventoried, organized and stored for the next Airport auction.

On February 19, 2015, the Executive Director executed a contract with Guidon Design, Inc. for design, bid assistance and construction observation for the various renovation and new construction, and also a contract with Relocation Strategies for furniture design, furniture procurement, move management and furniture inventory.

On March 20, 2015, the Board approved plans and specifications for IAA Staff Consolidation, and authorized the public bidding process. On April 21, 2015, a contract was awarded to Harmon Construction, Inc., the lowest responsive and responsible bidder in the amount of \$465,200.00.

Change Order Summary

Contract changes fall under one of three categories: Error/Omission, Unforeseen Circumstance, or Owner Requested. 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 may be 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 seventeen items that include nine items that are Owner requested scope, five that are unforeseen conditions, two that are omissions, and one that is an error:

<u>Owner Requested</u>	
Install 4 th floor screen wall	\$ 5,717.00
Increase restroom chase size	0.00
Move 4 th floor office wall, change door swing	0.00
Additional power and data	16,702.94
Added power in chases	1,680.00
Change restroom ceiling	3,203.00
Add power and data in storage room	1,400.00
Change lock cylinders	3,612.00
Add outlet	<u>840.00</u>
	\$33,154.94
<u>Unforeseen Condition</u>	
Change tile edge to Schluter strip	\$ 0.00
Conversion of sprinkler system	1,564.50
Additional supervision	8,243.30
Additional escort services	5,175.00
Install patch panel	<u>328.00</u>
	\$15,310.80
<u>Omission</u>	
Stainless steel wall base	\$ 1,010.00
Additional painting requirements	<u>669.00</u>
	\$ 1,679.00
<u>Error</u>	
New wood doors	\$ 5,145.00
<hr/>	
Total:	\$55,289.74

The temporary screen wall was requested to protect the fourth floor office buildout during construction of the new windows. The wall kept the area secure and also gave an appealing aesthetic from Civic Plaza during the construction period.

The restroom chase walls were repositioned to allow more space for future maintenance on the pipes. This change has no cost implication.

The wall and door into one of the fourth floor offices was changed to provide a better configuration. This change has no cost implication.

Several changes were made to position power and data in ideal locations for office furniture. It was anticipated that these type of changes would need to be made, and we requested unit prices for this work with the initial bid pricing.

Outlets were requested in the restroom chases to aid in future maintenance work.

The restroom ceiling was changed from a drywall ceiling to a lay-in acoustic ceiling. This was done to make easy access to valves and dampers above the ceiling. Most of the cost

of this change is for new light fixtures, as the ones purchased for the drywall ceiling could not be reused for the acoustic ceiling.

Power and data were added to the new storage room on the fourth floor to accommodate a postage machine.

The lock cylinders were revised from Best to Schlage to be in conformance with the terminal standard keying.

An outlet was added in the break room for a water cooler.

The ceramic tile for the restroom no longer is made with a bullnose edge for corners. A metal strip is needed to complete the corner. This change has no cost implication.

The existing room that was converted to a new women’s restroom had a pre-action sprinkler system. The conversion of the pre-action system to a standard wet-system required additional work within the secured baggage area to disconnect a compressor and install a new flow switch.

The project exceeded the original schedule by 13 days, due in part to delivery time needed for doors, frames, and hardware and additional requested work. Additional supervision from the contractor was required for this extra time, including overtime hours.

Additional escort services were required of the contractor to access certain parts of the fourth floor and electrical and data closets.

Due to the additional data requested, an additional patch panel was required.

Stainless steel wall base was required on the fourth floor on the Civic Plaza side of the wall to match the existing base. The cost proposed was reasonable, so we did not deduct the 15% charge to the designer.

Painting of offices on the second floor required extra effort due to existing furniture that was wall-mounted in the existing rooms. The cost proposed was reasonable, so we did not deduct the 15% charge to the designer.

The finish of the new wood doors was to match the existing doors. However, the color selected by the designer did not match the existing doors. The doors had to be re-ordered to match. The cost for this change will be pursued from the designer.

Revised Construction Amount

Original Construction Contract Amount\$	\$465,200.00
Previous Change Orders	0.00
Current Change Order No. 1 (11.89% of contract)	<u>55,289.74</u>
New Construction Contract Total	\$520,489.74

Project Costs

Design & Soft Costs	\$ 80,872.00
Construction Contract Amount	465,200.00
Previous Change Orders	0.00
Current Change Order No. 1 (11.89% of contract)	<u>55,289.74</u>
Revised Total Anticipated Project Cost	\$601,361.74

The revised contract with the Change Order included is within the approved 2014 Capital Budget.

Schedule

The contract term will be extended by Change Order No. 1 to August 31, 2015.

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. 1

FIRM	AMOUNT			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Harmon Construction	\$14,841.89	\$0	\$0	26.84%	0.00%	0.00%
Totals	\$14,841.89	\$0	\$0	26.84%	0.00%	0.00%

Construction Contract

FIRM	CLASSIFICATION	ORIGINAL AMOUNT	ORIGINAL %	AFTER CO 1 AMOUNT	AFTER CO 1 %
Harmon Construction	MBE	\$ 70,387	15.13%	\$ 85,228.89	16.37%
Harmon Steel	MBE	4,880	1.05%	4,880	0.94%
Sexson Mechanical	MBE	86,800	18.66%	86,800	16.68%
Carpet Corner, LLC	MBE	34,800	7.48%	34,800	6.69%
Sue-Win, Inc.	WBE	11,200	2.41%	11,200	2.15%
Totals	MBE	\$196,867	42.32%	\$211,708.89	40.67%
	WBE	\$ 11,200	2.41%	\$ 11,200	2.15%
	VBE	\$ 0	0.00%	\$ 0	0.00%

Recommendation

The IAA staff recommends that the Board consider for approval Change Order No. 1 with Harmon Construction, Inc. for IAA Staff Consolidation at Indianapolis International Airport, Project No. I-15-028, in an amount not-to-exceed \$55,289.74. Supplier diversity participation on this Change Order No. 1 is MBE 26.84% (Harmon Construction, Inc.), WBE 0%, and VBE 0%.



BOARD MEMO – AMENDMENT

To: IAA Board of Directors

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

Date: August 11, 2015

Board Date: August 21, 2014

Subject: Approval of Amendment No. 1 with Walker Parking Consultants, Inc. for Garage Atrium Canopy Replacement & Addition of a Glass Enclosure Wall at Indianapolis International Airport, Project No. I-15-010

Background

The present tensioned fabric canopy over the Parking Garage Atrium has suffered two failures since opening in 2008. Both failures have resulted in the fabric tearing with snow and ice being allowed to fall upon areas of the parking garage below causing significant safety concerns for employees and the public that travel below the canopy. It has been determined that corrective actions are necessary to prevent future canopy failures.

On September 15, 2014, the Board approved a contract with Walker Parking Consultants, Inc. to perform feasibility studies on possible remediation actions, including a complete redesign of the canopy system to address the observed failures. These studies looked at a number of options based upon either a complete demolition of the existing system and construction of a new canopy and structure or re-using the existing canopy structure with additional framing and stiffening members added with differing canopy materials. The various options were compared based on replacement cost, maintenance requirements of each new canopy system, functionality of each new system and appearance to the public. After completing the study, the Airport determined the best approach when taking into account the various criteria was to replace the existing system with new tensioned Teflon fabric and added supplemental structural steel members to increase support within the canopy framing.

To ensure the installation work for the new canopy can be accomplished before winter of 2016, a new contract to perform preliminary design services for the selected system to confirm the viability of this design and allow sufficient time to bid and award a construction contract in 2015 was awarded to Walker Parking Consultants, Inc. This amendment covers completion of the design services, bidding phase services and construction phase services.

Scope

The scope for this Amendment No. 1 is to provide Final Design Phase services, Bidding Phase services and Construction Phase services.

Final Design Phase services will include completion of the project design documents that were prepared under the initial "Preliminary Design" contract as defined in Article 3.3 of Walker's contract. This includes the Architectural, Structural and General Information drawings needed for bidding and construction as well as associated specifications. It will also include preparation of two construction estimates during the design phase that will be compared and coordinated with the Construction Manager's estimates.

The Bidding Phase services will include normal support during bidding such as working with IAA for document distribution, participating in answering any questions raised during bidding and assist in the evaluation of bids received as defined in Article 3.4.1 of Walker's contract.

The Construction Phase services will include services as defined in Article 3.4.2 of Walker's contract such as normal submittal review and approval, attendance at project meetings, site observation visits, developing punch lists and participating in project close out activities.

Budget

The Walker Parking Consultants, Inc. contract amendment is \$230,250.00, which is within the approved 2015 Capital Budget for Garage Atrium Canopy Replacement & Addition of a Glass Enclosure Wall at Indianapolis International Airport.

This project will 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

The contract term of the Contract will be extended by Amendment No. 1 to March 31, 2017 to allow for a reasonable period of time to complete the post-construction activities.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Cripe Architects & Engineers	\$ 11,250.00	\$ -	\$ -	4.89%	0.00%	0.00%
Keystone Construction Corp.	11,250.00	-	-	4.89%	0.00%	0.00%
Cornerstone Engineering, Inc.	5,063.00	-	-	2.20%	0.00%	0.00%
Totals	\$ 27,563.00	\$ -	\$ -	11.97%	0.00%	0.00%

Contract/Amendment & Execution Date	Service & Term	Amount	MBE	WBE	VBE
Original Contract July 27, 2015	Professional Services Term: 7/27/15 - 8/31/2015	\$ 75,000.00	12.25%	0.00%	0.00%
Amendment #1 August 21, 2015	Professional Services Term Extended: 3/31/2017	230,250.00	11.97%	0.00%	0.00%
Revised Contract NTE		\$ 305,250.00	12.04%	0.00%	0.00%

Recommendation

The IAA staff recommends that the Board consider for approval Amendment No. 1 to the professional services contract with Walker Parking Consultants, Inc. for Garage Atrium Canopy Replacement & Addition of a Glass Enclosure Wall at Indianapolis International Airport, Project No. I-15-010, in an amount not-to-exceed \$226,250.00 (fees) and \$4,000.00 (expenses) for a total not-to-exceed amount of \$230,250.00. Supplier diversity participation on this amendment is MBE 11.97% (Cripe Architects & Engineers, Keystone Construction Corp., Cornerstone Engineering, Inc.), WBE 0%, and VBE 0%.



BOARD MEMO – AMENDMENT

To: IAA Board of Directors

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

Date: August 11, 2015

Board Date: August 21, 2015

Subject: Approval of Amendment No. 2 for Professional Services with Woolpert, Inc. for Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 at Metropolitan Airport, Project No. M-15-045

Background

Metropolitan Airport (UMP) has one asphalt runway, Runway 15-33. The runway was most recently overlaid in 1992 and widened in 1996. The runway including blast pad is 4,004 feet by 100 feet. The runway lighting system was installed in the 1960s and the taxiway system was installed in 1987. The majority of the lighting system is a direct buried system (wire in ground and stake mounted lights). The exception is the runway lights on the east side of the runway that were replaced as a closed system (wire in conduit and base cans on the lights) as part of the runway widening in 1996.

The asphalt runway rehabilitation is anticipated to include milling, repairing base as needed, crack repair, drainage system improvements as needed, asphalt overlay of runway and taxiways connectors to the relocated hold lines, runway grooving, and remarking the runway and taxiway connectors including the relocated holdlines.

Rehabilitation of the pavement is needed to maintain the pavement in efficient operating condition; design life of pavement rehabilitation is approximately 15 years.

On August 22, 2014, the Indianapolis Airport Authority (IAA) issued a qualifications based Request for Proposals (RFP) per Federal Aviation Administration (FAA) requirement to select a designer for this project, with responses due on September 18, 2014. Five proposals were received. A review committee made up of three IAA representatives reviewed and ranked the proposals. On October 9, 2014 the review committee conducted interviews with all five proposers. Woolpert, Inc. was ranked highest by the committee to meet this project's professional service needs.

On November 13, 2014, the Executive Director executed initial professional services contract with Woolpert Inc. to allow for field investigation of the design to commence before winter weather. The initial design services included site visit with Indianapolis Airport Authority (IAA) staff and key tenants, field survey, geotechnical investigation,

drainage system videoing and evaluation, inventory of airfield electrical system and draft lighting justification study to identify the preferred type of replacement electrical system.

On November 21, 2014, the Board approved Amendment No. 1 with Woolpert Inc. authorizing the remainder of the design. The preliminary and final design services in the amendment include: pavement design, electrical design for the preferred system, preparation of safety phasing plan, preparation of plans and specifications, safety risk analysis of project, design review meetings, outreach to tenants and surrounding community to inform about an around the clock accelerated construction schedule.

On April 17, 2015, the Board approved plans and specification for Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 (Division A) and Replace Airfield Lighting (Division B) at Metropolitan Airport, Project No. M-15-045 & 046, and authorized public bidding process.

On July 17, 2015, the Board authorized Delegation of Authority until discretionary grant funding is received. IAA staff received one bid for Division "A" and no bids for Division "B". The project contained Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 (Division "A") a base bid only, and Replace Airfield Lighting (Division "B") base bid with one additive for (Replace Airfield Lighting).

Scope

This amendment covers the Construction Administration services through project close out. This capital project is programmed for discretionary grant funding.

Budget

The Woolpert, Inc. Amendment No. 2 is \$52,609.84 for a total professional service contract through construction closeout of \$227,475.91 which is within the approved 2015 Capital Budget for Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4, Project No. M-15-045.

The funding for this project is expected to be 90% Federal Aviation Administration (FAA) grant funds and up to 10% Airport capital improvement funds. The IAA will also be applying for a state grant from Indiana Department of Transportation (INDOT). When there are sufficient monies in the state budget, INDOT provides a grant up to 5% of the funding potentially reducing the Airport capital funding to as little as 5% of the project. A 2014 grant was received by IAA to fund the design portion of the combined project.

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

Schedule

The contract term will be extended by Amendment No. 2 to May 30, 2016 for Construction Administration Services through project closeout.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Walker Parking Consultants, Inc. Walker Parking Consultants, Inc. Walker Parking Consultants, Inc. Walker

Firm	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Journey Eng., LLC	\$ 12,420.00	\$ -	\$ 12,420.00	\$ -	23.61%	0.00%	23.61%	0.00%
Infrastructure Eng., Inc.	-	3,258.84	-	-	0.00%	6.19%	0.00%	0.00%
B&R Consulting, LLC	-	-	-	6,600.00	0.00%	0.00%	0.00%	12.55%
Geo Solutions	4,605.00	4,605.00	-	-	8.75%	8.75%	0.00%	0.00%
Totals	\$ 17,025.00	\$ 7,863.84	\$ 12,420.00	\$ 6,600.00	32.36%	14.95%	23.61%	12.55%

Contract Summary to Date

Contract/Amendment & Execution Date	Service & Term	Amount	DBE	MBE	WBE	VBE
Original Contract	Professional Services Term: 11/13/14 - 1/31/2015	\$ 70,974.08	64.61%	45.19%	10.20%	0.00%
Amendment #1 November 21, 2014	Professional Services Term Extended: 8/31/2015	103,891.99	31.63%	0.00%	8.71%	7.20%
Amendment #2 August 21, 2015	Professional Services Term Extended: 5/30/2016	52,609.84	32.36%	14.95%	23.61%	12.55%
Revised Contract NTE		\$227,475.91	39.88%	22.68%	12.62%	6.19%

Recommendation

The IAA staff recommends that the Board consider for approval Amendment No. 2 to the contract with Woolpert, Inc. for Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 at Metropolitan Airport, Project No. M-15-045, for a total not-to-exceed amount of \$52,609.84. Supplier diversity participation on this amendment is DBE 32.36% (Journey Eng., LLC, GeoSolutions), MBE 14.95% (Infrastructure Eng., Inc., GeoSolutions), WBE 23.61% (Journey Eng., LLC), and VBE 12.55% (B&R Consulting, LLC).



BOARD MEMO– AIRPORT USE PERMIT

To: IAA Board of Directors
From: Marsha Stone, Sr. Director of Commercial Enterprise
Date: August 18, 2015
Board Date: August 21, 2015
Subject: BlueIndy, LLC Airport Use Permit

Background

BlueIndy, LLC is an electric car rental company seeking to establish a network of local rental kiosks and charging stations within the Marion County area. BlueIndy, LLC, will be the first all-electric car share operation established in North America. There will be approximately two hundred (200) locations within Marion County wherein a “member” of the program will be able to utilize their approximate inventory of five hundred (500) electric cars.

BlueIndy will be treated as a car rental operation rather than for hire transportation such as a cab, Uber and/or Lyft operation. With that, BlueIndy is required to operate within the same protocol as other car rental companies including: 1) paying an equivalent rental on the garage space for their operation, 2) paying ten percent (10%) of gross receipts of rentals originating from the airport, 3) collect and remit a Customer Facility Charge (CFC) of \$4.00 per rental and 4) provide a minimum annual guarantee (MAG).

Scope

BlueIndy, LLC is seeking the execution of an Airport Use Permit with a primary term beginning September 1, 2015 and ending August 31, 2018. Additionally, BlueIndy will have two (2) - five (5) year option terms to extend the Airport Use Permit.

The operation will be housed on the eastern portion of the 5th floor of the parking garage and occupy 20 existing parking spaces as well as an area under the garage canopy for their self-service kiosk.

Schedule

August 21, 2015: IAA approval of Airport Use Permit
September 2, 2015: Targeted launch of services

Revenue and/or Operating Cost Implications

Revenue:

Revenue impact:

Use Fee: \$4,443/annum (primary term and option years)

Concessionaire Fees: 10% of gross receipts with a Minimum Annual Guarantee (MAG) of \$9,000/annum (primary term, years 1-3) and \$12,000/annum (option years 4-13), whichever is the greater of the two. Total Minimum Revenue:

\$13,443/annum (years 1-3), \$16,443/annum (years 4-13).

Operating Costs:

The Authority has no costs associated with the execution of the Airport Use Permit. BlueIndy will pay 100% of the engineering, installation, and maintenance costs for the necessary infrastructure. BlueIndy will pay all of the electric utility and snow removal costs.

Supplier Diversity Participation

Not applicable.

Recommendation

IAA Staff recommends the Board consider for approval an Airport Use Permit with BlueIndy, LLC for the operation of an electric car rental operation at Indianapolis International Airport.