



**A DECADE+ OF
EXCELLENCE**
INDIANAPOLIS INTERNATIONAL AIRPORT

IAA Board of Directors Meeting Agenda

July 19, 2024

8:00 AM

Location: Board Conference Room – 4th floor and Via Zoom (Hybrid meeting)

- I. **Call to Order**
- II. **Approval of Minutes of the IAA Board’s Meeting of June 21, 2024.**
- III. **Ordinances, Resolutions, and Public Hearings**
 - a) **Presentation and Public Hearing of 2025 Budget Ordinance General Ordinance No. 03-2024** concerning Indianapolis Airport Authority’s budget process, as more particularly described in Board Memo BP2024-07-01.
 - b) **Introduction of Supplemental Bond Ordinance General Ordinance No. 04-2024** concerning a supplemental bond ordinance to the IAA’s Master Bond Ordinance 05-2014 as described in Board Memo BP2024-07-02.
- IV. **Board Reports**

Board President’s Report

 - a) Moment of Silence - Jim Morris
- V. **Official Actions**

Consider for approval, the individual items on the IAA General Agenda dated July 19, 2024.
- VI. **Staff Reports**
 - a) Executive Director’s Report (Submitted in writing)
 - i. Bill Stinson, Retirement
 - ii. Student Fellows, Public Affairs and Environment & Sustainability
 - iii. \$26.6 Million Airport Infrastructure Grant
- VII. **Other Reports and Updates**
 - a) **Board Communications: *Next Meeting: Friday, August 16, 2024, at 8:00 AM***

MINUTES
Board of Directors Meeting
Indianapolis Airport Authority

The Regular Meeting of the Indianapolis Airport Authority (IAA) Board called to order at 8:00 am June 21, 2024, in the Airport's Board Conference Room at Indianapolis International Airport. A roll call attendance was taken. Board Members attended in person or via Zoom.

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

Barbara Glass, President (not attending)
Steve Dillinger, Vice President
Mamon Powers, Secretary
Kurt Schleiter, Member
Jeffrey Gaither, Member
Duane Gibbs, Member
W. Tobin McClamroch, Member
Eric Dozier, Member (attending remotely)
Ryan Goodwin, Member (attending remotely)
Brett Voorhies, Member
Tamika Catchings, Member
Brian Tuohy, I.A.A. Board Counsel

I.A.A. Executive Staff attending:

Mario Rodriguez, Executive Director (not attending)
Keith Berlen, Sr. Director of Operations and Public Safety
Alexandra Kalpakidis, Sr. Executive Assistant
Maria Wiley, Sr. Director of Audit, Compliance & Procurement
Rachel Stevens, Sr. Director of Human Resources
Jonathan Weinzapfel, General Counsel
Robert Thomson, Sr. Director of Finance
Jarod Klaas, Sr. Director of Planning and Development
Bill Stinson, Sr. Director of Public Affairs
Reid Goldsmith, Sr. Director of Information Technology
Marsha Wurster, Sr. Director of Commercial Enterprise
Holli Harrington, Sr. Director of Supplier Diversity and Diversity Officer

APPROVAL OF MINUTES

Vice President Dillinger asked for a motion for approval. A motion for approval was made by Mr. Gaither and seconded by Mr. Voorhies. There being no discussion, Vice President Dillinger asked for a roll call vote, and with all members stating, "Aye," the Meeting Minutes of the IAA Board Meeting on May 17, 2024 were approved.

ORDINANCES, RESOLUTIONS, AND PUBLIC HEARINGS

Vice President Dillinger called upon Robert Thomson, Sr. Director for Finance, for the introduction of General Ordinance 03-2024, concerning the Indianapolis Airport Authority's proposed 2025 Budget, as more particularly described in Board Memo [BP2024-06-01](#).

BOARD REPORTS

Board President's Report - None

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED June 21, 2024:

Vice President Dillinger called upon Eric Anderson, Director of Properties, to present for consideration and approval, **BP2024-06-02**, a Land Lease Agreement with Indiana University Health, Inc., d/b/a Lifeline Critical Care Transport, for an approximate total of 496,584 square feet of unimproved land at Indianapolis Regional Airport for the construction of a critical care transport facility with a primary term of thirty (30) years along with four (4) five-year option periods. Vice President Dillinger asked for a motion for approval of **BP2024-06-02**. A motion for approval was made by Mr. Schleiter and seconded by Ms. Catchings. There being no discussion, Vice President Dillinger asked for a roll call vote, and with one abstention by Mr. Powers, and all other members stating, "Aye," approval was given to **BP2024-06-02**.

Vice President Dillinger called upon Jarod Klaas, Sr. Director of Planning and Development, to present for consideration and approval, **BP2024-06-03**, an award of contract for CEP – Chiller Upgrades, Phase II, Installation at Indianapolis International Airport to Custom Mechanical Systems Corp. in an amount not-to-exceed \$369,658.00 plus a 10% construction reserve of \$36,965.80 for a total of \$406,623.80. Custom Mechanical Systems Corp. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 62.00% (Custom Mechanical Systems Corp.). Vice President Dillinger asked for a motion for approval for **BP2024-06-03**. A motion for approval was made by Mr. McClamroch and seconded by Mr. Gaither. There being no discussion, Vice President Dillinger asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-06-03**.

Vice President Dillinger then called upon Mr. Klaas to present for consideration and approval, **BP2024-06-04**, an award of contract for Parking Garage Maintenance and Improvements at Indianapolis International Airport to The NEW Group in an amount not-to-exceed \$1,285,000.00 plus a 10% construction reserve of \$128,500.00 for a total of \$1,413,500.00. The NEW Group was the lowest responsive and responsible bidder. Supplier diversity participation is VBE 16.34% (RJM Logistics). Vice President Dillinger asked for a motion for approval for **BP2024-06-04**. A motion for approval was made by Mr. Voorhies and seconded by Mr. Powers. After brief discussion, Vice President Dillinger asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-06-04**.

Vice President Dillinger then called upon Mr. Klaas to present for consideration and approval, **BP2024-06-05**, an award of contract for Relievers Oil Management Facilities at IAA's four reliever airports - Indianapolis Regional Airport, Metropolitan Airport, Eagle Creek Airpark, and Hendricks County Airport - to Evans Development Company, Inc. in an amount not-to-exceed \$574,813.36 plus a 10% construction reserve of \$57,481.34 for a total of \$632,294.70. Evans Development Company, Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 7.98% (Price Construction Group, LLC) and WBE 46.97% (Laura Kopetsky Tri-Ax, Zurbuch Development & Airfield Safety, LLC). Vice President Dillinger asked for a motion for approval for **BP2024-06-05**. A motion for approval was made by Mr. McClamroch and seconded by Mr. Powers. There being no discussion, Vice President Dillinger asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-06-05**.

Vice President Dillinger then called upon Jonathan Weinzapfel, General Counsel, to present for consideration and approval, **BP2024-06-06**, a professional services contract with R-W Purchasing Partners, Inc. for the Terminal Connected Airport Hotel, Project No. I-21-060, at the Indianapolis International Airport in an amount not to exceed \$21,000.00. Vice President Dillinger asked for a motion for approval for **BP2024-06-06**. A motion for approval was made by Mr. Voorhies and seconded by Ms. Catchings. After

a brief discussion, Vice President Dillinger asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-06-06](#).

Vice President Dillinger then called upon Mr. Weinzapfel to present for consideration and approval, [BP2024-06-07](#), a professional services contract with Allbridge, LLC for the Terminal Connected Airport Hotel, Project No. I-21-060, at the Indianapolis International Airport in an amount not to exceed \$105,000.00. Vice President Dillinger asked for a motion for approval for [BP2024-06-07](#). A motion for approval was made by Mr. Gaither and seconded by Mr. Powers. There being no discussion, Vice President Dillinger asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-06-07](#).

Vice President Dillinger then called upon Mr. Weinzapfel to present for consideration and approval, [BP2024-06-08](#), a professional services contract with CHMWarnick for the Terminal Connected Airport Hotel, Project No. I-21-060, at the Indianapolis International Airport in an amount not to exceed \$62,000.00. Vice President Dillinger asked for a motion for approval for [BP2024-06-08](#). A motion for approval was made by Ms. Catchings and seconded by Mr. McClamroch. There being no discussion, Vice President Dillinger asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-06-08](#).

STAFF REPORTS

Executive Director's Report – Keith Berlen, Sr. Director of Operations & Public Safety, announced that the Executive Director's Report had been submitted.

- a) Executive Director's Report (Submitted in writing)
 - I. M.G. Raby Distinguished Service Award for Community Leader – Maria Wiley
 - II. ACI-NA Leon C. Watkins Guardian Award for Excellence in Business Diversity – Holli Harrington
 - III. Modern Apprenticeship (MAP) Performance Improvement Award – Vicki Wimbs
 - IV. 2024 Summer Intern Class
 - V. IAA Public Safety Awards
 - VI. Andretti – Land Option Exercise
 - VII. IAA Public Safety Awards
 - VIII. Harmony Tea Shoppe
 - IX. U.S. Olympic Team Trials - Swimming
 - X. Shostakovich Public Performance at IND

Mr. Berlen highlighted Maria Wiley, Holli Harrington, Vicki Wimbs, and IAA Public Safety for their awards and introduced the IAA summer interns for recognition by the Board.

Other Reports/Updates

- a.) Board Communications: Next Meeting: Friday, July 19, at 8:00 am.

ADJOURNMENT

Meeting adjourned at 8:26 am.

The June 21, 2024, Indianapolis Airport Board of Directors meeting is available to stream via the link:

Meeting Recording:

https://zoom.us/rec/share/gmXSPGwmKa3CWVxp7wairaK4V3pdF2dy4puUE7XHWInc46y5_1nZQw_KtShNb9CL.rAoRLwcB0UaJzs0c

Passcode: Q\$tp3^2^

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____

Barbara Glass, President

DATED: July 19, 2024

By: _____

Mamon Powers III, Secretary

* Signed under the Authority of IAA Board Resolution #11-2021



BOARD MEMO – 2025 BUDGET ORDINANCE

To: IAA Board of Directors

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

Date: July 3, 2024

Board Date: July 19, 2024

Subject: 2025 Budget Ordinance No. 03-2024

Attached is the draft template of the 2025 Budget Ordinance No. 03-2024. This Budget Ordinance, when adopted, will set the maximum appropriation (expenditure) levels for 2025.

The budget process requires an introduction, a public hearing and presentation, and a final meeting for adoption of the Budget by August 31, 2024. The 2025 Budget appropriation support documentation is included.

The 2025 Airport System Fund Budget (which includes the Operating Budget) and Capital Improvement Budget were reviewed in detail with the Finance and Audit Committee (FAC) on July 1, 2024. FAC approved both budgets and their associated appropriation to the full Board for consideration.

The presentation and public hearing of the 2025 Budget will be held at the July 19, 2024, IAA board meeting. The final meeting regarding the 2025 Budget will be held on August 16, 2024, at which time the Board will be asked to accept or reject the 2025 Budget Ordinance.

The Indianapolis City-County Council (Council) requires the Board to accept the 2025 Budget Ordinance by August 31, 2024. The following are the Council dates: 2025 Budget introduction at Council Meeting on September 9, 2024, presented to the Municipal Corporations Committee of the Council (Committee) on September 12, 2024; reviewed by the Committee on October 2, 2024; Council adoption of the budget on October 7, 2024.



BOARD MEMO – INTRODUCTION OF SUPPLEMENTAL BOND ORDINANCE

To: IAA Board of Directors

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

Date: July 2, 2024

Board Date: July 19, 2024

Subject: Introduction of General Ordinance No. 04-2024

The Indianapolis Airport Authority (IAA) is hereby introducing General Ordinance No. 04-2024 (“Ordinance”).

General Ordinance No. 04-2024 is a supplement to the IAA’s Master Bond Ordinance (05-2014) of the Indianapolis Airport Authority concerning the Authority's issuance of one or more series of additional revenue bonds, interim financing obligations, and a short-term credit facility to refund certain of the Authority’s outstanding revenue bonds, to fund various capital projects in the Authority’s Airport System capital budget that will be presented for board consideration and approval on August 16th, 2024, and to fund one or more reserve accounts for the bonds. The terminal-connected hotel project in the Authority’s Airport System capital budget will not be considered by the Treasurer to be approved and eligible for bond funding until the board so resolves.

IAA will use the Indianapolis Local Public Improvement Bond Bank as the conduit issuer.

The TEFRA (Tax Equity and Fiscal Responsibility Act) hearing and the final public hearing on the adoption of the above-referenced Ordinance will be conducted as a combined hearing at the August 16th, 2024, IAA Board meeting.



**IAA Board Meeting
General Agenda
July 19, 2024**

General:

BP2024-07-03 **Consider for approval** the execution of the Building Lease Agreement with Air General, Inc. at Indianapolis International Airport, commencing upon the later of August 1, 2024, or Occupancy for an initial term of 5-years along with two 5-year option terms.

Capital:

BP2024-07-04 **Consider for approval** the purchase of two network firewalls from Dell Technologies for Project No. I-25-022, Computer, Server and Equipment Replacement Program (2024) in an amount not-to-exceed \$344,099.96.

BP2024-07-05 **Consider for approval** Change Order No. 1 with Dallman Contractors, LLC for Main Terminal Painting and Repair at the Indianapolis International Airport in an amount not-to-exceed \$91,299.90. Supplier diversity participation for Change Order No. 1 is VBE 0.51% (Dallman Contractors).



BOARD MEMO – BUILDING LEASE AGREEMENT

To: IAA Board of Directors

From: Marsha Wurster, Senior Director of Commercial Enterprise

Date: July 1, 2024

Board Date: July 19, 2024

Subject: Approval of the execution of Building Lease Agreement with Air General, Inc. at Indianapolis International Airport

Background

Air General, Inc. has been a tenant of the Indianapolis Airport Authority (IAA) since October 2016 providing commercial passenger aircraft cargo and mail handling services to airlines. Due to continued growth of their business at Indianapolis International Airport, Air General has outgrown their current leasehold footprint within Building #622 (also known as the Belly Cargo Building). Air General currently leases 3,256 sq. ft. of space (Suite E) in addition to temporarily subleasing 12,050 square feet (Suites G, H, and I) from Quantem Aviation Services.

To accommodate their needs, staff has negotiated the relocation of Air General from its existing lease and sublease premises to occupy a total of 15,297 square feet of contiguous space within the recently constructed building expansion.

Under this Building Lease Agreement, Air General will lease Suites N, P, Q, and R.

Suite E will be vacated; the sublease of Suites G, H, and I will be terminated and Quantem Aviation Services will continue responsibility (exhibit included with this memo).

Scope

IAA staff requests the IAA Board execute the Building Lease Agreement with Air General, Inc., commencing upon the later of August 1, 2024, or Occupancy for an initial term of 5 years along with two 5-year option terms.

Schedule

July 19, 2024: Submit for approval to the IAA Board the Building Lease Agreement with Air General, Inc.

Revenue and/or Operating Cost Implications

Revenue:

- Annual Rental of \$321,237.00 based upon \$21.00 per square foot for an initial 5-year term
- Two renewal terms of 5 years each are available. Annual rental for each renewal term will be adjusted based upon CPI

Operating Costs:

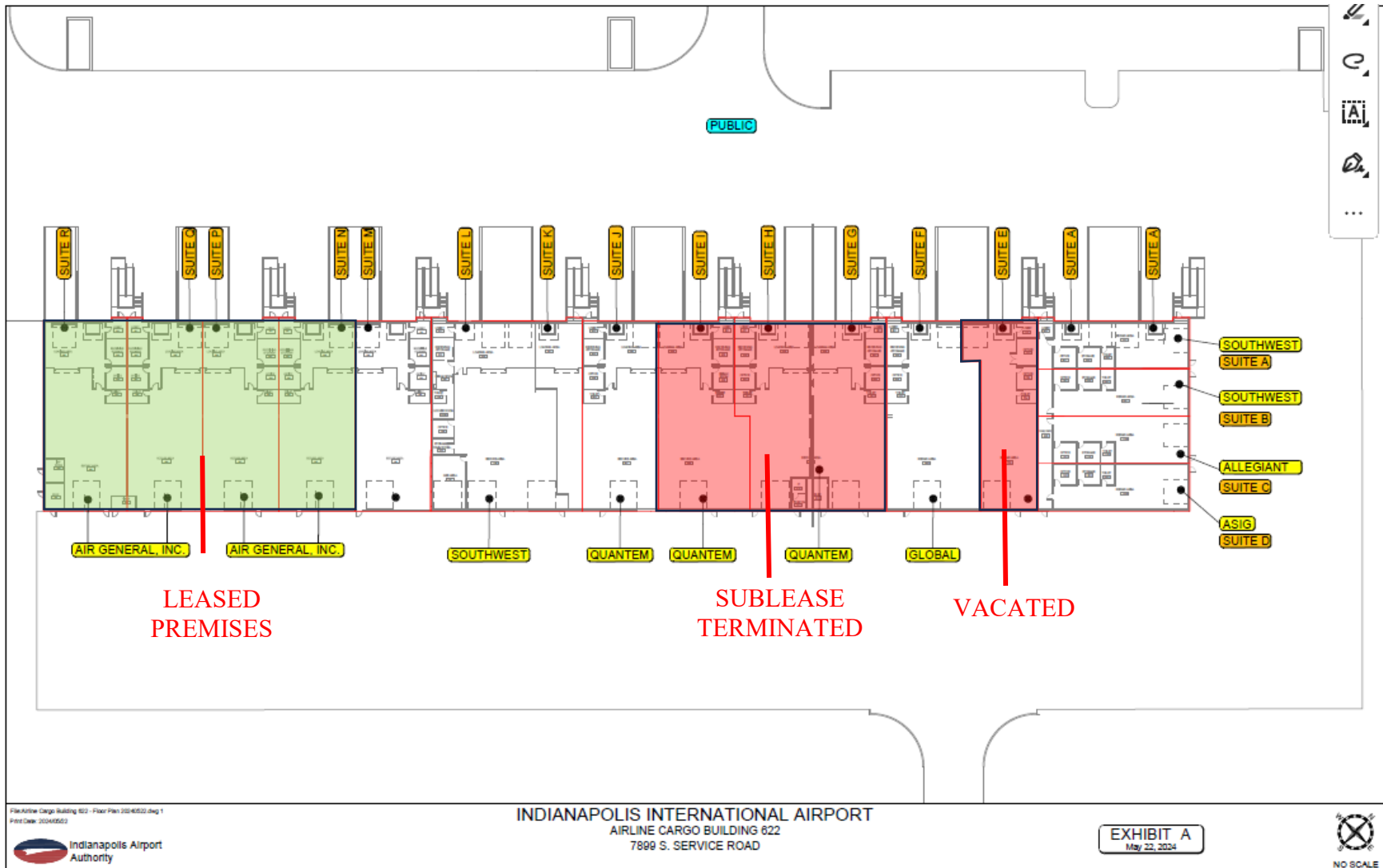
As the Belly Cargo Building is a multi-tenant facility, the IAA has responsibility for infrastructure maintenance such as building structure, roof, fire suppression system, and maintenance of parking lots. Monies are budgeted accordingly; however, the building has little age; therefore, the IAA has minimal expense to this site.

Supplier Diversity Participation

Not applicable.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval the execution of the Building Lease Agreement with Air General, Inc. at Indianapolis International Airport, commencing upon the later of August 1, 2024 or Occupancy for an initial term of 5-years along with two 5-year option terms.





Indianapolis Airport Authority

BOARD MEMO – AWARD OF PURCHASE

To: IAA Board of Directors

From: Reid Goldsmith, Sr. Director of IT

Date: July 10, 2024

Board Date: July 19, 2024

Subject: Award Contract to Dell Technologies for IT Security Hardware, Software, and Cloud Services

Background

The Indianapolis Airport Authority (IAA) owns and maintains network firewalls and has support for those firewalls purchased in March of 2013. While IAA staff have worked diligently to ensure these assets have been appropriately maintained to maximize their useful life, the hardware will reach the manufacturer-specified end-of-life in October of this year and needs to be replaced. The essential network security services provided by the current firewalls include perimeter monitoring and detection, network and port address translation, packet filtering and stateful inspections, and virtual private network (VPN) support.

Security within the technology field has significantly changed in recent years and even more recently, regulators have created and expanded standard security baselines for many industries including aviation. This purchase and its associated systems design has considered and addressed these new technologies and requirements. Purchasing and implementing these new firewalls will allow IAA to utilize additional features such as leveraging artificial intelligence and machine learning (AI/ML), deeper inspections of applications and application network traffic at IAA, and use of a more robust identity-based approach to security. In addition, the IT Department will gain additional functionality with managing and monitoring technical security policies that are not available in older-generation firewalls.

Scope

The IAA will purchase firewalls, software, and cloud services from Dell Technologies to be installed on premises through the competitively awarded cooperative purchasing program provided by the National Association of State Procurement Officials (NASPO) through the NASPO ValuePoint Master Agreement #23026.

Schedule

The equipment purchase will begin upon execution and the implementation is anticipated to be completed by November 2024.

Budget

This project is within the 2024 approved Capital Budget with a budget amount set at \$400,000.

Supplier Diversity Participation

Due to the equipment being purchased directly from Dell under the aforementioned cooperative purchasing agreement, there is no supplier diversity participation in this purchase.

Recommendation

The IAA staff recommends the IAA Board of Directors consider for approval the purchase of two network firewalls from Dell Technologies for project I-25-022, Computer, Server and Equipment Replacement Program (2024) in an amount not-to-exceed \$344,099.96.



Indianapolis Airport Authority

BOARD MEMO – CHANGE ORDER

To: IAA Board of Directors

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

Date: July 10, 2024

Board Date: July 19, 2024

Subject: Approval of Change Order No. 1 to the contract with Dallman Contractors, LLC for Main Terminal Painting and Repair at Indianapolis International Airport (Project No. Q-22-015)

Background

The concrete barrier walls and metal support structures located on the Departure and Arrival Levels of the Indianapolis International Airport (Terminal) have not been repainted since it opened in 2008. These structures show visible signs of corrosion, peeling, and delamination of finished surfaces.

On October 31, 2022, the Senior Director of Planning and Development for the Indianapolis Airport Authority (IAA) approved a task order with Synthesis, Inc. through their 2022 On-Call Professional Services Contract for the development of Plans and Specifications for bidding the Main Terminal Painting and Repair project.

On August 18, 2023, the IAA Board approved a contract with Dallman Contractors, LLC to complete this work.

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 reasonably be anticipated by the designer and therefore are not charged against the designer. Owner requested scope changes occur when, during construction, the Owner identifies, and directs the contractor to complete additional work which benefits the Owner.

This Change Order is 16.16% more than the original contract and exceeds the approved construction contingency of 10%. This change order addresses items summarized below:

During the cleaning and painting of the overhead directional sign supports in the GTC and on the Arrivals Level the contractor noticed the signs were heavily degraded. New signs will be installed to match the aesthetics of the freshly cleaned and painted supports. Quantities of the overhead directional sign replacements are as follows:

- Thirteen (13) 132" x 60" x .090" single faced aluminum signs
- Six (6) 120" x 21" x .090" single faced aluminum signs
- Twelve (12) 64.5" x 21" x .090" single faced aluminum signs
- Two (2) 8.5" x 52" x .090" single faced aluminum signs

All of the new signs will be CNC routed and rolled to match existing. Signs will to be finished Acrylic Polyurethane on both sides, and the graphics will be 3M 680 Engineer Grade reflective vinyl.

Temporary signage will need to be ordered and installed during the construction phase.

Budget

The Dallman Contractors, LLC Change Order No. 1 is \$91,299.90, which will be financed through the operating budget and has been approved by the budget holder.

Revised Construction Amount

Original Construction Contract Amount		\$ 565,072.00
Previous Change Orders		-
Current Change Order No. 1	(16.16% of contract)	<u>91,299.90</u>
New Construction Contract Total		\$ 656,371.90

Project Costs

Design (including survey and geotechnical)		\$ 93,013.00
Other Services: Advertisement		303.08
Project Management		33,000.00
Construction Contract Amount		565,072.00
Previous Change Orders		-
Current Change Order No. 1 (16.16%)		<u>91,299.90</u>
Revised Total Anticipated Project Cost		\$ 782,687.98

This project is 100% Airport cash funded.

Supplier Diversity Participation

The following is the supplier diversity participation in this Change Order:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Dallman Contractors	\$ -	\$ -	\$ 464.00	0.00%	0.00%	0.51%
Totals	\$ -	\$ -	\$ 464.00	0.00%	0.00%	0.51%

Contract Summary to Date

Contract/Amendment & Execution Date	Service	Amount	Diversity Participation %		
			MBE	WBE	VBE
Dallman - Construction Contract, 8/18/23	Construction	\$ 565,072.00	0.00%	56.30%	37.78%
Dallman - Change Order No. 1, 7/19/24	Construction	\$ 91,299.90	0.00%	0.00%	0.51%
Revised Contract		\$ 656,371.90	0.00%	48.47%	32.59%

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval Change Order No. 1 with Dallman Contractors, LLC for Main Terminal Painting and Repair at the Indianapolis International Airport in an amount not-to-exceed \$91,299.90. Supplier diversity participation for Change Order No. 1 is VBE 0.51% (Dallman Contractors).