



Indianapolis Airport Authority

Agenda Indianapolis Airport Authority June 21, 2019 8:00 AM

- I. **Call to Order**
- II. **Approval of Minutes of the IAA Board's Regular Meeting of May 17, 2019.**
- III. **Ordinances, Resolutions and Public Hearings**
 - a) **Introduction of General Ordinance No. 4-2019** concerning the Indianapolis Airport Authority's budget for 2020, as more particularly described in BP2019-06-01.
 - b) **Consider for approval and adoption of Resolution 3-2019**, authorizing 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.
 - c) **Consider for approval and adoption of Resolution 4-2019**, dedicating revenues collected from Passenger Facility Charges to pay debt service for the Authority's outstanding revenue bonds for 2019 thru 2022, as more particularly described in BP2019-06-03.
- IV. **Board Reports**
 - a) Board President's Report
- V. **Official Actions**

Consider, for approval, the individual items on the IAA General Agenda, dated June 21, 2019.
- VI. **Staff Reports**
 - a) **Executive Director's Report**
 - i. Introduction of Tenley Drescher-Rhoades, IAA General Counsel – Keith Berlen
 - ii. Introduction of Q1 2019 Core Value Winners – Keith Berlen
 - iii. 2019 Airport Emergency Exercise as mandated by FAA – Keith Berlen
 - iv. Recognition of IAA Staff Participation in Leadership Programs – Bill Stinson
 - Maggie Bishop, Mitch Daniels Leadership Foundation Fellow
 - Abel Contreras, Indiana Latino Institute's Indiana Latino Leadership Circle
 - Tracy Guerrero, graduated City of Indianapolis' Axis Latino Young Professionals program
 - Megan Carrico, graduated Leadership Indianapolis' Stanley K. Lacy Executive Leadership Series
 - b) **Other Reports/Update**
 - c) **Board Communications** *Next Meeting: Friday, July 19, 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 8:01 a.m., on May 17, 2019, in the Airport's Board Room at Indianapolis International Airport.

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

Barbara Glass, President
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
Tamika Catchings, Member
Brian Tuohy, IAA Board Counsel

IAA Executive Staff attending:

Mario Rodriguez, Executive Director
Keith Berlen, Sr. Director of Operations and Public Safety
Marsha Stone, Sr. Director of Commercial Enterprise
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
Ellen Hurley, Interim General Counsel

APPROVAL OF MINUTES

Upon a motion by Mr. McClamroch, seconded by Ms. Davis and unanimously passed, approval was given to the Meeting Minutes of the IAA Board Meeting of April 19, 2019.

ORDINANCES, RESOLUTIONS AND PUBLIC HEARING

President Glass discussed General Ordinance No. 02-2019, which would provide the opportunity for Public Safety employees to seek union representation. Upon a motion by Mr. Gaither to approve the ordinance seconded by Mr. Voorhies, Board discussion of General Ordinance No. 02-2019 was held. After discussion and questions by the Board, Board Members wanted to hear from IAA employees that are affected by this Ordinance. Mr. Brian Booth, IAA Firefighter Lieutenant, addressed the Board regarding his experience and opinion on General Ordinance No.

02-2019. Mr. Booth also answered questions asked by Board Members. The Board then asked questions that Mr. Rick Gentry, IAA Fire Chief, answered as well. After comments made by the Board, Mr. Richard McQueary, Police Sergeant K9, addressed the Board regarding his experience and opinion on General Ordinance No. 02-2019. Questions were asked that Mr. Bill Reardon, IAA Police Chief, answered as well. Mr. Dillinger made a motion to amend General Ordinance No. 02-2019 to include management employees and exclude the Chiefs in this Ordinance, and said motion was seconded by Ms. Davis. Next, a discussion ensued regarding clarification as to what employees are included and/or excluded from proposed General Ordinance No 02-2019. The proposed amendment in Section 1 – Definitions, Subsection A, Paragraph 3 was amended as follows: “The term "public safety employee" shall include any full-time employee of the Authority’s police or fire departments, or any part-time employee of the Authority’s police or fire departments who are sworn employees regularly scheduled to work more than ten (10) hours per week, provided that, such "public safety employee" shall not include anyone employed by the Authority as a Chief as IAA understands and interprets such terms.” A roll call vote was held for the amendment to General Ordinance No. 02-2019. Unanimous Board Member approval was given to amend General Ordinance No. 02-2019. Mr. Tuohy restated that a motion and a second had already been made to pass General Ordinance No. 02-2019. Thus, Mr. Tuohy advised that said motion be amended to include the amended General Ordinance No. 02-2019. Upon a Motion by Mr. Gaither to amend his first motion and seconded by Mr. Voorhies and unanimously passed with a roll call vote conducted by Mr. Tuohy, approval was given to the amended General Ordinance No. 02-2019.

President Glass opened a Public Hearing on General Ordinance No. 03-2019, Rates and Charges Ordinance, as more particularly described in BP2019-05-01. There being no comments or discussion from the public, the public hearing was closed. Upon a motion by Mr. McClamroch and seconded by Mr. Voorhies and unanimously passed, approval was given to General Ordinance No. 03-2019.

Next, President Glass introduced Mr. Robert Thomson, Sr. Director of Finance, who discussed the suspension of General Ordinance No. 1-2019, concerning the Airline Rates and Charges and Airline Operating Terms and Conditions for the Use of Facilities and Services at the Indianapolis Airport Authority as more particularly described in BP2019-05-02. Upon a motion by Mr. McClamroch and seconded by Mr. Schleter and unanimously passed, approval was given to the suspension of General Ordinance No. 01-2019.

President Glass introduced Ms. Marsha Stone, Sr. Director of Commercial Enterprise, who discussed Resolution No. 2-2019, concerning the Lease Agreement Air Express International USA, Inc. d/b/a DHL Global Forwarding for an initial term of three (3) years as more particularly described in BP2019-05-03. Upon a motion by Ms. Davis and seconded by Mr. Gordon and unanimously passed, approval was given to Resolution No. 2-2019.

BOARD REPORTS

There were no Board Reports.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED May 17, 2019: President Glass introduced and then verbally described each of the individual items listed on the General Agenda. Following a brief discussion of each listed item, President Glass asked for separate motions of approval. The following actions were then taken by the IAA Board:

BP2019-05-04 Action 1. Upon a motion by Mr. Gaither, seconded by Mr. McClamroch and unanimously passed, approval was given to BP2019-05-04 Action 1.

BP2019-05-04 Action 2. Upon a motion by Mr. Dillinger, seconded by Ms. Catchings and unanimously passed, approval was given to BP2019-05-04 Action 2.

BP2019-05-04 Action 3. Upon a motion by Ms. Davis, seconded by Mr. Schleter and unanimously passed, approval was given to BP2019-05-04 Action 3.

BP2019-05-04 Action 4. Upon a motion by Mr. Voorhies, seconded by Mr. Dillinger and unanimously passed, approval was given to BP2019-05-04 Action 4.

BP2019-05-05. Upon a motion by Mr. Gaither, seconded by Ms. Catchings and unanimously passed, approval was given to BP2019-05-05.

President Glass opened a Public Hearing regarding a Real Estate Sale Agreement with HSA Acquisitions for the sale of approximately 57.254 +/- acres of land, as more particularly described in BP2019-05-06. There being no comments or discussion from the public, the public hearing was closed.

BP2019-05-06. Upon a motion by Mr. McClamroch, seconded by Mr. Voorhies and unanimously passed, approval was given to BP2019-05-06.

BP2019-05-07. Upon a motion by Ms. Dillinger, seconded by Mr. Powers and unanimously passed, approval was given to BP2019-05-07.

BP2019-05-08. Upon a motion by Mr. Voorhies, seconded by Mr. Dillinger and unanimously passed, approval was given to BP2019-05-08.

STAFF REPORTS

Executive Director's Report

Mr. Rodriguez introduced Mr. Robert Thomson, Sr. Director of Finance, who gave a brief update regarding changing IAA's Variable Rate Debt risk profile.

Next, Mr. Rodriguez recognized the IAA's Annual Core Value Winners, Ms. Maria La Rosa, Mr. Hafedh Khemir, and Ms. Marcia Jones.

Next, Mr. Rodriguez introduced Mr. Bill Stinson, Sr. Director of Public Affairs, who briefly spoke about the American Association of Airport Executives/National Economic Development Conference that was held in Indianapolis from May 6-8.

Next, Mr. Rodriguez introduced Ms. Marsha Stone, Sr. Director of Commercial Enterprise, who gave a Q1 update regarding air service.

Other Reports/Updates

No other reports or updates.

ADJOURNMENT

President Glass announced that the next IAA Board meeting is scheduled for June 21, 2019. There being no further business, the meeting was adjourned at 9:04

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____
Barbara Glass, 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

Date: May 29, 2019

Board Date: June 21, 2019

Subject: 2020 Budget Ordinance

Attached is the draft template of the 2020 Budget Ordinance No. 04-2019. At this time staff are still working through the final details of the 2020 Budget. 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 Budget by August 31, 2019. The June 21, 2019 IAA Board meeting will be the verbal Introduction of the Ordinance. The Ordinance is introduced, and no detail is discussed or presented.

The 2020 Airport System Fund Budget (which includes the Operating Budget) and Capital Improvement Fund Budget assumptions will be reviewed in detail with the Finance and Audit Committee on June 24, 2019. This budget review meeting occurs in advance of the Initial Public Hearing on the Budget, which is scheduled for the July 19, 2019 Board meeting. 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 Indianapolis City-County Council (Council) requires the Board to accept the 2020 Budget Ordinance by August 31, 2019. The Council Municipal Corporations Committee will hold a hearing on September 23, 2019 to review the 2020 Budget and the Council will approve the budget on October 14, 2019.



Indianapolis Airport Authority

BOARD MEMO – FOURTH AMENDMENT TO LEASE AGREEMENT

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: June 5, 2019

Board Date: June 21, 2019

Subject: Amendment No. 4 to Lease Agreement with Board Resolution for Accredo Health Group, Inc. d/b/a Express Scripts

Background

The Authority and Anthem Prescription Management, LLC entered into a Lease Agreement dated December 4, 2006 for the leasing of administrative office, call center, pharmacy and warehousing space at the Indianapolis Maintenance Center (IMC) to support their specialty pharmacy program. The Agreement was assigned to Accredo Health Group, Inc. d/b/a/ Express Scripts (“Express Scripts”) on September 1, 2013.

Subsequently, Express Scripts was purchased by Cigna in December 2018 completing a \$54-billion purchase of Express Scripts. The companies have said the acquisition will focus on expanding choices including a full suite of medical, behavioral, and specialty pharmacy, and other health care services. According to Cigna, the combination integrates two complementary health service companies that are positioned to deliver better care, expand choices, and drive down health care costs.

The basis for Amendment No.4, which extends the term of lease one year through June 30, 2021, is providing Cigna/Express Scripts an allotment of more time as they consider their options of consolidation throughout their system.

Scope

IAA Board adoption of Resolution No. 03-2019, authorizing the execution of Amendment No. 4 to Lease Agreement with Express Scripts to continue their occupancy of office, pharmacy and warehouse space at the IMC. This Amendment extends the term of the Lease Agreement through June 30, 2021.

Schedule

June 21, 2019: Approval and execution of Amendment No. 4 to Lease Agreement and Board Resolution 03-2019 for Accredo Health Group, Inc.

Revenue and/or Operating Cost Implications

Revenue:

Rental for the one-year term extension is at \$16.75 p.s.f. for office space and \$5.50 p.s.f. for warehouse space. Annual rental in the one-year extension equates to \$1,942,867.92

Operating Costs:

The IAA is responsible for the operating costs of the IMC; which costs are built into the rental rate.

Supplier Diversity Participation

Not applicable.

Recommendation

IAA Staff recommends the Board consider for approval Amendment No. 4 to Lease Agreement and associated Resolution No. 03-2019, with Accredo Health Group, Inc. d/b/a Express Scripts whereby the Lease Agreement term is extended an additional one year through June 30, 2021 in accordance with the rental structure as proposed in Amendment No. 4.



BOARD MEMO – REVENUE DEDICATION

To: IAA Board of Directors

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

Date: June 7, 2019

Board Date: June 21, 2019

Subject: Adoption of Resolution No. 04-2019

Background

The Authority staff is asking the Board to adopt Resolution No. 04-2019 (the “Resolution”), dedicating revenues collected from Passenger Facility Charges (“PFCs”) to pay debt service for the Authority’s outstanding revenue bonds for the period 2019 to 2022. In order to reflect the Authority’s PFCs revenues available to pay certain outstanding Authority debt when calculating future debt service coverage ratios, an official Board action to dedicate these PFCs Revenues to pay debt service on the Authority’s outstanding revenue bonds is necessary. The Resolution is being put forth as a dedication of revenues to pay debt service as modeled in the airline use agreement.

Recommendation

IAA staff recommends that the IAA Board consider for approval adoption of Resolution 04-2019 dedicating revenues collected from Passenger Facility Charges to pay debt service for the Authority’s outstanding revenue bonds for the period 2019 thru 2022.

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

General:

BP2019-06-04 **ACTION #1 - Consider for approval** the Agreement and Lease of Premises between the Indianapolis Airport Authority and Delta Air Lines, Inc.

ACTION #2 - Consider for approval the Agreement and Lease of Premises between the Indianapolis Airport Authority and Allegiant Travel Company/Allegiant Air, LLC.

ACTION #3 - Consider for approval the Agreement and Lease of Premises between the Indianapolis Airport Authority and Frontier Airlines, Inc.

Capital:

BP2019-06-05 **Consider, for approval** the bid award and contract for purchase to Best Equipment Co., Inc. for the purchase of a High Speed Runway Sweeper Truck (Project # I-19-072), in an amount not-to-exceed \$297,585.50. Best Equipment Co., Inc. was the lowest responsive and responsible bidder.

BP2019-06-06 **Consider, for approval** change Order No. 2 (F&B) with Advanced Restoration Contractors, Inc. for Garage Concrete Repairs Heliport in an amount not-to-exceed \$120,294.95 and an additional 63 working days to complete the project.

BP2019-06-07 **Consider, for approval** Professional Services Contract Amendment No. 2 to the contract with CE Solutions Inc. for the Parking Garage Improvements 2015-2016 at the Indianapolis International Airport in an amount not-to-exceed \$86,252.00.

BP2019-06-08 **Consider, for approval** a professional services contract with Brenner Design Inc. for Staff Augmentation and Project Management Services in Support of IAA's Capital Improvement Program and Other Projects and Initiatives in an amount not-to-exceed \$239,200.00. Supplier diversity participation is DBE 100% (Brenner Design Inc.) and WBE 100% (Brenner Design Inc.).

BP2019-06-09 **Consider, for approval** a Delegation of Authority to the IAA Executive Director to approve and execute a construction contract for Stormwater Pipe Replacement - High School Road to the lowest responsive and responsible bidder.



Board Memo – Airline Use Agreement

To: IAA Board of Directors

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

Date: May 29, 2019

Board Date: June 21, 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 purpose of this Board Memo is to bring forward three additional AUA Agreements executed by the signatory airlines. For the June 2019 Board Meeting, agreements from Delta Air Lines, Inc., Allegiant Travel Company/Allegiant Air, LLC. and Frontier Airlines, Inc. are being brought forward for document execution. American Airlines, Inc. has confirmed the intent to provide an executed lease to IAA by 6/28/2019.

Recommendation

ACTION #1 - Consider for approval the Agreement and Lease of Premises between the Indianapolis Airport Authority and Delta Air Lines, Inc.

ACTION #2 - Consider for approval the Agreement and Lease of Premises between the Indianapolis Airport Authority and Allegiant Travel Company/Allegiant Air, LLC.

ACTION #3 - Consider for approval the Agreement and Lease of Premises between the Indianapolis Airport Authority and Frontier Airlines, Inc.



BOARD MEMO – BID AWARD

To: IAA Board of Directors

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

Date: May 30, 2019

Board Date: June 21, 2019

Subject: Award of Bid to Best Equipment Co., Inc. for High Speed Runway Sweeper Truck Purchase, Project # I-19-072.

Background

This sweeper truck is a replacement of a twelve (12) year old (2007 model) high speed runway vacuum sweeper truck that has exceeded its useful life of 8-10 years. This equipment is used to remain in compliance with Federal Aviation Administration (FAA) Part 139 regulations for removal of glycol, sand, and foreign object debris (FOD).

The Invitation to Bid (IFB) was issued April 1, 2019, with bids received by Monday, May 6, 2019. Of the 254 vendors notified, 15 were potential bidders. IAA only received one (1) bid submittal.

Best Equipment Co., Inc. submitted a bid in a total amount of \$297,585.50. This was the only bid received and after the IAA’s evaluation team reviewed this submittal to ensure it met all the necessary specifications, it has been determined the lowest responsive and responsible bidder is Best Equipment Co, Inc., which is within our projected budget.

Scope

This purchase (Project # I-19-072) is for the replacement of a 2007 high speed runway sweeper truck.

Budget

The project was budgeted for \$440,000 total and is for a purchase of two pieces of sweeper equipment in 2019. The purchase and is being 100% airport cash funded.

Schedule

Upon notice to proceed, the delivery time of the completed vehicle is expected within 240 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 opportunity for supplier diversity participation on this contract.

Recommendation

The IAA staff recommends that the IAA Board consider for approval the bid award and contract for purchase to Best Equipment Co., Inc. for the purchase of a High Speed Runway Sweeper Truck (Project # I-19-072), in an amount not-to-exceed \$297,585.50. Best Equipment Co., 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: June 11, 2019

Board Date: June 21, 2019

Subject: Approval of Change Order No. 2 (Final & Balancing) with Advanced Restoration Contractors, Inc. for Garage Concrete Repairs Heliport (Project No. H-18-080)

Background

The Downtown Indianapolis Heliport Garage had deteriorating concrete at Parking Space No. 11 in the parking garage and at the tie beams on the north wall of the building exterior. On July 7, 2017, a contract was awarded to Advanced Restoration Contractors, Inc. (Advanced) in the amount of \$49,350.00 to repair the damaged concrete.

During the demolition, it was discovered additional corrective work is required:

- A larger section than planned of the 12-inch cantilevered slab above the parking space was removed, and additional shoring was required to keep the remaining concrete from breaking away from the building, as well as to stabilize the structure during concrete replacement
- One of the four tie beams exposed to the elements on the north side of the building was not properly anchored to the column on the west end of the beam and during the work it required shoring to maintain stability, with additional work being required to connect the tie beam permanently to the column and to replace the removed concrete

The Engineer, Wiss, Janney, Elstner Associates, Inc. (WJE), prepared a design for the additional repair work and the contractor proposed a cost for the repairs. On October 25, 2017, Change Order No. 1 in the amount of \$11,585.18 was approved by the IAA Executive Director. A Potential Change Order (PCO) in the amount of \$60,000.00 was approved on February 2, 2018 by the Senior Director of Planning and Development for Advanced to proceed with the work via “Force Account.” An additional PCO for Force Account work in the estimated amount of \$45,000.00 was approved on June 12, 2018, by the Senior Director of Planning and Development.

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 have been anticipated by the designer and therefore are not charged against the designer.

This change order addresses unforeseen circumstances that include:

- Removing concrete and backfill material
- Building and shoring form work and installing steel to pour a horizontal surface to replace the ceiling removed above the parking space
- Connecting steel embedded in the horizontal surface to steel for the new vertical wall to the roof of the garage, above
- Installing short sections of formwork as the steel installation progressed
- Pouring a solid concrete wall, curing the concrete and stripping the forms from the outside
- Mixing and pouring expanding foam concrete into an injection port left open at the top of one end of the wall.

Budget

This Change Order No. 2 – Final & Balancing (F&B) is \$120,294.95. The additional project cost will be accommodated through savings on other 2019 Capital Projects.

<u>This Change Order No. 2 (Final & Balancing)</u>		
Material	\$	9,083.41
Labor		55,707.95
Other Director Costs		2,604.59
Equipment		40,214.23
Subcontract		4,600.00
Mark up (15%)		16,831.53
Net Total		129,041.71
Less Base Contract Balance		(8,746.76)
Total	\$	120,294.95

This project will be 100% Airport cash funded.

Revised Construction Amount

Original Construction Contract Amount		\$	49,350.00
Previous Change Orders	23.48%		11,585.18
Current Change Order No. 2 (F&B)	243.76%		120,294.95
New Construction Contract Total		\$	181,230.13

Project Costs

Design (including survey and geotechnical)		\$	48,700.00
Construction Contract Amount			49,350.00
Previous Change Orders			11,585.18
Current Change Order No. 2 (F&B) (243.76%)			120,294.95
Revised Total Anticipated Project Cost		\$	229,930.13

Schedule

The contract term will be extended by Change Order No. 2 (F&B) 63 working days required for the contractor to complete the project.

Supplier Diversity Participation

There was no supplier diversity participation on this project.

Recommendation

The IAA staff recommends the IAA Board consider for approval change Order No. 2 (F&B) with Advanced Restoration Contractors, Inc. for Garage Concrete Repairs Heliport in an amount not-to-exceed \$120,294.95 and an additional 63 working days to complete the project.



BOARD MEMO – AMENDMENT

To: IAA Board of Directors

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

Date: June 11, 2019

Board Date: June 21, 2019

Subject: Approval of Amendment No. 2 with CE Solutions, Inc. for the Parking Garage Improvements 2015-2016 at Indianapolis International Airport (Project No. I-15-009)

Background

The Indianapolis Airport Authority's (IAA's) parking garage at the Indianapolis International Airport (IND) is one of the largest open garages in the State of Indiana. Continued capital improvement and rehabilitation of this asset is required to ensure the maximum useful life is received.

On June 16, 2017, the IAA Board approved the professional services contract with CE Solutions, Inc. for the design, bidding assistance, construction administration, project close-out and the 10-month warranty walk-through. In order to prioritize certain work elements, the IAA Staff divided the project into two separate procurement packages (Bid Packages Nos. 1 and 2).

On August 18, 2018, the IAA Board approved the professional services Amendment No. 1 with CE Solutions, Inc. for additional design and construction administration services resulting from unforeseen conditions uncovered during the reconstruction of the people moving equipment. This work required additional site visits, field reports and product submittal reviews.

Scope

Amendment No. 2 includes additional design and construction administration services resulting from:

- Installation and workmanship issues with the people moving equipment in the parking garage that requires additional meetings, correspondence, site visits, written reports, review and response to contractor documentation
- Observation and monitoring of people moving equipment in the parking garage through the warranty period which requires monthly reviews of maintenance/service call logs (March 2019 – December 2019); two on-site observations of equipment (July 2019 and November 2019); and the training of IAA Operations in review of maintenance/service call logs and equipment inspections

- Owner requested consultation and assistance in writing and procuring/negotiating a long term Elevator Maintenance Contract following the warranty period
- Owner requested support for IAA personnel in review, response and/or communication regarding consistent, reliable operation of the people moving equipment

Budget

The CE Solutions, Inc. Professional Services Contract Amendment No. 2 is \$86,252.00 which is within the approved 2019 Capital Budget for the Parking Garage Improvements 2015-2016.

This project will be 100% airport cash funded.

Schedule

The contract term will be extended by Amendment No. 2 to December 31, 2020.

Supplier Diversity Participation

There is no supplier diversity participation in this amendment.

Recommendation

The IAA staff recommends the IAA Board consider for approval Professional Services Contract Amendment No. 2 to the contract with CE Solutions Inc. for the Parking Garage Improvements 2015-2016 at the Indianapolis International Airport in an amount not-to-exceed \$86,252.00.



BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: June 11, 2019

Board Date: June 21, 2019

Subject: Approval of Professional Services Contract with Brenner Design Inc. for Staff Augmentation and Project Management Services in Support of Indianapolis Airport Authority's Capital Improvement Program and Other Projects and Initiatives

Background

On October 13, 2017, the Indianapolis Airport Authority (IAA) issued a Request for Qualifications (RFQ) for 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, with Brenner Design, Inc. being selected by the committee based on its demonstrated expertise and available staff which fit IAA's needs to augment internal project management staff due to increased work load.

Scope

Brenner Design Inc. will provide Staff Augmentation and Project Management Services in support of the IAA's Capital Program in 2019.

Budget

The Brenner Design Inc.'s contract is an hourly rate, with a not-to-exceed total of \$239,200.00. The funding will be financed through the Operating Budget and projects approved in the 2019 Capital Budget.

Schedule

The term of this contract is expected to begin on the Date of Execution and conclude July 31, 2020.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Brenner Design Inc.	\$ 239,200.00	\$ -	\$ 239,200.00	\$ -	100.00%	0.00%	100.00%	0.00%
Totals	\$ 239,200.00	\$ -	\$ 239,200.00	\$ -	100.00%	0.00%	100.00%	0.00%

Recommendation

The IAA staff recommends the IAA Board consider for approval a professional services contract with Brenner Design Inc. for Staff Augmentation and Project Management Services in Support of IAA’s Capital Improvement Program and Other Projects and Initiatives in an amount not-to-exceed \$239,200.00. Supplier diversity participation is DBE 100% (Brenner Design Inc.) and WBE 100% (Brenner Design Inc.).



Indianapolis Airport Authority

BOARD MEMO – DELEGATION OF AUTHORITY

To: IAA Board of Directors

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

Date: June 11, 2019

Board Date: June 21, 2019

Subject: Delegation of Authority for Award of Construction Contract for Stormwater Pipe Replacement - High School Road at Indianapolis International Airport (Project No. I-19-097)

Background

The stormwater pipes at the old airport site were installed in the 1980s. As part of the redevelopment of the old airport site on High School Road, these stormwater pipes remain in IAA control, supporting current and future IAA and development needs. An assessment has revealed that certain parts of the stormwater system serving, located through, and near the Infosys site are in need of replacement to ensure proper service life for current and future needs.

The IAA Executive Director approved plans and specifications, as prepared by Wessler Engineering, Inc., and authorized the public bidding process for Stormwater Pipe Replacement – High School Road at Indianapolis International Airport.

Scope

The scope includes replacing stormwater conveyances to Drexel Run and Mars Ditch at the old airport site.

Budget

Total construction package is estimated between \$1,000,000.00 and \$5,000,000.00. The range is established per Federal Acquisition Regulation Subpart 36.2, which will be included in the 2019 Reforecast Capital Budget for Stormwater Pipe Replacement – High School Road Project.

In order to maintain the current schedule and implement this project in advance of the Infosys site work, a Delegation of Authority to the IAA Executive Director to approve and execute a construction contract to the lowest responsive and responsible bidder is requested.

This project will be 100% Airport cash funded.

Schedule

Contract award is anticipated July 2019 and the substantial completion is expected to occur December 2019.

Supplier Diversity Participation

Given the nature of the work, the bidder is anticipated to self-perform the work. Based on limited opportunity, supplier diversity will be significantly influenced by the prime contractor diversity status.

Recommendation

The IAA staff recommends the IAA Board consider for approval a Delegation of Authority to the IAA Executive Director to approve and execute a construction contract for Stormwater Pipe Replacement - High School Road to the lowest responsive and responsible bidder.