



A DECADE+ OF EXCELLENCE

INDIANAPOLIS INTERNATIONAL AIRPORT

IAA Board of Directors Meeting Agenda

June 21, 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 May 17, 2024.**
- III. **Ordinances, Resolutions, and Public Hearings**
 - a) **Introduction of General Ordinance 03-2024**, for the 2025 Budget, concerning Indianapolis Airport Authority’s budget process, as described in **Board Memo BP2024-06-01**.
- IV. **Board Reports**

Board President’s Report
- V. **Official Actions**

Consider for approval, the individual items on the **IAA General Agenda dated June 21, 2024**.
- VI. **Staff Reports**
 - a) Executive Director’s Report (Submitted in writing)
 1. M.G. Raby Distinguished Service Award for Community Leader – Maria Wiley
 2. ACI-NA Leon C. Watkins Guardian Award for Excellence in Business Diversity – Holli Harrington
 3. Modern Apprenticeship (MAP) Performance Improvement Award – Vicki Wimbs
 4. 2024 Summer Intern Class
 5. IAA Public Safety Awards
 6. Andretti – Land Option Exercise
 7. IAA Public Safety Awards
 8. Harmony Tea Shoppe
 9. U.S. Olympic Team Trials - Swimming
 10. Shostakovich Public Performance at IND
- VII. **Other Reports and Updates**
 - a) **Board Communications: *Next Meeting: Friday, July 19, 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 May 17, 2024, in the Airport's Board Conference Room at Indianapolis International Airport. The following Board Members attended in person:

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

Barbara Glass, President
Steve Dillinger, Vice President (attending remotely)
Mamon Powers, Secretary
Kurt Schleiter, Member
Jeffrey Gaither, Member
Duane Gibbs, Member
W. Tobin McClamroch, Member
Eric Dozier, Member
Ryan Goodwin, Member
Brett Voorhies, Member
Tamika Catchings, Member (attending remotely)
Brian Tuohy, I.A.A. Board Counsel

I.A.A. Executive Staff attending:

Mario Rodriguez, Executive Director
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

President Glass asked for a motion for approval. A motion for approval was made by Mr. Gaither and seconded by Mr. McClamroch. There being no discussion, President Glass asked for a roll call vote, and with one abstention by Mr. Dillinger, and all members stating, "Aye," the Meeting Minutes of the IAA Board Meeting on April 19, 2024, were approved.

REQUEST BY UNION TO MAKE A PRESENTATION TO THE BOARD

Board Counsel Brian Tuohy introduced union representatives David Vlink and Dustin Roach of the Teamsters Union, and Lloyd Osborn of the Operating Engineers Union to present their request to the Board to consider updating General Ordinance No. 2-2019, which gave public safety employees the right to obtain union representation. They urged the Board to consider allowing all IAA employees to seek union representation should they desire. President Glass stated that the Board will take the matter under advisement.

ORDINANCES, RESOLUTIONS, AND PUBLIC HEARINGS

President Glass called upon Jonathan Weinzapfel, General Counsel, to present for public hearing, General Ordinance 02-2024, concerning updating the permitting of constitutionally protected Expressive Speech Activities at IAA's airports, as more particularly described in **BP2024-05-01**. President Glass opened the public hearing. There being no public comments, President Glass closed the public hearing. President Glass then called for a motion for approval of **BP2024-05-01**. A motion for approval was made by Mr. McClamroch and seconded by Mr. Powers. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," **BP2024-05-01** was unanimously approved.

BOARD REPORTS

Board President's Report

- a) President Glass shared that Tamika Catchings was named Grand Marshal for the 500 Festival Parade.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED May 17, 2024:

President Glass called upon Robert Thomson, Sr. Director of Finance, to present for consideration and approval, **BP2024-05-02**, the Independent Auditor's Report and Financial Statements, as well as the FORVIS, LLP Report to the Board of Directors, Finance and Audit Committee, and Management as presented for the year ended December 31, 2023, as reviewed and recommended by the Finance and Audit Committee. President Glass asked for a motion for approval of **BP2024-05-02**. A motion for approval was made by Mr. McClamroch and seconded by Mr. Gaither. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to **BP2024-05-02**.

President Glass then called upon Reid Goldsmith, Sr. Director of Information Technology, to present for consideration and approval, **BP2024-05-03**, an award of contract with Gibson Teledata, Inc. for a Mitel phone system and implementation at the total cost of \$491,744.61. President Glass asked for a motion for approval of **BP2024-05-03**. A motion for approval was made by Mr. Gaither and seconded by Mr. Goodwin. There being no discussion, President Glass

asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-05-03](#).

President Glass called upon Keith Berlen, Sr. Director of Operations & Public Safety to present for consideration and approval, [BP2024-05-04](#), the purchase of three (3) new tandem axle plow trucks with radial dump spreaders (RDSs) from Rush Truck Centers of Indiana, Inc., under Project I-24-093, Snow Equipment Replacement Program, Project C-24-041, Replace Snow Truck (Indy Regional), Project M-24-029, Replace Snow Truck (Metro), in an amount not-to-exceed \$1,049,964.00. President Glass asked for a motion for approval of [BP2024-05-04](#). A motion for approval was made by Mr. Voorhies and seconded by Mr. Schlater. After There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-05-04](#).

President Glass then called upon Jarod Klaas, Sr. Director of Planning and Development, to present for consideration and approval, [BP2024-05-05](#), a professional services contract with Woolpert, Inc. for Inspection and Testing Services for Buildings 611 thru 615 (QTA Facilities) - HVAC, Parking Lots, and Water System project at the Indianapolis International Airport in an amount not-to-exceed \$239,022.50 (fees and expenses). Supplier diversity participation is MBE 29.67% (B.E. Reed, Inc. and CTL Engineering, Inc.) President Glass asked for a motion for approval for [BP2024-05-05](#). A motion for approval was made by Mr. Goodwin and seconded by Mr. Powers. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2024-05-05](#).

STAFF REPORTS

Executive Director's Report – Mario Rodriguez, E.D., announced that he had submitted a written report.

a) Executive Director's Report (Submitted in writing)

- i. 2024 Best Place to Work in Indiana (video included)
- ii. Q1 Passenger Traffic
- iii. IMS Month of May Celebration
- iv. Mayor's Celebration of Diversity Award
- v. Conexus Indiana Rising 30 – Nick Summers
- vi. Visit Indy ROSE Award Winner - Terry Hill
- vii. Juris George Mikelsons

Other Reports/Updates

- a) Board Communications: Next Meeting: Friday, June 21 at 8:00 am.

ADJOURNMENT

Meeting adjourned at 8:22 am.

The May 17, 2024, Indianapolis Airport Board of Directors meeting is available to stream via the link:

Meeting Recording:

https://zoom.us/rec/share/1PNnaORmNo1twXO1pSwKV_m6gMsvSwJ_aownXDFSUQH2WvpFeDYALks2C6tnXoc.CKOt4NcWso5hsKos

Passcode: Np7Z^bbv

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____

Barbara Glass, President

DATED: June 21, 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: June 6, 2024

Board Date: June 21, 2024

Subject: 2025 Budget Ordinance No. 03-2024

Attached is the draft template of the 2025 Budget Ordinance No. 03-2024. Currently, IAA staff is working through the final details of the 2025 Budget. This Budget Ordinance, when adopted, will set the maximum appropriation (expenditure) levels for 2025.

The budget process requires an introduction, an initial hearing and presentation, and the final hearing and adoption of the Budget by August 31, 2024. On June 21, 2024, the Board meeting will be the verbal introduction of the Ordinance. The Ordinance is introduced, and no details are discussed or presented.

The 2025 Airport System Fund Budget (which includes the Operating Budget) and Capital Improvement Budget assumptions will be reviewed in detail with the Finance and Audit Committee on July 1, 2024. This budget review meeting occurs in advance of the Initial Public Hearing on the Budget, scheduled for the July 19, 2024, Board meeting. The Final Hearing on 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 Municipal Corporations Committee of the Council (Committee) will hold a hearing in September 2024 to review the 2025 Budget, and the Council will approve the budget in October 2024.



**IAA Board Meeting
General Agenda
June 21, 2024**

General:

BP2024-06-02 **Consider for approval** 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.

Capital:

BP2024-06-03 **Consider for approval** 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.).

BP2024-06-04 **Consider for approval** 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).

BP2024-06-05 **Consider for approval** 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 11.03% (Laura Kopetsky Tri-Ax, Zurbuch Development & Airfield Safety, LLC).



- BP2024-06-06** **Consider for approval** a professional services contract with R-W Purchasing Partners, Inc, for Purchasing Agent Services, for the Terminal Connected Airport Hotel at the Indianapolis International Airport in an amount not to exceed \$21,000.00.
- BP2024-06-07** **Consider for approval** a professional services contract with Allbridge, LLC, for IT Integrator Services, for the Terminal Connected Airport Hotel at the Indianapolis International Airport in an amount not to exceed \$110,500.00.
- BP2024-06-08** **Consider for approval** a professional services contract with CHMWarnick, for Asset Management Services, for the Terminal Connected Airport Hotel at the Indianapolis International Airport in an amount not to exceed \$62,000.00.



BOARD MEMO- LAND LEASE AGREEMENT

To: IAA Board of Directors

From: Marsha Wurster, Sr. Director of Commercial Enterprise

Date: June 5, 2024

Board Date: June 21, 2024

Subject: Land Lease Agreement with Indiana University Health, Inc., d/b/a Lifeline Critical Care Transport

Background

Indiana University Health, Inc., d/b/a Lifeline Critical Care Transport (“IU Health”), has been a long-term business partner of the Indianapolis Airport Authority (IAA) for many years. IU Health has been located at the Indianapolis Downtown Heliport during this duration. Staff has been working with IU Health on the aspect of a new site for their critical care operation with the conclusion from IU Health, pending approval by the IAA Board of Directors, they will develop the new facilities at Indianapolis Regional Airport (“MQJ”) on a long-term land lease (the “Agreement”). The location of this site is shown as an attachment to this Board Memo.

IU Health will use the leased premises for the operation of its critical care transport operation, including but not limited to maintenance, operation, and storage of aircraft and ground vehicles, including ambulances, as well as administrative, logistical, and other incidental purposes related to their operation.

Scope

The Leased Premises consist of approximately 11.4 acres, as shown below.

The primary term of the Agreement is for a period of thirty years (30) years commencing upon the date that AUTHORITY has delivered exclusive possession of the Leased Premises to LESSEE (the “Commencement Date”) and terminating on the thirtieth (30th) anniversary date.

In addition, IU Health will have four (4) Renewal Term periods of five (5) years each under this Agreement.

Payment of land rental will commence the earlier of (i) the date LESSEE commences critical care transport operations at the Leased Premises, (ii) sixty (60) days after substantial completion of LESSEE’s improvements, or (iii) October 1, 2025, whichever comes first.

Schedule

June 21, 2024: Recommendation of IAA Board approval of the Land Lease Agreement with Indiana University Health, Inc.

Revenue and/or Operating Cost Implications Revenue

Revenue:

During the primary term of thirty (30) years, IU Health will pay the following annual rental rates for the approximate 496,584 square feet of land at MQJ:

Upon the Rent Commencement Date until the fifth (5th) anniversary of the Commencement Date:
496,584.00 square feet X \$0.25 p.s.f. = \$124,146.00 annual rental
Payable monthly at: \$10,345.50

Commencing on the sixth (6th) anniversary of the Term and every five (5) years thereafter, the annual rental will increase on such date every five (5) years thereafter through the remainder of the Primary Term and any Renewal Term with the utilization of a Consumer Price Index (“CPI”) calculation.

- In no instance will the rental rate adjustment ever be a negative number should the index calculation be a negative calculation.
- The CPI calculation every five years will have a maximum rental increase of thirteen percent (13%).

Capital and Operating Costs:

IU Health will be responsible for all costs associated with the construction of the site and connections to all utilities. Notwithstanding the foregoing, it is customary for the “owner”, meaning the IAA, to bring utilities to a development site. In this case, all utilities are adjacent except the sanitary sewer. Staff have negotiated with IU Health for this sewer line extension to be a part of IU Health’s overall development, and in exchange for this work, the IAA will issue rental credits to offset this expense, which is normally that of the landowner. The cost of this sewer extension is estimated to be \$125K.

Following the completion of the site, IU Health will be solely responsible for all ongoing utilities, maintenance, and operating costs during the Term.

Supplier Diversity Participation

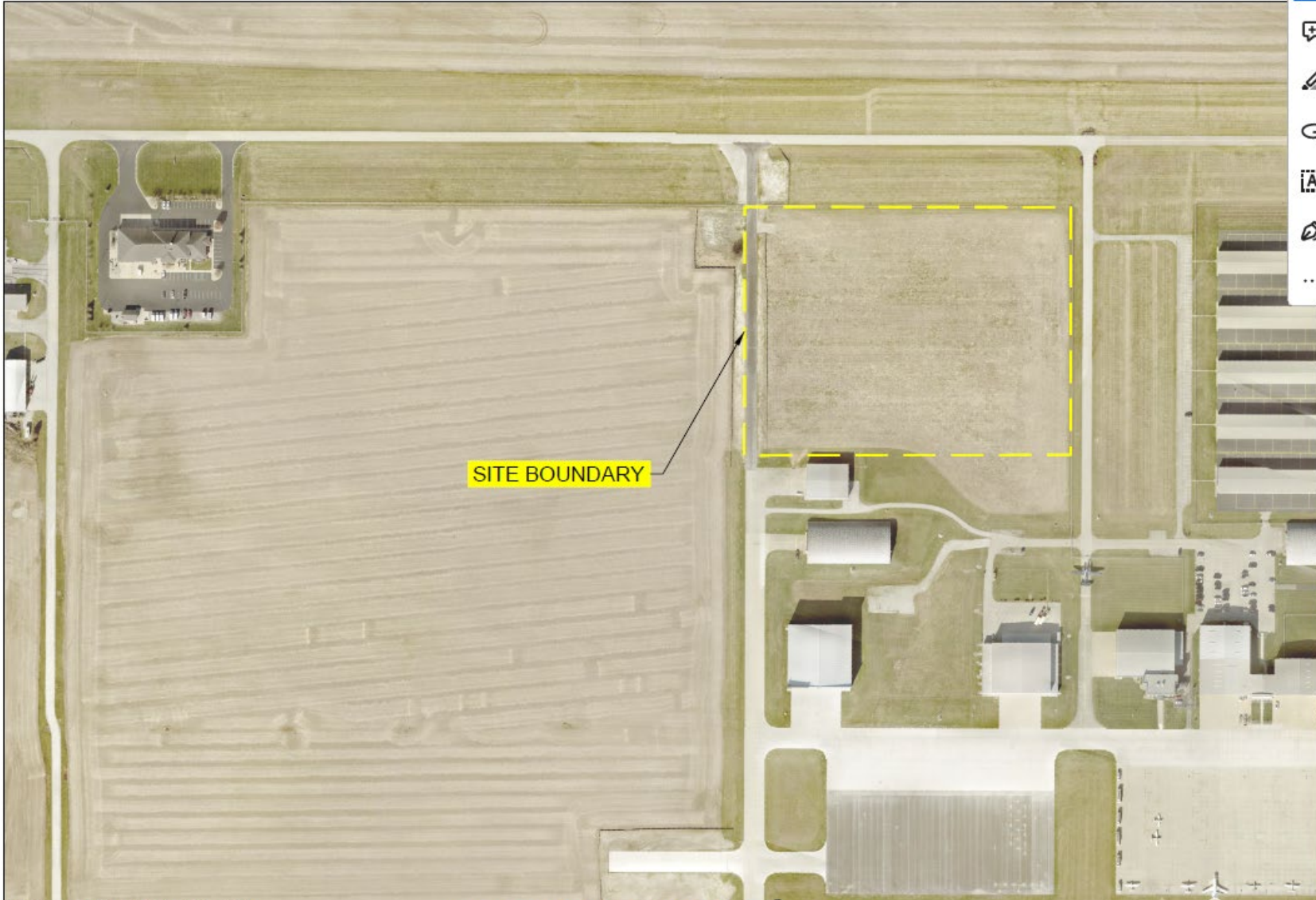
N/A

Decision Making Process / Alternatives

- To enter into the Agreement with IU Health.
- To not enter into the Land Lease Agreement with IU Health; however, IAA does not currently have an alternative tenant to lease this land at MQJ in place of IU Health.
 - By not entering into this Agreement and with respect to the closure of the Downtown Heliport, IU Health will still be required to relocate to another airport/site, whether owned by the IAA or not.

Recommendation

The IAA Staff recommends that the IAA Board of Directors consider for approval 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.



SITE BOUNDARY

File:R:\A_P_Projects\00-Properties\Justin\MQJ IU Health Lifeline
Site Boundary 20240606.dwg IU Site
Print Date: 2024/06/06



INDIANAPOLIS REGIONAL AIRPORT
IU HEALTH LIFELINE SITE BOUNDARY
JUNE 6, 2024



NO SCALE



BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: June 10, 2024

Board Date: June 21, 2024

Subject: Award Construction Contract to Custom Mechanical Systems, Corporation for CEP – Chiller Upgrades, Phase II, Installation at Indianapolis International Airport (Project No. I-22-049B)

Background

The Central Energy Plant, located at 2640 Hoffman Road, was commissioned in 1990 as part of the Indianapolis Maintenance Center (IMC). Envisioned to provide heated and chilled water for a larger version of the IMC, the CEP was constructed with four chillers, resulting in excess capacity; therefore, during the development of the new mid-field terminal at the Indianapolis International Airport (IND) it was decided to use the excess capacity to serve the new terminal building.

As part of an on-going project to ensure the serviceability of the CEP, the Indianapolis Airport Authority (IAA) has been replacing chillers in the CEP incrementally. However, the recent premature failure of Chiller No. 2 has required an expedited replacement to ensure sufficient redundancy within the CEP.

On September 14, 2023, the Senior Director of Planning and Development approved a task order with DLZ Indiana, LLC through their 2023 On-Call Contract for the design of the CEP – Chiller Upgrades Phase II (Replace Chiller No. 2).

On March 15, 2024, the IAA Executive Director approved plans and specifications prepared by DLZ Indiana and authorized the public bidding process for CEP – Chiller Upgrades, Phase II, Installation at Indianapolis International Airport.

On April 29, 2024, the IAA staff received 2 bids. The project contained a base bid only. The bids ranged from \$369,658.00 to \$425,900.00. Custom Mechanical Systems Corporation was the lowest responsive and responsible bidder in the amount of \$369,658.00.

In addition to the contract amount, IAA staff is requesting a construction reserve of 10% of the total contract amount for this project. A construction reserve has been previously approved by the IAA Board of Directors 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 a construction reserve. Change orders exceeding the construction reserve will be submitted to the IAA Board of Directors for approval.

Scope

Installation of a new Chiller No. 2.

Budget

The Custom Mechanical Systems Corporation contract is \$369,658.00, which is within the approved 2024 Capital Budget for CEP – Chiller Upgrades, Phase II, Installation.

Phase II - Purchase & Install Chiller 2		
Design, Bidding, and Const. Admin. Phase 2		\$24,869.00
Purchase Chiller No. 2		\$1,348,112.00
Install Chiller 2 (including 10% reserve)		\$406,623.80
Shrewsberry & Associates		\$32,775.00
Advertisements for Bid		\$386.00
Phase II Cost		\$1,812,765.80
Total Project Cost		\$3,146,130.80

This project will be 100% Airport cash funded.

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

Schedule

Contract award is anticipated June 21, 2024 and substantial completion is expected to occur by March 2025.

Supplier Diversity Participation

The following is the supplier diversity participation:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Custom Mechanical Systems	\$ 229,187.96	\$ -	\$ -	62.00%	-	-
Totals	\$ 229,187.96	\$ -	\$ -	62.00%	-	-

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval 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.).



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: June 10, 2024

Board Date: June 21, 2024

Subject: Award Construction Contract to The NEW Group, Inc. for Parking Garage Maintenance and Improvements - 2022 at Indianapolis International Airport (Project No. I-23-065)

Background

The Indianapolis International Airport Parking Garage was constructed in 2007. Since then, the IAA Planning & Development has conducted multiple evaluations and improvements to maintain the structure and operational needs. This project will provide continued maintenance for a high valued asset to ensure it will achieve maximum asset life.

On June 22, 2022, the IAA Senior Director of Planning & Development approved a task order with CE Solutions through their 2022 On-Call Professional Services Contract for the design development and production of bidding documents for Parking Garage Maintenance and Improvements - 2022 at Indianapolis International Airport.

On March 3, 2023, the Indianapolis Airport Authority (IAA) Executive Director approved plans and specifications prepared by CE Solutions and authorized the public bidding process for Parking Garage Maintenance and Improvements - 2022 at Indianapolis International Airport.

This project was previously bid on March 21, 2024. The bids were non-responsive for failing to meet the good faith effort requirements and due to the disparity of bid amounts.

On May 8, 2024, the IAA staff received 4 bids. The project contained a base bid. The bids ranged from \$1,285,000.00 to \$1,703,880.00. The NEW Group, Inc. was the lowest responsive and responsible bidder in the amount of \$1,285,000.00.

In addition to the contract amount, IAA staff is requesting a construction reserve of 10% of the total contract amount for this project. A construction reserve has been previously approved by the IAA Board of Directors on other projects and successfully implemented to ensure timely approval of minor changes necessary due to unforeseen conditions and circumstances. Change

orders exceeding the construction reserve will be submitted to the IAA Board of Directors for approval.

Scope

Expansion joint replacement (level five only), patching along expansion joints, crack repair and waterproofing, partial depth patching at spalling concrete in all garage levels, cleaning, and coating concrete surface, and repairing or replacing the handrails.

Budget

The NEW Group, Inc. contract is \$1,285,000.00, which exceeds the approved 2024 Capital Budget for Parking Garage Maintenance and Improvements - 2022 at Indianapolis International Airport. Funding for this project will be accommodated through savings in other approved projects included in the 2024 Capital Budget.

Parking Garage Maintenance and Improvements - 2022

Contract Amount (including 10% reserve)	\$	1,413,500.00
Design (including survey and geotechnical) - estimate		259,038.00
Resident Engineer and project Management		50,230.00
Advertisements for Bid		524.00
Total Anticipated Project Cost	\$	1,723,292.00

This project will be 100% Airport cash funded.

This project is being undertaken to preserve an asset. Without these improvements, the structure will continue to deteriorate in excess of normal maintenance and its remaining useful life will be reduced. As a result of the necessity to maintain the asset in working order, this project is exempt under the IAA’s hurdle rate policy and has not been subjected to an internal rate of return calculation.

Supplier Diversity Participation

The following is the supplier diversity participation:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
RJM Logistics	\$ -	\$ -	\$ 210,000.00	0.00%	0.00%	16.34%
Totals	\$ -	\$ -	\$ 210,000.00	0.00%	0.00%	16.34%

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval an award of contract for Parking Garage Maintenance and Improvements - 2022 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).



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: June 10, 2024

Board Date: June 21, 2024

Subject: Award Construction Contract to Evans Development Company, Inc. for Relievers Oil Management Facilities (Project No. I-23-072)

Background

The Indianapolis Airport Authority (IAA) is required to ensure environmental compliance for all the airport facilities including the four reliever airports: Indianapolis Regional Airport, Metropolitan Airport, Eagle Creek Airpark, and Hendricks County Airport. Compliance includes managing used oil to ensure it is stored and disposed of per environmental regulations. This project will replace existing oil containment facilities that have met their useful life with new oil containment pads, structures, and containers.

On May 15, 2023, the Senior Director of Planning and Development approved a task order with Shrewsberry & Associates, LLC through their 2022 On-Call Professional Services Contract for the design and development of plans and Specifications for bidding Relievers Oil Management Facilities for the IAA's four reliever airports.

On November 21, 2023, the IAA Executive Director approved plans and specifications prepared by Shrewsberry & Associates, LLC and authorized the public bidding process for Relievers Oil Management Facilities at IAA's four reliever airports.

On December 12, 2023, the IAA staff received 2 bids. The bids for base bid ranged from \$560,218.00 to \$706,608.00. Both bids exceeded the engineers estimate; therefore, the IAA staff rejected and rebid the project.

On April 2, 2024, the Senior Director of Planning and Development approved a task order with Shrewsberry & Associates, LLC through their 2024 On-Call Professional Services Contract for the design and development of plans and Specifications for re-bidding Relievers Oil Management Facilities for the IAA’s four reliever airports.

On April 4, 2024, the IAA Executive Director approved plans and specifications prepared by Shrewsberry & Associates, LLC and authorized the public re-bidding process for Relievers Oil Management Facilities at IAA’s four reliever airports.

On May 13, 2024, the IAA staff received 2 bids. The project contained a base bid only. The bids for base bid ranged from \$574,813.36 to \$580,580.00. Evans Development Company, Inc. was the lowest responsive and responsible bidder in the amount of \$574,813.36 for the base bid.

In addition to the contract amount, IAA staff is requesting a construction reserve of 10% of the total contract amount for this project. A construction reserve has been previously approved by the IAA Board of Directors 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 a construction reserve. Change orders exceeding the construction reserve will be submitted to the IAA Board of Directors for approval.

Scope

New oil containment pads, structures, and containers at the IAA’s four reliever airports.

Budget

The Evans Development Company, Inc. contract is \$574,813.36, which is within the approved 2024 Capital Budget for Relievers Oil Management Facilities.

Relievers Oil Management Facilities

Contract Amount (including 10% reserve)	\$	632,294.70
Design (including Construction Administration)		76,508.24
Advertisements for Bid		339.00
Inspection (Estimate)		60,000.00
Unallocated		50,858.06
Total Anticipated Project Cost	\$	820,000.00

This project will be 100% Airport cash funded.

Supplier Diversity Participation

The following is the supplier diversity participation:

COMPANY NAME	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Price Construction Group, LLC	\$ 45,898.00	\$ -	\$ -	7.98%	0.00%	0.00%
Laura Kopetsky Tri-Ax	-	21,000.00	-	0.00%	3.65%	0.00%
Zurbuch Development	-	13,335.00	-	0.00%	2.32%	0.00%
Airfield Safety, LLC	-	29,040.00	-	0.00%	5.05%	0.00%
	\$ 45,898.00	\$ 63,375.00	\$ -	7.98%	11.03%	0.00%

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval 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 11.03% (Laura Kopetsky Tri-Ax, Zurbuch Development & Airfield Safety, LLC).



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

From: Jonathan Weinzapfel, General Counsel

Date: June 7, 2024

Board Date: June 21, 2024

Subject: Approve a Professional Services contract with R-W Purchasing Partners, Inc. to provide Purchasing Agent services for the Terminal Connected Airport Hotel at the Indianapolis International Airport (Project No. I-21-060)

Background

A Terminal Connected Airport Hotel project at Indianapolis International Airport has been contemplated since the original planning of the new midfield Terminal complex in the early 2000s. The Indianapolis Airport Authority (IAA) is reconsidering the development of the Hotel, which is to be located on the west side of the existing Terminal Parking Garage.

On May 19, 2023, the IAA Board approved a contract with the Architect, CSO, Inc. (CSO), to develop schematics for the Hotel and directed IAA staff to hire a hotel Operator and Construction Manager as Contractor (CMc) to develop the programming and a Guaranteed Maximum Price (GMP) for construction of a 250-room project. Subsequently, the IAA Board approved contracts with Shiel Sexton Company, Inc. (Shiel) to serve as the CMc, Wischermann Partners, Inc. (Wischermann) to serve as the hotel Operator, and The Louderback Group, LLC (TLG) to serve as the hotel consultant. Furthermore, the IAA Board approved a franchise agreement to brand the Hotel as a Marriott Westin Hotel.

On March 15, 2024, the IAA Board approved contract amendments with CSO, Shiel, Wischermann and TLG to facilitate the additional work needed and extension of time to fully develop the design of the hotel and bid a majority of the work to provide certainty to the GMP.

Additionally, to assist in finalizing the hotel’s design and provide budget certainty on items not directly purchased nor installed by the CMc, the IAA issued a Request for Proposals (RFP) on April 15, 2024, to select a Purchasing Agent for the project with responses due May 9, 2024. Five (5) proposals were received. The IAA’s selection committee, comprised of four (4) IAA staff members, independently reviewed the proposals, and subsequently interviewed two (2) respondents on May 30, 2024. As a result of the interviews, the committee unanimously selected R-W Purchasing Partners, Inc. as the best qualified to provide Purchasing Agent services for the proposed hotel.

Scope

R-W Purchasing Partners, Inc.' scope will be limited to providing professional services as outlined in Exhibit A of the Professional Services contract during the development of the GMP. These services include budgeting, scheduling, quotation and value engineering services in close coordination with CSO, Shiel, Wischermann, TLG and IAA during design and bidding development.

Budget

R-W Purchasing Partners, Inc. contract is \$21,000.00, which exceeds the approved 2024 Capital Budget for Terminal Connected Airport Hotel. Funding for this project will be accommodated through savings in other approved projects included in the 2024 Capital Budget.

This project is being undertaken as part of a broader program to improve guests' services at the airport thus enhancing the IAA customer experience; therefore, this project is exempt under the IAA's hurdle rate policy.

Schedule

Upon approval of this agreement, R-W Purchasing Partners, Inc. will immediately engage with the design, Operator and CMc teams to develop design and bidding documentation.

Supplier Diversity Participation

Given the nature of the specialized professional services provided in this contract, the Purchasing Agent will self-perform these services. The Purchasing Agent is a national diverse supplier but is not registered with the City of Indianapolis or State of Indiana. R-W Purchasing Partners, Inc. commit to seeking such registration upon approval of the contract.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval a professional services contract with R-W Purchasing Partners, Inc. for the Terminal Connected Airport Hotel at the Indianapolis International Airport in an amount not to exceed \$21,000.00.



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

From: Jonathan Weinzapfel, General Counsel

Date: June 7, 2024

Board Date: June 21, 2024

Subject: Approve a Professional Services contract with Allbridge, LLC to provide IT Integrator services for the Terminal Connected Airport Hotel at the Indianapolis International Airport (Project No. I-21-060)

Background

A Terminal Connected Airport Hotel project at Indianapolis International Airport has been contemplated since the original planning of the new midfield Terminal complex in the early 2000s. The Indianapolis Airport Authority (IAA) is reconsidering the development of the Hotel, which is to be located on the west side of the existing Terminal Parking Garage.

On May 19, 2023, the IAA Board approved a contract with the Architect, CSO, Inc. (CSO), to develop schematics for the Hotel and directed IAA staff to hire a hotel Operator and Construction Manager as Contractor (CMc) to develop the programming and a Guaranteed Maximum Price (GMP) for construction of a 250-room project. Subsequently, the IAA Board approved contracts with Shiel Sexton Company, Inc. (Shiel) to serve as the CMc, Wischermann Partners, Inc. (Wischermann) to serve as the hotel Operator, and The Louderback Group, LLC (TLG) to serve as the hotel consultant. Furthermore, the IAA Board approved a franchise agreement to brand the Hotel as a Marriott Westin Hotel.

On March 15, 2024, the IAA Board approved contract amendments with CSO, Shiel, Wischermann and TLG to facilitate the additional work needed and provide an extension of time to fully develop the design of the hotel and bid a majority of the work to provide certainty to the GMP.

Additionally, to assist in finalizing the hotel's design and provide budget certainty on items not directly purchased or installed by the CMc, the IAA issued a Request for Proposals (RFP) on April 15, 2024, to select an IT Integrator for the project with responses due May 9, 2024. Three (3) proposals were received. The IAA's selection committee, comprised of four (4) IAA staff members, independently reviewed the proposals, and subsequently interviewed all three (3) respondents on May 30, 2024. As a result of the interviews, the committee unanimously selected Allbridge, LLC as the best qualified to provide IT Integrator services for the proposed hotel.

Scope

Allbridge, LLC's scope will be limited to providing professional services as outlined in Exhibit A of the Professional Services contract during the development of the GMP. These services include design, management, budgeting and public procurement (i.e. bidding services) in coordination with CSO, Shiel, Wischermann, TLG and IAA during design and bidding development.

Budget

Allbridge, LLC's contract is \$110,500.00, which exceeds the approved 2024 Capital Budget for the Terminal Connected Airport Hotel. Funding for this project will be accommodated through savings in other approved projects included in the 2024 Capital Budget.

This project is being undertaken as part of a broader program to improve guests' services at the airport thus enhancing the IAA customer experience; therefore, this project is exempt under the IAA's hurdle rate policy.

Schedule

Upon approval of this agreement, Allbridge, LLC will immediately engage with the design, Operator and CMc teams to develop design and bidding documentation.

Supplier Diversity Participation

Given the nature of the specialized professional services provided in this contract, the IT Integrator will self-perform these services. The IT Integrator is not a diverse supplier; therefore, there will not be any diversity participation.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval a professional services contract with Allbridge, LLC for the Terminal Connected Airport Hotel at the Indianapolis International Airport in an amount not to exceed \$110,500.00.



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

From: Jonathan Weinzapfel, General Counsel

Date: June 7, 2024

Board Date: June 21, 2024

Subject: Approve a Professional Services contract with CHMWarnick to provide Asset Management services for the Terminal Connected Airport Hotel at the Indianapolis International Airport (Project No. I-21-060)

Background

A Terminal Connected Airport Hotel project at Indianapolis International Airport has been contemplated since the original planning of the new midfield Terminal complex in the early 2000s. The Indianapolis Airport Authority (IAA) is reconsidering the development of the Hotel, which is to be located on the west side of the existing Terminal Parking Garage.

On May 19, 2023, the IAA Board approved a contract with the Architect, CSO, Inc. (CSO), to develop schematics for the Hotel and directed IAA staff to hire a hotel Operator and Construction Manager as Contractor (CMc) to develop the programming and a Guaranteed Maximum Price (GMP) for construction of a 250-room project. Subsequently, the IAA Board approved contracts with Shiel Sexton Company, Inc. (Shiel) to serve as the CMc, Wischermann Partners, Inc. (Wischermann) to serve as the hotel Operator, and The Louderback Group, LLC (TLG) to serve as the hotel consultant. Furthermore, the IAA Board approved a franchise agreement to brand the Hotel as a Marriott Westin Hotel.

On March 15, 2024, the IAA Board approved contract amendments with CSO, Shiel, Wischermann and TLG to facilitate the additional work needed and extension of time to fully develop the design of the hotel and bid a majority of the work to provide certainty to the GMP.

On May 3, 2024, the IAA issued a Request for Proposals (RFP) to select an Asset Manager for the project with responses due May 28, 2024. Four (4) proposals were received. The IAA's selection committee, comprised of four (4) IAA staff members, independently reviewed the proposals, and subsequently interviewed three (3) respondents on June 11, 2024. As a result of the interviews, the committee unanimously selected CHMWarnick as the best qualified to provide Asset Management services for the proposed hotel.

Scope

CHMWarnick's scope will be limited to providing professional services as outlined in Phase 1 of

Exhibit A of the Professional Services contract during the development of the GMP. These services include assistance in finalizing/negotiating the qualified Hotel Management Agreement with the Operator, assistance during design and bidding for the hotel, monitor compliance with Brand standards, review of budgets and coordination with CSO, Shiel, Wischermann, TLG and IAA during design and bidding development.

Budget

CHMWarnick's contract is \$62,000.00, which exceeds the approved 2024 Capital Budget for Terminal Connected Airport Hotel. Funding for this project will be accommodated through savings in other approved projects included in the 2024 Capital Budget.

This project is being undertaken as part of a broader program to improve guests' services at the airport thus enhancing the IAA customer experience; therefore, this project is exempt under the IAA's hurdle rate policy.

Schedule

Upon approval of this agreement, CHMWarnick will immediately engage with the design, Operator and CMc teams to develop design and bidding documentation.

Supplier Diversity Participation

Given the nature of the specialized professional services provided in this contract, the Asset Manager will self-perform these services.

Recommendation

The IAA Staff recommends the IAA Board of Directors consider for approval a professional services contract with CHMWarnick for the Terminal Connected Airport Hotel at the Indianapolis International Airport in an amount not to exceed \$62,000.00.