



Indianapolis Airport Authority

Agenda Indianapolis Airport Authority July 19, 2019 8:00 AM

I. Call to Order

II. Approval of Minutes of the IAA Board's Regular Meeting of June 21, 2019.

III. Ordinances, Resolutions and Public Hearings

- a) **Initial Public Hearing and Presentation of General Ordinance No. 4-2019** concerning the Indianapolis Airport Authority's budget for 2020, as more particularly described in BP2019-07-01.
- b) **Public Hearing on BP2019-07-02**, regarding a certain Real Estate Sale Agreement with the City of Fishers, for the sale of approximately 17.798 acres of land located at 7000 E. 106th Street, Fishers, Indiana, for a total sale amount of \$220,480.00, as more particularly described in said BP2019-07-02.
- c) **Consider, for approval, BP2019-07-02**, regarding a certain Real Estate Sale Agreement with the City of Fishers, for the sale of approximately 17.798 acres of land located at 7000 E. 106th Street, Fishers, Indiana, for a total sale amount of \$220,480.00 and authorizing IAA Staff to consummate sale transaction.

IV. Board Reports

- a) Board President's Report

V. Official Actions

Consider, for approval, the individual items on the IAA General Agenda, dated July 19, 2019.

VI. Staff Reports

a) Executive Director's Report

- i. Diversity and Inclusion Award – Indiana Civil Rights Commission
- ii. IAA Golf Tournament Recap and Awards – Bill Stinson
- iii. 2019 Fed Ex Plane Pull Benefiting Special Olympics August 3, 2019 – Bill Stinson

VII. Other Reports/Update

- a) **Board Communications** *Next Meeting: Friday, August 16, 2019 @ 8:00 a.m.*

MINUTES
Board of Directors Meeting
Indianapolis Airport Authority

The Regular Meeting of the Indianapolis Airport Authority (IAA) Board was called to order at 8:03 a.m., on June 21, 2019, in the Airport's Board Room at Indianapolis International Airport.

Upon official role call requested by IAA Board Vice President, Steve Dillinger, the following Board Members were present at commencement of the meeting and comprising a quorum:

Steve Dillinger, Vice President
Mamon Powers, Secretary
Kurt Schleiter, Member
Jeffrey Gaither, Member
Matthew Whetstone, Member
Toby McClamroch, Member
Kathy Davis, Member
Brett Voorhies, Member
Lynn Gordon, Member
Brian Tuohy, IAA Board Counsel

IAA Executive Staff attending:

Keith Berlen, Sr. Director of Operations and Public Safety
Robert Thomson, Sr. Director of Finance
Jarod Klaas, Sr. Director, Engineering, Planning & Development
Lisa Bierman, Sr. Executive Assistant
Maria Wiley, Sr. Director of Audit, Compliance & Procurement
Reid Goldsmith, Sr. Director of Information Technology
Rachel Stevens, Sr. Director of Human Resources
Bill Stinson, Sr. Director of Public Affairs
Tenley Drescher-Rhoades, General Counsel

APPROVAL OF MINUTES

Upon a motion by Mr. Gaither, seconded by Ms. Davis and unanimously passed, approval was given to the Meeting Minutes of the IAA Board Meeting of May 17, 2019.

ORDINANCES, RESOLUTIONS AND PUBLIC HEARING

Mr. Robert Thompson, Sr. Director of Finance, introduced General Ordinance No. 04-2019, which would concern the Indianapolis Airport Authority's budget for 2020, as more particularly described in BP2019-06-01. This marked the first phase of this ordinance, so only an introduction took place.

Next, Mr. Robert Thompson discussed consideration for approval and adoption of Resolution 3-2019, which would authorize execution of Amendment No. 4 to Lease Agreement with Accredo Health Group, Inc. d/b/a Express Scripts, as more particularly described in BP2019-06-02. Upon

a motion by Mr. McClamroch and seconded by Mr. Gaither and unanimously passed, approval was given to Resolution 03-2019.

Mr. Robert Thomson then discussed consideration for approval and adoption of Resolution 4-2019, which would dedicate revenues collected from Passenger Facility Charges to pay debt service for the Authority's outstanding revenue bonds for 2019 through 2022, as more particularly described in BP2019-06-03. Upon a motion by Ms. Davis and seconded by Mr. Voorhies and unanimously passed, approval was given to the adoption of Resolution 4-2019.

BOARD REPORTS

Mr. McClamroch announced that the Finance and Audit Committee meeting will take place on Monday at 8 a.m. and that the board members are welcome to attend.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED June 21, 2019: Vice President Dillinger introduced and then verbally described each of the individual items listed on the General Agenda. Following a brief discussion of each listed item, Vice President Dillinger asked for separate motions of approval. The following actions were then taken by the IAA Board:

BP2019-06-04 Action 1, Action 2, Action 3. Upon a motion by Mr. Voorhies, seconded by Mr. Gordon and unanimously passed, approval was given to BP2019-06-04 Action 1, Action 2, Action 3.

BP2019-06-05. Upon a motion by Mr. Voorhies, seconded by Ms. Davis and passed, approval was given to BP2019-06-05. Mr. Schleter recused himself from the vote.

BP2019-06-06. Upon a motion by Mr. McClamroch, seconded by Mr. Gaither and unanimously passed, approval was given to BP2019-06-06. There was a brief discussion.

BP2019-06-07. Upon a motion by Mr. Gaither, seconded by Mr. Gordon and unanimously passed, approval was given to BP2019-06-07. There was a brief discussion.

BP2019-06-08. Upon a motion by Mr. McClamroch, seconded by Mr. Voorhies and unanimously passed, approval was given to BP2019-06-08.

BP2019-06-09. Upon a motion by Mr. Gaither, seconded by Ms. Davis and unanimously passed, approval was given to BP2019-06-09. There was a brief discussion.

STAFF REPORTS

Executive Director's Report

Mr. Berlen introduced Ms. Tenley Drescher-Rhoades to the team as the IAA General Counsel. He then presented an overview of her educational and professional background.

Next, Mr. Berlen recognized the IAA's Q1 2019 Core Value Winners, Mr. Aaron Lockerman, Mr. Tyler Spears, Ms. Mandy Royston, Mr. Jason Paltzer, and Mr. Chance Toney.

Next, Mr. Berlen announced that the 2019 Airport Emergency Exercise was conducted this past month, as mandated by the FAA. He reported that the exercise went well, and the noted improvements will be implemented into the emergency plans for the future.

Next, Mr. Stinson recognized IAA Staff Participation in the following Leadership Programs: Maggie Bishop, Mitch Daniels Leadership Foundation Fellow; Abel Contreras, Indiana Latino Institute's Indiana Latino Leadership Circle; Tracy Guerrero, recent graduate of City of Indianapolis' Axis Latino Young Professionals Program; Megan Carrico, recent graduate of Leadership Indianapolis' Stanley K. Lacy Executive Leadership Series.

Other Reports/Updates

No other reports or updates.

ADJOURNMENT

Vice President Dillinger announced that the next IAA Board meeting is scheduled for July 19, 2019. There being no further business, the meeting was adjourned at 8:25 a.m.

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____
Steven Dillinger, Vice President

DATED: _____

By: _____
Mamon Powers III, Secretary

* Signed under authority of IAA Board Resolution #13-2017



BOARD MEMO – 2020 BUDGET ORDINANCE

To: IAA Board of Directors

From: Robert Thomson, Sr. Director of Finance/Treasurer

Date: July 3, 2019

Board Date: July 19, 2019

Subject: 2020 Budget Ordinance

Attached is the draft template of the 2020 Budget Ordinance No. 04-2019. This Budget Ordinance when adopted will set the maximum appropriation (expenditure) levels for 2020.

The budget process requires an introduction, an initial hearing and presentation, and the final hearing and adoption of the 2020 Budget by August 31, 2019. The July 19, 2019 IAA Board meeting will be the initial public hearing of the 2020 Budget. The 2020 Budget appropriation support documentation is included.

The 2020 Airport System Fund Budget (which includes the Operating Budget) and Capital Improvement Fund Budget assumptions were reviewed in detail with the Finance and Audit Committee on June 24, 2019. The Final Hearing on the 2020 Budget will be held on August 16, 2019, at which time the Board will be asked to accept or reject the 2020 Budget Ordinance.

The City-County Council of Marion County and Indianapolis (Council) requires the Board to accept the 2020 Budget Ordinance by August 31, 2019. The 2020 Budget will be presented to the Municipal Corporations Committee of the Council (Committee) on September 18, 2019 and will be reviewed by the Committee on September 25, 2019. The Council will hold a hearing on September 23, 2019 to review the 2020 Budget and the Council will approve the budget on October 14, 2019.



BOARD MEMO – REAL ESTATE SALE AGREEMENT/LAND CONTRACT

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: July 1, 2019

Board Date: July 19, 2019

Subject: IAA Land Use Initiative - **Real Estate Sale Agreement/Land Contract** with the City of Fishers

Background

As a direct attribute of the IAA's Land Use Initiative, IAA Staff have been diligently pursuing the sale of certain IAA lands including real estate located at Metropolitan Airport. This particular parcel is located at 7000 E. 106th Street and is adjacent to Ritchey Woods Nature Preserve. The land to be sold to the City of Fishers totals 17.798 acres and is shown on the attached aerial.

Governed by law of the State of Indiana on such land transactions, the IAA procured two separate appraisals for the land to be sold. These appraisals were then averaged and that dollar amount becomes the minimum price the IAA may sell land in any transaction. The sale price meets the average of two appraisal amounts and represents Fair Market Value (FMV) as guided by the FAA and State of Indiana.

Land Sale Restrictions

The conveying of the land to City of Fishers will also include, but not limited to, the following perpetual land use restrictions (including noise disclosures and waivers, and aviation easement), which will run with the land at all times:

- Indianapolis Airport Authority will retain a perpetual easement and right-of-way ("Airspace Easement") for the free and unobstructed passage of aircraft in, through and across the airspace which lies above the surface of the property. Purchaser will not construct any structure or other obstructions which exceeds the height restrictions designated or established by federal or state laws, rules or regulations, or ordinances, including, but not limited to, Federal Regulation 14 CFR Part 77.

Operating Costs:

Operating costs for this transaction will not exceed \$12,500 and are generally made up of survey and environmental fees, recording fees, title work, and closing costs.

Supplier Diversity Participation

Estimated MBE spend is \$1500 or 12% (Shrewsberry) of the total estimated dollar amount noted above.

Recommendation

The IAA staff recommends that the IAA Board consider for approval a Land Contract between the Indianapolis Airport Authority and the City of Fishers for the sale of approximately 17.798 acres of land located in the 7000 block of 106th Street at the Metropolitan Airport.

**IAA Board Meeting
General Agenda
July 19, 2019**

General:

BP2019-07-03 **Consider, for approval** the Agreement and Lease of Premises between the Indianapolis Airport Authority and American Airlines, Inc.

Capital:

BP2019-07-04 **Consider, for approval** the bid award to Batts Inc. for the purchase of Two (2) Airport Deicing/Chemical Tankers, Project I-20-033, in an amount not-to-exceed \$544,704.00. Batts Inc. was the lowest responsive and responsible bidder.

BP2019-07-05 **Consider, for approval** Change Order No. 1 with Custom Mechanical Services Corporation for CEP – Cooling Tower Replacement, Phase I at Indianapolis International Airport in an amount not-to-exceed \$217,658.97 and an additional 15 Days to perform the work. Supplier diversity participation for Change Order No. 1 is MBE 100% (Custom Mechanical Services Corporation).

BP2019-07-06 **Consider, for approval** an award of contract for Davis Creek Outfall – Storm Drainage Corrections at Indianapolis International Airport to Gradex Inc. in an amount not-to-exceed \$1,073,572.03 plus a 3% construction reserve of \$32,207.16 for a total of \$1,105,779.16. Gradex Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 19.10% (J2 System & Supply LLC), and WBE 10.02% (Laura Kopoetsky Tri-Ax, Inc. & Slusser’s GreenThumb., Inc).

BP2019-07-07 **Consider, for approval** Amendment No. 1 to the contract with BB Engineering & Management, LLC in support of the IAA’s Capital Improvement Program and Other Projects and Initiatives in an amount not-to-exceed \$118,000.00.



Board Memo – Airline Use Agreement

To: IAA Board of Directors

From: Robert Thomson, Sr. Director of Finance / Treasurer

Date: June 26, 2019

Board Date: July 19, 2019

Subject: Agreement and Lease of Premises (AUA Agreement)

Background

The Airport Authority’s current use and lease agreement with the signatory cargo and passenger airlines for use of the terminal, aircraft apron and airfield areas expired on December 31, 2018 and a Transitional Rate Agreement (TRA) was executed by all the signatory carriers before 12/31/2018. The TRA allowed negotiations to finalize, new rates to be implemented and trued-up as of 1/1/2019, and execution of the new AUA Agreement. The new AUA Agreement defines the rental structure and operational requirements for the signatory carriers (Airlines). The Authority began preparing for a new AUA Agreement in 2017 and began monthly negotiation meetings with the Airlines in March 2018.

A summary of the significant business terms “current” vs. “new” are shown below:

- | <u>Expired</u> | <u>New</u> |
|---|---|
| <ul style="list-style-type: none"> ▪ 5 Year Term (2016 – 2018, with two optional extensions 2019,2020) ▪ Cost Center Residual model w/ revenue share ▪ Capital cash flow generation: <ul style="list-style-type: none"> ▪ \$16,000,000 / yr ▪ No MII vote required for capital projects which do not require the issuance of Revenue Bonds ▪ Extra-ordinary coverage ▪ Operating capital limit: \$100,000 | <ul style="list-style-type: none"> ▪ 5 Year Term (2019 – 2023) ▪ Commercial Compensatory model w/ revenue share ▪ Capital cash flow generation: <ul style="list-style-type: none"> ▪ \$24,000,000 / yr with additional supplemental capital possible ▪ MII vote required for capital projects which exceed \$100,000,000 ▪ Extra-ordinary coverage ▪ Operating capital limit: \$250,000 |

Scope

The AUA Agreement is structured as a five-year agreement with no extension periods. The lease will govern the method by which Airline rates & charges are calculated through the term of the lease (2019 – 2023).

The lease agreements for FedEx Express Corporation, Southwest Airlines Co., United Airlines, Inc. and Cargolux Airlines International S.A. were approved at the May 17, 2019 Board Meeting. The lease agreements for Delta Air Lines, Inc., Allegiant Travel Company/Allegiant Air, LLC. and Frontier Airlines, Inc. were approved at the June 21, 2019 Board Meeting.

The purpose of this Board Memo is to bring forward the final signatory AUA Agreement executed by American Airlines, Inc.

Recommendation

The IAA staff recommends that the IAA Board consider for approval the Agreement and Lease of Premises between the Indianapolis Airport Authority and American Airlines, Inc.



BOARD MEMO – BID AWARD

To: IAA Board of Directors

From: Keith Berlen, Senior Director of Operations and Public Safety

Date: June 26, 2019

Board Date: July 19, 2019

Subject: Award of Bid to Batts Inc. for the Purchase of Two Airport Deicing/Chemical Tankers, Project I-20-033.

Background

In accordance with Title 14, Code of Federal Regulations (CFR), Part 139, as of July 29th, 2016 certificated airports are required to comply with the Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5200-30D. AC 150/5200-30D states an airport with the number of commercial operations as Indianapolis International Airport should have sufficient equipment to clear snow and ice within a ½ hours’ time from Priority One areas.

These two (2) deicing tankers are replacements for a twenty-seven (27) year old (1992 model) and a twenty-five (25) year old (1994 model) deicing tankers that have exceeded their useful lives of 15 years. This equipment is used to remain in compliance with Federal Aviation Administration (FAA) Part 139 regulations for snow and ice removal and for FAA Runway Condition Assessment Matrix (RCAM) requirements, and Takeoff and Landing Performance Assessments (TALPA) requirements for winter operations.

The Invitation to Bid (IFB) was issued May 17, 2019, with bid submission deadline of June 6, 2019. IAA received one (1) bid submittal from a pool of the 114 vendors notified and 9 potential bidders.

Batts Inc. was the single bid submission received and the IAA’s evaluation team reviewed this submittal to ensure it met all the necessary specifications. It has been determined that the lowest responsive and responsible bidder is Batts Inc. with a bid of \$272,352.00 each for a \$544,704.00 total amount. This is within our projected budget.

Scope

This purchase (Project I-20-033) is for the replacement of two airport deicing/chemical tankers.

Budget

The project was budgeted for \$650,000 total and is for the purchase of snow removal equipment in 2019. The purchase is being 100% airport cash funded.

Schedule

Upon notice to proceed, delivery of the completed vehicles is expected within 180 days of order.

Supplier Diversity Participation

The Director of Supplier Diversity has determined that due to the nature of the scope of work, there is not an opportunity for supplier diversity participation on this contract.

Recommendation

The IAA staff recommends that the IAA Board consider for approval the bid award to Batts Inc. for the purchase of Two (2) Airport Deicing/Chemical Tankers, Project I-20-033, in an amount not-to-exceed \$544,704.00. Batts Inc. was the lowest responsive and responsible bidder.



Indianapolis Airport Authority

BOARD MEMO – CHANGE ORDER

To: IAA Board of Directors

From: Jarod Klaas, P.E., Senior Director of Planning & Development

Date: July 9, 2019

Board Date: July 19, 2019

Subject: Approval of Change Order No. 1 with Custom Mechanical Services for CEP – Cooling Tower Replacement, Phase I at Indianapolis International Airport (Project No. I-18-029)

Background

The Central Energy Plant (CEP) is located on Hoffman Road on the north side of the Indianapolis International Airport (IND). The cooling towers at the CEP are critical to maintaining the appropriate cooling capacity for the Indianapolis Maintenance Center (IMC) and the IND Terminal Building. The five existing cooling towers are 27 years old and are nearing the end of their useful service life. In addition, some of the supporting structures are in need of replacement.

This project is Phase I of three phases to replace the five aging cooling towers and, as needed, their supporting structures. Two new cooling towers are included with this Phase.

On November 16, 2018, the Indianapolis Airport Authority (IAA) Board approved a contract with Custom Mechanical Services Corporation (CMS) for this project.

During the course of the construction work, several unforeseen conditions had been identified. Given the criticality of the work, the contractor performed the needed activities under the Force Account provision of the contract. This provision allows IAA approved work to continue and includes limitations on costs and requirements for transparent checks and balances on the work.

CMS was asked to provide estimates of the anticipated costs via Potential Change Orders (PCOs). This Change Order No. 1 is being submitted to the IAA Board of Directors due to the total costs of the PCOs exceeding the previously approved construction reserve of 3%.

Change Order Summary

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 as the error may require work already completed to be redone. Omissions are items that are corrected before work is performed and for which the designers are typically charged up

to 15% of the cost because the item may have to be negotiated with the contractor. Unforeseen circumstances are items that could not have been reasonably anticipated by the designer and therefore are not charged against the designer. This change order addresses costs associated with 5 of 6 PCOs:

PCO 1 was created due to unforeseen circumstances. After the contractor removed the insulation from the 18" supply valves just below the roof of the cooling towers it was discovered that they were not in good condition, nor were they all the same size as described in the Record Documents. (CMS estimated \$9,124.87; the final PCO amount is \$8,613.85).

PCO 2 was created for steel framing detail changes and resulted in no cost to the IAA.

PCO 3 was created due to unforeseen circumstances. Milder than expected winter weather required the installation of a permanent set of auxiliary piping for portable cooling towers to be placed into service while all permanent cooling towers were shutdown. The shutdown was needed to replace supply and return valves at all 5 cooling towers (CMS estimated \$53,432.16; the final PCO amount is \$39,138.14).

PCO 4 was created (also because of the warmer than expected weather) to rent two temporary 527-ton cooling towers and the generators to power them for 1 month (CMS estimated \$126,525.91; the final PCO amount is \$125,079.79).

PCO 5 was created due to unforeseen circumstances. After insulation was removed from the flanges supporting the 18" return valves, they were deemed unusable and in need of replacement (CMS estimated \$38,103.49; also, the final amount of the PCO).

PCO 6 was created to install additional steel channel supports for the new walkway not shown on the drawings (CMS estimated \$6,723.70; also, the final amount of the PCO).

Budget

This Change Order No. 1 is \$217,658.97, which is the total of PCOs 1-6, is within the approved 2019 Capital Budget for CEP – Cooling Tower Replacement.

CEP - Cooling Tower Replacement Revised Construction Amount

Original Construction Contract Amount		\$	2,093,375.00
Previous Change Orders			-
Current Change Order No. 1 (PCOs 1-6)	(10.40% of contract)		217,658.97
New Construction Contract Total		\$	2,311,033.97

Project Costs

Design (including survey and geotechnical)		\$	249,599.00
Peer Review			19,710.00
Construction Contract Amount			2,093,375.00
Previous Change Orders			-
Current Change Order No. 1 (10.40%)			217,658.97
Revised Total Anticipated Project Cost		\$	2,580,342.97

Schedule

The contract term will be extended by Change Order No. 1 to October 25, 2019 to provide the Contractor additional time to perform the work.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Custom Mechanical Services	\$ 217,658.97	\$ -	\$ -	100.00%	0.00%	0.00%
Totals	\$ 217,658.97	\$ -	\$ -	100.00%	0.00%	0.00%

Project Summary to Date

Contract/Change Order/Amendment	Execution	Total Contract Amount	Diversity Participation %		
			MBE	WBE	VBE
Applied Engineering/Contract	3/16/2018	\$ 249,599.00	0.00%	15.46%	0.00%
Argo Consulting Engineers/Task Order	9/7/2018	19,710.00	0.00%	0.00%	100.00%
Custom Mechanical Services/Contract	11/16/2018	2,093,375.00	100.00%	0.00%	0.00%
Revised Contract NTE		\$2,362,684.00	88.60%	1.63%	0.83%

Recommendation

The IAA staff recommends the IAA Board consider for approval Change Order No. 1 with Custom Mechanical Services Corporation for CEP – Cooling Tower Replacement, Phase I at Indianapolis International Airport in an amount not-to-exceed \$217,658.97 and an additional 15 Days to perform the work. Supplier diversity participation for Change Order No. 1 is MBE 100% (Custom Mechanical Services Corporation).



BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

From: Jarod Klaas, P.E., Senior Director of Planning & Development

Date: July 9, 2019

Board Date: July 19, 2019

Subject: Award of Construction Contract with Gradex Inc. for Storm Drainage Corrections – Davis Creek Outfall at Indianapolis International Airport (Project No. I-19-019)

Background

The stormwater pipes in the Davis Creek watershed were installed in the 1980s and are at the end of their useful life. An assessment confirmed the corrugated pipe requires replacement to ensure proper service life and airfield safety.

On May 7, 2019, the Senior Director of Planning & Development approved a task order with Woolpert through their 2019 On-Call Contract for the design of this project to restore the system to its originally designed functionality.

On June 7, 2019, the Executive Director approved plans and specifications and authorized the public bidding process.

On July 2, 2019, the IAA staff received 3 bids. The project contained a base bid only. The bids ranged from \$1,073,572.23 to \$1,185,625.00. Gradex Inc. was the lowest responsive and responsible bidder in the amount of \$1,073,572.23.

In addition to the contract amount, IAA staff 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 IAA 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. Change orders exceeding the construction reserve will be submitted to the IAA Board for approval.

Scope

The scope of this project is to repair, rehabilitate, and replace the existing Davis Creek stormwater conveyances.

Budget

The Gradex Inc. contract is \$1,073,572.03, which is within the approved 2019 Capital Budget for Storm Drainage Corrections – Davis Creek Outfall.

Storm Drainage Corrections - Davis Creek Outfall

Contract Amount (including 3% reserve)	\$	1,105,779.19
Design (including Construction documents)		84,655.81
Advertisements for Bid		366.10
Total Anticipated Project Cost	\$	1,190,801.10

This project will be 100% Airport cash funded.

Schedule

Contract award anticipated July 19, 2019 and substantial completion is expected to occur November 2019.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
J2 Systems and Supply LLC	\$ 205,033.58	\$ -	\$ -	19.10%	0.00%	0.00%
Laura Kopetsky Tri-Ax, Inc.	-	99,198.06	-	0.00%	9.24%	0.00%
Slusser's Green Thumb, Inc.	-	8,358.70	-	0.00%	0.78%	0.00%
Totals	\$ 205,033.58	\$ 107,556.76	\$ -	19.10%	10.02%	0.00%

Recommendation

The IAA staff recommends the IAA Board consider for approval an award of contract for Davis Creek Outfall – Storm Drainage Corrections at Indianapolis International Airport to Gradex Inc. in an amount not-to-exceed \$1,073,572.03 plus a 3% construction reserve of \$32,207.16 for a total of \$1,105,779.16. Gradex Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 19.10% (J2 System & Supply LLC), and WBE 10.02% (Laura Kopoetsky Tri-Ax, Inc. & Slusser's GreenThumb., Inc).



BOARD MEMO – AMENDMENT

To: IAA Board of Directors

From: Jarod Klaas, P.E., Senior Director of Planning & Development

Date: July 9, 2019

Board Date: July 19, 2019

Subject: Approval of Amendment No. 1 with BB Engineering & Management, LLC for Staff Augmentation and Project Management Services at Indianapolis International Airport

Background

On October 13, 2017, the IAA issued a Request for Qualifications (RFQ) to assist the IAA with staff Augmentation and project management services with responses due on November 17, 2017. Seventeen (17) Statement of Qualifications (SOQs) were received. IAA representatives reviewed and ranked the qualifications. Five (5) consulting firms were selected for a one (1) year term, with the option of four one (1) year renewals.

On November 16, 2018, the IAA Board of Directors approved the renewals of the professional services contracts, including BB Engineering & Management.

The IAA has determined additional project management staff resources are needed to effectively implement the capital projects required to maintain IAA assets, as well as manage the cyclic surge in project management needs. Given the need for additional services, the IAA Staff is requesting the addition of a sub-consultant, Clearwater Engineering, LLC, to the existing contract with BB Engineering & Management, LLC.

Scope

BB Engineering & Management LLC's Sub-Consultant, Clearwater Engineering, LLC, will provide project management and engineering assistance in support of IAA's Capital Improvement Program and other projects and initiatives for the Indianapolis Airport Authority.

Budget

This Contract Amendment No. 1 with to the Professional Services Contract with BB Engineering & Management, LLC is not-to-exceed \$118,000.00, increasing the total contract value to a not-to-exceed amount of \$375,500.00.

Schedule

This amendment does not change the term of the contract. The contract with BB Engineering & Management, LLC expires on December 31, 2019.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount			\$		
	MBE	WBE	VBE	MBE	WBE	VBE
Clearwater Engineering, LLC	\$0.00	\$118,000.00	\$0.00	0.00%	31.42%	0.00%
Totals	\$0.00	\$118,000.00	\$0.00	0.00%	31.42%	0.00%

Recommendation

The IAA staff recommends the IAA Board of Directors consider for approval Amendment No. 1 to the contract with BB Engineering & Management, LLC in support of the IAA’s Capital Improvement Program and Other Projects and Initiatives in an amount not-to-exceed \$118,000.00.