



Agenda  
Indianapolis Airport Authority  
February 17, 2012  
8:30 AM

- I. Call to Order
- II. Approval of Minutes of the Pre-Board and Regular Meeting of January 20, 2012
- III. Board Reports
  - a) President's Report
  - b) Finance & Audit Committee – *Jean Wojtowicz, Committee Chair*
  - c) Human Resources Committee – *Alex M. Azar II, Committee Chair*
  - d) Reliever Committee – *Alfred Bennett, Committee Chair*
- IV. Official Actions
  - a) Introduction of the IAA Consent Calendar dated February 17, 2012.
  - b) Consider for approval each of the individual items listed on the IAA Consent Calendar Agenda dated February 17, 2012.
- V. Staff Reports
  - a) CEO Report – *John D. Clark, III*
  - b) Financial Report – *Marsha Stone*
  - c) Information Technology Update – *Al Stanley*
  - d) Communications & Marketing – *Patzetta Trice*
  - e) Super Bowl Debrief – *Marsha Stone, Mike Medvescek, Patzetta Trice*
- VI. Other Reports/Update
- VII. Adjourn

DELEGATED AUTHORITY SCHEDULE

MONTH/YEAR	OTHER PARTY	TYPE OF DOCUMENT	TERM (YEARS)	REVENUE	INITIALS	COMMENTS
November 2011	CSX	Encroachment Agreement	As provided in the Agreement	n/a	M. Stone	This is required for installation of fiber optic cable necessary for the staff relocation from the program office to the ATA campus building
Nov-11	Envrotech Construction Corporation	Building Lease Agreement	5 years	\$140,885.00	M. Stone	Envrotech will lease Unit "A" of Building #239 for office and warehouse support space to support their cold storage container construction business
Nov-11	Harvest Land Coop	Lease Agreement	5 years	\$13,900.00	M. Stone	Indianapolis Regional Airport for an agricultural ammonia supply depot
Nov-11	Global Parking Systems of Indiana, Inc.	Shared Tenant Services Agreement	1 year	n/a	M. Stone	Total set up for this service is \$170.00. The monthly rates and charges is \$85.00
Nov-11	Relay and IND, LLC d/b/a USA Today	Amendment No. 5 to Concession Agreement	Same as provided in original Agreement	n/a	M. Stone	MAG is \$20,000.00 payable in 6 monthly installments of \$3,333.33
Nov-11	Relay and IND, LLC d/b/a Relay	Amendment No. 5 to Concession Agreement	Unchanged from original Agreement	n/a	M. Stone	MAG is \$45,000.00 payable in 6 monthly installments of \$7,500.00
Nov-11	Miracle Ride Foundation II, d/b/a Indianapolis Air Show	Lease Agreement	3 years	\$40,014.00	M. Stone	This is for Agriculture Production
Nov-11	Analytics8, LLC	Mutual Non-Disclosure Agreement	5 years	n/a	M. Stone	
Nov-11	Brian Rutledge	Lease Agreement	3 years	\$1,950.00	M. Stone	
Nov-11	Duke Energy Indiana, Inc.	Right of Entry	n/a	n/a	M. Stone	Duke is in the process of replacing utility poles and it has been determined necessary to clear and trim overhanging branches from trees
Nov-11	Travel Leaders	Contract Renewal #2	1 year	n/a	M. Stone	This is for our travel agency that assists us with travel planning.
Nov-11	Purdue University	Memorandum of Understanding	2 years	n/a	J. Clark	This is for the electric charging stations
Nov-11	State Department of Transportation	Grant Agreement	1 year	n/a	J. Clark	This is for the use of temporary air traffic control towers for 2012 superbowl. The state will reimburse IAA \$66,000.00
Nov-11	CTL Engineering, Inc.	Contract for Construction	1 month	n/a	J. Clark	This is for construction materials testing and inspection services for southeast apron rehab, eagle creek airport in the amount of \$10,625.00
Nov-11	Nature's Way	Contract Renewal #2	3 years	n/a	J. Clark	This is for the plant maintenance at International

DELEGATED AUTHORITY SCHEDULE

Nov-11	Federal Aviation Administration	Non-Federal Reimbursable Agreement	5 years	n/a	J. Clark	This is for the FAA to provide temporary air traffic control towers during the 2012 superbowl
Nov-11	New Cingular Wireless PCS, LLC (AT&T)	Amendment No. 1 to Airport Use and Occupancy Permit	Unchanged from original Agreement	\$60,000.00 annually	J. Clark	This is for an indoor DAS at International. The DAS provides the basic infrastructure for wireless service providers such as User to provide wireless voice and data services to wireless voice and data customers located within the terminal building
Nov-11	Sprint	Mutual Non-Disclosure Agreement	1 month	n/a	J. Clark	Sprint desires to enter into a temporary permit with IAA for use of the distributed antenna system for the superbowl time period
Nov-11	ITT Corporation	Software License Agreement	3.5 years	n/a	J. Clark	This agreement provides IAA with software license for its airsene version R6 packageso that up to five IAA staff members may utilize the software. Maintenance of the software is also included in the total price
Nov-11	USO of Indiana, Inc.	Shared Tenant Services Agreement	1 year	n/a	J. Clark	The USO is a non profit organization that delivers its programs and services to the members of the U.S. armed forces
Nov-11	A+M Management Systems, LLC	Airport Use Permit	5 years	\$90,000.00	J. Clark	GSRX provides vehicle maintenance and repair services for various airlines ground equipment at the Airport
Nov-11	United Air Lines, Inc.	Shared Tenant Services Agreement	2 years	\$17,820.00	J. Clark	This is for United Air Lines and IAA to share the IT equipment
Nov-11	RPM Company	Contract for Services	1 year	n/a	J. Clark	This contract is for our snow removal services
Nov-11	Earth Exploration	Contract for Construction	1 month	n/a	J. Clark	This is for the belly cargo GSE maintenance building project. Total cost is \$8,075.00
Nov-11	Span Systems, Inc.	Contract Amendment	Unchanged from original Agreement	n/a	J. Clark	This is for the garage atrium canopy replacement.
Nov-11	F&G Engineers	Contract for Construction	1 month	n/a	J. Clark	This is for the hangar rehabilitation phase 3 (elevator) at the heliport
Nov-11	Arelco, Inc.	Settlement Agreement and Release	n/a	\$40,000.00	J. Clark	This is to resolve the dispute between the IAA and Arelco regarding the audit and monies owed. Arelco is to pay the IAA by December 15, 2011
Nov-11	Old World Industries, LLC	Quantity Purchase Agreement	1 year	n/a	J. Clark	This is for the deicing chemicals:fluid-for the runways and taxiways



MINUTES  
Board of Directors Meeting  
Indianapolis Airport Authority

The Regular Meeting of the Indianapolis Airport Authority Board was called to order at 8:44 a.m., January 20, 2012, in the Airport's Board Room at the Indianapolis International Airport.

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

Kelly Flynn, Vice-President  
Al Bennett, Secretary  
Jean Wojtowicz, Member  
Alex M. Azar II, Member  
Steven Dillinger, Member  
Milke Wells, Member

Advisory Member attending:

Lynn Gordon

Rex Joseph, IAA Board Counsel

IAA executive staff attending:

John D. Clark, III, Executive Director/CEO  
Marsha Stone, Chief Financial Officer  
Mike Medvescek, Chief Operating Officer  
Al Stanley, Chief Information Officer  
Patzetta Trice, Chief Communications and Marketing Officer  
Joseph Heerens, Chief Legal Officer  
Beverly Terlaje, Executive Assistant  
Jamie Leap, Executive Assistant/Recording Secretary

APPROVAL OF MINUTES

Upon a motion by Ms. Wojtowicz, seconded by Mr. Bennett and unanimously passed, approval was given to the Minutes of both the Pre-Board and Regular Meetings of December 16, 2011.

BOARD REPORTS

Vice President Flynn had no reports, but he recognized IAA's staff for their outstanding planning and preparations for the 2012 Super Bowl in Indianapolis.

Mr. Bennett reported that Sodalis Park within the Bat Habitat on IAA property recently received an award for "Outstanding Development of a Nature Park" from the Indiana Parks and Recreation Association. This 210 acre park was developed by the Hendricks County Parks Board in cooperation with the County Commissioners, Council, and U.S. Fish & Wildlife. Mr. Bennett publicly recognized IAA staff members Marvin Brethauer, Tim Method and Greta Hawvermale for their efforts on this project.

#### OFFICIAL ACTIONS

ELECTION OF OFFICERS OF THE INDIANAPOLIS AIRPORT AUTHORITY BOARD: With respect to this item, Mr. Azar made a motion that: (1) the following IAA Board members be elected to the following officer positions on the Board: (a) Michael Wells as President; (b) Kelly Flynn as Vice President; and (c) Alfred Bennett as Secretary; and (2) that the following individuals be appointed to the following positions with the IAA: (w) Jeremiah Wise as Treasurer; (x) Marsha Stone as Assistant Treasurer; (y) Joseph Heerens as Assistant Secretary; and (z) Rex Joseph as Board Counsel. Mr. Azar's motion was seconded by Ms. Wojtowicz, and unanimously passed.

APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S CONSENT CALENDAR DATED January 20, 2012: Upon a motion by Mr. Bennett, seconded by Mr. Dillinger and unanimously passed, approval was given to the IAA's Consent Calendar, dated January 20, 2012, excluding, however, items BP2012-01-3, BP2012-01-4, BP2012-01-5 and BP2012-01-6 which were removed from the Consent Calendar prior to this vote and were not included in Mr. Bennett's motion.

APPROVAL OF INDIVIDUAL ITEMS LISTED ON THE INDIANAPOLIS AIRPORT AUTHORITY'S CONSENT CALENDAR DATED January 20, 2012: Upon a motion by Ms. Wojtowicz, seconded by Mr. Wells and unanimously passed, approval was given to accept each of the individual items listed on the IAA's Consent Calendar, dated January 20, 2012, excluding, however, items BP2012-01-3, BP2012-01-4, BP2012-01-5 and BP2012-01-6 which were removed from the Consent Calendar prior to this vote and were not included in Ms. Wojtowicz's motion.

#### STAFF REPORTS

##### CEO Report

Mr. John Clark, IAA's Executive Director/CEO, had no report this month.

##### Financial Report

Ms. Marsha Stone, IAA's Chief Financial Officer, reported that enplanements for December 2011 were down 3.9% but were up .002% year-to-date, performing slightly above prior year. Seat capacity was down 4% for 2011, and cargo landed weight was down 2.7% for December but up 2% in calendar year 2011 as compared to 2010.

Ms. Stone also gave a brief update on certain activities pertaining to the upcoming Super Bowl to be held in Indianapolis in February, 2012. She reported that the IAA will be recognized by the Super Bowl Host Committee on January 29, 2012, as the winner in the Government Category for prevailing in both the Carbon and Water Savings green challenges, with 80,161 Carbon Units saved and 75,574 Gallons of water saved.

At the conclusion of Ms. Stone's report, Ms. Wojtowicz publicly recognized the IAA's Finance Department for receiving the "Financial Reporting Achievement Award" from the Government Finance Officers Association.

#### Communications & Marketing Report

Ms. Patzetta Trice, IAA's Chief Communications & Marketing Officer, reported that the Airport was successful in achieving a 100% staff completion rate for the Super Service Training created by the ICVA and Super Bowl Host Committee.

Ms. Trice also noted that INND will have a new mobile app which will be released to the general public free-of-charge next week for Android and Apple smartphones; this app will be easy to use and will provide real-time flight information, links to ground transportation information, parking information, food and beverage options, and will also be integrated with social media.

Lastly, the IAA had an ad value of \$721,848.59 in the fourth quarter of 2011 for earned media coverage; and, for all of calendar year 2011, the ad value was \$2,601,189.46. Within social media, Facebook "likes" have increased more than 50% and post views via Facebook have increased 424%.

#### Other Reports/Update

Mr. Corey Wilson, IAA's Director of Supplier Diversity and Government Affairs, gave the quarterly and annual Supplier Diversity Report, noting improvement in this area since last year.

Mr. Wilson also gave an update on the "Aerotropolis" project, which has garnered significant regional support and momentum since last summer. Virtually all of the governmental entities involved in this project have approved and signed a non-binding Memorandum of Understanding with the IAA for this project, and the new "AeroVision Committee" (which is comprised of government officials from towns, cities, townships, and counties within an eight (8) mile radius of the Indianapolis International Airport) met last month, and, among other things, established their monthly meeting schedule for 2012. Mr. Wilson also reported that IAA has applied for a trademark from the U.S. Patent & Trademark Office for the mark "INND Aerotropolis".

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:26 a.m.

INDIANAPOLIS AIRPORT AUTHORITY\*

\_\_\_\_\_  
Kelly Flynn, Vice President

\_\_\_\_\_  
Alfred R. Bennett, Secretary

Date: \_\_\_\_\_

\*Signed under authority of IAA Board Resolution #10-2009

IAA Board Meeting  
Consent Calendar Agenda  
February 17, 2012

Consider for approval:

A) Capital

**BP2012-02-1**

A contract with Crawford Murphy & Tilly, Inc. for engineering services for Runway 7-25 and Taxiway 'A' Extension and Localizer Relocation at Indianapolis Regional Airport in amount not-to-exceed \$231,000.00 (fees). DBE 35.76% (Durham Engineering, DB Engineering, L'Acquis Engineering), MBE 30.56% (Durham Engineering, GeoSolutions, Inc., L'Acquis Engineering), and WBE 12.12% (DB Engineering, Reprographix, Inc.)

**BP2012-02-2**

A contract with Hanson Professional Services, Inc. for Engineering Services for Rehabilitation of Taxiway "B" at Indianapolis International Airport in amount not-to-exceed \$383,839.00 (fees). DBE 10.68% (PCS Engineers), MBE 25.79% (CTL Engineering, Inc., Infrastructure Engineering, Inc.), and WBE 11.85% (PCS Engineers, ReproGraphix, Inc., White Security)

**BP2012-02-3**

A contract with Durham Engineering, Inc. for Engineering Services for Rehabilitate Airport Roads in an amount not-to-exceed \$223,113.00 (fees). MBE 51.12% (Durham Engineering and GeoSolutions) and WBE 8.12% (Eilts Consulting Services, Inc. and Reprographix).

**BP2012-02-4**

A contract with Roy D. McQueen & Associates, Ltd. for Structural Evaluation of Airfield Pavements and Development of a Pavement Management Plan in an amount not-to-exceed \$204,038.00 (fees) and \$15,186.00 (expenses) for a total not to exceed amount of \$219,224.00. DBE 75.89% (Roy D. McQueen & Associates, Ltd., PCS Engineers, Inc.), MBE 78.40% (Roy D. McQueen & Associates, Ltd., GeoSolutions, Inc.), and WBE 8.96% (Repro Graphix, Inc., PCS Engineers, Inc., White Security)

**BP2012-02-5**

Plans and Specifications for Bid Package I-10-006A – Firehouse #2 Generator Replacement, as prepared by Loftus Engineering, and authorize the public bidding process.

**BP2012-02-6**

An amendment to the contract with Indiana State University for bat monitoring and reporting in an amount not-to-exceed \$416,726.00 (fees) and \$88,146.00 (expenses) for a total not-to-exceed amount of \$504,872.00. D/M/WBE 0%

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**BP2012-02-7** A change order with Powers and Sons Construction Co. for Project #I-11-098 in an amount not-to-exceed \$58,816.00.

B) Real Estate

**BP2012-02-8** The purchase of Ted and Teresa Ferguson's property as shown on the attached schedule.



## Board Memo - Contract

To: IAA Board of Directors

From: Mike Medvescek, Chief Operating Officer

Date: January 17, 2012

Board Date: February 17, 2012

Subject: Contract with Crawford, Murphy & Tilly, Inc. (CMT) for Engineering Services for Runway 7-25 and Taxiway 'A' Extension and Localizer Relocation at the Indianapolis Regional Airport (MQJ), Project # C-11-031

### Background

Extending Runway 7-25 from 5,500 feet to 6,000 feet is vital to support the role of Indianapolis Regional Airport as a corporate class reliever airport. Existing business jet operators at Indianapolis Regional Airport are constrained by the current runway length. Extending Runway 7-25 to 6,000 feet will allow existing aircraft to operate at higher takeoff weights, increasing fuel sale opportunities and increasing safety margins when the runway is wet or icy.

The Runway 7-25 and Taxiway 'A' Extension and Localizer Relocation (Runway 7-25 Extension program) at the Indianapolis Regional Airport (MQJ) includes:

- Relocate localizer navigational aid approximately 100 feet west and associated equipment approximately 700 feet south to provide space for the runway extension
- Extend Runway 7-25 to the west 500 feet
- Extend Taxiway 'A' west to the new extended runway end

Grant funding for a large program at a reliever airport is easier to obtain if it is a multi-year program. Therefore, the Runway 7-25 Extension program, is a multi-year, multiple capital improvement program (CIP) consisting of three projects, also known as phases.

*Phase I* is the design of the entire program and engineering assistance during the bid phase for Phase II. Included in Phase I is a previously negotiated reimbursable agreement (August 2, 2011) with the Federal Aviation Administration (FAA) to cover their costs for the FAA's oversight and review of the localizer relocation design since the localizer is owned and maintained by the FAA and being relocated for an owner sponsored program. Phase I has received a 2011 Airport Improvement Program (AIP) grant from the FAA to cover 95% of the costs.

Phase II is the localizer relocation construction to make room for the runway extension. As a phased program the localizer will be relocated and recommissioned after its construction is complete to minimize the shutdown time for the associated instrument approach procedure. The IAA has requested 2012 grant funding for the localizer relocation in its annual Airport Capital Improvement Program (ACIP) submittal to the FAA and Indiana Department of Transportation (INDOT). The FAA and INDOT currently have the localizer relocation programmed for 2012 funding.

Phase III is the construction of the runway and taxiway extensions. The design plans and bid documents for Phase III will be prepared during Phase I and held. Having the Phase III design completed provides the IAA with a more competitive position for pursuing the grant funding for Phase III since the project will be ready to go and estimated construction costs are based on a design. The IAA has requested 2013 grant funding for the runway and taxiway extensions in its annual ACIP submittal. The FAA and INDOT currently have it programmed for 2014 and the IAA will continue to work with the agencies to try to accelerate the grant funding.

Construction of Phases II and III will proceed only as grant funding is approved.

This program was approved for implementation by the Executive Management Team on September 23, 2010.

Scope

The scope of this project is the Phase I engineering services for the design of the relocation of localizer antenna array and associated equipment to a new location, the extension of Runway 7-25 to the west by 500 feet, and the corresponding extension of Taxiway 'A' 500 feet to the extended end of Runway 7-25. The Phase I services also include bidding assistance for Phase II localizer relocation.

Budget

This contract is within Phase I of approved project budget.

<u>Runway 7-25 Extension Program Budget (Budget year dollars)</u>	
Phase I – Design	\$ 266,300
Phase II – Localizer Relocation Construction	\$ 696,668
Phase III – Runway and Taxiway Extension Construction	<u>\$2,749,000</u>
Program Total	\$3,711,968
<u>Phase I Budget</u>	
Engineering Services Contract (this contract)	\$ 231,000
FAA Reimbursable Agreement (executed 8/2/11)	\$ 30,000
Unallocated Design Budget	<u>\$ 5,300</u>
Phase I Total	\$ 266,300

The funding for this project will be 95% Airport Improvement Program (AIP) grant funding and up to 5% Airport cash funding. The IAA will also be applying for a state grant from INDOT. When there is sufficient monies in the state budget, INDOT provides a grant of up to 2.5% of the funding, potentially reducing the Airport cash funding to as low as 2.5% of the project. The FAA grant for Phase I has been received.

The funding for this project is within the approved cash flow for the 2011 Capital Improvement Program in the amount of \$266,300.00.

This project will create additional infrastructure (i.e. a longer runway) and is subject to a rate of return calculation under the Authority's hurdle rate policy. The Authority expects to receive grant funding for at least ninety-five percent (95%) of the total costs which greatly reduces the Authority's initial capital investment. The project will enhance the competitiveness of Indianapolis Regional Airport and is expected to generate additional income, primarily in the form of additional fuel flowage fees. Based on the Authority's capital investment and the anticipated incremental fees generated as a result of this project, the internal rate of return is expected to exceed the Authority's 12.5% hurdle rate.

Schedule

The term of this contract will begin February 17, 2012 upon board approval and conclude December 31, 2012 to cover the design of both Phase II and III. Construction of Phase II, localizer relocation, is anticipated to begin summer of 2012, subject to availability of grant funding for Phase II.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

FIRM	AMOUNT			%		
	DBE	MBE	WBE	DBE	MBE	WBE
Durham Engineering	\$20,920	\$20,920	\$0	9.06	9.06	0.00
DB Engineering	\$25,000	\$0	\$25,000	10.82	0.00	10.82
GeoSolutions, Inc.	\$0	\$13,000	\$0	0.00	5.63	0.00
L'Acquis Engineering	\$36,678	\$36,678	\$0	15.88	15.88	0.00
Reprographix, Inc.	\$0	\$0	\$3,000	0.00	0.00	1.30
Totals	\$82,598	\$70,598	\$28,000	35.76	30.56	12.12

Recommendation

The IAA staff has reviewed the proposal and recommends that the Board consider for approval a contract with Crawford Murphy & Tilly, Inc. for engineering services for Runway 7-25 and Taxiway 'A' Extension and Localizer Relocation at Indianapolis Regional Airport in amount not-to-exceed \$231,000.00 (fees). DBE 35.76% (Durham Engineering, DB Engineering, L'Acquis Engineering), MBE 30.56% (Durham Engineering, GeoSolutions, Inc., L'Acquis Engineering), and WBE 12.12% (DB Engineering, Reprographix, Inc.)



## Board Memo - Contract

To: IAA Board of Directors

From: Mike Medvescek, Chief Operating Officer

Date: January 17, 2012

Board Date: February 17, 2012

Subject: Contract with Hanson Professional Services, Inc. for Engineering Services for Rehabilitation of Taxiway "B" at Indianapolis International Airport, Project # I-12-001

### Background

Taxiway "B" is the south parallel taxiway to Runway 5L-23R at Indianapolis International Airport and serves the north side of the terminal ramp. The pavement needs rehabilitation to maintain the taxiway in effective operating condition. The pavement has undergone patching but is now due for rehabilitation. Taxiway "B" was constructed in phases between 1996 and 2005. This project will include joint replacement, patching, panel replacement (where needed) and drainage improvements to the underground fire hydrant system.

This project was approved for implementation by the Executive Management Team on March 21, 2011.

### Scope

The scope of work is engineering services including survey, geotechnical investigation, design, construction administration and post construction documentation for the rehabilitation of Taxiway "B". The initial design phase will include an investigation of the pavement areas where ongoing maintenance has been needed with the results used in the design of the rehabilitation.

This contract in the amount of \$383,839.00 is within the approved project budget.

<u>Project Budget</u>	
Design & Soft Costs	\$ 500,802
Construction	\$2,504,010
Contingency	<u>\$ 326,610</u>
Budget Amount	\$3,331,422

The funding for this project will be 75% Airport Improvement Program (AIP) grant funding and 25% Airport cash funding. A 2011 grant for the design phase has been received.

The funding for this project is within the approved cash flow for the Capital Improvement Program budget for \$239,514 in 2011 and \$3,091,908 in 2012.

As a project being undertaken to repair existing infrastructure that is also seventy-five percent (75%) funded with federal grants, 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 term of this contract will begin February 17, 2012 upon Board approval and conclude March 31, 2013 to encompass the post construction documentation. Construction of Rehabilitate Taxiway "B" is programmed for summer 2012; exact timing is dependent on availability of grant funding for the construction phase.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

FIRM	AMOUNT				%		
	DBE	MBE	WBE	DBE	MBE	WBE	
PCS Engineers	\$40,978	\$0	\$40,978	10.68	0.00	10.68	
CTL Engineering, Inc.	\$0	\$73,165	\$0	0.00	19.06	0.00	
Infrastructure Engineering, Inc.	\$0	\$25,832	\$0	0.00	6.73	0.00	
ReproGraphix, Inc.	\$0	\$0	\$ 2,500	0.00	0.00	0.65	
White Security	\$0	\$0	\$ 2,000	0.00	0.00	0.52	
Totals	\$40,978	98,997	\$45,478	10.68	25.79	11.85	

Recommendation

The IAA staff has reviewed the proposal and recommends that the Board consider for approval a contract with Hanson Professional Services, Inc. for Engineering Services for Rehabilitation of Taxiway "B" at Indianapolis International Airport in amount not-to-exceed \$383,839.00 (fees). DBE 10.68% (PCS Engineers), MBE 25.79% (CTL Engineering, Inc., Infrastructure Engineering, Inc.), and WBE 11.85% (PCS Engineers, ReproGraphix, Inc., White Security)



## Board Memo - Contract

To: IAA Board of Directors

From: Milke Medvescek, Chief Operating Officer

Date: January 17, 2012

Board Date: February 17, 2012

Subject: Contract with Durham Engineering, Inc. for Engineering Services for Rehabilitate Airport Roads, Project #1-12-018

### Background

The Indianapolis Airport Authority (IAA) owns approximately 23 miles of non-airfield roadways. More than 50% were constructed before 1990. During 2011, a pavement evaluation and management plan was prepared for the Indianapolis Airport Authority to use as a tool to cost effectively manage the roadway pavements over the coming years. The pavement management plan identified four (4) priority segments for rehabilitation in 2012 based on existing condition and role in system for tenant and emergency access.

The 2012 rehabilitation segments are shown on the attached exhibit and include:

- Pierson Drive
- Portion of High School Road
- Portion of West Perimeter Road
- Portion of North Access Road

Rehabilitation will include corrections to affected roadway drainage systems, full rehabilitation where required due to base failure, mill and overlay, and crack repair and sealing. As funds allow, some localized rehabilitation of adjacent segments may be included, especially when it will assist in drainage/water infiltration corrections.

This project was approved for implementation by the Executive Management Team on November 17, 2011.

### Scope

This project is engineering services including geotechnical investigation, survey, design, construction administration and post construction phase services.

To more economically design and construct these four (4) segments, the construction dollars from the 2011 (\$1,215,800) and 2012 (\$1,540,200) Rehabilitate Roadway projects are being combined into one construction program for 2012.

The contract is for \$223,113.00 (fees) and is within the design and soft cost portion of the approved project budget.

<u>Rehabilitate Airport Roads Project Budget</u>	
Pavement Management Plan	\$ 70,000
Design & Soft Costs	\$ 416,000
Construction	\$2,045,000
Contingency	<u>\$ 225,000</u>
Total	<u>\$2,756,000</u>

Funding for this project is anticipated to be 100% Airport cash funding.

The project is being undertaken to repair existing infrastructure that is integral to the continued operation of the airport. Because of the critical nature of this project, it has not been subjected to an internal rate of return calculation.

The funding for this project is within the approved cash flow for the Capital Improvement Program in the amount of \$1,215,800 in 2011 and \$1,540,200 in 2012.

Schedule

The term of this contract will begin February 17, 2012 upon Board approval and conclude December 31, 2012 to encompass post construction documentation.

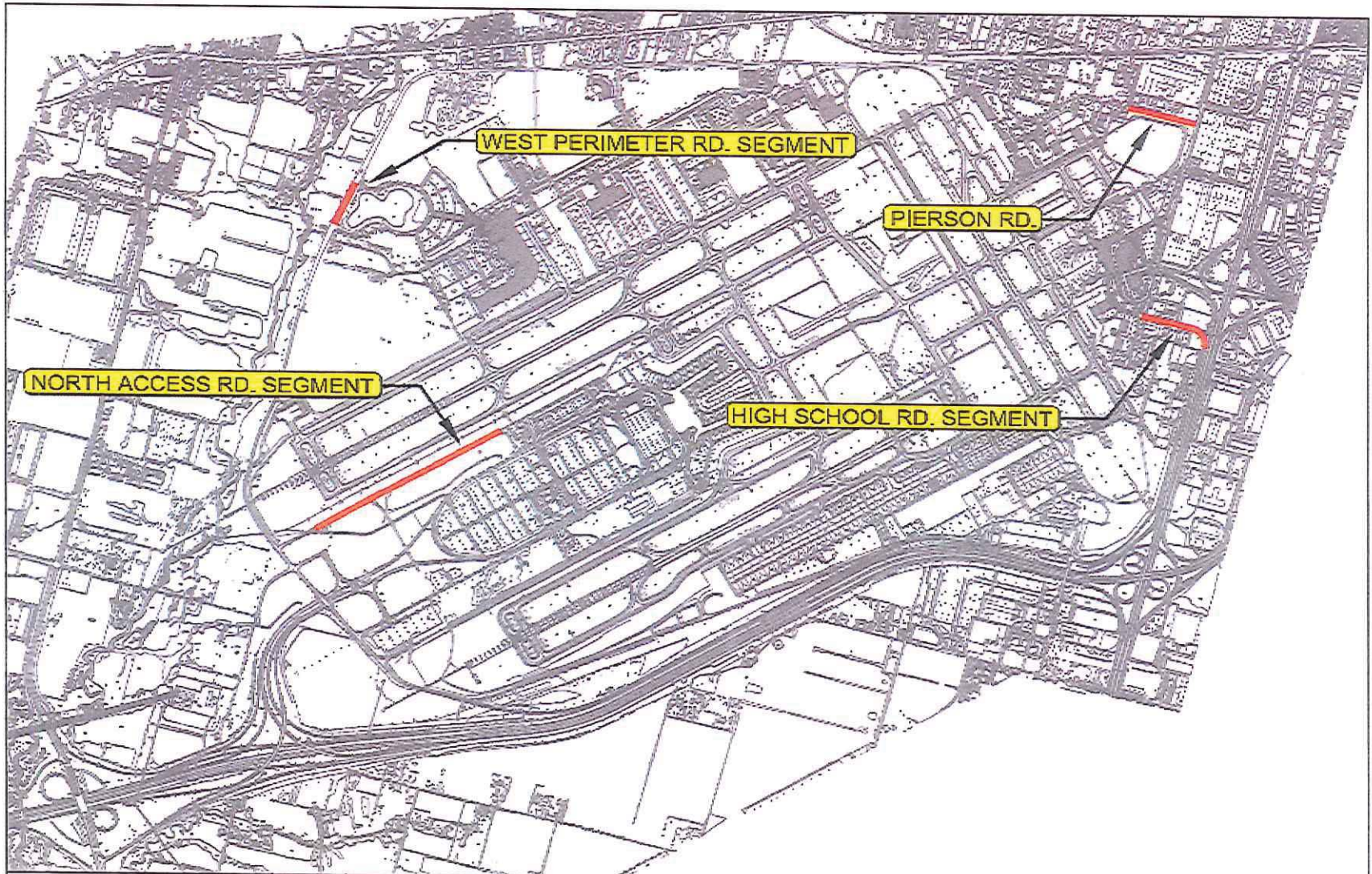
Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

FIRM	AMOUNT		%	
	MBE	WBE	MBE	WBE
Durham Engineering	\$90,108	\$	40.39	0
Eilts Consulting Services, Inc.	\$0	\$15,625	0	7.00
GeoSolutions, Inc	\$23,950	0	10.73	0
Reprographix	\$0	\$ 2,500	0	1.12
Totals	\$114,058	\$18,125	51.12	8.12

Recommendation

The IAA staff has reviewed the proposal and recommends that the Board consider for approval a contract with Durham Engineering, Inc. for Engineering Services for Rehabilitate Airport Roads in an amount not-to-exceed \$223,113.00 (fees). MBE 51.12% (Durham Engineering and GeoSolutions) and WBE 8.12% (Eilts Consulting Services, Inc. and Reprographix).



**INDIANAPOLIS INTERNATIONAL AIRPORT**  
REHABILITATE AIRPORT ROADS  
I-12-018



Indianapolis Airport Authority





## Board Memo – Contract

To: IAA Board of Directors

From: Milke Medvescek, Chief Operating Officer

Date: January 17, 2012

Board Date: February 17, 2012

Subject: Contract with Roy D. McQueen & Associates, Ltd. for Structural Evaluation of Airfield Pavements and Development of a Pavement Management Plan, Project # I-12-006

### Background

Per Federal Aviation Administration (FAA) Grant Assurance C-11, airports seeking federal grant funding are required to implement “an effective airport pavement maintenance-management program” in order to maintain eligibility for federal funding.

The purpose of this airfield pavement evaluation and management plan is to meet the regulatory grant assurances and to provide airport management and engineering staff with objective data on the structural capacity and condition of airport pavements and to identify options for pavement rehabilitation and strengthening where needed. This study will use nondestructive and destructive testing to evaluate the existing pavement condition and develop a management plan.

The pavement evaluation and management plan will also be used to develop a 10 year Capital Improvement Program (CIP) budget in support of requests for federal aid as part of FAA’s Airport Improvement Program (AIP) and provide data and guidelines for cost effective decisions about pavement maintenance and rehabilitation.

The most recent pavement evaluation was conducted in 2008 prior to the opening of the new midfield terminal. This study will incorporate impacts due to the new airfield traffic patterns implemented to support the new terminal.

The funding for this project will be 75% Airport Improvement Program (AIP) grant funding and 25% Airport cash funding. The federal grant for this project has been received.

This project was approved for implementation by the Executive Management Team on June 20, 2011.

Scope

The scope of this pavement evaluation and management plan includes pavement condition surveying, nondestructive testing, structural evaluation, functional evaluation, future project identification and prioritization, project management, and electronic CIP management.

This contract in the amount of \$219,224.00 is within the approved project budget of \$220,000.00.

<u>Project Budget</u>	
Hourly Fees	\$204,038
Reimbursable Expenses	\$ 15,186
Remaining Budget	<u>\$ 776</u>
Total Budget	\$220,000

The funding for this project is within the approved cash flow for the 2012 Capital Improvement Program.

As a project being undertaken to meet regulatory requirements and that is also seventy-five percent (75%) funded with federal grants, 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 term of this amendment will begin February 17, 2012 upon Board approval and conclude September 30, 2012.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

FIRM	AMOUNT			%		
	DBE	MBE	WBE	DBE	MBE	WBE
Roy D. McQueen	\$147,756	\$147,756	\$0	72.42	72.42	0.00
Repro Graphix, Inc.	\$0	\$0	\$2,000	0.00	0.00	0.98
GeoSolutions, Inc.	\$0	\$ 12,200	\$0	0.00	5.98	0.00
PCS Engineers, Inc.	\$ 7,071	\$0	\$7,071	3.47	0.00	3.47
White Security	\$0	\$0	\$9,200	0.00	0.00	4.51
Totals-	\$154,827	\$159,956	\$18,271	75.89	78.40	8.96

Recommendation

The IAA staff has reviewed the proposal and recommends that the Board consider for approval a contract with Roy D. McQueen & Associates, Ltd. for Structural Evaluation of Airfield Pavements and Development of a Pavement Management Plan in an amount not-to-exceed \$204,038.00 (fees) and \$15,186.00 (expenses) for a total not to exceed amount of \$219,224.00. DBE 75.89% (Roy D. McQueen & Associates, Ltd., PCS Engineers, Inc.), MBE 78.40% (Roy D. McQueen & Associates, Ltd., GeoSolutions, Inc.), and WBE 8.96% (Repro Graphix, Inc., PCS Engineers, Inc., White Security)



## Board Memo – Plans & Specifications Approval

To: IAA Board of Directors

From: Mike Medvescek, Chief Operating Officer

Date: January 16, 2012

Board Date: February 17, 2012

Subject: Approval of Plans and Specifications for Bid Package I-10-006A - Firehouse #2 Generator Replacement, and Authorize the Public Bidding Process

### Background

The Indianapolis International Airport is served by two (2) firehouses to meet the Federal Aviation Administration (FAA) response times to the runway environment. Their locations are shown on the attachment. Firehouse #1, located on North Service Road, was constructed in 2007 as part of the midfield terminal development program. Firehouse #2 was constructed in 1973 and is located on the airfield southeast of the terminal. Firehouse #2 will continue to be used as a firehouse for the foreseeable future. A phased improvement program was initiated in 2010 for Firehouse #2. The initial phase completed in early 2011 replaced the roof and HVAC condenser/compressors and improved Foxtrot Lane, the access road for Firehouse #2 to the airfield. This project will complete the improvements with the replacement of the existing standby engine generator, which is now at the end of its useful life.

The overall project was approved for implementation by the Executive Management Team on December 8, 2009, and has been implemented in phases.

### Scope

The scope of work provides for removal of the Generator located inside the building and installation of a new standby engine generator located outside the building to provide backup power in the event of a power outage. The power provided by the new Generator will meet the Federal Aviation Administration requirements for standby power for life-safety systems.

### Budget

Total construction package is estimated between \$100,000 and \$250,000.

This phase of the project is within the remaining approved project budget for Firehouse #2 refurbishment.

The funding for this project is within the approved cash flow for the Capital Improvement Program. The Indianapolis Airport Authority (IAA) will pursue additional FAA grant funding by requesting an amendment to the grant that funded the other Firehouse #2 improvements. Before FAA can approve grant funding for this project, the FAA needs bids in hand. FAA grant funding would be for up to, but not exceeding, 75% of the project costs.

This project is part of the Firehouse #2 Refurbishment that is being implemented in phases. The project is being undertaken to repair existing infrastructure that is integral to the safe operation of the airport. Not rehabilitating this piece of infrastructure could make Firehouse #2 unusable during power outages. Because of the critical nature of this project, it has not been subjected to an internal rate of return calculation.

#### Schedule

Advertisement of Opportunity to Bid:	February 21, 2012 and February 28, 2012
Pre-Bid Meeting:	March 06, 2012 10:00 am Building 60, Conference Room 1
Bid Opening:	March 22, 2012 2:30 pm Building 60, Conference Room 1
Est. Bid Award:	April 20, 2012

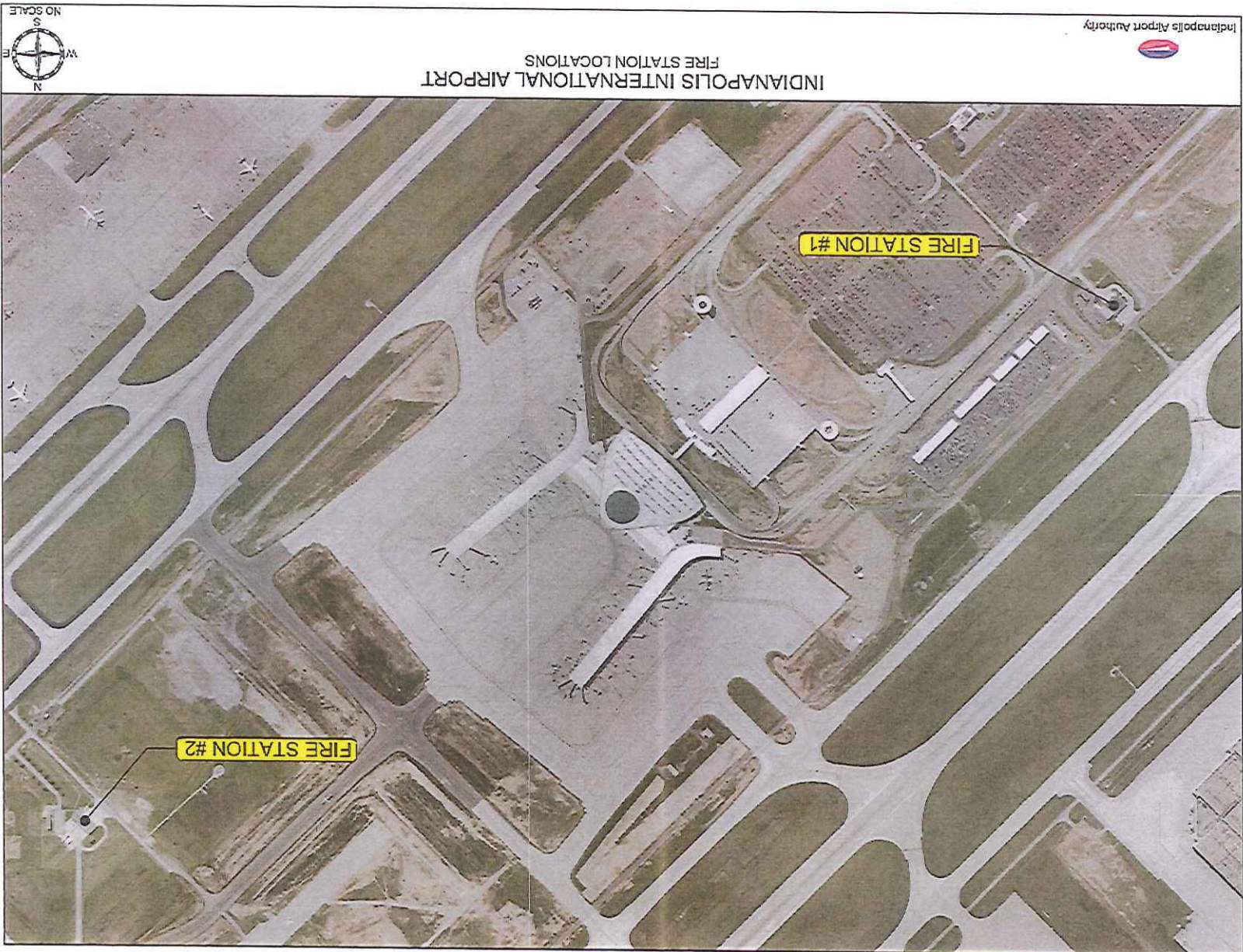
Work is expected to start May 2012 and substantial completion date is expected to be October 31, 2012.

#### Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:  
DBE 8%, MBE 18%, and WBE 5%

#### Recommendation

The IAA staff has reviewed the bid documents and recommends that the Board consider for approval Plans and Specifications for Bid Package I-10-006A – Firehouse #2 Generator Replacement, as prepared by Loftus Engineering, and authorize the public bidding process.





## Board Memo - Amendment

To: IAA Board of Directors

From: Mike Medvescek, Chief Operating Officer

Date: January 9, 2012

Board Date: February 17, 2012

Subject: Contract Amendment #4 with Indiana State University for Bat Monitoring and Reporting

### Background

The realignment of I-70, a new interchange in the vicinity of Six Points Road, the continued development of Ameriplex, the Indianapolis International Airport facility expansion and other local development necessitated coordination among city, state, county and federal officials to address environmental impacts of these efforts. The I-70 project required an environmental investigation under federal requirements because these activities are located in Indiana Bat habitat, a federally endangered species.

In 2002, an Interagency Task Force composed of the Federal Highway Administration, Indiana Department of Transportation, the Indianapolis Airport Authority, the Indianapolis Department of Public Works, the Indianapolis Department of Metropolitan Development, and the Hendricks County Board of County Commissioners applied for a permit with the U.S. Fish and Wildlife Service under the Endangered Species Act of 1973 and submitted a plan for off-setting habitat impacts for the Indiana Bat with specific actions required by the Interagency Task Force.

Because of impacts associated with current and future aviation-related development in the vicinity of Indianapolis International Airport, a Habitat Conservation Plan (HCP) was authorized under our U.S. Fish and Wildlife Permit (Permit) on May 10, 2002, addressing habitat impacts for the federally endangered Indiana Bat. The program has been on-going since receipt of the Permit. Bat Monitoring and Reporting requirements apply until 2017 as outlined in the Permit.

Indiana State University (ISU) has been involved in the coordination with the respective federal agencies and the Indiana Bat habitat on behalf of the IAA since the early 1990s. IAA's selection of ISU for the current contract represented a significant cost reduction relative to previous contractors and ISU has unique expertise in Indiana and the Midwest relative to the Indiana Bat. The current contract with ISU began April 16,

2004. ISU and its staff are an internationally recognized bat research authority and have successfully performed bat monitoring and reporting activities for the IAA in support of the Habitat Conservation Plan and the Permit issued by the U.S. Fish and Wildlife Service throughout the contract period.

Under the contract, ISU has annually conducted the Indiana Bat monitoring and reporting program in accordance with the Habitat Conservation Plan and the U.S. Fish and Wildlife Permit. IAA is required to prepare an Annual Report for the Habitat Conservation Plan, including a summary of the bat monitoring and reporting, and submit the report to the U.S. Fish and Wildlife Service as required by the Permit. This Amendment to the ISU contract will continue the bat monitoring and reporting for the next two (2) years (2012 and 2013).

#### Scope

Bat monitoring and reporting includes mist net surveys, capture and radio tracking of bats and emergence dusk counts consistent with the Habitat Conservation Plan and Federal Fish and Wildlife Permit requirements.

#### Budget

The contract amendment for the next two (2) years of bat monitoring and reporting (2012 and 2013) is for \$399,512.00 fee with reimbursable expenses authorized at \$105,360.00 for a total of \$504,872.00. This is the same cost as the amendment for the previous two (2) year period (2010 and 2011).

The project is included in the 2012 Operating Budget and will be identified in the 2013 Operating Budget, subject to funding.

As a project that is required by regulation by an outside regulatory agency, this project is exempt under the Authority's hurdle rate policy and has not been subject to an internal rate of return calculation.

#### Schedule

The term of this amendment is expected to begin April 16, 2012 and conclude April 16, 2014.

#### Supplier Diversity Participation

Indiana State University is a State supported university. This is an institutional research project and the supplier diversity participation has been waived after consulting with the Director of Supplier Diversity. It was concluded that there was no D/M/WBE participation available for this project.

Contract Summary to Date

Contract/Amendment & Execution Date	Service & Term	Fixed Fee Amount	Reimbursable Amount	Total Amount
Original Contract April 16, 2004	Bat Monitoring & Reporting Services Term: 4/16/04 – 4/16/06	\$398,000	\$80,000	\$478,000
Amendment 1 April 16, 2006	Bat Monitoring & Reporting Services Term: 4/16/06 – 4/16/08	\$398,000	\$80,000	\$478,000
Amendment 2 April 16, 2008	Bat Monitoring & Reporting Services Term: 4/16/08 – 4/16/10	\$399,512	\$123,848	\$523,360
Amendment 3 April 16, 2010	Bat Monitoring & Reporting Services Term: 4/16/10 – 4/16/12	\$399,512	\$105,360	\$504,872
Amendment 4 April 16, 2012	Bat Monitoring & Reporting Services Term: 4/16/12 – 4/16/14	\$416,726	\$88,146	\$504,872
	Revised Contract NTE	\$2,011,750	\$477,354	\$2,489,104

Recommendation

The IAA staff has reviewed the proposal and recommends that the Board consider for approval an amendment to the contract with Indiana State University for bat monitoring and reporting in an amount not-to-exceed \$416,726.00 (fees) and \$88,146.00 (expenses) for a total not-to-exceed amount of \$504,872.00. D/M/WBE 0%



## Board Memo – Change Order

To: IAA Board of Directors

From: Mike Medvescek, Chief Operating Officer

Date: January 17, 2012

Board Date: February 17, 2012

Subject: Final and Balancing Change Order for Project # I-11-098 for Office Moves 2011 with Powers and Sons Construction Co.

### Background

Building 112 is located at 2349 Aviation Drive and served as the Midfield Program Office during the Terminal construction project. At the conclusion of the Midfield Program, Building 112 continued to accommodate the approximately thirty-two (32) Indianapolis Airport Authority (IAA) staff positions in planning and engineering, environmental and conservation, finance, and internal audit. Containing 27,165 square feet, Building 112 was larger than what is needed to accommodate the IAA departments that were located in the building. Therefore, IAA staff marketed the building to outside entities and obtained a new tenant, FedEx Trade Networks Transport & Brokerage, Inc. (FedEx). To accommodate the new tenant, the IAA staff that were located in Building 112, moved to Building 60, located at 1910 S. Girls School Road (IND Aerropolis Complex).

As part of the lease agreement with FedEx, the IAA made tenant improvements to Building 112; as well as improvements to Building 60, to serve as the new offices for the Authority staff located within Building 112.

On August 19, 2011, the Board approved plans & specifications for CIP/Project # I-11-098 – Office Moves 2011, authorized public bidding and delegated authority to Mr. John Clark, Executive Director/CEO to execute a contract with the lowest responsive and responsible bidder. A contract was executed with Powers & Sons Construction Co., the lowest responsive and responsible bidder, in the amount of \$462,950.00 on September 30, 2011.

In addition to the contract amount, a construction reserve of 3% of the total contract amount was established for this project to ensure timely approval of minor changes necessary due to unforeseen conditions and circumstances. Any change orders exceeding the contract and construction reserve are to be submitted to the Board for approval.

Change Order Summary

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

A 3% construction allowance was approved in the initial contract. Of that 3%, to date, 2.8% has been used to cover unforeseen circumstances during the renovation of Building 60 in the previous change order.

This Final and Balancing Change Order revises the contract by adding \$58,816.00 to include fifteen (15) items that are attributed to Unforeseen Circumstances and Owner Requested Scope (as requested by FedEx) and summarized in Attachment 1.

<u>Revised Construction Contract Amount</u>	\$462,950.00
Original Construction Contract Amount	\$ 13,278.00 ( 2.8% of Contract)
Previous Change Orders (Const. Reserve)	<u>\$ 58,816.00</u> (12.7% of Contract)
Current Change Order	
New Construction Contract Total	\$535,044.00
<u>Project Budget</u>	
Design & Soft Costs	\$106,200.00
Construction Contract Amount	\$535,044.00
Move and Telecom	\$ 91,540.39
Unused Allocation	<u>\$ 67,215.61</u>
Estimated Total Project Cost	\$800,000.00

The revised contract with the Change Order included is within the approved project budget of \$800,000.00.

Schedule

There was a two (2) week extension of the work schedule to complete the additional work requested by FedEx, which was acceptable to FedEx. The extended schedule required two (2) additional weeks of supervision by Powers & Sons Construction Co. and is included in this final and balancing change order.

Re: Powers and Sons Construction Co. -- Change Order

Supplier Diversity Participation

If the change order is approved by the Board, the XBE participation on this project will be affected in the following way:

FIRM	CLASSIFICATION	ORIGINAL AMOUNT	ORIGINAL %	AFTER CO AMOUNT	AFTER CO %
Powers & Sons Construction Co.	MBE	\$95,850	20.70%	\$110,682	20.69%
Mendez Electrical Co.	MBE	\$160,300	34.63%	\$168,296	31.45%
Indy Force, Inc.	MBE	\$16,106	3.48%	\$26,474	4.95%
Elite Painting	MBE	\$37,250	8.05%	\$44,156	8.25%
Total	MBE	\$309,506	66.86%	\$349,608	65.34%

This information was approved by the Director of Supplier Diversity on January 17, 2012.

Recommendation

The IAA staff has reviewed the Final and Balancing Change Order and recommends that the Board consider for approval a Change Order with Powers and Sons Construction Co. for Project #1-1-098 in an amount not-to-exceed \$58,816.00.

ATTACHMENT 1  
FINAL AND BALANCING CHANGE ORDER – PROJECT # 1-11-098

Unforeseen Conditions

1. Flashing Repair (Building 60) Repair 22' of flashing along North elevation of Building 60	\$ 1,000.00
2. Replace Lighting Diffusers in Restrooms (Building 112) Diffuser material found incomplete, old and brittle	\$ 951.00
3. Relocate Sprinkler Line and Heads (Building 112) After installing new lighting one fire suppression supply line required relocation	\$ 6,937.00
4. Floor Prep For New Carpet (Building 112) After removing old floor covering the subfloor required additional preparation to receive new floor covering	\$16,094.00
5. Relocate Drinking Fountain (Building 112) Code required relocation of drinking fountain on south side of Building 112	\$ 5,638.00
6. Replace moldy Drywall in Corridor 145 (Building 112) Mold present behind demolished base	\$ 320.00
7. Survey Existing Outlets for Connectivity (Building 112) Trace existing unpowered outlets and repower	\$ 3,400.00
8. Patch & Paint Janitor's Closet (Building 112) Patch drywall and prepare janitor closet walls for paint	\$ 313.00
9. Cap Vent and Terminate 220V Service (Building 112) Existing drain found vented into return air plenum, existing 220V service improperly terminated in old kitchen area	\$ 534.00
Sub Total	\$35,187.00

Owner Requested Scope

10. Additional 2 Weeks Construction Superintendent Time Additional change order work required two week time extension	\$ 5,116.00
11. Demolish walls at Rooms 112a, b &c (Building 112) Owner Requested Scope per change by future tenant	\$ 6,645.00
12. Various Ceiling Grid, Bulkhead, & Door Repairs (Building 112) Additional wall demolition required additional ceiling grid, bulkhead, and door repairs	\$10,144.00
13. Add Vinyl Composition Tile Pad at Drinking Fountains (Building 112) Changed flooring type around drinking fountains from carpet to Vinyl Composition Tile	\$ 227.00
14. Remove Existing Hold Open Doors (Building 112) Existing 4' hold open doors removed, hinge plates added and painted to match casing	\$ 368.00
15. Access Floor Carpet in Rooms 155 & 156 (Building 112) Changed flooring type in Rooms 155 & 156 from rolled carpet to carpet tile	<u>\$ 1,129.00</u>
Sub Total	\$23,629.00
Grand Total	\$58,816.00



## Board Memo Property Acquisition

To: IAA Board of Directors

From: Joseph Heerens, Chief Legal Officer

Date: January 18, 2012

Board Date: February 17, 2012

Subject: Property Acquisition – Ted and Teresa Ferguson

### Background

The Indianapolis Airport Authority (“IAA”) has had an active land acquisition program since 1973. Between 1973 and 1987, the land program acquired the majority of the land which comprises the current Airport layout and footprint. In 1987, the IAA began its land acquisition program in support of its Part 150 Noise Compatibility Plan (NCP). Phase I of this program ran from 1987-1992, Phase II ran from 1992-1997, and Phase III was initiated in 1998 and also includes holdout property owners that are remaining from Phases I and II. In 1997, an additional program was added to acquire single family residences located within the IAA’s Indiana Bat and Wetland Mitigation Area, and in 1999, land acquisition began for the future third parallel runway.

### Scope

The residential property being acquired from Ted and Teresa Ferguson as shown on the attached schedule is included in the IAA’s land acquisition Phase II Program. The Purchase Agreement under consideration is based on an appraised value of Eighty Two Thousand dollars (\$82,000.00)

### Schedule

February 17, 2012: Approve the Purchase Agreement with Ted and Teresa Ferguson. The closing will occur as soon as practicable thereafter.

### Funding

This acquisition is currently funded from the 2012 Capital Improvement Fund. The property will be eligible for federal grant reimbursement as an element of the IAA’s Noise Compatibility Plan.

### Recommendation

The IAA Staff recommends the purchase of Ted and Teresa Ferguson’s property as shown on the attached schedule.

