



Indianapolis Airport Authority

Agenda
Indianapolis Airport Authority
October 21, 2016
8:30 AM

I. Call to Order

II. Approval of Minutes of the IAA Board's Regular Meeting of September 16, 2016

III. Ordinances, Resolutions and Public Hearing

- a) Introduction of [General Ordinance No. 3-2016](#) concerning the 2017 Rates and Charges.
- b) Consider, for approval, [Resolution No. 14-2016](#), concerning the adoption of a new IAA Investment Policy, which amends and replaces the existing IAA Investment Policy, effective as of October 21, 2016.
- c) Consider, for approval, [Resolution No. 15-2016](#), concerning dedicating additional revenues collected from Passenger Facility Charges to pay debt service for the IAA's outstanding revenue bonds for 2016.
- d) Public Hearing on [BP2016-10-01](#), regarding a certain Real Estate Sale Agreement with Pure Development, Inc., for the sale of 6.395 acres of land located at 9233 East C.R. 550 South, Plainfield, Indiana, all as more particularly described in said [BP2016-10-01](#).
- e) Consider, for approval, [BP2016-10-01](#), regarding a certain Real Estate Sale Agreement with Pure Development, Inc., for the sale of 6.395 acres of land located at 9233 East C.R. 550 South, Plainfield, Indiana, and authorizing the IAA Staff to consummate said transaction.

IV. Board Reports

President's Report

V. Official Actions

Consider, for approval, the individual items on the [IAA General Agenda, dated October 21, 2016](#).

VI. Staff Reports

Executive Director's Report

VII. Other Reports/Update

VIII. Board Communications

Next Meeting: Friday, November 18, 2016 @ 8:00 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 8:39 a.m., on September 16, 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
Jean Wojtowicz, Vice President
Alfred Bennett, Secretary
Dr. Philip Borst, Member
Steve Dillinger, Member
Barbara Glass, Member
Lynn Gordon, Member
Jack T. Morton, Jr., Member
Brett Voorhies, Member
Mike Wells, Member

Rex M. Joseph, Jr., IAA Board Counsel

IAA executive staff attending:

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

APPROVAL OF MINUTES

Upon a motion by Vice President Wojtowicz, seconded by Mr. Wells and unanimously passed, approval was given to the Minutes of the Regular Meeting of August 19, 2016.

ORDINANCES, RESOLUTIONS AND PUBLIC HEARINGS

President Flynn next described Resolution No. 13-2016, to establish a depository bank account with Fifth Third Bank. Upon a motion by Vice President Wojtowicz, seconded by Mr. Wells and unanimously passed, approval was given to Resolution No. 13-2016.

President Flynn next described BP2016-09-01, regarding a certain Real Estate Sale Agreement with Airport Inn Developers, LP, as assigned to J.E.D., Inc., for the sale of 1.451 acres of land at 2601 S. High School Road, Indianapolis, Indiana, and authorizing IAA Staff to consummate the transaction. President Flynn then opened the public hearing on this matter and asked if anyone had any comments. None appearing, President Flynn closed the public hearing and asked for a motion. Upon a motion by Mr. Voorhies, seconded by Mr. Dillinger and unanimously passed, approval was given to BP2016-09-01.

BOARD REPORTS

President's Report

There was no President's Report at this meeting.

OFFICIAL ACTIONS

INTRODUCTION AND APPROVAL OF THE INDIANAPOLIS AIRPORT AUTHORITY'S GENERAL AGENDA, DATED September 16, 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:

BP2016-09-02. Upon a motion by Vice President Wojtowicz, seconded by Mr. Bennett and unanimously passed, approval was given to BP2016-09-02.

BP2016-09-03. Upon a motion by Mr. Dillinger, seconded by Ms. Glass and unanimously passed, approval was given to BP2016-09-03.

BP2016-09-04. Upon a motion by Vice President Wojtowicz, seconded by Mr. Morton and unanimously passed, approval was given to BP2016-09-04.

BP2016-09-05. Upon a motion by Vice President Wojtowicz, seconded by Mr. Voorhies and unanimously passed, approval was given to BP2016-09-05.

BP2016-09-06. Upon a motion by Mr. Morton, seconded by Mr. Dillinger and unanimously passed, approval was given to BP2016-09-06.

BP2016-09-07. Upon a motion by Mr. Bennett, seconded by Dr. Borst and unanimously passed, approval was given to BP2016-09-07.

BP2016-09-08. Upon a motion by Mr. Dillinger, seconded by Mr. Morton and unanimously passed, this item (**BP2016-09-08**) was tabled.

BP2016-09-09. Upon a motion by Ms. Glass, seconded by Mr. Morton and unanimously passed, approval was given to BP2016-09-09.

BP2016-09-10, ACTION #1. Upon a motion by Mr. Dillinger, seconded by Mr. Morton and unanimously passed, approval was given to BP2016-09-10, ACTION #1.

BP2016-09-10, ACTION #2. Upon a motion by Mr. Dillinger, seconded by Mr. Wells and unanimously passed, approval was given to BP2016-09-10, ACTION #2.

STAFF REPORTS

Executive Director's Report

Mr. Rodriguez introduced Ms. Holli Harrington, Director of Supplier Diversity, who gave a report pertaining to the IAA's Business Diversity Professional Services Outreach.

Mr. Rodriguez next provided a report on the Concessions & Retail Refresh Project, including the status and future meeting dates.

Mr. Rodriguez next introduced Mr. Medvescek, Sr. Director of Operations & Public Safety, who gave a report on both the Hendricks County Aviation Association Community Sponsorship Day as well as the Special Olympics Plane Pull held at Indianapolis International Airport. Mr. Medvescek then introduced a guest speaker, Mr. Scott Furnish of Special Olympics of Indiana, who shared his thoughts on the recent Plane Pull event and expressed his deep appreciation for the wonderful relationship that Special Olympics has with the Indianapolis Airport Authority.

ADJOURNMENT

President Flynn announced that the next IAA Board meeting is scheduled for October 21, 2016. There being no further business, the meeting was adjourned at 9:29 a.m.

INDIANAPOLIS AIRPORT AUTHORITY *

By: _____
Kelly Flynn, President

DATED: _____

By: _____
Alfred R. Bennett, Secretary

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



Board Memo – 2017 Rates & Charges Ordinance

To: IAA Board of Directors

From: Joseph R. Heerens, IAA General Counsel

Date: October 4, 2016

Board Date: October 21, 2016

Subject: Introduction of “2017 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. This proposed Ordinance (for 2017) sets forth rates (*both current and those proposed to be changed*) that, if approved, will go into effect at the beginning of next year (January 1, 2017). The following paragraphs provide a summary of these changes. Many of the rates and charges are decreasing for next year due to a variety of factors, such as the continuing reduction in our airport debt levels.

1. Section III: Consistent with the terms set forth in the “Airline Use Agreement” that’s currently in effect between the IAA and the Signatory Airlines, the following changes are being made:
 - a. The landing fee per 1,000 pounds of Certified Gross Landing Weight has been updated, as per the appropriate calculation: (i) for Signatory Airlines (those airlines signing the above-referenced “Airline Use

Agreement”), the landing fee decreases from \$1.95 down to \$1.70; and (ii) for Non-Signatory Airlines (those airlines that do not sign said “Airline Use Agreement”), the landing fee decreases from \$2.93 down to \$2.55.

- b. The annual space rental charge(s) per square foot has been updated, as per the appropriate calculation: (i) for Signatory Airlines, such rental decreases from \$114.09 down to \$98.22; and (ii) for Non-Signatory Airlines, such rental decreases from \$171.14 down to \$147.33. With respect to Aircraft Apron, rental decreases: (y) from \$0.71 down to \$0.48 for Signatory Airlines; and (z) from \$1.07 down to \$0.72 for Non-Signatory Airlines.
- c. The “per enplaned passenger fee” paid by Non-Signatory Airlines having less than 3% of the total enplaned passengers at the Airport will decrease from \$7.58 down to \$6.69.

2. Section IV:

- a. For hotels and motels that do not allow paid airport parking on their property, the “per trip” fee is updated from \$0.75 to \$1.00.
- b. For a replacement of a previously issued electronic parking pass/card or hang-tag that may have been lost or misplaced (original issuance is free-of-charge), there shall be a fee not to exceed \$20.00 for the replacement parking pass/card or \$10.00 for the replacement hang-tag, as applicable.
- c. With respect to electrical vehicle charging by customers at the Airport, there shall be a fee of \$2.50 per charge (max of \$2.50 per day).

3. Section V:

- a. In the event a person requires re-fingerprinting in connection with recurring criminal background checks (original background check is free-of-charge), there shall be a fee of \$25.00.

Schedule

October 21, 2016	Introduction of General Ordinance No. 3-2016
November 18, 2016	Public Hearing/Consideration for Adoption of said Ordinance

Public/Newspaper Notice

The public newspaper notices required by Indiana law (when adopting an ordinance) have been timely published in two area newspapers.

Revenue and/or Operating Cost Implications

The “Rates and Charges Ordinance” is the principal document to impose fees and charges for the use of Airport’s facilities and services in support of the 2017 approved Operating and Capital Budgets of the Indianapolis Airport Authority.

Procedural Posture

There is no action required at this time. This ordinance is simply being “introduced” at the IAA Board meeting on October 21, 2016, which is the first step required under Indiana law. The public hearing and consideration for adoption of this ordinance will occur at the IAA Board meeting on November 18, 2016.



BOARD MEMO - INVESTMENT POLICY

To: IAA Board of Directors

From: Jean Wojtowicz, Chair, Finance and Audit Committee

Date: October September 16, 2016

Board Date: October 21, 2016

Subject: IAA Investment Policy - Amendment

Background

Annually the Authority’s investment policy is reviewed and amended to be consistent with Indiana Code 5-13-9. The history of amendments resulting from the annual review and update process is as follows:

Resolution	14-2015	(October 16, 2015)	
Resolution	10-2014	(September 19, 2014)	Reflecting changes made by SEA332
Resolution	5-2013	(March 15, 2013)	
Resolution	1-2012	(April 20, 2012)	Reflecting changes made by HEA191
Resolution	8-2011	(April 15, 2011)	
Resolution	10-2010	(June 18, 2010)	Reflecting changes made by HEA1336
Resolution	12-2009	(September 18, 2009)	Original policy adoption of the Authority’s permitted investments

There have been no significant amendments to the Indiana Code by either the House or Senate that impact IAA’s investment policy. The few minor changes in the Indiana Code have been considered and reflected in the amended policy, as recommended by the IAA Treasurer.

Current Status

As part of the annual review of the IAA’s investment policy and at the recommendation of the IAA Treasurer, the Finance and Audit Committee recommends the adoption of Resolution 14 - 2016. The amendments recommended align IAA’s policy to current Indiana Code and refine the delegation of authority for management of the investment program.

Recommendation

The Finance and Audit Committee recommends that the Board adopt Resolution No. 14-2016 amending and replacing the existing Investment Policy, effective October 21, 2016.



BOARD MEMO – REVENUE DEDICATION

To: IAA Board of Directors

From: Robert Thomson, Sr. Director of Financial Services / Treasurer

Date: September 20, 2016

Board Date: October 21, 2016

Subject: Adoption of Resolution No. 15-2016

Background

The Authority staff is asking the Board to adopt Resolution No. 15-2016 (the “Resolution”), dedicating \$4.75M of additional revenues collected from Passenger Facility Charges (“PFC”) to pay debt service for the Authority’s outstanding revenue bonds for 2016. In order to reflect the Authority’s PFC revenues available to pay certain outstanding Authority debt when calculating 2016 debt service coverage ratios, an official Board action to dedicate these PFC Revenues to pay debt service on the Authority’s outstanding revenue bonds is necessary. The Resolution is being put forth as an additional dedication to pay debt service as modeled in the airline use agreement negotiations.

Recommendation

Consider for approval adoption of Resolution 15-2016 dedicating additional revenues collected from Passenger Facility Charges to pay debt service for the Authority’s outstanding revenue bonds for 2016.



BOARD MEMO – SALE AGREEMENT

To: IAA Board of Directors

From: Marsha Stone, Sr. Director of Commercial Enterprise

Date: October 5, 2016

Board Date: October 21, 2016

Subject: IAA Land Use Initiative - Sale Agreement with Pure Development, Inc.

Background

As a direct attribute of the IAA Land Use Initiative, IAA Staff has been diligently pursuing the sale of certain IAA lands which includes a parcel located at 9233 East C.R. 550 South, Plainfield, IN. The land to be sold totals 6.395 acres and is located within the Plainfield Industrial Park. The former property owner had one of the few remaining residences in this area which fell within the guaranteed purchase program.

Governed by law of the State of Indiana on such land transactions, the IAA procured two separate appraisals for the acreage to be sold. 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 Fair Market Value (FMV) as guided by the FAA.

Land Sale Restrictions

The conveying of the land to Pure Development, Inc. 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:

- The title to the land will contain a "noise disclosure statement", an "avigation easement", as well as a waiver and release of all claims, actions, damages and liabilities, with respect to any and all noise, vibrations, particulates, or any other matters pertaining in any way, directly or indirectly, to the operation of an airport and/or aircraft
- No building or other structure shall be constructed or maintained at any time upon the land which exceeds the height restrictions designated or established by federal, state, or local laws, rules or regulations, or by avigation easement.
- The Property shall not be used for, or permit thereon, any type of paid parking for any types of vehicles, or as a taxi staging area

FAA Land Release Approval

In most cases, land associated with the IAA's Land Use Initiative will require a Land Release from the FAA; however, as this acreage falls outside of the boundary of the Airport Layout Plan (ALP), an FAA Land Release is not required. What is required is to have on file proof the IAA has

achieved a FMV transaction as well as advising the FAA how any grant funding will be reused in the IAA's Capital Improvement Program.

Scope

To execute a Sale Agreement with Pure Development, Inc. for the sale of approximately 6.395 acres of land located at 9233 East C.R. 550 South, Plainfield, IN.

Schedule

- | | |
|-------------------|--|
| October 21, 2016: | Pure Development, Inc. submits signed Sale Agreement for IAA Board approval and execution. |
| October 26, 2016 | Within five (5) days of the execution of the Sale Agreement the Buyer is to deliver an earnest money check in the amount of Twenty-Five Thousand and No/100 Dollars (\$25,000.00) to First American Title Insurance Company (escrow agent) as designated by IAA. |
| November 15, 2016 | Buyer has one hundred twenty days (120) days from the execution of the Sale Agreement as an Inspection Period. |
| December 15, 2016 | Closing of the land sale is to occur within thirty (30) days after Inspection Period. |

Revenue and/or Operating Cost Implications

Revenue:

\$490,000.00 or \$76,622.36 per acre.

Operating Costs:

N/A

Supplier Diversity Participation

Not Applicable

Recommendation

Consider for approval a Sale Agreement with Pure Development, Inc. for the sale of approximately 6.395 acres of land located at 9233 East C.R. 550 South, Plainfield, IN.

**IAA Board Meeting
General Agenda
October 21, 2016**

General:

BP2016-10-2 **Consider for approval** a contract with BKD LLP for the audit of the Indianapolis Airport Authority's financial statements for the year ended December 31, 2016 in an amount not to exceed \$130,000. Supplier diversity participation on this contract is MBE 12% (Thomas & Reed LLC).

Capital:

BP2016-10-03 **Consider for approval** Change Order No. 1 (Final & Balancing) with Custom Mechanical Systems Corporation for CEP – Boiler No. 2 Replacement (Installation) at Indianapolis International Airport in an amount not-to-exceed \$18,878.79. Supplier diversity participation for Change Order No. 1 is MBE 64.71% (CMS).

BP2016-10-04 **Consider for approval** plans and specifications and authorize the public bidding process for CEP – Replacement of Stack Economizers at Indianapolis International Airport Central Energy Plant as prepared by Argo Consulting Engineers.

BP2016-10-05 **Consider for approval** an award of contract for Rehabilitate Airport Roads & Lots 2016-2017 at Indianapolis International Airport to Milestone Contractors, L.P. in an amount not-to-exceed \$2,854,733.00 plus a 3% construction reserve of \$85,641.99 for a total of \$2,940,374.99. Milestone Contractors L.P. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 3.54% (Fox Contractors), WBE 17.02% (Indiana Sign & Barricade, C.E. Hughes, Earth Images, Inc., CMG Trucking, and C-Tech Corporation).

BP2016-10-06 **Consider for approval** an award of contract for Rehabilitate Apron Pavement at Metropolitan Airport with E & B Paving, Inc. in an amount not-to-exceed \$434,727.39 plus a 3% construction reserve of \$13,041.82 for a total of \$447,769.21. E & B Paving, Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is DBE 2.30% (Indiana Sign & Barricade, Inc.), and WBE 8.01% (Protection Plus, Inc., Indiana Sign & Barricade, Inc., Compliance Products & Services, and Slussers Green Thumb, Inc.).

BP2016-10-07 **Consider for approval** Plans and Specifications and authorize the public bidding process for T-Hangar Rehabilitation at the Indianapolis Regional Airport as prepared by Guidon Design, Inc.

BP2016-10-08

Consider for approval plans and specifications and authorize the public bidding process for T-Hangar Rehabilitation at Indianapolis Metropolitan Airport as prepared by Guidon Design Inc.

BP2016-10-09

Consider for approval a professional services contract with Woolpert Inc. for Rehabilitate, Relocate, & Widen Taxiway B at Eagle Creek Airpark in an amount not-to-exceed \$208,665.28 (fees) and \$29,010 (expenses) for a total not-to-exceed amount of \$237,675.28. Supplier diversity participation is DBE 20.26% (VS Engineering and Journey Engineering), MBE 38.64% (VS Engineering, Infrastructure Engineering, and CTL Engineering, Inc.), WBE 10.18% (Journey Engineering and Reprographics), and VBE 6.42% (B&R and Argo).



Indianapolis Airport Authority

FOR REVIEW AND RECOMMENDATION TO FULL IAA BOARD

**Board Memo
Contract – 2016 External Audit**

To: IAA Board of Directors

From: Jean Wojtowicz, Chair, Finance and Audit Committee

Date: September 16, 2016

Board Date: October 21, 2016

Subject: Contract with BKD LLP for the audit of the Indianapolis Airport Authority's financial statements for the year ended December 31, 2016

Background

On November 19, 2010, the Indianapolis Airport Authority Board approved a four (4) year contract with BKD LLP ("BKD") for the audit of the IAA's financial statements. The contracted not-to-exceed financial terms of \$110,000 per year, were the result of both a competitive RFP process and subsequent negotiation.

After the completion of the 2013 audit work, IAA requested BKD provide a fee proposal for the 2014-2017 fiscal year audits. Upon receipt of BKD's proposal, analysis of the proposal was completed by staff and presented to the FAC committee for review and recommendation to the IAA Board for approval on a year-by-year basis.

Scope

Approve a not-to-exceed contract for financial auditing services of the Indianapolis Airport Authority's 2016 financial statements and associated internal control and compliance reports as required under the U.S. Office of Management and Budget (OMB) Circular A-133 (Single Audit) for \$130,000.

The \$5,000 increase over the 2016 audit fee listed in BP2014-07-01 of \$125,000 is due to BKD assuming work previously performed by the IAA Internal Audit Department.

Schedule

Interim work for the 2016 audit will begin in November 2016, while final field work for the audit is expected to begin early February 2017 and continue through March 2017.

BKD LLP is committed to ensuring staff continuity on the IAA engagement, to providing partner oversight with airport audit experience and expertise, and to providing staff at all levels with governmental auditing experience.

Supplier Diversity Participation

The Diversity of Supplier Director has approved the following:

Firm	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Thomas & Reed LLC	\$ -	\$ 15,600.00	\$ -	\$ -	0.00%	12.00%	0.00%	0.00%
Totals	\$ -	\$ 15,600.00	\$ -	\$ -	0.00%	12.00%	0.00%	0.00%

Recommendation

The Finance and Audit Committee recommends the Board consider for approval a contract with BKD LLP for the audit of the Indianapolis Airport Authority's financial statements for the year ended December 31, 2016 in an amount not to exceed \$130,000. Supplier diversity participation on this contract is MBE 12% (Thomas & Reed LLC).



BOARD MEMO – CHANGE ORDER

To: IAA Board of Directors

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

Date: October 11, 2016

Board Date: October 21, 2016

Subject: Approval of Change Order No. 1 (Final & Balancing) with Custom Mechanical Systems Corporation for CEP - Boiler No. 2 Replacement at Indianapolis International Airport (Project No. I-15-053)

Background

The Indianapolis Maintenance Center (IMC) was built in 1994. The Central Energy Plant (CEP) located at the IMC houses four (4) boilers used in rotation to supply steam for the IMC and hot water for the Indianapolis Airport Terminal Building.

In January 2014, a project was undertaken to replace the combustion controls on the four boilers, install mechanical upgrades, and install two feed-water control valves. During the course of the work, the sub-contractor failed to open the feed water supply during a boiler start-up and as a result damaged Boiler No. 2.

Subsequent investigation by the contractor's insurance company and review by the IAA's insurance company revealed Boiler No. 2 was badly damaged and required replacement. IAA staff are currently working with the contractor's insurance company to obtain reimbursement for the boiler.

On November 20, 2015, the IAA staff received five bids. The base bids received ranged from \$125,475.00 to \$239,300.00. One bid was not read for lack of a proper bid bond, and the lowest bidder was declared non-responsive due to failing to meet good faith efforts. Therefore, Custom Mechanical Systems, Corp. (CMS) was awarded a contract in the amount of \$125,888.00.

Change Order Summary

Contract changes fall under one of three categories: Errors/Omissions, Unforeseen Circumstances, or additional Owner requested scope. Typically, the cost of an error is paid by the designer since this requires redo of work that has been completed. Omissions are items that are corrected before work is done on that item and the designers are typically charged up to 15% of the cost of that item since the item has to be negotiated with the contractor. Unforeseen circumstances are items that could not have been anticipated by the designer and are not charged against the designer.

This change order addresses unforeseen circumstances and insures the low bid boiler manufacturer equipment properly fit and tied into the control system. Total cost of this change order is \$18,878.79, an increase of 15% of the contract price from \$125,888.00 to \$144,766.79.

Budget

The total of all contracts for this project is within the approved 2016 Reforecast Capital Budget for CEP - Boiler No. 2 Replacement.

Revised Construction Amount

Original Construction Contract Amount		\$ 125,888.00
Current Change Order No. 1 and Final	(14.99% of contract)	18,878.79
New Construction Contract Total		\$ 144,766.79

Project Costs

Design		\$ 142,359.00
Advertisements for Bid		250.00
Johnson Melloh		991.00
Staff Augmentation Contract		16,000.00
Manufactured Boiler		305,000.00
Construction Contract Amount		125,888.00
Current Change Order No. 1 (14.99%)		18,878.79
Revised Total Anticipated Project Cost		\$ 609,366.79

This project will be 100% Airport cash funded.

Schedule

The project was substantially complete on March 25, 2016.

Supplier Diversity Participation

If Change Order No. 1 is approved by the IAA Board, the supplier diversity participation on this project will be:

Project Summary to Date:

CMS Contract/Amendment & Execution Date	Service & Term	Amount	Minority Participation %		
			MBE	WBE	VBE
Johnson Melloh	PO	\$ 991.00	0.00%	0.00%	0.00%
MB Consulting	1/1/15 to 11/3/15	\$ 5,000.00	0.00%	0.00%	0.00%
HNTB Corporation	6/19/15 to 02/28/17	\$ 47,106.00	0.00%	0.00%	0.00%
HNTB Corporation	9-18-16 to 2/28/17	\$ 95,253.00	0.00%	0.00%	0.00%
MG Sales	9/18/2015	\$ 305,000.00	0.00%	0.00%	6.49%
CMS Corporation	12/18/15 to 02/18/16	\$ 125,888.00	85.00%	0.00%	0.00%
C.O. #1 CMS Corp.	2/18/16 to 3/25/16	\$ 18,878.79	64.71%	0.00%	0.00%

Recommendation

The IAA staff recommends the IAA Board consider for approval Change Order No. 1 (Final & Balancing) with Custom Mechanical Systems Corporation for CEP – Boiler No. 2 Replacement (Installation) at Indianapolis International Airport in an amount not-to-exceed \$18,878.79. Supplier diversity participation for Change Order No. 1 is MBE 64.71% (CMS).



BOARD MEMO – PLANS AND SPECIFICATIONS APPROVAL

To: IAA Board of Directors

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

Date: October 11, 2016

Board Date: October 21, 2016

Subject: Approval of Plans and Specifications and Authorize the Public Bidding Process for CEP – Replacement of Stack Economizers at the Indianapolis International Airport (Project No. I-16-062)

Background

The Nebraska boilers with stack economizers, located at the Central Energy Plant (CEP) at the Indianapolis Maintenance Center (IMC), provide heat to the IMC and the Main Terminal Building. Over the last several years the two large Nebraska economizers have been experiencing pinhole leaks resulting from age and wear. An independent contractor has performed the bulk of repairs, when needed, and has established that the economizers are at the end of their useful life.

On July 25, 2016, the Sr. Director of Planning & Development approved a Task Order of the On-Call contract with Argo Consulting Engineers in the amount of \$31,110.00 to design the new economizers for the two Nebraska boilers.

Scope

This project is being undertaken to replace the Stack Economizers located at the CEP at the Indianapolis International Airport.

Budget

Total construction package is estimated between \$250,000.00 and \$500,000.00 The range is established per Federal Acquisition Regulation Subpart 36.2.

This project will be 100% Airport cash funded.

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

Schedule

The schedule for the CEP – Replacement of Stack Economizers at the Indianapolis International Airport is:

Advertisement of Opportunity to Bid: October 25, 2016 and November 1, 2016

Pre-Bid Meeting: Date: Nov. 3, 2016 Time: 11:00 am Location: Central Energy Plant

Bid Opening: Date: Nov. 22, 2016 Time: 11:00 am Location: 4th Floor Board Room

Contract award is anticipated December 16, 2016 and the substantial completion is expected to be June 2017.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:
20% Cumulative for MBE, WBE, and VBE.

Recommendation

The IAA staff recommends the IAA Board consider for approval Plans and Specifications and authorize the public bidding process for CEP – Replacement of Stack Economizers at Indianapolis International Airport Central Energy Plant as prepared by Argo Consulting Engineers.



BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: October 11, 2016

Board Date: October 21, 2016

Subject: Award of Construction Contract with Milestone Contractors, L.P. for Rehabilitate Airport Roads & Lots 2016-2017 at Indianapolis International Airport (Project No. I-16-016)

Background

The Indianapolis Airport Authority (IAA) owns and maintains approximately 26 miles of landside roads and 110 acres of parking lots on the campus of the 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.

On August 19, 2016, the IAA Board approved plans and specifications and authorized public bidding process for Rehabilitate Airport Roads & Lots 2016-2017 at IND. On September 21, 2016, the IAA staff received 4 bids. The project contained a base bid and two add alternate bids.

Milestone Contractors, L.P. was the lowest responsive and responsible bidder in the amount of \$2,456,343.00 for the base bid, \$328,691.00 for add alternate no. 1, and \$69,699.00 for add alternate no. 2. The IAA is accepting the base bid and both add alternates.

In addition to the contract amount, IAA 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

The scope for the Airport Lots & Roads 2016 project includes, but is not limited to, rehabilitation of the existing airport lots and roads. The rehabilitation of roads shall consist of patching, milling and resurfacing, full depth reconstruction, shoulder reconstruction, crack sealing, shoulder work, and incidental work items at various locations. The parking lot work includes full depth pavement

reconstruction of certain bus lanes with concrete including underdrains in order to alleviate subsurface water issues.

The roads at the IND campus parking lots and several of the landside roads include:

The base bid:

1. South Perimeter Road: localized sections of mill and overlay and rip rap placement in areas of erosion.
2. Bridgeport Road: localized sections of mill and overlay.
3. Col. H Weir Cook Mem. Dr. and Entry Roads: crack sealing, stone and sod placement for erosion control.
4. North Service Road: localized sections of mill and overlay.
5. North Access Drive: localized sections of mill and overlay.
6. West Perimeter Road: mill and overlay with localized full depth repairs.
7. Gridley Avenue: mill and overlay with localized full depth repairs.
8. Brushwood Drive: localized sections of mill and overlay.
9. Hoffman Road: localized sections of mill and overlay.
10. Corporate Village Drive: localized sections of mill and overlay.
11. Tailwind Drive: rehabilitating curb and gutter in the cul-de-sac to address drainage.
12. Cross Wind Drive: localized sections of mill and overlay.
13. High School Road: intermittent sections of mill and overlay and full depth repair. Roadway modifications will be made, removing the old terminal entrance drive.
14. Turner Road: localized sections of mill and overlay.
15. Economy & Employee Parking lot: full depth concrete patching in bus lanes and localized section repair of asphalt throughout the lots.

Add Alternate No. 1:

1. Cargo Drive: full depth reconstruction.

Add Alternate No. 2:

1. New Haven Road: Milling and Resurfacing.

Budget

The Milestone Contractors contract, including the base bid and add alternates 1 & 2, is \$2,854,733.00, which is within the approved 2016 Reforecast Capital Budget for Rehabilitate Airport Roads & Lots 2016-2017.

The project is 100% airport cash funded.

Rehabilitate Airport Lots & Roads 2016-2017

Contract Amount (including 3% reserve)	\$	2,940,374.99
Design (including survey and geotechnical)		247,669.51
Materials Testing (estimate)		38,000.00
Inspection (estimate)		200,000.00
Total Anticipated Project Cost	\$	3,426,044.50

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

Schedule

Contract award is anticipated October 21, 2016 and the substantial completion is expected to be September 2017.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

COMPANY NAME	Amount			%		
	MBE	WBE	VBE	MBE	WBE	VBE
Fox Contractors	\$ 101,000.00	\$ -	\$ -	3.54%	0.00%	0.00%
Indiana Sign & Barricade	-	117,520.00	-	0.00%	4.12%	0.00%
C.E. Hughes	-	30,000.00	-	0.00%	1.05%	0.00%
Earth Images, Inc.	-	18,180.00	-	0.00%	0.64%	0.00%
CMG Trucking	-	302,000.00	-	0.00%	10.58%	0.00%
C-Tech Corporation	-	18,245.00	-	0.00%	0.64%	0.00%
	\$ 101,000.00	\$ 485,945.00	\$ -	3.54%	17.02%	0.00%

Recommendation

The IAA staff recommends the IAA Board consider for approval an award of contract for Rehabilitate Airport Roads & Lots 2016-2017 at Indianapolis International Airport to Milestone Contractors, L.P. in an amount not-to-exceed \$2,854,733.00 plus a 3% construction reserve of \$85,641.99 for a total of \$2,940,374.99. Milestone Contractors L.P. was the lowest responsive and responsible bidder. Supplier diversity participation is MBE 3.54% (Fox Contractors), WBE 17.02% (Indiana Sign & Barricade, C.E. Hughes, Earth Images, Inc., CMG Trucking, and C-Tech Corporation).



BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: September 20, 2016

Board Date: October 21, 2016

Subject: Award of Construction Contract with E & B Paving, Inc. for Rehabilitate Apron Pavement at Metropolitan Airport (Project No. M-16-047)

Background

The Apron at Metropolitan Airport requires rehabilitation. The Apron was constructed in 1985 and was extended in 1990.

The Plans and Specifications and the Public Bidding process for Rehabilitate Apron Pavement was authorized on June 17, 2016.

On July 22, 2016, the IAA staff received one bid. The project contained a base bid and one add alternate bid. To align the work with the available funding, this contract consists of the base bid and the add alternate bid.

E & B Paving, Inc. was the lowest responsive and responsible bidder in the amount of \$391,745.03 for the base bid and \$42,982.36 for the add alternate bid.

In addition to the contract amount, IAA 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 contract is for the construction work associated with the apron pavement repairs primarily consisting of joint cleaning and sealing, partial depth spall repairs, and partial panel replacement. Miscellaneous items associated with the work including apron markings, seeding and mulching, and project security are also included.

Budget

The E & B Paving Contract is \$434,727.39, which is within the approved 2016 Reforecast Capital Budget for Rehabilitate Apron Pavement at Metropolitan Airport.

Rehabilitate Apron Pavement

Contract Amount (including 3% reserve)	\$ 447,769.21
Design (including survey and geotechnical)	43,210.88
Materials Testing (estimate)	10,000.00
Inspection (estimate)	<u>46,000.00</u>
Total Anticipated Project Cost	\$ 546,980.09

The current funding level is 90% Federal Aviation Administration (FAA) grant funds and up to 10% Airport capital improvement funds. Also, the IAA will be applying for a state grant from Indiana Department of Transportation (INDOT). When there are sufficient monies in the state budget, INDOT provides a grant up to 4% of the funding potentially reducing the Airport capital funding to as little as 6% of the project. The Grant Agreement has been executed with the FAA.

The project is being undertaken to rehabilitate existing infrastructure integral to the continued safe operations of the airport and is anticipated to be grant funded. As a result of the critical nature of the repairs and the anticipated grant funding, this project is exempt under the Authority's hurdle rate policy and has not been subjected to an internal rate of return calculation.

Schedule

Contract award anticipated October 21, 2016 and the substantial completion is expected to be July 2017.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

Firm	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
Protection Plus	\$ -	\$ -	\$ 6,000.00	\$ -	0.00%	0.00%	1.38%	0.00%
Indiana Sign & Barricade, Inc.	10,000.00	-	10,000.00	-	2.30%	0.00%	2.30%	0.00%
Compliance Products & Services	-	-	15,000.00	-	0.00%	0.00%	3.45%	0.00%
Slusser's Green Thum, Inc.	-	-	3,830.00	-	0.00%	0.00%	0.88%	0.00%
Totals	\$ 10,000.00	\$ -	\$ 34,830.00	\$ -	2.30%	0.00%	8.01%	0.00%

Recommendation

The IAA staff recommends the IAA Board consider for approval an award of contract for Rehabilitate Apron Pavement at Metropolitan Airport with E & B Paving, Inc. in an amount not-to-exceed \$434,727.39 plus a 3% construction reserve of \$13,041.82 for a total of \$447,769.21. E & B Paving, Inc. was the lowest responsive and responsible bidder. Supplier diversity participation is DBE 2.30% (Indiana Sign & Barricade, Inc.), and WBE 8.01% (Protection Plus, Inc., Indiana Sign & Barricade, Inc., Compliance Products & Services, and Slussers Green Thumb, Inc.).



BOARD MEMO – PLANS & SPECIFICATIONS APPROVAL

To: IAA Board of Directors

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

Date: October 11, 2016

Board Date: October 21, 2016

Subject: Approval of Plans and Specifications and Authorize the Public Bidding Process for T-Hangar Rehabilitation at Indianapolis Regional Airport (Project No. C-17-057)

Background

This project will rehabilitate the exterior of all 5 of the 400 Series T-Hangar buildings at Indianapolis Regional Airport. Rehabilitation includes repair, replacement and refinishing of the exterior wall panels to extend building longevity and improve aesthetics.

On August 30, 2016, the Sr. Director of Planning and Development approved a Task Order of the On-Call contract with Guidon Design, Inc. in the amount of \$17,680.00 to design the rehabilitation of the T-hangars.

Scope

The scope includes painting of exterior steel building panels and steel folding-door structure; repair or replacement of metal panels, hangar door hardware, exterior seals, weather barriers, man-doors, door-jamb steel, door-header steel, and commercial overhead doors where the existing systems have failed or are failing.

Budget

Total construction package is estimated between \$250,000.00 and \$500,000.00. The range is established per Federal Acquisition Regulation Subpart 36.2.

This project will be 100% Airport cash funded.

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

Schedule

The schedule for the T-Hangar Rehabilitation at the Indianapolis Regional Airport is as follows:

Advertisement of Opportunity to Bid: October 25, 2016 and November 1, 2016

Pre-Bid Meeting: Date: November 4, 2016 Time: 1:30 pm Location: Indy Regional Airport

Bid Opening: Date: November 15, 2016 Time: 3:30 pm Location: 4th Floor Board Room

Contract award is anticipated December 16, 2016 and the substantial completion is expected to be May 2017.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:
MBE 15%, WBE 10%, and VBE 3%.

Recommendation

The IAA staff recommends the IAA Board consider for approval Plans and Specifications and authorize the public bidding process for T-Hangar Rehabilitation at the Indianapolis Regional Airport as prepared by Guidon Design, Inc.



BOARD MEMO – PLANS & SPECIFICATIONS APPROVAL

To: IAA Board of Directors

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

Date: October 11, 2016

Board Date: October 21, 2016

Subject: Approval of Plans and Specifications and Authorize the Public Bidding Process for T-Hangar Rehabilitation at Indianapolis Metropolitan Airport (Project No. M-17-062)

Background

This project will rehabilitate the exterior for all 5 of the 400 Series T-Hangar buildings at Indianapolis Metropolitan Airport, with alternate bids to include all 3 of the 300 Series T-Hangars. Rehabilitation includes repair, replacement and refinishing of the exterior wall panels to extend building longevity and improve aesthetics.

On August 30, 2016, the Sr. Director of Planning and Development approved a Task Order of the On-Call contract with Guidon Design, Inc. in the amount of \$21,832.00 to design the rehabilitation of the T-hangars.

Scope

The scope includes painting of exterior steel building panels and steel folding-door structure; repair or replacement of metal panels, hangar door hardware, exterior seals, weather barriers, man-doors, door-jamb steel, door-header steel, and commercial overhead doors where the existing systems have failed or are failing.

Budget

Total construction package is estimated between \$250,000.00 and \$500,000.00. The range is established per Federal Acquisition Regulation Subpart 36.2.

This project will be 100% Airport cash funded.

This project is being undertaken to repair an asset currently leased to a third-party tenant. Without these improvements, the structure will continue to deteriorate in excess of normal maintenance and its remaining useful life will be reduced. As a result of the necessity to

maintain the asset in working order, this project is exempt under the Authority's hurdle rate policy and has not been subjected to an internal rate of return calculation.

Schedule

The schedule for the T-Hangar Rehabilitation at the Indianapolis Metropolitan Airport is as follows:

Advertisement of Opportunity to Bid: October 25, 2016 and November 1, 2016

Pre-Bid Meeting: Date: November 4, 2016 Time: 11:00 am Location: Indy Metro Airport

Bid Opening: Date: November 15, 2016 Time: 4:00 pm Location: 4th Floor Board Room

Contract award is anticipated December 16, 2016 and the substantial completion is expected to be May 2017.

Supplier Diversity Participation

The Director of Supplier Diversity established the following participation goals:

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

Recommendation

The IAA staff recommends the IAA Board consider for approval Plans and Specifications and authorize the public bidding process for T-Hangar Rehabilitation at Indianapolis Metropolitan Airport as prepared by Guidon Design Inc.



BOARD MEMO – CONTRACT AWARD

To: IAA Board of Directors

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

Date: September 26, 2016

Board Date: October 21, 2016

Subject: Approval of Professional Services Contract with Woolpert, Inc. for Rehabilitate, Relocate, & Widen Taxiway B at Eagle Creek Airpark (Project No. E-16-055)

Background

As a result of the changes in Federal Aviation Administration (FAA) standards for the design of airports, parallel taxiways at airports such as Eagle Creek Airpark must now be at least 240 feet from runway centerline. Currently, Taxiway A and Taxiway B are 215 feet and 225 feet, respectively, from the runway centerline. Given the scale and scope of such projects, the FAA has determined such relocations should be done in conjunction with other major projects, such as pavement rehabilitations.

Taxiway A was rehabilitated recently (prior to the change in design standards); however, Taxiway B is in need of rehabilitation. Given the need to rehabilitate Taxiway B, the FAA has determined it is also imperative to relocate the taxiway 15 feet to the west (240 feet from runway centerline) as part of the rehabilitation project. Therefore, the FAA has funded the design of Relocate, Widen and Rehabilitate Taxiway B in FY 2017, with construction funding anticipated in FY 2018.

On April 22, 2016, IAA issued a Request for Qualifications (RFQ) per FAA requirements to select an engineer for this project. Four responses were received on May 23, 2016. A review committee made up of three IAA representatives reviewed and ranked the responses, with Woolpert, Inc. being ranked the highest by the committee.

Scope

The scope of this project is the preparation of bid documents for Rehabilitate, Relocate, & Widen Taxiway B. The deliverables include 30%/60%/90% design documents and Final 100% bid documents, Bid Advertisements, RFI's, Bid Opening, Award Recommendation, Conformed Documents, and a Post Bid Construction set, as well as the engineer's participation in a Safety Risk Management panel.

Budget

The Woolpert, Inc. contract is \$237,675.28, which is within the approved 2016 Reforecast Capital Budget for Rehabilitate, Relocate, & Widen Taxiway B.

The current funding level is 90% FAA Airport Improvement Program (AIP) grant funds and up to 10% Airport capital improvement funds. The IAA will also be applying for a state grant from Indiana Department of Transportation (INDOT). INDOT currently provides a grant of up to 4% of the eligible project costs thereby reducing the Airport capital funding to as little as 6% of the project. The FAA AIP grant for this professional services contract was awarded on September 21, 2016.

The project is being undertaken to rehabilitate existing infrastructure integral to the continued safe operations of the airport and is anticipated to be grant funded. As a result of the critical nature of the repairs and the anticipated grant funding, this project is exempt under the Authority's hurdle rate policy and has not been subjected to an internal rate of return calculation.

Schedule

Contract award anticipated October 21, 2016, with a completion of December 2017 to include construction completion, closeout and warranty walk-through.

Supplier Diversity Participation

The Director of Supplier Diversity has approved the following:

COMPANY NAME	Amount				%			
	DBE	MBE	WBE	VBE	DBE	MBE	WBE	VBE
CTL Engineering	\$ -	\$ 22,335.00	\$ -	\$ -	0.00%	9.40%	0.00%	0.00%
VS Engineering	27,977.28	27,977.28	-	-	11.77%	11.77%	0.00%	0.00%
Infrastructure Engrg.	-	41,525.00	-	-	0.00%	17.47%	0.00%	0.00%
Journey Engineering	20,184.00	-	20,184.00	-	8.49%	0.00%	8.49%	0.00%
B&R Consulting	-	-	-	7,370.00	0.00%	0.00%	0.00%	3.10%
Argo	-	-	-	7,890.00	0.00%	0.00%	0.00%	3.32%
Reprographix, Inc.	-	-	4,000.00	-	0.00%	0.00%	1.68%	0.00%
	\$ 48,161.28	\$ 91,837.28	\$ 24,184.00	\$ 15,260.00	20.26%	38.64%	10.18%	6.42%

Recommendation

The IAA staff recommends the IAA Board consider for approval a professional services contract with Woolpert Inc. for Rehabilitate, Relocate, & Widen Taxiway B at Eagle Creek Airpark in an amount not-to-exceed \$208,665.28 (fees) and \$29,010 (expenses) for a total not-to-exceed amount of \$237,675.28. Supplier diversity participation is DBE 20.26% (VS Engineering and Journey Engineering), MBE 38.64% (VS Engineering, Infrastructure Engineering, and CTL Engineering, Inc.), WBE 10.18% (Journey Engineering and Reprographics), and VBE 6.42% (B&R and Argo).