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Meeting Location: Board Room  
Meeting Time: 9:00 am  
Meeting Date: June 20, 2011  
Title of Meeting: Indianapolis International Airport (IND) Master Plan Pre-Proposal Meeting  

Sign-in Sheet  
2349 Aviation Drive, Indianapolis, IN 46241  
COL H, Weir Cook Terminal  
Indianapolis International Airport
Indianapolis International Airport (IND) Master Plan
Pre-Proposal Meeting
Agenda
June 20, 2011, 9:00 a.m.

1. Introductions
   a. Project - IND Master Plan
   b. Indianapolis Airport Authority (IAA) Staff
   c. Attendees

2. Overview of Prior Planning and Purpose of Update
   a. 1990 Master Plan
   b. 2001 Approved ALP
   c. 2006 Revised ALP

3. Airport Property Land Use and Development Study (Land Use Study)

4. Master Plan Study
   a. Phase I Scope
   b. Future Phase(s) Scope
   c. Deliverables
   d. Schedule

5. Written Questions
   a. Questions – Must use the RFP Question Form provided
   b. Last day to submit questions: June 29, 2011 at 3:00 pm EDT
   c. Responses posted on website: July 8, 2011

6. Proposal Evaluation
   a. Project Approach, Schedule and Work Plan
   b. Project Personnel and Qualifications
   c. Recent Company Experience
   d. Supplier Diversity, 14% DBE, 18% MBE, 10% WBE, interested in innovative approach to XBE leadership, mentoring, and other meaningful participation
   e. Current Workload and Demonstrated Ability to meet Schedule
   f. References
   g. Acceptance of Contract
   h. Evaluation Process

7. Proposal Format
   a. Sealed Opaque Envelope marked outside with: Proposers Name, Project Name
   b. Proposals due: July 15, 2011 at 2:00 pm EDT

8. Questions

9. Networking Session
Indianapolis International Airport
Master Plan
Pre-Proposal Meeting
June 20, 2011

Introductions
IND Master Plan

• Most recent Indianapolis International Airport (IND) master plan completed 1990.

IND Master Plan

• Airport Layout Plan (ALP) most recently approved 2001.
• ALP most recently revised 2007 (as-built).
IND Master Plan

Significant changes at IND since 1990 Master Plan
- North parallel runway completed.
- Midfield terminal opened.
- Length of proposed 3rd parallel runway extended.
- Cargo operations expanded.
- Land Use Study completed.

Current IND Future ALP
Land Use Plan – Zone 4
Regional Logistics/Business

Land Use Plan – Zone 5
Education and Technology Park
Land Use Plan – Zone 6
Multi-Modal Transportation Park

Land Use Plan – Zone 7
Conservation and Recreation Complex
Scope of Phased Master Plan
Update – Phase I

- National airports GIS/electronic ALP (eALP) database.
  - Documentation of existing facilities
- Preparation of forecasts for airside and landside activity to serve
  - Capacity analysis in master plan
  - Baseline data for 2012 updated of noise exposure maps
  - Capacity analysis of access roadways
- Approach obstruction survey for all runways
- Define needs to be addressed in follow-on phase(s).
- Community and Stakeholder outreach and website
- Effective project management to establish and meet schedule

Scope of Phased Master Plan
Update – Future Phase(s)

- Facility requirements
  - Airfield development to support midfield operations
  - Landside development
  - Capacity enhancements
  - 3rd parallel runway and crossfield taxiway
- Alternatives analysis
- Environmental overview
Scope of Phased Master Plan Update – Future Phase(s)

- Preparation of updated ALP and Exhibit “A”.
- Boundary survey for preferred development.
- Airspace management tool
- Implementation plan with estimated development costs and funding strategies.
  - Trigger points
  - Interim use
- Community and Stakeholder outreach and website
- Effective project management to establish and meet schedule

Deliverables – Phase I

- Phase I report
  - Existing facilities
  - Activity forecasts
- GIS database and acceptance by FAA.
- “Paper” Airport Layout Plan.
- ALP report document analysis.
- All deliverable hard copy and electronic.
Deliverables – Future Phase(s)

- Full master plan report.
- Update FAA airport GIS with proposed development.
- Electronic ALP (eALP)/“Paper” Airport Layout Plan.
- Updated Exhibit “A”.
- Airspace management tool.
- All deliverables hard copy and electronic.

Schedule

- RFP Released – June 8, 2011
- Pre-Proposal Meeting – June 20, 2011
- Written Questions Due – June 29, 2011 at 3:00 pm EDT
- Written Responses Released via www.indianapolisairport.com website – July 8, 2011
- Proposals Due – July 15, 2011 at 2:00 pm EDT
- Contract Presented to Board – September 16, 2011
- Phase I completed with GIS base map and forecasts submittal to FAA within 9 months of NTP
Written Questions

- Use question form included in Request for Proposals (RFP).
- Must be received by 3:00 pm EDT on June 29, 2011 for consideration.
- Fax to 317.487-4128 or
- Email to IND-MP@indianapolisairport.com
- Response to questions to be released July 8, 2011.

Proposal Evaluation

- Project Approach, Schedule and Work Plan – 30/100
  - How will meet or exceed project goals and schedule.
- Project Personnel and Qualifications – 20/100
  - Key personnel that will work on the project.
- Recent Company Experience – 30/100
  - Master plan at comparable sized airports.
  - FAA airport GIS experience.
  - FAA land release process.
Proposal Evaluation

- Supplier Diversity – 15/100
  - Goals identified, looking for innovative approach for full points.

- Current Workload and Demonstrated Ability to meet Schedule – 5/100
  - Show resources to achieve the schedule.

- References – Pass/Fail

- Acceptance of or Comments on Contract - No weighting

Proposal Evaluation

- Proposals received by the deadline will be evaluated by a committee of IAA staff.
- Owner reserve the right to award without discussion, a contract on basis of proposals received.
- Owner reserves right to conduct discussions either oral or written.
- Owner reserves the right to reject any and/or all proposals received.
Proposal Format

- 10 double sided pages.
- Cover letter and section tabs excluded from page limit.
- Fonts easily readable not smaller than 10 point.
- Submission to include one (1) original, seven (7) copies and one (1) electronic copy.
- Mark exterior of envelope IND Master Plan.
- Proposal Due July 15, 2011 no later than 2:00 pm EDT.

IND Master Plan

- Questions

- Networking