



Board Report  
March 22, 2018

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317.635.3344

**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION –INDYGO**  
**BOARD OF DIRECTORS’ PUBLIC MEETING**  
**AGENDA – MARCH 22, 2018**

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**New Business**

***RECOGNITIONS***

***ACTION ITEMS***

- A – 1    Consideration and Approval of Minutes from Board Meeting held on February 22, 2018 –  
             *Danny Crenshaw-***
- A – 2    Consideration of Approval to Update to IPTC Five Year Capital Plan – *Justin Stuehrenberg***
- A – 3    Consideration and Approval of Purple Line Task Order 5 (WSP) – *Justin Stuehrenberg***
- A – 4    Consideration of A&E Design Task Orders for Facility Projects (Etica) – *Justin Stuehrenberg***
- A – 5    Consideration of Red Line Construction Management Contract Amendment – *Justin  
             Stuehrenberg***
- A – 6    Consideration of Approval Cellular Service Contract – *Richard Joseph***
- A – 7    Adoption of IPTC Resolution #2018-01 Commemorating 50<sup>th</sup> Anniversary Kennedy/King  
             Memorial Initiative – *Michael Terry***
- A – 8    Consideration and Approval of Interlocal Agreement with Department of Public Works –  
             TENTATIVE**

**Old Business**

***INFORMATION ITEMS***

- I – 1    Consideration of Receipt of the Finance Report for February 2018 – *Nancy Manley***
- I – 2    Consideration of Receipt of Public Affairs & Communications Report for February 2018 – *Bryan  
             Luellen***
- I – 3    Consideration of Receipt of Planning & Capital Projects Report for February 2018 –*Justin  
             Stuehrenberg***
- I – 4    Consideration of Receipt of Operations Report for February 2018 – *Roscoe Brown***
- I – 5    Consideration of Receipt of Human Resources Report for February 2018 – *Phalease Crichlow***
- I – 6    CEO Update – *Mike Terry***

Executive Session Prior to Board Meeting  
[Per IC 5-14- 1.5.6.1(b) (2) (A) and (B) & IC 5-14-1.5.6.1 (b) (9)]

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*Our next Board Meeting will be Thursday, April 26, 2018*

TO: Board of Directors  
FROM: Jill D. Russell, General Counsel

**APPROVAL OF MINUTES**

**ISSUE:** Attached for your review and approval are the minutes from the Board of Directors' Public Board Meeting held on February 22, 2018.

**RECOMMENDATION:** Approve the minutes for the above listed meeting.

Jill D. Russell  
General Counsel

Attachment

**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION  
EXECUTIVE SESSION  
MINUTES**

**THURSDAY, February 22, 2018**

The Board of Directors of the Indianapolis Public Transportation Corporation held an Executive Session convening at 4:00pm, Thursday February 22, 2018 in the office of the President and CEO at 1501 W. Washington Street, Indianapolis, In 46222

**Board members present were:**

Danny Crenshaw, Chair  
Tommie Jones, Board Member  
Mark Fisher, Board Member  
Juan Gonzalez, Secretary Treasurer  
Alan Rowland, Board Member

**Board Members absent:**

Greg Hahn, Vice Chair  
Greg Bedan, Board Member

Discussion was limited to matters enumerated under IC 5-14-1.5.6.1(b)(2)(A) and (B) and IC 5-14-1.5.6.1(b) (9). Session adjourned at 4:50pm.

**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION  
BOARD OF DIRECTORS MEETING  
MINUTES**

**THURSDAY, February 22, 2018**

The Board of Directors Meeting of the Indianapolis Public Transportation Corporation (IPTC) was called to order at 5:00pm, on Thursday, February 22, 2018, in the IPTC Board Room at 1501 W. Washington Street, Indianapolis, IN 46222.

**Board members present at commencement of the meeting and comprising a quorum were:**

Danny Crenshaw, Chair  
Tommie Jones, Board Member  
Juan Gonzalez, Secretary-Treasurer  
Mark Fisher, Board Member  
Greg Hahn, Vice Chair  
Alan Rowland, Board Member

**Board member absent:**

Greg Bedan, Board Member

**IPTC Executive Staff Attending:**

Michael A. Terry, President / CEO  
Jill D. Russell, General Counsel  
Phalease Crichlow, VP of Human Resources  
Bryan Luellen, VP of Public Affairs and Communications  
Justin Stuehrenberg, VP of Planning and Capital Projects

**IPTC Executive Staff Absent:**

Nancy Manley, CFO/VP of Finance and Controller  
Roscoe Brown, COO/VP of Operations  
Richard Joseph, CIO / VP of Information Technology

**ACTION ITEM 1: APPROVAL OF MINUTES**

Upon a motion from Tommie Jones and seconded by Greg Hahn, approval of the minutes of the January 25, 2018 Board Meeting passed unanimously.

**ACTION ITEM 2: CONSIDERATION AND ELECTION OF BOARD OFFICERS**

Upon presentation of the ballot nominating Danny Crenshaw for Chair, Juan Gonzalez for Vice-Chair, Tommie Jones for Secretary and Greg Hahn for Treasurer, the motion for approval by Alan Rowland and seconded by Mark Fisher carried unanimously.

**ACTION ITEM 3(a) AND (b): PUBLIC HEARINGS REGARDING BOND ORDINANCE 2018-01  
APPROPRIATION ORDINANCE 2018-02**

Director of Accounting Brian Atkinson introduced this action item by presentation, a copy of which is attached.

Board Chair Danny Crenshaw then opened the hearings for Ordinances 2018-01 and 2018-02, introduced at the January 25, 2018 Board meeting. Mr. Crenshaw noted for the record that before taking public comment, the Board had received staff recommendation for amending the project description set forth in Exhibit A of Ordinance 2018-01 to amend and modify the project description titled "IndyGo Operations Facility" to include additional details and retitled as "Local Bus & Paratransit Infrastructure".

Justin Stuehrenberg provided an explanation of the modifications to the Board. Responding to the inquiry from Juan Gonzalez as to why the need for the modification, Mr. Stuehrenberg explained that it was to provide more flexibility in use of the funds for paratransit operations. Attorney Dennis H. Otten of Bose McKinney & Evans LLP, representing the Bond Bank, stated that the amendments containing additional detail to provide flexibility and listing additional projects, that may not take place, was not unusual.

Juan Gonzalez stated his concern that the Bond amount requested was not adequate for future IndyGo needs.

Chair Crenshaw opened the public hearing for Bond Ordinance 2018-01 to public comment, instructing that comments would be limited to 2 minutes per person at approximately 5:14pm. Upon receiving no comments from the public, the hearing was closed at 5:14pm.

Chair Crenshaw opened the second public hearing for Bond Ordinance 2018-02 to public comment at 5:15pm, again reminding the public that comments were limited to 2 minutes per person. Upon receiving no comments from the public, the hearing was closed at 5:15pm.

#### **ACTION ITEM 3(c) CONSIDERATION AND APPROVAL OF BOND ORDINANCE 2018-01**

Motion for approval by Juan Gonzalez and seconded by Tommie Jones carried unanimously.

#### **ACTION ITEM 3(d): CONSIDERATION AND APPROVAL OF BOND APPROPRIATION 2018-02**

Motion for approval by Juan Gonzalez and seconded by Alan Rowland carried unanimously.

#### **ACTION ITEM 4: APPROVAL OF PURCHASE OF OPEN DOOR VEHICLES**

Director of Flexible and Contracted Services Paula Haskin presented this action item for the purchase of 15 accessible paratransit vans. Motion for approval by Tommie Jones and seconded by Greg Hahn carried unanimously.

#### **ACTION ITEM 5: REQUEST FOR AMENDMENT (REVISION) TO IPTC ANTI-DRUG AND ALCOHOL MISUSE POLICY**

Phalease Crichlow, VP of Human Resources, presented this item for amendment to the Anti-Drug and Alcohol Misuse Policy to comply with revised FTA regulations. Motion for approval by Juan Gonzalez and seconded by Mark Fisher carried unanimously.

#### **ACTION ITEM 6: APPROVAL OF MOBILITY ADVISORY MEMBER**

Paula Haskin, Director of Flexible Services and Contract Services presented this item for approval of the appointment of Greg Meyer to the Mobility Advisory Committee (MAC) as a rider representative. Mr. Meyer's nomination was submitted to the Service Committee review with recommendation for approval by the IPTC Board of Directors February 20, 2018. Ms. Haskin requested the board approve Mr. Meyers nomination and appointment to the MAC. Motion for approval by Greg Hahn and seconded by Tommie Jones carried unanimously.

#### **INFORMATION ITEM 1: RECIEPT OF MOBILITY ADVISORY COMMITTEE REPORT**

Greg Meyer provide the report and update of the Mobility Advisory Committee activities.

The report was accepted.

**INFORMATION ITEM 2: CONSIDERATION OF RECEIPT OF THE FINANCE REPORT FOR JANUARY 2018**

Director of Accounting Brian Atkinson, on behalf of CFO and VP of Finance Nancy Manley, provided the report.

The report was accepted.

**INFORMATION ITEMS 3-6: PUBLIC AFFAIRS AND COMMUNICATIONS, PLANNING AND CAPITAL PROJECTS, OPERATIONS AND HUMAN RESOURCES:**

The Board was directed to the written reports contained in the board meeting packet.

**INFORMATION ITEM 7: CONSIDERATION OF CEO REPORT:**

Michael A. Terry, President / CEO informed the Board that the service enhancements added an additional 250 trips in February. Additional service enhancements will be take place in June 2018 and with the Red Line implementation in 2019.

On February 20<sup>th</sup>, IndyGo hosted House Representative Andre Carson and House Whip Steny Hoyer at the Julia M. Carson Transit Center for the “Make it in America: Listening Tour” at Rep. Carson’s request. “The Make it in America: Listening Tour” information sheet is attached to these minutes.

Mr. Terry informed the Board that he would be traveling to Washington DC in March for discussion with elected representatives and the FTA regarding budget and grant appropriations.

The report was accepted.

**ADJOURNMENT:**

Danny Crenshaw adjourned the meeting at approximately 5:42 p.m.

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Jill D. Russell  
General Counsel

TO: Chair and Board of Directors

FROM: Justin Stuehrenberg, Vice President of Planning & Capital Projects  
Pamela White, Director of Procurement

**SUBJECT: Update to the IndyGo 2018-2022 Capital Plan**

**BACKGROUND:**

In November 2016, nearly 60 percent of Marion County voters cast ballots in favor of adopting a 0.25% income tax dedicated to fund transit improvements. This transit levy was subsequently enacted by the Indianapolis-Marion County City County Council in February 2017. The resources derived from this tax will support the implementation and operation of the Transit Plan, a component of Indy Connect—Central Indiana's Regional Transit Plan—as developed by the Indianapolis Metropolitan Planning Organization (MPO), IndyGo, and the Central Indiana Regional Transit Authority (CIRTA).

The Marion County Transit Plan (Transit Plan) calls for IndyGo to expand the frequency and hours of service for its fixed-route local network, construct and operate three new rapid transit lines, and change the orientation of its network from a hub-and-spoke network to a grid system. The strategic framework for these changes were developed as part of IndyGo's 2014 Comprehensive Operational Analysis and will be implemented over the next five years, through 2022.

The investments required for a successful implementation of the Transit Plan began with initial investments in 2017 and are expected to increase in scope, scale, and complexity in 2018. In order to provide a fiscally-constrained plan, provide for financial forecasting and budgeting, and prioritize and coordinate investments, a five-year capital investment budget was created in 2017. This tool was a joint effort of the Finance and Capital Projects & Planning divisions, with input from departments across the agency. This document—IndyGo's *2018-2022 Capital Plan*—summarizes and organizes the figures included in the five-year capital budget, organizes those figures into a useful format, and provides additional detail on the sources and uses. This document is intended to serve as a benchmark for projecting, prioritizing, and programming capital expenditures for the next five years and will serve as a framework for IndyGo's official annual budgeting process. The document will assist in planning for IndyGo's pursuit of external funding, competitive grant programs, and/or debt instruments intended to finance capital expenditures.

This document was presented and adopted by the IPTC Board of Directors on December 7, 2017. At that time, it was presented that the document is a “living document” will be updated regularly, as revenue is realized and projects are advanced.

RECOMMENDATION:

It is requested that the Board of Directors approve an update to the 2018-2022 capital plan, as presented on March 22, 2018. Overall these changes represent a near-zero change in total planned expenditures (0.6% reduction). A Summary of changes include:

- General Updates
  - Remove 2017 references
  - Split out FTA formula funds by fiscal year appropriations
  - Update with actual end of year balances for 2017 (cash and grants)
  - Consolidate some small projects
- Project Description Changes
  - Merge building renovations into groups: Admin, Maintenance, Exterior
  - Revise “Paratransit Facility Purchase & Renovation” to “Multi-Purpose Facility Construction”.
  - Revise “Administration & Mezzanine Renovations” to “Administration & Operator Lounge Renovations”
- Project Timeline Adjustments
  - Shift Red Line Phase 1 Start to Q2 2018
  - Shift Red Line Phase 2/3 Start to Q1 2019 and add 2022 grant from the MPO
  - Shift construction of 30<sup>th</sup> and Michigan Streets to Q2 2019
  - Compress Stop/Shelter work to Q4 2018 – Q2 2019
  - Shift Paint Booth and Wash Rack to Q3/Q4 2018
  - Shift 2019 bus deliveries from Q1 to Q2
- Project Budget / Fund Source Changes
  - Shift 2018 5307 funds from Blue Line to Super Stops project - all of Blue Line Project Development activities to be funded by cash to meet FTA process
  - Update CAD/AVL Costs/Timeline per the recent Avail procurement (slight increase)
  - Update Security camera costs per more recent information (slight reduction)
  - Change Rural Underpass budget to \$450,000 (from \$350,000), per additional design investigation

- Reduce cost of Fare Collection System to reflect some costs were double counted in other project budgets: Red Line (\$831,250), Purple Line (\$570,000), Blue Line (\$831,250), Other/ Remaining cost of standalone project (\$3,026,354)

Justin Stuehrenberg  
Vice President of Planning & Capital Projects

TO: Chair and Board of Directors

FROM: Justin Stuehrenberg, Director of Special Projects  
Pamela White, Director of Procurement

**SUBJECT: Purple Line Design Task Order #5 – 60% Design & Environmental**

**BACKGROUND:**

The Purple Line bus rapid transit (BRT) project is envisioned to be the second of three rapid transit services in the City of Indianapolis/Marion County as part of the Marion County Transit Plan. It would connect downtown Indianapolis to the City of Lawrence, via East 38<sup>th</sup> Street. The project was identified in the regional transit framework, Indy Connect, in 2009-2010 and advanced to an Alternatives Analysis (AA) study in 2014-2015. Both studies were conducted by the Indianapolis Metropolitan Planning Organization (MPO) in cooperation with IPTC, the Central Indiana Regional Transportation Association (CIRTA), and other regional partners. Those plans eventually resulted in the Marion County Transit Plan, which was presented to Marion County voters in November 2016 for adoption of a 0.25% income tax, dedicated to transit.

In December 2017, the IndyGo 2018-2022 Capital Plan was adopted by the IPTC board of directors, and updated in March 2018. This plan outlined the Purple Line project in more detail, including the specific mix of funding sources and timelines for the development of the project. Based on that plan, design work for the Purple Line was planned to continue through 2018. The Purple Line Project is expected to open at the end of 2020.

**PROJECT DESCRIPTION:**

This task order would advance the project design from the 30% milestone to the 60% milestone, which includes the design of pavement cross sections and drainage infrastructure.

**PROCUREMENT PROCESS:**

The IPTC board of Directors awarded a task-order based contract to WSP and funding for the initial three task orders for the Purple Line design work in March of 2017, and that work has been progressing well. The IPTC Board of Directors approved Task Order 4, which authorized 30% design and environmental report activities of the Purple Line project, on January 25, 2018. Task Order 4 work has also been progressing and is on schedule. The project has progressed to Task Order 5, which will complete 60% design work.

Additional Task Orders are anticipated in August 2018 to advance the project through 100% design and in December 2018 for construction support services.

FUNDING:

Funding for the Purple Line project as a whole is anticipated to be from a variety of sources, including FTA Small Starts, Bond Revenues, 5307 Formula Funds, and the Capital Cumulative Fund, as documented in the Capital Plan. This task order would be funded via Fiscal Year 2018 FTA 5307 funds (80%) and Capital Cumulative Funds (20%).

RECOMMENDATION:

In a manner consistent with IndyGo contract award standards, it is requested that the Board authorize IPTC to execute Task Order #5 with WSP for 60% design on the Purple Line Rapid Transit project, for an amount not to exceed \$3,350,179.

Justin Stuehrenberg  
Director of Special Projects

Pamela White  
Director of Procurement

TO: Chair and Board of Directors

FROM: Justin Stuehrenberg, Director of Special Projects  
Pamela White, Director of Procurement

SUBJECT: **Facility Renovation Design Task Order**

BACKGROUND:

The Marion County Transit Plan, which was approved by Marion County voters in November 2016 for adoption of a 0.25% income tax, intends for an expansion of IndyGo service by 70% and initiates a \$500M capital program over 5 years. With this expansion, a significant increase in staffing will be required which in turn will require additional office space to accommodate that staff.

In April of 2017, the IPTC Board of Directors selected The Etica Group as the on-call design consultant for facility design projects, and in August of 2017, initiated Task Order 1, which authorized a space planning study to determine how much additional space is needed as the agency grows and which renovations should go first. That draft report was delivered to IPTC in February of 2018.

The proposed first phase would include the following:

- Significant renovation and upgrade to the Operators Lounge
- Minor alterations of the Operations Administration area to accommodate more staff
- A new Human Resources area, renovated from what is currently the Capital Projects and Procurement Offices
- Minor alterations of the Main Administration area to accommodate more staff

The report also identifies the current unfinished mezzanine level at the IndyGo facility as an option to add the additional square footage in the future if needed.

Also in August 2017, the board initiated Task Order 2, to evaluate a potential purchase on a new facility for paratransit operations, general driver training, and as a contingency operations location for our fixed route fleet. That evaluation yielded a cost of renovation of that facility that would have made it a challenging business case.

In the meantime, the board selected Transdev as the new provider for the paratransit operation, who proposed a leased facility at 2222 Hillside Avenue which met our requirements at a very reasonable cost. The focus of this study then shifted to a site for training and contingency operations only – including a large parking lot and a small single building.

Finally, there are several systems in the building which are beyond their useful life and need to be replaced. These include:

- Security Screen Doors to provide air flow in the garage area without compromising the security of staff.
- The Vehicle Wash Rack system to reduce system failures and improve the wash speeds
- The Paint Booth System to conform to the updated codes and regulations; Occupational Safety and Health Administration (OSHA) standards, T.N.R.C.C. regulations and NFPA Code for construction and function of a paint system.

PROJECT DESCRIPTION:

This task order would cover the design work for the following projects, with anticipated budget breakdown shown in parentheses:

- Office and Operator Lounge Renovations (\$185,300)
- Construction of Training and Contingency Operations Facility (\$116,039)
- Replacement of Security Screen Doors (\$12,173)
- Replacement of Vehicle Wash Rack System (\$93,600)
- Replacement of Vehicle Paint Booth (\$60,700)

Once the design is complete, the projects would be advertised for bid and presented to the board for award.

PROCUREMENT PROCESS:

The IPTC board of Directors selected an on-call design consultant task-order based contract to The Etica Group through a IPTC awarded a task-order based contract in April of 2017. This action would execute a task order under that contract. This task order covers only design for the projects. Upon completion of that design, a series of Invitations for Bid would be issued to construct the projects.

FUNDING:

Funding for this task order would be covered partially by existing federal grants. The construction of the various projects would come from federal grants, bond funds, and capital cumulative funds, as documented in the Capital Plan.

RECOMMENDATION:

In a manner consistent with IndyGo contract award standards, it is requested that the Board authorize IPTC to execute Task Order #3 with The Etica Group for Facility Renovations Design, for an amount not to exceed \$467,812.

Justin Stuehrenberg  
Director of Special Projects

Pamela White  
Director of Procurement

TO: Chair and Board of Directors

FROM: Justin Stuehrenberg, Vice president of Planning & Capital Projects  
Pamela White, Director of Procurement

**SUBJECT: Red Line Rapid Transit Construction Management – Supplement # 1**

**BACKGROUND:**

The Red Line will provide high-capacity Bus Rapid Transit (BRT) along 13.1 miles from Broad Ripple through downtown Indy to the University of Indianapolis, connecting several neighborhoods, major employers and cultural institutions with frequent, comfortable rapid transit service. The route will come within a quarter mile of more than 50,000 residents and nearly 150,000 jobs – a quarter of all jobs in Marion County. Throughout most of the day, buses will arrive every ten minutes, and the Red Line will operate for 20 hours each day, 7 days a week.

The project was identified in the 2009 Central Indiana Transit Task Force reports, and advanced with an Alternatives Analysis in 2012-2013. The project received a TIGER grant in 2014 to advance preliminary design and environmental work, which was advanced in 2015-2016 by CDM Smith, who was selected to lead all design work in the spring of 2015. In February 2016, the project was recommended for a Small Starts grant by the Federal Transit Administration.

In July 2016, HNTB was selected by IPTC as the Construction Manager and awarded a contract with an approved budget of \$5,000,000. At the time of HNTB's selection, the project was anticipated to be complete in the Fall of 2018, but due to delays in the award of the Small Starts grant, it is now anticipated to be in the Summer of 2019. With that delay, there was additional effort required by HNTB.

Further, there were several elements that would be needed for construction that were intentionally not included in the original HNTB scope because the project had not been fully designed. These included material testing services, which could not be fully defined until the project specifications were established, and the securement and operation of a field office, the location of which was dependent upon construction schedule and phasing that had not yet been defined.

PROJECT DESCRIPTION:

This supplement would extend the length of the contract and add in additional services, such as material testing and the management and selection of a field office.

PROCUREMENT PROCESS:

In January 2018, IPTC approached HNTB to negotiate the addition of the scope items and the extension of effort. Based on that negotiation, IPTC proposes to increase the current budget authorization for the HNTB contract by \$1,288,045, to a total not to exceed amount of \$6,288,045.

FUNDING:

Funding for this supplement is coming from FTA Small Starts (80%), and the Capital Cumulative Fund (20%), as documented in the Capital Plan. This does not change the overall project budget, as the funds would be transferred from existing contingency funds. With this change, contingency balances still exceed 12% of the project budget, which is greater than the FTA's requested 10% at this phase of the project.

RECOMMENDATION:

In a manner consistent with IndyGo contract award standards, it is requested that the Board authorize IPTC to execute Supplement #1 with HNTB for Construction Management Services on the Red Line Rapid Transit project, for an amount not to exceed \$1,288,045.00.

Justin Stuehrenberg  
Director of Special Projects

Pamela White  
Director of Procurement

TO: Chair and Board of Directors

FROM: Richard Joseph, Chief Information Officer

SUBJECT: **Consideration of Approval Cellular Services Contracts**

BACKGROUND:

IPTC has initiated a project to provide the most cost effective and reliable service for IPTC hosted mobile devices such as mobile phones, personal wireless routers or “MyFi” as well as the same benefit to the public for internet access while riding IndyGo buses (where service is available).

IPTC has kicked off a project to install Cellular Based Communication Devices on all revenue service vehicles. The Cellular devices will provide enhanced communications for data systems, more accurate data to support Operations and Public facing applications, as well as provide the ability for Public Internet on buses.

PROJECT DESCRIPTION:

Indianapolis Public Transportation Corporation is requesting information from experienced and qualified Vendors to partner with IPTC by providing cellular wireless services and products for the business needs of the organization that meet the characteristics and technical specifications outlined herein. Two (2) cellular service providers will be awarded contract services to provide for redundancy and flexibility of services.

In addition to traditional mobile devices and service, IPTC has begun an initiative to provide a cellular based, data communication system as well as Public Internet access for riders on these vehicles. Cellular services will be required to support this initiative. IPTC maintains a fleet of approximately 76 On-Demand service buses (Open Door), 178 Fixed Route buses and will be adding as many as 26 additional Bus Rapid Transit vehicles to our fleet beginning in early 2019.

The successful firms will demonstrate expertise in providing cellular wireless services and products for a major public transportation organization, state and municipal governments and within private industry, thereby bringing knowledge of best practices to the engagement.

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In addition to traditional mobile devices and service, IPTC has begun an initiative to provide a cellular based, data communication system as well as Public Internet access for riders on these vehicles. Cellular services will be required to support this initiative. IPTC maintains a fleet of approximately 76 On-Demand service buses (Open Door), 178 Fixed Route buses and will be adding as many as 26 additional Bus Rapid Transit vehicles to our fleet beginning in early 2019.

The successful firms demonstrated expertise in providing cellular wireless services and products for a major public transportation organization, state and municipal governments and within private industry, thereby bringing knowledge of best practices to the engagement.

Indianapolis Public Transportation Corporation plans to provide public Wi-Fi using cellular routers on its fleet of vehicles providing public transportation services to Indianapolis and Marion County.

#### REQUIREMENTS AND SCOPE:

IPTC requested vendors to propose partnership solutions which may include Vendor sponsored/subsidized wireless data for public Wi-Fi solutions which will provide service to approximately 23,000 trips per day. Sponsorship may be facilitated through advertisement on or through; Public Wi-Fi “splash pages”, signage on vehicles (electronic and/or print), digital signage managed by IPTC, etc. (E.g. “Public Internet Powered by Widget Communications”). It is IPTC’s goal to reduce the costs associated with providing public internet access on IPTC vehicles to Public Transportation riders in Indianapolis.

- Third party contracts will not be considered. Only proposals from bidders who propose a direct agreement between the provider and IPTC will be considered.
- Equipment: IPTC currently maintains approximately 100 mobile devices with expected increase of an additional 280-300 devices over the next 3 years as the project to deploy cellular communications to our vehicles continues through 2018.

EVALUATION CONSIDERATIONS:

- Value - Business Requirements must be balanced with the Value (Return on Investment). Value considerations should be holistic, encompassing both the one-time cost of acquisition as well as the lifetime costs of operation. These combined criteria should be given the highest weight.
- Viability - If a technology asset has a large installed base within the organization and IndyGo is already comfortable supporting it, it makes sense to continue with that technology asset and negotiate a deeper volume discount from the vendor. Supportability, scalability and sustainability are important from an enterprise perspective.
- Alignment with Long-term Architecture - It is in the best interests of the State to select technology assets that are part of the installed base as well as in alignment with its long-term architecture vision.
- General Excellence & Market Position - State agencies utilize technology assets that were originally acquired for singular purposes. It is in the best interests of IndyGo to invest in products that command positions of excellence in the marketplace
- Practical Considerations - Migrations must be managed very carefully to mitigate any disruption. Sunk investment (in terms of the installed base) is also another important practical consideration.

COSTS:

Original Cost estimates for services were approximately \$180,000 per year for a single provider with a total budget across two vendors up to \$1,600,000 for the total five-year term of the contracts.

EQ 17-12-281 Cellular Services	<u>Sprint</u>	<u>T-Mobile</u>
<b><u>SERVICE</u></b>		
Data Only	\$ 1,079.64	\$ 961.80
Voice & Messaging- Basic	\$ 759.62	\$ 380.00
Voice & Messaging- Smart	\$ 780.00	\$ 327.60
Public Wifi	\$ 8,747.50	\$ 9,450.00
<b><u>PROMOTIONAL</u></b>	Activation Credit	Activation Credit (per life of contra
	per smart phone- \$50	per smart phone- \$38
		per basic phone- \$25
	(\$1,300.00)	per tablet- \$100
		per mifi- \$150
		per router- \$189
		(\$54,088.00)
<b><u>Total Monthly Service</u></b>	\$ 11,366.76	\$ 11,119.40
<b><u>Total Yearly Service</u></b>	\$ 136,401.12	\$ 133,432.80
<b><u>Total Term of Contract Service</u></b>	\$ 680,705.60	\$ 613,076.00
<b><u>Budgeted Yearly Hardware Costs</u></b>		\$ 6,000.00
<b><u>TOTAL PRICE OF CONTRACT AS PROPOSED</u></b>	\$ 680,705.60	\$ 643,076.00
<b><u>TOTAL AWARD NOT TO EXCEED BY VENDOR</u></b>	\$ 524,850.00	\$ 643,076.00
<b><u>Total Budget Not to Exceed - \$1,167,926.00</u></b>		

**NOTE: T-Mobile will be the primary provider for cellular services, with Sprint providing potential services to support contingency for vehicle wireless communications. The budgeted amount shall not exceed \$1,167,926.00 over five years; however, the actual expenditure will not exceed \$643,076.00 over the five-year term.**

**FUNDING SOURCE**

- Cellular Services will be funded through IndyGo Operating budget.

**PROJECT TIMELINE:**

- Contract terms will be three (3) years, with two (2), one (1) year options.
- Cellular Services will commence upon successful contract execution targeted for April 2018.

RECOMMENDATION:

In a manner, consistent with IndyGo contract award standards, it is requested that the Board authorize the President/CEO to enter into contract negotiations with T-Mobile and Sprint and upon successful negotiations enter into contract/s not to exceed \$643,076.00 and \$524,480.00 respectively (total budget amount of 1,167,926.00) for hardware and services, over a total of five (5) years.

Richard Joseph  
Chief Information Officer

TO: Chair and Board of Directors

FROM: Michael A. Terry, President/CEO

SUBJECT: Adoption of IPTC Resolution #2018-01 Commemorating 50<sup>th</sup> Anniversary  
Kennedy/King Memorial Initiative

BACKGROUND:

April 4, 2018 will mark the 50th Anniversary of the assassination of Dr. Martin Luther King, Jr.; and Senator Robert Kennedy's historic speech at 17<sup>th</sup> and Broadway. The Kennedy King Memorial Initiative's (KKMI) mission is to build on the historical events of April 4, 1968, and has planned a month of events including two on April 4.

To provide access for the thousands anticipated to attend the two events, reduce transportation barriers, and honor the significance of this 50<sup>th</sup> Anniversary, IndyGo is offering free rides on all routes, boosting service on those routes near the park, and providing rider outreach through Transit Ambassadors.

On March 12, the City-County Council passed a special resolution recognizing the day, work of KKMI and IndyGo's role as the transportation partner and its service to the community.

RECOMMENDATION:

The IndyGo Board of Directors is asked to pass Resolution #2018-01 recognizing IndyGo as the community transportation provider and its offering of free rides throughout the city on April 4, 2019.

Michael A. Terry  
President/CEO

**RESOLUTION 2018-01**  
**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION (INDYGO)**

**A RESOLUTION**  
**RECOGNIZING THE KING KENNEDY MEMORIAL INITIATIVE &**  
**INDYGO FREE RIDES ON APRIL 4, 2018**

WITNESS THAT:

WHEREAS, April 4, 2018 will mark the 50th Anniversary of the assassination of Dr. Martin Luther King, Jr.; and

WHEREAS, on April 4, 1968, Robert Kennedy flew to Indianapolis for a planned rally at what is now the Dr. Martin Luther King, Jr. Park, promoting his presidential campaign, and was informed upon landing of King's assassination; and

WHEREAS, Senator Kennedy proceeded to address the crowd at 17th and Broadway near the site where the memorial now stands. He delivered an impassioned speech informing the crowd of King's death and urging racial reconciliation, and no riots took place in Indianapolis, a fact many attribute to the effect of Kennedy's speech; and

WHEREAS, The Kennedy King Memorial Initiative's (KKMI) mission is to build on the historical events of April 4, 1968, to raise awareness, provoke thought and inspire action to eliminate division and injustice in the community and beyond; and

WHEREAS, On April 4, 2018, there will be commemoration ceremonies at the Landmark for Peace memorial in Dr. Martin Luther King, Jr. Park. Congressman John Lewis, a renowned civil rights leader who was in Indianapolis on the night of 1968, will join the community and other national, state, and local dignitaries in the commemoration; and

WHEREAS, The Indianapolis Public Transportation Corporation, IndyGo, is a municipal corporation of Indianapolis and partner of KKMI, and provides bus service along College Avenue and will assist current and new riders with directions and information by way of their Transit Ambassador volunteers;

WHEREAS, The City-County Council of the City of Indianapolis and of Marion County, Indiana adopted a Special Resolution at its March 12, 2018 meeting recognizing the KKMI event, and directing IndyGo to offer free rides on April 4, 2018; now, therefore:

IT IS HEREBY RESOLVED by the board of directors for the Indianapolis Public Transportation Corporation as follows:

In honor of this significant event and to raise awareness for IndyGo's role in providing access for all residents in our community, IndyGo shall offer free public transit rides throughout the city on April 4, 2018.

ALL OF WHICH IS RESOLVED by the Indianapolis Public Transportation Corporation on this 22<sup>nd</sup> day of March, 2018.

**Indianapolis Public Transportation Corporation**

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*Chairman*

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*Attest*

IndyGo Agenda  
March 22, 2018  
Agenda Item No. A – 8

TO: Chair and Board of Directors

FROM: Michael A. Terry, President/CEO

SUBJECT: Consideration and Approval of Interlocal Agreement with Department of Public Works – *TENTATIVE*

To: Chair and Board of Directors

From: Nancy Manley- Controller

## **FINANCIAL UPDATE**

**February 2018**

### **Summary**

A revised January 2018 Comparative Financial Statement has been provided which reflects only revenue received for the purposes of Operational activities. On a quarterly basis, we will provide the Board an updated on both the Operational and Capital project expense activities.

February 2018 Comparative Financial Statement is a review of the Actual Operational Revenue and Expenses realized during the month as compared to budget for current month and YTD.

The FY2017 audit process will begin in mid-March. The final update and reconciliation for Fiscal Year 2017 will be finalized no later than March 31, 2018. Finance will continue to work with Crowe Horwath (ERP developer) and BKD (auditor) until all reconciliations are complete.

On March 14, 2018, BKD, LLC. met with the Board Audit Committee for an entrance meeting to discuss the two weeks of field work scheduled to begin the week of April 2<sup>nd</sup> and continue through April 13, 2018.

Nancy E. Manley  
Vice President/CFO/Controller

## **Revenue**

### **FTA Assistance**

Revenue from the FTA assistance was under budget by 19% for the month. Since grant drawdowns depend upon the month end closing, the projected estimates have been provided for this revenue. Please note that federal assistance shows a decline as compared to 2017 (prior year) YTD since starting Budget Year 2018, IPTC plans to reallocate approximately \$8,000,000 of the annual federal formula funds for capital projects to be able to better serve the MCTP.

### **Other Operating Income**

Other operating income was under expectation by 16% in February.

### **Passenger Service Revenue**

Passenger service revenue was under budget by 22.1% for the month and YTD.

### **Local Tax Revenue**

Local Tax Revenue received from property tax is estimated for February based on a 12-month straight-line distribution method. The bulk of property tax revenue is received in June and December each fiscal year. Other local income taxes in the amount of approximately \$182K was received in February.

### **Transit Income Tax Revenue**

The Transit Income Tax Revenue is a new funding source for IPTC. The distribution of these funds was received mid-February. IPTC received the expected amount of \$2.7M deposited in the operating revenue.

### **Total Revenue**

For the month of February 2018, the total revenue recognized was 3.7% under projections.

## **Expenditures**

### **Personal Services**

Overall, Personal Services were 16.6% under budget in February. February 2018 is under budget since we have not reached our budgeted level of staffing just yet and expenditures will true up as the year progresses.

### **Other services and Charges**

This expense category was under budget projections by 12.5% for the month of February.

### **Materials and Supplies**

For the month of February, this expense category was collectively 10.1% under budget.

**Total Expenses**

Total expenses came in 14.7% under projection for the month of February and 16.9% year-to-date.

**Summary**

Overall spending, in February, was less than revenue received.

The organization continues to review monthly reports and communicates with all divisions when potential issues arise.

To: Chair and Board of Directors

From: Bryan Luellen, Vice President of Public Affairs and Communications

## **CONSIDERATION OF PUBLIC AFFAIRS REPORT FOR MARCH 2018**

### **ISSUE:**

A report of IndyGo Public Affairs will be presented at the board meeting.

### **RECOMMENDATION:**

Receive the report.

Bryan Luellen

Vice President of Public Affairs and Communications

Attachments

Contributing Staff includes:

Chauncyia Coleman, Manager of Customer Service

Lauren Day, Director of Public Relations

Iain Ferlmann, Business Analyst

Ellen Forthofer, Communications and Outreach Coordinator

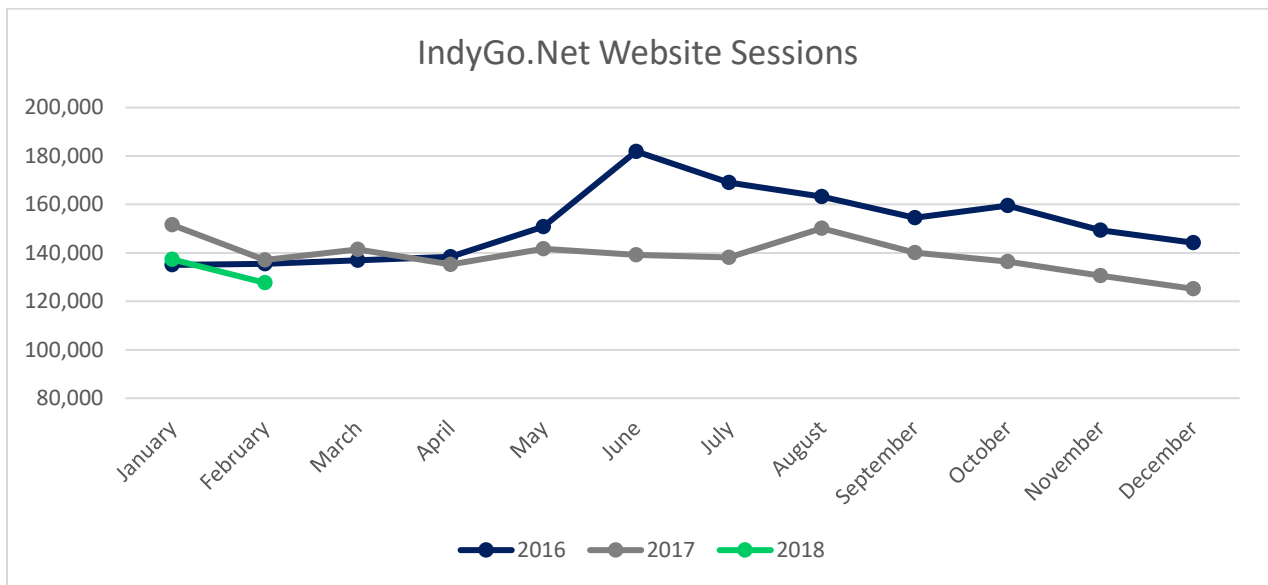
Jerome Horne, Special Projects Coordinator

Allison Potteiger, Communications Specialist

Betsy Sattler, Graphic Specialist

### INDYGO.NET MONTHLY SESSIONS 2/1/18 – 2/28/18:

Page Views	304,456
New /Returning Visitors	28,986/19,619
Total Sessions	127,650



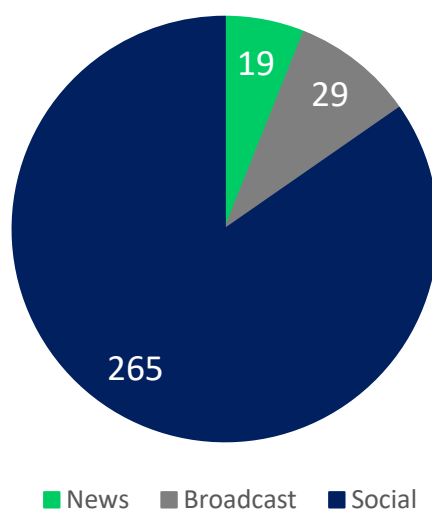
Month	Mobile	Desktop	Tablet	New	Returning
January	84.20%	14.10%	1.78%	60.70%	39.30%
February	84.22%	13.90%	1.88%	59.64%	40.36%

## FEBRUARY NEWS RECAP:

- “IndyGo Implements First of Local Route Improvements as Part of Marion County Transit Plan” – WIBC, TheIndyChannel.com, CBS 4, FOX 59
- “IndyGo Significantly Improving Local Routes in February with Over 250 Added Weekly Trips” – Publicnow
- “IndyGo Rolls Out Enhanced Bus Service While Red Line is Delayed” – CBS 4, FOX 59, Environment Guru, Mass Transit
- “Go Raleigh Go IndyGo” – Transit Center
- “Closings and Trash Collection Schedule for Presidents Day” - WTHR

**Topics Include:** Mentions in early-mid February include mentions of the February 11 service improvements that added over 250 trips each week, nearly doubled weekend service for Routes 8 & 39, and added new Sunday service for Route 87. Late-February mentions include Presidents Day hours of service, a Transit Center piece following progress made in cities that held transit ballot measures in 2016, and various mentions in community editorials.

Share of Voice by Volume



**News mentions: 19**

**Broadcast mentions: 29**

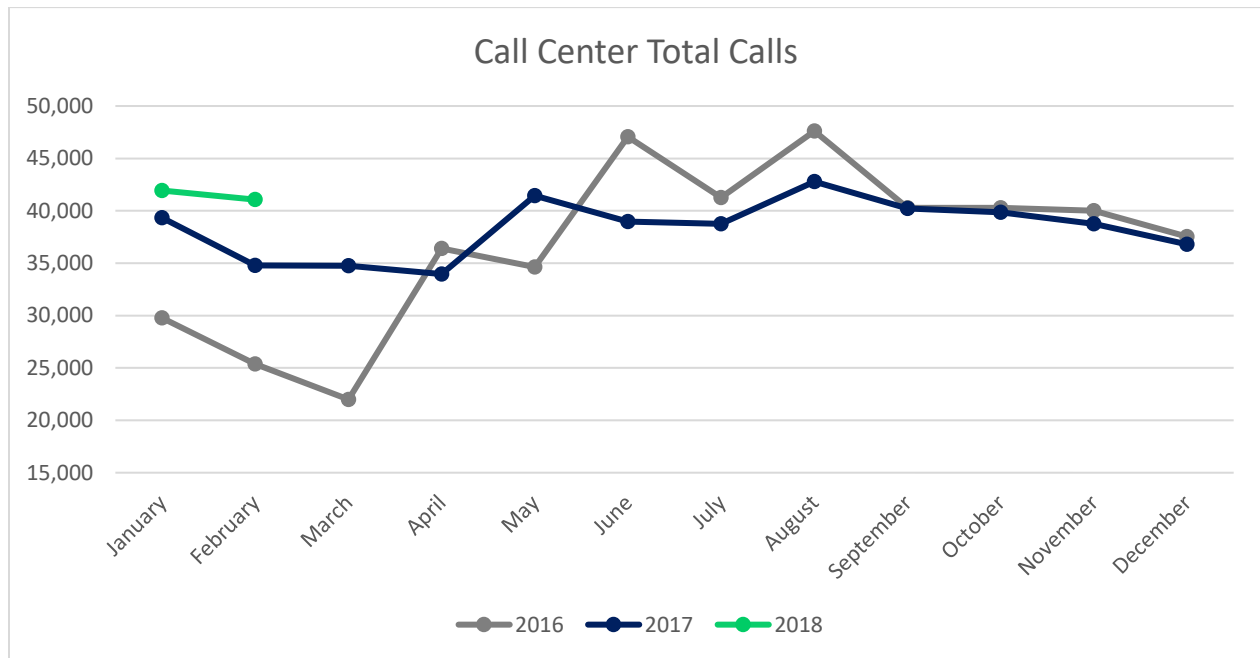
**Social Media mentions: 265**

## FEBRUARY CALL CENTER REPORT:

41,066 total calls

4.46% calls abandoned in queue

45.06% Interactive Voice Response (IVR) calls

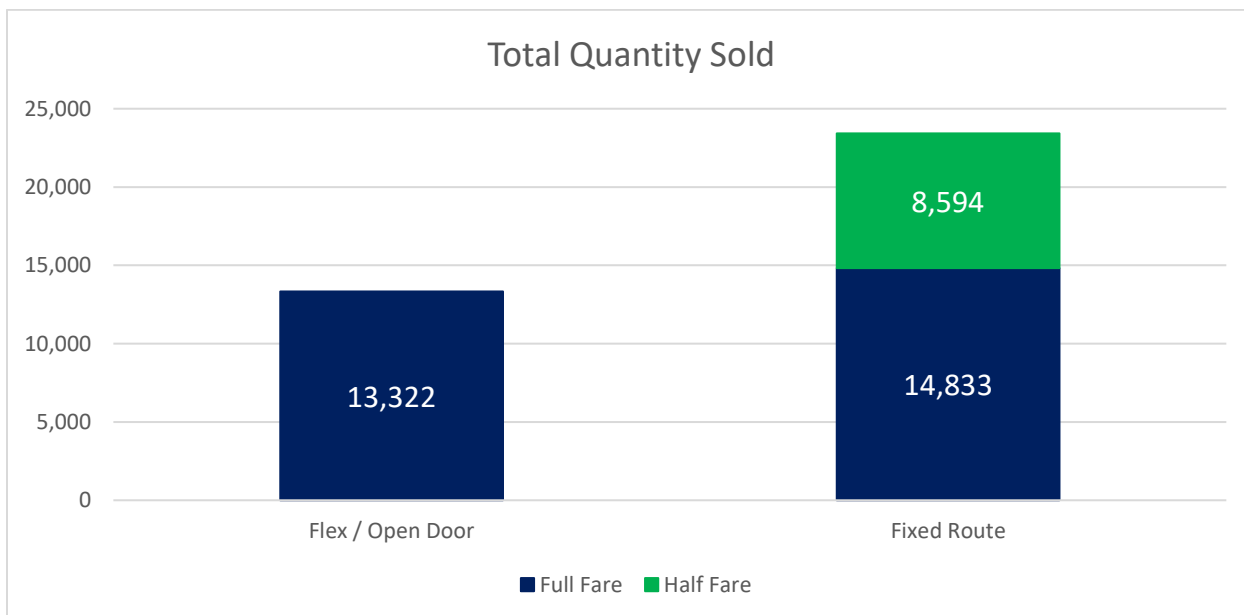
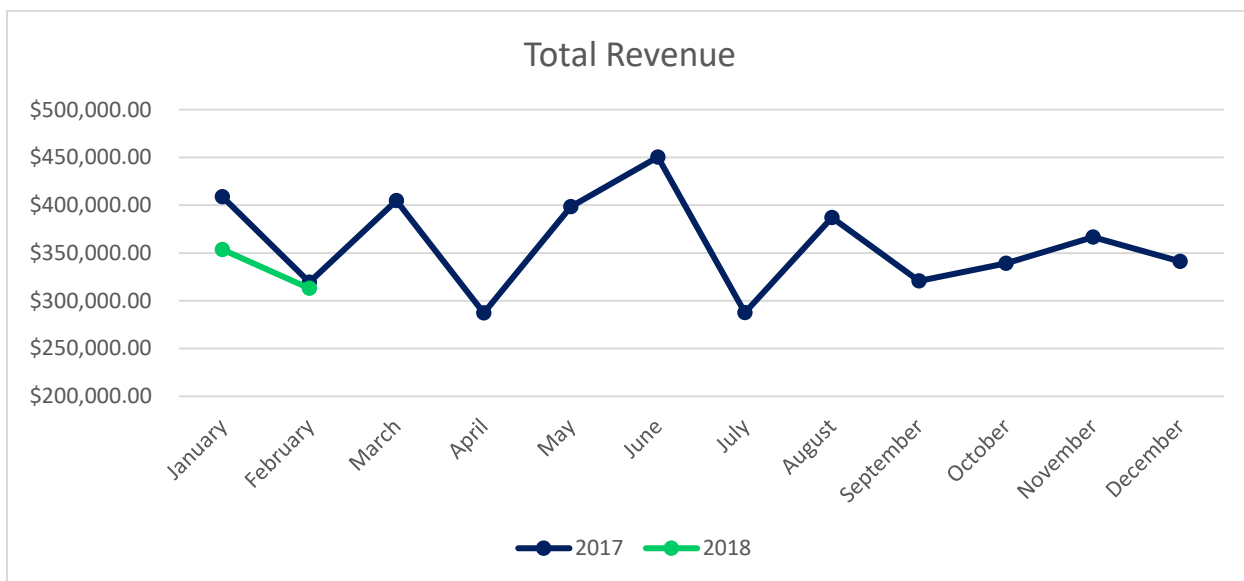


## CUSTOMER COMMENTS: 430

ADA	2	PURPLE LINE	
BUS STOP		REAL TIME ARRIVALS	
CIVIL		RED LINE	5
COMPLIMENT	16	REQUEST	26
COURTESY	71	ROUTE	8
CUSTOMER SERVICE CENTER	2	ROUTE DETOUR	2
DENIAL	7	RULES	6
DISCRIMINATION – TITLE VI	1	SAFETY	80
FACILITY MAINTENANCE	19	SCHEDULE ADHERENCE	83
FARES	6	SERVICE CHANGES	3
MCTP	5	SUGGESTION	17
MARKETING	3	VEHICLE MAINTENANCE	6
OTHER	7	WRONG INFORMATION	3
PASS BY	52		

**FEBRUARY PASS SALES REPORT:**

Total Quantity of Passes: 36,749



**Additional Revenue:**

Retail Desk & Online Purchases: \$224,448.5

Cash: \$59,843.70

Checks: \$30,169.95

Credit Cards: \$134,434.85

**OUTREACH SUMMARY FOR FEBRUARY:**

Outreach in February consisted of many Transit Talks that continue to discuss the Marion County Transit Plan. February saw increased Transit Ambassador interactions that included outreach to customers at the DTC and on routes. These efforts were complemented by public meetings focused on transit updates.

**FEBRUARY OUTREACH EVENTS:**

2/1/2018	Transit Talk: Southeast Community Services: noon
2/1/2018	Mayor's Neighborhood Advocates transit update
2/1/2018	Citizens, IndyGo, and DPW communications meetings
2/1/2018	CICF Personal Mobility Network Meeting
2/1/2018	Transit Talk: Southeast Community Services: 6PM
2/5/2018	Personal Mobility Network Corporate Advisory Committee
2/5/2018	3CIndy Red Line artists in residence meeting
2/5/2018	Fletcher Place Community Meals presentation
2/5/2018	Transit Ambassador outreach on Route 39
2/6/2018	Transit/Zoning/Infrastructure Coordination
2/6/2018	IndyMoves: Fay Biccard Glick Neighborhood Center
2/7/2018	Indiana Ave Apartments stakeholder meeting
2/8/2018	Purple Line NEPA/Section 106
2/8/2018	Indiana Ave Apartments Resident Council Meeting
2/8/2018	Transit Ambassador outreach on Route 8E
2/9/2018	Transit Ambassador outreach on Route 8E
2/10/2018	Transit Ambassador outreach on Route 3E
2/10/2018	Secretary of State Straight Answer Saturday event
2/11/2018	Transit Ambassador outreach on Route 39
2/12/2018	Red Line Construction - meet with IMPD
2/12/2018	Transit Talk: Big Car/Tube Factory
2/13/2018	IPS/IndyGo discussion
2/13/2018	Mass Ave Merchants Association stakeholder meeting

2/13/2018	Personal Mobility Network Executive Committee
2/14/2018	Citizens Economic Development Committee Meeting
2/14/2018	IndyMoves: Riverside Park
2/15/2018	INAEP transit update
2/15/2018	IPS Transportation/IndyGo
2/15/2018	Monumental/Red Line stakeholder meeting
2/15/2018	Transit Ambassador Outreach at DTC
2/16/2018	Senator Ruckleshas transit update
2/16/2018	Purple Line/USFWS
2/16/2018	John Russell IBJ media briefing
2/17/2018	Immigrant Welcome Center natural helpers service providers day
2/19/2018	Transit Ambassador outreach at DTC
2/19/2018	3CIndy Red Line artists in residence meeting
2/19/2018	Angela Smith Jones transit update
2/19/2018	Travel Training: Resource Residential Treatment Facility
2/20/2018	Community Resurrection Partnership
2/20/2018	Congressman Carson Transit Roundtable
2/20/2018	Red Line/Zink Distributing
2/20/2018	Mayor's Latino Advisory Council Quarterly Meeting
2/20/2018	Councillor Jackson Public Meeting - Amber Woods Apts
2/21/2018	Expert Group/ IUPUI Transit Discussion
2/21/2018	IndyMoves: College Ave Branch Library
2/21/2018	My Community My Vision student action plan: stakeholder meeting
2/22/2018	Purple Line NEPA/Section 106
2/22/2018	Sertoma Club Red Line presentation
2/22/2018	IPTC Board of Directors meeting
2/22/2018	IndyMoves: Southeast Community Services
2/22/2018	Brief presentation and tabling at City League Basketball event
2/23/2018	Red Line/ 5/3 Bank
2/23/2018	Mayor's Action Center Red Line update
2/23/2018	IndyGo/WTTS
2/23/2018	Transportation Integration Plan Stakeholder Committee
2/24/2018	Transit Ambassador outreach at DTC
2/27/2018	Transit Ambassador outreach at DTC
2/27/2018	Fountain Square Merchants Association transit update
2/27/2018	Produce Pilot informational meeting

2/27/2018	IndyMoves: Brookside Park Community Center
2/27/2018	South Indy Shelby St. Corridor transit update
2/28/2018	IndyMoves: Warren Education and Community Center

## **SPECIAL PROJECTS**

- IndyGo is partnering with the City of Indianapolis Department of Metropolitan Development to conduct a pilot project focused on bringing access to healthy, fresh, and affordable food to the Julia M. Carson Transit Center. The pilot project is anticipated to span from June 1, 2018 – November 31, 2018, and will capture necessary data to determine if this project is viable for long-term implementation. The City issued an RFQ in early March; partner proposals are due March 16. We anticipate a partner will be selected and confirmed by the end of the month. This project was designed by IndyGo and the City to address food insecurity issues that plague Indianapolis and have been shown in other communities to disproportionately impact transit riders.

PLANNING AND CAPITAL PROJECTS REPORT

3/22/18

Item I – 3

TO: Chair and Board of Directors

FROM: Justin Stuehrenberg, Vice President of Planning and Capital Projects

**PLANNING & CAPITAL PROJECTS UPDATE**

**Issue** Planning & Capital Projects Report will be presented at the board meeting.

**Recommendation:**

Receive the report.

## **SERVICE PLANNING**

The 1806 pick for June 10 is underway. More frequency will be added to the following routes in line with the MCTP.

- Route 3 weekday service increased to 30-minutes all day.
- Route 10 Saturday service increased to 20-minutes all day.
- Route 31 Sunday service increased to 60-minutes all day.
- Route 34 Weekday service increased to 30-minute all day.
- Route 37 Sunday service increased to 60-minute all day.

This will increase service by have 201 more trips each week. In February 349 trips were added. For 2018 IndyGo will have added 550 new weekly trips. In addition, timing adjustments on other routes will be made as normal with each operator pick.

Planning staff is continuing work on the 2019 Marion County Bus Stop Plan, which will have an impact on each of the 3,600+ bus stops within the IndyGo system when the June 2019 service improvements go into effect. A detailed analysis has been completed by IndyGo planning staff on infrastructure needs for new bus stops planned to be added along roadways that did not previously have bus service. This information has been provided to consultants from Shrewsberry, who will begin cost estimates and design work for these new bus stop locations. Additional analysis has been completed by IndyGo planning staff to determine bus stops which can be removed to improve the efficiency of bus stop spacing, which will bring bus stop spacing into conformance with IndyGo's soon to be updated service standards. This information will be provided to IndyGo's maintenance crew, Shuck Corporation, who will work with planning staff to formulate a plan for the removal of stops for the June 2019 service improvements. A final analysis of infrastructure improvements for existing bus stops is also nearing conclusion. This analysis is focusing on anticipated key transfer points and existing high-ridership stops within the more frequent, grid-based network. The outcome of this analysis will identify stops that are most in need of additional infrastructure which will enhance pedestrian access and improve bus stop amenities. Concurrent with the entire bus stop plan and analysis, planning staff is working with IndyGo's Community Outreach and Business Development Staff in order to formulate an outreach plan to involve and inform riders, stakeholders, and members of the community on the planned bus route and bus stop changes.

Service Planning is also responsible for coordinating and creating the Red Line Operations Plan, which will detail key operational procedures to be used leading up to and after of the Red Line. The operations planning process involves extensive coordination with a number of IndyGo departments and divisions, as well as coordination with key institutional agencies and stakeholders, such as the Indianapolis Metropolitan Police Department, Indianapolis Fire Department, and Indianapolis Department of Public Works.

With the help of new team members, planning staff can continue to coordinate and leverage resources from the community with our current assets to make improvements throughout the city. Staff is currently working on stop level improvements at the Indianapolis International Airport, St. Vincent DePaul on East 30<sup>th</sup> Street, the Jewish Community Center on Hoover Road, St. Vincent Hospital on West 86<sup>th</sup> Street, the Castleton Square Mall area, at stops along 25<sup>th</sup> Street/Monon Trail area, East Michigan Street/Sherman area, West 10<sup>th</sup> Street/Tremont area, Michigan Road/73<sup>rd</sup> Street area, as well as many others.

Service Planning is working with consultants from Shrewsberry to study the impacts of converting several one-way streets to two-way streets. The two-way conversion studies will include Michigan Street/New York Street from College Avenue to Emerson Avenue and 29<sup>th</sup> Street/30<sup>th</sup> Street from White River Parkway to Ruckle Street. Upon completion, the traffic studies will be submitted to DPW for approval of the proposed two-way conversions. Upgrading these streets to carry two-way traffic will improve IndyGo's flexibility to create the most efficient routes

In coordination with DPW and Downtown Transit Center staff, we are continuing to identify and improve traffic flow problems on the streets surrounding the DTC. Operational issues with the City's traffic signals include problems with the vehicle detection equipment and synchronization between traffic signals.

Service Planning is coordinating with IndyGo's Transit Signal Priority (TSP) vendor to refine their fee proposal for the Red Line equipment purchase and maintenance agreement. Conversations have identified cost saving opportunities of up to \$200,000 by eliminating equipment and services from the vendor's initial fee proposal.

Planning staff is coordinating with Procurement to develop an on-call contract with a traffic systems engineering consultant to assist with developing and implementing traffic signal timings along the proposed BRT and local routes.

Current Month			IndyGo	Year to Date		
Feb-17	Feb-18	% Change	Fixed Route Ridership	2017	2018	% Change
14,777	15,128	2.4%	2 E. 34 <sup>th</sup> St.	29,897	29,322	-1.9%
25,522	24,373	-4.5%	3 Michigan St.	50,136	47,170	-5.9%
13,169	12,514	-5.0%	4 Fort Harrison	26,511	24,416	-7.9%
17,605	14,856	-15.6%	5 E. 25 <sup>th</sup>	35,946	28,957	-19.4%
12,108	11,810	-2.5%	6 N. Harding	23,562	23,968	1.7%
115,972	109,819	-5.3%	8 Washington St.	233,273	214,727	-8.0%
89,374	84,874	-5.0%	10 10 <sup>th</sup> St.	177,026	166,540	-5.9%
3,092	3,907	26.4%	11 E. 16 <sup>th</sup> St.	6,353	6,750	6.2%
5,423	5,047	-6.9%	12 Minnesota	10,781	9,246	-14.2%
3,343	3,039	-9.1%	13 Raymond	6,591	6,449	-2.2%
9,005	8,754	-2.8%	14 Prospect	18,455	17,326	-6.1%
18,288	16,207	-11.4%	15 Riverside	36,681	31,354	-14.5%
9,898	10,171	2.8%	16 Beech Grove	19,761	20,234	2.4%
21,436	18,292	-14.7%	17 College	41,717	37,933	-9.1%
11,035	11,052	0.2%	18 Nora	22,946	20,993	-8.5%
36,339	31,863	-12.3%	19 Castleton	73,402	63,812	-13.1%
13,232	13,311	0.6%	21 East 21 <sup>st</sup> St.	25,922	26,177	1.0%
10,352	9,762	-5.7%	22 Shelby	20,724	18,643	-10.0%
9,082	10,989	21.0%	24 Mars Hill	18,456	20,727	12.3%
13,466	13,240	-1.7%	25 W. 16 <sup>th</sup> St.	26,567	26,207	-1.4%
14,425	13,425	-6.9%	26 Keystone	28,080	25,247	-10.1%
13,341	12,653	-5.2%	28 St. Vincent	26,572	24,804	-6.7%
6,880	6,892	0.2%	30 30 <sup>th</sup> St.	13,495	13,387	-0.8%
23,281	20,948	-10.0%	31 Greenwood	46,331	41,091	-11.3%
23,478	22,743	-3.1%	34 Michigan Rd.	46,572	45,261	-2.8%
36,231	34,470	-4.9%	37 Park 100	72,588	66,718	-8.1%
30,962	26,691	-13.8%	38 Lafayette Square	61,401	52,381	-14.7%
95,561	89,216	-6.6%	39 E. 38 <sup>th</sup> St.	191,600	170,882	-10.8%
4,304	3,370	-21.7%	55 English	7,998	7,192	-10.1%
10,481	8,783	-16.2%	86 86 <sup>th</sup> Street Crosstown	24,080	17,567	-27.0%
11,209	11,214	0.0%	87 Eastside Circulator	21,638	20,301	-6.2%
436	1,161		Others	601	1,656	
<b>723,107</b>	<b>680,574</b>	<b>-5.9%</b>	<b>Total</b>	<b>1,445,663</b>	<b>1,327,438</b>	<b>-8.2%</b>

The “others” category represents a compilation of unallocated trips reported on the monthly GFI Fare Box report. These trips count as ridership, but are not allocated to a specific route.

<b>Feb-17</b>	<b>Feb-18</b>	<b>% Change</b>	<b>Flexible and Contracted Services</b>	<b>2017</b>	<b>2018</b>	<b>% Change</b>
25,125	47,377	88.6%	<b>Open Door Riders on Fixed Route</b>	49,131	47,377	-3.6%
24,977	34,435	37.9%	<b>Open Door</b>	50,776	48,414	-4.7%
747	735	-1.6%	<b>Open Door Taxi Vouchers</b>	1,481	1,419	-4.2%
23,162	20,841	-10.0%	<b>31 Day S-Pass</b>	44,221	38,167	-13.7%

## **STRATEGIC PLANNING**

The Strategic Planning team continues to advance the projects outlined in previous board reports, including, but not limited to, project development activities associated with the Purple and Blue Lines, Super Stops, and the Central Avenue conversion; data projects including assisting with paratransit review, key performance indicators, and reviewing service metrics; partnering to develop strategies around regional coordination, transportation network companies, and joint development opportunities; and advancing the fare modernization project and assessing potential benefits and impacts of adjustments to fare policy.

### **Project Development:**

- The Purple Line is advancing toward 30 percent design, which will finalize station locations and other high-level design decisions; that milestone is expected to be reached by the end of the month. Public outreach events throughout the corridor will occur later this month and through the first few weeks of April.
- The Blue Line is advancing toward five percent design, which will develop preliminary station location options, present options for street layout, provide alternatives for the western alignment and connection to Indianapolis International Airport, and provide a basis for beginning to construct preliminary costs; these efforts will keep the team on schedule for an application for entry into FTA's Small Starts program in August.
- The Super Stops project, which will provide amenities similar to those at BRT stations along the transit-heavy Alabama/Delaware Street and Fort Wayne Avenue corridors has reached the five percent design milestone. The team is working with the City to identify a locally-preferred alternative to present to the public at events scheduled later in March and in the beginning of April.
- The Central Avenue Two-Way conversion effort is progressing quickly, with a plan to have 90 percent designs completed in the beginning of April with the delivery of final tracings by the end of that month. At present, construction within this corridor is anticipated to begin this summer and be complete by this fall to coincide with the re-opening of the Central Avenue bridge over Fall Creek.

### **Fare modernization**

An RFP for comprehensive fare modernization equipment and services will have been issued by the time of the board meeting; this effort will secure an account-based system, the ticket vending and validation infrastructure necessary to vend tickets at the Red Line and future rapid transit corridors, provide new payment media in the form of a mobile ticketing app and a payment device/card, and the necessary equipment to conduct fare enforcement activities. The strategic planning team is also conducting analyses to project the potential benefits and impacts of changing fare policies to support staff and board decision-making around potential changes to fare policies. These analyses will support future fare equity analyses as well.

### **Other initiatives**

The Strategic Planning team continues to work with other departments within the Capital Projects division, as well as support Public Affairs and Operations across several initiatives. Specifically, the team is working closely with paratransit to research various programs to promote and enhance service quality, conduct analyses that would project potential costs and benefits, and helping to shape various pilot programs that could emerge. Likewise, the team is working with Public Affairs to support the advancement of the Strategic Plan; this month, the team is delivering a presentation on key performance indicators, including a review of national best practices and what other agencies are monitoring and reporting. The team is also collaborating with the Public Affairs team and others to develop strategic options around partnering with transportation network companies, joint development and value capture, and other strategic initiatives. The team also plans to begin conducting various micro analyses that will inform future analytical efforts and assist in identifying potential areas for promoting service quality and efficiencies. Lastly, the team is working across divisions to update the capital plan.

## **ENGINEERING & CONSTRUCTION**

### **Red Line**

Limited Notice to Proceed were issued to both Contractors for package A & B in January. A Full NTP is anticipated to be issued in March once the FTA Grant funds are approved and available.

An anticipated preliminary construction schedule consolidating both Contracts was developed based on the preliminary schedules received from both contractors, with an anticipated construction start time of early March.

Project team has started using eBuilder which is IndyGo's new Document Management System for project related correspondences and processes.

Contractors have started sending submittals and other initial documents that would enable them to start construction without much delay once the full NTP is issued.

Utility relocation Notice to Proceeds were issued in conjunction with DPW in December. Verizon has started their Utility relocation on Capital Ave and AT&T has started theirs on 18<sup>th</sup> street. Other utilities are expected to start their field investigation and construction work in the coming weeks.

### **Purple Line**

The Purple Line project will transfer to the Engineering & Construction department in March once it hits 30% design.

### **Other On-Street Projects**

Several other street projects, including conversions of one-way streets to two-way and bus stop and shelter improvements were included in the Marion County Transit Plan. Initial outreach and design work for those projects will begin in early 2018. DPW has already approved the Central Ave project to move forward, and IndyGo is conducting traffic studies on the others.

## **FACILITY PROJECTS**

### **Electric Bus Fleet Charging Facility Upgrades**

The Project Design is at 30%, with 60% anticipated submittal March 22, 100% April 19, along with Construction Documents. The coordination with IPL has been ongoing, regarding the work to connect into the power grid and the impacts. Discussion are being had to ensure meeting Buy America requirements and the use of IPL approved contractors.

### **Space Planning Renovations**

The Etica Group has submitted the reports regarding needs for the Washington Street Facility. The next Task is to complete Construction Documents for the Administration, HR and Operations area of Washington Street Facility.

### **Other Projects**

The Paint Booth, Wash Rack and Security Screen Overhead Doors design will begin pending approval March 22, 2018. The studies will be to remove and replace the existing systems that are beyond their useful life.

The Etica Group is also completing a study for the layout of the Training facility and site layout to meet the needs of staff. The intent is to provide a full training facility with grounds for driving course as well. The location is being identified.

Justin Stuehrenberg  
Vice President of Planning & Capital Projects

To: Chair and Board of Directors  
From: Roscoe Brown, Chief Operating Officer/VP of Operations

## **CONSIDERATION OF OPERATIONS DIVISION REPORT FOR FEBRUARY 2018**

**ISSUE:**

A report of IndyGo Operations Division will be presented at the board meeting.

**RECOMMENDATION:**

Receive the report.

Roscoe Brown  
Chief Operating Officer/VP of Operations

**Attachments**

**Contributing Staff includes:**

Victoria Learn, Director of Maintenance  
Dwight Benjamin, Director of Transportation  
Mark Emmons, Director of Safety, Training & Security  
Paula Haskin, Director of Flexible & Contracted Services  
Ed Parsley, Director of Facilities  
Lisa Evans, Administrative Assistant

# Operations Division Report- February 2018

## **TRANSPORTATION**

### **EMPLOYEE RECOGNITION**

February Employee of the Month: Baba Diop

### **COMMENDATIONS**

The following Transportation employees were recognized for their extraordinary customer service during the month of February:

Rose Anderson, Alford Caldwell, Darryl Donahue, Robert Feiock, Amber Ferguson, Anthony Hodges, Hunter Isenhower, David Joy and Rodriguez McGuire

The following operators achieved an on-time performance rating of 90% or better during the month of February. A random drawing is held each month from this group of operators, and the winner receives an extra personal day. The winner for the month of February is Joe Monaghan.

1. ANTHONY WHITE	3334	99%
2. BURT GARCIA	8479	98%
3. VIOREL SALAGEAN	8943	98%
4. ROBERT FEIOCK	8620	97%
5. MICHAEL HALE	2451	97%
6. PATRICK GRAY	2339	97%
7. STEPHEN THEIN	5963	96%
8. ROSE ANDERSON	8473	96%
9. STEPHEN EDMONDS	1156	96%
10. EFRAIN AMAYA	224	96%
11. TERRY LAGRONE	8727	96%
12. RICHARD BOYSEN	590	96%
13. MOHAMMAD ALEM	9016	95%
14. ROGER BOBBITT	8121	95%
15. WILLIAM ENGLAND	8666	95%
16. DENNIS CLARK	1022	94%
17. BETH MURRAY	8218	94%
18. MARY WILLIAMS	6709	94%
19. SHAWN CLARK	8091	94%
20. ANTJUAN MARTINEZ	8988	94%

28. JENNIFER JOURNEY	8235	93%
29. SANDRA HOOK	8430	92%
30. SEAN COX	1190	92%
31. GARRY STAGGS	8376	92%
32. LAVELLE TEALER	5948	92%
33. LEONARD AGUSTUS	8351	92%
34. RAMONA WYATT	8493	92%
35. RACHEL COMER	8665	92%
36. DONNA JANDREAU	8421	92%
37. TENISHA BAINE	6978	92%
38. LAKISHA WILLIAMS	8174	91%
39. TERESA FRANKLIN	8774	91%
40. LISA SOLORIO	8314	91%
41. JAMES DENTON	1495	91%
42. MYISHA FOSTER	8984	91%
43. EDGAR BIRDSONG	1016	91%
44. LEO SCOTT	5447	91%
45. JOE MONAUGHAN	4142	91%
46. ANGELA ARMSTRONG	8981	90%
47. BILLY CRUTCHER	8041	90%

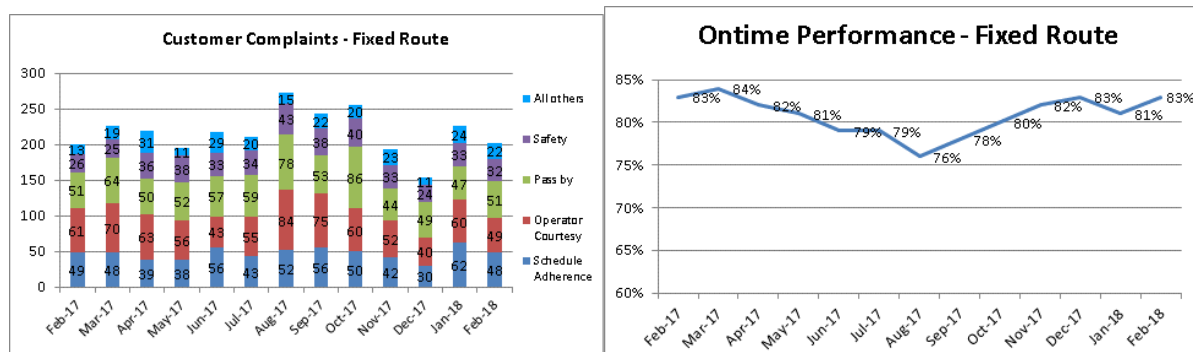
21. LACRETIA HINTON	6933	94%
22. ANTONIO JONES	8706	93%
23. LAURA BECK	8445	93%
24. DILEXI GONZALEZ	2277	93%
25. DIANE JOHNSON	8481	93%
26. MICHAEL RICKS	5139	93%
27. CORENE WELLINGTON	8125	93%

48. SAMUEL ABEBE	8472	90%
49. CHRISTOPHER FLETCHER	8701	90%
50. EBONIE WALLS	8956	90%
51. JAMES GRAY	8829	90%
52. JUANITA DAVIS	8576	90%
53. DEBORAH ROBINSON	8953	90%

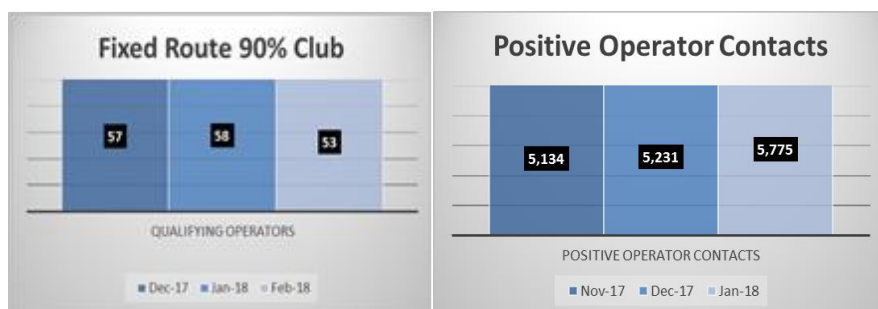
### Fixed Route Update:

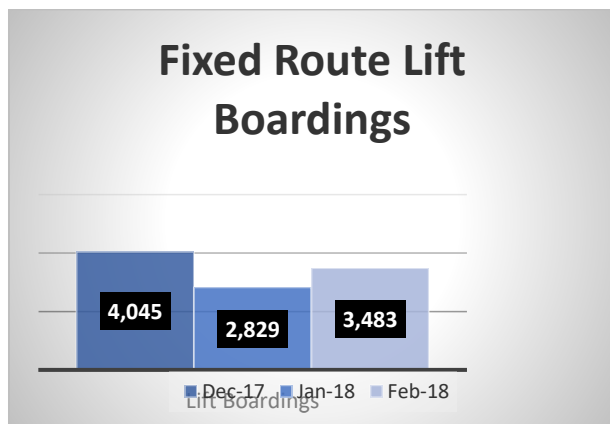
During this reporting period the Transportation Department team attended a meeting at the Marion County Emergency Operations Center, for the 2019 mini marathon course change.

### Service Delivery Data:



### Key Performance Indicators





Positive Operator Contacts represent every time a Transportation Supervisor engages a Professional Coach Operator whether it be on site at IndyGo or by visiting their coach.

### ***COMMUNITY OUTREACH***

Operations had representatives attend the following community stakeholder meetings:

- IMPD Monthly Downtown District Community Task Force Meetings
- 500 Festival Committee Meeting
- Speedway Safety Meeting
- Event Advisory Board Meeting
- Operations continue to work with law enforcement and other agencies regarding special events in Indianapolis

### ***Maintenance***

Historically in February the Maintenance Department focuses on heat related issues. Part of the Maintenance mandate is to have a heated bus for internal and external customer or pull off the street and repair. 2018 was no different the most years and while some of the days were moderate temperatures, all heat related issues were still top priority for Maintenance.

The Maintenance Team met with Cummins during February to discuss options and look at how to utilize both IndyGo team members and Cummins team members to continue the focus on the Volkswagen Mitigation opportunity for IndyGo. Cummins has offered their grant department's finest to help IndyGo draft a grant for electric test vehicles.

The maintenance department has been recording the mean distance between road failures to the National Transit Database (NTD). As Maintenance improves the predictive maintenance program, the distance between failures should also increase. The chart below shows the distance between failures from January 2014 thru current. Each month will be compared to the prior month as a reporting standard to Maintenance to validate the predictive maintenance program.

<b>Mean Distance Major System Failures</b> <b>Mean Distance Between All Systems Failures</b>												
	2018/01	2018/02										
Major	4,895	4,392										
All	3,200	3,618										
	2017/01	2017/02	2017/03	2017/04	2017/05	2017/06	2017/07	2017/08	2017/09	2017/10	2017/11	2017/12
Major	5,834	9,585	6,907	5,745	5,269	7,070	6,655	8,202	7,049	6,330	5,496	7,000
All	4,805	7,465	5,708	5,359	4,615	5,730	4,979	6,062	5,258	5,333	4,389	4,895

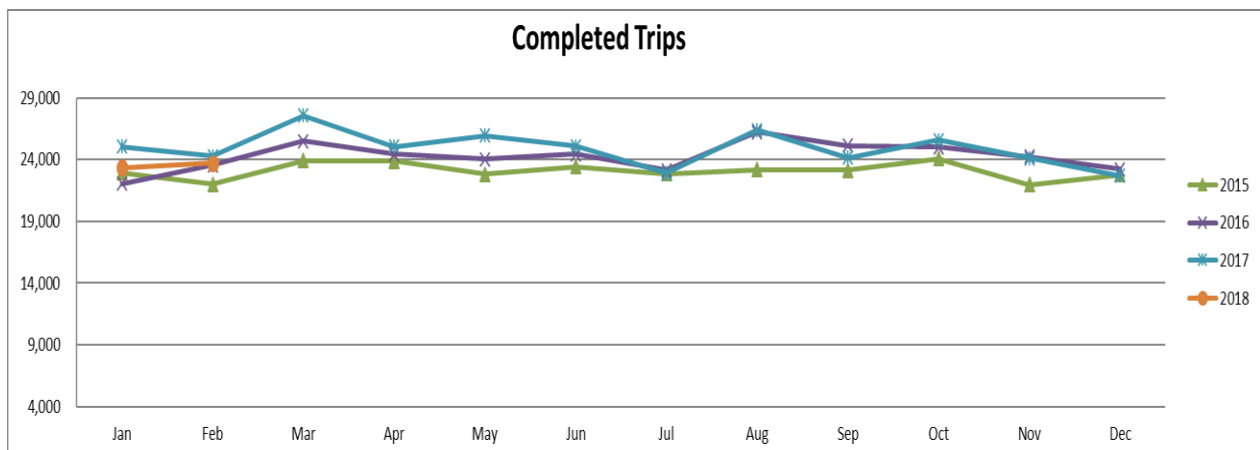
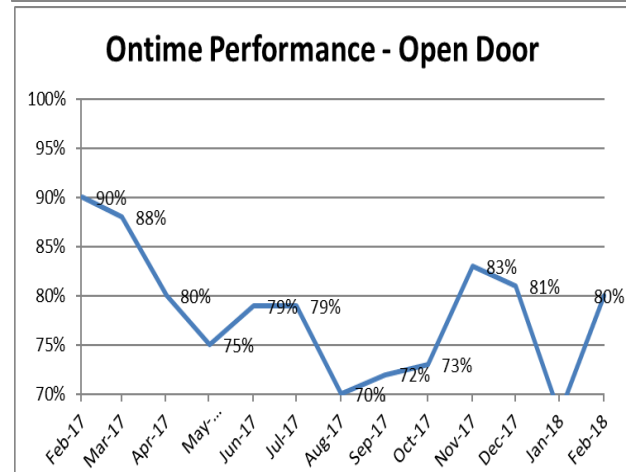
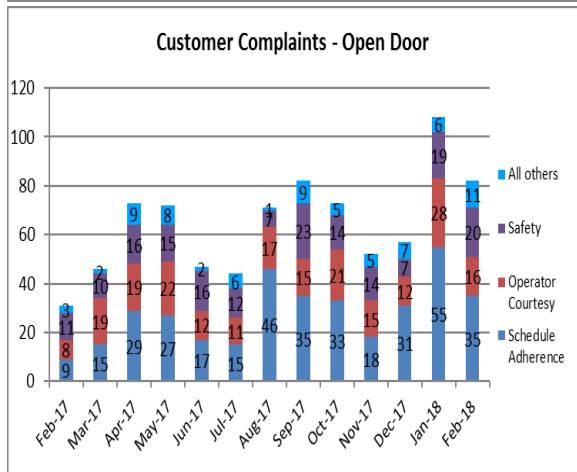
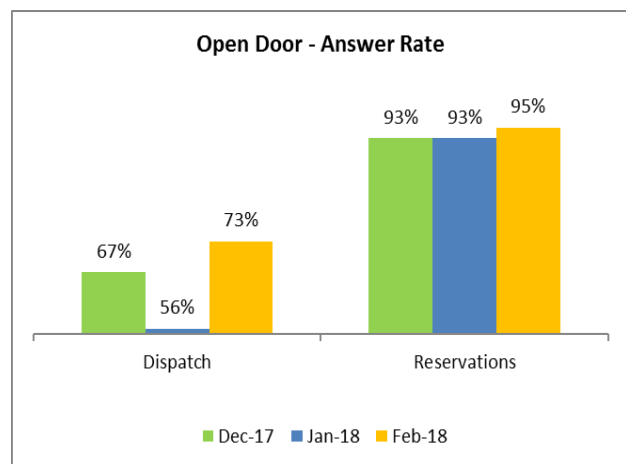
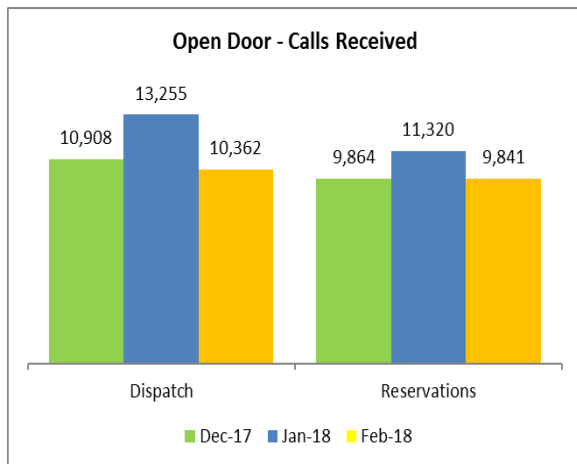
## Flexible & Contracted Services

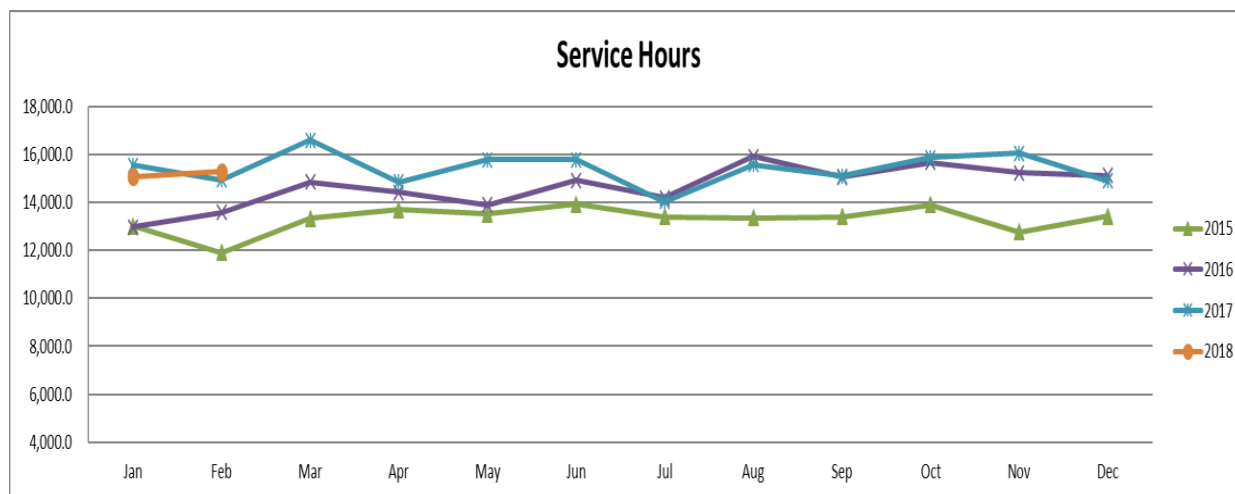
The transition from MV Transit to Transdev is well underway. Transdev has held meetings with the current MV operations (coach operators) and administrative staff (reservations, dispatch, and scheduling) and begun the application and background check process. Transdev has accepted all of the current MV coach operators and is working toward the acceptance of the administrative staff. Trainings are being held and external hiring is in process. There have been two (2) new hire training classes held and new classes scheduled almost weekly. Transdev has local management staff on board and in position and has identified a facility at 2222 N. Hillside Avenue, which is in preparation for their staff.

The paratransit review committee met recently to discuss how transit agencies are using emerging mobility services to improve the mobility of individuals with disabilities using Transportation Networking Companies (TNC's) and increased taxi vouchers. The committee believes that the implementation of such services will create opportunities for the delivery of Open Door paratransit services such as a reduction in the cost of delivering the service by the cost per trip and the total cost of the service through the use of TNC's or taxi vouchers for customer trips in areas or at times that are unsuitable for Open Door. These services can be used as an alternative to reduce the demand for Open Door.

## Service Delivery Data:

**Open Door reservations and dispatch call comparison chart:** Telephone response performance for both reservations and dispatch in Open Door is shown in the charts below.





### Grant Activity:

The IndyGo Board of Director's approved the purchase of seven (7) vehicles for three (3) recipients of the Section 5310 grant fund program. The Board of Directors also approved the purchase of fifteen (15) paratransit body on chassis vehicles. Vehicle orders were placed with Midwest Transit for delivery in late summer/early fall.

### Facilities

During the month of February, the Julia M. Carson Center remained very busy with customers averaging over 8,500 customers per day on site throughout the week and many days remain standing room only inside the customer areas due to inclement weather.

The Transit Ambassadors were very active in February at the Transit Center engaging the public and providing information about the Redline and other new bus route information.

In late February, it was discovered in the south bus lane – old Pearl Street – next to the jail that the concrete in the bus lane was starting to collapse. We had to shut down the 6 Bus Bays on the south island along with the bus lane area close to Alabama Street. The collapsing concrete was removed and found that there is a large sink hole under the concrete, which also has a live underground power line running through the washed-out area, IndyGo is working with Indianapolis Power & Light, and Citizens Energy, and the Indianapolis Building Authority and others to resolve the issue. Unfortunately, the 6 Bus Bays will have to remain closed until the excavation of the area is completed and new concrete installed which could be late March to early April depending on all the issues being investigated. All buses are being routed through the other 13 Bus Bays at this time until further notice.

The Facility Lighting Project was completed in late February in which 621 new LED overhead light fixtures were installed in the Bus Storage and Maintenance Garage areas along with the Loading Dock area and Tire Storage areas. The new LED lighting is a much brighter lighting system that will allow for better work areas, and safer more secure areas throughout the designated areas. The LED lighting also has a much longer life expectancy than the standard florescent bulbs which will also save money as they will not need to be replaced as often as a standard florescent bulb, not to mention they use much less electricity to run which also will save money.

Meetings continued in February with IPL and our A&E firm WSP and other designated parties in discussions and designs and electrical needs for the new Electric Buses for their charging needs in which IPL will be installing 16 to 18 new Transformers and Switch Gears in the near future to handle the electrical needs of all the new Electric Buses IndyGo will start receiving in the near future.

Meetings were held in February to continue negotiations on replacing all the pavers at the Transit Center in the very near future.

During the month of February IndyGo installed a multitude of Bus Signs corresponding with the growing bus routes, and replaced several Shelter Glass Panels due to vandalism.

### ***RISK & SECURITY***

- IndyGo was the host agency for the Speedway and Beech Grove SWAT teams in late February. Both agencies used an IndyGo bus to practice different techniques for different scenarios that could happen on a public transit bus. This is the 3<sup>rd</sup> year that IndyGo has worked with both agencies for this type of training.

### ***SAFETY & TRAINING***

#### ***SAFE DRIVERS***

The following Operators were recognized for their safe driving for the month of November:

Anthony White -	16 Years
Patrick Gray -	13 Years
Terrence Harding -	12 Years
Arthurene Thompkins -	7 Years

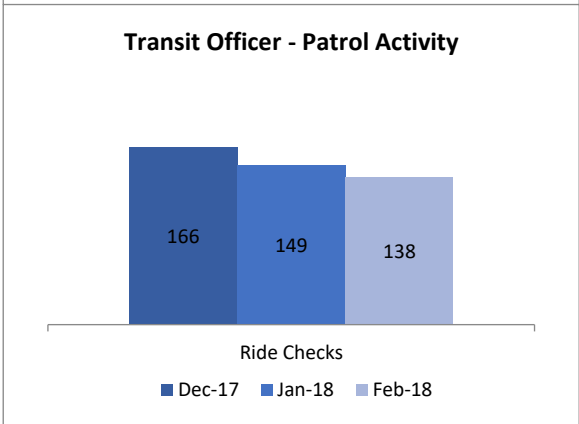
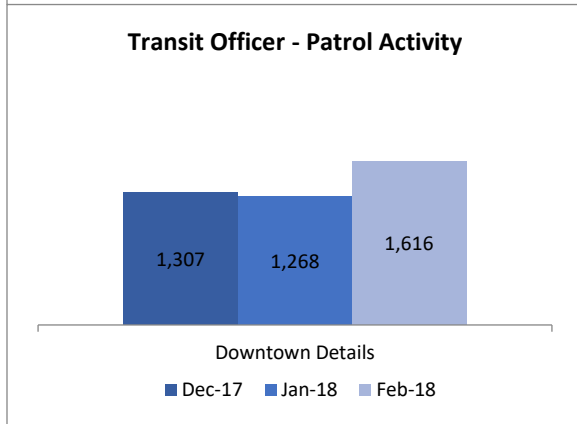
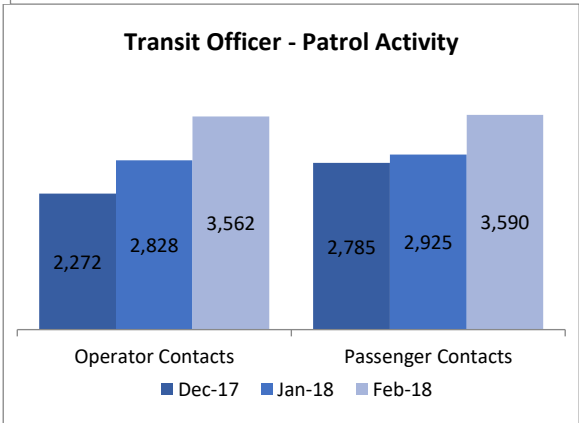
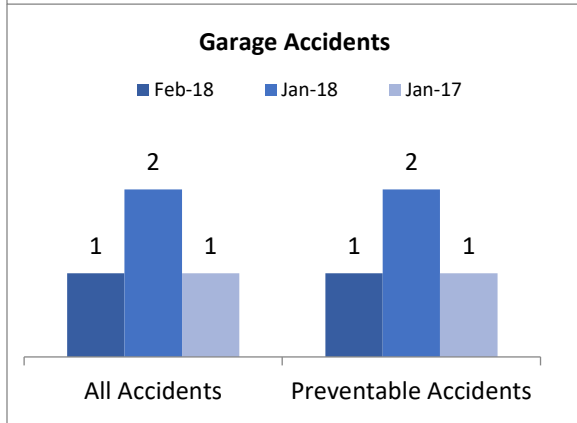
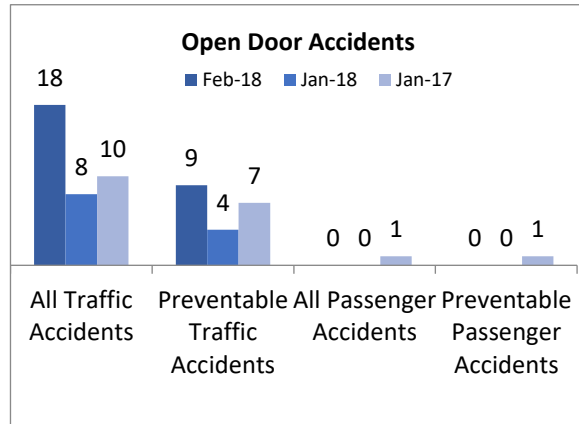
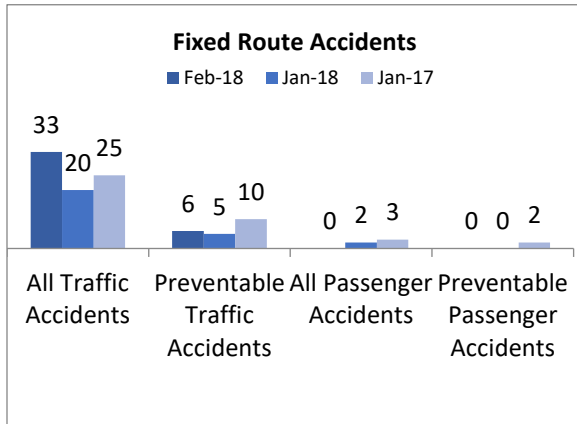
Akemee Bryant -	6 Years
Loc Nguyen -	5 Years
Ronnie Brooks -	4 Years
Walter Green -	3 Years
Amon-Ra Sanders -	3 Years
Matthew Ervin -	2 Years
Kristee Kelly -	2 Years
Brian Bozek -	2 Years

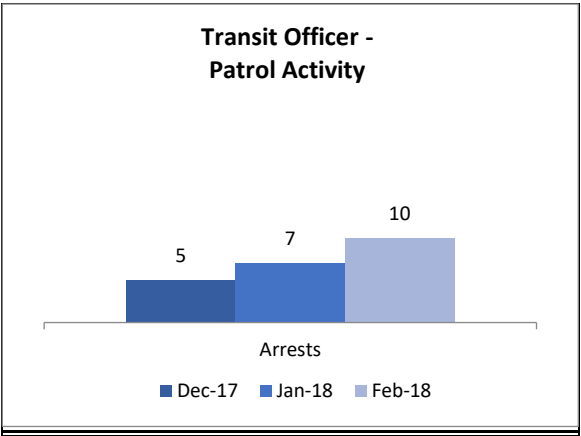
- Risk and Safety Manager, Brian Clem, and Director of Safety, Security and Training, Mark Emmons, attended a Safety Management Systems (SMS) training in St. Louis, MO. This class was taught by the Transportation Safety Institute (TSI), which is a branch of the US Department of Transportation. This class was to give more information and insight into the how the SMS will fit into all public transit agencies. There is still no firm date as to when the final ruling for SMS will be released but when it is, all agencies will be required to have it implemented within 1 year of the final release.
- IndyGo Class #17-10 has completed all portions of the training program and graduated on February 4, 2018. There were 12 new students and 1 Transportation Supervisor that started the class. Of the 13 in the class, all but one completed the program.
- IndyGo Class #18-01 started on January 8, 2018 and is now complete with the training and route familiarization portion of the program. The class has now started the “subbing-in” portion of the training. This class is expected to graduate in early March.
- IndyGo Class #18-02 started on February 5, 2018 with 12 students. Currently, there are 11 students still in the class and they have completed the classroom portion of the program. They are currently working on the route familiarization portion of the program. This class is expected to graduate in late-March or early-April.

The following training sessions were conducted in January:

Staff performed the following trainings:

- Nine (9) operators for retraining due to preventable accidents.
- One (1) general laborer for retraining due to preventable accidents.





To: Chair and Board of Directors

From: Phalease M. Crichlow, Vice President of Human Resources

**CONSIDERATION OF HUMAN RESOURCES FEBRUARY**

**ISSUE:**

A written report of Human Resources information will be presented at the board meeting.

**RECOMMENDATION:**

Receive Human Resources report.

Phalease M. Crichlow

Vice President of Human Resources

**Contributing Staff:**

Teresa Boone, Director of Employee Services

Brandon Jackson, Human Resources Program Manager

Lillian Motton, Benefits Manager

Felicia Moodie, HRBP – Leave Administration

Romona Camarata, Manager of Learning and Development

## February 2018

### Human Resources Department Board Report

#### **Staffing and Recruitment**

##### **Active Employees (as of 2/28/2018)**

Represented: 509

Non-Represented: 128

**Total Employees: 637**

##### **January Separations**

Represented: 8

Non-Represented: 0

**Total Employees: 8**

##### **January New-Hire Employees**

Represented: 12

Non-Represented: 1

**Total Employees: 13**

**November Employee Turnover Rate: 1.26%**

##### **Staffing Capacity (as of 2/28/2018)**

**741 FTE Budget**

**612.5 FTE Actual**

**17.34 % Below Maximum Capacity**

#### **Drug and Alcohol Compliance**

MROs are required to verify a confirmed positive test result for marijuana, cocaine, amphetamines, semi-synthetic opioids (i.e., hydrocodone, hydromorphone, oxycodone, and oxymorphone), and/ or PCP unless the employee presents a legitimate medical explanation for the presence of the drug(s)/metabolite (s) in their system. MROs will continue to follow §40.141 when obtaining information for the verification process to determine if an employee has a legally valid prescription consistent with the Controlled Substance Act.

MROs still have a responsibility to report, despite the valid prescription, if the employee is medically unqualified or would pose a significant safety risk. With the addition of the semi-synthetic opioids, there could potentially be an increase in verified negative results reported with a safety concern.

January 2018	
Test Type	Number of Tests
Pre-Employment	30
Random	14
Post Accident	7
Reasonable Suspicion	0
Return-to-Duty	0
Follow-Up	1

§40.135(e) was amended to give the employee the opportunity to work with the MRO and their prescribing physician to change medication prior to the MRO reporting the employee poses a significant safety risk. With this change, employees have five days to have their prescribing physician contact the MRO to discuss an alternative medication.

IPTC is in regular contact with its MRO's office and offers assistance when required.

[https://transit-safety.fta.dot.gov/DrugAndAlcohol/Newsletters/specialedition/SpecialEdition\\_January2018.pdf](https://transit-safety.fta.dot.gov/DrugAndAlcohol/Newsletters/specialedition/SpecialEdition_January2018.pdf)

## **Wellness and Employee Engagement**

### **Employee Engagement**

This month there was one scheduled financial workshop ***"Buying an automobile"*** presented by Elements Credit Union, which was canceled due to low registration numbers. However, there were 12 employees who took advantage of the 1:1 credit reviews. Next month's financial workshop will be on ***"Homeownership"***.

The team will continue to support and engage employees in the area of financial wellness to provide a comprehensive work/life balance.

### **Employee Wellness**

According to the most recent Gallup study, the diabetes rate in the transportation industry is higher than any other industry. Not only do they have the highest rate they are also at the greatest risk of being diagnosed with the disease in the future. Factors that increase the risk of diabetes include; smoking, heavy drinking, a poor diet and a sedentary lifestyle. IPTC is committed to providing programming that will assist employees in the above-mentioned areas.

We began by hiring a Registered Dietitian who has started working with the highest risk individuals in January. As the first seven (7) are finishing their initial program with her, she is reaching out to more individuals who have been identified through the Activate Clinic.

IPTC continues to subsidize YMCA memberships and is looking to partner with other gyms/fitness centers. We are preparing to implement our walking club again and will provide education and support around alcohol misuse and smoking cessation.

### Activate Clinic Utilization Stats February for 2018

<b>Appointments</b>	<b>Acute Care/ Physicals</b>	<b>Lab Draw</b>	<b>Other visits (includes coaching)</b>	<b>Total</b>
	101	4	303	408
<b>Participation</b>	<b>Employee Encounters</b>	<b>Spouse Encounters</b>	<b>Dependent Encounters</b>	<b>Total</b>
	389	14	5	408

## Leave Management

**Total Leaves Received: 26**

**Total Intermittent Leaves Received: 15**

**Total Continuous Leaves Received: 11**

**Total Leaves Closed: 36**

February 2018	
Leave Type	Number of Days
FMLA – No Pay	9
FMLA – Personal Day	14
FMLA – Sick Day	22
FMLA – Vacation Day	53
Sick – No Pay	49
	<b>147 Days = 1176 Hours</b>

Open Continuous Leaves (as of 02/28/2018): **12**

Open Intermittent Leaves (as of 02/28/2018): **84**

## Workers' Compensation

2018 FEBRUARY WORKERS' COMPENSATION CLAIM SUMMARY														
	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Reportable	2	5												
Non-Reportable	3	3												
Light Duty - New	0	3												
Light Duty - Total	1	2												
TTD - New	0	0												
TTD - Total	3	2												
Denied	0	1												

<b>Lost Time (hrs)</b>	<b>80</b>	<b>56</b>											
<b>Open Claims - New</b>	<b>0</b>	<b>0</b>											
<b>Open Claims - Total</b>	<b>6</b>	<b>6</b>											
<b>Closed Claims</b>	<b>6</b>	<b>6</b>											

- OSHA 300 Log completed and posted

### **Learning and Development**

No Updates in this area.

To: Chair and Board of Directors  
From: Michael A. Terry, President/CEO

## **CONSIDERATION OF CEO REPORT**

### **ISSUE:**

An oral report of IndyGo business and information will be presented at the board meeting.

### **RECOMMENDATION:**

Receive CEO report.

Michael A. Terry  
President/CEO