



# A DECADE+ OF EXCELLENCE

INDIANAPOLIS INTERNATIONAL AIRPORT

## IAA Board of Directors Meeting Agenda

November 21, 2025

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 October 17, 2025.**
- III. **Ordinances, Resolutions, and Public Hearings**
  - a) **Public Hearing** of General Ordinance 03-2025, concerning Indianapolis Airport Authority’s 2026 Rates and Charges Ordinance, as described in Board Memo BP2025-11-01.
  - b) **Consider for Approval and Adoption** of General Ordinance 03-2025, concerning Indianapolis Airport Authority’s 2026 Rates and Charges Ordinance, as described in Board Memo BP2025-11-01.
- IV. **Board Reports**

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

Consider for approval, the individual items on IAA General Agenda dated November 21, 2025.
- VI. **Staff Reports**
  - a) Executive Director’s Report (Submitted in writing)
    - i. Indy Chamber Monumental Awards “Achievement” Recognition - Runway Reconstruction Project
    - ii. USA TODAY 10Best Readers’ Choice Awards - #2 Best Airport for Art
    - iii. Celebrating 100 Years of Wonder - KIND Gallery Exhibit
    - iv. IND Winter Weather Preparedness
    - v. IAA Annual People Leader Summit
    - vi. Welcome to National FFA Convention – Student Success Tour
    - vii. Fall Break Travel Season and Supporting Federal Partners
- VII. **Other Reports and Updates**
  - a) **Board Communications:** *Next Meeting: Friday, December 19, 2025, 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 October 17, 2025, in the Airport's Board Conference Room at Indianapolis International Airport. A roll call attendance was taken. Board Members attended in person or via Zoom.

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

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

**I.A.A. Executive Staff attending:**

Mario Rodriguez, Executive Director  
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  
Ellen Hurley, Associate General Counsel  
Robert Thomson, Sr. Director of Finance  
Jarod Klaas, Sr. Director of Planning and Development  
Reid Goldsmith, Sr. Director of Information Technology  
Marsha Wurster, Sr. Director of Commercial Enterprise  
Eric Anderson, Director of Properties  
Holli Harrington, Sr. Director of Strategic Alliance

**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. Schleiter, and all other members stating, "Aye," the Meeting Minutes of the IAA Board Meeting on September 19, 2025, were approved.

**ORDINANCES, RESOLUTIONS, AND PUBLIC HEARINGS**

President Glass called upon Eric Anderson, Director of Properties, to present for public hearing and consideration, a Real Estate Sale Agreement with the Consolidated City of Indianapolis,

Marion County by and through its Department of Metropolitan Development, for the sale of approximately 5.359 acres and its improvements, known as the Indianapolis Downtown Heliport, located at 51 S. New Jersey Street in Indianapolis, Indiana for a total sale amount of \$10,875,000.00 and authorize IAA Staff to fulfill the sale transaction as described in [Board Memo BP2025-10-01](#). After discussion, President Glass opened the public hearing. There being no comments from the public, she closed the public hearing. President Glass then asked for a motion for approval of [Board Memo BP2025-10-01](#). A motion for approval was made by Mr. Gaither and seconded by Mr. Voorhies. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-10-01](#). President asked that the Board be involved and informed regarding the spending of proceeds from the sale. Mr. McClamroch asked that the matter be discussed at the next Finance and Audit Committee and be reported to the full Board.

President Glass then called upon Mr. Anderson to present for public hearing and consideration, the Uniform Property or Easement Acquisition Offer with the Consolidated City of Indianapolis, Marion County by and through its Department of Public Works, for the sale of approximately 0.862 acres of fee simple Right-of-Way, 0.298 acres of pre-existing Right-of-Way and 0.026 acres of temporary easement located on Girls School Road, Marion County, Indiana, for a total amount of \$69,850.00 and authorize IAA Staff to fulfill the sale transaction as described in [Board Memo BP2025-10-02](#). After discussion, President Glass opened the public hearing. There being no comments from the public, she closed the public hearing. President Glass then asked for a motion for approval of [Board Memo BP2025-10-02](#). A motion for approval was made by Mr. Schleiter and seconded by Mr. Voorhies. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-10-02](#).

President Glass then called upon Ellen Hurley, Associate General Counsel, to present for introduction only, General Ordinance 03-2025, concerning Indianapolis Airport Authority's 2026 Rates and Charges Ordinance, as described in [Board Memo BP2025-10-03](#).

President Glass then called upon Marsha Wurster, Sr. Director for Commercial Enterprise, to present for approval and adoption, Resolution No. 08-2025, reactivating the Transatlantic Incentive Supplemental Plan which offers incentives to air carriers who meet the qualifications described in [Board Memo BP2025-10-04](#). President Glass asked for a motion for approval of [BP2025-10-04](#). A motion for approval was made by Mr. McClamroch and seconded by Ms. Catchings. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-10-04](#).

## **BOARD REPORTS**

Board President's Report : President Glass acknowledged the efforts by IAA employees who have been helping TSA with baggage screening during this high-volume traffic period.

## **OFFICIAL ACTIONS**

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA DATED October 17, 2025:

President Glass called upon Ms. Wurster to present for consideration and approval, [BP2025-10-05](#), a Foreign Trade Zone (FTZ) Operator Agreement and the issuance of a Grantee Sponsorship Letter for ISVAL USA, Inc. to facilitate access to the federal FTZ program. President Glass asked for a motion for approval for [BP2025-10-05](#). 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 all members stating, "Aye," unanimous approval was given to [BP2025-10-05](#).

President Glass then called upon Ms. Wurster to present for consideration and approval, [BP2025-10-06](#), a Foreign Trade Zone (FTZ) Operator Agreement and the issuance of a Grantee Sponsorship Letter for Maxiforce, Inc. to facilitate access to the federal FTZ program. President Glass asked for a motion for approval for [BP2025-10-06](#). A motion for approval was made by Mr. Gaither and seconded by Mr. Schleter. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-10-06](#).

President Glass then called upon Robert Thomson, Sr. Director of Finance, to present for consideration and approval, [BP2025-10-07](#), an engagement with Forvis Mazars, LLP for the audit of the Indianapolis Airport Authority's financial statements for the year ended December 31, 2025, in an amount to-to-exceed \$157,500.00. President Glass asked for a motion for approval for [BP2025-10-07](#). A motion for approval was made by Ms. Catchings and seconded by Mr. Goodwin. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-10-07](#).

President Glass then called upon Keith Berlen, Sr. Director of Operations and Public Safety, to present for consideration and approval, [BP2025-10-08](#), an award of contract with R.A.S.K. & Associates, Inc. for on-call snow removal services for the Airport Parking Lots at Indianapolis International Airport. President Glass asked for a motion for approval for [BP2025-10-08](#). A motion for approval was made by Ms. Catchings and seconded by Mr. Goodwin. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-10-08](#).

President Glass then called upon Jarod Klaas, Sr. Director of Planning & Development, to present for consideration and approval, [BP2025-10-09](#), Amendment No. 1 with DLZ Indiana LLC to increase their 2025 On-Call contract in an amount not to exceed \$12,000. President Glass asked for a motion for approval for [BP2025-10-09](#). A motion for approval was made by Mr. Gaither and seconded by Mr. Schleter. There being no discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-10-09](#).

President Glass then called upon Mr. Klaas to present for consideration and approval, [BP2025-10-10](#), an award to contract to Abel Construction Company, Inc. for Rebid of Restroom Renovations, Phase I at Indianapolis International Airport in an amount not-to-exceed \$7,256,093.00 plus a 10% construction reserve of \$725,609.30 for a total of \$7,981,702.30. Abel Construction Company, Inc. was the lowest responsive and responsible bidder. President Glass asked for a motion for approval for [BP2025-10-10](#). A motion for approval was made by Mr. Voorhies and seconded by Mr. Schleter. After brief discussion, President Glass asked for a roll call vote, and with all members stating, "Aye," unanimous approval was given to [BP2025-10-10](#).

## **STAFF REPORTS**

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

Executive Director's Report (Submitted in writing)

- i. 2nd Quarter Core Value Award Winners -- Executive Director Rodriguez introduced the winners to the Board
- ii. J.D. Power Award (4<sup>th</sup> year in a row, a total of 8 years)
- iii. American Heart Association Walk
- iv. New Exhibit from The Jim Irsay Collection
- v. TED Sports at IND – Designing the Fan Journey
- vi. Rock Solid Foundation – Westin Indianapolis Airport Hotel and Financial Stability Updates
- vii. 2025 Patriots Day
- viii. Recognition for the Runway Reconstruction Project

## **Other Reports/Update**

- a) Board Communications: Next Meeting: Friday November 21, 2025 at 8:00am.

## **ADJOURNMENT**

**Meeting adjourned at 8:37 am.**

The October 17, 2025 Indianapolis Airport Board of Directors meeting is available to stream via the link:

Meeting

Recording:

[https://us02web.zoom.us/rec/share/dR7xbwg3CZ4yNXx5kjq\\_wmWsoy3V59RpfZAh2UubPyZaD2eD12h3A8TWeVxzPh\\_-DvNn9343UD3TxuS?startTime=1760702402000](https://us02web.zoom.us/rec/share/dR7xbwg3CZ4yNXx5kjq_wmWsoy3V59RpfZAh2UubPyZaD2eD12h3A8TWeVxzPh_-DvNn9343UD3TxuS?startTime=1760702402000)

Passcode: c%gdF\*3!

**INDIANAPOLIS AIRPORT AUTHORITY \***

By: \_\_\_\_\_

Barbara Glass, President

DATED: November 21, 2025

By: \_\_\_\_\_

Mamon Powers III, Secretary

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

DRAFT



## BOARD MEMO – 2026 RATES & CHARGES ORDINANCE

To: IAA Board of Directors

From: Jonathan Weinzapfel, General Counsel

Date: November 14, 2025

Board Date: November 21, 2025

Subject: 2026 Rates & Charges Ordinance

### Scope

The Board of the Indianapolis Airport Authority (“IAA”) annually adopts an ordinance in order to implement a schedule of rates and charges for the use of the Airport’s facilities and services. All public notices about the introduction and public hearing of this proposed Ordinance were properly published in the local newspapers, as required by Indiana law.

This proposed Ordinance sets forth rates that, if approved, will go into effect at the beginning of next year (January 1, 2026). The following represents a summary of changes from the prior year’s ordinance (shown on the attached copy of the proposed Ordinance)

Consistent with the terms of the AUA, the following changes were made to reflect the 2026 rates for airlines:

- In Section III(B)(2)(a), landing fees for Signatory Airlines increased from \$4.34 to \$4.83 per 1000 pounds of landing weight, and for Non-Signatory Airlines, the rate increased from \$5.99 to \$6.32.
- In Section III(B)(3)(b), annual terminal space rental rates per square foot of area decreased from \$124.67 to \$123.32 for Signatory Airlines and increased from \$172.07 to \$177.71 for Non-Signatory Airlines. Rental rates for aircraft apron decreased from \$2.33 to \$2.20 for Signatory Airlines and increased from \$2.35 to \$2.40 for Non-Signatory Airlines.
- In Section III(B)(4), the Joint Use Space Fee per enplaned passenger decreased from \$9.64 to \$9.58.
- In Section III(B)(9)(a) the Common Use Gate Fees (per flight) were increased as follows:
  - For Signatory Airlines:

Up to 3 hours -- decreased from \$228.18 to \$213.37. Aircraft Apron fee decreased from \$66.77 to \$64.57.

More than 3 hours, less than 9 hours -- decreased from \$342.27 to \$320.06 and Airport Apron fee decreased from \$100.16 to \$96.86.

9 or more hours, less than 18 hours -- decreased from \$684.54 to \$640.12 and Airport Apron fee decreased from \$200.31 to \$193.71.

18-24 hours -- decreased from \$1,369.08 to \$1,280.24 and Airport Apron fee decreased from \$400.62 to \$387.42.

- For Non-Signatory Airlines:

Up to 3 hours -- decreased from \$314.95 to 307.47 and Airport Apron fee decreased from \$66.77 to \$64.57;

More than 3 hours, less than 9 hours -- decreased from \$472.43 to \$461.21 and Airport Apron fee decreased from \$100.16 to \$96.86;

9 or more hours, less than 18 hours -- decreased from \$944.85 to \$922.41 and Airport Apron fee decreased from \$200.31 to \$193.71;

18-24 hours -- decreased from \$1,889.70 to 1,844.82 and Airport Apron decreased from \$400.62 to \$387.42.

### **Schedule**

October 17, 2025 - General Ordinance No.3-2025 was introduced at the IAA Board Meeting.

November 21, 2025 - Public Hearing/Consideration for Adoption of said Ordinance.

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

The annual Rates & Charges Ordinance is the principal document to impose fees and charges for the use of the Airport's facilities and services in support of the 2026 approved Operating and Capital Budgets of the IAA.

### **Recommendation**

The IAA Staff recommends the IAA Board of Directors consider for approval and adoption of the attached General Ordinance No. 03-2025.



**IAA Board Meeting  
General Agenda  
November 21, 2025**

**General:**

- BP2025-11-02** Consider for approval the acceptance of the affirmative vote of the Signatory Airlines to extend the Term of the Airline Use Agreement through December 31, 2027.
- BP2025-11-03** Consider for approval Amendment No. 1 to Lease Agreement with U.S. Department of Commerce National Oceanic and Atmospheric Administration to add and exercise a ten (10) year renewal term in the continuation of support to the National Weather Service.
- BP2025-11-04** Consider for approval an FTZ Operator Agreement and the issuance of a Grantee Sponsorship Letter with Bobst North America, Inc. to facilitate access to the federal FTZ program.

**Capital:**

- BP2025-11-05** Consider for approval an inspection services contract with Journey Engineering, LLC for Taxiway P Reconstruction at Indianapolis International Airport in an amount not-to-exceed \$1,949,776.82 (fees and expenses).
- BP2025-11-06** Consider for approval Change Order No. 3 with Dallman Contractors, LLC for Main Terminal Painting and Repair at the Indianapolis International Airport in an amount not to exceed \$8,730.00.
- BP2025-11-07** Consider for approval an award of contract for Shuttle Bus Replacement (Install Three Bus Chargers) 2024 & 2025 at Indianapolis International Airport to Huston Electric, Inc., in an amount not to exceed \$269,762.00 plus a 10% construction reserve of \$26,976.20 for a total of \$296,738.20. Huston Electric, Inc., was the lowest responsive and responsible bidder.
- BP2025-11-08** Consider for approval a professional services contract with Ricondo & Associates, Inc. for IND Master Plan at Indianapolis International Airport in an amount not-to-exceed \$4,989,800.00 (fees and expenses).



## BOARD MEMO – SIGNATORY AIRLINE USE AGREEMENT TERM EXTENSION

To: IAA Board of Directors

From: Robert Thomson, Sr. Director of Finance

Date: November 4, 2025

Board Date: November 21, 2025

Subject: Signatory Airline Use Agreement – Term Extension

**Background:**

IAA entered into the current Airline Use Agreement (AUA) with the Signatory Airlines for a three (3) year Term beginning January 1, 2024 through December 31, 2026. The AUA also provides the option for IAA and the Signatory Airlines to mutually agree to extend the Term for one additional one (1) year (the “Extension Period”), extending the Term through December 31, 2027.

In order to exercise this Extension Term, the Signatory Airlines must provide an affirmative vote from the Signatory Airlines representing payments of at least eighty percent (80%) of the sum total of the 2024 Fiscal Year Airfield Revenue Requirement, Apron Area Revenue Requirement, and Terminal Revenue Requirement.

IAA has received notice from the Airline Airport Advisory Committee (AAAC) Chair, Delta Air Lines, that the Signatory Airlines have met the 80% requirement and have affirmatively voted to extend the Term of the AUA for one additional year in accordance with the AUA.

None of the 10 Signatory Airlines have exercised their right to opt out of the AUA for the Extension Period.

As the Extension Period requires mutual acceptance, IAA must accept or reject the affirmative vote of the Signatory Airlines no later than November 30, 2025.

**Scope:**

Accept the affirmative vote of the Signatory Airlines to extend the Term of the Airline Use Agreement through December 31, 2027.

**Schedule:**

|                    |   |
|--------------------|---|
| November 21, 2025: | IAA Board acceptance of the affirmative vote of the Signatory Airlines to extend the Term of the Airline Use Agreement through December 31, 2027. |
|--------------------|---|

**Revenue:**

No changes to the current financial model during the Extension Period with the exception of the Capital Improvement Fund Requirement deposit amount which will be adjusted for the Extension Period based upon the change in CPI-U for the period January 2024 through December 31, 2025.

**Recommendation:**

Consider for approval acceptance of the affirmative vote of the Signatory Airlines to extend the Term of the Airline Use Agreement through December 31, 2027.



## BOARD MEMO – REAL PROPERTY LEASE

To: IAA Board of Directors

From: Marsha Wurster, Sr. Director of Commercial Enterprise

Date: November 4, 2025

Board Date: November 21, 2025

Subject: U.S. Department of Commerce National Oceanic and Atmospheric Administration – Lease Amendment No. 1

**Background:**

In 1989/1990, the U.S. Government constructed Building #310, located on IAA property (south of Interstate 70) at 6900 West Hanna Avenue, for the National Weather Service (NWS) in the continued support of local weather forecasting. Prior to this facility, the previous location of the NWS was on the 4<sup>th</sup> floor of the administration building at the former passenger terminal.

The current building is 5,975 square feet and resides on 3.39 acres of land. The facility is essential U.S. Government property and therefore, no land or building rent is charged for this facility which is in compliance with the Airport and Airways Act of 1982.

The Term of the current Lease Agreement began March 1, 2016, and is scheduled to expire February 28, 2026. NWS desires to continue leasing the facility and is seeking, via Amendment No. 1, to add and exercise a ten (10) year renewal option for the period March 1, 2026 through February 28, 2036.

This Lease includes relocation language based on IAA’s needs on future aeronautical land development.

**Scope:**

Execution of Lease Amendment No. 1 to Lease Agreement with U.S. Department of Commerce National Oceanic and Atmospheric Administration to extend the Term for ten (10) years.

**Schedule:**

|                    |   |
|--------------------|---|
| November 21, 2025: | IAA Board approval of Lease Amendment No. 1 to Lease Agreement with the U.S. Department of Commerce National Oceanic and Atmospheric Administration |
|--------------------|---|

**Revenue:**

Revenue impact is \$1.00/year for the ten (10) year renewal term.

**Operating Costs:**

The Government maintains responsibility for all maintenance aspects of the premises.

**Recommendation:**

Consider for approval Amendment No. 1 to Lease Agreement with U.S. Department of Commerce National Oceanic and Atmospheric Administration to add and exercise a ten (10) year renewal term in the continuation of support to the National Weather Service.



**BOARD MEMO – BOBST NORTH AMERICA, INC.  
FOREIGN TRADE ZONE (FTZ) OPERATOR AGREEMENT &  
GRANTEE SPONSORSHIP LETTER**

To: IAA Board of Directors  
From: Marsha Wurster, Sr. Director of Commercial Enterprise  
Date: November 12, 2025  
Board Date: November 21, 2025  
Subject: FTZ Operator Agreement & Grantee Sponsorship Letter (GSL) with Bobst North America, Inc.

**Background**

Bobst North America, Inc. (Bobst) has requested access to the FTZ program to leverage the financial and logistical benefits of the program. Bobst is a leading global supplier of substrate processing, printing, and converting equipment, and more. This site will be used for the distribution of Bobst’s imported equipment and supplies, which may be used in both domestic and international markets.

The proposed FTZ site is located at 305 Chaney Ave, Ste C, Greenwood, IN. The requested designated acreage consists of one building with approximately 2.23 acres and 97,000 square feet, which Bobst would like to activate as an FTZ in its entirety.

Bobst currently employs 27 FTE with an average annual payroll of \$1,125,000.00 with plans to increase by 1 FTE after activation.

**Scope**

Staff requests that the IAA Board execute the FTZ Operator Agreement and issue a Grantee Sponsorship Letter for Bobst.

**Schedule**

November 12, 2025: GIFTZ Board reviewed the Bobst request and recommended approval of FTZ sponsorship.  
November 21, 2025: Upon approval, IAA Board execution of the FTZ Operator Agreement and issuance of a Grantee Sponsorship Letter with Bobst.

**Revenue and/or Operating Cost Implications**

**Revenue:**

Grantee fees are publicly posted in the Zone Schedule (FTZ rates & charges document).

Bobst is anticipated to pay \$30,000.00 annually for grantee fees.

**Operating Cost:**

Annual direct costs associated with the Bobst Operating Agreement equate to \$5,200.00 to service this account.

**Decision Making Process / Alternatives**

- To execute the FTZ Operator Agreement and issue the Grantee Sponsorship Letter, as requested by Bobst.
- To not execute the FTZ Operating Agreement and not issue the Grantee Sponsorship Letter; however, this would leave Bobst at risk without sponsorship of their proposed FTZ distribution site that is located within the Authority's FTZ service area.

**Recommendation**

Consider for approval an FTZ Operator Agreement and the issuance of a Grantee Sponsorship Letter with Bobst North America, Inc. to facilitate access to the federal FTZ program.



**Indianapolis Airport Authority**

**BOARD MEMO – CONTRACT AWARD**

To: IAA Board of Directors

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

Date: October 22, 2025

Board Date: November 21, 2025

Subject: Approve an Inspection Services Contract with Journey Engineering, LLC for Taxiway P Reconstruction at Indianapolis International Airport (Project No. I-25-004)

**Background**

As a result of a recent Pavement Management Program, the Indianapolis Airport Authority (IAA) has identified the need to reconstruct the pavement of Taxiway P at the Indianapolis International Airport (IND). Taxiway P, which connects the north and south parallel runways (5-23's), was constructed in the mid-1990s and has reached the end of its useful life.

On August 15, 2025, the IAA issued a Request for Qualifications for Construction Inspection and Material Testing Services with responses due on September 11, 2025. Two Statements of Qualifications were received. A review committee made up of five IAA representatives reviewed the qualifications and determined Journey Engineering, LLC is the best qualified to provide testing and inspection services for this project.

**Scope**

Journey Engineering, LLC will provide construction inspection services and quality assurance material testing during the construction of the Taxiway P Reconstruction project at Indianapolis International Airport.

**Budget**

The Journey Engineering, LLC contract is \$1,949,776.82, which is within the approved 2026 Capital Budget for the Taxiway P Reconstruction at Indianapolis International Airport.

The funding for this project is expected to be 75% Federal Aviation Administration (FAA) grant funds and 25% Airport cash funded.

**Schedule**

Contract award anticipated November 2025 with a contract expiration date of December 31, 2027, to allow for the provision of final inspections, contract close-out activities, final report of construction, and ten (10) months warranty inspection.

**Recommendation**

The IAA Staff recommends the IAA Board of Directors consider for approval an inspection services contract with Journey Engineering, LLC for Taxiway P Reconstruction at Indianapolis International Airport in an amount not-to-exceed \$1,949,776.82 (fees and expenses).



Indianapolis Airport Authority

## **BOARD MEMO – CHANGE ORDER**

To: IAA Board of Directors

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

Date: October 23, 2025

Board Date: November 21, 2025

Subject: Approval of Change Order No. 3 to the contract with Dallman Contractors, LLC for Main Terminal Painting and Repair at Indianapolis International Airport (Project No. Q-22-015)

### **Background**

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

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

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

On July 19, 2024, the IAA Board approved Change Order #1 with Dallman Contractors, LLC to install new overhead signs in the GTC and on the Arrivals Level to match the aesthetics of the freshly cleaned and painted sign supports.

On October 18, 2024, the IAA Board approved Change Order #2 with Dallman Contractors, LLC to complete the painting and repair. While construction was in progress to repair and repaint the inner concrete barrier walls along the Departures Level, it was determined that the outer barrier walls also needed similar repairs and repainting.

### **Change Order Summary**

Contract changes fall under one of three categories: Errors/Omissions, Unforeseen Circumstances, or additional Owner requested scope. Typically, the designer pays the cost of an error as the error may require work already completed to be redone. Omissions are items corrected before work is performed, for which the designers are typically charged up to 15% of the cost because the item may have to be negotiated with the contractor.

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

Change Order #3 consists of concrete patching and painting of lower wall under driving structure adjacent to new parking garage structure, previously blocked by construction equipment from another construction site and unforeseen to the project. The change order also consists of repairing various sections of barrier wall damaged by vehicles before the project was completed.

**Budget**

The Dallman Contractors, LLC Change Order No. 3 is \$8,730.00, which will be financed through the operating budget and has been approved by the budget holder.

Change Order No. 3 is 1.5% more than the original contract and exceeds the approved construction contingency. (Previously, Change Order No. 1 exceeded the 10% contingency.)

This project is 100% Airport cash funded.

**Revised Construction Amount**

|                                       |                    |    |                 |
|---------------------------------------|--------------------|----|-----------------|
| Original Construction Contract Amount |                    | \$ | 565,072.00      |
| Previous Change Orders                |                    |    | 497,559.90      |
| Current Change Order No. 3            | (1.5% of contract) |    | <u>8,730.00</u> |
| New Construction Contract Total       |                    | \$ | 1,071,361.90    |

**Project Costs**

|  |  |    |                 |
|--|--|----|-----------------|
| Design (including survey and geotechnical) |  | \$ | 114,141.00      |
| Other Services: Advertisement              |  |    | 303.08          |
| Project Management                         |  |    | 88,000.00       |
| Construction Contract Amount               |  |    | 565,072.00      |
| Previous Change Orders                     |  |    | 497,559.90      |
| Current Change Order No. 3 (1.5%)          |  |    | <u>8,730.00</u> |
| Revised Total Anticipated Project Cost     |  | \$ | 1,273,805.98    |

**Recommendation**

The IAA Staff recommends the IAA Board of Directors consider for approval Change Order No. 3 with Dallman Contractors, LLC for Main Terminal Painting and Repair at the Indianapolis International Airport in an amount not to exceed \$8,730.00.



## **BOARD MEMO – CONTRACT AWARD**

To: IAA Board of Directors

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

Date: November 10, 2025

Board Date: November 21, 2025

Subject: Award a Construction Contract to Huston Electric, Inc. for Shuttle Bus Replacement (Install Three Bus Chargers) 2024 & 2025 at Indianapolis International Airport (Project No. I-25-023)

### **Background**

On February 4, 2025, the Senior Director of Planning and Development approved Task Order 1 with DLZ Indiana through their 2025 On-Call Professional Services Contract for the development of plans and Specifications for bidding Shuttle Bus Replacement (Install three Bus Chargers) 2024 & 2025 at the Indianapolis International Airport.

On July 16, 2025, the Indianapolis Airport Authority (IAA) Executive Director approved plans and specifications prepared by DLZ Indiana and authorized the public bidding process for Shuttle Bus Replacement (Install three Bus Chargers) 2024 & 2025 at the Indianapolis International Airport.

On August 1, 2025, the Senior Director of Planning and Development approved Task Order 9 with DLZ Indiana through their 2025 On-Call Professional Services Contract to revise the design to incorporate changes to the plans and specifications requested by the IAA Parking Department to the plans and specifications.

On September 19, 2025, the IAA Board approved Amendment No. 1 to the 2025 On-Call Contract with DLZ Indiana LLC for additional work required to revise the drawings to accommodate a Parking Department request for revisions to the arrangement of the charging stations to add a power station to reduce the charging times of two of the three new chargers.

On September 9, 2025, the IAA staff received three bids. The project contained a base bid only. The bids ranged from \$269,762.00 to \$474,230.00. Huston Electric, Inc. was the lowest responsive and responsible bidder in the amount of \$269,762.00.

In addition to the contract amount, IAA staff are 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 the 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 three (3) bus chargers.

**Budget**

The Huston Electric, Inc. contract is \$269,762.00, which is within the approved 2026 Capital Budget for Shuttle Bus Replacement (Install three Bus Chargers) 2024 & 2025 at the Indianapolis International Airport.

**Project Name**

|  |           |                     |
|--|-----------|---------------------|
| Gillig LLC (4 new buses)                             | \$        | 4,797,600.00        |
| Design (DLZ Indiana)                                 |           | 59,907.00           |
| Advertisements for Bid                               |           | 171.00              |
| Huston Electric (Including 10% Construction Reserve) |           | 296,738.20          |
| <b>Total</b>   | <b>\$</b> | <b>5,154,416.20</b> |

This project will be 100% Airport cash funded.

**Recommendation**

The IAA Staff recommends that the IAA Board of Directors consider for approval an award of contract for Shuttle Bus Replacement (Install Three Bus Chargers) 2024 & 2025 at Indianapolis International Airport to Huston Electric, Inc., in an amount not to exceed \$269,762.00 plus a 10% construction reserve of \$26,976.20 for a total of \$296,738.20. Huston Electric, Inc., was the lowest responsive and responsible bidder.



# Indianapolis Airport Authority

## **BOARD MEMO – CONTRACT AWARD**

To: IAA Board of Directors

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

Date: October 7, 2025

Board Date: November 21, 2025

Subject: Approve a Professional Services Contract with Ricondo & Associates, Inc. for IND Master Plan at Indianapolis International Airport (Project No. I-25-076)

### **Background**

The most recent Master Plan for Indianapolis International Airport (IND) was approved in 1990. This Master Plan recommended the relocation and commissioning of the new airport terminal to the midfield by 2010. Since then, the 2012 Airport Layout Plan Update sought to capture changes since the last Master Plan and assist the Indianapolis Airport Authority (IAA) in making short-term decisions; however, it was limited in scope and did not provide guidance for the challenges currently being faced at IND.

The purpose of a Master Plan is to provide the IAA a 20-year roadmap for short-, intermediate-, and long-term development through a methodical process consistent with local, state, and national goals. The Master Plan is singularly the most important document the IAA can prepare, forming the basis for all future decisions and acts as a guide in the development of IND and its environs. Most crucially, in its absence access to FAA AIP grants is limited, if not precluded.

On November 9, 2020, the IAA informed Ricondo they had been selected for 2020 IND Master Plan, initiating the process of scope and fee negotiations. Due to global uncertainties at the time, the Master Plan effort was delayed until IND experienced a recovery year.

### **Scope**

The Master Plan will evaluate the Airport's long-term development needs over a 20-year planning horizon, incorporating the prior Southeast Quadrant study findings (without duplicating its scope), and will address airfield, terminal, landside, financial, and technological considerations to support IND's and the IAA's strategic goals. Work will include preparing forecasts, plans, and recommendations that balance growth, financial feasibility and stakeholder collaboration.

**Budget**

The Ricondo & Associates, Inc. contract is \$4,989,800.00, which is within the approved 2026 Capital Budget for the IND Master Plan.

The funding for this project is expected to be 75% Federal Aviation Administration (FAA) grant funds and 25% Airport cash funded. The FAA awarded an AIP grant for the IND Master Plan on August 6, 2025.

**Schedule**

Contract award anticipated November 21, 2025, with a contract expiration date of December 31, 2029.

**Recommendation**

The IAA Staff recommends the IAA Board of Directors consider for approval a professional services contract with Ricondo & Associates, Inc. for IND Master Plan at Indianapolis International Airport in an amount not-to-exceed \$4,989,800.00 (fees and expenses).

## IAA BOARD APPOINTMENTS

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| <b>Board Member:</b> | <b>Appointment Date:</b> | <b>Appointed By:</b>               | <b>Expires:</b> |
|----------------------|--------------------------|------------------------------------|-----------------|
| Barbara Glass        | 01/30/2024               | Mayor's Office                     | 12/31/2027      |
| Eric Dozier          | 02/15/2023               | Mayor's Office                     | 12/31/2026      |
| Toby McClamroch      | 01/01/2025               | Mayor's Office                     | 12/31/2028      |
| Mamon Powers III     | 01/01/2025               | Mayor's Office                     | 12/31/2028      |
| Jeffrey Gaither      | 09/15/2021               | Mayor's Office                     | 12/31/2025      |
| Tamika Catchings     | 08/16/2022               | Mayor's Office                     | 06/30/2026      |
| Brett Voorhies       | 02/05/2024               | City-County Council (Indianapolis) | 12/31/2027      |
| Kurt Schleiter       | 01/07/2025               | Hancock County                     | 12/31/2027      |
| Duane Gibbs          | 12/26/2022               | Hendricks County                   | 12/31/2026      |
| Steven Dillinger     | 01/01/2024               | Hamilton County                    | 12/31/2027      |
| Ryan Goodwin         | 01/03/2023               | Morgan County                      | 12/31/2026      |

| <b>Officers:</b>     | <b>Position:</b>  | <b>Appointment Date:</b> | <b>Appointed by:</b> | <b>Expires:</b> |
|----------------------|-------------------|--------------------------|----------------------|-----------------|
| Barbara Glass        | President         | 1/17/2025                | IAA Board            | 12/31/2025      |
| Steve Dillinger      | Vice President    | 1/17/2025                | IAA Board            | 12/31/2025      |
| Mamon Powers         | Secretary         | 1/17/2025                | IAA Board            | 12/31/2025      |
| Brian J. Tuohy, Esq. | IAA Board Counsel | 1/17/2025                | IAA Board            | 12/31/2025      |
| Robert Thomson       | Treasurer         | 1/17/2025                | IAA Board            | 12/31/2025      |