



Indianapolis Airport Authority

Agenda
Indianapolis Airport Authority
May 19, 2017
8:30 AM

- I. **Call to Order**
- II. **Approval of Minutes of the IAA Board’s Regular Meeting of April 21, 2017**
- III. **Ordinances, Resolutions and Public Hearings**
 - a) **Land Presentation – Marsha Stone**
 - b) **Public Hearing** on [BP2017-05-01](#), regarding a certain Real Estate Sale Agreement with Prologis, L.P. for the sale of 48.092 acres of land located at approximately 2800 S. CR 1050 E., Plainfield in a total sale amount of \$2,550,000.00, all as more particularly described in [BP2017-05-01](#).
 - c) **Consider, for approval, [BP2017-05-01](#)**, regarding a certain Real Estate Sale Agreement with Prologis, L.P. for the sale of 48.092 acres of land located at approximately 2800 S. CR 1050 E., Plainfield in a total sale amount of \$2,550,000.00, and authorizing the IAA Staff to consummate said transaction.
 - d) **Public Hearing** on [BP2017-05-02](#), regarding a certain Real Estate Sale Agreement with SCP Acquisitions, LLC for the sale of approximately 97.471 acres of land located at 3200 E. Stafford Road, Plainfield in a total sale amount of \$6,200,000.00, all as more particularly described in [BP2017-05-02](#).
 - e) **Consider, for approval, [BP2017-05-02](#)**, regarding a certain Real Estate Sale Agreement with SCA Acquisitions, LLC for the sale of approximately 97.471 acres of land located at 3200 E. Stafford Road, Plainfield in a total sale amount of \$6,200,000.00, and authorizing the IAA Staff to consummate said transaction.
 - f) **Consider, for approval, adoption [Resolution No. 8-2017](#)**, authorizing Reliever Airport Committee Charter, as more particularly described in said [BP2017-05-03](#).

IV. Board Reports

President's Report

- a) Hispanic Business Council Leadership Award – Mario Rodriguez
- b) Terminal Optimization Discussion

V. Official Actions

Consider, for approval, the individual items on the IAA General Agenda, dated May 19, 2017.

VI. Staff Reports

Executive Director's Report

a) Awards

- i. ACI Finance Professional of the Year – Robert Thomson
- ii. Corporation of the Year – Indy Black Chamber of Commerce

b) Presentations

- I. Operational Readiness - Mike Medvescek

VII. Board Communications

Next Meeting: Friday, June 16, 2017 @ 8:00 a.m.

MINUTES
Board of Directors Meeting
Indianapolis Airport Authority

The Regular Meeting of the Indianapolis Airport Authority Board was called to order at 8:13 a.m., on April 21, 2017, in the Airport's Board Room at Indianapolis International Airport.

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

Steve Dillinger, Vice President (Presiding)
Alfred Bennett, Secretary
Mike Wells, Member
Kelly Flynn, Member
Jack Morton, Jr., Member
Toby McClamroch, Member
Mamon Powers III, Member
Lynn Gordon, Advisory Member

IAA Executive Staff attending:

Mario Rodriguez, Executive Director
Mike Medvescek, Sr. Director of Operations & Public Safety
Marsha Stone, Sr. Director of Commercial Enterprise
Robert Thomson, Sr. Director of Finance & Accounting
Shannetta Griffin, Sr. Director of Planning & Development
Maria Wiley, Sr. Director of Audit, Compliance & Procurement
Reid Goldsmith, Sr. Director of Information Technology
Bill Stinson, Sr. Director of Public Affairs, Communications & Marketing
Rachel Hernandez, Sr. Director of Human Resources
George Dremonas, Interim General Counsel
Lisa Bierman, Sr. Executive Assistant/Recording Secretary

APPROVAL OF MINUTES

Upon a motion by Mr. Gordon, seconded by Mr. Wells and unanimously passed, approval was given to the Minutes of the Regular Meeting of March 17, 2017.

ORDINANCES, RESOLUTIONS AND PUBLIC HEARING

Vice President Dillinger opened the meeting and presided over the meeting, as President Glass did not attend.

Vice President Dillinger next opened for consideration, for approval and adoption of Resolution No. 04-2017, authorizing the Executive Director or his designee to apply for airport development assistance, accept, adopt and execute offers that are scheduled to expire on or before December 31, 2017 from the Administrator of the Federal Aviation Administration, the

Department of Homeland Security (includes the Transportation Security Administration), or the Indiana Department of Transportation constituting Agreement between the United States or the State of Indiana and the Indianapolis Airport Authority, as more particularly described in said BP2017-04-01. Upon a motion by Mr. Wells, seconded by Mr. Bennett and unanimously passed, approval was given to Resolution No. 04-2017.

Vice President Dillinger opened for consideration and adoption Resolution No. 5-2017, to authorize the remarketing of bonds and management of certain debt program agreements, as more particularly described in said BP2017-04-02. Upon a motion by Mr. McClamroch, seconded by Mr. Wells and unanimously passed, approval was given to Resolution No. 5-2017.

Vice President Dillinger next opened for consideration and adoption Resolution No. 6-2017, authorizing the sale of IAA and IMC inventoried items via public auction, as more particularly described in said BP2017-04-04. Upon a motion by Mr. Bennett, seconded by Mr. Gordon and unanimously passed, approval was given to Resolution No 6-2017.

Vice President Dillinger next opened for consideration and adoption Resolution No. 7-2017, concerning the delegations of authority, as more particularly described in said BP2017-04-04. Upon a motion by Mr. Wells, seconded by Mr. McClamroch and unanimously passed, approval was given to Resolution No. 7-2017.

BOARD REPORTS

President's Report

Vice President Dillinger reported that it is no surprise the Indianapolis Airport and the staff at the Indianapolis Airport Authority has again won some major awards and invited Mario Rodriguez, IAA Executive Director to speak to the awards.

Mr. Rodriguez, invited Holli Harrington, Director of Supplier Diversity gave a presentation and announced IAA was the recipient of the Mayor's Celebration of Diversity Awards – Sam H. Jones "Best of the Best" for exemplary performance in all aspects of diversity. Mr. Rodriguez further announced the Airport Revenue News (ARN) recognized Indianapolis International Airport's concessions programs two honors: Airport with the Best Customer Service and Airport with the Best Overall Program.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA, DATED APRIL 21, 2016: Vice President Dillinger introduced and then verbally described each of the individual items listed on the General Agenda. Following a brief discussion of each listed item, Vice President Dillinger asked for separate motions of approval. The following actions were then taken by the IAA Board:

BP2017-04-05. Upon a motion by Mr. Flynn, seconded by Mr. Gordon and unanimously passed, approval was given to BP2017-04-05.

BP2017-04-06. Upon a motion by Mr. Wells, seconded by Mr. Powers and unanimously passed, approval was given to BP2017-04-06.

BP2017-04-07. Upon a motion by Mr. Bennett, seconded by Mr. McClamroch and unanimously passed, approval was given to BP2017-04-07.

BP2017-04-08. Upon a motion by Mr. Wells, seconded by Mr. Flynn and unanimously passed, approval was given to BP2017-04-08.

BP2017-04-09. Upon a motion by Mr. Flynn, seconded by Mr. Gordon and unanimously passed, approval was given to BP2017-04-09.

BP2017-04-10. Upon a motion by Mr. Bennett, seconded by Mr. McClamroch and unanimously passed, approval was given to BP2017-04-10.

BP2017-04-11. Upon a motion by Mr. Powers, seconded by Mr. McClamroch and unanimously passed, approval was given to BP2017-04-11.

BP2017-04-12. Upon a motion by Mr. Flynn, seconded by Mr. Bennett and unanimously passed, approval was given to BP2017-04-12.

BP2017-04-13. Upon a motion by Mr. Wells, seconded by Mr. Gordon and unanimously passed, approval was given to BP2017-04-13.

STAFF REPORTS

Executive Director's Report

Mr. Rodriguez announced and honored IAA's 2016 Annual Core Value Winners, as follows:

- Officer Anthony Pennington from our Police Department
- Monica Carter from Operations Department
- Joseph White from Airport Dispatch

Next, Mr. Rodriguez recognized Ms. Shannetta Griffin, Sr. Director of Planning and Development. Ms. Griffin was awarded the Achievement in Business & Industry by the Center for Leadership Development.

Next, Mr. Rodriguez announced the Excellence in Concrete Pavement award given by Indiana Chapter of American Concrete Pavement Association.

Mr. Rodriguez announced that Airports Council International (ACI) also recognized the airport for outstanding leadership and contributions for environmental protection and preservation.

The IND Bee Apiary was honored with its efforts in outreach, education, and community involvement. Mr. Robert Thomson, Sr. Director of Finance gave a short presentation to highlight this award.

Further, Mr. Rodriguez, introduced Mr. Mike Medvescek, Sr. Director of Operation and Public Safety who announced the United States Secret Service Award which show cases the prestigious recognition from the airport operations departments for its handling and facilitation of special details during high profile dignitaries and during an election year.

ADJOURNMENT

Vice President Dillinger announced that the next IAA Board meeting is scheduled for May 19, 2017. There being no further business, the meeting was adjourned at 9:02 a.m.

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____

Steve C. Dillinger, Vice-President

DATED: _____

By: _____

Alfred R. Bennett, Secretary

* Signed under authority of IAA Board Resolution #3-2016



BOARD MEMO – SALE AGREEMENT

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: May 2, 2017

Board Date: May 19, 2017

Subject: IAA Land Use Initiative – Real Estate Sale Agreement with Prologis, L.P.

Background

As a direct attribute of the IAA Land Use Initiative, IAA Staff have been diligently pursuing the sale of certain IAA lands which includes a parcel located at approximately 2800 S CR 1050 E. in Plainfield (east of Ronald Reagan Parkway and south of Washington Street). The land to be sold totals 48.092 acres.

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

Land Sale Restrictions

The conveying of the land to Prologis, L.P. will also include and contain the following perpetual land use restrictions (including noise disclosures and waivers, and avigation easement), which will run with the land at all times:

- Indianapolis Airport Authority will retain a perpetual easement and right-of-way (“Airspace Easement”) for the free and unobstructed passage of aircraft in, through and across the airspace which lies above the surface of the property. Purchaser will not construct any structure or other obstructions which exceeds the height restrictions designated or established by federal or state laws, rules or regulations, or ordinances, including, but not limited to, 14 CFR Part 77 and the Marion County Airspace Ordinance.
- Purchaser agrees to file a notice consistent with requirements of 14 CFR FAR Part 77 (FAA Form 7460-1) prior to constructing any facility, structure, or other item on the herein described real property.
- Purchaser agrees it will not use, nor permit, the property to be used in such a manner as to create a potential for attracting birds and other wildlife which may pose a hazard to aircraft.

- Purchaser agrees the property will not be used for paid public parking for any types of vehicles, or as a taxi staging area or other “for hire” transportation of the traveling public.
- Purchaser agrees the property will not be used for any type of utility operation, asphalt plant, or other business or facility that emits, to any extent, smoke, fumes, vapors, or other gases that constitute a hazard to aircraft as determined by the Federal Aviation Administration.
- Purchaser agrees that no residential buildings or facilities will be constructed on the property.

FAA Land Release Approval

As this land falls within the “aeronautical uses” of the Airport Layout Plan (ALP), Staff is required to submit information to the FAA including evidence of a fair market value transaction to receive approval from the FAA to release the land from aeronautical uses and approve the land sale transaction.

Scope

To execute a Real Estate Sale Agreement with Prologis, L.P. for the sale of 48.092 acres of land located at approximately 2800 S. CR 1050 E. in Plainfield.

Schedule

March 29, 2017	Step One of Land Release Filed with the FAA.
May 1, 2017	1st Public Notice issued to two periodicals regarding IAA sale of land.
May 8, 2017	Prologis, L.P. submits executed Sale Agreement.
May 9, 2017	2nd Public Notice issued to two periodicals regarding IAA sale of land.
May 19, 2017	IAA Board Memo and Sale Agreement for IAA Board consideration.
May 25, 2017	Within five (5) days of the execution of the Sale Agreement the Buyer is to deliver earnest money check in the amount of 10% of the sale price as designated within the Sale Agreement. Buyer has ninety (90) days from the execution of the Sale Agreement as an Inspection Period. Closing of the land sale is to occur within thirty (30) days after Inspection Period.
June 2, 2017	Step Two of Land Release submission to the FAA

Revenue and/or Operating Cost Implications

Revenue:

\$2,550,000.00 or \$53,023.37 per acre.

Operating Costs:

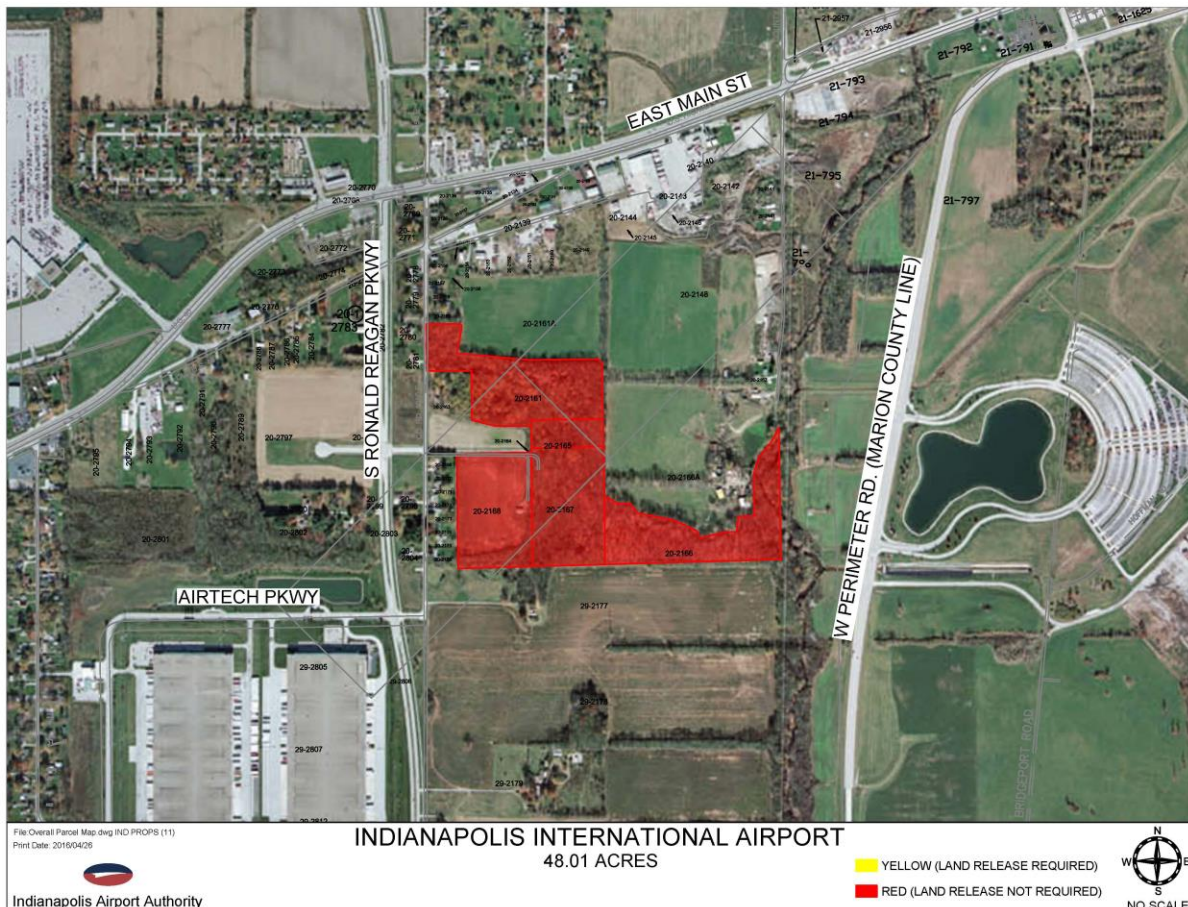
Total expenses including survey, appraisal, title work and phase one environmental and archeological report fees are less than \$35,000.00.

Supplier Diversity Participation

Estimated MBE spend is \$15,300 or 44% (Shrewsberry).

Recommendation

Consider for approval a Real Estate Sale Agreement with Prologis, L.P. for the sale of 48.092 acres of land located at approximately 2800 S. CR 1050 E., Plainfield in a total sale amount of \$2,550,000.00.





BOARD MEMO – SALE AGREEMENT

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: May 2, 2017

Board Date: May 19, 2017

Subject: IAA Land Use Initiative – Real Estate Sale Agreement with SCP Acquisitions, LLC. (“SCP”)

Background

As a direct attribute of the IAA Land Use Initiative, IAA Staff have been diligently pursuing the sale of certain IAA lands which includes a parcel located at approximately 3200 E. Stafford Road in Plainfield (the northeast corner of Ronald Reagan Parkway and Stafford Road). The land to be sold totals 97.471 acres.

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

Land Sale Restrictions

The conveying of the land to SCP will also include and contain the following perpetual land use restrictions (including noise disclosures and waivers, and avigation easement), which will run with the land at all times:

- Indianapolis Airport Authority will retain a perpetual easement and right-of-way (“Airspace Easement”) for the free and unobstructed passage of aircraft in, through and across the airspace which lies above the surface of the property. Purchaser will not construct any structure or other obstructions which exceeds the height restrictions designated or established by federal or state laws, rules or regulations, or ordinances, including, but not limited to, 14 CFR Part 77 and the Marion County Airspace Ordinance.
- Purchaser agrees to file a notice consistent with requirements of 14 CFR FAR Part 77 (FAA Form 7460-1) prior to constructing any facility, structure, or other item on the herein described real property.
- Purchaser agrees it will not use, nor permit, the property to be used in such a manner as to create a potential for attracting birds and other wildlife which may pose a hazard to aircraft.

- Purchaser agrees the property will not be used for paid public parking for any types of vehicles, or as a taxi staging area or other “for hire” transportation of the traveling public.
- Purchaser agrees the property will not be used for any type of utility operation, asphalt plant, or other business or facility that emits, to any extent, smoke, fumes, vapors, or other gases that constitute a hazard to aircraft as determined by the Federal Aviation Administration.
- Purchaser agrees that no residential buildings or facilities will be constructed on the property.

FAA Land Release Approval

As this land falls within the “aeronautical uses” of the Airport Layout Plan (ALP), Staff is required to submit information to the FAA including evidence of a fair market value transaction to receive approval from the FAA to release the land from aeronautical uses and approve the land sale transaction.

Scope

To execute a Real Estate Sale Agreement with SCP for the sale of 97.471 acres of land located at approximately 3200 E. Stafford Road in Plainfield.

Schedule

March 29, 2017	Step One of Land Release Filed with the FAA.
May 1, 2017	1st Public Notice issued to two periodicals regarding IAA sale of land.
May 8, 2017	SCP submits executed Sale Agreement.
May 9, 2017	2nd Public Notice issued to two periodicals regarding IAA sale of land.
May 19, 2017	IAA Board Memo and Sale Agreement for IAA Board consideration.
May 25, 2017	Within five (5) days of the execution of the Sale Agreement the Buyer is to deliver earnest money check in the amount of 10% of the sale price as designated within the Sale Agreement. Buyer has ninety (90) days from the execution of the Sale Agreement as an Inspection Period. Closing of the land sale is to occur within thirty (30) days after Inspection Period.
June 2, 2017	Step Two of Land Release submission to the FAA

Revenue and/or Operating Cost Implications

Revenue:

\$6,200,000.00 or \$63,608.66 per acre.

Operating Costs:

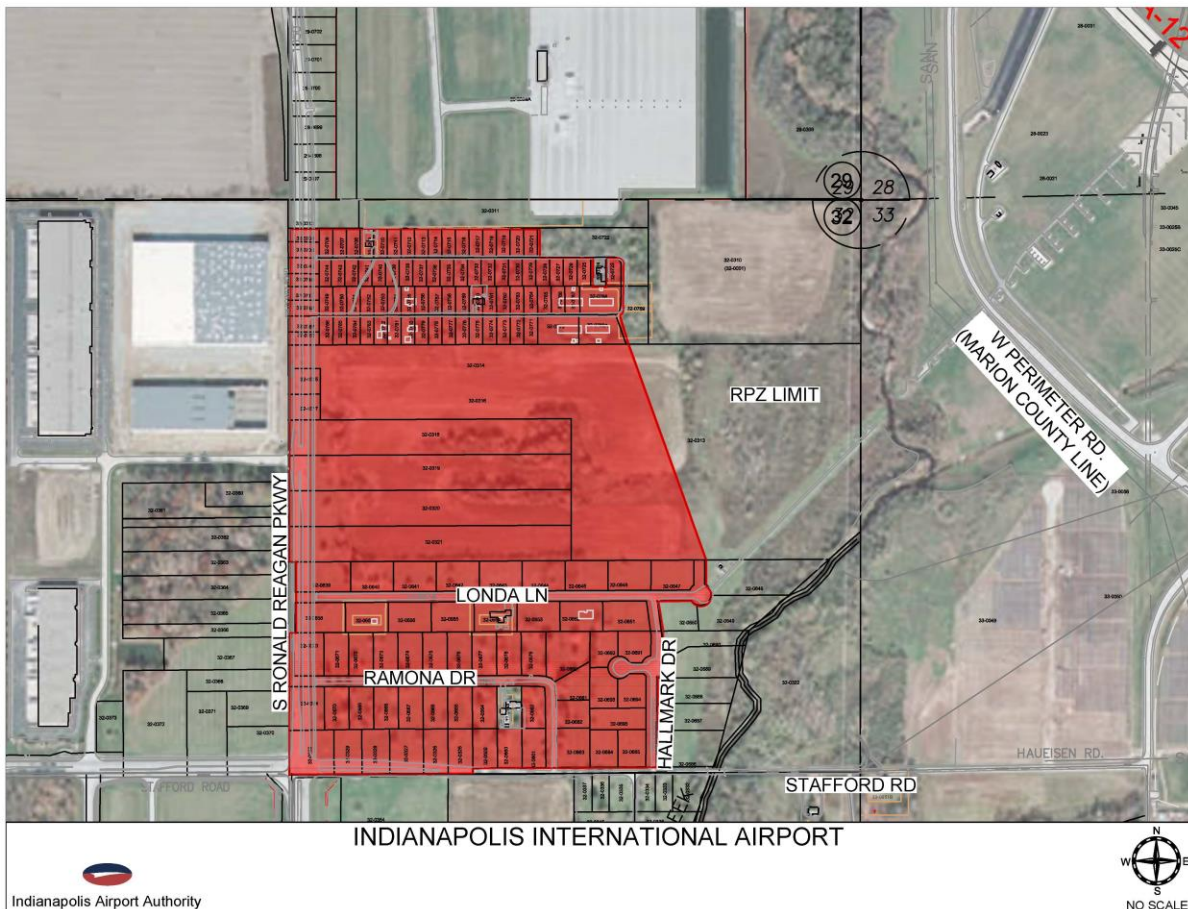
Total expenses including survey, appraisal, title work and archeological/environmental fees are less than \$50K.

Supplier Diversity Participation

Estimated MBE spend is \$21,500 or 44% (Paul I. Cripe). Estimated WBE spend is \$16,045 or 33% (Keramida).

Recommendation

Consider for approval a Real Estate Sale Agreement with SCP Acquisitions, LLC for the sale of approximately 97.471 acres of land located at 3200 E. Stafford Road, Plainfield in a total sale amount of \$6,200,000.00.





Indianapolis Airport Authority

Board Memo – Reliever Airport Committee Charter

To: IAA Board of Directors

From: Jack T. Morton, Chair of Reliever Airport Committee

Date: May 4, 2017

Board Date: May 19, 2017

Subject: Charter of the Reliever Airport Committee

Background

As provided in Indiana Code § 8-22-3, the Board of the Indianapolis Airport Authority (“IAA”) may do all acts necessary or reasonably incident to carrying out the purposes of the Indiana Airport Authority Act, including, but not limited to, determining matters of policy regarding internal organization and adopting rules and procedures. Under this statutory provision, the Board has the power to create committees and adopt written charters describing their responsibilities and how they will operate. Currently, there are two formal committees established by the Board, as follows: (1) Finance & Audit Committee and (2) Human Resources Committee.

The IAA owns and operates four general aviation reliever airports, Eagle Creek Airpark, Hendricks County Airport – Gordon Graham Field, Indianapolis Regional Airport, Metropolitan Airport and the Indianapolis Downtown Heliport. As a further improvement to the existing committee structure, it is being proposed, at the Board’s request, that a third committee be formally established to function in an advisory capacity and to provide policy advice and guidance on reliever airport matters, including to provide oversight to the reliever airports (the “Reliever Airport Committee”). A copy of the proposed charter for the Reliever Airport Committee is attached to this Board Memo (the “Charter”).

The Reliever Airport Committee would consist of four members of the Board, meet at least one time each year (or more frequently, as necessary), and have appropriate authority to discharge its duties and responsibilities, all as more particularly described in the Charter. The Reliever Airport

Committee would also have the obligation to annually review and evaluate its own performance against the requirements of the Charter, and to report the results thereof to the Board.

Recommendation

The Reliever Airport Committee hereby recommends that the Board approve and adopt **Resolution No. 08-2017.**

CERTIFICATE OF AUTHENTICITY

I, Alfred R. Bennett, Secretary of the Board of the Indianapolis Airport Authority, hereby certify that the foregoing document is a true and correct copy of Resolution No. XX-2017, adopted by the Board of the Indianapolis Airport Authority at a regular meeting of said Board held at its offices at Indianapolis International Airport on May 19th, 2017.

Alfred R. Bennett, Secretary
INDIANAPOLIS AIRPORT AUTHORITY

DRAFT

**IAA Board Meeting
General Agenda
May 19, 2017**

General:

BP2017-05-04 **Consider, for approval,** of the scope of work between Develop Indy and the Indianapolis Airport Authority.

Capital:

BP2017-05-05 **Consider, for approval,** an award of contract for Cargo Apron Utility Corridor Relocation at the Indianapolis International Airport to ERMCO, Inc., in an amount not-to-exceed \$2,547,164.95 plus a 3% construction reserve of \$76,414.95 for a total of \$2,623,579.90. ERMCO Inc., was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 18% (ATEC, Inc.), WBE 10.01% (Protection Plus & Laura Kopetsky Tria-Ax, Inc.).



BOARD MEMO – DEVELOP INDY PROPOSAL

To: IAA Board of Directors
From: Marsha Stone, Sr. Director of Commercial Enterprise
Date: May 3, 2017
Board Date: May 19, 2017
Subject: Develop INDY – Professional Services Agreement

Background

Develop INDY, a business unit of the Indy Chamber, has a depth of expertise and breadth of connections within the corporate community, with significant economic development proficiency. Given this expertise, Develop INDY is ideally suited to assist the Indianapolis Airport Authority (IAA) with certain air service development and land development activities.

Scope

Develop Indy will provide staff support and technical assistance to the IAA in the following two areas:

Air Service Development

Develop Indy will gather business travel data, convene the traveling business community, provide market data, and support airline conversations, in addition to other activities in order to support the IAA's strategic air service development efforts.

1. Develop Indy will lead community efforts to secure corporate support for strategic/priority unserved IND markets. This may include C-level outreach and solicitation of specific commitments to support agreed key unserved markets. Corporate support for a transatlantic route will be a key 2017 priority, as agreed by the IND Air Service Task Force, and will be a critical element to the business case to secure a flight.
2. Develop Indy will leverage regional Business Retention and Expansion visits to identify corporate travel demand, providing confidential monthly reports to IAA of local business travel feedback.
3. Develop Indy will organize regional business leaders for a quarterly business roundtable to discuss air service needs with IAA Air Service staff. Access to regional business and travel leaders facilitates IAA staff in gathering substantive data to share with airlines

which they are not able to obtain on their own, and supports business case development to justify key routes to airline network planners.

4. Develop Indy will continue to provide market research and data to support air service presentations. As Develop Indy staff spend significant time interacting with current and potential corporate partners, they will incorporate detailed research around specific business connectivity needs to key markets, which will feed into IAA's air service development conversations and business case development.
5. Develop Indy will include air service updates at local stakeholder briefings providing another community platform for route marketing. Develop Indy will support and be involved in in-market airline partner site visits, as requested.
6. Develop Indy will participate in in-market airline and airline consultant site visits as an ambassador to the greater Indianapolis business community. It is critical to message to the airlines the strength and direction of the Indianapolis metro economy.

Land Use/Development

1. Business Attraction – As the business attraction arm for Indianapolis and Marion County, Develop Indy can assist the Authority in targeting and courting potential investors, developers, and end-users for Authority property. Develop Indy maintains a national network of site selection consultants and real estate professionals and would put that network and relationships to work for the Authority. Status updates are expected monthly via electronic mail.
2. Incentive Evaluation and Negotiation – Develop Indy is currently engaged throughout Marion County in incentive evaluation and negotiation for the City of Indianapolis. This insight makes Develop Indy uniquely positioned to provide substantive analytical and negotiating bandwidth in evaluating requests from companies on Authority-owned development sites. Develop Indy, in conjunction with IAA staff, will serve as a point of contact for tax abatement, tax credit and tax increment financing discussions with the City of Indianapolis. Status updates are expected monthly via electronic mail.
3. Permitting Assistance – The scope of work would include full use of Develop Indy's Regulatory and Permitting Ombudsman who would serve as a point of contact, with IAA staff, for state and local permitting needs should issues arise during the permitting or construction process. The Ombudsman would work directly with contractors on Authority-approved development projects to ensure that schedule disruptions from regulatory, zoning and permitting challenges are minimized. Updates are expected on an as-necessary basis either via telephone or electronic mail.

4. Business Retention and Expansion – The Authority maintains relationships with a wide range of existing businesses on Authority property as well as a variety of businesses that provide services to the Authority. Develop Indy’s Business Retention and Expansion Manager will personally contact these businesses and vendors to gauge their needs and determine how best Develop Indy can help them achieve their business goals in working with the Authority. These services generally include: workforce development and training needs, tax incentives for business expansion, community partnerships, coordination with various governmental agencies and business roundtables. Updates are expected on an as-necessary basis either via telephone or electronic mail.

5. Coordination with Other State and Federal Development Agencies – The State of Indiana will be a key factor in the success of future reuse, real estate development, and air services development projects. Develop Indy will coordinate with the state on development incentives for the projects and for future developers and end-users. Updates are expected on an as-necessary basis either via telephone or electronic mail.

Budget

The Authority will reimburse Develop Indy monthly on a time and material basis to support the defined scope. Develop Indy’s hourly rates are included on the following page and are billed in fifteen minute increments.

The Authority and Develop Indy agree to a twelve-month term from the date both parties execute and agreement for the scope of services identified herein. Extension of the length of term will be agree upon by both parties at least 90 days before the end of the initial twelve-month term.

The annual expense of the agreement shall not exceed \$180,000.

The following analysis is a breakdown of the estimated hourly fees and personnel associated with this project:

Position	Hourly Rate
Executive Director	\$109.75
Deputy Director	\$88.40
Senior Project Manager	\$78.49
Project Manager	\$72.27
Permitting Ombudsman	\$69.53
Business Retention Manager	\$73.46
Administrative Assistant	\$49.19

*The Following Indy Chamber services will be billed on a time and material basis at the hourly rate of a senior project manager:

- Business Advocacy and Legislative Affairs
- Marketing, and Communications
- Events/Roundtable Coordination

Schedule

Upon notice to proceed with a signed agreement, work will begin immediately.

Supplier Diversity Participation

Not applicable.

Recommendation

IAA staff recommends that the IAA Board consider for approval of the scope of work between Develop Indy and the Indianapolis Airport Authority.



Indianapolis Airport Authority

BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: April 26, 2017

Board Date: May 19, 2017

Subject: Award of Construction Contract with ERMCO, Inc. for Cargo Apron Utility Corridor Relocation project at Indianapolis International Airport (Project No. I-17-004)

Background

A proposed FedEx Cargo Apron Expansion Project will develop the existing grass utility corridor to include a new service road (southwest of the main cargo sort building) and additional staging area for Ground Service Equipment. In order for this expansion and pavement work to occur, the IAA must lower and relocate the various utilities in the vicinity of the FedEx 111K Expansion Project.

On January 20, 2017, The IAA Board approved plans and specifications and authorized public bidding process for Cargo Apron Utility Corridor Relocation at the Indianapolis International Airport. The Kimley-Horn contract is \$276,872.00, which is within the approved 2017 Capital Budget for Cargo Apron Utility Relocation.

On March 17, 2017, the IAA board approved Plans and Specifications and Authorization of the Public Bidding Process for the Cargo Apron Utility Corridor Relocation project.

On April 20, 2017, the IAA staff received 1 (one) bid. The project contained a base bid only. ERMCO was the lowest responsive and responsible bidder in the amount of (\$2,547,164.95).

In addition to the contract amount, IAA staff is requesting a construction reserve of 3% of the total contract amount for this project. A construction reserve of 3% has been previously approved by the IAA Board on other projects and successfully implemented to ensure timely approval of minor changes necessary due to unforeseen conditions and circumstances. There are sufficient dollars within this project's budget to accommodate the funding of the 3% contingency for construction reserve. Change orders exceeding the construction reserve will be submitted to the IAA Board for approval.

Scope

This proposed Construction Contract at the Indianapolis International Airport will provide for the relocation, lowering and installation of infrastructure located within the existing utility corridor and, upon completion, allow FedEx to commence construction of the Ground Service Equipment and Tug Road project, part of the 111K FedEx Expansion.

Budget

The ERMCO, Inc., contract is \$2,547,164.95, which is within the approved 2017 Capital Budget for Cargo Apron Utility Corridor Relocation.

This project will be 100% Airport cash funded.

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

Project Name

Contract Amount (including 3% reserve)	\$	2,623,579.90
Design (including survey and geotechnical)		276,872.00
Professional Services (Other)		235,000.00
Utility Relocation (Others)		711,302.02
Inspection		72,039.00
Total Anticipated Project Cost	\$	3,918,792.92

Schedule

Contract award is anticipated May 19, 2017 and the substantial completion is expected to be October 2017.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:

Firm	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
ATEC, Inc.	\$ 458,500.00	\$ -	\$ -	18.00%	0.00%	0.00%
Protection Plus	\$ -	\$ 40,000.00	\$ -	0.00%	1.57%	0.00%
Laura Kopetsky Tri-Ax, Inc.	-	215,000.00	-	0.00%	8.44%	0.00%
Totals	\$ 458,500.00	\$ 255,000.00	\$ -	18.00%	10.01%	0.00%

Recommendation

The IAA staff recommends the IAA Board consider for approval an award of contract for Cargo Apron Utility Corridor Relocation at the Indianapolis International Airport to ERMCO, Inc., in an amount not-to-exceed \$2,547,164.95 plus a 3% construction reserve of \$76,414.95 for a total of \$2,623,579.90. ERMCO Inc., was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 18% (ATEC, Inc.), WBE 10.01% (Protection Plus & Laura Kopetsky Tria-Ax, Inc.).