

Agenda
Indianapolis Airport Authority
June 5, 2009
8:30 a.m.

- I. Call to Order**
- II. Approval of Minutes of the Regular Meeting of May 15, 2009**
- III. Ordinances, Resolutions and Public Hearings**
 - a) Introduction of General Ordinance No. 2-2009 approving the 2010 Indianapolis Airport Authority Budget. Initial Hearing to be held June 19, 2009.
- IV. Board Reports**
 - a) President's Report
- V. Payments**
 - a) Consider for approval payment to Ice Miller LLP for professional fees in the amount of \$43,304.00 (\$37,075.50 Operating and \$6,228.50 Capital) per the attached schedule.
 - b) Consider for approval payments in the amount of \$1,976,442.49 per the attached schedules.
- VI. Official Actions**
 - a) Introduction of the IAA Consent Calendar dated June 5, 2009.
 - b) Consider for approval each of the individual items listed on the IAA Consent Calendar Agenda dated June 5, 2009.
- VII. Staff Reports**
 - a) CEO Report
 - i. Internal Audit Reporting Structures
 - ii. Delegation of Authority for Professional Service Contracts
 - b) Financial Report
 - c) Passenger Activity Report
 - d) Bluetooth
- VIII. Other**
- IX. Adjourn**

The Regular Meeting of the Indianapolis Airport Authority Board was called to order at 8:40 a.m. May 15, 2009 in the Airport Board Room at Indianapolis International Airport.

Present and comprising a quorum were:

Michael B. Stayton, President
Lacy M. Johnson, Vice President
Alfred R. Bennett, Secretary
Alex M. Azar, Member

Kelly J. Flynn, Member
Andrew Miller, Member
Randall L. Tobias, Member
Jean L. Wojtowicz, Member

Advisory Members attending:

Jack Morton

Lynn Gordon

IAA staff attending:

John D. Clark III, Executive Director
Robert A. Duncan, Airport Director
Rex Joseph, IAA Counsel
Anne O'Connor
Jim Mooney
Gary Gibson
Bob Spitler
Mike Medvescek
Ginger Thomas
Eric Anderson
Kent Weldon
Tim Method
Carmen Gardwell
Erika Davis
Ron Deer
Chris Matney
A.J. Babkowski
James Duke
Dawn Sanders
Greta Hawvermale

Jay McQueen
Patzetta Trice
Marsha Stone
Heidi Babkowski
Corey Wilson
Wayne Reynolds
Jennifer Tillman
Bea Tate
Susan Sullivan
Jerry Wise
Maria Wiley
Mark Currier
Corey Grannemann
Jeff Woloshin
Chief Reardon
Chief Gentry
Trisha Sqrow
Tim Konopinski
Beverly Terlaje
Susan Rehfeldt, Recording Secretary

Upon a motion by Ms. Wojtowicz, seconded by Mr. Miller and unanimously passed, approval was given to the Minutes of the Regular Meeting of April 17, 2009.

ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS

Upon a motion by Mr. Bennett, seconded by Mr. Flynn and passed by a majority vote with Mr. Johnson abstaining, approval was given to the adoption of Resolution No. 7-2009 regarding the application to the Foreign Trade Zone Board to establish a subzone of Foreign Trade Zone #72 on behalf of Brightpoint

North America L.P. to create new services and economic opportunities for the company.

Upon a motion by Mr. Johnson, seconded by Mr. Flynn and unanimously passed, approval was given to the adoption of Resolution No. 8-2009 regarding the application to the Foreign Trade Zone Board to establish a subzone of Foreign Trade Zone #72 on behalf of Redcats USA to create new services and economic opportunities for the company.

BOARD REPORTS

Mr. Stayton thanked the board for their confidence in his leadership and thanked Ambassador Tobias on all the work he has done with the terminal opening. He stated that the goal is to look ahead to developing strategic plans, to restore the position of the airport and to remain competitive.

APPROVAL OF PAYMENT TO ICE MILLER LLP: Upon a motion by Mr. Flynn, seconded by Mr. Azar and passed by a majority vote with Mr. Johnson abstaining, approval was given for payment to Ice Miller LLP in the amount of \$9,549.64 per the attached schedule.

APPROVAL OF PAYMENT TO INDIANAPOLIS LOCAL IMPROVEMENT BOND BANK: Upon a motion by Mr. Bennett, seconded by Mr. Azar and unanimously passed, approval was given for payment to the Indianapolis Local Improvement Bond Bank in the amount of \$700,000 per the attached schedule.

APPROVAL OF PAYMENTS: Upon a motion by Mr. Johnson, seconded by Mr. Flynn and unanimously passed, approval was given for payments in the amount of \$8,436,905.25 per the attached schedules.

OFFICIAL ACTIONS

APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY CONSENT CALENDAR DATED May 15, 2009: Upon a motion by Mr. Flynn, seconded by Ms. Wojtowicz and unanimously passed, approval was given to the Consent Calendar dated May 15, 2009.

APPROVAL OF INDIVIDUAL ITEMS LISTED ON THE INDIANAPOLIS AIRPORT AUTHORITY CONSENT CALENDAR DATED MAY 15, 2009:

Upon a motion by Mr. Johnson, seconded by Mr. Bennett and unanimously passed, approval was given to accept the individual items listed on the Consent Calendar dated April 17, 2009.

STAFF REPORTS

CEO REPORT

Mr. Clark gave an update on his first 30 days as Executive Director/CEO focusing on strategic planning and moving forward to being competitive and restoring the airport's position in the market as well as working with the

community and board to achieve those goals. He further stated that there has been a minor alignment of the organization of the IAA. Mr. Clark said that we will continue to look to the future for development of air trade and forge relationships with the airlines and work aggressively toward the future. Mr. Clark then reported that the Internal Audit department's new accountability function was to report to the Audit and Finance Committee. He also said that the Authority will be seeking policy direction and will come back and report to the board.

Robert Duncan recognized and thanked John Colosimo for his 20 years of service as the Site Civil Engineer Manager for the Authority.

FINANCIAL REPORT

Marsha Stone gave a brief update on the first quarter report with focus on the economic downturn and the effect on passenger traffic. The Authority does have a contingency plan in place and has a strong cash position.

Treasurer Jeremiah Wise gave a brief update on the Authority's debt and swap portfolio. Mr. Azar asked Mr. Wise to discuss the most significant risks to the Authority's portfolio to which Mr. Wise responded that the Authority's risks are well managed and that counterparty credit risk and credit renewal risk were the two most significant risks in the current market.

Chris Matney, Director of Air Service Development, gave a brief presentation on the aggressive approach to the airlines and the community to bring more air service to Indianapolis. He went on to report what a success it was to have Cargolux and Roche flying cargo out of Indianapolis.

OTHER

Mr. Stayton made a motion to authorize the Executive Director/CEO to settle construction claims related to the closeout of the new terminal project except for the claim of Cives and Ben Hur Construction related to welds in the Civic Plaza, which may be settled by the Board President; seconded by Ambassador Tobias and passed unanimously.

ADJOURN

There being no further business, the meeting was adjourned at 9:28 a.m.

INDIANAPOLIS AIRPORT AUTHORITY

Michael B. Stayton, President

Lacy M. Johnson, Vice President

Alfred R. Bennett, Secretary

Alex Michael Azar II, Member

Kelly J. Flynn, Member

Andrew Miller, Member

Randall L. Tobias, Member

Jean L. Wojtowicz, Member



Indianapolis Airport Authority

Board Memo – 2010 Budget Ordinance 2-2009

To: IAA Board
From: Marsha Stone, Chief Financial Officer
Date: May 29, 2009
Board Date: June 5, 2009
Subject: 2010 Budget Ordinance 2-2009

Attached is the draft 2010 Budget Ordinance 2-2009, which includes a rounded estimate of the proposed 2010 Budget, including both Airport System Fund and Capital Improvement Fund amounts. At this time we are still working through the final details of the Budget. This Budget Ordinance sets the maximum appropriation (expenditure) level for 2010. However, the Authority and staff can continue to review and work through budget assumptions, and the Authority always has the ability to reduce expenditure levels without additional City-County Council or Department of Local Government Finance (State) action.

As a matter of practice, the Ordinance is simply introduced and not actually handed out/published at the June 5, 2009 Board meeting, however, a copy of the Ordinance will be available and on hand.

The 2010 Capital Improvement Fund Budget assumptions will be reviewed in detail with the Finance, Audit and Business Relations Committee on June 5th and the Airport System Fund Budget (which includes the Operating Budget) will be reviewed in detail with the Finance, Audit and Business Relations Committee on June 9th. Both of these budget review meetings occur in advance of the Initial Public Hearing on the Budget, which is scheduled for the June 19th Board meeting. The Final Hearing on the 2010 Budget will be held on July 17th, at which time the Board will vote to accept or reject the 2010 Budget Ordinance.

BUDGET SUBMISSION LETTER AND CERTIFICATE

TO THE AUDITOR OF MARION COUNTY, INDIANA:

The undersigned herewith submits two copies of the Budget adopted by the Board of the Indianapolis Airport Authority for the year ending December 31, 2010, for filing and presentation to the County Tax Adjustment Board.

I certify that said copies are true and exact copies of the Budget approved by the Board on July 17, 2009, fixing the appropriations and tax levies for said year.

Dated this 17th day of July, 2009

Michael B. Stayton
President of the Board
Indianapolis Airport Authority

Attest:

Jeremiah Wise
Treasurer
Indianapolis Airport Authority

STATE OF INDIANA, MARION COUNTY
INDIANAPOLIS AIRPORT AUTHORITY

I, Jeremiah Wise, Treasurer of the Indianapolis Airport Authority, do hereby certify the above and foregoing is a full, true and complete copy of General Ordinance 2-2009, that said Ordinance was passed by the Board of the Indianapolis Airport Authority on the 17th day of July, 2009, and now remains on file and record in the Airport offices.

WITNESS my hand and the Official Seal of
the Indianapolis Airport Authority this 17th
day of July, 2009

Jeremiah Wise
Treasurer
Indianapolis Airport Authority

INDIANAPOLIS AIRPORT AUTHORITY

ORDINANCE NO. 2-2009

An Ordinance appropriating monies for the purpose of defraying the expenses of the Indianapolis Airport Authority, Marion County, Indiana, for the calendar year of 2010, including all outstanding claims and obligations, and fixing a time when the same shall take effect.

Section I - Be it ordained by the Board of the Indianapolis Airport Authority, Marion County, Indiana, that for the calendar year of 2010, the following sums of money are hereby appropriated and ordered set apart out of the funds herein named and for the purpose herein specified, subject to the laws governing the same, and subject also to the conditions provided in this Ordinance. Such sums appropriated shall be held to be made during the year, unless otherwise expressly stipulated and provided by law.

Section II - That for said calendar year there is hereby appropriated out of the Airport System Fund of said Indianapolis Airport Authority the following:

Personal Services	\$ 26,083,000
Supplies & Materials	3,923,000
Other Services and Charges	199,567,000
Capital Outlay	<u>165,000</u>
Total Airport System Fund	\$229,738,000

NOTE: still finalizing numbers, represents budget draft as of 5/29/09

That for said calendar year, there is hereby appropriated out of the Capital Improvement Fund of said Indianapolis Airport Authority the following:

Total Capital Improvement Fund	\$37,259,000
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That for said calendar year, disbursements from the appropriations of the Indianapolis Airport Authority may be transferred by the Board of the Indianapolis Airport Authority from one major budget classification to another, at any regular meeting without prior notice and without approval from the State Board of Tax Commissioners, provided such transfer does not necessitate expenditure of more money than was set out in detail in the published budget.

Section III - Said moneys appropriated shall be derived from the following sources:

Airport System Funds on Hand	\$	tbd
Capital Improvement Funds on Hand		tbd
Airport Revenues		tbd
Federal and State Grants		13,997,000
Transfers		4,750,000
Interest/Federal Payments/Other		145,000
Financing		<u>18,367,000</u>
	\$	tbd

NOTE: still finalizing numbers, Funds on Hand will be based on balances as of 6/30 which are not available at this time; remaining numbers represents budget draft as of 5/29/09

This Ordinance shall be in full force and effect after its passage. Enacted by the Board, July 17, 2009.

INDIANAPOLIS AIRPORT AUTHORITY

Michael B. Stayton, President

Lacy M. Johnson, Vice President

Alfred R. Bennett, Secretary

Alex Michael Azar II, Member

Kelly J. Flynn, Member

Andrew Miller, Member

Randall L. Tobias, Member

Jean L. Wojtowicz, Member

**CONSTRUCTION PAYMENTS
CAPITAL IMPROVEMENT FUNDS
June 5, 2009**

ITEM	PAYEE	PROJECT	CONTRACT AMOUNT	PAYMENT NUMBER	PAYMENT AMOUNT TO DATE	PAYMENT DETAILS			AMOUNT PAID AFTER THIS PAYMENT
						Fees	Expenses	Retainage	
								Total	
1	DSS Consulting	I-95-14 RSIP (Multiple)	\$ 65,000.00	11	\$ 28,642.04	\$ 5,690.00		\$	\$ 34,332.04
2	Evans Development Company	I-95-14H-3403-51 RSIP	\$ 485,295.83	10	\$ 483,895.45	\$ 1,330.36		\$ 70.02	\$ 1,400.38
3	Innovative Construction Services	I-95-14H-3403-81 RSIP	\$ 412,048.00	11	\$ 401,601.45	\$ 9,924.22		\$ 522.33	\$ 10,446.55
4	Innovative Construction Services	I-95-14H-3403-7 RSIP	\$ 424,094.00	12	\$ 399,623.25	\$ 23,247.21		\$ 1,223.54	\$ 24,470.75
5	Registry Inc.	I-95-14 RSIP (Multiple)	\$ 86,000.00	16	\$ 64,330.20	\$ 8,837.28			\$ 8,837.28
6	Ross & Baruzzini, Inc.	9013-001 Sitewide Infra Westend Fiber Ring	\$ 284,000.00	14	\$ 133,044.61	\$ 6,600.00			\$ 6,600.00
7	R.W. Armstrong & Associates	2173-001 AWOS Hendricks Co Airport	\$ 30,000.00	9	\$ 23,501.52	\$ 11.47	\$ 331.52		\$ 342.99
8	Woolpert, Inc.	I-07-015-1914 Geographic Information System	\$ 341,000.00	11	\$ 244,805.64	\$ 26,846.00			\$ 26,846.00
9									\$ -
10									\$ -
11									\$ -
12									\$ -
13									\$ -
14									\$ -
15									\$ -
16									\$ -
17									\$ -
18									\$ -
19									\$ -
20									\$ -
						\$ 82,486.54	\$ 331.52	\$ 1,815.89	\$ 84,633.95

Category	Board Payment	% of Board Payments
DBE	\$ 7,125.00	8.42
MBE	\$ 25,437.42	30.06
WBE	\$ 16,194.40	19.13

INDIANAPOLIS AIRPORT AUTHORITY
Schedule of Payments for Midfield Project
June 5, 2009

Item No.	Vendor	Position	Contract Amount	Amt Pd* to Date	PAYMENT DETAILS			Amt Pd after this Payment
					Fees	Expenses	Total	
1	AeroDesign Group	Terminal Design	18,627,957.00	17,819,810.08	135,496.09	210.79	135,706.88	17,955,306.17
2	Aerofinity, Inc.	Planning Consultant	876,651.00	871,625.00	3,236.00	-	3,236.00	874,861.00
3	Amano Cincinnati, Inc.	PARCS System	3,130,845.38	3,068,433.67	52,387.37	-	52,387.37	3,123,310.90
		PARCS System			2,489.86	-	2,489.86	
4	Circle B Construction	Terminal General Trades	17,938,882.81	17,777,135.22	103,743.51	-	103,743.51	17,886,188.81
	Circle B Construction - Retainage	Terminal General Trades			5,310.08	-	5,310.08	
5	Circle B Construction	Concourse General Trades	9,291,789.00	9,105,233.19	66,033.38	-	66,033.38	9,174,742.00
	Circle B Construction - Retainage	Concourse General Trades			3,475.43	-	3,475.43	
6	DLZ Indiana LLC	Parking Lot Design	1,249,300.00	1,222,077.02	8,778.91	-	8,778.91	1,230,855.93
7	Ermo/Sachs Joint Venture	Site Lighting	5,665,868.30	5,055,099.04	569,913.01	-	569,913.01	5,629,348.28
	Ermo/Sachs Joint Venture - Retainage	Site Lighting			14,336.23	-	14,336.23	
8	F A Wilhelm	Parking Garage General Trades	29,862,392.00	29,916,604.65	41,696.00	-	41,696.00	29,958,300.65
	F A Wilhelm - Retainage	Parking Garage General Trades			-	-	-	
9	General Piping, Inc.	Parking Garage Plumbing/Mechanical	4,078,385.34	4,049,956.45	28,428.89	-	28,428.89	4,078,385.34
10	Hogan Transfer & Storage Corporation	Transition	113,609.94	89,731.94	10,316.44	-	10,316.44	100,048.38
11	Hunt/Smoot Joint Venture	Construction Management - Airside	4,955,611.00	4,476,190.20	111,591.97	-	111,591.97	4,587,782.17
12	Impact Signs & Graphics	General Conditions	908.40	-	869.40	-	869.40	869.40
13	North Mechanical	Plumbing Systems	9,704,096.00	8,805,464.70	180,830.60	-	180,830.60	8,986,321.70
	North Mechanical - Retainage	Plumbing Systems			9,517.40	-	9,517.40	
14	OfficeWorks Services LLC	Administrative Offices	388,193.04	-	376,910.09	-	376,910.09	376,910.09
15	Rieth-Riley Construction	Connecting Roadways	2,987,106.81	2,972,383.45	13,987.19	-	13,987.19	2,987,106.81
	Rieth-Riley Construction - Retainage	Connecting Roadways			736.17	-	736.17	
16	Ross & Baruzzini, Inc.	Utility Design	427,500.00	286,721.00	13,309.00	-	13,309.00	300,030.00
17	Ross & Baruzzini, Inc.	Technology Consultant	3,218,350.00	2,649,931.14	49,278.32	2,713.63	51,991.95	2,699,209.46
18	Schneider Corporation	Geographic Information System	425,000.00	285,519.50	2,125.00	-	2,125.00	287,644.50
	Schneider Corporation	South Service Road	224,000.00	199,614.28	10,788.27	-	10,788.27	210,402.55
20	Transportation Consulting & Management	OTR - Midfield	9,255,064.46	3,200,988.72	5,283.51	-	5,283.51	3,206,242.23
21	Turner/Trotter a Joint Venture	Construction Management	19,875,920.00	18,799,223.20	78,016.00	-	78,016.00	18,877,239.20

\$ 1,891,808.54

*Not including expense amounts

Category	Amount of 06/05 Bids Spent in Category	Percentage of 06/05 Bids Spent in Category
DBE	\$ 380,872.97	20.66%
MBE	\$ 473,027.12	25.00%
WBE	\$ 129,135.59	6.83%

IAA Board Meeting
Consent Calendar Agenda
June 5, 2009

Consider for approval:

A) Leases, Licenses and Concession Agreements

1. Amendment No. 2 to Food & Beverage Concession Agreement with Café Connection Airport, LLC d/b/a Copper Moon Coffee. Amendment No. 2 will update Exhibit "I" to reflect the new comparable locations for sandwiches, salads and bottled drinks. Board Paper 084-09
2. The Airport Use Permit with Comair, Inc. (Comair). The Airport Use Permit provides for a term of approximately two (2) years, commencing June 15, 2009 and terminating May 31, 2011, with Comair paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 085-09
3. The New Terminal Transition Amendments dated November 11, 2008 to Agreement and Lease of Premises dated March 15, 2001, with AirTran, American, Cargolux, Chautauqua, Continental, Delta, Federal Express, Midwest, Southwest, United and US Airways (Airlines). These Amendments commenced retroactive to November 11, 2008 and terminate December 31, 2010. Board Paper 086-09

B) Capital Program

4. An amendment with R.W. Armstrong & Associates, Inc. for construction administration services in an amount not-to-exceed \$117,000, which supersedes and replaces the Board's May 15, 2009 action on this matter. DBE/MBE 9.78% (AEC Design) and WBE 0.85% (Reprographics, Inc.). Board Paper 088-09
5. An award of the contract alternates 1 through 3 for CIP#/Project#048 – Taxiway "A" Rehabilitation – Mt. Comfort to Rieth-Riley Construction Co., Inc. in an additional amount not-to-exceed \$601,827 for a total contract value of \$3,575,606. Rieth-Riley Construction Co., Inc. was the lowest responsive and responsible bidder. DBE 17.19% (Central Engineering & Construction Associates, Inc., Indiana Sign & Barricade WBE Trucking, Eastside Trucking and Affordable Building Supplies), MBE 8.79% (Eastside Trucking and USI Consultants) and WBE 9.93% (Central Engineering & Construction Associates, Inc., Indiana Sign & Barricade and WBE Trucking). Board paper 089-09

New Indianapolis Airport (Midfield)

6. Three (3) Releases of Retainage per the attached schedule.
7. Allocation of \$50,000 from the seating budget into the furniture budget to allow purchase of necessary office furniture.



Indianapolis Airport Authority

Board Memo – Amendment

To: IAA Board of Directors
From: Marsha Stone, Commercial & Finance Officer
Date: May 22, 2009
Board Date: June 5, 2009
Subject: Amendment No. 2 to Food & Beverage Concession Agreement with Café Connection Airport, LLC d/b/a Copper Moon Coffee

Recommendation

Consent to Amendment No. 2 to Food & Beverage Concession Agreement with Café Connection Airport, LLC d/b/a Copper Moon Coffee. Amendment No. 2 will update Exhibit "1" to reflect the new comparable locations for sandwiches, salads and bottled drinks. Board Paper 084-09

Scope

This Amendment will ensure the Agreement properly reflects the new comparable street locations to be used to ensure street pricing for menu items offered at the two (2) Copper Moon Coffee locations within the airport terminal.

Schedule

June 5, 2009: Execution of Amendment No. 2 to Food & Beverage Concession Agreement with Café Connection Airport, LLC d/b/a Copper Moon Coffee.

Revenue and/or Operating Cost Implications

Revenue:

There are no revenue implications associated with this Amendment.

Operating Costs:

There are no operating costs to be paid by the Authority. Café Connection Airport, LLC assumes all costs associated with this Agreement.

Diversity Participation

Certified Woman Owned Business.



Indianapolis Airport Authority

Board Memo – Contract

To: IAA Board of Directors
From: Marsha Stone, Chief Financial Officer
Date: May 13, 2009
Board Date: June 5, 2009
Subject: Airport Use Permit with Comair, Inc.

Recommendation

Consent to the Airport Use Permit with Comair, Inc. (Comair). The Airport Use Permit provides for a term of approximately two (2) years, commencing June 15, 2009 and terminating May 31, 2011, with Comair paying eight percent (8%) of its monthly gross revenues to the Authority. Board Paper 085-09

Scope

United Airlines has placed the customer/ground handling services out to bid to various service providers. Comair has been awarded the contract and will take over the handling effective June 15, 2009.

Schedule

June 5, 2009: Execution of the Airport Use Permit with Comair, Inc.

Revenue and/or Operating Cost Implications

Revenue:

Monthly revenue is estimated at \$8,000.00. The revenue is estimated as the total number of flights per day is in the process of being finalized.

Operating Costs:

There are no operating costs to be paid by the Authority.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

Board Memo – Amendment

To: IAA Board of Directors
From: Marsha Stone, Chief Financial Officer
Date: May 13, 2009
Board Date: June 5, 2009
Subject: New Terminal Transition Amendment dated November 11, 2008 to Agreement and Lease of Premises dated March 15, 2001

Recommendation

Consent to the New Terminal Transition Amendments dated November 11, 2008 to Agreement and Lease of Premises dated March 15, 2001, with AirTran, American, Cargolux, Chautauqua, Continental, Delta, Federal Express, Midwest, Southwest, United and US Airways (Airlines). These Amendments commenced retroactive to November 11, 2008 and terminate December 31, 2010. Board Paper 086-09

Scope

Leading to the completion of the new Terminal; which opened on November, 11, 2008, it was necessary to amend the Airlines 2001 Signatory Agreement (Agreement) to update their leasehold premises, rental rates and a portion of the language within the Agreement. Due to the complexity of this Amendment, the legal review by most airlines was quite extensive, causing a delay in receiving the Amendments back. Frontier Airlines, who currently is in bankruptcy is the only Signatory Airline that hasn't executed the Amendment; however, they are currently paying the prescribed rental rates for the new Terminal, as are all other carriers.

Schedule

June 5, 2009: Execution of the New Terminal Transition Amendment dated November 11, 2008 to Agreement and Lease of Premises dated March 15, 2001.

Revenue and/or Operating Cost Implications

Revenue:

Monthly fixed revenues derived from leasing space (Terminal & Apron) to Signatory Carriers at the new Terminal equal \$2,413,944.68.

Operating Costs:

The utilities and required maintenance services to the Airlines leasehold space are paid by the Authority; however, these costs are considered in their rental obligations.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

Board Memo - Amendment

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: May 18, 2009

Board Date: June 5, 2009

Subject: Correction of Action taken at May 15, 2009 Meeting regarding Amendment No. 2 with R.W. Armstrong & Associates Inc. for Construction Phase Services for Taxiway "A" Rehabilitation (CIP Project #C-09-048) at Mt. Comfort Airport

Background

The Consent Calendar for the May 15, 2009 Board Meeting contained a typographical error in the amount of the R.W. Armstrong's contract for construction administration services for Mt. Comfort Taxiway "A" Rehabilitation Project. The amount listed in the Consent Calendar for item #18 was \$61,700; however, the correct amount as listed in the Recommendation Memo and reflected in the amendment is \$117,000.

The Board had approved in March 2009 Amendment No. 1 for R.W. Armstrong & Associates, Inc. to provide design engineering services but this did not include any services that would be required during the construction phase. Amendment No. 2 was to provide construction administration services during construction in 2009 and 2010.

Recommendation

The IAA staff recommends that the Board:

Consider for approval an amendment with R.W. Armstrong & Associates, Inc. for construction administration services in an amount not-to-exceed \$117,000, which supersedes and replaces the Board's May 15, 2009 action on this matter. DBE/MBE 9.78% (AEC Design) and WBE 0.85% (Reprographics, Inc.). Board Paper 088-09

Contract Summary to Date

Contract/Amendment & Execution Date	Service & Term	Amount	Minority Participation %		
			DBE	MBE	WBE
Original Contract March 5, 2009	Professional Services Term: 3/5/2009 – 6/30/2010	\$46,700	51.97	4.01	47.97
Amendment 1 March 20, 2009	Professional Services Term: 3/20/2009 – 6/30/2010	\$160,031	10.92	11.63	4.69
This Amendment	Construction Phase Services Term: 5/15/2009 – 3/31/2011	\$117,000	9.78	9.78	0.85
	Revised Contract NTE	\$ 323,731			



Indianapolis Airport Authority

Board Memorandum – Bid Award

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: May 18, 2009

Board Date: June 5, 2009

Subject: Award of Bid Package Alternates
Bid Package No. Taxiway "A" Rehabilitation – Mt. Comfort Airport,
Project No. C-09-048 to Rieth-Riley Construction Co., Inc.

Background

The Mt. Comfort Taxiway 'A' project was submitted for ARRA (stimulus funding) and has been approved for \$2.2 million in federal funds. In an effort to meet the time frames spelled out in the legislation, this project was bid on May 12, 2009 and a base contract was awarded to Rieth-Riley Construction Co., Inc. in the amount of \$2,973,779 at the May 15, 2009 IAA Board Meeting and we are seeking approval to award the Bid Package Alternates at the June 5, 2009 Board Meeting. Due to the short time frame from receiving bids and the May 15th Board Meeting, the IAA staff concentrated on verifying the base bid.

On April 17, 2009, the IAA Board approved plans & specs for CIP/Project #048 – Taxiway "A" Rehabilitation – Mt. Comfort Airport and authorized the public bidding process.

On May 12, 2009, we received six (6) base bids ranging from \$2,973,779 to \$4,787,461.

On May 15, 2009, the IAA Board awarded a base contract to Rieth-Riley Construction Co., Inc. in the amount of \$2,973,779 for the base contract scope of work.

The pavements addressed as part of the alternates are in the same poor condition as the base bid work and since the unit prices received as part of the original bid submission was very favorable, this is the most cost effective way of performing this scope of work.

Attached is the summary level bid tabulation sheet for your review.

Recommendation

The IAA staff has reviewed the bid and recommends that you:

Consider for approval an award of the contract alternates 1 through 3 for CIP#/Project#048 – Taxiway “A” Rehabilitation – Mt. Comfort to Rieth-Riley Construction Co., Inc. in an additional amount not-to-exceed \$601,827 for a total contract value of \$3,575,606. Rieth-Riley Construction Co., Inc. was the lowest responsive and responsible bidder. DBE 17.19% (Central Engineering & Construction Associates, Inc.; Indiana Sign & Barricade WBE Trucking, Eastside Trucking, Affordable Building Supplies), MBE 8.79% (Eastside Trucking, USI Consultants), and WBE 9.93% (Central Engineering & Construction Associates, Inc., Indiana Sign & Barricade, WBE Trucking). Board Paper 089-09

Scope

The scope for the alternates 1 through 3 is for the taxiways adjoining the main Taxiway “A” repairs that were part of the base bid scope of work at Mt. Comfort Airport. This work includes pavement demolition, excavation, sub-grade stabilization, base, new concrete pavement, and pavement markings. Associated with this is specific work sequencing and phasing to maintain safe airport operations.

Schedule

Work is expected to start June 2009 with a substantial completion date of May 2010.

Diversity Participation

The Diversity Director is currently reviewing the following DBE/MBE/WBE participation for the total project cost:

FIRM	CLASSIFICATION	AMOUNT	%
Central Engineering & Construction Associates, Inc.	D/WBE	\$175,257.34	4.90
Indiana Sign & Barricade	D/WBE	\$27,833.50	0.78
WBE Trucking	D/WBE	\$152,008.00	4.25
Eastside Trucking	D/MBE	\$239,666.00	6.70
USI Consultants	MBE	\$55,000.00	1.54
Affordable Building Supplies	D/MBE	\$19,740.60	0.55
Totals	DBE	\$614,505.44	17.19
	MBE	\$314,406.60	8.79
	WBE	\$355,098.84	9.93



Indianapolis Airport Authority

**Summary Tabulation of All Bids
Taxiway A - Mt. Comfort**

IAA Project #C-09-048

Capital Improvement Project

12-May-09

Indianapolis International Airport

Bid Order	Bidder	Base Bid Amount (\$)	Bid Alternates			Base Bid Amount INCLUDING all Alternates
			ALT.1	ALT.2	ALT.3	
1	Rieth-Riley Construction Co., Inc.	\$2,973,779.00	\$122,643.00	\$122,419.00	\$352,256.00	\$3,571,097.00
2	Berns Construction Co., Inc.	\$3,143,696.40	\$113,956.25	\$119,563.25	\$308,449.80	\$3,685,665.70
3	The Harper Company	\$3,264,732.05	\$103,824.32	\$104,187.48	\$344,579.02	\$3,817,322.87
4	E & B Paving, Inc.	\$3,395,181.28	\$88,167.19	\$91,981.30	\$297,974.51	\$3,873,304.28
5	Shelly & Sands, Inc.	\$3,354,390.00	\$101,176.60	\$103,748.60	\$332,808.50	\$3,892,123.70
6	Angelo lafrate Construction Company	\$4,787,461.00	\$115,162.00	\$119,507.00	\$402,295.00	\$5,424,425.00

RELEASE OF RETAINAGE

Midfield Program

BOARD DATE:

June 5, 2009

C.O.R. #	BID PACKAGE NO.	CONTRACTOR	ORIGINAL CONTRACT AMT	RELEASE OF RETAINAGE	FINAL CONTRACT AMOUNT
	H35	Ermco/Sachs	\$ 3,000,000.00	\$ 120,305.64	\$ 5,675,222.49
	H36	Ermco/Sachs	\$ 2,759,990.00	\$ 78,847.50	\$ 3,319,910.00
	T20	F.A. Wilhelm	\$ 27,160,000.00	\$ 1,000,000.00	\$ 29,962,352.00



Indianapolis Airport Authority

Board Memo – Budget Reallocation

To: IAA Board of Directors
From: Marsha Stone, Chief Financial Officer
Date: May 20, 2009
Board Date: June 5, 2009
Subject: Budget Reallocation for Furniture and Seating at the new Airport

Background

At the January 19, 2009 the IAA Board approved awarding a quantity purchase agreement for seating in offices at the new terminal to Commercial Office Environments (COE) in the amount of \$265,720. At this same meeting, the Board approved awarding a quantity purchase agreement for workstation furniture to Office Works in the amount of \$460,937. Staff has utilized both agreements to purchase furniture and seating for the employee offices and conference rooms on the second and fourth floors at the new terminal. Due to the conversion of conference rooms to offices and other areas to workstations, additional furniture is needed. As a result of these changes, staff believes that there will not be enough money in the furniture (Office Works) budget while there is excess in the seating budget (COE).

Recommendation

The IAA staff recommends that you:

Allocation of \$50,000 from the seating budget into the furniture budget to allow purchase of necessary office furniture.

Scope & Budget

This board action does not seek to expend additional dollars on furniture.

The budget for seating was originally \$265,720 and will be decreased by this request in an amount of \$50,000 creating a new budget for seating of \$215,720. The budget for furniture was originally \$460,973 and will be increased by this request in an amount of \$50,000 creating a new budget for furniture of \$510,973.

Schedule

Staff requests that this reallocation of budget funds be immediate so as to allow staff to continue ordering necessary furniture.



Indianapolis Airport Authority

Board Memo - Internal Audit Reporting Structure

To: IAA Board of Directors
From: John D. Clark III, Executive Director/CEO
Date: May 21, 2009
Board Date: June 5, 2009
Subject: Internal Audit Reporting Structure

Background

Over the past several years, the Internal Audit Director has reported to Senior and Executive leadership within the Airport Authority organization. There has been no direct or ongoing contact with the Audit Committee of the Indianapolis Airport Authority Board. According to guidelines set forth by the Institute of Internal Auditors (IIA), and Generally Accepted Auditing Standards (GAAS), the Internal Audit Director should report directly to this subcommittee of the Board of Directors. This reporting relationship ensures departmental independence, promotes comprehensive objective audit coverage, and assures adequate consideration of audit recommendations. This will also allow unrestricted access to all work areas, documentation, records, procedures, reports and work files needed in order to perform thorough audits.

Recommendation

The IAA staff recommends that you:

Approve the change in reporting structure, so that the Internal Audit Director reports directly to the Finance & Audit Committee of the Indianapolis Airport Authority Board. It is further recommended that the Internal Audit Director report to the Executive Director and CEO for administrative matters, which is represented on the organizational chart by a dotted line.

Schedule

It is recommended that this change take place immediately.

Revenue

Not applicable.

Operating Cost Implications

Not applicable.

Diversity Participation

Not applicable.



Indianapolis Airport Authority

Board Memo – Delegation of Authority/Professional Services

To: IAA Board of Directors

From: John D. Clark, III, Executive Director/CEO

Date: May 22, 2009

Board Date: June 5, 2009

Subject: Delegation of Authority for Professional Service Contracts

Background

Currently, the Executive Director/CEO is authorized to enter into professional services contracts on behalf of the Authority in amounts up to \$50,000. All other professional service contracts have been brought to the Board of Directors for specific action and individual signature.

It is essential that the Executive Director/CEO be authorized to enter into professional services contracts from time to time for the operation of the Authority's Airport System. The current level of that authority, \$50,000, has not been updated in many years and has resulted in those contracts being held until action can be taken by the Board of Directors at a meeting.

The recommended level of authority for the Executive Director/CEO is professional services contracts up to \$150,000. For professional services contracts over \$150,000 and up to \$250,000, it is recommended that the Executive Director/CEO would be authorized to enter into such contracts but only after consultation with and the approval of the Board's President and Vice-President. Any professional service contract entered under this delegation would be within the Authority's approved budget. This will promote more efficient business operations and ensure that these professional services are readily accessible for the benefit of Airport System operations.

Recommendation

The IAA staff recommends that the Board:

Consider for approval the delegation of authority to the Executive Director/CEO to enter into professional services contracts on behalf of the Indianapolis Airport Authority for:

- (i) Contracts that do not exceed \$150,000; or
- (ii) Contracts that exceed \$150,000 but do not exceed \$250,000, only after consultation with and approval of the Board's President and Vice-President.