



Agenda
Indianapolis Airport Authority
July 17, 2015
8:30 AM

- I. **Call to Order**
- II. **Approval of Minutes of the Pre-Board and Regular Meeting of June 19, 2015**
- III. **Ordinances, Resolutions and Public Hearings**
 - a) Public Hearing on **General Ordinance No. 1-2015** concerning 2016 Indianapolis Airport Authority Budget. (*Robert Thomson to provide presentation on 2016 budget*)
 - b) Introduction of **General Ordinance No. 2-2015**, authorizing the issuance and sale of one or more series of revenue bonds designated as 'Indianapolis Airport Authority Refunding Airport Revenue Bonds, Series 2015'.
- IV. **Board Reports**

President's Report
- V. **Official Actions**

Consider, for approval, the individual items listed on the IAA General Agenda, dated July 17, 2015.
- VI. **Staff Reports**

Executive Director Report
- VII. **Other Reports/Update**
- VIII. **Board Communications**

Next Meeting: Friday, August 21, 2015 @ 8:30 a.m.
- IX. **Adjourn**

MINUTES
Board of Directors Meeting
Indianapolis Airport Authority

The Regular Meeting of the Indianapolis Airport Authority Board was called to order at 8:34 a.m., July 17, 2015, in the Airport's Board Room at the Indianapolis International Airport.

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

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

Rex M. Joseph, Jr., IAA Board Counsel

IAA executive staff attending:

Mario Rodriguez, Executive Director
Mike Medvescek, Sr. Director of Operations
Marsha Stone, Sr. Director of Commercial Enterprise
Joseph Heerens, General Counsel
Shannetta Griffin, Sr. Director of Planning & Development
Robert Thomson, Sr. Director of Finance
Jamie Leap, Sr. Executive Assistant/Recording Secretary

APPROVAL OF MINUTES

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

ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS

Vice President Flynn introduced Mr. Robert Thomson, who gave a presentation on the 2016 Indianapolis Airport Authority Budget, which was recommended for approval by the IAA's Finance & Audit Committee as well as IAA Staff. Vice President Flynn next opened the public hearing and described General Ordinance No. 1-2015, concerning the IAA's 2016 budget. Mr. Flynn asked if there were any comments or testimony, and, there being none, the public hearing was closed. The final public hearing on said budget will occur next month where approval will be requested for the Airport System Fund Budget.

President Wells next described Resolution No. 11-2015, concerning the execution of Amendment No. 1 to the lease with Schenker, Inc. Upon a motion by Mr. Bennett, seconded by Mr. Voorhies and unanimously passed, approval was given to Resolution No. 11-2015.

BOARD REPORTS

President's Report

President Wells expressed his pleasure with the increase in Air Service and expressed his appreciation to the IAA Staff for their continued success in this regard.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA, DATED June 19, 2015: President Wells introduced and then verbally described each of the individual items listed on the General Agenda, after which he asked for separate motions of approval, as follows:

BP2015-06-1. Upon a motion by Mr. Morton, seconded by Ms. Wojtowicz and unanimously passed, approval was given to BP2015-06-1.

BP2015-06-2. Upon a motion by Mr. Flynn, seconded by Mr. Bennett and unanimously passed, approval was given to BP2015-06-2.

BP2015-06-3. Upon a motion by Mr. Flynn, seconded by Mr. Dillinger and unanimously passed, approval was given to BP2015-06-3.

BP2015-06-4. Upon a motion by Mr. Morton, seconded by Dr. Borst and unanimously passed, approval was given to BP2015-06-4.

BP2015-06-5. Upon a motion by Ms. Wojtowicz, seconded by Mr. Bennett and unanimously passed, approval was given to BP2015-06-5.

BP2015-06-6. Upon a motion by Ms. Wojtowicz, seconded by Mr. Voorhies and unanimously passed, approval was given to BP2015-06-6.

BP2015-06-7. Upon a motion by Mr. Morton, seconded by Mr. Dillinger and unanimously passed, approval was given to BP2015-06-7.

BP2015-06-8. Upon a motion by Ms. Wojtowicz, seconded by Mr. Bennett and unanimously passed, approval was given to BP2015-06-8.

BP2015-06-9. Upon a motion by Dr. Borst, seconded by Mr. Flynn and unanimously passed, approval was given to BP2015-06-9.

BP2015-06-10. Upon a motion by Mr. Flynn, seconded by Dr. Borst and unanimously passed, approval was given to BP2015-06-10.

STAFF REPORTS

Executive Director's Report

Mr. Rodriguez introduced the 1st quarter's Core Value Winners, including Michael Finch (Terminal Services) for "Integrity"; Richelle Burba (Terminal Services) for "Trust"; Cathy Winterrowd (Properties) for "Excellence"; Robert Jones (Engineering) for "Customer Service Excellence"; and Mike Biffle (Terminal Services) for "Leadership Excellence".

ADJOURNMENT

President Wells announced the next IAA Board meeting is scheduled for July 17, 2015. There being no further business, the meeting was adjourned at 8:54 a.m.

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____
Michael W. Wells, President

DATED: _____

By: _____
Alfred R. Bennett, Secretary

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



BOARD MEMO – 2016 BUDGET ORDINANCE

To: IAA Board of Directors
From: Robert Thomson, Sr. Director of Finance
Date: July 1, 2015
Board Date: July 17, 2015
Subject: 2016 Budget Ordinance

Attached is the draft template of the 2016 Budget Ordinance No. 1-2015. At this time staff are still working through the final details of the 2016 Budget. This Budget Ordinance when adopted will set the maximum appropriation (expenditure) levels for 2016.

The budget process requires an Introduction, an Initial Hearing and presentation, and the Final Hearing and adoption of the Budget by August 31, 2015. The July 17, 2015 Board meeting will be the Initial Public Hearing on the Budget and a presentation will be given to the IAA Board at this time.

The 2016 Capital Improvement Fund Budget assumptions were reviewed in detail with the Finance and Audit Committee on June 19, 2015. The Airport System Fund Budget (which includes the Operating Budget) were reviewed in detail with the Finance and Audit Committee on June 22, 2015. Both budgets were approved as presented for recommendation to the IAA Board. The Final Hearing on the 2016 Budget will be held on August 21, 2015, at which time the Board will vote to accept or reject the 2016 Budget Ordinance.

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



BOARD MEMO –BOND ORDINANCES

To: IAA Board of Directors
From: Robert B. Thomson, Sr. Director of Finance/Treasurer
Date: July 6, 2015
Board Date: July 17, 2015
Subject: Introduction of General Ordinance No. 2-2015

The Indianapolis Airport Authority is hereby introducing General Ordinance No. 2-2015 (“Ordinance”).

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

The final public hearing on the adoption of the above-referenced Ordinance will occur at the IAA Board meeting scheduled for August 21, 2015, at which time the IAA’s staff will present a summary of the anticipated structure of the refinancing.

IAA Board Meeting
General Agenda
July 17, 2015

General:

BP2015-07-1 Consider for approval the First Amendment to the Building Lease Agreement with Federal Express Corporation for the continued leasing of warehouse space in the Authority's Building #7

BP2015-07-2 Consider for approval two engagement letters with Jefferies LLC for financial advisory services related to the Novation of a Swap in the amount of \$50,000.00 and the Refunding of the outstanding 2005A Revenue Bonds in the amount of \$145,000.00

Capital Program:

BP2015-07-3 Consider for approval Plans and Specifications for Replace Aviation Fuel Farm – Phase 1 (AST) Procurement at the Downtown Indianapolis Heliport, Project No. H-15-049, as prepared by NGC Corporation, and authorize the public bidding process

BP2015-07-4 Consider for approval the Delegation of Authority to the IAA Executive Director to approve and execute a contract for Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 at Metropolitan Airport, Project No. M-15-045, to Rieth-Riley Construction Co., Inc. in an amount not-to-exceed \$2,770,500.00 plus a 3% construction reserve of \$83,115.00 for a total of \$2,853,615.00. Rieth-Riley Construction Co., Inc. was the lowest responsive and responsible bidder. Supplier diversity participation on this contract is DBE 3.61% (CJ's Inc.), MBE 16.24% (Fox Contractors), WBE 4.15% (CJ's Inc., Slussers Green Thumb), and VBE 0.00%

BP2015-07-5 Consider for approval Plans and Specifications for Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055, as prepared by CHA Consulting, Inc., and authorize the public bidding process

BP2015-07-6 Consider for approval Amendment No. 1 to the contract with Durham Engineering, Inc. for Rehabilitate Airport Roads and Parking Lots 2015 at Indianapolis International Airport, Project No. I-15-017, in an amount not-to-exceed \$36,650.00 (fees). Supplier diversity participation on this amendment is MBE 91.35% (Durham Engineering, Inc.), WBE 0.00%, and VBE 0.00%

BP2015-07-7 Consider for approval the purchase of three (3) El Dorado shuttle buses from Midwest Transit Equipment Inc. in a not-to-exceed amount of \$1,078,590

BP2015-07-8

Consider for approval Plans and Specifications for IMC Hangar 7 – Hangar Door Rehabilitation at Indianapolis International Airport, Project No. I-15-054, as prepared by Hanson Professional Services, Inc., and authorize the public bidding process



BOARD MEMO – FEDERAL EXPRESS

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: June 30, 2015

Board Date: July 17, 2015

Subject: Federal Express Corporation First Amendment to Building Lease Agreement

Background

Federal Express Corporation (FedEx) has been leasing a portion of Building #7; along with adjacent parking lot and apron space since July 2012. FedEx uses this space for the storage of aircraft parts to support their hub and maintenance operation at IND.

Scope

Execute this amendment that allows for a five (5) year term extension and one (1) option term of five (5) years; which also updates their maintenance language and IAA's commitment for minor improvements to their leasehold.

Schedule

July 17, 2015: IAA approval of First Amendment to Building Lease Agreement with Federal Express Corporation

Revenue and/or Operating Cost Implications

Revenue:

Annual revenue impact is \$117,812.80; which will be adjusted annually on July 1st by CPI.

Operating Costs:

The IAA is responsible for all structural aspects of the building, with FedEx covering their pro rata share of utilities and general maintenance.

Supplier Diversity Participation

Not applicable.

Recommendation

IAA staff recommend the Board consider for approval the First Amendment to the Building Lease Agreement with Federal Express Corporation for the continued leasing of warehouse space in the Authority's Building #7.



BOARD MEMO – FINANCIAL ADVISORY SERVICES

To: IAA Board of Directors

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

Date: July 1, 2015

Board Date: July 17, 2015

Subject: Financial Advisory Services for Treasury Transactions – Refunding of 2005A Revenue Bonds and Novation of Swap

Background

In an ongoing effort to proactively manage the debt of the Indianapolis Airport Authority (the “Authority”), the Treasury team is currently in the midst of two transactions related to the revenue bonds of the Authority and swap agreements the Authority is party to. The Authority has used Jefferies LLC (“Jefferies”) as its financial advisor in such transactions historically and recommends utilizing Jefferies for these two transactions. In addition to the specific transactions, the Authority is required to appoint an Independent Municipal Advisor by the SEC and Jefferies has been appointed to this position given their extensive knowledge of the Authority’s debt portfolio and history working on these transactions.

Jefferies is paid upon completion of a successful transaction for services rendered and for necessary expenses incurred as a part of those transactions as approved by the Authority.

Scope

The scope of work will include advisory services related to two transactions:

1. Novation of the UBS Swap: This transaction was approved on February 20, 2015 by the Authority board with approval of Resolution 7-2015. Jefferies has provided financial advisory services throughout the negotiation of the swap documents with the new counterparty, including negotiation of fees to be paid by the new counterparty to make this a costless transaction to the Authority.
2. Refunding of the 2005A Revenue Bonds: The Treasury team has continued to monitor the financial feasibility of refunding the \$197 million of outstanding 2005A Revenue Bonds which will be callable on January 1, 2016. The markets currently indicate the ability to refund those bonds with sizeable savings to the Authority over the remaining life of the bonds. This transaction is anticipated to close in fourth quarter of 2015 and Jefferies will provide financial advisory services for this transaction including, but not limited to the following:
 - a. Update the 2015 Plan of Finance to evaluate financial impacts of alternative financing structures – considering alternative refunding structures, different

- sizing assumptions, and various debt service reserve fund strategies, among other structuring considerations.
- b. Work with the Airport Consultant to evaluate the impact on rates and charges of alternative financing approaches for the current and future financings.
 - c. Assemble information for the rating agency presentations and coordinating these presentations.
 - d. Coordinate with the Bond Bank, the Authority and the senior underwriters on investor outreach including, but not limited to, recording of a net roadshow and participation on one-on-one investor calls.
 - e. Participate in Authority Board meetings as requested.
 - f. Coordinate the negotiated underwritings with the senior managers to ensure the equitable distribution of Bonds among the management team.
 - g. Coordinate closing procedures.

Budget

The costs incurred under both financing transactions will be covered by costs of issuance from the transaction and will be a non-operating expense of the Authority. Costs are taken into consideration when considering the financial feasibility of each transaction.

Anticipated Schedule

The Authority anticipates closing on the Novation of the UBS Swap to Wells Fargo in July of 2015. The 2005A Bond Refunding was initiated in June and the Authority anticipates closing the transaction in October 2015.

Supplier Diversity Participation

There is no diversity participation in this contract, however there will be diversity participation in other aspects of the bond transaction.

Recommendation

IAA staff recommend the Board consider for approval two engagement letters with Jefferies LLC for financial advisory services related to the Novation of a Swap in the amount of \$50,000.00 and the Refunding of the outstanding 2005A Revenue Bonds in the amount of \$145,000.00.



BOARD MEMO – PLANS & SPECIFICATIONS APPROVAL

To: IAA Board of Directors

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

Date: July 7, 2015

Board Date: July 17, 2015

Subject: Approval of Plans and Specifications for Replace Aviation Fuel Farm – Phase 1 (AST) Procurement at the Downtown Indianapolis Heliport, Project No. H-15-049 and Authorize the Public Bidding Process

Background

The Downtown Indianapolis Heliport opened in 1969 as a private use heliport under the name Beeline Heliport and in December 1978 became a public use facility. In 1983 the Federal Aviation Administration (FAA) selected the heliport to be part of its National Prototype Demonstration Heliport Program, and as a result it received considerable funding for improvements and expansion.

The existing fuel farm was constructed in 1986 and reconstructed in 1993. The existing fuel facility is an underground system that has met its life expectancy. IAA is balancing multiple environmental compliance risks related to this facility that could have regulatory violations and associated fines. The fines could be up to \$25,000 per day per violation. The underground fuel pipe is no longer manufactured and acquiring replacement parts is very challenging. A new fuel farm is anticipated to have a life expectancy of approximately 20 years with appropriate maintenance and meet all current regulations.

NGC Corporation (NGC) was selected via a qualifications based request for proposals per Federal Aviation Administration (FAA) requirements for this project. NGC's proposal was the only proposal received for this project. The IAA review committee reviewed the proposal and recommended the firm for the project.

On April 1, 2015, the Executive Director approved a contract with NGC Corporation to design the project and prepare plans and specifications for bidding the work.

Scope

The scope of work is to replace the Downtown Heliport Fuel Farm underground storage tank and fuel management system. This project will be bid in two phases; Phase 1 – Above ground storage tank (AST) procurement, and Phase 2 – Removal of the existing underground fuel storage tank and all associated piping along with all site restoration and new infrastructure for the AST.

Budget

Total construction package is estimated between \$100,000 and \$250,000. The range is established per Federal Acquisition Regulation Subpart 36.2.

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

This project is being undertaken to repair and replace existing infrastructure that is integral to the continued operation of the Heliport. As a result of the critical nature of the repairs, this project is exempt under the Authority's hurdle rate policy and has not been subjected to an internal rate of return calculation.

Schedule

Advertisement of Opportunity to Bid: July 21, 2015 and July 28, 2015

Pre-Bid Meeting: August 4, 2015 2:30 pm Downtown Heliport, Conference Room 1

Bid Opening: August 20, 2015 2:30 pm Main Terminal Board Room – Level 4

Contract award anticipated September 18, 2015 and the substantial completion date is expected to be February 2016.

Supplier Diversity Participation

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

Recommendation

The IAA staff recommends that the Board consider for approval Plans and Specifications for Replace Aviation Fuel Farm – Phase 1 (AST) Procurement at the Downtown Indianapolis Heliport, Project No. H-15-049, as prepared by NGC Corporation, and authorize the public bidding process.



BOARD MEMO – DELEGATION OF AUTHORITY

To: IAA Board of Directors

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

Date: July 7, 2015

Board Date: July 17, 2015

Subject: Delegation of Authority to the Executive Director to Award a Construction Contract for Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 and Replace Airfield Lighting at Metropolitan Airport, Project No. M-15-045 & 046

Background

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

For grant funding purposes, the runway rehabilitation and lighting replacement have been programmed for funding as separate projects to be executed together as one improvement program. The asphalt runway rehabilitation is anticipated to include milling, repairing base as needed, crack repair, drainage system improvements as needed, asphalt overlay of runway and taxiways connectors to the relocated hold lines, runway grooving, and remarking the runway and taxiway connectors including the relocated holdlines. Pavement repair plan is in line with Indiana Department of Transportation (INDOT) recommendations. The airfield lighting replacement is anticipated to include completing the upgrade of the runway lighting system to a closed system, replacement of the taxiway lighting system with a closed system, and relocation of the guidance signs to coincide with the relocated holdlines.

Rehabilitation of the pavement and replacement of the lighting system is needed to maintain the pavement and lights in efficient operating condition; design life of pavement rehabilitation is approximately 15 years and airfield lighting at least 10 years.

On November 13, 2014, the Executive Director executed initial professional services contract with Woolpert Inc. to allow for field investigation of the design to commence before winter weather. The initial design services included site visit with Indianapolis

Airport Authority (IAA) staff and key tenants, field survey, geotechnical investigation, drainage system videoing and evaluation, inventory of airfield electrical system and draft lighting justification study to identify the preferred type of replacement electrical system.

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

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

On June 23, 2015, the IAA staff received 1 bid for Division "A" and 0 bids for Division "B". The project contained Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 (Division "A") a base bid only, and Replace Airfield Lighting (Division "B") base bid with one additive for (Replace Airfield Lighting). To align Division "A" work with the available funding, this contract consists of Base Bid only.

For Division "A", Rieth-Riley Construction Co., Inc. was the lowest responsive and responsible bidder in the amount of \$2,770,500.00 for the base bid.

For Division "B", no bids were received. To realign the work with available funding, this work has been reprogrammed for 2016.

In addition to the contract amount, IAA is requesting a construction reserve of 3% of the total contract amount for this project. A construction reserve of 3% has been previously approved by the Board on other projects and successfully implemented to ensure timely approval of minor changes necessary due to unforeseen conditions and circumstances. There are sufficient dollars within this project's budget to accommodate the funding of the 3% contingency for construction reserve. Any change orders exceeding the contract and construction reserve will be submitted to the Board for approval.

Scope

The scope of work for Division "A" includes the mill and overlay of Runway 15-33 including localized full depth repair, earthwork, drainage, and grading.

Budget

The Rieth-Riley contract is \$2,770,500.00. This amount is consistent with the engineer's construction estimate. However, the overall project cost exceeds the 2015 reforecast project budget amount. On July 2, 2015, senior staff approved increasing the project

budget up to \$3,200,000.00. The cost increase will be absorbed by savings in other projects identified in the 2015 reforecast CIP.

Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 & A4

Division "A" Contract (including 3% reserve)	\$ 2,853,615.00
Design (including survey and geotechnical)	227,475.91
Advertisements for Bid	250.00
Materials Testing	11,180.00
Inspection	<u>50,000.00</u>
Total Anticipated Project Cost	\$ 3,142,520.91

The funding for this project is expected to be 90% Federal Aviation Administration (FAA) grant funds and up to 10% Airport capital improvement funds. The majority of the anticipated funding will be discretionary funds. The IAA will also be applying for a state grant from Indiana Department of Transportation (INDOT). When there are sufficient monies in the state budget, INDOT provides a grant up to 5% of the funding, potentially reducing the Airport capital funding to as little as 5% of the project. IAA has received design grant funding for this project. Discretionary funding for construction on this project has not been received yet.

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

Schedule

Contract award anticipated upon notification of funding and the substantial completion date is expected to be December 2015.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Fox Contractors	\$ -	\$ 450,000.00	\$ -	\$0.00	0.00%	16.24%	0.00%	0.00%
CJ's Inc	100,000.00	-	100,000.00	\$0.00	3.61%	0.00%	3.61%	0.00%
Slussers Green Thumb	-	-	15,000.00	\$0.00	0.00%	0.00%	0.54%	0.00%
Totals	\$ 100,000.00	\$ 450,000.00	\$ 115,000.00	\$0.00	3.61%	16.24%	4.15%	0.00%

Recommendation

The IAA Staff recommends the Board consider for approval the Delegation of Authority to the IAA Executive Director to approve and execute a contract for Rehabilitate Runway 15-33 and Taxiway Connectors A1, A2, A3 and A4 at Metropolitan Airport, Project No. M-15-045, to Rieth-Riley Construction Co., Inc. in an amount not-to-exceed \$2,770,500.00 plus a 3% construction reserve of \$83,115.00 for a total of \$2,853,615.00. Rieth-Riley Construction Co., Inc. was the lowest responsive and responsible bidder. Supplier diversity participation on this contract is DBE 3.61% (CJ's Inc.), MBE 16.24% (Fox Contractors), WBE 4.15% (CJ's Inc., Slussers Green Thumb), and VBE 0.00%.



 Indianapolis Airport Authority

INDIANAPOLIS METROPOLITAN AIRPORT
REHABILITATE RUNWAY & TAXIWAY
CONNECTORS A1, A2, A3 & A4 AND
REPLACE AIRFIELD LIGHTING

 REHABILITATE
PAVEMENT
 REPLACE AIRFIELD
LIGHTING

 NO SCALE



BOARD MEMO – PLANS & SPECIFICATIONS APPROVAL

To: IAA Board of Directors

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

Date: July 7, 2015

Board Date: July 17, 2015

Subject: Approval of Plans and Specifications for Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055, and Authorize the Public Bidding Process

Background

In 2008 the new terminal opened, during the design and construction, IAA converted away from diesel operated Ground Power Units (GPUs) and Pre-Conditioned Air Units for commercial airlines at the gates as part of the new terminal project. A next step in reducing diesel emissions at IND involves partnering with the cargo operator, FedEx, to convert conventionally-fueled ground power units, air conditioning units and light plants from diesel to electrical power.

This project plans to voluntarily replace mobile ground power units and light plants with hard-wired, electrically powered equipment on the cargo apron. The comparable equipment at the terminal ramp is electric and not diesel. Currently, two 400-Hertz diesel-powered GPUs are used on the north ramp, and ten 400-Hertz diesel-powered GPUs are used on the south ramp of the cargo ramp. The diesel-powered GPUs would be replaced with fixed-wired GPUs stationed at the gates or portable electric GPUs attached to carts. Currently, 22 diesel-powered, cart-mounted, light plants are used on the cargo apron to help illuminate ramp operations for improved safety. The diesel-powered light plants would be replaced with electric stationary pole lighting. By replacing diesel-fueled engines with electricity, which is a cleaner fuel, the project is consistent with the objectives of the VALE grant program.

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

Emission reductions from VALE projects are creditable, which means they can be set aside for later use to offset emissions from future airport projects. These emissions reductions credits could be used to offset emissions from future airport projects and satisfy general conformity by keeping project emissions below de Minimis levels or avoid new source review requirement.

CHA Consulting, Inc. (CHA) was selected via a qualifications based Request for Proposals per Federal Aviation Administration (FAA) requirements.

On April 2, 2015, the Executive Director approved a contract with CHA for On-Call Services. On July 6, 2015 a task order was issued for design and to prepare plans and specifications for bidding the work.

Scope

The scope of work is to replace 12 diesel-power ground power units with electric ground power units and 22 diesel-power light plants with electric stationary pole lighting.

Budget

Total construction package is estimated between \$1,000,000 and \$5,000,000. The range is established per Federal Acquisition Regulation Subpart 36.2.

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

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

Schedule

Advertisement of Opportunity to Bid: July 24, 2015 and July 31, 2015

Pre-Bid Meeting: July 30, 2015 10:00 am Main Terminal Board Room – Level 4

Bid Opening: August 11, 2015 2:30 pm Main Terminal Board Room – Level 4

Contract award anticipated August 21, 2015 and the substantial completion date is expected to be December 2015.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:

10% total participation comprised of DBE, MBE, WBE and/or VBE

Recommendation

The IAA staff recommends that the Board consider for approval Plans and Specifications for Replace Ground Power Units & Lights at the Indianapolis International Airport, Project No. I-15-055, as prepared by CHA Consulting, Inc., and authorize the public bidding process.



BOARD MEMO – AMENDMENT

To: IAA Board of Directors

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

Date: July 7, 2015

Board Date: July 17, 2015

Subject: Approval of Amendment No. 1 with Durham Engineering, Inc. for Rehabilitate Airport Roads and Parking Lots 2015 at Indianapolis International Airport, Project No. I-15-017

Background

The Indianapolis Airport Authority (IAA) owns and maintains approximately 23 miles of roads and 110 acres of parking lots at Indianapolis International Airport (IND). More than 50% of the roads were constructed before 1990. During 2011, a pavement evaluation and management plan was prepared for the IAA to use as a tool to cost effectively manage the roadway pavements to maximize their useful life. A similar plan was developed for the parking lots in 2013. The 2015 Airport Roads and Parking Lots is a combination of three capital projects to implement the 2015 work in order to maximize economies of scale in execution and oversight.

The Rehabilitate Airport Roads and Parking Lots 2015 project consists of:

- Rehabilitate Airport Roads – 2015: localized rehabilitation and crack sealing of the IND perimeter road system including South Service Road, South Access Road, and North Access Road, and repairs to Weir Cook Drive shoulders. Project also contains sections of the perimeter roads system to include New Haven Drive and Hoffman Road. The project also addresses erosion issues at the bridge on West Perimeter Road; on-off ramps to Weir Cook Drive and also along the North and South Service Roads.
- Rehabilitate Airport Lots – 2015: localized rehabilitation and crack sealing of the employee, police, Airport Operations Center/Emergency Operations Center (AOC/EOC), and limo/taxi parking lots.
- Rehabilitate High School Road, Rehabilitate Roads 2014, and Replace Republic Entrance were a combined 2014 project and were carried over to 2015. Due to the bid environment at the time the project was bid in 2014, no bids were received. A portion of the work including limited localized rehabilitation to High School Road, manhole repair, and crack sealing on perimeter roads was accomplished via change orders to existing projects with similar work scope. The balance of the work on High School Road and the replacement of the Republic entrance will be accomplished as part of the 2015 project.

After the 2015 project construction is accomplished, the 2011 roadway and 2013 parking lot management plan will be reviewed and updated for work accomplished and the current condition of the pavements to identify the priorities for at least the next five years.

On January 23, 2015 the Board approved a Professional Services contract with Durham Engineering, Inc.

On April 17, 2015, the Board approved plans and specification for Rehabilitate Airport Roads and Parking Lots 2015 at Indianapolis International Airport, Project No. I-15-017, and authorized public bidding process.

On June 19, 2015, the Board approved Construction Contract with Calumet Civil Contractors, Inc., in the amount of \$1,916,500.00 for the base bid.

In July 2015, the Executive Director is anticipated to execute a Professional Testing Services contract with Patriot Engineering and Environmental, Inc.

Scope

The scope of work includes: localized rehabilitation and crack sealing to repairs to South Service Road, South Access Road, and North Access Road, New Haven Drive and Hoffman Road, and addressing erosion issues along West Perimeter Road near the bridge and access roads between Weir Cook and North and South Service Roads; New Republic Airways hangar entrance, repairs along Weir Cook Drive shoulders and High School Road; and localized repair and crack sealing of employee, police, Airport Operations Center/Emergency Operations Center (AOC/EOC), and limo/taxi parking lots.

This amendment includes design phase overruns due to addition of: creating a separate bid package for the removal and new placement of Gate #34 to separate different trade from majority of overall project, preparation of Peer Review, revisions of Engineer's Estimate, and Risk and Safety Department determined that the Jockey Road speedhump was unnecessary resulting in the removal of this work from the package. In addition, the amendment includes Construction Administration and an updated Pavement Surface Evaluation and Rating (PASER) report of IND Roads.

Budget

The Durham Engineering, Inc. Amendment No. 1 is \$36,650.00, which is within the approved 2015 Capital Budget for Rehabilitate Airport Roads and Parking Lots 2015 at Indianapolis International Airport.

Rehabilitate Airport Roads and Parking Lots 2015

Contract Amount (including 3% reserve)	\$	1,973,995.00
Republic Rd. - Electrical Quote		61,321.00
Design (including survey and geotechnical)		243,250.00
Construction Admin / PASER (Amend #1)		36,650.00
Advertisements for Bid		250.00
Materials Testing		47,599.50
Inspection (estimate)		60,000.00
Total Anticipated Project Cost	\$	2,423,065.50

This project will be 100% Airport cash funded.

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

Schedule

This amendment does not change the term of the contract. The contract with Durham Engineering, Inc. expires on March 31, 2016 to allow for completion of as-builts and project closeout.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Durham Engineering	\$ 33,480.00	\$ -	\$ -	91.35%	0.00%	0.00%
Totals	\$33,480.00	\$ -	\$ -	91.35%	0.00%	0.00%

Contract Summary to Date

Contract/Amendment & Execution Date	Service & Term	Amount	Minority Participation %		
			MBE	WBE	VBE
Original Contract 1/23/15	Professional Services Term: 1/23/2015 - 3/31/2016	\$243,250.00	69.72%	1.23%	14.86%
Amendment No. 1 7/17/15	Professional Services Term: No Change	\$ 36,650.00	91.35%	0.00%	0.00%
Revised Contract NTE		\$279,900.00	72.55%	1.07%	12.91%

Recommendation

The IAA staff recommends that the Board consider for approval Amendment No. 1 to the contract with Durham Engineering, Inc. for Rehabilitate Airport Roads and Parking Lots 2015 at Indianapolis International Airport, Project No. I-15-017, in an amount not-to-exceed \$36,650.00 (fees). Supplier diversity participation on this amendment is MBE 91.35% (Durham Engineering, Inc.), WBE 0.00%, and VBE 0.00%.



BOARD MEMO – BUS PURCHASE

To: IAA Board of Directors
From: Marsha Stone, Sr. Director of Commercial Enterprise
Date: July 1, 2015
Board Date: July 17, 2015
Subject: Award of Bid to Midwest Transit Equipment Inc. for Shuttle Bus Purchase

Background

IAA Staff presented a parking shuttle fleet replacement plan / strategy to the Board in March 2015 which recommended that the Authority purchase three (3) new full-size passenger shuttle buses and continue on a fleet replacement schedule in future years. An RFP was issued in April 2015, and two proposals were submitted for consideration.

Midwest Transit Equipment Inc. received the highest ranking score from the proposals received due to their reliability, parts inventory and services, customer friendly design, and being able to comply with our technical specifications.

The quoted base amount per bus is \$334,106, with an additional \$13,120 for alternate options per bus and an additional \$12,304 for extended warranties per bus, the total cost per bus is \$359,530, and \$1,078,590 for the purchase of all three (3) buses.

Scope

This project is for the replacement of Three (3) passenger shuttle buses for the parking operation.

Budget

The project was included in the 2015 capital budget for \$900,000, however, there will be no spend in this year, as the buses will not be received until 2016. The 2016 capital budget is for \$1,200,000 and with this award \$1,078,590 will be spent on three new El Dorado buses (purchased through Midwest Transit Equipment Inc.) that includes extended warranty coverage for up to five years or 300,000 miles. The 2017 capital budget is for \$800,000 considering a predicted purchase of two additional buses. Staff is performing a full analysis of alternative fuel bus options as part of the IAA's overall sustainability efforts. This research is currently underway and should have a full assessment prior to the 2017 purchase. Staff recommends procurement of shuttle buses on a schedule for future years with the goal of maintaining at least eight operational buses that are eight model years old or less. The project is anticipated to be funded 100% from Authority cash.

With this purchase the project spend / budget are as follows:

	2015	2016	2017	Project Total
Original Budget	\$900,000	\$1,200,000	\$800,000	\$2,900,000
Spend	\$0	\$1,078,590	\$800,000	\$1,839,230
Net Budget Remaining	\$900,000	\$121,410	\$0	\$1,021,410

Schedule

Upon notice to proceed, delivery of the completed buses is expected within twelve (12) months.

Supplier Diversity Participation

The Director of Supplier Diversity concluded that there will be no M/W/VBE participation on this contract.

Recommendation

The IAA staff recommends that the Board consider for approval the purchase of three (3) El Dorado shuttle buses from Midwest Transit Equipment Inc. in a not-to-exceed amount of \$1,078,590.



BOARD MEMO – PLANS & SPECIFICATIONS APPROVAL

To: IAA Board of Directors

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

Date: July 7, 2015

Board Date: July 17, 2015

Subject: Approval of Plans and Specifications for IMC Hangar 7 – Hangar Door Rehabilitation at Indianapolis International Airport, Project No. I-15-054, and Authorize the Public Bidding Process

Background

The Indianapolis Maintenance Center (IMC) was built in 1994 and has 12 aircraft bays. The hangar doors are aging and in need of rehabilitation. Over the years, the continued use, the weather stripping, the electric motors, and rollers are in need of replacement and/or redesign.

The professional service selection for engineering services for this project utilized the Statement of Qualifications received by IAA Planning & Development Department for all professional service areas received in May 2012. The responses from firms providing engineering services were received and follow-up phone calls were made to review qualifications and areas of expertise. Firms are matched with projects based on experience and expertise. Hanson Professional Services, Inc. (Hanson) was selected for this project based on its experience with large hangar doors and the IMC facility.

On April 1, 2015, the Executive Director approved professional services contract with Hanson Professional Services, Inc. for IMC Hangar 7 – Hangar Door Rehabilitation at Indianapolis International Airport, Project No. I-15-054.

Scope

The scope is to perform repairs to IMC Hangar 7A and 7B. Repairs include but are not limited to reinstalling loose weather stripping, replacing the bottom third of 10 hangar doors weather stripping, replacing one electric motor and gear reducer, replacing ten electric motor brakes, and replacing axle shafts and vertical support wheels on top roller heads.

Budget

Total construction package is estimated between \$250,000 and \$500,000. The range is established per Federal Acquisition Regulation Subpart 36.2.

This project will be 100% Airport cash funded.

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

Schedule

Advertisement of Opportunity to Bid: July 21, 2015 and July 28, 2015
Pre-Bid Meeting: July 28, 2015 10:00 am Main Terminal Board Room – Level 4
Bid Opening: August 11, 2015 3:00 pm Main Terminal Board Room – Level 4

Contract award anticipated August 21, 2015 and the substantial completion date is expected to be November 2015.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:
MBE 15%, and WBE 10%, VBE 3%

Recommendation

The IAA staff recommends that the Board consider for approval Plans and Specifications for IMC Hangar 7 – Hangar Door Rehabilitation at Indianapolis International Airport, Project No. I-15-054, as prepared by Hanson Professional Services, Inc., and authorize the public bidding process.