



## Board Memo – Contract

To: IAA Board of Directors  
From: Robert A. Duncan, Chief Operating Officer  
Date: April 21, 2009  
Board Date: May 15, 2009  
Subject: Temporary Employee Services Agreement – The Registry, Inc.

### **Recommendation**

The IND staff has reviewed the Agreement and recommends that the IAA Board:

Approve a one (1) year Temporary Services Agreement in an amount not-to-exceed \$90,000 with The Registry, Inc. for a temporary professional employee performing real estate closing and collateral services. Board Paper 063-09

### **Scope**

The Authority's land acquisition and noise program activities require the services of a real estate closing agent. For the last twelve (12) years, Ms. Josie Wiesen, an Indiana licensed attorney, has been performing legal services for real estate closings and FAA title certifications which is a condition precedent to federal AIP reimbursement. Ms. Wiesen's duties also include clearing land titles of liens or encumbrances prior to closing. Ms. Wiesen has been performing these services as an employee of The Registry, a temporary employment agency company providing legal and business staffing personnel.

Ms. Wiesen works a flex schedule of between 1,200 and 1,250 hours per year, and her services are eligible for reimbursement under the Airport's FAA Noise Program AIP grants.

### **Schedule**

May 15, 2009 – Approve Temporary Services Agreement

### **Revenue**

Not applicable.

### **Operating Cost Implications**

Not applicable.

### **Diversity Participation**

IAA recognizes the following diversity groups: DBE – Disadvantaged Business Enterprise, MBE – Minority Business Enterprise, and WBE – Women Business Enterprise. The total amount of D/M/WBE participation for this paper is 0% as the proposed agreement is a renewal of an existing agreement with Ms. Wiesen's longtime temporary employer.



## Board Memo – Contract

To: IAA Board of Directors

From: Marsha Stone, Commercial & Finance Officer

Date: April 27, 2009

Board Date: May 15, 2009

Subject: Landlord Consent to Assignment of Lease with Signature Flight Support Corporation and Indianapolis Jet Center to Comlux Completion USA, LLC

### **Recommendation**

Consent to the Landlord Consent to Assignment of Lease from Signature Flight Support Corporation (Signature) and the Indianapolis Jet Center (IJC) to Comlux Completion USA, LLC. Board Paper 064-09

### **Scope**

Signature originally subleased hangar space to IJC commencing November 2004. IJC is an aircraft maintenance and interior completion provider for general aviation and corporate aircraft. Recently, IJC sold their business to Comlux Completion USA, LLC a newly formed company with the parent company residing in Zurich, Switzerland.

### **Schedule**

May 15, 2009: Execution of the Landlord Consent to Assignment of Lease with Signature Flight Support Corporation & Indianapolis Jet Center to Comlux Completion USA, LLC

### **Revenue and/or Operating Cost Implications**

#### Revenue:

There is no new net revenue associated with this agreement.

#### Operating Costs:

There is no operating cost associated with this agreement.

### **Diversity Participation**

Not applicable.



## Board Memo – Contract

To: IAA Board of Directors  
From: Marsha Stone, Commercial & Finance Officer  
Date: April 28, 2009  
Board Date: May 15, 2009  
Subject: Aircraft Storage Permit Sublease Agreement with Signature Flight Support Corporation and CG Aviation, LLC

### **Recommendation**

Consent to the Aircraft Storage Permit Sublease Agreement between Signature Flight Support (Signature) and CG Aviation, LLC. The initial term of the sublease is retroactive to May 1, 2009 and terminating April 30, 2010. Board Paper 065-09

### **Scope**

Signature obtains a percentage of its revenue from subleasing offices, hangars and aircraft storage facilities to corporate users. The lease between Signature and the Indianapolis Airport Authority requires the Authority's consent to sublease any portion of the Leased Premises. CG Aviation, LLC intends to sublease space for storage of their aircraft.

The Authority does not receive any direct revenue from the Signature subleases; however, indirect revenue received would be fuel flowage from the subtenants. Additionally, Signature does provide indemnification and liability directly to the Airport and per the terms of the Lease is responsible for their tenants and invitees on their Leased Premises.

### **Schedule**

May 15, 2009: Execution of the Aircraft Storage Permit between Signature Flight Support Corporation and CG Aviation LLC

### **Revenue and/or Operating Cost Implications**

#### Revenue:

There is no direct revenue associated with this agreement; however, indirect revenue would be received from fuel flowage fees.

#### Operating Costs:

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

### **Diversity Participation**

Not applicable.



## Board Memo – Contract

To: IAA Board of Directors

From: Marsha Stone, Commercial & Finance Officer

Date: April 28, 2009

Board Date: May 15, 2009

Subject: Aircraft Storage Permit Sublease Agreement with Signature Flight Support Corporation and S. Hawk Holdings, Inc. d/b/a Eagle Air

### **Recommendation**

Consent to the Aircraft Storage Permit Sublease Agreement between Signature Flight Support (Signature) and S. Hawk Holdings, Inc. d/b/a Eagle Air (Eagle Air). The initial term of the sublease is retroactive to May 1, 2009 and terminating April 30, 2010. Board Paper 066-09

### **Scope**

Signature obtains a percentage of its revenue from subleasing offices, hangars and aircraft storage facilities to corporate users. The lease between Signature and the Indianapolis Airport Authority requires the Authority's consent to sublease any portion of the Leased Premises. Eagle Air intends to sublease space for storage of their aircraft.

The Authority does not receive any direct revenue from the Signature subleases; however, indirect revenue received would be fuel flowage from the subtenants. Additionally, Signature does provide indemnification and liability directly to the Airport and per the terms of the Lease is responsible for their tenants and invitees on their Leased Premises.

### **Schedule**

May 15, 2009: Execution of the Aircraft Storage Permit between Signature Flight Support Corporation and S. Hawk Holdings, Inc. d/b/a Eagle Air

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

There is no direct revenue associated with this agreement; however, indirect revenue would be received from fuel flowage fees.

#### **Operating Costs:**

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

### **Diversity Participation**

Not applicable.



Indianapolis Airport Authority

## Board Memo – Contract

To: IAA Board of Directors  
From: Marsha Stone, Commercial & Finance Officer  
Date: April 27, 2009  
Board Date: May 15, 2009  
Subject: Special Purpose Subzone Application of the Foreign Trade Zone #72 with Brightpoint North America L.P.

### **Recommendation**

Approval of Resolution No. 7-2009 authorizing the subzone of the Foreign Trade Zone # 72 for Brightpoint North America L.P.

Consent to the application for a special purpose subzone of the Foreign Trade Zone #72 to benefit Brightpoint North America L.P. Board Paper 068-09

### **Scope**

Brightpoint North America L.P. is a major telecommunications distributor currently located in two distribution warehouse sites in Plainfield. They employ approximately 1,470 staff and generate an annual payroll of approximately \$46 million.

Brightpoint North America L.P. wants to make application for the special purpose subzone to obtain the related cost and logistical savings through use of the Foreign Trade Zone (FTZ) program.

### **Schedule**

May 15, 2009: Resolution No. 7-2009 and Special Purpose Subzone Application Sponsorship Approval with Brightpoint North America L.P.

### **Revenue and/or Operating Cost Implications**

#### **Revenue**

Annual revenue for this subzone is \$48,000.

#### **Operating Costs**

There is no GIFTZ/IAA operating cost implications with these approvals.

### **Diversity Participation**

Not applicable.



## Board Memo – Contract

To: IAA Board of Directors

From: Marsha Stone, Commercial & Finance Officer

Date: May 1, 2009

Board Date: May 15, 2009

Subject: Land Lease Agreement with Greater Indianapolis Foreign Trade Zone, Inc.

### **Recommendation**

Consent to the Land Lease Agreement with Greater Indianapolis Foreign Trade Zone, Inc. (GIFTZ). The Agreement will commence May 15, 2009, and operate on a month-to-month basis until terminated, for monthly rents of \$1,742.40. Board Paper 069-09

### **Scope**

The GIFTZ is leasing a vacant parking lot to facilitate the storage needs of Redcats USA, Inc. (Redcats), a subzone user; in turn the GIFTZ will sublease this space to Redcats. The GIFTZ will hold Redcats65 sea containers at this location. The parking lot is located just north of the old Terminal and west of High School Road, as depicted on the attached Exhibit A.

### **Schedule**

May 15, 2009: Execution of the Land Lease Agreement with Greater Indianapolis Foreign Trade Zone, Inc.

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

GIFTZ will pay the Authority monthly rents of \$1,742.40.

#### **Operating Costs:**

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

### **Diversity Participation**

Not applicable.




4.8 acres

04-27-09

# INDIANAPOLIS INTERNATIONAL AIRPORT PROPERTY MANAGEMENT

EXHIBIT "A"

 Indianapolis Airport Authority

LOT #4 (OLD TERMINAL BUSINESS CLASS PARKING LOT)





Indianapolis Airport Authority

## Board Memo – Contract

To: IAA Board of Directors  
From: Marsha Stone, Commercial & Finance Officer  
Date: April 27, 2009  
Board Date: May 15, 2009  
Subject: User Agreement for the Foreign Trade Zone #72 with Redcats USA, Inc.

### **Recommendation**

Consent to the execution of a User Agreement for the benefit of Redcats USA, Inc. Board Paper 070-09

### **Scope**

Redcats USA, Inc. is a major textile and home goods distributor currently located in two distribution warehouse sites (Indianapolis & Plainfield). They employ approximately 830 staff and generate an annual payroll of approximately \$32 million.

Redcats USA, Inc. wants to use the General Purpose Zone (GPZ) to gain immediate access to obtain the related cost and logistical savings through use of the Foreign Trade Zone (FTZ) program until their subzone application is approved. The Greater Indianapolis Foreign Trade Zone (GIFTZ) will rent parking Lot #4 and activate the site for FTZ benefits. The GIFTZ will hold Redcats USA, Inc. sea containers at this location on their behalf. Redcats USA, Inc. will become a User under the GIFTZ.

### **Schedule**

May 15, 2009: Redcats User Agreement for the Foreign Trade Zone #72

### **Revenue and/or Operating Cost Implications**

#### Revenue

Annual revenue for this GPZ site is \$20,908.80 fixed rent, plus \$25/container.

#### Operating Costs

There is no GIFTZ/IAA operating cost implications with this agreement.

### **Diversity Participation**

Not applicable.



Indianapolis Airport Authority

## Board Memo – Contract

To: IAA Board of Directors  
From: Marsha Stone, Commercial & Finance Officer  
Date: April 27, 2009  
Board Date: May 15, 2009  
Subject: Special Purpose Subzone Application of the Foreign Trade Zone #72 with Redcats USA, Inc.

### **Recommendation**

Approval of Resolution No. 8-2009, authorizing the subzone of the Foreign Trade Zone # 72 for Redcats USA, Inc.

Consent to the application for a special purpose subzone of the Foreign Trade Zone #72 to benefit Redcats USA, Inc. Board Paper 071-09

### **Scope**

Redcats USA, Inc. is a major textile and home goods distributor currently located in two distribution warehouse sites (Indianapolis & Plainfield). They employ approximately 830 staff and generate an annual payroll of approximately \$32 million.

Redcats USA, Inc. wants to make application for the special purpose subzone to obtain the related cost and logistical savings through use of the Foreign Trade Zone (FTZ) program.

### **Schedule**

May 15, 2009: Resolution No. 8-2009 and Special Purpose Subzone Application Sponsorship Approval with Redcats USA, Inc.

### **Revenue and/or Operating Cost Implications**

#### **Revenue**

Annual revenue for this subzone is \$48,000.

#### **Operating Costs**

There is no GIFTZ/IAA operating cost implications with these approvals.

### **Diversity Participation**

Not applicable.



Indianapolis Airport Authority

## Board Memo – Award

To: IAA Board of Directors

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

Date: April 27, 2009

Board Date: May 15, 2009

Subject: Approval to Increase the Project Budget and the purchase of a 4,500 Gallon Aircraft Rescue and Firefighting (ARFF) Vehicle

### **Recommendation**

Consider for approval an increase in the project budget of \$262,700 for a total budget of \$1,200,000 for the purchase of a 4,500 gallon Aircraft Rescue and Firefighting (ARFF) vehicle. The original budget for this project was \$937,300. The airlines have been notified of the increase in the project budget.

Consider for approval the issuance of a purchase order to Oshkosh Corporation in an amount not-to-exceed \$1,174,757 for the purchase of a 4,500 gallon Aircraft Rescue and Firefighting (ARFF) vehicle. Oshkosh Corporation was the lowest responsive and responsible bidder. Board Paper 073-09

### **Background**

The IND staff received one (1) bid for a 4,500 gallon aircraft rescue and firefighting vehicle, which is under the revised project budget. The Contractor will produce and deliver, within 300 days of notice to proceed, one (1) 4,500 gallon aircraft rescue and firefighting (ARFF) vehicle per the specifications included in the bid documents dated March 20, 2009.

The current 3,000 gallon ARFF vehicle was purchased in 1993 and is nearing the end of its life cycle. The requested vehicle would allow compliance with the current FAA index.

The IAA staff will submit the necessary documents to allow this purchase to be 100% funded from the American Recovery and Reinvestment Act (ARRA) of 2009 issued through the FAA. No IAA funds will be used to purchase this vehicle.

**Schedule**

The purchase order and notice to proceed is expected to be issued on **May 15, 2009** with delivery expected on or before **March 11, 2010**.

**Diversity Participation**

The Diversity Director reviewed the material submitted by Oshkosh Corporation and understands the lack of Indiana diversity participation given the item being purchased. Oshkosh Corporation submitted their corporate diversity information indicating that they have an active diversity policy.



Indianapolis Airport Authority

## Board Memo – Award

To: IAA Board of Directors  
From: John D. Clark III, Executive Director/CEO  
Date: April 21, 2009  
Board Date: May 15, 2009  
Subject: Approval of the purchase of Two Engine Design, Self Propelled, High Speed Runway Snow Broom

### **Recommendation**

The IND staff has reviewed the four (4) responses received to the bid for a two engine design, self propelled, high speed runway snow broom and recommends that you:

Consider for approval the issuance of a purchase order to Wausau Equipment Company in an amount not-to-exceed \$433,498. Wausau Equipment Company was the lowest responsive and responsible bidder. Board Paper 074-09

A lower bid was received from Brickyard International (\$351,521), however the chassis offered did not meet specifications and is an untried and unproven model for the environment in Indiana.

### **Scope**

Contractor will produce and deliver, one two engine design, self propelled, high speed runway snow broom per the specifications included in the bid documents dated March 18, 2009. This acquisition was part of the capital equipment program previously approved by the Board.

### **Schedule**

The purchase order and notice to proceed is expected to be issued on **May 15, 2009** with delivery expected on or before **January 1, 2010**.

### **Diversity Participation**

The Diversity Director reviewed and approved the material submitted by Wausau Equipment Company Inc.



Indianapolis Airport Authority

## Board Memo – Award

To: IAA Board of Directors

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

Date: April 20, 2009

Board Date: May 15, 2009

Subject: Approval of the purchase of Tandem Axle Runway Deicer Tanker

### **Recommendation**

The IND staff has reviewed the five (5) responses received to the bid for a tandem axle runway deicer tanker and recommends that you:

Consider for approval the issuance of a purchase order to Wausau Equipment Company Inc. in an amount not-to-exceed \$244,582. Wausau Equipment Company, Inc. was the lowest responsive and responsible bidder. Board Paper 075-09

### **Scope**

Contractor will produce and deliver, within 230 days from notice of award one (1) Tandem Axle Runway Deicer Tanker per the specifications included in the bid documents dated March 18, 2009. The piece of equipment was included in the capital equipment listing previously approved by the Board.

### **Schedule**

The purchase order and notice to proceed is expected to be issued on **May 15, 2009** with delivery expected on or before **December 1, 2009**.

### **Diversity Participation**

The Diversity Director reviewed the material submitted by Wausau Equipment Company and approved their plan which indicates WBE participation at .60% utilizing BJ Transport for trucking services.



Indianapolis Airport Authority

## Board Memo – Award

To: IAA Board of Directors

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

Date: April 20, 2009

Board Date: May 15, 2009

Subject: Approval to Award a Contract for Snow Removal to Lynn Trucking Inc.

### **Recommendation**

The IND staff recommends that you:

Consider for approval the issuance of a contract to Lynn Trucking Inc. in an amount not-to-exceed \$245,000 as a continuation of snow removal services Lynn Trucking successfully bid during the 2008 season. Board Paper 076-09

### **Scope**

Labor, material and equipment necessary to perform snow removal on the ramp(s), non-movement area only, at the Indianapolis International Airport during the snow season of 2009-2010 (November 1, 2009 - April 1, 2010).

### **Schedule**

The term of the contract will be from **May 15, 2009** until **December 1, 2010**.

### **Diversity Participation**

The Diversity Director reviewed Lynn Trucking's Diversity Program on September 29, 2008 and approved the plan with Lynn Trucking Inc. as a certified WBE firm.



Indianapolis Airport Authority

## Board Memo – Award

To: IAA Board of Directors  
From: John D. Clark III, Executive Director/CEO  
Date: April 30, 2009  
Board Date: May 15, 2009  
Subject: Approval of Purchase of Transit Buses

### **Recommendation**

The IND staff has reviewed the one (1) response received for the 2009 Shuttle Bus bid and recommends that you:

Consider for approval the issuance of a purchase order to Midwest Transit Equipment of Indiana Inc. in an amount not-to-exceed \$583,918. Midwest Transit Equipment was the lowest responsive and responsible bidder. Board Paper 077-09

### **Scope**

Contractor will produce and deliver two (2) new buses, at a price of \$291,959 each, as part of the 2009 replacement program. The equipment being replaced has met its life expectancy based on age, mileage and hours of use.

### **Schedule**

The purchase order and notice to proceed is expected to be issued on **May 18, 2009** with delivery expected on or before **April 13, 2010**.

### **Diversity**

The Diversity Director reviewed the plan submitted by Midwest Transit and has approved the plan as submitted



Indianapolis Airport Authority

## Board Memorandum - Plans & Specs Approval

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: April 23, 2009

Board Date: May 15, 2009

Subject: Approval of Plans and Specifications for – CIP/Project #I-08-043 – Updates to Program Office and Authorize the Bidding Process

### **Background**

The Program Office, located at 2349 Aviation Drive, is the former US Airways Reservations Center. According to the original construction documents, the plans and specifications were approved by the Airport Authority Board in September 1990. US Airways vacated the building in January 2002; and it sat empty until 2003 when it became the New IND Program Office.

Due to the age of the building and the fact that no major mechanical upgrades were made before or since the New IND tenants moved in, the facility is in need of roof replacement, Heating, Ventilating, and Air Conditioning unit replacements (HVAC), and replacement of the Uninterruptible Power Supply (UPS) for emergency circuitry.

This Airline approved project is included in the 2008 CIP Budget and supplemented in the 2009 CIP budget for a total project budget of \$1,050,299.

### **Recommendation**

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

- Consider for approval Plans and Specifications for Package No. I-08-043-3041-A, B, and C, Upgrades to Program Office, Replace Roof, HVAC, and UPS, prepared by Cripe Architects + Engineers and authorize the public bidding process. Board Paper 078-09

**Scope**

This package provides for the replacement of the roof, HVAC and UPS at the Program Office.

Total package is estimated between \$500,000 and \$1,000,000.

**Schedule**

Pre-Bid Meeting: June 2, 2009 Time: 9:00 AM Location: PO Conf Room 1

Bid Opening: June 18, 2009 Time: 10:00 AM Location: PO Conf Room 1

Est. Bid Award (Board Mtg): July 17, 2009

Work is expected to start August 2009, and the substantial completion date is expected to be March 31, 2010.

**Diversity Participation**

The Diversity Director has conferred with the Construction Manager and they estimate the opportunities for XBE% involvement on this project to be 14% DBE, 9% MBE and 5% WBE. The Construction Manager and the Diversity Director are working with the community on this upcoming package to reach or exceed these targeted goals.



Indianapolis Airport Authority

## **Board Memorandum - Plans & Specs Approval**

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: April 22, 2009

Board Date: May 15, 2009

Subject: Approval of Plans and Specifications for – CIP Project #C-09-050 -  
Refurbish Apron Pavement at Mt. Comfort Airport and Authorize the  
Bidding Process

### **Background**

The Mt. Comfort Airport has two aircraft apron areas; an east apron and a west apron. Both aprons are constructed with concrete pavement. The east apron was constructed in 1980 and therefore is approximately 29 years old. The useful life of a concrete aircraft pavement is typically 20 years. No major repairs or rehabilitation of the east apron has been conducted in the last 29 years. The airline-approved 2009 Capital Improvement Plan includes this project to Refurbish Apron Pavement at Mt. Comfort Airport. This project is also recommended in the short-term development program in the newly updated Airport Master Plan.

### **Recommendation**

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

Consider for approval Plans and Specifications for – CIP/Project #C-09-050 – Refurbish Apron Pavement at Mt. Comfort Airport, as prepared by Hanson Professional Services, Inc., and authorize the public bidding process. Board Paper 079-09

### **Scope**

The scope is to refurbish the apron pavement at the Mt. Comfort Airport which includes: joint cleaning/sealing, crack sealing, partial depth spall repair, and some concrete panel replacement. Associated with this is specific work sequencing and phasing to maintain safe airport operations.

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

**Schedule**

Pre-Bid Meeting: June 02, 2009 Time: 11:00 am Location: PO, Conf. Rm. 1  
Bid Opening: June 18, 2009 Time: 2:00 pm Location: PO, Conf. Rm. 1  
Est. Bid Award (Board Mtg): July 17, 2009

Work is expected to start in August 2009, and be substantially complete by November 30, 2009.

**Diversity Participation**

The Diversity Director has conferred with the Construction Manager and they estimate the opportunities for XBE% involvement on this project to be 14% DBE, 9% MBE and 5% WBE. The Construction Manager and the Diversity Director are working with the community on this upcoming package to reach or exceed these targeted goals.



## Board Memo - Plans & Specs Approval & Project Budget Increase

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: May 1, 2009

Board Date: May 15, 2009

Subject: Approval of Increase in Project Budget and Approval of Plans and Specifications for - CIP/Project #K-08-047 - AWOS III Installation and Authorize the Public Bidding Process

### **Background**

All of the Airport Authority's reliever airports were planned, designed and built with the idea that they would have instrumentation capability in order to assist the pilots in navigating to the airport under bad weather conditions. Gordon Graham Field, which was opened in 2001 and is the newest reliever airport in the system, received a FAA approved instrument approach in 2008. The Automated Weather Observation System (AWOS) is used to measure and collect weather data for meteorologists and pilots and will provide real time weather information to pilots as they make their decision on flying or used in determining if they can do the instrument approach procedure to the airport.

The AWOS project was proposed in 2007 for the 2008 CIP program. In order to get pricing for this project, the Aeronautics Section of INDOT was consulted to obtain the most recent project estimate for this type of project that had been constructed in the State. Based on this information, the project number was inserted into the standard CIP Estimate Summary which provided a Total Project Estimate of \$212,000 utilizing a construction amount of \$148,252. The overall project amount was approved as part of the overall 2008 CIP Program.

A consultant was hired and the Airport received a cost estimate which indicated that the overall project costs were higher than anticipated. The current construction estimate is \$235,600 which provides for an estimated overall project cost of \$298,000. This project budget increase required an Airline approval which was received on April 30, 2009. Project costs will be funded thru a FAA grant which provides 95% funding with INDOT providing 2.5% state funding funds and Airport funds of 2.5%.

**Recommendations**

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

Consider for approval a project budget increase from \$212,000 to \$298,000.

Consider for approval Plans and Specifications for – CIP/Project #K-08-047 – AWOS III Installation, as prepared by RW Armstrong & Associates, Inc., and authorize the public bidding process. Board Paper 080-09

**Scope**

The scope is for the new AWOS III to be installed at the Gordon Graham Field in Hendricks County.

Total package is estimated between \$250,000 and \$500,000.

**Schedule**

Pre-Bid Meeting: June 02, 2009 Time: 10:00 am Location: PO, Conf. Rm. 1

Bid Opening: June 18, 2009 Time: 1:00 pm Location: PO, Conf. Rm. 1

Est. Bid Award (Board Mtg): July 17, 2009

Work is expected to start August 2009 and substantial completion date is expected to be November 13, 2009.

**Diversity Participation**

The Diversity Director has conferred with the Construction Manager and they estimate the opportunities for XBE% involvement on this project to be 14% DBE, 9% MBE and 5% WBE. The Construction Manager and the Diversity Director are working with the community on this upcoming package to reach or exceed these targeted goals.



## Indianapolis Airport Authority

# Board Memo

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: April 28, 2009

Board Date: May 15, 2009

Subject: Board Action on three items associated with the Rehabilitation of Taxiway "A" (CIP Project #C-09-048) at Mt. Comfort Airport

### **Background**

On February 17, 2009, President Obama signed into law the American Recovery and Reinvestment Act of 2009 (Recovery Act). The Recovery Act specifically includes \$1.3 billion for projects and programs administered by the FAA. These programs will protect and promote jobs through construction projects at airports and investments in FAA's air traffic control infrastructure.

The FAA has released funds to the Indianapolis Airport Authority in the amount of \$2.2M specifically for the Taxiway A Rehabilitation at Mount Comfort Airport. In order to obtain these funds, the project must be awarded within 120 days (June 17, 2009) and must be completed within two years of the date of enactment of the Act (February 16, 2011). Additionally, bids must be received no later than May 12, 2009.

This project is being fast-tracked so that the airport can receive the full \$2.2M released amount. At this May board meeting, there are three actions on the consent calendar related to this project:

- Award of Construction Contract
- Contract Amendment with R.W. Armstrong for Construction Administration Services (Board Paper 082-09)
- Contract with Earth Exploration for Testing and Inspection (Board Paper 083-09)

As we are receiving bids on Tuesday, May 12, 2009 with the Board Meeting on Friday, May 15, 2009, the memos that you receive with your consent calendar will be incomplete until after bids are received. After bids are received, read, and reviewed, we will send the updated memo regarding recommendation for contract award.

The total construction estimate for the Taxiway Rehab is approximately \$4M. Total project cost is estimated to be approximately \$5.3M. In addition to the Recovery Act dollars, the Airport will also have \$1.3M in FAA discretionary grant funds available in 2009. The remainder of the project will be eligible for FAA discretionary funds in 2010.



Indianapolis Airport Authority

## Board Memo - Amendment

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: April 22, 2009

Board Date: May 15, 2009

Subject: Approval of 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 Mt. Comfort Taxiway "A" Rehabilitation has been approved by the IAA Board for 2009 construction. The FAA has released funds to the Indianapolis Airport Authority in the amount of \$2.2M specifically for the Taxiway A Rehabilitation at Mount Comfort Airport.

The Board 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 during the construction phase. This amendment is to provide construction administration services during construction in 2009 and 2010.

### **Recommendation**

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

Consider for approval an amendment with R.W. Armstrong & Associates, Inc. for construction administration services in an amount not-to-exceed \$117,000. DBE/MBE 9.78% (AEC Design) and WBE 0.85% (Reprographics, Inc). Board Paper 082-09

### **Scope**

The scope is for the rehabilitation of Taxiway "A" at Mt. Comfort Airport which includes: pavement demolition, subgrade stabilization, stabilized base, new concrete pavement, and pavement markings. Associated with this is specific work sequencing and phasing to maintain safe airport operations.

The Engineer will provide construction administration and resident engineer services during the construction phase.

**Schedule**

The term of this contract is expected to begin **May 15, 2009** and conclude **March 31, 2011**.

**Diversity Participation**

The Diversity Director has reviewed R.W. Armstrong’s Diversity Program on April 23, 2009 and has approved the attached DBE/MBE/WBE participation verification report. It is the Diversity Director’s opinion that R.W. Armstrong & Associates, Inc. demonstrated good faith efforts in reaching the D/M/WBE goals of 14%, 9%, and 5% respectively.

<b>FIRM</b>	<b>CLASSIFICATION</b>	<b>AMOUNT</b>	<b>%</b>
AEC Design, Inc.	DBE/MBE	\$11,448	9.78
Reprographics	WBE	\$1,000	0.85
<b>Totals</b>	<b>DBE/MBE</b>	\$11,448	9.78
	<b>WBE</b>	\$1,000	0.85

**Contract Summary to Date**

<b>Contract/Amendment &amp; Execution Date</b>	<b>Service &amp; Term</b>	<b>Amount</b>	<b>Minority Participation %</b>		
			<b>DBE</b>	<b>MBE</b>	<b>WBE</b>
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
	<b>Revised Contract NTE</b>	<b>\$ 323,731</b>			



Indianapolis Airport Authority

## Board Memo - Amendment

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: April 21, 2009

Board Date: May 15, 2009

Subject: Approval of Contract with Earth Exploration, Inc. for Materials Testing and Construction Observation Services for the Rehabilitation of Taxiway "A" (CIP Project #C-09-048) at Mt. Comfort Airport

### **Background**

The Mt. Comfort Taxiway "A" Rehabilitation has been approved by the IAA Board for 2009 construction. The FAA has released funds to the Indianapolis Airport Authority in the amount of \$2.2M specifically for the Taxiway A Rehabilitation at Mount Comfort Airport. The project includes the demolition of the existing pavement and the construction of new concrete pavement. This contract is for materials testing and construction observation services for the project.

### **Recommendation**

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

Consider for approval a contract with Earth Exploration, Inc. for Materials Testing and Construction Observation Services for C-09-048 Taxiway A Rehabilitation – Mt. Comfort in an amount not-to-exceed \$165,300 plus incidental expenses. D/WBE 5% (Eilts Consulting Services) and MBE 15% (Geosolutions, Inc.). Board Paper 083-09

### **Scope**

The scope of work covers materials testing and construction observation services for the rehabilitation of Taxiway A at Mt. Comfort Airport. Earth Exploration, Inc. shall provide the following services: Perform materials and testing in accordance with plans and specifications, perform compaction testing and construction observation of fill material, perform concrete testing, report field and laboratory test results, and attend weekly construction meetings.

**Schedule**

The term of this contract is expected to begin **May 15, 2009** and conclude **December 31, 2010.**

**Diversity Participation**

The Diversity Director has reviewed Earth Exploration, Inc.’s Diversity Program on April 24, 2009 and has approved the attached DBE/MBE/WBE participation verification report. It is the Diversity Director’s opinion that Earth Exploration, Inc. demonstrated good faith efforts in reaching the D/M/WBE goals of 14%, 9%, and 5% respectively.

<b>FIRM</b>	<b>CLASSIFICATION</b>	<b>AMOUNT</b>	<b>%</b>
Geosolutions, Inc.	MBE	\$24,795	15
Eilts Consulting Services	DBE/WBE	\$8,265	5
<b>Totals</b>	<b>DBE</b>	<b>\$8,265</b>	<b>5</b>
	<b>MBE</b>	<b>\$24,795</b>	<b>15</b>
	<b>WBE</b>	<b>\$8,265</b>	<b>5</b>



Indianapolis Airport Authority

## Board Memorandum – Recording Utility Corridors

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: April 17, 2009

Board Date: May 15, 2009

Subject: Recording Utility Corridors

### **Background**

Numerous utility corridors were built as part of the New Indianapolis Airport Project during various phases of the project. These corridors, both below ground and above ground, contain the utility infrastructure for power, natural gas, water, sanitary sewers, cable, and telecommunications.

Public utilities require permission to be on the Airport's property for their infrastructure or assets as well as their employees, contractors, and equipment. While some landowners grant easements to the public utilities, the Airport has traditionally granted permanent rights-of-entry in lieu of deeding the property to the utility with an easement.

As part of project close-out for the New Indianapolis Airport, the land used for this infrastructure should now be recorded as "Utility Corridors" for the non-exclusive use of the various public utilities that serve or may hereafter serve the Airport. This will allow the Airport to grant the public utilities a non-exclusive Right-of-Entry to use the utility corridors for the installation, operation, maintenance and replacement of the utility lines from time to time. The public utility workers will be required to get airport work permits prior to any work performed with the exception of emergency repairs, for which there is a separate process.

### **Recommendation**

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

Consider for approval the recording of the recently constructed utility corridors for the New Indianapolis Airport Project with the Marion County Recorder's Office.

**Scope**

There is no additional cost for this Board Action. The preparation of documents was included under a previously executed agreement with Ross & Barruzini.

**Schedule**

Utility Corridors will be filed with the Marion County Clerk's Office upon approval and execution by the Board. Rights-of-Entry for the utility providers will be provided at the following monthly Board Meeting.

**Diversity Participation**

Not applicable.



## Board Memo – Amendment

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: April 17, 2009

Board Date: May 15, 2009

Subject: Approval of Amendment #1 with Aztec WFR, Inc. for SLS-088 Site Maintenance

### **Background**

As work was performed late into last year in support of the opening the new Terminal and related infrastructure, it was apparent that additional earthwork would need to be performed in the spring of 2009 with regard to erosion control, landscaping, and maintenance of new roadside ditches, berms, and shoulders. There is need for additional work this year to fix the grading of areas that have eroded or been rutted by vehicles. This work was planned and is budgeted to be completed this spring.

In July 2008, we received two (2) quotes for earthwork ranging from \$84,401 to \$98,325 with Aztec WFR, Inc. having the low quote. Aztec WFR, Inc. was awarded the contract for SLS-088 Site Maintenance on August 15, 2008. We propose a contract amendment with Aztec, using the same rates quoted in 2008 for fiscal year 2009.

### **Recommendation**

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

Consider for approval an amendment to the contract with Aztec WFR, Inc. for SLS-088 Site Maintenance in amount not-to-exceed \$75,000. D/WBE 0% and MBE 100% (Aztec WFR, Inc.).

### **Scope**

This work consists of providing labor and equipment in order to provide earthwork needed to repair eroded and rutted areas of the site around the New Indianapolis Airport Project. This work shall consist of clearing, grading,

excavating, shoulder repair, parking lot repair (Trailer City) removal of erosion control devices and other related work around the new airport site.

This is a time and material contract. IAA will only pay Aztec WFR, Inc. for work performed at the hourly rates submitted with their original quote. The quantities listed in the RFQ were used to establish until pricing.

**Schedule**

The term of this amendment is expected to begin **May 15, 2009** and conclude **December 31, 2009.**

**Diversity Participation**

The Diversity Director has approved the following DBE/MBE/WBE participation:

<b>FIRM</b>	<b>CLASSIFICATION</b>	<b>AMOUNT</b>	<b>%</b>
Aztec WFR, Inc.	MBE	\$75,000	100
<b>Totals</b>	<b>DBE</b>	0	0
	<b>MBE</b>	\$75,000	100
	<b>WBE</b>	0	0

**Contract Summary to Date**

<b>Contract/Amendment &amp; Execution Date</b>	<b>Service &amp; Term</b>	<b>Amount</b>	<b>Minority Participation %</b>		
			<b>DBE</b>	<b>MBE</b>	<b>WBE</b>
Original Contract August 15, 2008	Site Maintenance Term: 08/15/08 – 12/31/08	\$100,000	0	100	0
This Amendment 1	Site Maintenance Term: 05/15/09 – 12/31/09	\$75,000	0	100	0
	<b>Revised Contract NTE</b>	<b>\$175,000</b>	<b>0</b>	<b>100</b>	<b>0</b>



Indianapolis Airport Authority

## Board Memo – Authorization for Special Procurement

To: IAA Board of Directors

From: Robert A. Duncan, Chief Operating Officer

Date: May 5, 2009

Board Date: May 15, 2009

Subject: Approval of Special Procurement to purchase and install necessary equipment for Distributed Antenna System at Indianapolis International Airport

### **Background**

As part of the systems integration package, IBM installed an in-building Distributed Antenna System (DAS) at the new airport. The DAS is used for wireless communications throughout the terminal and concourses. IAA maintenance/operations and public safety personnel utilize the DAS for radio communications while passengers and staff use the DAS when they place or receive cell phone calls. To date, Verizon is the only cellular carrier that participates in the DAS. AT&T had originally declined to participate in the airport DAS leaving a significant number of cell phone users, including many passengers and IAA personnel having AT&T subscriptions with subpar and in most cases no-bar cell phone reception at the airport. After many months of negotiations, AT&T is now ready to participate in the DAS. Staff continues to negotiate with Sprint/Nextel which has recently expressed renewed interest in utilizing the DAS to provide better service to our mutual customers.

In order for AT&T to utilize the DAS, the IAA must procure and install additional headend equipment. This equipment will break the terminal and concourses into 4 sectors so that the location of cellular customers who dial 9-1-1 can be more easily located in the facility.

AT&T has agreed to reimburse the IAA for the necessary equipment up to \$245,000. This is in addition to the monthly \$5,000 DAS usage/permit fee they will pay the IAA beginning in the 2<sup>nd</sup> Quarter of 2010.

Per Indiana Code (IC) 5-22-10-1, a purchasing agent may make a purchase under this chapter without soliciting bids or proposals. Per (IC) 5-22-10-8 a

purchasing agent may make a special purchase when: (1) the compatibility of equipment, accessories, or replacement parts is a substantial consideration in the purchasing and (2) only one source meets the using agency's reasonable requirements.

Based on (IC) 5-22-10-8 (1), the designer and installer of the DAS at IND, Alcatel Lucent, is the vendor with firsthand knowledge of this highly specialized and customer oriented system. They are needed to calibrate and install the various pieces of additional headend equipment. It should be noted that staff asked the Systems Integrator (SI) to quote the materials and services for this project; the SI advised their cost would include a 10% markup on materials and a 30% markup on services. Since no SI resources are required by staff of the Systems Integrator and in order to save the proposed \$46,000 in markup, staff seeks authorization to go directly the supplier, Alcatel Lucent.

**Recommendation**

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

Consider for approval the determination that a sole source contract with Alcatel Lucent is justified and authorize the procurement of the equipment and services necessary for establishing multiple sectors within the Distributed Antenna System in an amount not-to-exceed \$240,000. (D/M/WBE 0%).

**Scope**

The required materials are identified in the quote prepared by Alcatel Lucent dated April 20, 2009.

Services include hours to install and configure the DAS in order to accommodate frequencies used by Verizon and AT&T.

<b>Item</b>	<b>Cost</b>
Headend Equipment	\$130,000
Services	\$110,000
<b>Total Estimated Project Costs</b>	<b>\$240,000</b>

**Schedule**

Due to the specialty nature of the equipment, several components require long lead/manufacturing times. The project is expected to begin **May 16, 2009** and conclude **July 1, 2009**.

**Diversity Participation**

Due to the specialized nature of the system, there is no diversity participation.