



Agenda  
Indianapolis Airport Authority  
March 18, 2016  
8:30 AM

I. **Call to Order**

II. **Approval of Minutes of the Pre-Board and Regular Meeting of February 19, 2016**

III. **Ordinances, Resolutions and Public Hearings**

- a) Introduction of **General Ordinance No. 1-2016** concerning authorizing the issuance and sale of one or more series of revenue bonds designated as “Indianapolis Airport Authority Refunding Airport Revenue Bonds, Series 2016”.
- b) Consider, for approval, **Resolution No. 2-2016** concerning the Fifth Amendment to Lease Agreement with Cargolux Airlines International S.A.

IV. **Board Reports**

President’s Report

V. **Official Actions**

Consider, for approval, the individual items listed on the IAA General Agenda, dated March 18, 2016.

VI. **Staff Reports**

Executive Director Report

VII. **Other Reports/Update**

VIII. **Board Communications**

*Next Meeting: Friday, April 15, 2016 @ 8:30 a.m.*

IX. **Adjourn**

**MINUTES**  
**Board of Directors Meeting**  
**Indianapolis Airport Authority**

The Regular Meeting of the Indianapolis Airport Authority Board was called to order at 8:53 a.m., on February 19, 2016, in the Airport's Board Room at the Indianapolis International Airport.

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

Kelly Flynn, President  
Alfred Bennett, Secretary  
Brett Voorhies, Member  
Dr. Philip C. Borst, Member  
Jack T. Morton, Jr., Member  
Lynn T. Gordon, Member  
Barbara Glass, Member

Rex M. Joseph, Jr., IAA Board Counsel

**IAA executive staff attending:**

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

**APPROVAL OF MINUTES**

Upon a motion by Mr. Morton, seconded by Mr. Voorhies and unanimously passed, approval was given to the Minutes of both the Pre-Board and Regular Meetings of January 15, 2016.

**ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS**

President Flynn described Resolution #1-2016, concerning the execution of Amendment No. 2 with Schenker, Inc. Upon a motion by Mr. Bennett, seconded by Dr. Borst and unanimously passed, approval was given to Resolution #1-2016.

**BOARD REPORTS**

**President's Report**

President Flynn recognized Airport Fireman Roy Snyder for his 46 years of employment with the Airport Fire Department, and congratulated him on his upcoming retirement.

**OFFICIAL ACTIONS**

**INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA, DATED February 19, 2016:** President Flynn introduced and then verbally described

each of the individual items listed on the General Agenda, after which he asked for separate motions of approval, as follows:

**BP2016-02-1.** Mr. Morton made a motion to approve this item, which was seconded by Dr. Borst. After introduction of BP2016-02-1 and prior to the vote, President Flynn introduced Mr. Chris Wilkes, Senior Vice President of Holladay Properties, who expressed his appreciation to the IAA for the opportunity being given to his company to provide services in connection with the marketing and development of this airport land and also how much his company values the positive relationship it has with the IAA. After the conclusion of these remarks, President Flynn called for the vote, after which BP2016-02-1 was approved and unanimously passed.

**BP2016-02-3.** Mr. Bennett made a motion to approve this item, which was seconded by Mr. Voorhies. After introduction of BP2016-02-3 and prior to the vote, President Flynn introduced Mr. Dennis Wynn, a member of the town council of the Town of Danville, who expressed his appreciation for the cooperative relationship between the IAA and the Town of Danville, as shown in the proposed annexation of Gordon Graham Airport in Hendricks County. After the conclusion of these remarks, President Flynn called for the vote, after which BP2016-02-3 was approved and unanimously passed.

**BP2016-02-4.** Mr. Voorhies made a motion to approve this item, which was seconded by Mr. Morton. After introduction of BP2016-02-4 and prior to the vote, President Flynn introduced Mr. Andrew Klinger (Plainfield Town Manager) and Mr. Gary Emsweller (Hendricks County Park & Recreation Board Chairman), who, together, expressed their appreciation for the proposed annexation, by the Town of Plainfield, of the lands included within the IAA's Conservation Area. After the conclusion of these remarks, President Flynn called for the vote, after which BP2016-02-4 was approved and unanimously passed.

**BP2016-02-5.** Upon a motion by Mr. Morton, seconded by Ms. Glass and unanimously passed, approval was given to BP2016-02-5.

**BP2016-02-6.** Upon a motion by Mr. Bennett, seconded by Ms. Glass and unanimously passed, approval was given to BP2016-02-6.

**BP2016-02-7.** Upon a motion by Mr. Morton, seconded by Dr. Borst and unanimously passed, approval was given to BP2016-02-7.

**BP2016-02-8.** Upon a motion by Dr. Borst, seconded by Mr. Bennett and unanimously passed, approval was given to BP2016-02-8.

**BP2016-02-9.** Upon a motion by Mr. Morton, seconded by Ms. Glass and unanimously passed, approval was given to BP2016-02-9.

**BP2016-02-10.** Upon a motion by Dr. Borst, seconded by Mr. Morton and unanimously passed, approval was given to BP2016-02-10.

**BP2016-02-11. ACTION #1.** Upon a motion by Mr. Morton, seconded by Dr. Borst and unanimously passed, approval was given to BP2016-02-11, ACTION #1.

**BP2016-02-11. ACTION #2.** Upon a motion by Ms. Glass, seconded by Mr. Morton and unanimously passed, approval was given to BP2016-02-11, ACTION #2.

**BP2016-02-12.** Upon a motion by Mr. Bennett, seconded by Ms. Glass and unanimously passed, approval was given to BP2016-02-12.

**BP2016-02-13.** Upon a motion by Mr. Voorhies, seconded by Mr. Morton and unanimously passed, approval was given to BP2016-02-13.

### **STAFF REPORTS**

#### **Executive Director's Report**

Mr. Rodriguez indicated that the IAA had recently been recognized by Indiana Minority Business Magazine as a 2016 Champion of Diversity. The magazine cited the award-winning customer service and commitment to accessibility for all people, its diverse roster of executives, and its commitment to community initiatives (many of them focused on serving diverse organizations in Indianapolis).

Mr. Rodriguez next introduced Ms. Griffin, Sr. Director of Planning & Development at IAA, who provided an overview of the Construction Outreach event held at the Indianapolis International Airport on February 17, 2016. She highlighted the success and growth of this event, noting that participation by organizations increased more than 50% since last year.

### **ADJOURNMENT**

President Flynn announced that the next IAA Board meeting is scheduled for March 18, 2016. There being no further business, the meeting was adjourned at 9:16 a.m.

DATED: \_\_\_\_\_

#### **INDIANAPOLIS AIRPORT AUTHORITY \***

By: \_\_\_\_\_  
Kelly Flynn, President

By: \_\_\_\_\_  
Alfred R. Bennett, Secretary

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



## **BOARD MEMO – INTRODUCTION OF BOND ORDINANCES**

To: IAA Board of Directors

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

Date: March 1, 2016

Board Date: March 18, 2016

Subject: Introduction of General Ordinance No. 1-2016

The Indianapolis Airport Authority is hereby introducing General Ordinance No. 1-2016 (“Ordinance”).

General Ordinance No. 1-2016 is a supplement to the IAA’s Master Bond Ordinance (5-2014), authorizing the issuance by IAA of one or more series of additional revenue bonds to refund a portion of IAA’s outstanding revenue bonds (2006A Revenue Bonds). IAA will use the Indianapolis Local Public Improvement Bond Bank as the conduit issuer.

The final public hearing on the adoption of the above-referenced Ordinance will occur at the IAA Board meeting scheduled for April 15, 2016, at which time the IAA’s staff will present a summary of the anticipated structure of the refinancing.



## **BOARD MEMO-FIFTH AMENDMENT TO LEASE AGREEMENT**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: March 1, 2016

Board Date: March 18, 2016

Subject: Fifth Amendment to Lease Agreement with Cargolux Airlines International S.A. and Resolution No. 2-2016.

### **Background**

Cargolux Airlines International S.A. (Cargolux) has leased office space located at the Indianapolis Maintenance Center (IMC) for their flight crews and administrative support since 2006. Cargolux has three (3) weekly flights that operate from the IMC, and require this office space during their flight operations at IND.

### **Scope**

IAA Board adoption of Resolution No. 2-2016, authorizing the execution of the Fifth Amendment to Lease Agreement with Cargolux Airlines International S.A.

The IAA Staff requests the IAA Board execute the Fifth Amendment to Lease Agreement with Cargolux Airlines International S.A. to continue their occupancy for office space at the IMC. This Amendment is retroactive to January 1, 2016 and terminates December 31, 2016. Cargolux will have four (4) additional option renewal periods of one (1) year each; which will allow the term of this Agreement to run concurrent with the Airline Use Agreement also recognized during this Board meeting.

### **Schedule**

March 18, 2016: Approval of Resolution No. 2-2016 with Cargolux Airlines International S.A.

March 18, 2016: IAA Board approval of Fifth Amendment to Lease Agreement with Cargolux Airlines International S.A.

### **Revenue and/or Operating Cost Implications**

#### **Revenue:**

Revenue for 930 square feet at \$5.75 psf is \$5,347.50, payable monthly at \$445.62.

#### **Operating Costs:**

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

**Supplier Diversity Participation**

Not applicable.

**Recommendation**

The IAA Staff recommends the Board consider for approval Resolution No. 2-2016 and Fifth Amendment to Lease Agreement with Cargolux Airlines International S.A.

**IAA Board Meeting  
General Agenda  
March 18, 2016**

**General:**

**BP2016-03-2** Consider, for approval, the Agreement and Lease of Premises between the Indianapolis Airport Authority and American Airlines, Inc.; along with Cargolux Airlines International S.A.

**Capital Program:**

**BP2016-03-3** Consider for approval Amendment No. 3 – a Time Only Extension with Parsons Brinckerhoff, Inc. for Parking Garage Improvements 2013-2014, Project # I-13-027, at the Indianapolis International Airport

**BP2016-03-4** Consider for approval contract Amendment No. 3 with Durham Engineering, Inc. at the Indianapolis International Airport for Rehabilitate Airport Roads and Parking Lots 2015, Project No. I-15-017, in an amount not-to-exceed \$26,960.00 (fees). Supplier diversity participation on contract Amendment No. 3 is MBE 100.00% (Durham Engrg.), WBE 0.00%, and VBE 0.00%

**BP2016-03-5** Consider for approval Plans and Specifications for Records Relocation and Create Air Cargo Space at Indianapolis International Airport, Project # I-16-036 as prepared by Cornerstone Engineering, Inc. and authorize the public bidding process

**BP2016-03-6** Consider for approval Amendment No. 2 – a Time Only Extension - for Airfield Pavement Evaluation and Management Plan Update at Indianapolis International Airport, Project # I-15-003 to Roy D. McQueen and Associates, Ltd

**BP2016-03-7** ACTION #1 – Consider, for approval, an award of contract for Radio Upgrade Project – Part 1 800 MHz Public Safety Portable Radio Replacement, Project No. I-19-016, to Motorola in an amount not-to-exceed \$440,000. Supplier diversity participation on this contract is DBE 0.00%, MBE 0.00%, WBE 0.00%

ACTION #2 – Consider, for approval, the publication of the RFI which will be scheduled for March 2016 for Radio Upgrade Project – Part 1 800 MHz Public Safety Portable Radio Replacement, Project # I-19-016



## **BOARD MEMO - AIRLINE USE AGREEMENT**

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: March 1, 2016

Board Date: March 18, 2016

Subject: Agreement and Lease of Premises (AUA Agreement)

### **Background**

The Airport Authority’s current use and lease agreement with the cargo and passenger airlines for use of the terminal, aircraft apron and airfield areas expired on December 31, 2015. 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 2013 and began monthly negotiation meetings with the Airlines in December 2014.

The Authority and the current signatory airlines came to substantial agreement on business terms during August 2015, with five of the current Airlines executing letters-of-intent (LOI) to memorialize that understanding. The LOI’s most significantly memorialized the understanding of the rate making methodology IAA used to calculate the actual rates the Authority began charging January 1, 2016.

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

- | <b><u>Current</u></b>  | <b><u>New</u></b>   |
|--|---|
| <ul style="list-style-type: none"> <li>▪ 5 Year Term (2011 – 2015)</li> </ul>  | <ul style="list-style-type: none"> <li>▪ 5 Year Term (2016 – 2018, with two optional extensions 2019,2020)</li> </ul>   |
| <ul style="list-style-type: none"> <li>▪ Airfield Residual model</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Cost Center Residual model</li> </ul>  |
| <ul style="list-style-type: none"> <li>▪ Capital cash flow generation:               <ul style="list-style-type: none"> <li>▪ \$9,955,700 avg / yr</li> <li>▪ No amortization</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>▪ Capital cash flow generation:               <ul style="list-style-type: none"> <li>▪ \$17,954,500 avg / yr</li> <li>▪ No amortization</li> </ul> </li> </ul> |
| <ul style="list-style-type: none"> <li>▪ No MII vote required for capital projects which do not require the issuance of Revenue Bonds</li> </ul>   | <ul style="list-style-type: none"> <li>▪ No MII vote required for capital projects which do not require the issuance of Revenue Bonds</li> </ul>  |

**Scope**

The AUA Agreement is structured as a five year agreement with an initial three year term and two one year extension periods. The lease will govern the method by which Airline rates & charges are calculated through the term of the lease (2016 – 2018 and then 2019 and 2020 respectively, if either or both extension options are offered by IAA and accepted by the Airlines).

In addition to key business terms, Authority staff / General Counsel have reviewed, updated and addressed all operational, environmental, and legal language within the agreement.

During the October 2015 Board Meeting, the IAA Board approved the AUA Agreement document between the Authority and the signatory airlines. The purpose of this Board Memo is to bring forward the final individual AUA Agreements that are required for the signatory airlines. For the March IAA Board Meeting, American Airlines and Cargolux Airlines International S.A. are brought forward for approval.

**Recommendation**

Consider for approval the Agreement and Lease of Premises between the Indianapolis Airport Authority and American Airlines, Inc.; along with Cargolux Airlines International S.A.



## **BOARD MEMO – APPROVAL OF AMENDMENT**

To: IAA Board of Directors

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

Date: February 24, 2016

Board Date: March 18, 2016

Subject: Approval of Amendment No. 3 with Parsons Brinckerhoff, Inc. for Parking Garage Improvements 2013-2014 at Indianapolis International Airport, Project # I-13-027

### **Background**

The Indianapolis Airport Authority (IAA) parking garage at the Indianapolis International Airport (IND) is one of the largest open garages in the State of Indiana. The garage is a cast-in-place post-tensioned concrete structure, constructed from 2006 to 2008 and commissioned with the opening of the new terminal in 2008. Rehabilitation and improvement of garage elements is needed to maintain the parking garage structural integrity and efficient operating condition.

Parsons Brinckerhoff, Inc., the project designer and engineer of record for the Garage Improvements 2013-2014 project, was selected through a Request for Proposals (RFP) from three (3) firms with statements of qualifications on file for work in this specialty.

Much of the rehabilitation work for this project was focused on the highly used center garage atrium area and includes rehabilitation of all the stainless steel panels, as well as complete replacement of the six (6) staircases and repairs to each elevator bank.

This contract amendment is a Time Only Extension to allow for project close-out.

### **Scope**

There is no impact on the scope for this time only extension.

### **Budget**

There is no impact on the budget for this time only extension.

### **Schedule**

The contract term will be extended by Amendment No. 3 to December 31, 2016 allowing for completion of the project.

### **Supplier Diversity Participation to Date**

There is no impact on the supplier diversity participation for this time only extension.

**Contract Summary to Date**

<b>Contract/Amendment &amp; Execution Date</b>	<b>Service &amp; Term</b>	<b>Amount</b>	<b>Minority Participation %</b>		
			<b>MBE</b>	<b>WBE</b>	<b>VBE</b>
Preliminary Design and Scope Assessment 8/16/2013	Professional Services Term: 8/16/2013 – 12/31/2014	\$ 90,500.00	14.03%	25.19%	0.00%
Amendment 1	Contract Term: Extended to 4/30/2015	\$389,235.00	21.12%	9.09%	0.00%
Amendment 2	Contract Term: Extended to 2/29/2016	\$ 41,887.00	14.97%	9.70%	0.00%
		<b>\$521,622.00</b>	<b>19.80%</b>	<b>12.09%</b>	<b>0.00%</b>

**Recommendation**

The IAA staff recommends that the Board consider for approval Amendment No. 3 – a Time Only Extension with Parsons Brinckerhoff, Inc. for Parking Garage Improvements 2013-2014, Project # I-13-027, at the Indianapolis International Airport.



## **BOARD MEMO – AMENDMENT NO. 3**

To: IAA Board of Directors

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

Date: February 29, 2016

Board Date: March 18, 2016

Subject: Approval of Amendment No. 3 with Durham Engineering, Inc. for Rehabilitate Airport Roads and Parking Lots 2015 at Indianapolis International Airport, Project No. I-15-017

### **Background**

The Indianapolis Airport Authority (IAA) owns and maintains approximately 23 miles of landside roads and 110 acres of parking lots on the Midfield Campus at Indianapolis International Airport (IND). More than 50% of the landside roads were constructed before 1990. The parking lots were constructed as part of the Midfield Terminal project and have been in place since 2006 and have been heavily used since the opening of the terminal in 2008. The Rehabilitate Airport Roads and Parking Lots 2015 project is a combination of three capital projects allowing for implementation of the work in a manner that maximized economies of scale in execution and oversight.

On January 23, 2015, the IAA Board of Directors approved a Professional Services contract with Durham Engineering, Inc. in the amount of \$243,250.00; on July 17, 2015, the IAA Board of Directors approved Amendment #1 in the amount of \$36,650.00; and on November 20, 2015, the IAA Board of Directors approved Amendment #2 in the amount of \$19,960.00.

On December 2, 2015, IAA Project Manager, Engineer of Record, and Contractor performed punch list inspections. During inspection, a Pavement Failure of an asphalt patch located in the economy lot was discovered. Investigation into the failure determined the Asphalt did not meet specifications. Since that time, the patch has been repaired.

### **Scope of Amendments**

The Scope of Amendment No. 3 with Durham Engineering, Inc. includes additional pavement boring and evaluation due to pavement failure. Further investigation is required to determine if asphalt is within project specifications. If asphalt is found to be out of specifications these fees will become consequential damages to be paid by the contractor.

### **Budget**

Durham Engineering, Inc. Amendment No. 3 is \$26,960.00, is within the approved 2015 Capital Budget for Rehabilitate Airport Roads and Parking Lots 2015 at Indianapolis International Airport.

The total anticipated project spend with these amendments and change orders is as follows:

EDCO Contract Amount	\$	61,321.00
EDCO Change Order #1 (18.76% of contract)		11,505.00
Calumet Contract Amount		1,916,500.00
Calumet Change Order #1 (16.39% of contract)		314,168.35
Design (including peer review, survey, and geotechnical)		250,720.00
Construction Admin / PASER Update (Amendments #1, #2 & #3)		83,570.00
Advertisements for Bid		250.00
Materials Testing (Patriot Engrg.)		47,599.50
Construction Inspection - Including Amendment #1 (Shrewsberry)		79,922.44
<b>Total Anticipated Project Cost</b>	<b>\$</b>	<b>2,765,556.29</b>

This project will be 100% Airport cash funded.

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

**Schedule**

The Amendment No. 3 with Durham extends the term of the contract until July 31, 2016 to allow for completion of as-builts and project closeout.

**Supplier Diversity Participation**

The table below summarizes the supplier diversity participation on a contract basis, including the amendments detailed in this Board paper for this project:

CONTRACT/ AMD. /CHANGE ORDER	AMOUNT	AMOUNT			%		
		MBE	WBE	VBE	MBE	WBE	VBE
Durham Eng.	\$ 243,250.00	\$ 169,599.00	\$ 3,000.00	\$ 36,139.00	69.72%	1.23%	14.86%
Amendment #1	\$ 36,650.00	\$ 33,480.00	\$ -	\$ -	91.35%	0.00%	0.00%
Amendment #2	\$ 19,960.00	\$ 19,960.00	\$ -	\$ -	100.00%	0.00%	0.00%
Amendment #3	\$ 26,960.00	\$ 26,960.00	\$ -	\$ -	100.00%	0.00%	0.00%
Journey Eng.	\$ 7,470.00	\$ -	\$ 7,470.00	\$ -	0.00%	100.00%	0.00%
EDCO	\$ 61,321.00	\$ -	\$ -	\$ -	0.00%	0.00%	0.00%
CO #1	\$ 11,505.00	\$ -	\$ -	\$ -	0.00%	0.00%	0.00%
Calumet Asphalt	\$ 1,916,500.00	\$ 90,080.00	\$ 99,335.00	\$ -	4.70%	5.18%	0.00%
CO #1	\$ 314,168.35	\$ 20,000.00	\$ -	\$ -	6.37%	0.00%	0.00%
Shrewsberry	\$ 45,497.44	\$ 45,497.44	\$ -	\$ -	100.00%	0.00%	0.00%
Amendment #1	\$ 34,425.00	\$ 34,425.00	\$ -	\$ -	100.00%	0.00%	0.00%
Patriot Eng.	\$ 47,599.50	\$ -	\$ 4,830.00	\$ 2,415.00	0.00%	10.15%	5.07%
<b>XBE Totals</b>	<b>\$ 2,765,556.29</b>	<b>\$ 440,001.44</b>	<b>\$ 114,635.00</b>	<b>\$ 38,554.00</b>	<b>15.91%</b>	<b>4.15%</b>	<b>1.39%</b>

**Recommendations**

The IAA staff recommends that the Board consider for approval contract Amendment No. 3 with Durham Engineering, Inc. at the Indianapolis International Airport for Rehabilitate Airport Roads and Parking Lots 2015, Project No. I-15-017, in an amount not-to-exceed \$26,960.00 (fees). Supplier diversity participation on contract Amendment No. 3 is MBE 100.00% (Durham Engrg.), WBE 0.00%, and VBE 0.00%.



## **BOARD MEMO – PLANS AND SPECIFICATIONS APPROVAL**

To: IAA Board of Directors

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

Date: March 8, 2016

Board Date: March 18, 2016

Subject: Approval of Plans and Specifications for Records Relocation and Create Air Cargo Space at the Indianapolis Maintenance Center at Indianapolis International Airport, Project # I-16-036, and Authorize the Public Bidding Process

### **Background**

The inventory of IAA records (construction, engineering, environmental, commercial properties, surveys, expired land leases, etc.) was temporarily moved from the old terminal to the Unit Load Pallet Rack of the Indianapolis Maintenance Center's (IMC) Supply Building. The Unit Load will be demolished to create new temperature controlled space for the warehousing of Air Cargo Products.

- The records from the Unit Load are being temporarily stored on pallets on Level 3 of the IMC Supply Building; adjacent to the Unit Load Area.
- A racking system will be constructed on Level 3 of the IMC Supply Building reducing the footprint of the stored records, and provide future record storage capacity.
- As new records are brought in, records that can be legally destroyed will be removed and shredded.
- This Board action is to approve plans and specifications and the public bidding process.

An On-Call Contract with Cornerstone Engineering, Inc. was executed by the Executive Director of the Indianapolis Airport Authority on March 11, 2015. The On-Call Contract expires on February 28, 2017. Other approvals associated with this project include Task Order No. 2, executed on December 21, 2015 in the amount of \$71,991.54, and Task Order No. 3, executed on February 5, 2016 in the amount of \$19,606.37.

### **Scope**

At the IMC - Unit Load, demolish existing equipment, remove existing bollards, infill concrete pit, enlarge an overhead door to accommodate large tugs and install an air curtain above the overhead door to maintain climate control of the space. On the 3<sup>rd</sup> level of the Supply Building, install a racking system to accommodate the storage of IAA documents.

**Budget**

Total construction package is estimated between \$250,000 and \$500,000.

This project will be 100% Airport cash funded.

Relocating IAA Records to a suitable location with fire protection as well as to demolish the current Unit Load to create more temperature controlled space for air cargo product. Incremental revenue of \$99,000 annually produces a >12.5% hurdle rate. Costs to operate the relocated records storage facility could be as high as \$32,000 annually while still meeting the 12.5% required hurdle rate. The project has an expected Internal Rate of Return of >12.5%.

**Schedule**

Advertisement of Opportunity to Bid: March 22, 2016 and March 29, 2016

Pre-Bid Meeting:      Date: March 31, 2016      Time: 10:00 am      Location: Board Room

Bid Opening:          Date: April 20, 2016      Time: 3:00 pm      Location: Board Room

Contract award anticipated May 20, 2016 and the substantial completion date is expected to be late September 2016.

**Supplier Diversity Participation**

The Director of Supplier Diversity has established the following participation goals:

MBE 15%, and WBE 10%, VBE 3%

**Recommendations**

The IAA staff recommends the Board consider for approval Plans and Specifications for Records Relocation and Create Air Cargo Space at Indianapolis International Airport, Project # I-16-036 as prepared by Cornerstone Engineering, Inc. and authorize the public bidding process.



## **BOARD MEMO – APPROVAL OF AMENDMENT**

To: IAA Board of Directors

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

Date: February 25, 2016

Board Date: March 18, 2016

Subject: Approval of Amendment No. 2 for Airfield Pavement Evaluation and Management Plan Update at Indianapolis International Airport, Project #I-15-003 with Roy D. McQueen and Associates, Ltd.

### **Background**

As Per Federal Aviation Administration (FAA) Grant Assurance C-11, airports seeking federal grant funding are required to implement “an effective airport pavement maintenance-management program” in order to maintain eligibility for federal funding.

On January 16, 2015, the Board executed a contract with Roy D. McQueen and Associates, Ltd. for the Airfield Pavement Evaluation and Management Plan Update at the Indianapolis International Airport (I-15-003). The original contract end date was December 31, 2015.

The DRAFT Final Report has been submitted. To accommodate any changes subsequent to internal review will push the project beyond its current contract deadline. A time only extension amendment to the contract will be needed to allow for IAA review of the draft report and report finalization.

### **Scope**

There is no impact on the scope for this time only extension.

### **Budget**

There is no impact on the budget for this time only extension.

### **Schedule**

The contract term will be extended by Amendment 2 for an additional six months to September 30, 2016 to allow for IAA review of the draft report and report finalization.

### **Supplier Diversity Participation**

There is no impact on the supplier diversity participation for this time only extension.

**Contract Summary to Date**

<b>Contract/Amendment &amp; Execution Date</b>	<b>Service &amp; Term</b>	<b>Amount</b>	<b>DBE</b>	<b>MBE</b>	<b>WBE</b>	<b>VBE</b>
Original Contract 1/23/15	Professional Services Term: 1/23/15 - 12/31/15	\$ 201,830.00	89.63%	85.21%	5.16%	2.62%
<b>Revised Contract NTE</b>		<b>\$ 201,830.00</b>	<b>89.63%</b>	<b>85.21%</b>	<b>5.16%</b>	<b>2.62%</b>

**Recommendation**

The IAA staff recommends the Board consider for approval Amendment No. 2 – a Time Only Extension - for Airfield Pavement Evaluation and Management Plan Update at Indianapolis International Airport, Project # I-15-003 to Roy D. McQueen and Associates, Ltd.



## **BOARD MEMO – CONTRACT AWARD**

To: IAA Board of Directors

From: Michael Medvescek, Sr. Director of Operations

Date: February 29, 2016

Board Date: March 18, 2016

Subject: Approval of contract to Motorola for the procurement of portable 800 MHz public safety radios and related communications equipment

### **Background**

The Airport Authority utilizes two separate radios systems to support emergency and non-emergency mission critical airport operations. These two systems operate independently of each other; one in the 800 MHz Spectrum (Public Safety) and the other within the 450 MHz Spectrum (Airport Operations). Currently, components of both systems have reached the end of their life cycle and must be upgraded to allow for continued use.

This first portion of this project is designed to replace portable (handheld) radios issued to the Authority's law enforcement and firefighting personnel for their daily use. These units have reached the end of their lifecycle and are no longer supported by their manufacturer.

The second portion of the project is designed to upgrade the Authority's existing Analog Motorola Passport radio system that also is no longer supported. The proposed upgrade to a Motorola Digital Radio System will allow the Authority to reuse the existing infrastructure originally installed in 2008.

### **Scope**

The scope of work:

**Part 1**- Motorola is to provide and program 103 APX 6000 Model 2.5 radios and related accessories.

**Part 2**- Successful vendor will provide all hardware and labor necessary for the upgrade of the existing Passport 4.0 radio system infrastructure to support the Motorola platform. In addition, vendor will provide and program new Motorola XPR7000 handheld radios, provide programming and installation of Motorola XPR5550 mobile radios and supply all accessories necessary to support these units.

### **Budget**

**Total project cost for Part 1- Replacement of Public Safety Radios:**

**Fire Department**

50 APX 6000XE Model 2.5 Portables (Intrinsically Safe)	\$196,935.00
Accessories (batteries, chargers, remote mics)	\$25,794.72

**Police Department**

53 APX 6000 Model 2.5 Portables	\$181,927.80
Accessories (batteries, chargers, remote mics)	\$26,537.98

**Total Project Cost for Phase 1** **\$431,195.50**

**Total estimated project cost for Part 2 – Upgrade of the Radio System for operations:**

Upgrade of Five Existing Repeaters	\$75,000.00
152 Motorola XPR7550 portable radios	\$152,000.00
122 Motorola XPR5550 mobile radios	\$100,000.00
122 XPR5550 Mobile Installation	\$30,000.00
75 XPR7550 spare battery and belt clip	\$7,500.00
28 XPR7000 IMPRES Six Unit Charging Station	\$14,000.00
50 XPR7000 Remote Speaker Microphones	\$4,500.00
122 XPR5500 Mobile Roof Antenna and Cable	\$7,000.00
16 XPR6550 Control Station for dispatch.	\$12,000.00
1 System Installation	\$9,000.00
1 Subscriber Programming and DB Management	\$12,000.00
1 Shipping and Handling	\$4,000.00

**Estimated Project Cost for Phase 2** **\$427,000.00**

This project is within the approved 2016 Capital Budget listed as Radio Systems Upgrade.

The funding for this project is expected to be 100% Airport Capital Improvement Funds.

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

**Schedule**

This project will be completed in two phases in order to take advantage of first quarter promotions currently being offered by Motorola Solutions. Specifically, the purchase of the equipment included in Phase 1 at this time allows the Authority the opportunity to trade-in outdated equipment that has reached the end of its life cycle and to receive an additional 5%

discount off of the original list price. Together these discounts result in a cost savings of approximately \$43,000.

It is anticipated that Phase 2 of this project will be completed during the second quarter of 2016 following the publication of the RFI which will be scheduled for March 2016.

**Supplier Diversity Participation**

Due to the specificity and unique nature of this phase of the project there are no opportunities for Supplier Diversity Participation that were identified.

**Recommendation**

ACTION #1 - The IAA staff recommends that the Board consider for approval an award of contract for Radio Upgrade Project – Part 1 800 MHz Public Safety Portable Radio Replacement, Project No. I-19-016, to Motorola in an amount not-to-exceed \$440,000.00. Supplier diversity participation on this contract is DBE 0.00%, MBE 0.00%, WBE 0.00%.

ACTION #2 – The IAA staff recommend the Board consider for approval the publication of the RFI which will be scheduled for March 2016 for Radio Upgrade Project – Part 1 800 MHz Public Safety Portable Radio Replacement, Project No. I-19-016.