



Board Report  
May 28, 2020

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317.635.3344

**1. CALL TO ORDER AND ROLL CALL**

**2. AWARDS AND COMMENDATION**

**3. COMMITTEE CHAIRPERSON REPORTS**

Service Committee – Adairius Gardner

Finance Committee – Richard Wilson

**4. CONSENT AGENDA**

AGENDA ACTION ITEM A – 1: Consideration of Approval of Minutes from Board Meeting held on April 23, 2020

AGENDA ACTION ITEM A – 2: Consideration and Approval of New Board Member for the Indianapolis Public Transportation Foundation (IPTF) 2020 Board of Directors

AGENDA ACTION ITEM A – 3: Consideration and Approval of GIRO, HASTUS Software Upgrade

AGENDA ACTION ITEM A – 5: Consideration and Approval of Extension of Current On-Call A&E Contracts to Complete Existing Task Orders

**5. REGULAR AGENDA**

AGENDA ACTION ITEM A – 4: Consideration and Approval of Retroactive Statement Outlining Service Considered Transit Emphasis Corridors

AGENDA ACTION ITEM A – 6: Consideration and Approval of Driver Protection Barriers

AGENDA ACTION ITEM A – 7: Consideration and Approval of 40ft. Hybrid Buses

AGENDA ACTION ITEM A – 8: Consideration and Approval of Memorandum of Agreement Between IndyGo, CEG, and DPW for the Purple Line

AGENDA ACTION ITEM A – 9: Consideration and Approval of Final Resolution Supporting the Purple Line BRT Application for FTA Small Starts Funding

AGENDA ACTION ITEM A – 10: Consideration and Approval of Real Estate Acquisition – 8925 S Madison, Indianapolis IN

AGENDA ACTION ITEM A – 11: Consideration and Approval of Real Estate Acquisition – 550 E Washington St, Indianapolis IN

AGENDA ACTION ITEM A – 12: Consideration and Approval of Real Estate Acquisition – 6410 N College Ave

**6. INFORMATION ITEMS**

INFORMATION ITEM I – 1: Consideration of Receipt of the Finance Report for April 2020

INFORMATION ITEM I – 2: Mobility Position Paper

INFORMATION ITEM I – 3: IndyGo Updates

INFORMATION ITEM I – 4-7: Department Report

**7. ADJOURN**



## Safe Drivers Recognition for April 2020

**To:** President/CEO, Inez P. Evans  
**From:** Brian Clem, Director of Risk and Safety  
**Date:** May 28<sup>th</sup>, 2020

### *April 2020 Safe Drivers Recognition*



*The following Operators are recognized for their safe driving for the month of April and received a National Safety Council patch, pin and certificate.*

<u>Operator</u>	<u>ID #</u>	<u>Years of Safe Driving</u>
Cornett, Myron	1146	16
Harris, Linda	2545	10
Anderson, Treva	8479	6
Fletcher, Christopher	8701	3
Tindall, Gary	8954	3
Bragg, Gina	8688	2
King, Nakia	9372	1
Mason, Rodney	9362	1
Moss, Shapaul	9390	1
Waker, Akamii	9378	1
Williams, Charles	9394	1



## Service Committee Chairperson Report – May 2020

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**To:** Chair and Board of Directors  
**From:** Service Committee Chairperson, Adairius Gardner  
**Date:** May 28<sup>th</sup>, 2020

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### ISSUE:

A report of IndyGo May Service Committee Meeting will be presented at the board meeting.

### RECOMMENDATION:

Receive the report.

**Adairius Gardner**  
**Service Committee Chairperson's Report**  
May 21<sup>st</sup>, 2020

The Service Committee met on May 21<sup>st</sup>, 2020 at 9am. In attendance was, myself, Adairius Gardner, Chairman of the Service Committee, as well as Committee Members Tommie Jones and Lise Pace. Due to the Coronavirus Pandemic, this committee met remotely via video conferencing.

We reviewed and recommended Board approval for the following items on tonight's agenda: Consent Agenda Items A-1, A-2, A-3, A-4 & A-5 and Regular Agenda Items A-6, A-7, A-8 & A-9.

An item from the Consent Agenda I would like to highlight is item A-3, Consideration and Approval of GIRO, HASTUS Software Upgrade. IndyGo Director of Service Planning, Annette Darrow, presented this action item to the Service Committee. Mrs. Darrow informed the Service Committee members that HASTUS is the most critical tool used in our Operations Department. HASTUS for public transit is a tool that ties together many operational functions. From planning and building of service, distribution of work, and daily operations management, HASTUS has helped IndyGo achieve efficient run cuts/staffing levels, Operator bidding, and vehicle requirements. It also allows IndyGo to share schedule information with the public through multiple platforms such as Google, 3<sup>rd</sup> party apps, Avail, Swiftly, and through signage at the CTC. Additionally, this upgrade will allow IndyGo to move the software to a cloud-based solution. This will provide improved connectivity to the system and ease of updates.

Mr. Chairman, that concludes my report.

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## Finance Committee Chairperson Report – May 2020

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**To:** Chair and Board of Directors  
**From:** Finance Committee Chairperson, Richard Wilson  
**Date:** May 28<sup>th</sup>, 2020

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### ISSUE:

A report of IndyGo May Finance Committee Meeting will be presented at the board meeting.

### RECOMMENDATION:

Receive the report.

**Richard Wilson**  
**Finance Committee Chairperson's Report**  
May 21<sup>st</sup>, 2020

The Finance Committee met on May 21<sup>st</sup>, 2020 at 1pm. In attendance was, myself, Rick Wilson, Chairman of the Finance Committee, as well as Committee Members Juan Gonzalez and Mark Fisher. Due to the Coronavirus Pandemic, this committee met remotely via video conferencing.

We reviewed and recommended Board approval for the following items on tonight's agenda: Consent Agenda Items A-1, A-2, A-3 & A-5 and Regular Agenda Items A-4, A-6, A-7, A-8 & A-9.

An item from the Consent Agenda I would like to highlight is item A-5, Consideration and Approval of On-Call Architectural & Engineering Services Contract Extension. IndyGo Senior Director of Capital Assets and Facility Management, LaTeeka Washington, presented this action item to the Finance Committee. This would authorize the President/CEO to enter into an extension of the current on-call A&E Service contracts, with WSP, The Etica Group, and Shrewsberry. This would extend the contracts one (1) year to complete the open task orders and not move forward on any new task order work, ending May 31<sup>st</sup>, 2021. Due to the COVID-19 pandemic, some of the projects have been delayed, creating a need for the extensions to complete existing open task orders. There are currently 10 open task orders between WSP, The Etica Group, and Shrewsberry. It is important to note, that these extensions are only an extension of the time in which to complete services, not a monetary extension.

Mr. Chairman, that concludes my report.

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**AGENDA ITEM A – 1**

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

**THURSDAY, April 23, 2020**

**1. CALL TO ORDER AND ROLL CALL**

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The Board of Directors Meeting of the Indianapolis Public Transportation Corporation (IPTC) was called to order by Chairman Greg Hahn at 5:08pm, Thursday, April 23, 2020. This meeting was held remotely with all seven (7) Board Members attending remotely via Microsoft Teams, pursuant to Executive Order 20-09 relating to the continuity of operations of Government issued by Governor Eric Holcomb subsequent to Executive Order 20-02, which declared that a public health disaster emergency exists in the State of Indiana as a result of the Coronavirus disease “COVID-19”.

**1.1 ROLL CALL**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>
Greg Hahn	Chair	Present
Adairius Gardner	Vice Chair	Present
Mark Fisher	Secretary	Present
Richard Wilson	Treasurer	Present
Juan Gonzalez	Board Member	Present
Tommie Jones	Board Member	Present
Lise Pace	Board Member	Present

A quorum was present.

**2. AWARDS AND COMMENDATION**

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President/CEO, Inez Evans, presented the awards and commendations. Recognized were safe drivers for March 2020, 1 employee for 45 years of service, 3 employees for receiving 1<sup>st</sup>, 2<sup>nd</sup>, & 3<sup>rd</sup> place at the Bus Rodeo, and the April Employee of the Month.

**3. COMMITTEE CHAIRPERSON REPORTS**

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- I.1. Service Committee – Adairius Gardner, Service Committee Chairperson
- I.2. Finance Committee – Richard Wilson, Finance Committee Chairperson

#### 4. CONSENT AGENDA

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Upon staff recommendation, motion for consent approval by Chairman Greg Hahn for Agenda Items A-1, A-2, & A-3 are as follows:

- ACTION ITEM A – 1 – Consideration and Approval of Minutes from March 26, 2020 Board Meeting
- ACTION ITEM A – 2 – Consideration and Approval of System-wide Service Changes – Service Equity Analysis
- ACTION ITEM A – 3 – Consideration and Approval of The Etica Group Task Order – Additional Design Maintenance Area Renovations

RESULT: Accepted - Agenda Items A-1, A-2, & A-3

MOVER: Juan Gonzalez

SECONDER: Mark Fisher

AYES: Greg Hahn, Adairius Gardner, Mark Fisher, Richard Wilson, Tommie Jones, Juan Gonzalez, Lise Pace

NOES: None

ABSENT: None

#### 5. REGULAR AGENDA

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None

#### 6. INFORMATION ITEMS

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**I – 1** INFORMATION ITEM – Consideration of Receipt of Finance Report for March 2020

Bart Brown, VP of Finance/CFO presented on behalf of this information item.

**I – 2** INFORMATION ITEM – BRT Project Updates April 2020

Paul Spragg – Project Manager and Jennifer Pyrz – VP of Infrastructure, Strategy and Innovation presented on behalf of this information item.

**I – 3** INFORMATION ITEM – CARES/Families First Act Update

Aaron Vogel, VP of Operations/COO; Bart Brown, VP of Finance/CFO; and Jeff Brown, VP of Human Resources presented on behalf of this information item.

#### 7. ADJOURNMENT

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On order of Chairman Greg Hahn, and there being no objection, the meeting was adjourned at 5:52 p.m.

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Jill D. Russell  
General Counsel



Date: May 07, 2020  
Current Meeting: May 21, 2020  
Board Meeting: May 28, 2020

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** Executive Director, Indianapolis Public Transportation Foundation, Roscoe Brown  
**SUBJECT:** Consideration and Approval of Foundation Board Member

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**ACTION ITEM A – 2**

**RECOMMENDATION:**

Approval of Indianapolis Public Transportation Foundation Board Member

**BACKGROUND:**

The bylaws of the Indianapolis Public Transportation Foundation (IPTF) require the approval of the Board of Directors of the Indianapolis Public Transportation Corporation (IPTC). The foundation board consist of seven (7) members initially appointed by the IPTC board when the foundation was incorporated in August 2018. The foundation has one vacant seat due to the resignation of one member. The foundation board met virtually (via Microsoft TEAMS) on Tuesday, May 5, 2020, at which time the board voted to approve Lise Pace to fill the seventh seat on the foundation board. Foundation board members serve a three year term.

**DISCUSSION:**

The current Indianapolis Public Transportation Foundation board member presented for your consideration and approval is:

Lise Pace, IndyGo Board Member and Vice President of External Affairs, BOSMA Enterprises



Date: May 19, 2020  
Current Meeting: May 21, 2020  
Board Meeting: May 28, 2020

## **BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** Director of Service Planning, Annette Darrow  
**SUBJECT:** Sole Source – GIRO, HASTUS Software Upgrade

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### **ACTION ITEM A – 3**

#### **RECOMMENDATION:**

In a manner consistent with IndyGo contract award standards, it is requested that the Board authorize the President / CEO to enter into a sole source contract with Giro Inc. to provide an upgrade to HASTUS software version 2020 in the amount not to exceed \$690,223. This fee also includes the cost to move the software to a cloud-based solution. Staff further requests authorization for the 2021 annual maintenance fee of \$161,892 to be paid in 2021. Total approval request is \$852,112.

#### **BACKGROUND:**

In 2005 HASTUS by GIRO was competitively bid. The last upgrade to the system was in 2015. The platform includes modules for Planning, Scheduling, Operator Bids, Bid Web, Daily Operations, Customer Service, and web-based route planning information systems. The Daily Operations Module manages operator work, payroll, and attendance. The Planning modules provide all data for bus stops, shelters, route schedules, mapping, National Transit Database checks, and operator work shifts. Customer services manages comments as well as trip planning via the website and other real-time platforms. The platform has had many enhancements and improvements since the 2015 version. This upgrade would move IndyGo to a cloud hosted solution of this platform instead of local server hardware. This provides improved connectivity to the system and ease of updates.

#### **DISCUSSION:**

HASTUS software designed for public transit is a tool that ties together many operational functions. From planning and building of service, distribution of work, and daily operations management HASTUS has helped IndyGo achieve efficient run cuts/staffing levels, Operator Bidding, and vehicle requirements. It also allows IndyGo to share schedule information with the public through multiple platforms such as Google, 3<sup>rd</sup> party apps, Avail, Swiftly, and through signage at the CTC.

**ALTERNATIVES:**

The Board could choose to not award.

**FISCAL IMPACT:**

Total cost of this procurement will not exceed \$852,112. The funding source for this procurement is provided by the capital budget for the upgrade \$690,223 and the IndyGo operating budget for the 2021 annual maintenance fees \$161,892.

**DBE DECLARATION:**

This is a software upgrade provided to IndyGo by Hastus. Since this is a sole-source procurement, no DBE goal was set as there are no subcontracting opportunities available.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on May 21st, 2020.



Date: May 7, 2020  
Current Meeting: May 21, 2020  
Board Meeting: May 28, 2020

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** Strategic Planner, Ryan Wilhite  
**SUBJECT:** Retroactive Definition Change – Transit Emphasis Corridors

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**ACTION ITEM A - 4**

**RECOMMENDATION:**

The IndyGo Board of Directors should approve the resolution.

**BACKGROUND:**

In 2014, the Indianapolis-Marion County Council adopted a new zoning code; overhauling the 1970s era development standards. The new zoning code recognizes that the built environment should respond differently in a compact urban context compared to lower-density automobile-oriented environments, and vice versa. Amid the adoption of the new zoning code, IndyGo was undertaking a comprehensive planning effort to define the future of the transit network. The existing COA referred to high-frequency corridors as transit emphasis corridors. The new COA, IndyGo Forward, is the foundation for the Marion County Transit Plan (MCTP). The new plan did not reference transit emphasis corridors; the single phrase that was used to define, or describe, the geographic areas where several of the new zoning regulations should apply.

Within the framework of Indianapolis' new zoning ordinance, transit emphasis corridors provide both guidance and opportunities to developers, property owners, and planning staff. As an example, developments within a certain distance of a transit emphasis corridor can reduce the minimum amount of on-site parking that the developer (or property owner) would otherwise be required to provide and maintain.

IndyGo staff believed Resolution 2019-01, adopted by the IndyGo Board of Directors on April 25, 2019, provided the missing definition and a clearer connection between the existing zoning regulations and the guiding planning documents. The current transit-oriented development project, when coupled with the system-wide redesign of the Marion County transit network, have dialed things in even more.

## **DISCUSSION:**

In reviewing the language of Resolution 2019-01, IndyGo staff believes the definition needs additional clarification to reflect instances where two or more routes of a 30 minute or lower frequency are scheduled to provide 15-minute service along the street. IndyGo staff believes the modified definition addresses that issue and will help developers, property owners, and planning staff more easily identify where certain zoning regulations should apply. Staff working on this project include professionals from Strategic Planning, Service Planning, and Legal.

## **ALTERNATIVES:**

1. **The IndyGo Board of Directors could choose to not adopt the resolution and leave the definition as-is.** IndyGo staff could inform city planners of the location of transit emphasis corridors based on IndyGo staff interpretation of the existing definition. The final interpretation, however, would be left to the Department of Metropolitan Development staff and their approval body, the Metropolitan Development Commission (MDC).

The potential ramification of this alternative is that development in areas adjacent to transit emphasis corridors may not be as supportive of the transit investment; potentially undermining IndyGo's investment in service levels provided to residents and business in the corridor.

2. **IndyGo Board of Directors could choose to ask IndyGo staff to not adopt the resolution because the directors would like to see a different definition.** IndyGo staff would re-write the definition and bring before the board at a future date. Any delay could potentially affect developers interested in taking advantage of reductions permitted for developments in the transit emphasis corridors.

## **FISCAL IMPACT:**

This action item has no anticipated fiscal impact.

## **DBE DECLARATION:**

Not applicable.

## **STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on May 21st, 2020.

**RESOLUTION 2020-06**

**RESOLUTION 2020-06 RETROACTIVE STATEMENT OUTLINING SERVICE CONSIDERED TRANSIT EMPHASIS CORRIDORS**

**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION**

WITNESS THAT:

WHEREAS, the Indianapolis Public Transportation Corporation is implementing an expanded transit plan, approved by the voters and funded through an income tax; and

WHEREAS, the plan is called the Marion County Transit Plan; and

WHEREAS, the 2015 Comprehensive Operational Analysis (COA) was the basis for the plan; and

WHEREAS, the COA outlines service categories for routes based on headway frequency; and

WHEREAS, two of those categories are named Frequent and Rapid and provide a headway frequency of less than 15 minutes; and

WHEREAS, on April 25, 2019, the Board of Directions passed Resolution 2019-01 which outlined service considered Transit Emphasis Corridors; and

WHEREAS, that Resolution failed to fully and properly define what constitutes a Transit Emphasis Corridor;

WHEREAS, the frequency of routes in a corridor is a key component in the City of Indianapolis- Marion County Zoning Ordinance in determining where and the degree of parking minimum reduction is allowed; therefore

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

Transit Emphasis Corridors are streets where one or more routes are scheduled to provide 15 minutes or better service.

This RETROACTIVE STATEMENT OUTLINING SERVICE CONSIDERED TRANSIT EMPHASIS CORRIDORS by the Indianapolis Public Transportation Corporation replaces the definition in Resolution 2019-01.

DATED this \_\_\_th day of \_\_\_\_\_, 2020.

**Indianapolis Public Transportation Corporation**

\_\_\_\_\_  
*Chairman*

\_\_\_\_\_  
*Attest*



Date: May 18, 2020  
Current Meeting: May 21, 2020  
Board Meeting: May 28, 2020

## BOARD MEMORANDUM

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** Senior Director of Capital Assets and Facility Management, LaTeeka Washington  
**SUBJECT:** On-Call Architectural & Engineering Services Contract Extension

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### ACTION ITEM A – 5

#### **RECOMMENDATION:**

In a manner consistent with IndyGo procurement and contract award standards, we request that the Board authorize the President and CEO to enter into an extension of the current on-call A&E Services contracts, with WSP, The Etica Group and Shrewsberry. This would extend the contracts (1) one year to complete the open task orders and not move forward on any new task order work, ending May 31, 2021.

#### **BACKGROUND:**

In 2017, IPTC entered into contracts for On-Call A&E Services in (3) three disciplines: High Voltage/Electrical, Civil Engineering and Architectural/Engineering. Last year IndyGo implemented its option year to extend the contracts, which expires May 31, 2020.

WSP has worked on the following projects:

- Electric Charging Infrastructure Project - in preparation for the Red Line, the installation of the BYD Chargers and a plan for the garage as IndyGo looked towards an all-electric fleet
- CCTV Camera Upgrade project – removing and installing upgrades to facility cameras (interior & exterior) and the supporting system
- Solar Expansion Project – IndyGo received a grant for solar expansion; WSP is designing the layout for the roof and looking at the feasibility of the expansion into parking lot area on shelters.
- Garage Conversion Project – The BYD chargers are AC power and the new technology for 40' buses is DC power. This project is to install (2) two types of chargers in the charge with the DC conversion.
- Study for Charging options at the Julia Carson Transit Center

The Etica Group has worked on the following projects:

- Olney Street Study for potential location for Paratransit Facility – Structural, Environmental and Design layout assessments were performed
- 1501 Study for Renovations – This study gave the layouts which ultimately resulted in the Office Renovations project and provided layouts and suggestions for the Mezzanine area, Maintenance Area Renovations and suggestions on what was needed for the roof, tuck pointing, windows and maintenance of the exterior of the facility
- Office Renovations – Renovations conducted in (4) four Phases of the Operations Lounge (South Lounge), Operations Administration Area, New HR Area, and Administration in the North of the facility
- Vehicle Wash/Paint Booth/Garage Door Improvement – Removal of old and installation of new vehicle wash, removal of and installation of the new paint booth and widening the garage door leading from the vehicle wash into the garage area
- Security Screen Doors and Exterior Door & Overhead Door Improvement – this project was to install (9) nine security screen doors; the project went out and received (1) one non-viable proposal. This then went out to include exterior & emergency exit doors and the overhead doors and we received no proposals.
- New Training Facility, including the Plot description, Phase I Environmental and the design for the facility for construction – this project has been fully designed for construction, went out for procurement and received (4) four proposals over budget and over the independent cost estimate; this project is currently being assessed for better pricing, alternate designs and timing for release of the project
- Maintenance Area Renovations – This is to complete the design and construction of the renovations for the Maintenance Area which includes, the IT offices (cube farm), Women’s and Men’s locker rooms, Center Lounge, creating and renovating office space in the maintenance area, relocation of the supervisor’s office (fish bowl), creating additional 60’ bays for vehicles and creating an exercise area

Shrewsberry has worked on the following projects:

- Bus Stops including Bus Stops 2.0. - Each bus stop identified for improvement/construction requires survey, design, and construction ready specs to bid the construction.
- The Julia Carson Transit Center Level Boarding
- Super Stops Design (Super Stops 1.0 & 2.0)
- Rural Street Underpass
- NEPA Evaluation of Capitol & Vermont Super Stops

### **DISCUSSION:**

Due to the COVID-19 pandemic some of the projects have been delayed, creating a need for the extensions to complete existing open task orders.

WSP open task orders are:

- CCTV Camera Upgrade project – which will be completed in the next couple of months
- Solar Expansion Project – completion by the end of the year if moved to construction
- Garage Conversion Project – design will be completed by August/September with construction completion by end of first quarter 2021

The Etica Group Open task orders are:

- Vehicle Wash/Paint Booth/Door Widening – scheduled for completion July 2020
- Maintenance Area Renovations – scheduled for design completion August 2020, with Construction Start 2020
- New Training Facility – still working on the timing for construction

Shrewsberry open task orders are:

- Bus Stops 2.0 – is scheduled for design completion August 2020, construction completion by May 2021; in time for route changes effective June 2021
- NEPA Evaluation of Capitol & Vermont Super Stops – the completion of the NEPA Evaluation fourth quarter 2020
- Super Stops Design and Construction – including Capitol & Vermont, completion 2021
- Rural Street Underpass – continued design solutions and construction

From these On Call contracts, we have learned that the design teams may have been heavily burdened and the new on-call we are looking use multiple teams for each discipline to hopefully prevent putting too much on any one team.

**ALTERNATIVES:**

The Board could choose to not extend the existing contracts and assign the projects to the new on-call A&E design teams.

**FISCAL IMPACT:**

The projects are funded by both local funds and federal grants. If the contract is not extended the fiscal impacts would be high as well as the time; IndyGo would be starting over with designs for projects, which could put grants in jeopardy and impact the needs of the agency. All assigned tasks have do not exceed amount, which will be monitored to keep within budget.

**DBE DECLARATION:**

N/A

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on May 21<sup>st</sup>, 2020.



Date: May 20, 2020  
Current Meeting: May 21, 2020  
Board Meeting: May 28, 2020

## BOARD MEMORANDUM

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** Vice President of Operations/COO, Aaron Vogel  
**SUBJECT:** Procurement of Driver Protection Barriers

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### ACTION ITEM A – 6

#### **RECOMMENDATION:**

Authorize the President/CEO to procure 225 driver protection barriers from Bio-Logix in an amount not to exceed \$1,400,000. The installation of the barriers will be performed by MET Construction and is included in the amount above. It is requested that the Board of Directors authorize IndyGo to enter into contract negotiations with both BioLogix and MET Construction.

#### **BACKGROUND:**

The need to protect drivers from potential passenger assaults and viruses has continued to be a challenge with our current bus designs. Additionally, with the onset of the COVID-19 pandemic, the need to provide additional protection and social distancing for our operators is escalated. At the height of COVID-19 pandemic, IndyGo made the decision to require rear boarding and suspend fare collection in order to facilitate social distancing.

As an immediate response to the need for driver protection, practice appropriate social distancing and provide an avenue to resume fare collection, IndyGo directed the internal Maintenance team to create and install temporary plexiglass barriers on the entire revenue fleet.

The temporary barrier solution has served the purpose of allowing IndyGo to resume fare collection and maintain social distancing for the operators. The temporary barriers, however, are a short-term solution that will not sustain ongoing wear and tear, cannot withstand impacts, and offer an open and close feature. The purchase of a more durable and permanent driver barrier solution will provide the operators the needed social distancing and added protection to continue servicing our community.

#### **DISCUSSION:**

IndyGo recommends Bio-Logix as the vendor identified to manufacture and install the 225 permanent driver barriers for our existing fleet. Manufacturing and install of barriers will begin, as a pilot process within 48

hours of Board approval, notice to proceed and issuance of purchase order. Both the notice to proceed and the purchase order are contingent upon Buy America Compliance.

Bio-Logix and MET was one of three competitive quotes obtained and provided the best value in price and ability to meet the need of IndyGo's required lead time to quickly address COVID 19 pandemic concerns.

**ALTERNATIVES:**

The Board could choose to not approve procuring these barriers; however, the temporary shields will not provide added protection for the operators or ridership as it relates to the COVID-19 virus and/or potential physical assaults from drivers to passengers.

**FISCAL IMPACT:**

The cost of the proposed project is \$1,400,000 which includes material, installation and labor costs. This capital project will be funded under 5307 Coronavirus Aid, Relief, and Economic Security (CARES) Act at a 100% federal share.

**DBE DECLARATION:**

MET Construction is a certified DBE, and if awarded will perform 100% of the installation.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on May 21<sup>st</sup>, 2020.

*IndyGo*<sup>SM</sup>

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Driver Barrier Installation



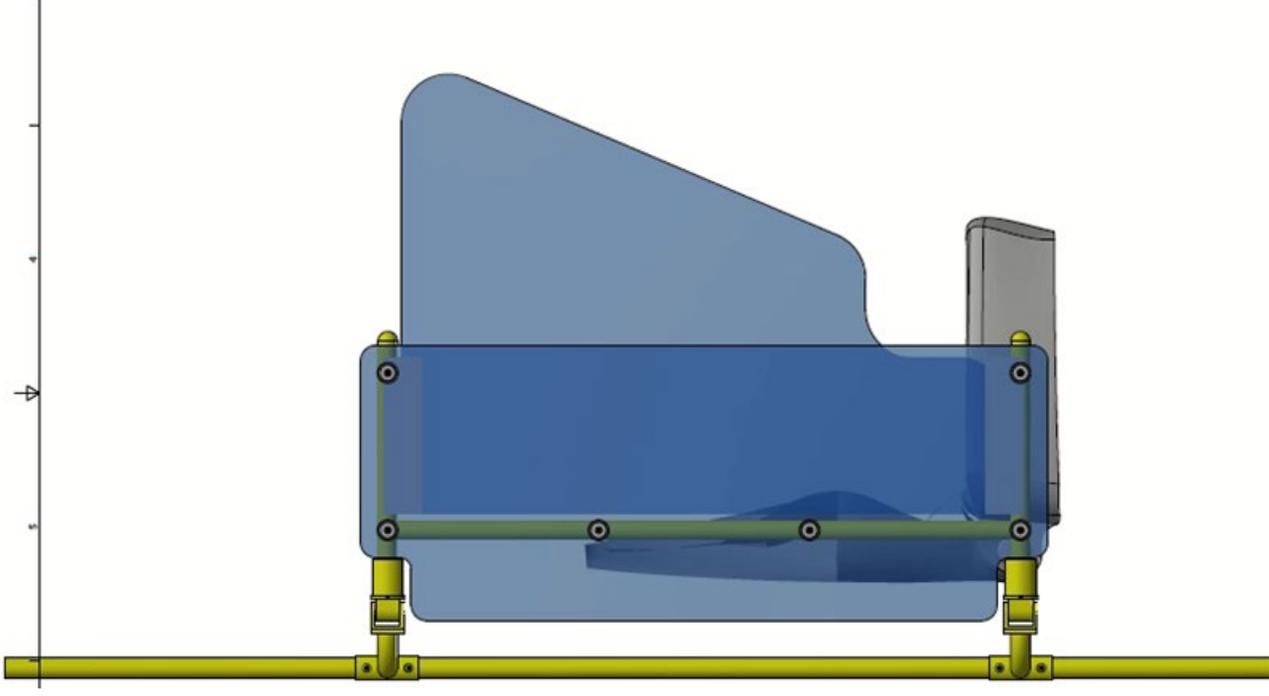
# Driver Protection Barrier

As an immediate response to the need for driver protection, practice appropriate social distancing and provide an avenue to resume fare collection, IndyGo directed the internal maintenance team to create and install temporary plexiglass barriers on the entire revenue fleet. However, the temporary barriers will not sustain ongoing wear and tear, or withstand impacts of constant opening and closing.



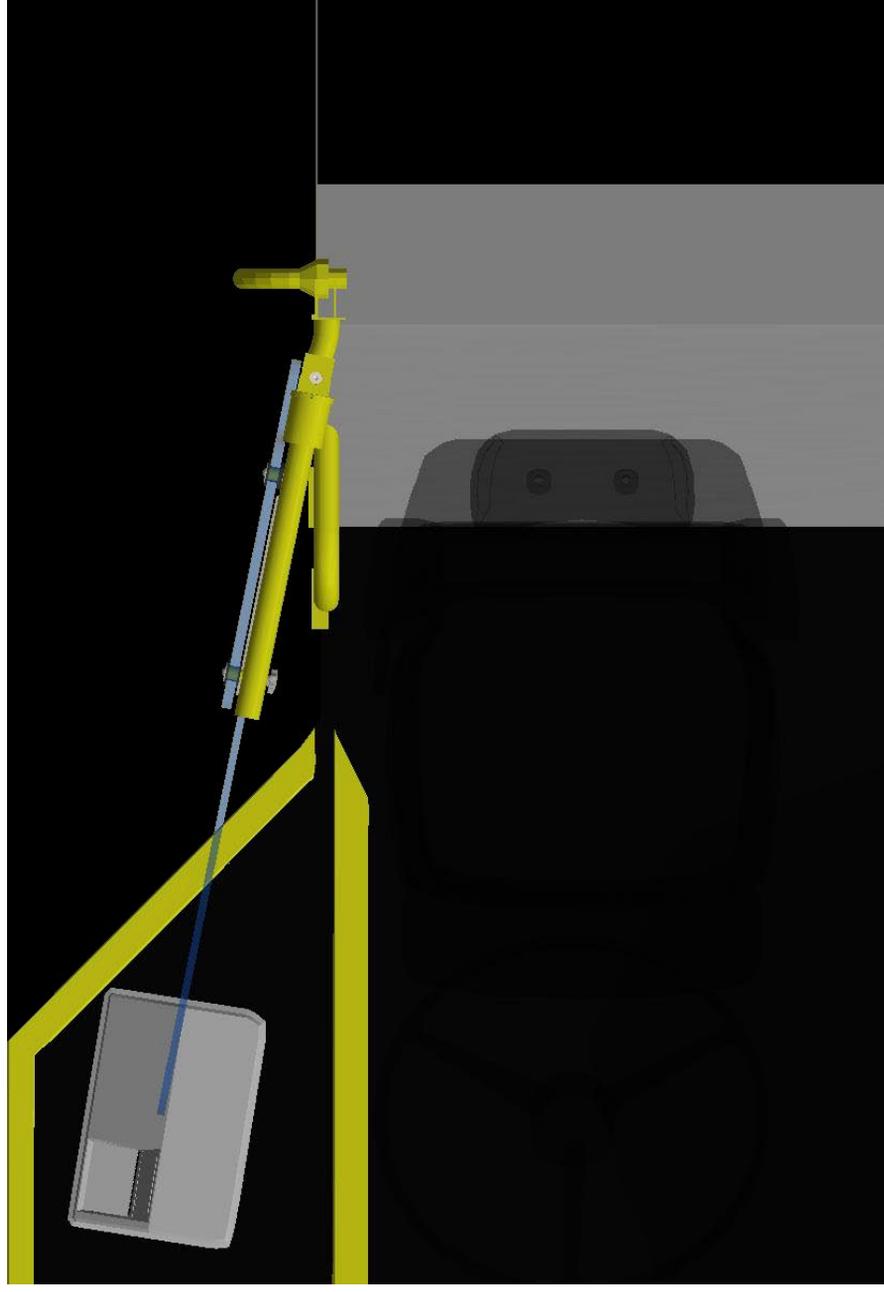
# Driver Protection Barrier

The new barrier is made of a polycarbonate material and will have an anti-glare protection and locking solution. The temporary barriers were only a ¼" thick. The new design is more than double; at just over a ½" thick. It also includes a sliding window and door latch.



# Driver Protection Barrier

New Design:  
180 degree hinge for durability

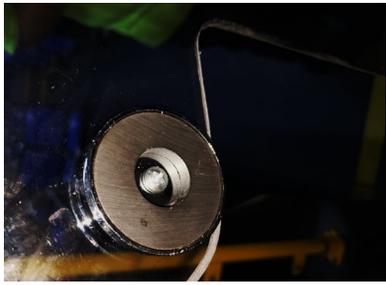


# Driver Protection Barrier

IndyGo<sup>SM</sup>

## Current Design:

Magnet attachment and metal plate



## New Design:

Stable compression for sealed door latching  
Unlatching feature for opening jammed sealed doors



*IndyGo*<sup>SM</sup>

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Date: May 18, 2020  
Current Meeting: May 21, 2020  
Board Meeting: May 28, 2020

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** Vice President of Operations/COO, Aaron Vogel  
**SUBJECT:** Procurement of 40-Foot Hybrid Buses

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**ACTION ITEM A – 7**

**RECOMMENDATION:**

Authorize the President/CEO to procure (27) 40-foot Hybrid low floor Gillig buses in the amount not to exceed \$22,500,000 for 40-foot buses and associated equipment and services.

**BACKGROUND:**

The purchase of these buses is a part of the August 23, 2018 Board adopted 2018-2023 Capital plan to maintain a state of good repair and continue IndyGo's commitment to move away from a diesel fleet. Current electric battery range technology in the industry offer a maximum drive range of 150 miles, where as our Diesel fleet yields a 370-mile range, and the Hybrid buses produce 480 miles. In an effort to be the most cost effective and environmentally friendly, it is prudent to move forward with Hybrid buses for our 40' local bus street until electric battery technology advances further. This does not change our commitment to keeping a zero emission BRT fleet.

**DISCUSSION:**

It is IPTC/IndyGo's intent to procure (27) 40' BAE Hybrid Low Floor Gillig buses via a purchase from the Commonwealth of Virginia State Contract. This contract was competitively procured through Request for Proposal #E194-193 dated May 31<sup>st</sup>, 2016 for Transit Buses: CNG, Diesel & Hybrids

It has been determined that the procurement, completed by the Commonwealth, was done in a fair-and-open competitive manner, and awards were done in a Fair and Reasonable manner.

The price analysis completed below used all submitted costing from three (3) manufactures to create a level spec'd bus included:

- Base Bus
- Hybrid Drive

<b>Hybrid</b>			
<b>Parameter</b>	<b>Gillig</b>	<b>New Flyer</b>	<b>El Dorado</b>
Base Bus	\$403,382.00	\$694,055.83	\$410,903.00
Hybrid Drive	\$219,614.00	Included in Price Above	\$218,700.00
	BAE APS 2 W/32 KW BATTERY	Allison EP - 40 OR BAE APS 3	Allison EP - 40
<b>Total</b>	<b>\$622,996.00</b>	<b>\$694,055.83</b>	<b>\$629,603.00</b>

As demonstrated, bus manufacturer – Gillig was found to have the lowest cost. Pricing is also found to be fair and reasonable. This Gillig base bus purchase of \$623,000 will not include all necessary add-on technology and components to make the buses turnkey and ready for revenue service for IndyGo such as; bike racks, the AVAIL CAD/AVL system, radio system, video surveillance system, and Driver Barrier Shields installed on each bus. These add-ons equal a per bus price of \$811,000. The request is this per bus cost 27 times plus a requested contingency.

The Hybrid buses will replace 2003, 2007 and some 2000/2015 Zero Emission Propulsion (ZEP) buses that will be at the end of their useful life and will not allow IndyGo to adequately deliver the service plan. By leveraging the current Commonwealth of Virginia State Schedule, IndyGo can move to production more quickly and have the buses delivered approximately 12 – 16 months from issuance of purchase order.

**ALTERNATIVES:**

The Board could choose to not approve procuring the Hybrid buses; however, it would greatly impact the service delivery and reliability and significantly increase maintenance operating expenses and burn down the useful life faster of the remaining fleet in a state of good repair.

**FISCAL IMPACT:**

The purchase of additional buses for delivery in fiscal year 2021 was included in the Five Year Capital plan present in 2019. The accepted method of payment for these vehicles was for the Board to authorize the issuance of a municipal lease notes to be paid back over 12 years. These notes would also need the approval of the City-County Council. If this Action Item is approved, then a companion resolution that authorizes the municipal lease notes would be brought to the board in June 2020. At this time, the Finance Division staff recommends working with the Indianapolis Local Improvement Bond Bank.

**DBE DECLARATION:**

Rolling stock purchases do not require DBE participation, as Transit Vehicle Manufacturer’s (TVM’s) are required to have their own established DBE program that is directly reported to the FTA.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on May 21<sup>st</sup>, 2020.

*IndyGo*<sup>SM</sup>

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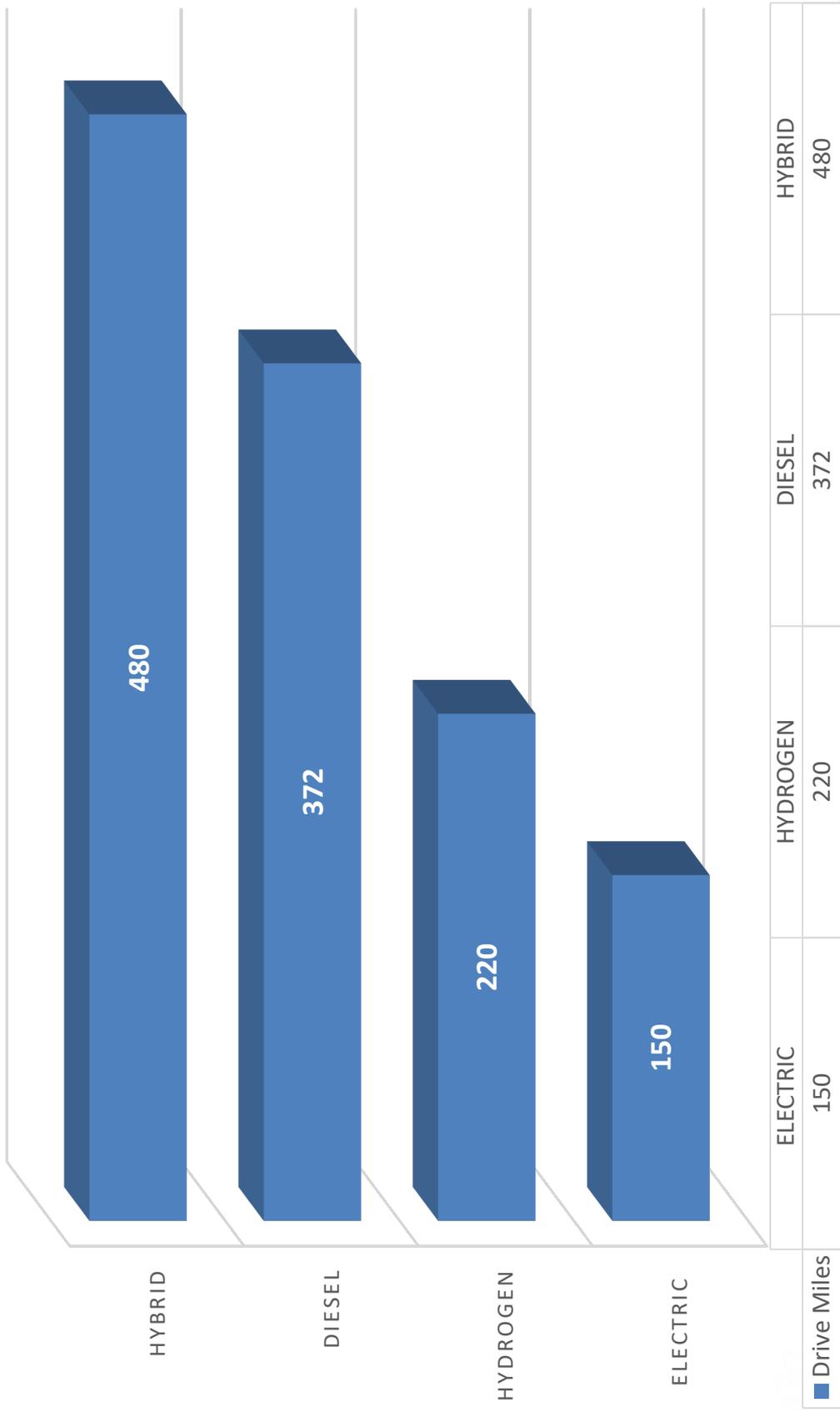
PURCHASE OF HYBRID BUSES

Aaron Vogel

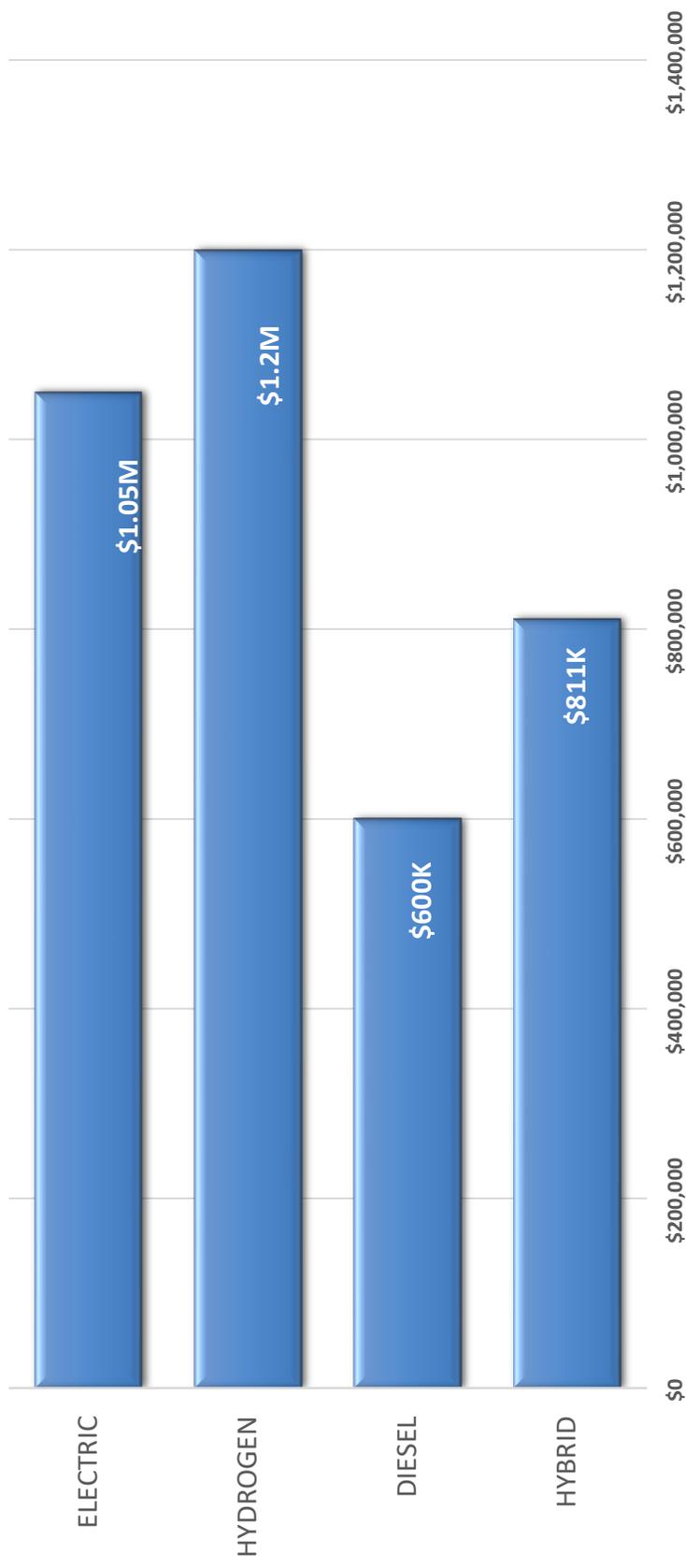
5.28.2020

- Procure (27) 40' Hybrid buses & associated equipment
- Part of Board adopted Capital Plan
  - State of good repair
  - Move away from diesel buses
- Slow Electric battery Range progress

# Bus Drive Range



# Fully Loaded Purchase Price



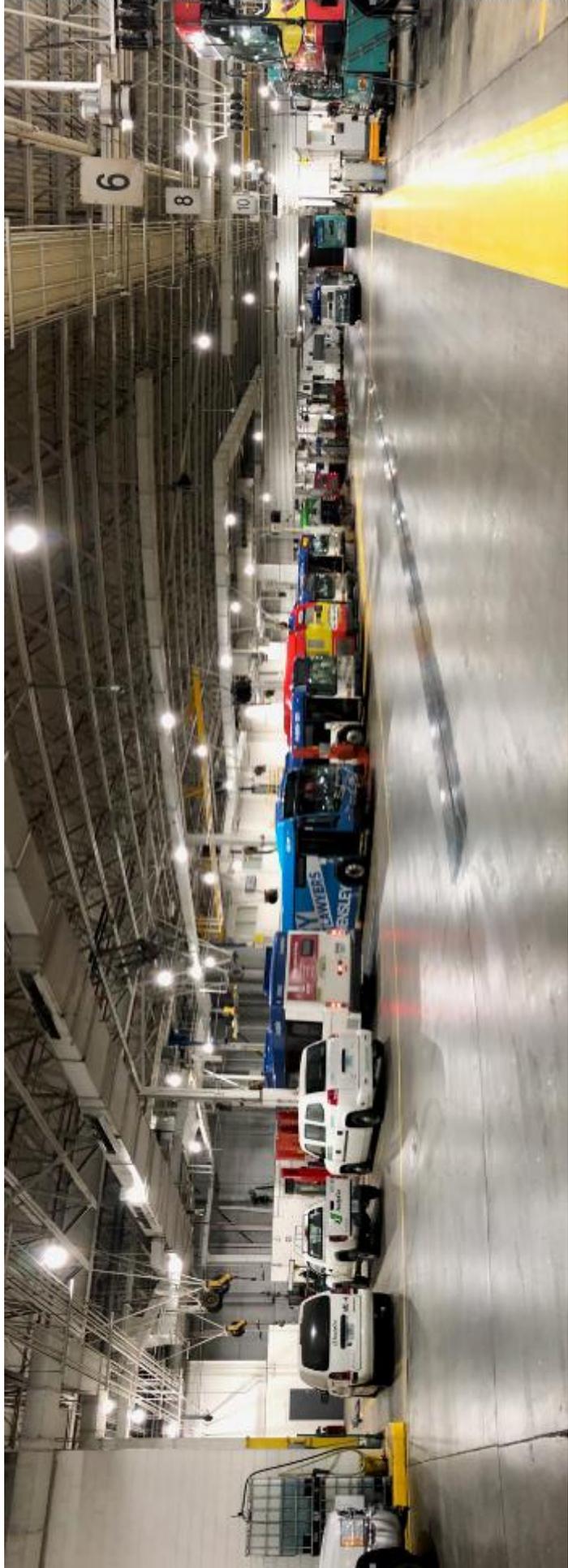
Bus Type	Cost	# of Buses	Total
Electric	\$1.05M	200	\$210,000,000
Hydrogen	\$1.2M	200	\$240,000,000
Diesel	\$600K	200	\$120,000,000
Hybrid	\$811K	200	\$162,200,000

# Garage Fleet Movement

# IndyGo<sup>SM</sup>



# Maintenance Area



# VA Contract - Hybrid Buses



	Manufacturers		
Parameter	Gillig	New Flyer	El Dorado
Base Bus	\$ 403,382	\$ 694,056	\$ 410,903
Hybrid Drive	\$ 219,614	Included	\$ 218,700
<b>Base Total</b>	<b>\$ 622,996</b>	<b>\$ 694,056</b>	<b>\$ 629,603</b>
IndyGo Required Add-ons*	\$ 187,387		
<b>Grand Total</b>	<b>\$ 810,383</b>		

\*Farebox, CAD/AVL, Cameras, Radio, Warranties etc.

- Replace 2003/2007 and old ZEP
- 12-16 month delivery
- Municipal Lease
- Questions?



Date: May 18, 2020  
Current Meeting: May 21, 2020  
Board Meeting: May 28, 2020

## BOARD MEMORANDUM

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** Vice President of Infrastructure, Strategy and Innovation, Jennifer Pyrz  
**SUBJECT:** IndyGo-DPW-Citizens Agreement for Purple Line

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### ACTION ITEM A – 8

#### **RECOMMENDATION:**

Indianapolis Public Transportation Corporation (IPTC) wishes to enter into agreement with City of Indianapolis Department of Public Works (DPW) and Citizen's Energy Group (CEG) regarding stormwater management infrastructure and the Purple Line Bus Rapid Transit (BRT) Project. The agreement will become a critical component of the Small Starts Grant Funding Application that IPTC will submit to FTA in June 2020.

#### **BACKGROUND:**

In 2017, IPTC executed a Memorandum of Agreement with DPW, Citizen's Energy Group and Citizen's Wastewater System affiliate to design and construct stormwater drainage facilities within the Red Line BRT Project area to conform with specified stormwater flow criteria. The Agreement also contained provisions for the timely review of submittals, eventual ownership, and maintenance responsibilities.

In addition to stormwater detention and regulation facilities, the agreement between IPTC, DPW and CEG for the Purple Line BRT Project will include two additional components: (1) Provisions for IPTC's Purple Line Contractor to complete a combined storm sewer separation project; and (2) Provisions for IPTC's reimbursement of CEG utility relocation costs.

#### **Combined Sewer Separation**

The Purple Line BRT Project will involve improvements to transportation infrastructure within a Combined Sewer Overflow (CSO) area along 38<sup>th</sup> Street, including modification of roadway drainage that will result in changes to peak storm water flows to the CSO system. DPW and CEG have determined that separating the CSO System into new separate sanitary and storm sewers along 38th Street between Sutherland Avenue and

Adams Street would provide an important public benefit and that coordination of the work with the Purple Line BRT construction will result in significant time and cost savings and reduced inconvenience to the public.

The sewer separation work, however, is not eligible for FTA funding. The work meets FTA's definition of a "betterment" as it is an improvement that will be undertaken in conjunction with the Purple Line Project but is not required for the transit project or approved as part of the Project cost. Coordinating this work with the Purple Line Project requires IPTC to clearly separate costs through project completion, in a manner that conforms with FTA requirements.

IPTC understands the benefits of coordinating the work and would like to support this public improvement project. As such, IPTC desires to have its Designer of Record (DoR) add the sewer separation to the Purple Line BRT Project design plans and include it within the Project bid package. IPTC will pay the DoR up to \$55,000 for the design and construction administration of the sewer separation project betterment.

The construction cost of the sewer separation betterment, with contingency, is estimated at \$7.35 Million. CEG has agreed to commit \$3.6 million toward construction of the betterment. DPW has agreed to commit \$3.75 million towards construction of the betterment.

In the event that betterment design costs exceed \$55,000 or the betterment construction costs exceed the estimated \$7.35 million, the parties have agreed to meet to determine a fair and reasonable allocation of costs. If agreement can't be reached, the Agreement contains terms for dispute resolution.

### Utility Relocations

As part of the Purple Line BRT Project, there will be utility facilities, including water and natural gas, that need to be relocated to accommodate construction. For CEG, these relocation costs are estimated at \$3.8 Million, including contingency.

While CEG is legally required to conduct these relocations at their own cost, IPTC desires to contribute to the costs in a good faith effort to move the project forward and be a good community partner. The Agreement will require CEG to pay for the first \$2.4 million of relocation work costs. IPTC will then pay up to the next \$1.4 million in relocation costs.

The parties have agreed to continue to coordinate and modify design plans to reduce conflicts and relocation costs wherever possible. In the event that costs exceed the \$3.8 million estimate, CEG and IPTC will meet to determine a fair and reasonable allocation of the additional costs. If agreement can't be reached, the Agreement contains terms for dispute resolution.

The Agreement additionally requires compliance with Buy America regulations and provides that IPTC will not reimburse CEG for facilities providing greater capacity, capability, durability, efficiency, or function (e.g. – "betterments") except for compliance with current state and local codes.

## **DISCUSSION:**

There are three key points with respect to this Agreement and its impacts on IPTC:

1. IPTC's contribution of costs will require stringent project controls on the part of IPTC and its Purple Line Design and Construction Management consultants. All costs related to construction of the sewer separation will need to be tracked separately and additional oversight of CEG's relocation work will be required to ensure Buy America compliance.
2. IPTC's reimbursement of utility relocation costs has the potential to be precedent setting.
3. There is a potential risk for overruns in both the cost of sewer separation and the cost of utility relocations. IPTC will work with its consultants to identify and mitigate potential risks to the extent possible, but the Board should be aware that the nature of the sewer separation work, in particular, involves many unknowns because of the depth of its construction.

Note that a decision at this month's Board meeting will be contingent upon FTA's review. IPTC has communicated with FTA about the approach and received their acceptance. FTA additionally requested and received a copy of the initial draft for FTA review. An updated draft was sent, requesting comment, on Monday May 18.

## **ALTERNATIVES:**

This Agreement is a required part of the package that IPTC will submit to request Small Starts grant execution. IPTC has been negotiating this Agreement with CEG and DPW for several months and we do not believe that additional negotiation will result in more favorable terms.

In order to have the best chance for grant execution in 2020, IPTC must submit its Small Starts Funding package in June 2020. Any changes to the agreement will result in renewed negotiations with CEG and DPW, a delayed submittal to FTA, and a reduced likelihood of receiving the requested funds.

## **FISCAL IMPACT:**

The Purple Line Project cost estimate was developed based upon the level of design as of April 30, 2020, which was between 30% and 60%. The Agreement between IPTC, CEG, and DPW accounts for costs known at that time, with contingency added to cover potential unknowns. As design progresses, costs are refined, and contingency is reduced because more of the unknowns become understood and quantified.

The costs that IPTC will incur are clearly outlined in the Agreement and summarized above. IPTC will contribute \$55,000 for design and construction administration of the separation and up to \$1.4 million toward CEG relocation costs. These funds are local funds. Though the utility relocation costs are Purple Line Project costs, the overall federal contribution to the Project remains the same and the local share increases.

Financial risk remains for unanticipated costs associated with the sewer separation and utility relocations. The Agreement outlines a method for negotiating those costs in that event and no party to the Agreement is absolved of responsibility for potential cost overruns. IPTC will work the City, CEG and its design and

construction management consultants to reduce this risk, but the Board should be aware that there is some risk for future increases in cost.

**DBE DECLARATION:**

n/a

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on May 21<sup>st</sup>, 2020.



Date: May 19, 2020  
Current Meeting: May 21, 2020  
Board Meeting: Mat 28, 2020

## BOARD MEMORANDUM

**TO:** Indianapolis Public Transportation Corporation Board of Directors

**THROUGH:** President/CEO, Inez P. Evans

**FROM:** Vice President of Infrastructure, Strategy and Innovation, Jennifer Pyrz

**SUBJECT:** Resolution Supporting the Purple Line Bus Rapid Transit Project and Grant Application for Federal Transit Administration Small Starts Funding

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### ACTION ITEM A – 9

#### **RECOMMENDATION:**

The Indianapolis Public Transportation Corporation (IPTC) desires the Board of Directors to approve a final resolution in support of the Purple Line Bus Rapid Transit project and in support of its submission to the Federal Transit Administration of a Small Starts grant application to fund the capital investment for this second BRT service.

#### **BACKGROUND:**

The Purple Line Bus Rapid Transit (BRT) Project was granted entry into Small Starts Project Development on June 17, 2017. Several milestones have been achieved as the project has been developed and design has progressed. A Documented Categorical Exclusion (DCE) was approved by the FTA and concurrence was issued on February 22nd, 2019. IndyGo submitted an initial Small Starts application on September 3rd, 2017. The overall project rating is Medium-High. Due to the change in the project alignment earlier this year, IndyGo has been refining the Small Starts Application and will apply for the FY 2021 Small Starts Grant by submitting in June 2020.

The Purple Line will be the second rapid transit service in the Indianapolis Metropolitan Area. It will provide battery powered electric BRT service along a 15.2-mile corridor between the Indianapolis Regional Center and the City of Lawrence. The Purple Line will be a direct replacement for the current IndyGo Route 39 when it begins operations (anticipated late 2023).

IPTC will be submitting a Small Starts grant application to the Federal Transit Administration in June 2020 to request a grant be executed to fund the capital investment required for the Purple Line BRT. The capital costs for this project is estimated at up to \$155,000,000. The Federal Small Starts grant application will be

requesting up to \$77,500,000, which is 50% of the total project funding requirement. Local funding will be utilized for the remaining 50% match.

**DISCUSSION:**

Not applicable

**ALTERNATIVES:**

This resolution is intended to show support for the project and will be included in the grant application to be submitted in June.

**FISCAL IMPACT:**

None for the resolution

**DBE DECLARATION:**

Not applicable

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on May 21<sup>st</sup>, 2020.

**RESOLUTION 2020-07**

**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION (INDYGO)**

**A RESOLUTION**

**SUPPORTING THE PURPLE LINE BUS RAPID TRANSIT PROJECT AND GRANT APPLICATION FOR FEDERAL TRANSIT ADMINISTRATION SMALL STARTS FUNDING**

WITNESS THAT:

WHEREAS, the Indianapolis Public Transportation Corporation is a municipal corporation and public transportation corporation providing public transit services within the city of Indianapolis and Marion County; and,

WHEREAS, the Indianapolis Public Transportation Corporation supports the vision of a regional transportation network that includes bus, bus rapid transit, express bus, bike and pedestrian paths, and road, sidewalk and highway improvements; and,

WHEREAS, the Purple Line Bus Rapid Transit (BRT) Project will be the second BRT service in the Indianapolis Metropolitan Area and will provide service along a 15.2 mile corridor between the Indianapolis Regional Center and the City of Lawrence, replacing the current Route 39 when it begins operations (anticipated late 2023); and,

WHEREAS, the Indianapolis Public Transportation Corporation was granted entry into Small Starts Project development in June 2017 and submitted to the Federal Transit Administration (FTA) an initial Small Starts application in September 2017; and,

WHEREAS, multiple development and design milestones and have been reached and are progressing, including a Documented Categorical Exclusion (DCE) approved by the FTA in February 2019; and

WHEREAS, the Indianapolis Public Transportation Corporation will be submitting to the FTA a Small Starts grant application in June 2020 to request a grant be executed to fund the capital investment required for the Purple Line BRT Project.

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

The Indianapolis Public Transportation Corporation supports the Purple Line Bus Rapid Transit Project and the submission to the Federal Transit Administration of a Small Starts grant application to fund the capital investment of this second BRT service.

ALL OF WHICH IS RESOLVED by the Indianapolis Public Transportation Corporation on this 28<sup>th</sup> day of May 2020.

**Indianapolis Public Transportation Corporation**

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**Chairman**

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**Attest**



Date: May 28, 2020  
Board Meeting: May 28, 2020

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** General Counsel, Jill D. Russell  
**SUBJECT:** Consideration and Approval of Real Estate Acquisition, 8925 S. Madison, Indianapolis IN

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**ACTION ITEM A – 10**

**RECOMMENDATION:**

In a manner and consistent with IndyGo standards and pursuant to State and Local requirements, it is requested that the Board direct the CEO and President , on behalf of the Indianapolis Public Transportation Corporation, to appoint two (2) appraisers to appraise the fair market value of the Real Estate located at 8925 S. Madison, Indianapolis IN., and to provide a copy of both appraisals to the Chair of the Board of Directors of Indianapolis Public Transportation Corporation.

**BACKGROUND:**

IndyGo is committed to providing bus rapid transit as part of the Marion County Transit Plan and utilizes a fleet of electric buses to provide that service. Those buses require charging while in service on those routes to provide the additional service required by the Marion County Transit Plan. IndyGo requires locations along or near the rapid transit lines where the batteries for those buses can be charges while in service. While current locations have been secured by lease agreements, those agreements allow the owner to cancel those agreements with only minimum amount of notice and do not provide IndyGo the certainty of possession and occupancy that a purchase can achieve. Staff have identified a location on the south end of the Red Line that is available for purchase that would provide IndyGo a secure and permanent site to charge the bus batteries.

**DISCUSSION:**

Charging at remote locations allows the buses to remain in service for longer periods of time without needing to return IndyGo’s main facility. This provides for the increased service hours and range needed to fulfill the service required of the Marion County Transit Plan. Ownership of the location where the charging will take place provides a permanent location where that can be achieved.

**ALTERNATIVES:**

The Board can choose to continue with the current leases.

**FISCAL IMPACT:**

The current list price is \$2,300,000.00. IndyGo cannot purchase the property any more than the average of two appraisals as required by law.

**DBE DECLARATION:**

Not applicable

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This was not heard by committee.

## RESOLUTION 2020 - 08

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION

**A RESOLUTION** establishing that the Board of Directors of the Indianapolis Public Transportation Corporation, is interested in making a purchase of specified land.

**WHEREAS**, the Indianapolis Public Transportation Corporation (IPTC) in a municipal corporation pursuant to Indiana Code 36-9-4-10; and

**WHEREAS**, Indiana Code 36-19-4-14 establishes management of the Corporation by a Board of Directors; and

**WHEREAS**, Indiana Code 36-9-4-30 authorizes the Board of Directors to acquire real property through purchase; and

**WHEREAS**, the development and provision of services for Bus Rapid Transit pursuant to the Marion County Transit plan requires the acquisition of property to provide for bus charging stations along or near those rapid transit lines; and

**WHEREAS**, the Board of Directors, having considered the acquisition of the Real Estate and being duly advised, finds that the Board of Directors has as an interest in acquiring the Real Estate; now, therefore:

#### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION:**

Section 1. The Board of Directors desires to exercise its authority under Indiana Code 36-9-4-30 for the acquisition of real property in the charging of buses for the Red Line necessary for increased service frequency and extended operational hours pursuant to the Marion County Transit Plan and benefiting the public good.

Section 2. The Board of Directors establishes that it has an interest in the acquiring the Real Estate and described and depicted in Exhibit "A" attached hereto.

Section 3. For purposes of Revised Code Sec. 151-66, the Real Estate is owned by Beischel Investments Limited.

Section 4. The Board hereby directs the CEO and President , on behalf of the Indianapolis Public Transportation Corporation, to appoint two (2) appraisers to appraise the fair market value of the Real Estate and to provide a copy of both appraisals to the Chair of the Board of Directors of Indianapolis Public Transportation Corporation.

Section 5. This Resolution shall be in full force and effect from and after its adoption and compliance with all laws pertaining thereto.

Section 6. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of any such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

**Adopted this 28<sup>th</sup> day of May, 2020.**

BOARD OF DIRECTORS INDIANAPOLIS  
PUBLIC TRANSPORTATION CORPORATION

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Gregory F. Hahn  
Chairman of the Board of Directors

Attest: \_\_\_\_\_  
Jill D. Russell, General Counsel  
Indianapolis Public Transportation Corporation



Date: May 28, 2020  
Board Meeting: May 28, 2020

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** General Counsel, Jill D. Russell  
**SUBJECT:** Consideration and Approval of Real Estate Acquisition, 550 E. Washington Street, Indianapolis, IN

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**ACTION ITEM A – 11**

**RECOMMENDATION:**

In a manner and consistent with IndyGo standards and pursuant to State and Local requirements, it is requested that the Board direct the CEO and President, on behalf of the Indianapolis Public Transportation Corporation, to appoint two (2) appraisers to appraise the fair market value of the Real Estate located at 550 E. Washington, Indianapolis, IN., and to provide a copy of both appraisals to the Chair of the Board of Directors of Indianapolis Public Transportation Corporation.

**BACKGROUND:**

IndyGo is committed to providing the increased services and bus rapid transit as required by the Marion County Transit Plan. To achieve those results, additional operational and administrative staff is required. The increase in staff at IndyGo's main facility located at 1501 W. Washington has exceeded the current capacity of the facility. Further, the results of the COVID -19 pandemic requires that IndyGo provide staff a workspace that is a safe environment in the interest of their health. This requires additional office space to accommodate social distancing. That is not feasible at the current facility. Transit is an essential service, and staff are required to report to duty. For staff to report for duty in an office setting safely, it requires the space to allow for social distancing. Staff have identified additional office space that would allow for this.

**DISCUSSION:**

Currently, the majority of the administrative staff at 1501 W. Washington are located in cubicles of very small areas, less than the desired 6 feet desired for social distancing. As a result, many departments have rotated their staff in and out during the pandemic to allow for a safer work environment. Securing a space that would

allow the entire staff to all be present in the office would be a benefit to management and increase morale of operational staff whose job duties must be performed on site.

**ALTERNATIVES:**

Maintain the current status and allow department heads to rotate staff who can perform job duties remotely.

**FISCAL IMPACT:**

List price is \$7,500,000. IndyGo may not purchase the property for more than the average of two appraisals as required by law.

**DBE DECLARATION:**

Not applicable

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action was not reviewed by the Service or Finance Committee.

## RESOLUTION 2020 - 09

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION

**A RESOLUTION** establishing that the Board of Directors of the Indianapolis Public Transportation Corporation, is interested in making a purchase of specified land.

**WHEREAS**, the Indianapolis Public Transportation Corporation (IPTC) in a municipal corporation pursuant to Indiana Code 36-9-4-10; and

**WHEREAS**, Indiana Code 36-19-4-14 establishes management of the Corporation by a Board of Directors; and

**WHEREAS**, Indiana Code 36-9-4-30 authorizes the Board of Directors to acquire real property through purchase; and

**WHEREAS**, the development and provision of services for Bus Rapid Transit pursuant to the Marion County Transit plan has required the hiring of additional administrative staff to support the activities of the expansion of services and construction of rapid transit bus lines; and

**WHEREAS**, transit is considered an essential service requiring employees to report for duty; and

**WHEREAS**, the need for a workspace which provides social distancing of a minimum of 6 feet is a necessity to ensure the health and safety of employees as a result of the COVID-19 pandemic; and

**WHEREAS**, the current location at 1501 W. Washington Street lacks the capacity to provide that workspace; and

**WHEREAS**, the Board of Directors, having considered the acquisition of the Real Estate and being duly advised, finds that the Board of Directors has as an interest in acquiring the Real Estate; now, therefore:

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION:**

Section 1. The Board of Directors desires to exercise its authority under Indiana Code 36-9-4-30 for the acquisition of real property necessary for the use in the carrying out the purpose of the Corporation and providing a safe workspace employees in providing the increased services and construction required the Marion County Transit Plan and benefiting the public good.

Section 2. The Board of Directors establishes that it has an interest in the acquiring the Real Estate and described and depicted in Exhibit "A" attached hereto.

Section 3. For purposes of Revised Code Sec. 151-66, the Real Estate is owned by Washington LLC % Milhaus.

Section 4. The Board hereby directs the CEO and President , on behalf of the Indianapolis Public Transportation Corporation, to appoint two (2) appraisers to appraise the fair market value of the Real Estate

and to provide a copy of both appraisals to the Chair of the Board of Directors of Indianapolis Public Transportation Corporation.

Section 5. This Resolution shall be in full force and effect from and after its adoption and compliance with all laws pertaining thereto.

Section 6. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of any such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

**Adopted this 28<sup>th</sup> day of May, 2020.**

BOARD OF DIRECTORS INDIANAPOLIS  
PUBLIC TRANSPORTATION CORPORATION

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Gregory F. Hahn  
Chairman of the Board of Directors

Attest: \_\_\_\_\_  
Jill D. Russell, General Counsel  
Indianapolis Public Transportation Corporation



Date: May 28, 2020  
Board Meeting: May 28, 2020

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** General Counsel, Jill D. Russell  
**SUBJECT:** Consideration and Approval of Real Estate Acquisition, 6410 N. College Avenue, Indianapolis Indiana

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**ACTION ITEM A – 12**

**RECOMMENDATION:**

In a manner and consistent with IndyGo standards and pursuant to State and Local requirements, it is requested that the Board direct the CEO and President , on behalf of the Indianapolis Public Transportation Corporation, to appoint two (2) appraisers to appraise the fair market value of the Real Estate located at 6410 N. College Ave., Indianapolis IN., and to provide a copy of both appraisals to the Chair of the Board of Directors of Indianapolis Public Transportation Corporation.

**BACKGROUND:**

IndyGo is committed to providing bus rapid transit as part of the Marion County Transit Plan and utilizes a fleet of electric buses to provide that service. Those buses require charging while in service on those routes to provide the additional service required by the Marion County Transit Plan. IndyGo requires locations along or near the rapid transit lines where the batteries for those buses can be charges while in service. While current locations have been secured by lease agreements, those agreements allow the owner to cancel those agreements with only minimum amount of notice and do not provide IndyGo the certainty of possession and occupancy that a purchase can achieve. Staff have identified a location on the north end of the Red Line that is available for purchase that would provide IndyGo a secure and permanent site to charge the bus batteries.

**DISCUSSION:**

Charging at remote locations allows the buses to remain in service for longer periods of time without needing to return IndyGo's main facility. This provides for the increased service hours and range needed to fulfill the service required of the Marion County Transit Plan. Ownership of the location where the charging will take place provides a permanent location where that can be achieved.

**ALTERNATIVES:**

The Board can choose to continue with the current leases.

**FISCAL IMPACT:**

The current list price is \$1,000,000.00. IndyGo cannot purchase the property any more than the average of two appraisals as required by law.

**DBE DECLARATION:**

Not applicable

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This was not heard by committee.

## RESOLUTION 2020 - 10

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION

**A RESOLUTION** establishing that the Board of Directors of the Indianapolis Public Transportation Corporation, is interested in making a purchase of specified land.

**WHEREAS**, the Indianapolis Public Transportation Corporation (IPTC) in a municipal corporation pursuant to Indiana Code 36-9-4-10; and

**WHEREAS**, Indiana Code 36-19-4-14 establishes management of the Corporation by a Board of Directors; and

**WHEREAS**, Indiana Code 36-9-4-30 authorizes the Board of Directors to acquire real property through purchase; and

**WHEREAS**, the development and provision of services for Bus Rapid Transit pursuant to the Marion County Transit plan requires the acquisition of property to provide for bus charging stations along or near those rapid transit lines; and

**WHEREAS**, the Board of Directors, having considered the acquisition of the Real Estate and being duly advised, finds that the Board of Directors has as an interest in acquiring the Real Estate; now, therefore:

#### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION:**

Section 1. The Board of Directors desires to exercise its authority under Indiana Code 36-9-4-30 for the acquisition of real property in the charging of buses for the Red Line necessary for increased service frequency and extended operational hours pursuant to the Marion County Transit Plan and benefiting the public good.

Section 2. The Board of Directors establishes that it has an interest in the acquiring the Real Estate and described and depicted in Exhibit "A" attached hereto.

Section 3. For purposes of Revised Code Sec. 151-66, the Real Estate is owned by Beischel Investments Limited.

Section 4. The Board hereby directs the CEO and President , on behalf of the Indianapolis Public Transportation Corporation, to appoint two (2) appraisers to appraise the fair market value of the Real Estate and to provide a copy of both appraisals to the Chair of the Board of Directors of Indianapolis Public Transportation Corporation.

Section 5. This Resolution shall be in full force and effect from and after its adoption and compliance with all laws pertaining thereto.

Section 6. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of any such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

**Adopted this 28<sup>th</sup> day of May, 2020.**

BOARD OF DIRECTORS INDIANAPOLIS  
PUBLIC TRANSPORTATION CORPORATION

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Gregory F. Hahn  
Chairman of the Board of Directors

Attest: \_\_\_\_\_  
Jill D. Russell, General Counsel  
Indianapolis Public Transportation Corporation



Date: May 21, 2020

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation Board of Directors

THROUGH: President/CEO, Inez P. Evans

FROM: Bart Brown, Vice President of Finance/CFO and Hardi Shah, Deputy CFO

SUBJECT: April 2020 Financials Summary

Revenue

- The federal assistance for the month of April was \$59,500 (6%) under budget. This category is over budget by \$708,780 (19%) due to higher Preventative Maintenance draws in the earlier months.
- For the month of April, Other Operating Income is under budget by \$14,416 (20%) and \$45,002 (16%) year to date.
- As anticipated, Passenger Service Revenue is significantly under budget for the month of April. Fares were suspended in response to COVID19. IndyGo introduced Fare free period beginning March 26 through May 4. As a result, the revenue for the month of April is \$786,673 under budget and \$1,236,530 (36%) year to date.
- PMTF revenue is the same as budgeted. Our PMTF (State Grant) 1<sup>st</sup> claim of 2020 has been submitted to INDOT.
- Property Tax Revenue is slightly higher than budgeted due to higher than budgeted LOIT (levy freeze) distributions. For the month and year to date, Property Tax Revenue is less than 1% over budget.
- Local Transit Income Tax revenue received is exactly on target with the budgeted revenue.
- Service Reimbursement Program revenue is just 1.30% under budget for the month of April and year to date.
- No reimbursements were drawn down from the CARES Act in April. FTA is in final review of our application.

*Total Revenue for the agency is under budget by \$843,828 (9%) in April and by \$505,700 (1%) year to date.*

Expenditures

I) Personnel Services

- In April, fringe benefits were under budget by \$419,988 (24%) due to lower health insurance claims/invoices. Year to date, fringe benefits are under budget by \$678,172 (11%).

- Overtime expenses were over budget by \$159,415 (57%) for April and \$546,009 (49%) over budget year to date.
- For the month of April, Salary expense is over budget by \$155,301 (4%). There were number of employees who applied for paid leave time, under the Families First Coronavirus Response Act. Therefore, we realized higher expenditures in this month. This expense is trending under budget for the year to date by \$312,359 (2%)

*In April, Personnel Services category is under budget by \$105,272 (2%) and by \$444,523 (2%) year to date.*

## II) Other Services and Charges

- Claims expenses category was under budget by \$6,087 (3%) in April and over budget by \$262,946 (27%) year to date.
- Under the Miscellaneous expense category, training & travel, misc. expenses continue to come under budget. April expenses came under budget by \$30,669 (38%). This expense continues to trend under budget for the year to date as well. It was \$164,106 (50%) under budget.
- In April, the purchased transportation expense category is under budget by \$3,948 (<1%) and \$107,451 (3%) under budget year to date.
- “Services” category is over budget by \$68,929 (7%). IndyGo has implemented two pilot programs – 1) MLK center 2) Ford One City Challenge, enabling Micro Transit solution. There were about \$160,000 expenses paid in regard to those services in April. Year to date, this category is under budget by \$675,226 (13%).
- The Utilities expenses are over budget by \$34,073 (31%) for the month of April and \$100,208 (23%) year to date.

*For the month of April, Other Services & Charges category is under budget by \$75,562 (3%) and under budget by \$583,630 (5%) year to date.*

## I) Materials & Supplies

- The Fuel & Lubricants category is under budget by \$344,005 (50%) for the month of April. In response to COVID19, IndyGo had implemented reduced service hours during the course of the COVID29 pandemic. It had a direct impact on the diesel fuel consumption. The budget for the month carries the roll over budget from prior year. Year to date, this category is under budget by 49%.
- In April, the Maintenance materials are under budget for the month by \$13,840 (3%) and under budget by \$67,810 (4%) year to date.

- Other materials and supplies are over budget for the month by \$44,262 (50%) and \$28,959 (8%) year to date. There were several purchases made in response to COVID19 which pushed this category higher than the budget.
- Tires & Tubes expenses are under budget by \$32,790 for the month of April and \$109,461 (41%) year to date.

*Total Materials and Supplies category is under budget by \$346,373 (26%) in April and \$1,522,065 (29%) year to date.*

*Overall, we are over budget by \$316,619 (34%) for the month of April and under budget by \$2,044,518 (96%) year to date.*

### **Expense Tracking - COVID19**

In the wake of COVID19 pandemic, IPTC entered into contracts with the vendors to purchase the PPEs and secure enhanced cleaning/sanitizing efforts to ensure the safety of all our employees and passengers.

Also, almost 6 months' worth of Inventory orders from Stores room (Operations) were placed in March to ensure that we have parts available to maintain our coaches as many facilities stopped productions and/or delayed delivery of parts and materials by months.

Below is the summary of expenses that we continue to track related to this Pandemic.

<b>Purchase Type</b>	<b>March</b>	<b>April</b>
6 Months Inventory	\$389,721.32	\$617,608.21
PPEs	\$15,117.50	\$97,700.75
<b>Grand Total</b>	<b>\$404,838.82</b>	<b>\$715,308.96</b>



**Indianapolis Public Transportation Corporation**

Budget to Actuals (Comparative Statement) - IndyGo  
For the Four Months Ending Thursday, April 30, 2020

Period Selected: 4

	Current Month				YTD				PRIOR	
	Actual	Budget	Budget	Budget	Actual	Budget	Budget	Budget	YTD	Actual
			Variance	Variance			Variance	Variance		
		\$	%			\$	%			
<b>Operating Revenue</b>										
Federal Assistance	897,167.40	956,667.00	(6.22)	4,535,443.64	3,826,664.00	708,779.64	18.52	4,733,481.12		
Other Operating Income	56,858.08	71,275.00	(20.23)	240,103.09	285,105.00	(45,001.91)	(15.78)	249,676.53		
Passenger Service Revenue	11,377.57	798,051.00	(98.57)	2,175,884.95	3,412,415.00	(1,236,530.05)	(36.24)	3,044,583.76		
PMTF Revenue	925,650.00	925,650.00	0.00	3,702,600.00	3,702,600.00	0.00	0.00	3,652,200.00		
Local Property & Excise Tax Revenue	3,056,301.00	3,039,078.00	0.57	12,225,204.00	12,156,312.00	68,892.00	0.57	11,965,279.77		
Local Transit Income Tax Revenue	3,342,536.00	3,342,540.00	(4.00)	13,370,144.00	13,370,156.00	(12.00)	(0.00)	11,532,712.20		
Service Reimbursement Program	34,583.00	35,040.00	(1.30)	138,332.00	140,160.00	(1,828.00)	(1.30)	144,995.76		
<b>Total Operating Revenues</b>	<b>8,324,473.05</b>	<b>9,168,301.00</b>	<b>(9.20)</b>	<b>36,387,711.68</b>	<b>36,893,412.00</b>	<b>(505,700.32)</b>	<b>(1.37)</b>	<b>35,322,929.14</b>		
<b>Operating Expenses</b>										
<b>Personal Services</b>										
Fringe Benefits	1,314,959.08	1,734,947.30	(24.21)	5,591,510.73	6,269,682.30	(678,171.57)	(10.82)	3,426,590.72		
Overtime	437,379.24	277,964.58	159,414.66	1,657,867.05	1,111,858.32	546,008.73	49.11	1,026,670.83		
Salary	4,493,268.01	4,337,966.76	155,301.25	15,304,319.80	15,616,679.77	(312,359.97)	(2.00)	9,919,439.83		
<b>Total Wages and Benefits</b>	<b>6,245,606.33</b>	<b>6,350,878.64</b>	<b>(1.66)</b>	<b>22,553,697.58</b>	<b>22,998,220.39</b>	<b>(444,522.81)</b>	<b>(1.93)</b>	<b>14,372,701.38</b>		
<b>Other Services &amp; Charges</b>										
Claims	240,953.68	247,041.67	(6,087.99)	1,251,112.29	988,166.68	262,945.61	26.61	728,133.83		
Miscellaneous Expenses	50,645.90	81,314.80	(30,668.90)	161,153.09	325,259.20	(164,106.11)	(50.45)	142,816.79		
Purchased Transportation	976,300.50	980,249.00	(3,948.50)	3,813,545.11	3,920,996.00	(107,450.89)	(2.74)	3,753,816.33		
Services	952,658.87	1,021,588.33	(68,929.46)	4,439,178.72	5,114,405.36	(675,226.64)	(13.20)	3,550,540.65		
Total Utilities	144,905.74	110,833.32	34,072.42	543,541.27	443,333.28	100,207.99	22.60	267,706.77		
<b>Total Other Services &amp; Charges</b>	<b>2,365,464.69</b>	<b>2,441,027.12</b>	<b>(3.10)</b>	<b>10,208,530.48</b>	<b>10,792,160.52</b>	<b>(583,630.04)</b>	<b>(5.41)</b>	<b>8,443,014.37</b>		
<b>Materials &amp; Supplies</b>										
Fuel & Lubricants	354,530.18	698,535.09	(344,004.91)	1,420,387.15	2,794,140.36	(1,373,753.21)	(49.17)	1,320,372.31		
Maintenance Materials	440,438.33	454,278.73	(13,840.40)	1,749,304.45	1,817,114.92	(67,810.47)	(3.73)	1,701,702.72		
Other Materials & Supplies	134,213.13	89,951.50	44,261.63	388,765.28	359,806.00	28,959.28	8.05	348,702.64		
Tires & Tubes	34,053.37	66,843.16	(32,789.79)	157,911.36	267,372.64	(109,461.28)	(40.94)	238,048.89		
<b>Total Materials &amp; Supplies</b>	<b>963,235.01</b>	<b>1,309,608.48</b>	<b>(346,373.47)</b>	<b>3,716,368.24</b>	<b>5,238,433.92</b>	<b>(1,522,065.68)</b>	<b>(29.06)</b>	<b>3,608,826.56</b>		
<b>Total Operating Expenses</b>	<b>9,574,306.03</b>	<b>10,101,514.24</b>	<b>(5.22)</b>	<b>36,478,596.30</b>	<b>39,028,814.83</b>	<b>(2,550,218.53)</b>	<b>(6.53)</b>	<b>26,424,542.31</b>		
<b>OPERATING INCOME/(LOSS)</b>	<b>(1,249,832.98)</b>	<b>(933,213.24)</b>		<b>(90,884.62)</b>	<b>(2,135,402.83)</b>	<b>2,044,518.21</b>				
GAIN/LOSS ON ASSET DISPOSAL			0.00	(7,959.66)		(7,959.66)	0.00	556,355.17		
<b>NET INCOME/(LOSS)</b>	<b>(1,249,832.98)</b>	<b>(933,213.24)</b>	<b>33.93</b>	<b>(82,924.96)</b>	<b>(2,135,402.83)</b>	<b>2,052,477.87</b>	<b>(96.12)</b>	<b>8,342,031.66</b>		

## Procurement Activity Report

### Past 30 days (actual)- April 2020

Released New Opportunity	<ul style="list-style-type: none"> <li>- Mobility Technology Solutions</li> <li>- Capital Program Management</li> <li>- On-Call A&amp;E</li> </ul>
Received Bids	<ul style="list-style-type: none"> <li>- Parts Washer</li> </ul>
Awarded	<ul style="list-style-type: none"> <li>- Parts Washer</li> <li>- Maintenance Area Renovation (Task Order)</li> </ul>
Contracted/ Kickoffs	<ul style="list-style-type: none"> <li>- Environmental Management Services</li> <li>- EAP</li> <li>- Fare Retail Network</li> </ul>
Renewals	<ul style="list-style-type: none"> <li>- Towing Services</li> <li>- Industrial Soaps</li> <li>- Financial Advisor</li> <li>- Vehicle Filters</li> </ul>
Withdrawn	
Closed Out	

### Current Month (expected)- May 2020

Release/ New Opportunity	<ul style="list-style-type: none"> <li>- On-Call Planning</li> <li>- Fleet Batteries</li> <li>- Vehicle Filters</li> <li>- On-Call Scheduling Services</li> </ul>
Received Bids	<ul style="list-style-type: none"> <li>- On- Call A&amp;E</li> <li>- Fleet Batteries</li> <li>- Vehicle Filters</li> <li>- Mobility Technology Solutions</li> <li>- Capital Program Management</li> <li>- On-Call Planning</li> </ul>
Awarded	<ul style="list-style-type: none"> <li>- Driver Barriers</li> <li>- 40 Ft. Electric Buses</li> <li>- HASTUS Upgrade</li> <li>- Governance &amp; Audit Hotline</li> </ul>
Contracted/ Kickoffs	<ul style="list-style-type: none"> <li>- Insurance Broker</li> <li>- Parts Washer</li> <li>- Governance &amp; Audit Hotline</li> </ul>
Renewals	<ul style="list-style-type: none"> <li>- Extension of On-Call A&amp;E (complete existing TO's)</li> <li>- In Plan Bus Inspections</li> </ul>
Withdrawn	
Closed Out	

### Future 30 days (planned)- June 2020

Release/ New Opportunity	<ul style="list-style-type: none"> <li>- Employee Intranet</li> <li>- VoIP Solution</li> <li>- Ad Agency</li> <li>- Financial Advisor</li> <li>- Bus Camera CCTV</li> </ul>
Received Bids	<ul style="list-style-type: none"> <li>- Fleet Batteries</li> <li>- Vehicle Filters</li> <li>- On-Call Scheduling Services</li> </ul>
Awarded	<ul style="list-style-type: none"> <li>- Mobility Technology Solutions</li> <li>- Purple Line Task Order #4</li> <li>- Red Line CO- Pedestrian Signals</li> <li>- Capital Program Management</li> <li>- On-Call Planning</li> </ul>
Contracted/ Kickoffs	<ul style="list-style-type: none"> <li>- Driver Barriers</li> </ul>

## Mobility Position Paper

### Short Summary Guide

An internal guide to assessing, developing, implementing and evaluating mobility projects or programs

*Central to IndyGo's mission is a commitment to helping individuals and groups of individuals overcome mobility barriers.* The following pages summarize the guidance document that will be used to determine whether or not IndyGo will implement – in whole or in part – a proposed mobility solution.

#### **Who can propose a mobility solution and what do they need to submit?**

Mobility solutions may be proposed from an internal agency group or leadership in response to an expressed community need or anticipated opportunity, or from an external partner, private provider, or community entity. All proposals must be in the form of a *concept paper*.

#### **When do concept papers need to be submitted?**

Concept papers detailing a proposed mobility solution will be accepted on a rolling basis and may be used to match a given need or idea with one or more grant opportunities that may become available throughout the year. Absent a grant or other funding opportunity, concept papers will be reviewed, and decisions will be made, by the mobility team only once per year, following a formal call for proposals.

#### **What can be proposed?**

Anything can be proposed, provided that it is within IndyGo's service area and supportive of IndyGo's core services, which is providing fixed-route and paratransit services. This includes:

- Demonstration projects, or
- Proof-of-concept pilot projects, all of which must allow for at least 6 months of time before assessing the outcomes or next steps, or
- Fully integrated mobility solutions, such as a new module (e.g., partner portal), a new feature (e.g., payment integration), or new competency (e.g., TOD program manager).

#### **What are IndyGo's stated objectives? What does the agency hope to accomplish?**

1. Solution is designed to serve the needs of the intended user group
2. Solution is right sized for the potential user group and the geographic context
3. Solution is scalable, or if it cannot be scaled up that there are lessons that could be learned (e.g. behavior change) that would make the solution beneficial beyond the initial application; and
4. Solution is sustainable past the initial scope, or there may be lessons learned that could be fully integrated into IndyGo's system (e.g. service delivery, materials, and customer interface)

#### **What all needs to be considered?**

Among other things to be considered, are the desired benefits versus the cost considerations.

#### **Desired Benefits**

- Increase ridership on IndyGo fixed route - both new and frequency of existing riders
- Decrease, or better manage, the demand for IndyGo Open Door paratransit service
- Increase comfort, convenience, and/or familiarity with riding transit
- Leverage existing IndyGo assets and resources (e.g. excess capacity in the call center, or technical assistance provided by staff members)
- Adequately address first/last mile mobility barriers

## Mobility Position Paper: Short Summary Guide

- Provide valuable data about user preference, transportation barriers, mode choice, rider behavior, etc., that may better inform future agency investments or mobility solutions
- Introduce a complimentary mode of shared mobility (e.g. car share), or another pedestrian or bicycle asset (e.g. greenways and trails), or a proven technology (e.g. trip planning or payment integration application) to diversity mode share and better address the second - fifth mile barriers
- Further decrease IndyGo's cost of operating fixed route and/or paratransit services (more than what is attributed to the cost savings expected with the first two benefits)
- Further increase the effectiveness or efficiency of existing IndyGo services (more than what would be expected under any of the benefits listed above)

### Cost Considerations

- Scope of agency's operating budget spend.
- Scope of agency's capital budget spend.
- For shorter-term demonstration/pilot projects, the prioritization or spend of agency resources and staff capacity to successfully onboard and implement the proposed mobility solution with some consideration for the longer-term impact on staff's capacity in the long-term
- For proposed mobility solutions that are intended to be immediately or later operationalized, or otherwise fully integrated into everyday operations, the prioritization or spend of agency resources and staff capacity to be successful long-term
- Potential to put undue strain on existing agency resources or the potential to require the agency to change or upgrade its resources or staff capacity
- Potential to contradict or undermine one or more of the values provided in the full guidance document.

### How is a final determination made?

To make a final determination, the mobility team will look at the totality of how a proposed mobility solution matches up with the agency's stated mission, values, objectives, benefits and costs overall; using the following framework.

Decision-making framework

	Highly Effective	Less Effective
Difficult	(e.g., Proposal has potential to change behavior and increase mode shift; yet needs considerable refinement /agency resources to get off the ground)	[Describe here]
Easy	[Describe here]	[Describe here]

### How and when will successes be determined?

Through routine monitoring and periodic reporting, IndyGo will perform a program/project evaluation of any mobility solution that it implements -- in whole or in part -- to determine whether the project or program, as scoped, should:

- Continue, unchanged
- Be re-scoped, or
- Decommissioned.

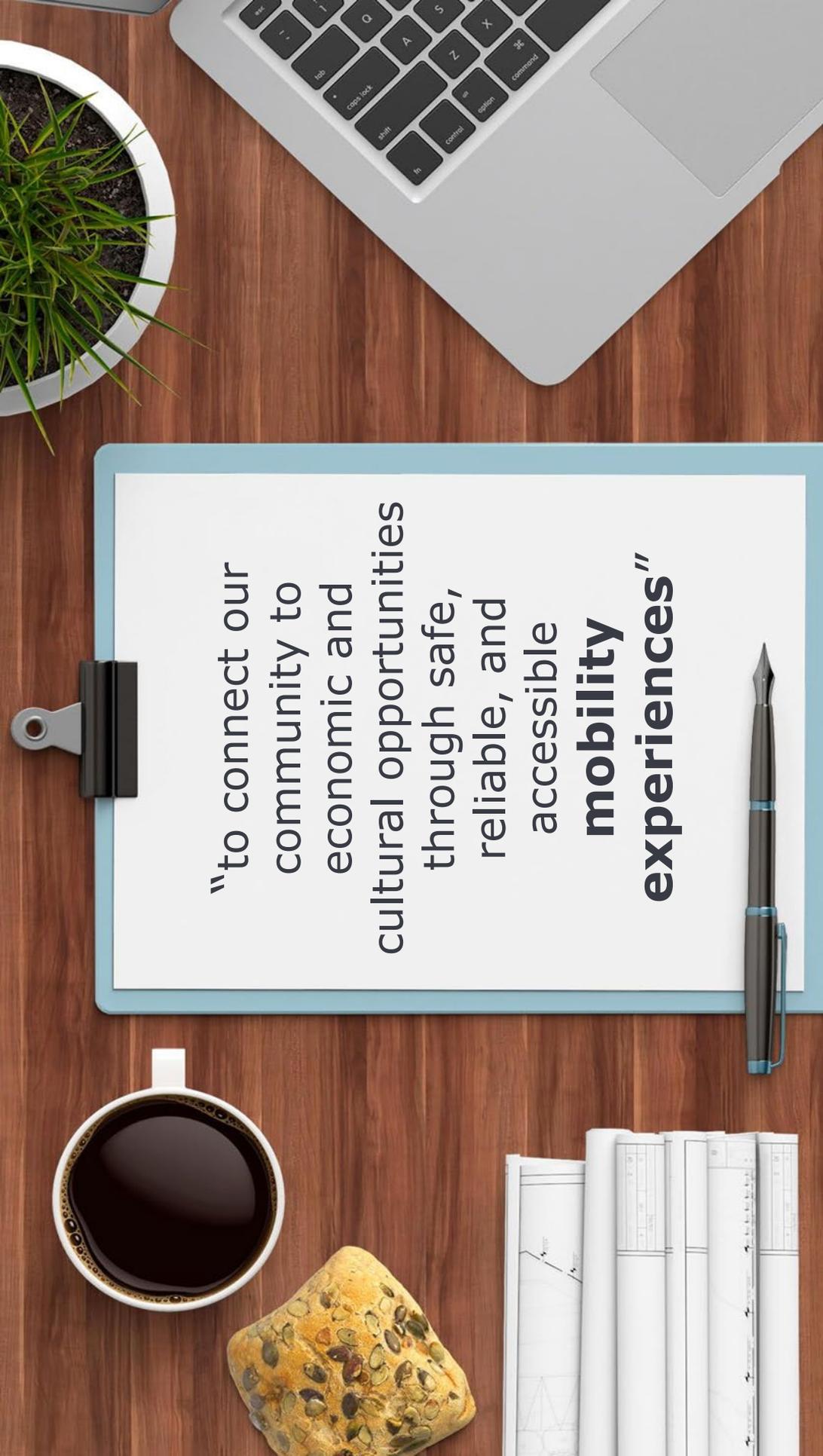
# Mobility Position Paper



# 1. Purpose

## Implementation Guide





"to connect our  
community to  
economic and  
cultural opportunities  
through safe,  
reliable, and  
accessible  
**mobility**  
**experiences"**

# Process Guide



# 2. Goal

## Mobility Integrator



Solve for:  
Right  
sized  
mobility  
solutions



Effective

Efficient

Robust

Scalable

Long-term

Solutions



# 3. Outcome

## Reduce Barriers



# Integrated Mobility Solutions



# Mobility Position Paper





Date: May 19, 2020  
Current Meeting: May 21, 2020  
Board Meeting: May 28, 2020

## BOARD MEMORANDUM

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO, Inez P. Evans  
**FROM:** Bryan Luellen, Vice President of Public Affairs and Communications  
**SUBJECT:** IndyGo Updates

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### IndyGo Updates INFORMATION ITEM

## Resuming Regular Schedules

IndyGo plans to resume regular weekday schedules beginning June 1<sup>st</sup>. Since March, we've been operating Saturday service six days a week. We've been carefully evaluating our staffing and ridership levels, and we're now ready to move forward with returning to regular schedules. However, many of the precautions we've implemented in response to COVID-19 will remain in place, such as protective plexiglass shields for Operators and additional cleaning measures.

## Purple Line Moves Forward

The Indianapolis City-Council Council approved Proposal 142, the ordinance language that will enable IndyGo to move forward with the next steps for the Purple Line rapid transit project and supporting infrastructure repairs to the 38th Street corridor. We will host our second quarter Purple Line Corridor Advisory Committee meeting virtually on Friday, May 22 at 11 a.m. This group is comprised of stakeholders, business owners, and community leaders in the area. They will receive the latest update on design, and we will also gather feedback on communication and support they would like to see moving forward.

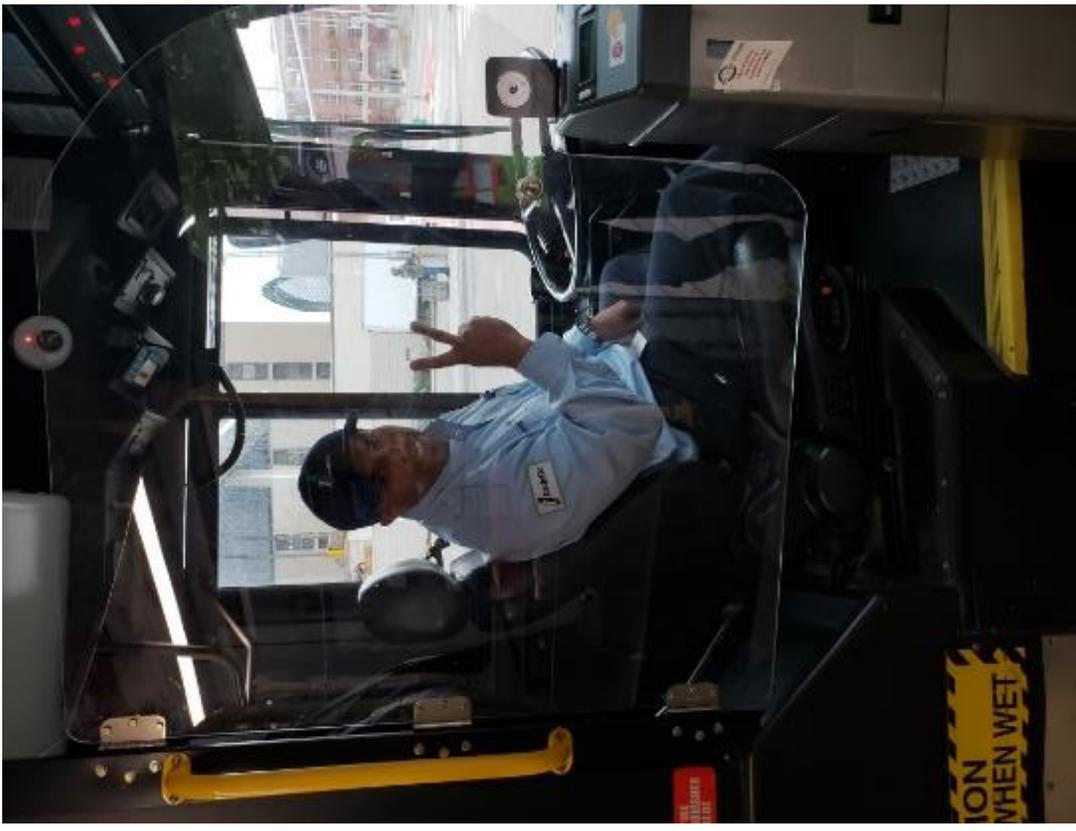
## Virtual Engagement

With COVID-19 causing everyone to shift the way they engage with others our Outreach department has been doing the same. Many in-person meetings have been cancelled and events have been postponed. Jordan Patterson has been executing a robust virtual outreach plan that increased our reach exponentially in the past few months. Reach more than doubled in April from the previous month from 6,272 to 13,617. With targeted virtual events, and the creation of our IndyGo Now 5-minute presentations for our ambassadors to share we have seen a significant increase in our engagement. We will continue to work with our community partners, Transit Ambassadors, and Transit Neighbors to engage our community as we navigate our commitment to providing safe and reliable service to our riders.

## MyKey Pilot

We're continuing to make progress on the MyKey fare system. We'll soon be moving forward with a pilot program that will allow some community members, including many of the volunteers that helped us to launch the Red Line, to test the app. We hope this pilot will provide us with valuable feedback about future improvements to the app and how to best teach our riders about the new system.

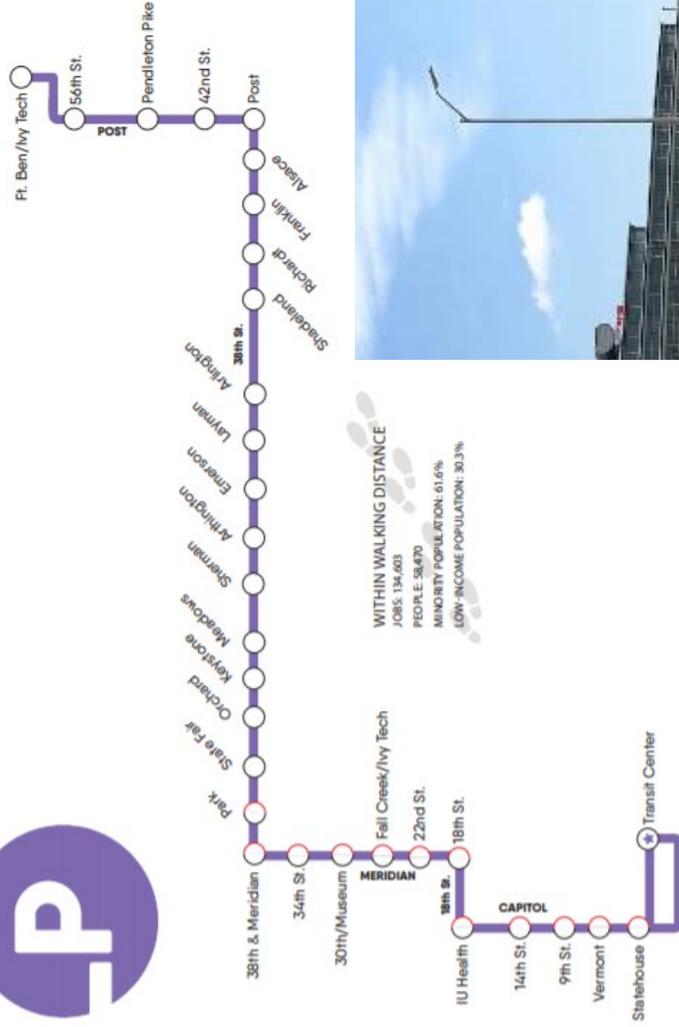
# RESUMING REGULAR SCHEDULES



# PURPLE LINE MOVES FORWARD



UPDATED 4/2020



WITHIN WALKING DISTANCE  
 JOBS: 134,603  
 PEOPLE: 58,470  
 MINORITY POPULATION: 61.6%  
 LOW-INCOME POPULATION: 30.3%



# VIRTUAL ENGAGEMENT

indyhub<sup>®</sup>

# STRAIGHT UP

A BOURBON WITH BLAKE

WEST FORK WHISKY CO.

presented by

APRIL 30TH | 4PM  
FACEBOOK LIVE



COMMUNITY GUESTS:  
**MAT DAVIS +  
JORDAN PATTERSON**  
INDYGO



1895 125th ANNIVERSARY 2020  
GREEN DIANA'S BIGGEST WEEKLY  
NEXT GENERATION INDIANAPOLIS RECORDER INNOPOWER

## Should Indiana Return to Business as Usual or Continue Social Distancing?

**JOIN US**  
[facebook.com/IndyRecorder](https://facebook.com/IndyRecorder)  
**THURSDAY**  
7 PM  
APRIL 23, 2020

**AMBER B. GARDON**  
U.S. Representative for Indiana's 7th Congressional District

**DR. VIRGINIA GOMEZ**  
Director of Marion County Public Health Department

**NIKE EDWARDS**  
President and CEO Indigo

**DR. DAVID HARTMAN**  
Deputy Mayor Neighborhood Engagement, Office of the Mayor, City of Indianapolis

Thanks to Eskenazi Health for making this town hall meeting possible.

# MyKey PILOT



## Risk and Safety Division Report – April 2020

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**To:** President/CEO, Inez P. Evans  
**From:** Brian Clem, Director of Risk and Safety  
**Date:** May 28th, 2020

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### Risk and Safety

- Director of the Risk and Safety Department attends the daily briefs from the Marion County Emergency Operations Center for COVID-19. Through IndyGo's partnership with the EOC; we have provided Personal Protective Equipment (PPE) including over 2,400 N-95 masks and 4000 pairs of medical gloves. IndyGo remains on call to assist first responders and local emergency management agencies to combat COVID-19.
- COVID-19 Emergency Response Team meetings with our executive team and department heads continue to take place twice a week. The information shared has resulted in changes to; employee and rider safety, board actions, work at home policies and updated sanitizing and disinfecting procedures. IndyGo is following the directives from Governor Holcomb, Mayor Hogsett and local Marion County leadership and focusing on recovery efforts.
- Kevin Neumann and Dwight Benjamin of Risk and Safety Department worked with the training department to develop safety content for the annual In-Service Training. In May 2020, the program will be rolled out online. This will include; emergency evacuation, shelter in place, severe weather plans and more. More information will be provided via email.
- The Risk and Safety Department submitted IndyGo's responses to three (3) complaints from the Indiana Department of Labor (DOL). The complaints requested investigation into unsafe work practices centered around COVID-19. All complaints were addressed within the guidelines from the DOL. The DOL has reviewed the contents of our responses and have begun the closure process on one of them. Updates have been posted on the employee communication boards.

### *April 2020 Safe Drivers Recognition*



*The following Operators are recognized for their safe driving for the month of March and received a National Safety Council patch, pin and certificate.*

<u>Operator</u>	<u>ID #</u>	<u>Years of Safe Driving</u>
Cornett, Myron	1146	16
Harris, Linda	2545	10
Anderson, Treva	8479	6
Fletcher, Christopher	8701	3
Tindall, Gary	8954	3
Bragg, Gina	8688	2
King, Nakia	9372	1
Mason, Rodney	9362	1
Moss, Shapaul	9390	1
Waker, Akamii	9378	1
Williams, Charles	9394	1

### ***April 2020 Fixed Route/Open Door Accident Data***

April 2020	Traffic Accidents			Passenger Accidents		
	Non-Preventable	Preventable	Total	Non-Preventable	Preventable	Total
	IPTC Fixed Route	32	9	41	24	1
Mobility Services	1	4	5	1	0	1
Garage	0	1	1	0	0	0
Training	0	0	0	0	0	0
CTC	0	0	0	2	0	2

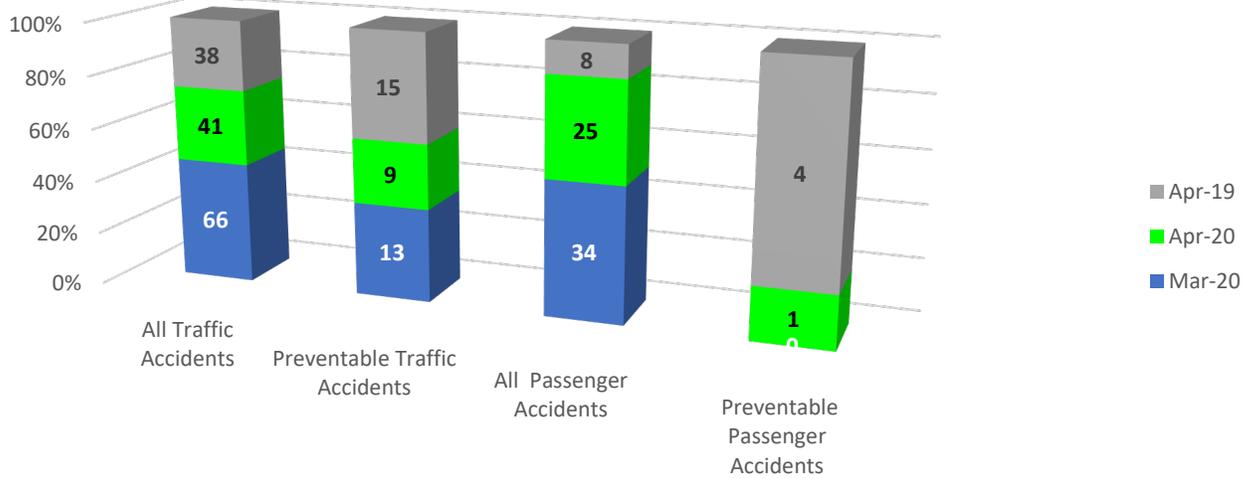
### ***April 2020 Police Events, EMS Events and Claims Submitted Data***

CTC Police Events	5	Claims for Fixed Route	21
CTC EMS Events	16	Claims for Mobility Services	6
Operations Police Events	16	Claims for the CTC	0
Operations EMS Events	26		

### ***April 2020 Fixed Route Current Month, Prior Month & Prior Year Comparison Data***

	Fixed Route Accidents			
	<u>All Traffic Accidents</u>	<u>Preventable Traffic Accidents</u>	<u>All Passenger Accidents</u>	<u>Preventable Passenger Accidents</u>
March 2020	66	13	34	0
April 2020	41	9	25	1
April 2019	38	15	8	4

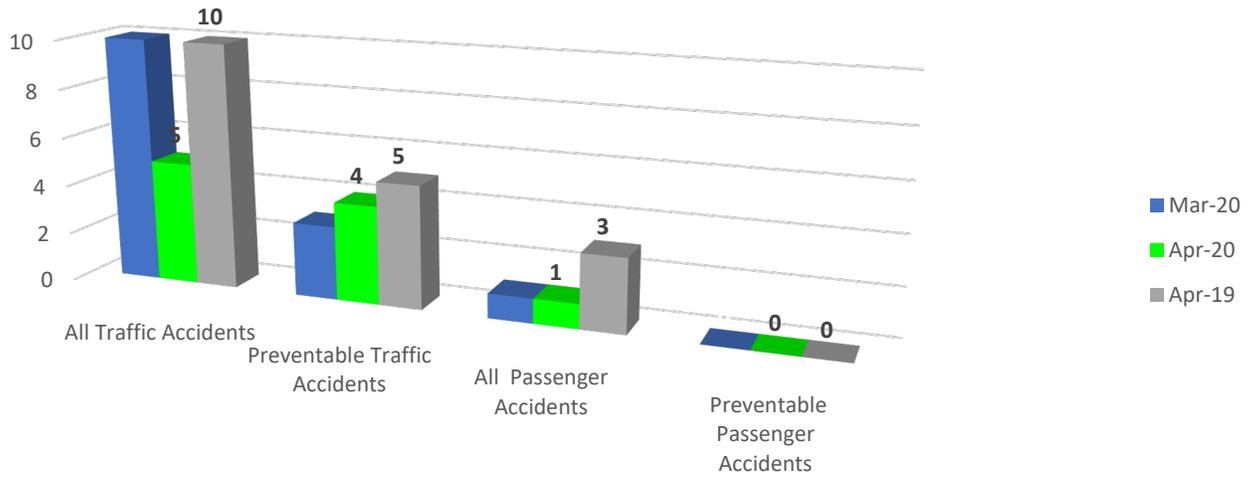
### Fixed Route Accidents



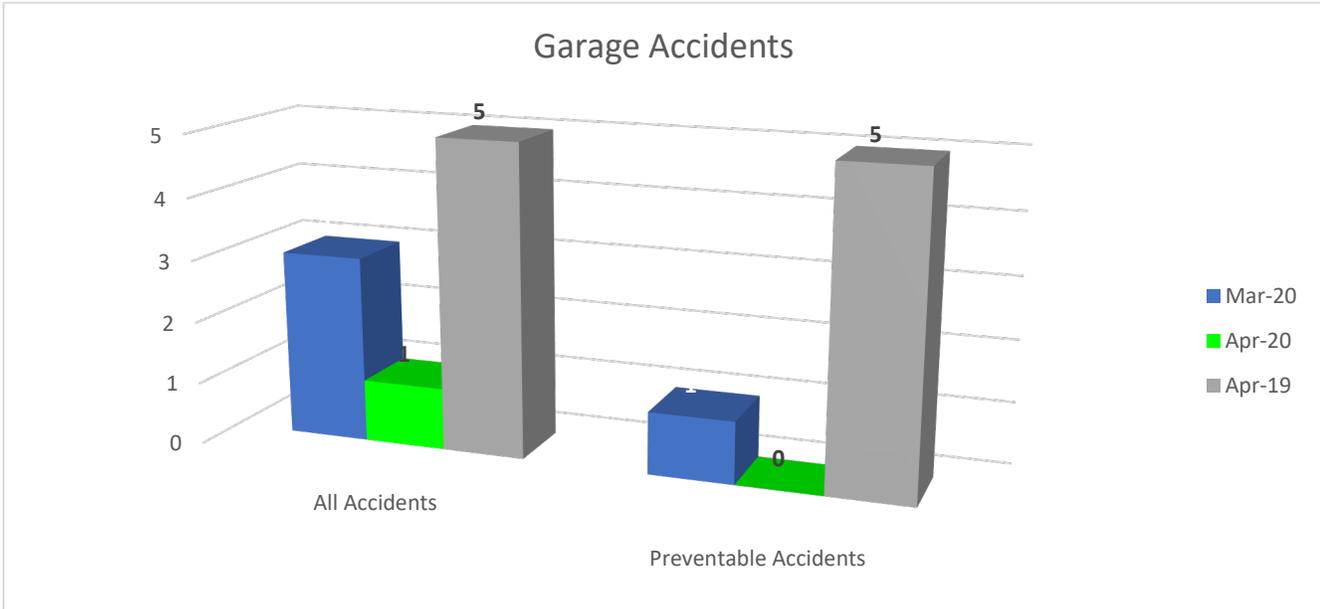
### Mobility Services Accidents

	<u>All Traffic Accidents</u>	<u>Preventable Traffic Accidents</u>	<u>All Passenger Accidents</u>	<u>Preventable Passenger Accidents</u>
<b>March 2020</b>	10	3	1	0
<b>April 2020</b>	5	4	1	0
<b>April 2019</b>	10	5	3	0

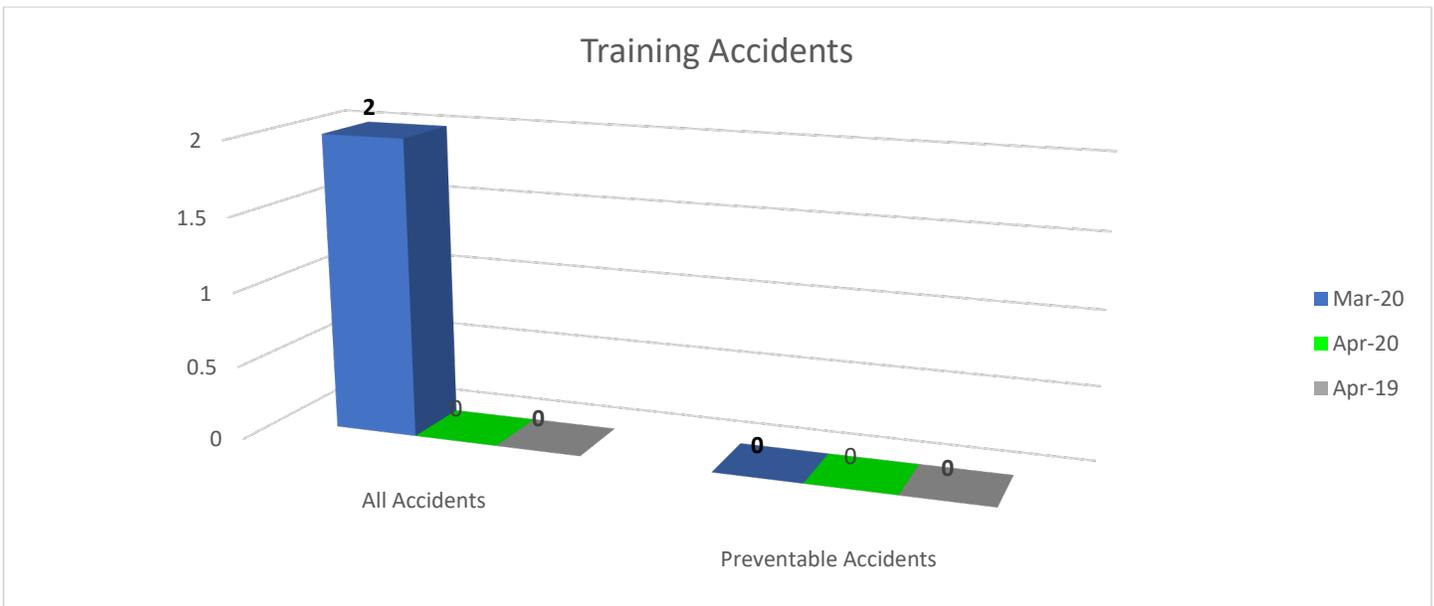
### Mobility Services Accidents



Garage Accidents		
	<u>All Accidents</u>	<u>Preventable Accidents</u>
February 2020	3	1
March 2020	1	0
March 2019	5	5



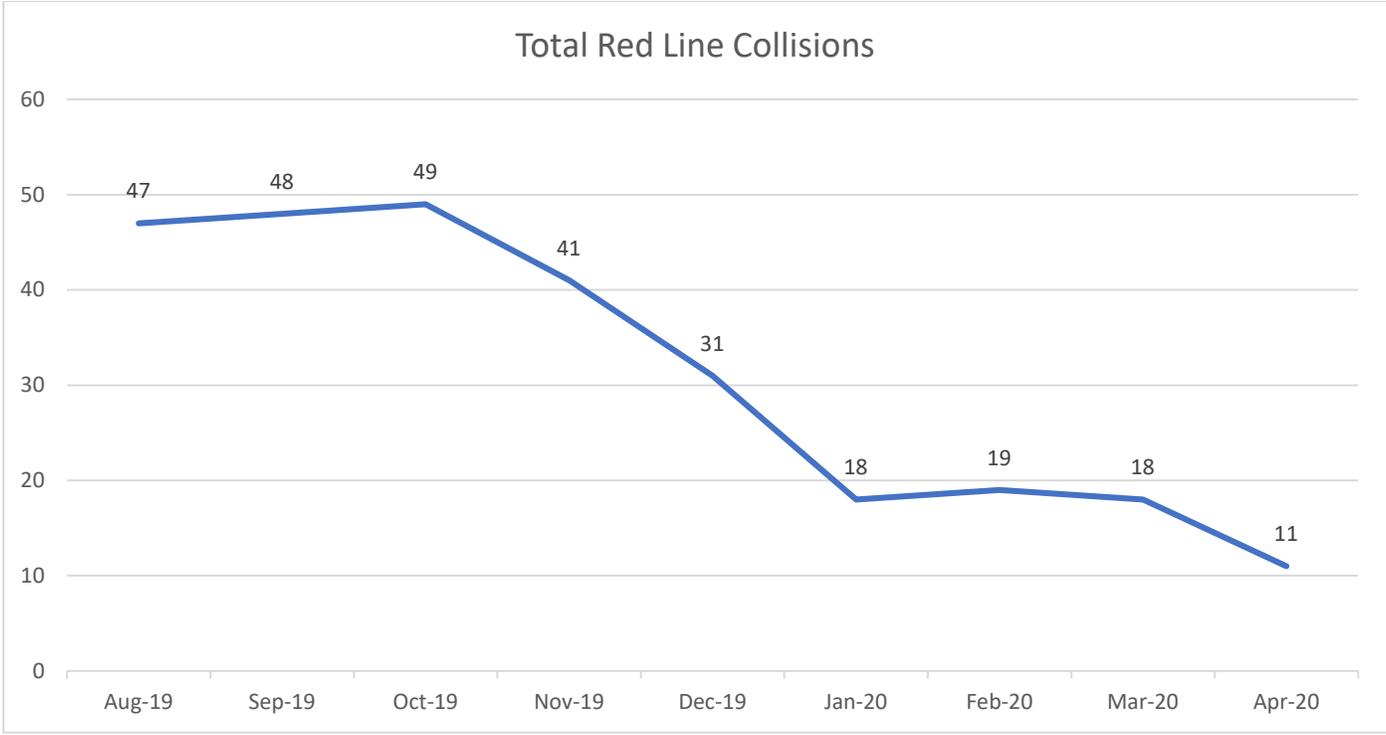
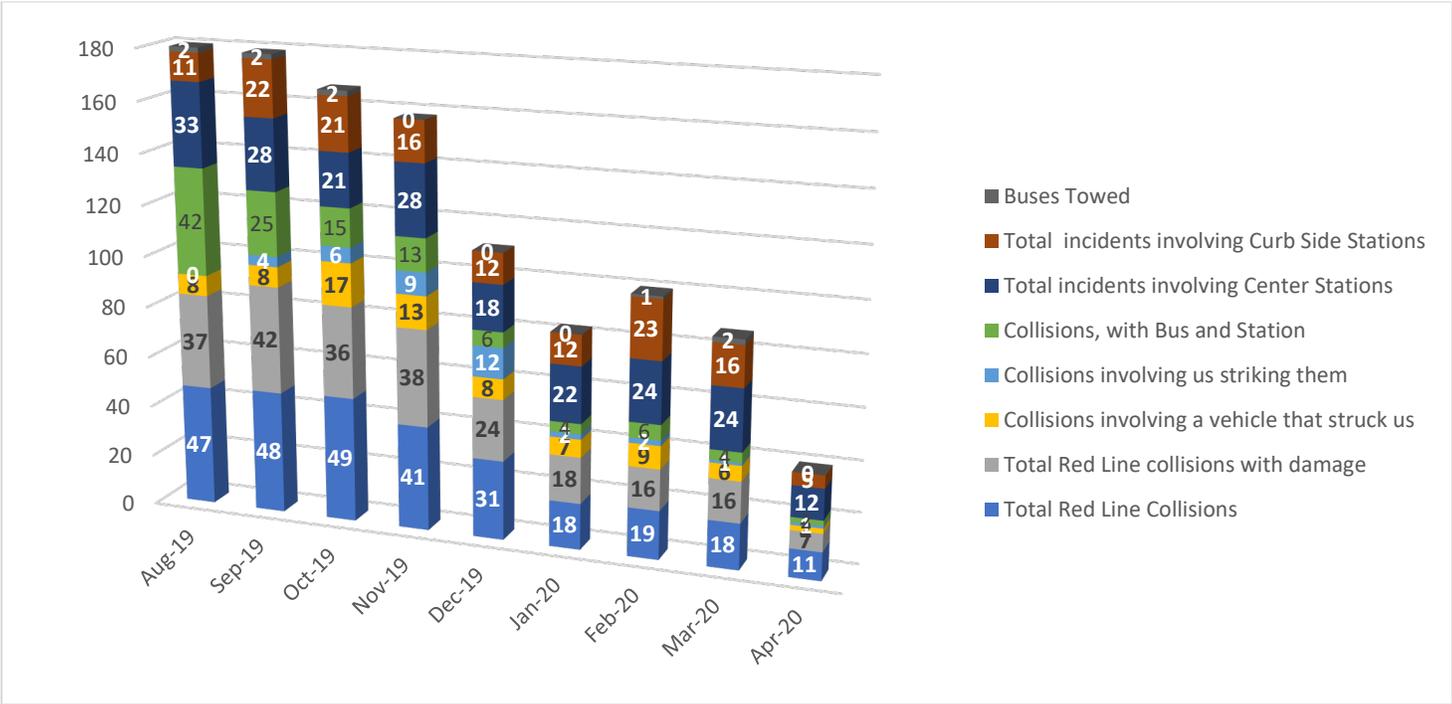
Training Accidents		
	<u>All Accidents</u>	<u>Preventable Accidents</u>
March 2020	2	0
April 2020	0	0
April 2019	0	0



### **April 2020 Red Line/Route 90 BRT Data**

<b>Red Line Route 90</b>	
Total reported incidents	38
Total number of Traffic Accidents (TA)	11
Total number of Traffic Incidents (TI)	3
Location where most incidents occurred (Shelby St.)	5
Total number of TA/TI involving Platform/Station	2
Total number of TA/TI with damage to the coach	7
Total Center Station Incidents	12
Total Curb Station Incidents	5
Collisions involving a vehicle that struck us	2
Collisions involving us striking them	1
Total number of Passenger Accidents (PA)	7
Total number of Passenger Incidents (PI)	0
Number of Falls	6
Total number of Other Incidents (Police, EMS, Vandalism, etc.)	13
Average incidents per day on Route 90	1.23

	<b><u>August 2019</u></b> <b><u>*Training</u></b>	<b><u>September</u></b> <b><u>2019</u></b>	<b><u>October</u></b> <b><u>2019</u></b>	<b><u>November</u></b> <b><u>2019</u></b>	<b><u>December</u></b> <b><u>2019</u></b>	<b><u>January</u></b> <b><u>2020</u></b>	<b><u>February</u></b> <b><u>2020</u></b>	<b><u>March</u></b> <b><u>2020</u></b>	<b><u>April</u></b> <b><u>2020</u></b>
Total Red Line Collisions	47	48	49	41	31	18	19	18	11
Total Red Line collisions with damage	37	42	36	38	24	18	16	16	7
Collisions involving a vehicle that struck us	8	8	17	13	8	7	9	6	2
Collisions involving us striking them	0	4	6	9	12	2	2	1	1
Collisions, with Bus and Station	42	25	15	13	6	4	6	4	2
Total incidents involving Center Stations	33	28	21	28	18	22	24	24	12
Total incidents involving Curb Side Stations	11	22	21	16	12	12	23	16	5
Buses Towed	2	2	2	0	0	0	1	2	0





Indianapolis Public Transportation Corporation  
dba IndyGo  
1501 W. Washington Street  
Indianapolis, IN 46222  
www.IndyGo.net

## Planning & Capital Projects Report - April 2020

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**To:** President and CEO, Inez Evans  
**From:** Vice President of Infrastructure, Strategy and Innovation, Jennifer Pyrz  
**Date:** May 28<sup>th</sup>, 2020

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### STRATEGIC PLANNING

The Strategic Planning team continues to advance, or otherwise support, several projects outlined in previous board reports including, among other things:

- Ridership reporting, and ridership studies
- Transit-oriented development planning & zoning
- Shared use mobility planning
- Paratransit operational analysis
- Implementation of the Avail system
- APC certification (rapid and local fleets)
- Purple Line archeology, design, and construction
- Super Stops
- The pursuit of various grant opportunities
- Procurement of the retail network as part of the new MyKey fare collection system
- Annual update to the IndyGo 5-year Capital Plan
- Fuel and maintenance projections / rolling stock capital plan
- Transit Asset Management (TAM) plan
- North Split action plan
- Key Performance Indicators (KPIs)

### Project Development:

**Blue Line:** As was previously reported, IndyGo formally submitted an application to the Federal Transit Administration Section 5309 Capital Investment Grants Project Development process on September 6, 2018. An updated application for the Small Starts program (required annually until grant execution) was filed on August 23, 2019. On February 10th, 2020, the U.S. President's Fiscal Year (FY) 2021 Budget was released. In conjunction with the President's Budget, and as required by law, FTA has published the FY 2021 Annual Report on Funding Recommendations. Included in the February 2020 assessments of the Blue Line (and Purple Line) are FTAs recommendations for improving ratings for two of the project justification criteria: existing land use and economic development. The Strategic Planning Department continues to track and monitor progress related to these criteria.

The National Environmental Protection Act (NEPA) investigations associated with Blue Line project development will lag behind the Purple Line investigations that are currently underway. The team has indicated to FTA its plan to identify and pursue a single site joint development opportunity, which should keep the level of investigation at a "documented categorical exclusion" rather than an "environmental assessment",

a higher threshold of investigation. NEPA investigations for the Blue Line will begin after the conclusion of NEPA for the Purple Line.

**Julia M. Carson Transit Center Level Boarding:** As was previously reported, the design of level boarding platforms at the Julia M. Carson Transit Center has slowed in large part to allow key staff to prioritize the development of the Purple Line. Design has been brought to the 30-percent design stage and has been reviewed. These plans will be held at the 30-percent design stage until 2022/2023. Construction for Julia M. Carson Transit Center level boarding would be concurrent with the construction of the Blue Line BRT.

**Mobility Solutions:** The strategic planning team continues to work with Public Affairs and Operations to explore and advance strategies that promote shared use mobility options for Indianapolis. Due in large part to the fact that public transit serves as the backbone of all mobility solutions, this is a strategic role for the team and the agency.

A small working group comprised of staff from Strategic Planning and Public Affairs continue to develop a position paper; a tool that staff and executive leadership can use to vet and manage new mobility programs and projects.

In addition to the agency mobility position paper, consider the following:

1. **Mobility Partnerships:** IndyGo has continued to maintain and foster partnerships with other mobility providers to assess the potential for technology, trip planning, and payment integrations (see also New Mobility Grant Opportunities below). Chief among these partnerships are IndyGo's strategic plan partnerships with local high schools, and the potential to add university students in the coming months. The team also continues to support the transportation planning efforts of the Englewood CDC with respect to its having been selected as a Moving Forward awardee through the Indiana Housing and Community Development Authority (IHCDA). It is likely that this project will stall as IHCDA responds to the COVID-19 pandemic.
2. **New Mobility Grant Opportunities:** Strategic Planning worked closely with Customer Service to prepare an FTA Accelerating Innovative Mobility (AIM) Challenge Grant. In it, we propose a full-service Mobility Concierge capable of facilitating the complete trip and ease trip payment by brokering mobility trips across modes, payment systems, and transit providers. The project proposal has garnered the support of Congresswoman Brooks, Mayor Hogsett, Senator Braun, and Senator Young, as well as several rural transit providers from the central Indiana region. It is anticipated that the FTA will award these grant dollars sometime this fall.

We reported in April that IndyGo's FTA Integrated Mobility Innovation (IMI) grant proposal was not selected for funding. IndyGo staff has since held a debrief call with representatives from the FTA. Having received proposals seeking more than \$100 million in federal assistance, and having just \$20 million to award, this grant opportunity was highly overprescribed. FTA reviewers assigned three levels of ratings (Highly Recommended, Recommended, Not Recommended) to five different categories (Public impact, Innovation, Technology Transfer, Project Approach, and Team Capacity). IndyGo received Highly Recommended on three of the five categories and received an overall Highly Recommended rating. IndyGo was one of only six Highly Recommended applications not to receive funding; this was likely due in part to limited available grant dollars, geographic diversity in grant awards, and projects that may have been identified as an area of national significance. This debrief afforded IndyGo staff with valuable information, which was then used in the development of the AIM Challenge Grant mentioned above.

3. Shared Mobility Pilots, MLK Center: In March, IndyGo and the MLK Center pivoted the initial pilot scope to deliver prescriptions and groceries to residents. Between March 29 through May 10, the MLK Center has made nearly 180 delivery trips for 94 repeat clients.

As the City of Indianapolis continues to safely move toward more out-of-home work demands, and the need for childcare, IndyGo and MLK Center have begun updating the MOU and Project Scope to include transporting individuals as well as continuing grocery deliveries to those who will remain at home.

Beginning in early June, IndyGo and MLK Center anticipate shifting the scope to include moving individuals to and from employment opportunities and connecting to transit routes. Per Marion County Health Department directives, all drivers will wear masks and gloves, all passengers will be required to wear a mask, and spacing inside the vehicle will be enforced to one person in front row and one in back row.

The micro-transit routing that will connect neighborhood residents to and from transit stops, area shopping and employment locations, and the MLK Center's summer youth programming is in process and will continue to be informed by the existing landscape and requests as collected by the MLK Center employment coaches.

Mobility projects that are currently on hold due to the COVID-19 pandemic include: mobility hubs infrastructure project(s), and the Briometrix, "City on Wheels" pilot to digitally map and assess the health and integrity of sidewalk infrastructure along the Red and Purple bus rapid transit lines.

**Blue Line TOD Planning:** As was previously reported, in July 2018, IndyGo submitted and was subsequently awarded a \$320,000 federal grant award – matched locally by IndyGo (\$40,000) and the City of Indianapolis, Department of Metropolitan Development (\$40,000) for a total of up to \$400,000 – as part of FTA's Pilot Program for TOD Planning. According to the FTA, the Pilot Program for TOD Planning helps support FTA's mission of improving public transportation for America's communities by providing funding to local communities to integrate land use and transportation planning with a new fixed guideway or core capacity transit capital investment. In Indianapolis, the new capital investment piece of this grant award is specific to the Blue Line bus rapid transit line. This project is an integral part of both the City of Indianapolis' TOD implementation strategy and the City of Indianapolis' participation in the Bloomberg Philanthropies, American Cities Climate Challenge.

In early February 2020, the Office of the Mayor approved the proposed approach for updating the city's zoning ordinance to better accommodate, and in some instances require, transit-oriented development along the Blue Line Rapid Transit corridor. The consulting team – working alongside city staff – is drafting strategic text amendments, as well as a new overlay district, which the Department of Metropolitan Development, aided by IndyGo and the MPO, will continue to vet into early June.

### **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 other initiatives:

- **Purple Line Transit Impact Study:** Following in the footsteps of the MPO's Red Line Transit Impact Study (TIS), IndyGo staff is gathering data to capture the "before" conditions of the Purple Line corridor. This project is multi-faceted: it includes a drone flyover, corridor survey, and the report on existing conditions. The intent of the report is to perform a before and after analysis of all rapid transit corridors following a defined set of time after operation begins. The Purple Line TIS underwent internal review and edits. Following this review, it was sent to the Indianapolis Metropolitan Planning

Organization for their review and comment. The Indianapolis MPO returned the Purple Line TIS with comments and they are in the process of being addressed.

- **Paratransit Operational Analysis (POA):** The Strategic Planning team is working with operations, public affairs, legal, and other divisions to facilitate a comprehensive review of IndyGo's paratransit policies, procedures, and practices. IndyGo took receipt of the draft final report, which is a summary of all work done to this point and includes recommendations by the consultant. The report will be discussed at the May Mobility Advisory Committee (MAC) and a late May Paratransit Operational Analysis (POA) Steering Committee.
- **Sponsored Rides:** As previously reported, the Strategic Planning team continues to collaborate with the Public Affairs, Finance & Accounting, and Legal Services divisions to further develop a longer-term IndyGo's Sponsored Rides program where students, employees, and/or clients of partner organizations can ride IndyGo at no direct cost to the program participants. Some of this work has stalled due to not having fully implemented the MyKey fare media collection system. (See also, Shared Use Mobility, on the previous pages.)
- **Automatic Passenger Counter Certification:** The FTA has approved the use of Automatic Passenger Counters (APCs) for ridership reporting on the Red Line. Staff has begun the process of preparing an application to certify the APCs on the local fleet.
- **Retail Network:** IndyGo is in the process of deploying a retail network for the MyKey fare collection system. This will include retail sales, reloading capabilities, and card registration at approximately 400 retail locations in Indianapolis-Marion County. The launch of a retail network was adopted by the IPTC Board of Directors as part of the Fare Policy adoption in February 2019 under the recommendation of IndyGo staff.

Contract negotiations have concluded, and the contract is undergoing final legal review and signature. Unfortunately, after the kickoff meeting was held, Flowbird informed IndyGo and InComm that they do not have the staff capacity to continue with the project at this time. They will be able to assign someone to the project in September. InComm will be sequencing the BRD to be completed in September to ensure that the project can get back on track as quickly as possible. However, this delay does mean that the first retail locations will not be online until early-2021.

Additionally, due to Flowbird's inability to start this work as planned, it is anticipated that InComm will request, or require, amendments to one or more of the contract terms.

- **Grant Applications**

IndyGo is awaiting announcements from the FTA regarding the following grant submissions:

- *Bus and Bus Facilities Program:* - to supplement capital costs associated with the Super Stops projects.
- *Advanced Technology and Congestion Management Technology Deployment:* for advanced technology to resolve issues that present safety, mobility, or congestion challenges in a city or region.
- *2020 Accelerating Innovative Mobility (AIM) Challenge Grant:* See New Mobility Grant Opportunities on the previous pages.

In addition, Indianapolis MPO SFY 2025 Call for Projects: The Indianapolis MPO released its call for projects package for SFY 2025 federal funding on September 12th. IndyGo submitted its project application. The MPO is recommending that no projects are selected for funding until, at least, August, depending on the negotiations with INDOT regarding the federal program swap.

- **Transit Asset Management (TAM)**

TAM Plan Implementation: IndyGo submitted its Transit Asset Management (TAM) Plan in October 2018. The TAM Plan captures IndyGo's transit asset management process, including current inventory and asset management targets. The FTA requires this plan to be updated every four years. IndyGo staff is convening a TAM Team to review the 2018 TAM Plan and its recommended actions to develop an action plan for the remaining years of the plan.

TAM State of Good Repair Targets: Annually, IndyGo is required to submit state of good repair targets for revenue vehicles, non-revenue service vehicles, and facilities to NTD. The TAM Team is working to establish these targets for FY2020 before the NTD deadline. The NTD deadline has been extended to May 30 and the targets will be submitted prior to the deadline.

- **Regional Initiatives/Discussions**

Section 5307/5311 Allocation Plan: A consultant has been selected and is under contract for this study. RLS and Associates will perform the analysis, with guidance from the MPO, IndyGo, and CIRTA.

Section 5310 Oversight: All site visits for 2019 were concluded in March 2020. Sub-recipients are aware of outstanding issues and are working to correct them. Staff have requested that each sub-recipient transition from monthly reporting to annual reporting. Annual reports are due from all sub-recipients by June 30, 2020. IndyGo staff plan to prepare a short presentation/report for board members to understand the impact of the Section 5310 program.

Section 5310 2019 Call for Projects: All vehicles ordered for the 5310 2019 call for projects have been picked up. The one remaining project to be delivered is the equipment purchase by Johnson County Senior Services. This project is well on its way, however, and IndyGo staff believe it should be ordered and delivered by the end of 2Q 2020. The project has been delayed as IndyGo staff have been working on emergency procurement requests due to the coronavirus.

Section 5310 2020 Call for Projects: The 2020 CFP is scheduled to close on May 22. The estimated available amount of federal dollars is \$520,000. Last year's call resulted in the funding of 13 vehicles and some needed communication equipment.

Suburban Transit Planning: IndyGo has participated in several stakeholder meetings for the development of the Guilford Township Transit Plan, which includes planning for transit in the Town of Plainfield. A preferred network has been developed and was presented to the Guilford Township Advisory Board on March 4. The Advisory Board met in early May and rescinded the question. Therefore, Guilford Township residents will not vote on a transit referendum in November. The next earliest year that the township could vote on the referendum would be 2022. IndyGo staff will continue to work with the employers and the workforce connectors to ensure a seamless transfer.

## **ENGINEERING & CONSTRUCTION**

### **Red Line**

The Red Line project is substantially complete and open for service. Contractors have completed all punch list items. Some repairs are being made this month to the northbound Capitol Avenue bus lane because of pavement rutting. The only major scope item remaining on the project is the installation of Accessible Pedestrian Signals. Design is complete and installation will likely be complete this summer.

### **Purple Line**

IndyGo's design consultant is progressing towards final design being completed in January 2021. They are

currently modifying drainage plans on 38th Street to address CEG requirements and preparing the necessary documents for submittal to FTA this June as part of the Small Starts program. The team held an internal risk workshop earlier this month and is updating the risk register. The next design review will occur in July/August.

The agreement between IndyGo-DPW-CEG is ready for execution by all parties pending FTA's approval. Purple Line ordinances have been approved by the City of Indianapolis City-County Council on May 11 and by Lawrence on May 20.

The Purple Line has begun the process of a NEPA Re-Evaluation for the drainage work. Additionally, the Archaeological Phase III Mitigation Report is under review by the FTA and will be submitted to the State Historic Preservation Office (SHPO) within the next few weeks.

### **Blue Line**

Blue Line NEPA and design is currently on hold.

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

Several other on-street projects, including the Super-Stops project, Rural Street underpass lowering, and bus stops and shelter improvements were included in the Marion County Transit Plan and the IndyGo Five-Year Capital Plan. The bus stops project has been awarded to Shuck Corporation and is in progress. Rural Street Underpass and Super Stops project are currently in design.

The Super-Stops project is undergoing advanced design and coordination with the Department of Public Works. Work on Delaware Street that is associated with this project is being coordinated with Indy DPW. The Planning & Capital Projects team continues to consult the Executive Leadership team with respect to the timing of various approval processes; anticipating that the soonest construction of Super-Stops could begin is late-2020 to early-2021.

Super-Stops, for the purposes of the Bus and Bus Facilities Grant, will require a NEPA re-evaluation for the Vermont & Capitol platform pair. A cost estimate for the work from Metric Environmental, the environmental sub-consultant to Shrewsberry, has been received. A change order for \$8,500 to complete the NEPA Re-Evaluation is underway.

Local bus stops are currently being improved in anticipation of changes to routing as part of the Marion County Transit Plan. IndyGo is working with DPW to identify, program, and fund improvements that will ensure all new stops are accessible. This may include sidewalk or curb ramp construction and/or sidewalk construction.

### **FACILITY PROJECTS**

The Capital Improvement Projects for Facilities have Task Orders/Projects for on call services with WSP for high voltage and The Etica Group for architectural. WSP is tasked to work on Electric Bus Fleet Charging Facility Upgrades and CCTV Camera Improvement placement. The Etica Group is tasked with Office Renovations, Vehicle Wash, Garage Door Improvements (Maintenance Area), Paint Booth, Security Screen Doors, Multi-Use Training Facility and Maintenance Area Renovations. These On-Call contracts are wrapping up and completing open tasks only. The contacts end May 31, 2020, an extension request will be presented to the IndyGo Board in May 2020.

- **Electric Bus Fleet Charging Facility Upgrades** – Project completed and closed.
- **Garage Charging Conversion & Julia Carson Transit Center Feasibility Charging Study** –WSP is working on options for conversion of power for not only new 40' vehicles, but also a more universal charging option for the garage. At the Julia Carson Transit Center WSP is assisting in identifying what options IndyGo has for charging within the existing footprint. Both studies will be completed and submitted Friday, April 10, 2020. The study for the garage will now prompt a project to install (2) two types of DC

chargers. WSP is working on the design. The project will go out for Procurement in August, with construction starting October.

- **CCTV Camera Improvement Project** – This project is managed by Mark Emmons, IndyGo Director of Security & Training. The project is currently under construction with Miller-Eads, Prime Contractor.
- **Space Planning Renovations Construction** – Project is at Substantial Completion, with punch list work and a few remaining items to be completed for project closeout with RL Turner, Prime Contractor. The activity to close out has been delayed due to the COVID 19 pandemic. This is tentatively scheduled for final completion June 2020.

There are a few remaining furniture items that are scheduled for delivery this month, once they are delivered it will conclude the furniture installation for Office Renovations Project with Business Furniture. The delivery has now been scheduled for May 27, 2020.

- **Space Planning Renovations Maintenance Area Design**– The Garage Door Improvements will begin this phase of work; this will include widening of the garage door from vehicle wash to the parking, charging area, the retrofit of the fire door and tie-in to the fire suppression system and upgrade and installation of the fire door for the front garage door near Treasury. This work has been completed under the Vehicle Wash/Paint Booth/Garage Door Improvement Project.

The next phase of Maintenance will be the renovation of offices, rest rooms, Maintenance locker rooms and lounge and the old Training Room (Cube Farm) and new exercise area; the project also includes the IndyGo Board Room, the front lobby restrooms and the front security desk. Design is underway. An additional Task Order is being issued for additions to the Maintenance Area Renovations Project. The goal is to have the IT Area, Locker Rooms and new Exercise Area start construction August/September 2020.

- **Vehicle Wash Rack/ Garage Door Improvement/Paint Booth**– The project scope includes the removal and installation a new vehicle wash system, removal and installation of a new paint booth system and widening of the garage door and removing the fire suppression door and suppression system. Internal coordination is ongoing regarding the logistics during construction. Demolition of the door widening is completed and awaiting the frame of the opening. The vehicle wash system construction installation is complete. Testing & start-up went well and training for staff has been completed. The new vehicle wash system is now operational.

The Paint Booth construction is scheduled to start again week of May 18, 2020 with the receipt of IDEM operating permit needed for the new system. The operating permit will be maintained by IndyGo's Safety team; this is something new for the agency. New Standard Operating Procedures will be created on operational compliance and permit renewal requirements. The application has been submitted and construction should continue soon with an estimated completion date mid-June. RL Turner is the Prime Contractor for the project.

- **Training & Contingency Facility** – The location is to provide a full training facility with grounds for a driving course and space for maintenance training. It will also operate as a contingency site for the agency. The project went out for procurement and we received (4) proposals for the project. Although the proposals were all within \$500,000 from the lowest proposal to the highest proposal, they all were substantially over the Independent Cost Estimate and project budget. This project will not be awarded at this time. The design team, IndyGo procurement and legal will review the project and come up with a different strategy, schedule and budget for procurement again later this year.
- **Overhead Security Screen Doors/Emergency Exit Doors** – The project scope is for the installation of nine screen doors on all bay doors in the facility and 18 emergency exit/exterior doors, in hopes of

creating a more project that will attract more contractor interest. The project was out for procurement, proposals were due Monday April 6, 2020; no bids were received. Some of the overhead screen doors and pedestrian access doors will be included in the Maintenance Area renovations project with the remaining doors being addressed individually.

- **Solar Panel Expansion** – This project is federally grant funded. The design is near 100% complete for expansion on the roof. The design team will work on cost estimate and options for expansions in other areas on property; possibly the parking area. Once all options have been explored, an evaluation will be made on how to proceed accordingly. WSP is the design team for the project; Ed Parsley and Mark Crane have been acting as project managers.

Respectfully submitted,

**Jennifer Pyrz, PE**

Vice President of Infrastructure, Strategy and Innovation



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## Public Affairs Division Report – April 2020

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**To:** Chair and Board of Directors  
**From:** Vice President of Public Affairs and Communications, Bryan Luellen  
**Date:** May 28<sup>th</sup>, 2020

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### CONSIDERATION OF PUBLIC AFFAIRS REPORT FOR APRIL 2020

**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

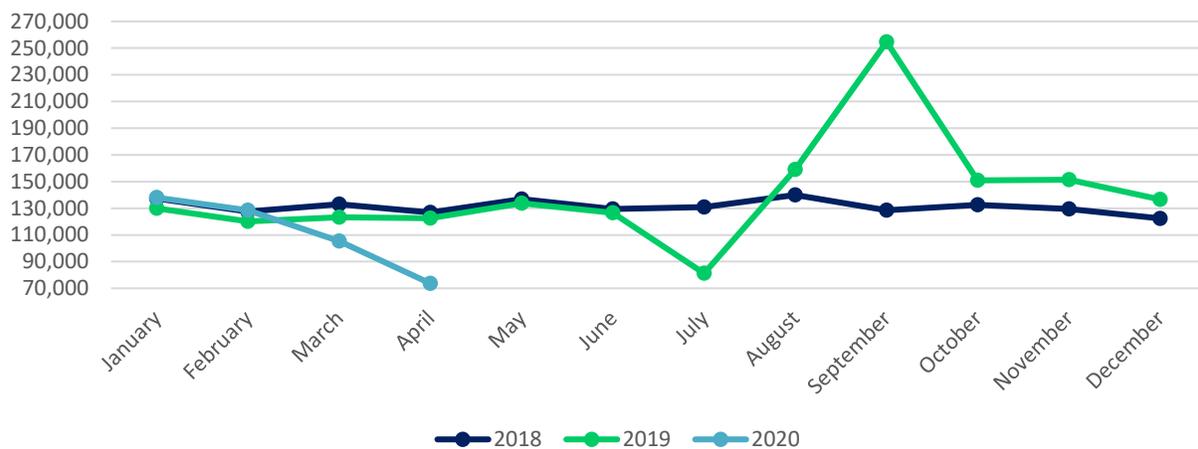
Contributing Staff includes:

Daniel Krupski, Customer Service Business Analyst  
Vanessa Rivera, External Communications Coordinator  
Allison Potteiger, Organizational Communications Manager  
Cheryl McElroy, Internal Communications Specialist  
Jordan Patterson, Community Outreach Coordinator

**INDYGO.NET WEBSITE STATISTICS:  
(4/1/2020-4/30/2020)**

Page Views	156,613
Bounce Rate	56.34%
New Users	19,584
Returning Users	11,331
Total Sessions	73,680
Total Monthly Sessions Comparison to Previous Year	60.16%

IndyGo.Net Website Sessions



Date	Mobile	Desktop	Tablet
<b>Apr-20</b>	69.69%	28.50%	1.81%
<b>Mar-20</b>	66.58%	31.57%	1.85%
<b>Feb-20</b>	67.47%	30.57%	1.96%
<b>Jan-19</b>	67.47%	30.60%	1.93%
<b>Dec-19</b>	70.09%	27.89%	2.02%
<b>Nov-19</b>	67.09%	30.43%	2.48%
<b>Oct-19</b>	67.09%	30.08%	2.82%
<b>Sep-19</b>	69.12%	26.95%	3.93%
<b>Aug-19</b>	62.37%	33.75%	3.88%

# IndyGo to resume fare collection after installing plastic shields



CENTRAL INDIANA COVID-19 COMMUNITY ECONOMIC RELIEF FUND

SUPPORTING CENTRAL INDIANA'S HUMAN SERVICE NEEDS DURING THE CORONAVIRUS PANDEMIC.

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## IndyGo, Uber Reduce Fees for Essential Workers

Monday, April 20th 2020, 10:44 AM EDT  
Updated: Monday, April 20th 2020, 3:40 PM EDT  
By Reed Parker, Writer/Reporter

IndyGo to resume fare collection on Monday



By: Bob Blake

Posted at 10:07 PM, Apr 30, 2020 and last updated 11:44 PM, Apr 30, 2020

INDIANAPOLIS — IndyGo on Thursday announced it will resume on Monday after the company installed plastic shields to allow for safer interaction between drivers and



Photo courtesy of IndyGo

INDIANAPOLIS - IndyGo is partnering with Uber for a limited time to offer one round trip Uber ride each work day for workers within Marion County. IndyGo will take a trip request via phone and will then book the Uber ride on behalf of workers through Uber Central, a web-based reservation system.

## Drive-thru testing site opens at Indiana State Fairgrounds



by: Staff Reports  
Posted: Apr 2, 2020 / 10:07 AM EST / Updated: Apr 2, 2020 / 10:07 AM EST

## Coronavirus leads to decline in IndyGo ridership, delay in controversial route plan

Ethan May, Indianapolis Star | Published 6:23 p.m. ET April 23, 2020 | Updated 5:27 p.m. ET April 26, 2020



Masks, hand sanitizer, distancing are included with spot cleaning of IndyGo buses during these

### the job network

Keywords (ex. registered nurse)

Indianapolis, IN

FIND JOBS

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MORE STORIES

## Topics Include:

With the evolving pandemic, IndyGo is doing everything to stay innovative and help the community who still depend on public transportation to get to and from work. IndyGo has partnered with community groups to provide essential needs to families, as well as with Uber to provide subsidized rides to those who need to get to work. The media has helped IndyGo spread these messages throughout April. In April, IndyGo also communicated that the new network would be postponed due to staffing and COVID. Overall, coverage has been neutral and very informative to Indianapolis.

## MEDIA EXPOSURE

- Indygo news: 26
- Indygo broadcast: 32
- Indygo social: 401

## SOCIAL PERFORMANCE:

# INSTAGRAM PERFORMANCE

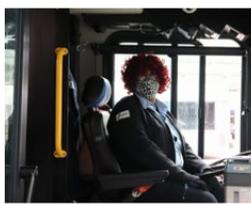
- Generated 21,790 impressions
- Drove a 3.84% engagement rate
- Generated 29 New Followers: 2,953 Current followers



**@Indy's Public Transit**  
US | Yesterday • 12:00 AM

If you ride the bus you will notice we have installed a plexiglass shield on some buses and will be installing this shield on all of our buses to provide a physical barrier. Our commitment to protecting you and our Bus Operators is very important to us! ... #IndyGoBus #Indianapolis #SocialDistancing #MassTransit #PublicTransit #Indy #PublicTransportation #Indyconnect #transitworks #VisitIndy #masstransportation

4 ❤️ 108  
10.4% Engagement Rate



**@Indy's Public Transit**  
US | Apr 19 • 12:00 AM

Just a friendly reminder to be kind to your neighbor and your driver! We want to help you get to where you need to go, but please help us by doing your part, we are #INThisTogether ... #IndyGoBus #Indianapolis #SocialDistancing #MassTransit #PublicTransit #Indy #PublicTransportation #Indyconnect #transitworks #VisitIndy #masstransportation

3 ❤️ 70  
8.00% Engagement Rate

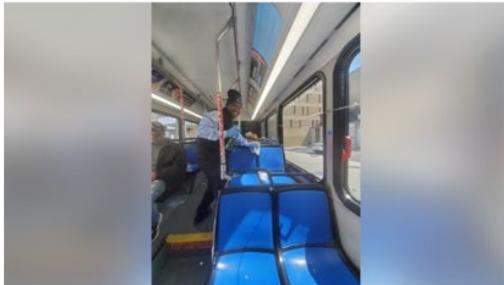


**@Indy's Public Transit**  
US | Apr 24 • 12:00 AM

Food deliveries have increased! Families throughout the area are receiving non-perishable food items. We are happy to be part of this initiative. A big shout out to the Near Northwest Response Team & partners for making this happen. @PGSchools @igniteindyl... #IndyGoBus #Indianapolis #RapidTransit #MassTransit #PublicTransit #Indy #PublicTransportation #Indyconnect #transitworks #VisitIndy #masstransportation #mobilitypartners

# TWITTER PERFORMANCE

- Total 84,819 total impressions
- Drove a 2.13% engagement rate
- Generated 18 NEW followers: 5,797 current followers



**@IndyGo**  
US | Apr 6 • 12:00 AM

Not only are our bus operators behind the wheel, but they are disinfecting our buses! We are working together to make sure we continue to provide a safe environment for everyone. Please continue to show appreciation to our drivers and maintenance teams! <https://t.co/EnPKqiz0wG>

1 33 5  
8.06% Engagement Rate



**@IndyGo**  
US | Yesterday • 12:00 AM

If you ride the bus you will notice we have installed a plexiglass shield on some buses and will be installing this shield on all of our buses to provide a physical barrier. Our commitment to protecting you and our Bus Operators is very important to us! <https://t.co/l2NghJkWE7>

4 37 7  
4.21% Engagement Rate

# FACEBOOK PERFORMANCE

- Had a total of **67,762** organic impressions and **3,971** paid impressions.
- Drove a 5.64% engagement rate



**@IndyGo**  
US | Yesterday • 12:00 AM

If you ride the bus you will notice we have installed a plexiglass shield on some buses and will be installing this shield on all of our buses to provide a physical barrier. Our commitment to protecting you and our Bus Operators is very important to us!

12 84 12  
19.46% Engagement Rate



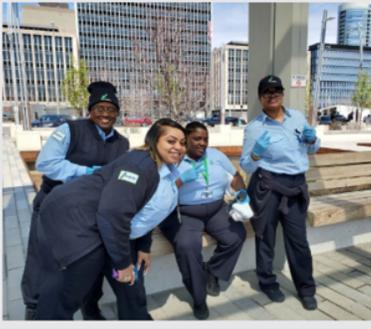
**@IndyGo**  
US | Apr 6 • 12:00 AM

Not only are our bus operators behind the wheel, but they are disinfecting our buses! We are working together to make sure we continue to provide a safe environment for everyone. Please continue to show appreciation to our drivers and maintenance teams! And again, thank you all for only riding the bus for essential trips!

6 57 7  
14.2% Engagement Rate

# EMAIL MARKETING

**INSIDEINDYGO** >>>



We want to begin by saying thank you for staying home and doing your part during these uncertain times. Hang in there! We are in this together and will get through these unpredictable times. Find out everything we are doing to keep you safe below.

## The Latest COVID-19 Updates

We continue to make changes in response to the coronavirus outbreak. Per Government officials' we ask that you only ride for essential trips.

Effective Saturday, April 4, the Carson Transit Center lobby will be closed to the public. However, buses will still service the CTC on Saturday schedules, Monday-Sunday and Sunday schedules will remain the same.

Additionally, we ask please board at the rear door of the bus. If you need the ramp or are using a mobility assistance device, you may still board at the front door. Fare collection is suspended at this time until further notice.

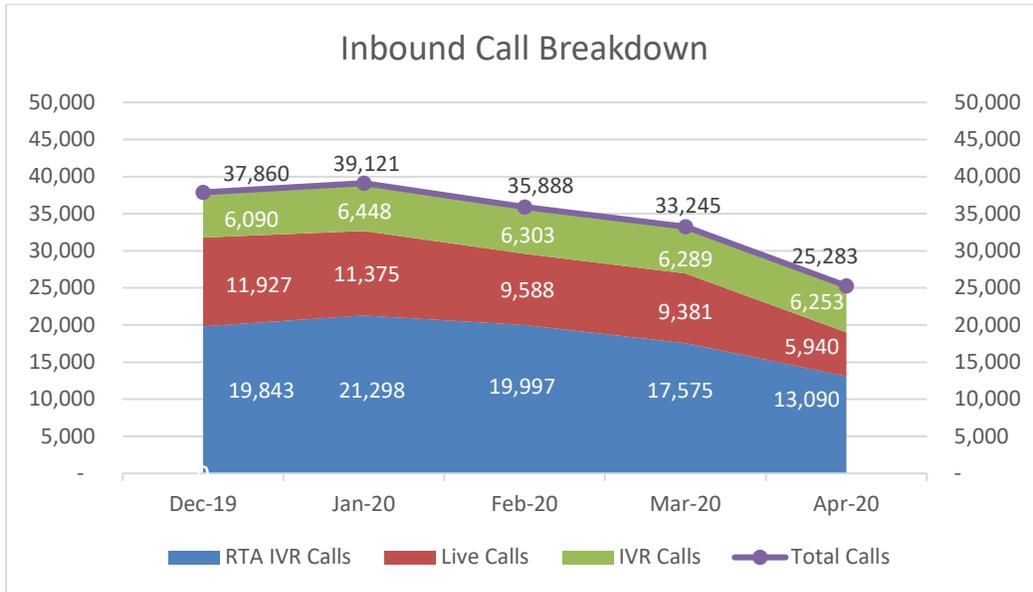
## Transit Employee Appreciation Day

## APRIL NEWSLETTER

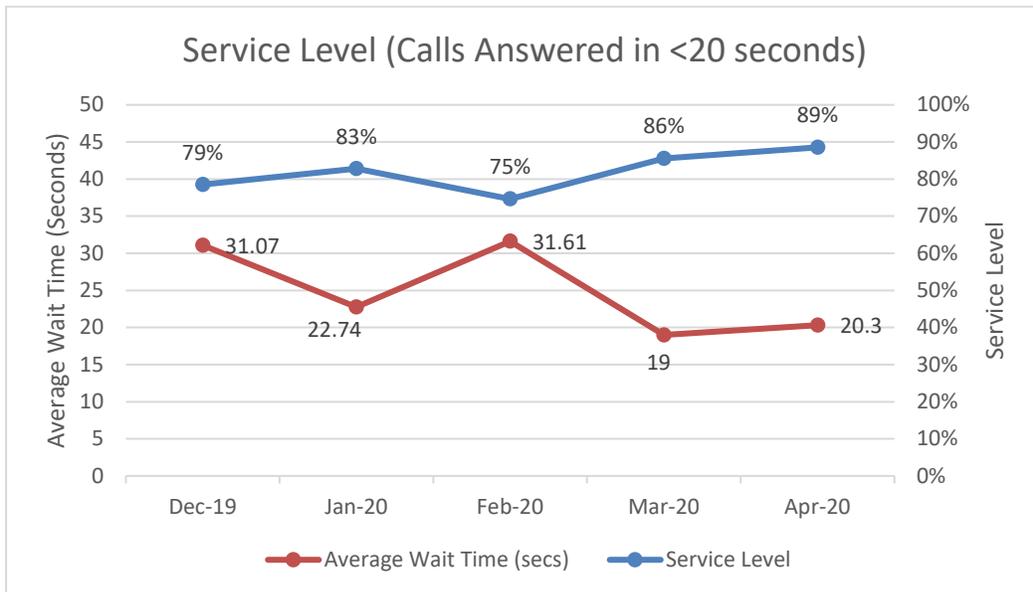
- 5,424 of Recipients received the newsletter
- 5.62% CTR
- 22.33%% Open Rate

## APRIL CONTACT CENTER REPORT

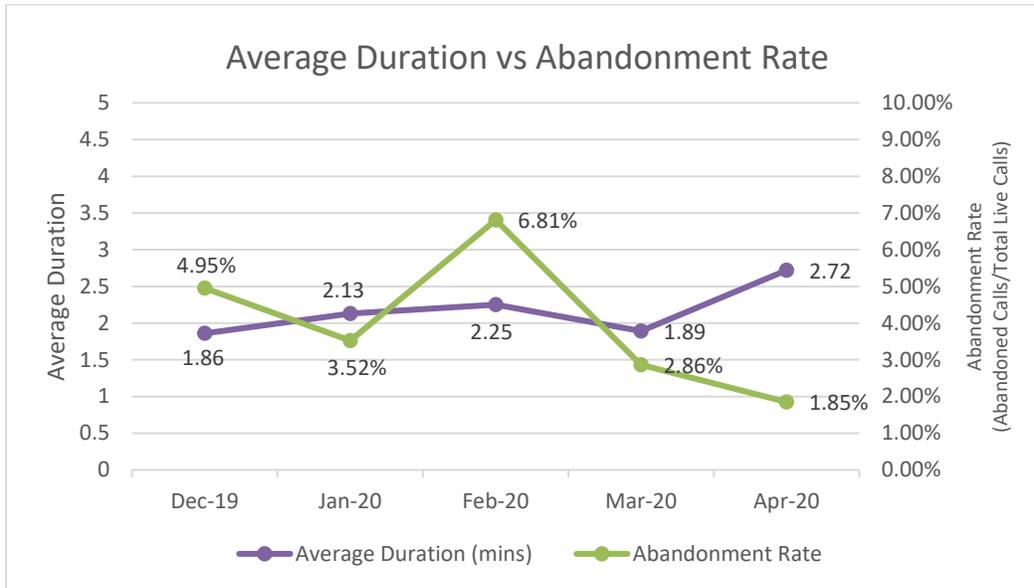
Inbound call metrics experiences a steep drop off due to COVID-19 reduced call volume combined with reduced ridership.



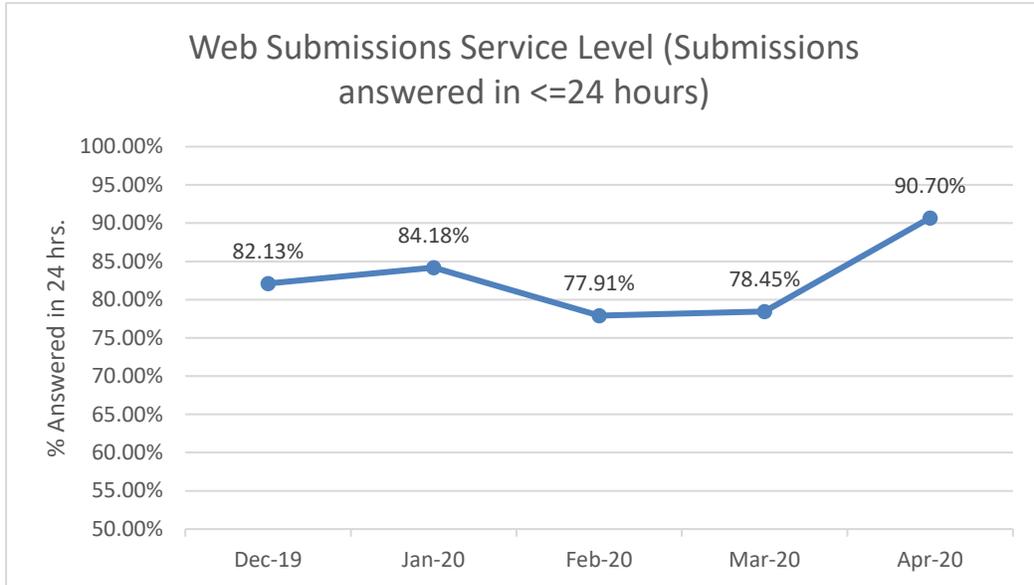
Calls answered in 20 seconds continued to a second straight high due to a reduction in average wait time. This corresponds with a reduction in call volume due to COVID-19.



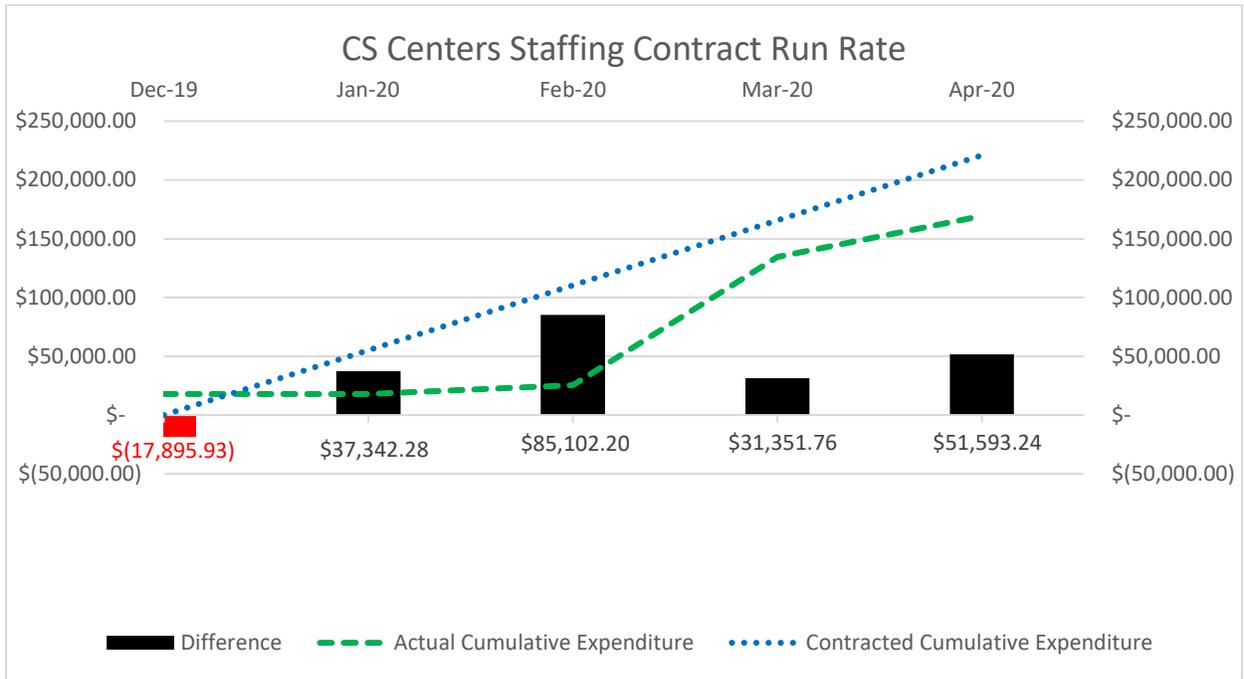
Abandonment rate in March reached a second straight low. Call duration increased, likely due to large changes in service (including reduced hours and suspension of fare collection) and implementation of the new Uber program.



Web submission service level experienced a large increase. This is in part due to the massive reduction in quantity of web submissions (455 in March, 129 in April).

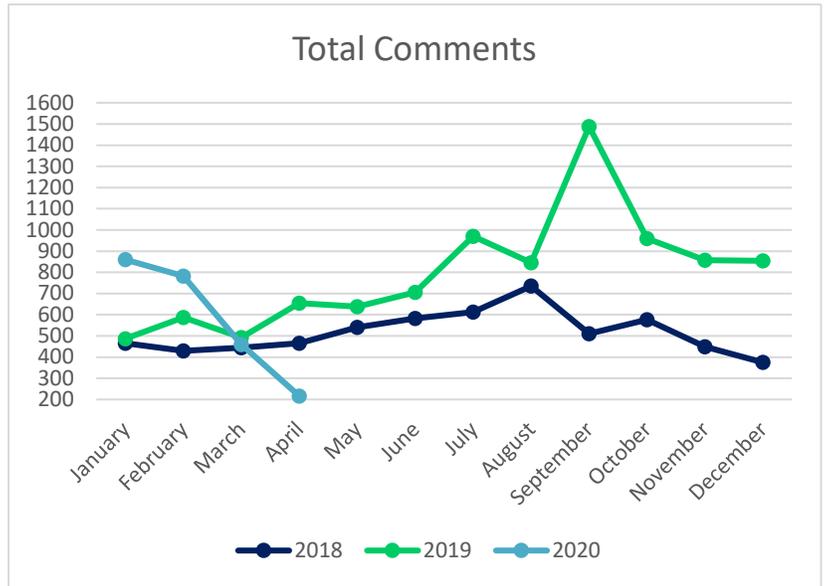


Contract Run Rate is a new metric we are tracking. This will particularly give us insight to the changes in staffing. Currently, we are \$51,593.24 under budget. This is due to lower than expected staffing needs.



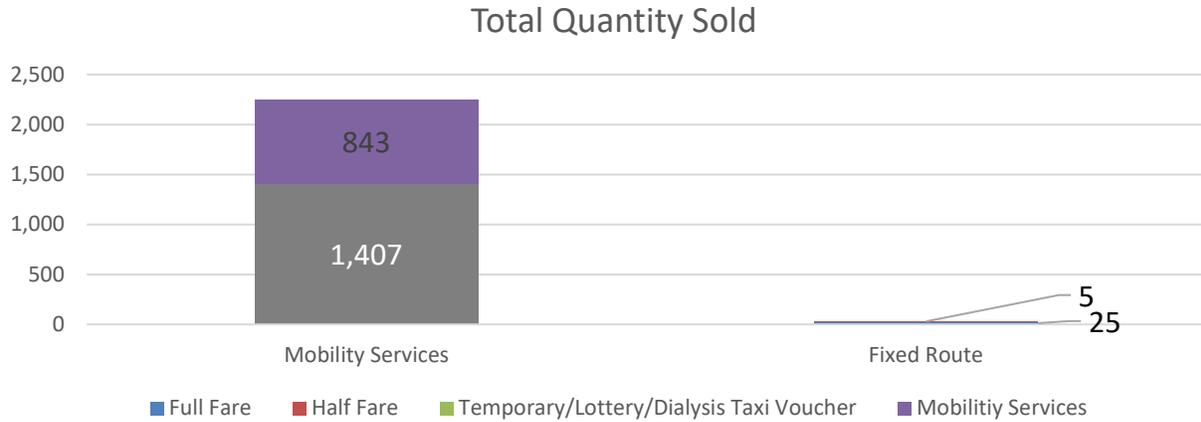
## APRIL CUSTOMER COMMENTS: 217

Category	Amount
Safety	36
Pass By	34
Courtesy	31
Schedule Adherence	22
2020 COVID	15
ADA	14
Compliment	11
Request	10
RED LINE	8
Customer Service Centers	7
Routes	6
Rules	6
Security	5
Denial	3
Facility Maintenance	3
Vehicle Maintenance	3
Bus Stop	2
Express Commuter	1



## APRIL PASS SALES REPORT:

Total Quantity of Passes: 2,280



## ADDITIONAL REVENUE AND RIDERSHIP INFORMATION FOR APRIL:

Retail Desk Purchases: \$0.00

Cash: \$0.00

Checks: \$0.00

Credit Cards: \$0.00

Veteran IDs Sold: 0

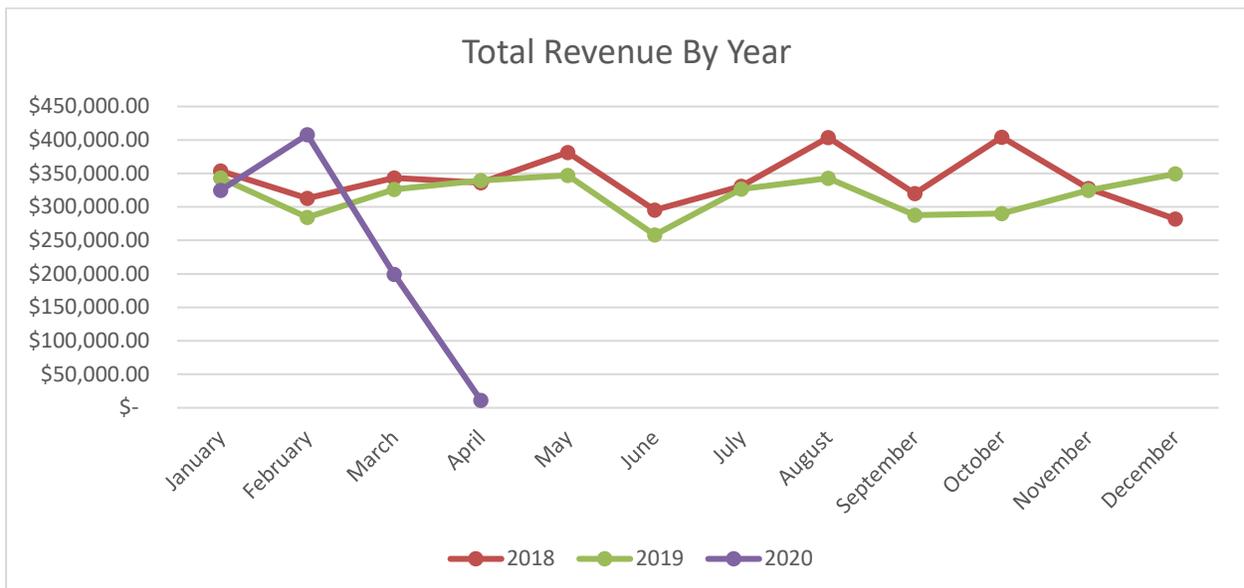
North Central: No fare collection

IPS Ridership: No fare collection

IndyMet: No fare collection

PPHS: No fare collection

IndyGo: No fare collection

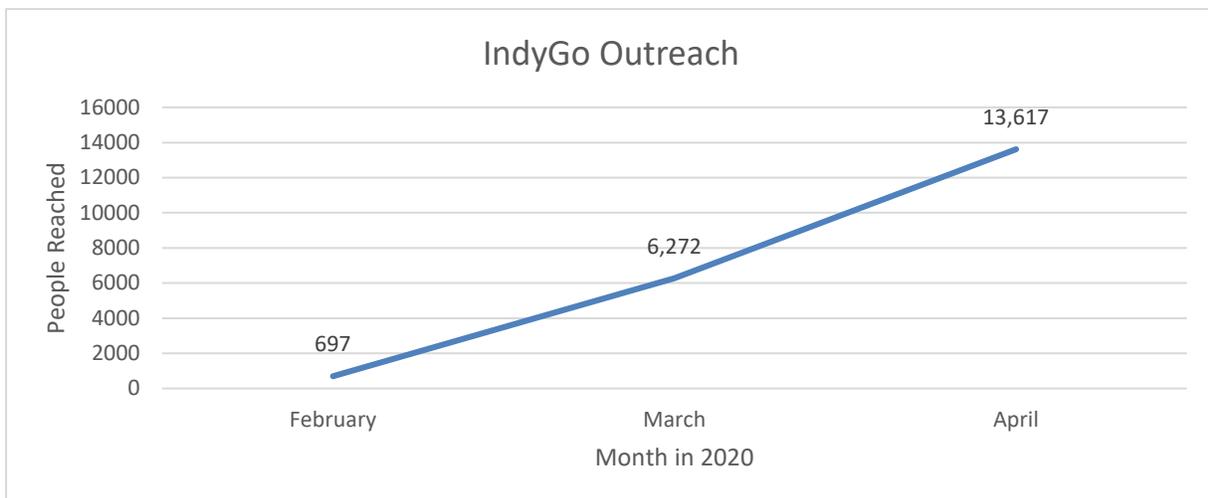


## OUTREACH SUMMARY FOR APRIL

Outreach in April reflects the guidance of government and health officials to limit group gatherings. With in-person events cancelled in mid-March due to the COVID-19 outbreak, outreach efforts pivoted to a digital strategy to provide education and allow feedback about IndyGo service. This included video presentations and live streams.

Outreach in April continued this digital strategy and consisted of an “IndyGo Now” video presentation with pertinent updates for partners, volunteers, and neighborhood groups. The month also included live streams of the April Service and Finance Committee meetings, along with the Board of Directors meeting. IndyGo’s Inez Evans and Jordan Patterson were featured as guest on virtual conversations with the Indianapolis Recorder and IndyHub and discussed IndyGo’s response to COVID-19.

Reach more than doubled in April from the previous month from 6,272 to 13,617. Participation in the Indianapolis Recorder and Indy Hub virtual conversations helped broaden IndyGo’s audience. In May, IndyGo plans to continue to stream virtual meetings and provide IndyGo Now video presentations, as well as host a virtual meeting for Purple Line stakeholders.



### APRIL OUTREACH EVENTS:

Date	Event	Reach
1-Apr	Virtual Presentation: IndyGo Now	128
16-Apr	Virtual Meeting: Service Committee	2,310
16-Apr	Virtual Meeting: Finance Committee	119
23-Apr	Virtual Meeting: Board Meeting	1,368
23-Apr	Virtual Meeting: Indianapolis Recorder	7,137
30-Apr	Virtual Meeting: Indy Hub	2,683

## **INTERNAL COMMUNICATIONS & STRATEGIC PLANNING APRIL**

Internal outreach is focusing on the human aspect of IndyGo through employee stories that foster an engaged, employee-centric culture.

### **INTERNAL EVENTS:**

The following communication was emailed to IndyGo employees from Inez Evans Weds. May 6:

#### **IndyGo's May 2020 Virtual Town Hall**

Hello IndyGo,

I am excited for the opportunity to share a couple updates. I apologize for the delay in hosting our first 2020 Town Hall, COVID-19 has certainly challenged us all - including the timing and delivery of Town Halls.

**In alignment with our continued efforts to prevent the spread of Coronavirus, please view our [Town Hall virtually](#).**

Join me as a few co-workers and I provide information about the Indianapolis Public Transportation Foundation, updates about IndyGo NEXT and Bus Stop Balancing, progress on our next rapid transit line – the Purple Line, our Strategic Plan, and finally, where we are with our facility renovations. An additional piece to hosting a successful Town Hall session is collecting your insight and feedback.

**Please share your comments and questions by emailing [Town Hall: May 2020 Feedback](#), filling out an [anonymous online form](#), or dropping a form in one of the lounge drop boxes before Friday, May 15.**

Once all comments and questions have been collected, we will provide a follow-up communication addressing the topics of discussion.

If you are interested in dedicating time to making IndyGo an even better place to work, please contact [Allison Potteiger](#) (317.614.9295).

Thank you for watching this Town Hall session, providing questions and feedback, and helping IndyGo grow and improve our riders' access around the city.

Have a wonderful week,

Inez P Evans  
President and CEO



Indianapolis Public Transportation Corporation  
dba IndyGo  
1501 W. Washington Street  
Indianapolis, IN 46222  
www.IndyGo.net

## Operations Division Report- April 2020

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**To:** President and CEO, Inez Evans  
**From:** Vice President of Operations/Chief Operating Officer, Aaron Vogel  
**Date:** May 28<sup>th</sup>, 2020

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### TRANSPORTATION SERVICES

#### Employee Recognition:

May Employees of the Month

**Operator:** Carmon Bobbitt

Carmon was nominated by Supervisor Carl Pickens. He notes that the operator always has a great attitude and strong work ethic.

**Garage:** Kevin Alexander

Kevin was nominated by Alene Brown. She notes that he is a hard worker, team player and dependable.

#### Commendations:

The following employees were recognized for their extraordinary customer service.

Fixed Routes:

India Boone, Gina Bragg, Irvine Devers, Tevon Green, Angela Heitzman, Jessica Hoffman, Marilyn Hughes (2x), Travis Pearson (2x), Kathy Smith, Anthony Snow, Arthur Spain, Kelly Vinson and Ray Wright

## **Service Planning**

### Service Scheduling

The Covid-19 crisis began in March and staff acted quickly to put together an emergency operator Bid to reduce weekday service levels to match Saturday. This Bid will run through May 30 with regular service resuming on May 31. IndyGo will roll back to the original operator Bid that took effect in February. There is a contractually planned Bid that takes effect the second Sunday of June each year. Since the MCTP has been put on hold until 2021, the June bid will take effect on June 28 – two weeks later than normal with no changes to existing schedules. This will allow operators to make adjustment to the daily schedules for childcare and other needs. Staff will begin work on schedule and run time adjustments for the October Bid.

### Bus Stops ADA Accessibility Plan

In 2019, per requirement by INDOT, Service Planning completed an inventory of all existing bus stops in order to collect bus stop measurements to be used for determining ADA accessibility and ADA compliance. In recent weeks, Service Planning staff has been reviewing the inventory data and compiling a methodology to determine ADA compliance using the collected bus stop data. An internal steering committee will then be invited into the process to determine other criteria that will be used to implement a plan to prioritize bus stops for ADA improvement, with external community engagement to follow. The final ADA bus stop priority plan, which will be submitted to INDOT, will provide IndyGo's Service Planning team with a framework and guide for ongoing bus stop accessibility improvements. This will continue to move IndyGo towards increased accessibility and, eventually, full ADA compliance for all bus stops within the IndyGo service area, per requirement by the FTA and INDOT.

### Bus Stop Improvements

IndyGo awarded a contract to improve over 180 bus stops with sidewalks, curb ramps, crosswalks, and boarding, bench, and/or shelter pads. Work on these sites began in August 2019 and will continue through Summer 2020. This project provides for physical improvements to the pedestrian environment at key bus stop locations and transfer points throughout the fixed-route system. This is the first phase of the Local Bus Stop Improvement Project and will result in the installation of over 40 shelters, 100 benches, and over 100 boarding pads. Thirty-five sites will have additional sidewalk totaling approximately 1,238 linear feet. Approximately 130 bus stops will be completed in this first phase of improvements. Some bus stops had to be removed from the initial improvement list due to design or constructability issues but will be reevaluated in the next phase of improvements to begin in mid-to-late-2020. To date, 74 bus stops have been completed, with the remainder to be completed this spring and summer.

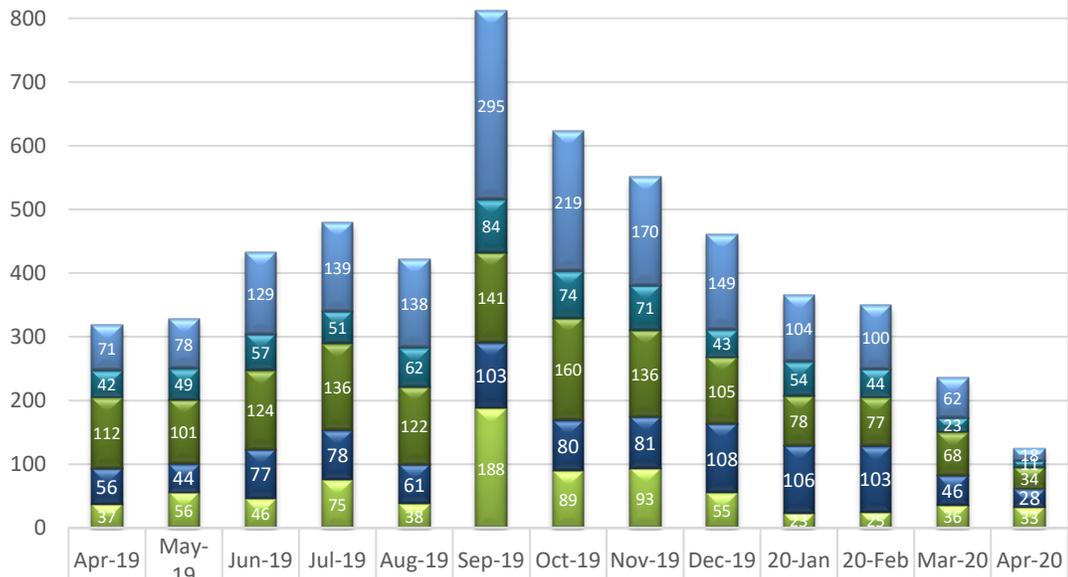
### Community Initiated Bus Stop Improvements

Staff continues to work with individual property owners, developers, and non-profit groups to improve bus stops near or integral to their facilities. Locations being improved through these partnerships are at 25th & Hillside (east and westbound), Clifton & Congress (north and southbound), Wilson & Greenwood Springs Blvd. (outbound), and at three Indianapolis Marion County Public Library locations (Michigan Street & Belmont, Michigan Road & 62nd Street, and 25th & Sherman Street), with more to follow.

Current Month			IndyGo	Year to Date		
Apr-19	Apr-20	% Change	Fixed Route Ridership	2019	2020	% Change
15,733	4,477	-71.5%	2 E. 34th St.	61,188	38,760	-36.7%
32,812	7,570	-76.9%	3 Michigan St.	125,353	88,668	-29.3%
12,840	4,174	-67.5%	4 Fort Harrison	47,588	31,986	-32.8%
17,072	5,817	-65.9%	5 E. 25th	65,469	45,241	-30.9%
11,529	2,757	-76.1%	6 N. Harding	45,692	31,865	-30.3%
135,666	50,286	-62.9%	8 Washington St.	507,858	373,315	-26.5%
88,746	32,674	-63.2%	10 10th St.	335,544	246,434	-26.6%
4,077	1,706	-58.2%	11 E. 16th St.	13,875	13,648	-1.6%
4,345	1,050	-75.8%	12 Minnesota	17,050	9,905	-41.9%
3,349	719	-78.5%	13 Raymond	11,739	6,847	-41.7%
8,896	2,224	-75.0%	14 Prospect	33,535	19,029	-43.3%
16,431	3,364	-79.5%	15 Riverside	62,562	43,551	-30.4%
11,573	3,300	-71.5%	16 Beech Grove	40,968	32,785	-20.0%
20,107			17 College	76,301		
11,145	1,510	-86.5%	18 Nora	42,822	18,955	-55.7%
35,017	5,437	-84.5%	19 Castleton	130,826	63,992	-51.1%
14,345	4,778	-66.7%	21 East 21st St.	51,642	43,796	-15.2%
9,134			22 Shelby	34,425		
10,501	3,111	-70.4%	24 Mars Hill	40,848	33,883	-17.1%
11,926	4,207	-64.7%	25 W. 16th St.	47,371	35,666	-24.7%
13,854	5,349	-61.4%	26 Keystone	51,016	47,067	-7.7%
13,352	3,650	-72.7%	28 St. Vincent	50,410	33,804	-32.9%
8,233	2,275	-72.4%	30 30th St.	29,926	24,121	-19.4%
25,336	3,569	-85.9%	31 Greenwood	93,055	31,744	-65.9%
26,812	8,282	-69.1%	34 Michigan Rd.	99,447	74,469	-25.1%
36,505	8,401	-77.0%	37 Park 100	136,638	87,495	-36.0%
27,605	7,624	-72.4%	38 Lafayette Square	101,018	55,151	-45.4%
97,005	30,639	-68.4%	39 E. 38th St.	370,092	220,266	-40.5%
4,058	1,546	-61.9%	55 English	15,083	14,739	-2.3%
9,467	2,897	-69.4%	86 86th Street Crosstown	33,230	27,095	-18.5%
12,498	2,689	-78.5%	87 Eastside Circulator	43,817	29,797	-32.0%
	62,700		90 Red Line - BRT		393,290	
	386		901 College - Local		2,835	
	1,736		902 County Line - Local		12,609	
36	156	333.3%	Others	209	449	114.8%
<b>750,005</b>	<b>281,060</b>	<b>-62.5%</b>	<b>Total</b>	<b>2,816,388</b>	<b>2,233,257</b>	<b>-20.7%</b>

Apr-19	Apr-20	% Change	Flexible and Contracted Services	2019	2020	% Change
30,984	4,399	-85.8%	Open Door Riders on Fixed Route	110,050	68,407	-37.8%
24,584	6,844	-72.2%	Open Door	95,944	73,263	-23.6%
3,925	1,460	-62.8%	Open Door Taxi Vouchers	11,475	7,039	-38.7%
12,154	0	-100.0%	31 Day S-Pass	47,907	24,863	-48.1%

### Fixed Route YTD Comments



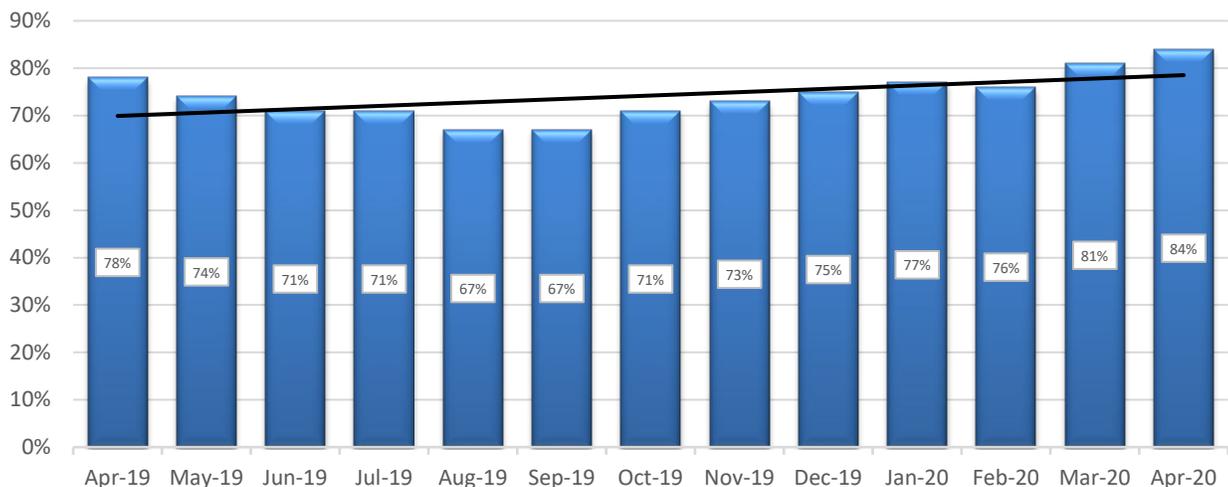
■ Schedule Adherence	71	78	129	139	138	295	219	170	149	104	100	62	18
■ Safety	42	49	57	51	62	84	74	71	43	54	44	23	11
■ Pass By	112	101	124	136	122	141	160	136	105	78	77	68	34
■ Courtesy	56	44	77	78	61	103	80	81	108	106	103	46	28
■ All others	37	56	46	75	38	188	89	93	55	23	25	36	33

■ All others   ■ Courtesy   ■ Pass By   ■ Safety   ■ Schedule Adherence

### Key Performance Indicators:

The On-Time Performance chart provides overall fixed route system’s arrival percentage every month.

### On Time Performance-Fixed Route



## VEHICLE MAINTENANCE & FLEET SERVICES

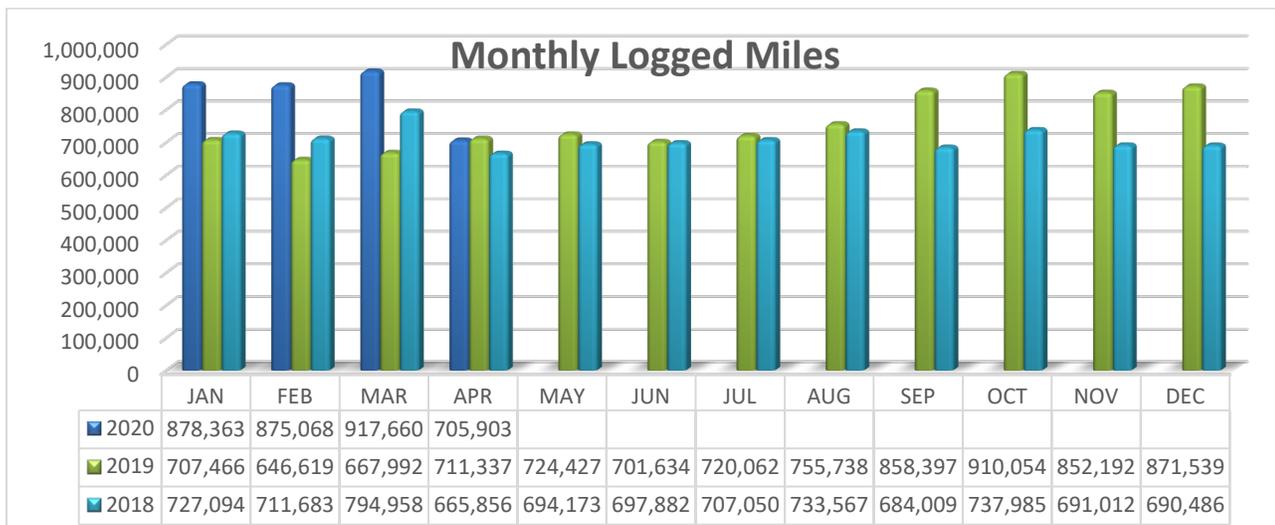
### Vehicle Maintenance:

The SCR campaign from Cummins is underway. The SCR is the advanced emission system that injects a liquid into the exhaust for cleaner emissions coming out the exhaust pipe. We also have VGT turbo actuator campaign that will also flow through Cummins warranty. A total of 107 buses are completed on these 2 campaigns. The temporary driver barrier campaign is completed. There has been positive feedback from the operators. We are working with procurement on a permanent barrier solution that will go to the board in May.

### Fleet Services:

There were 67 buses detailed in April. In response to the Covid-19 pandemic revenue coaches are electrostatically 6 nights per week and sanitized throughout each day.

IPTC coaches logged 3,376,994 miles YTD.

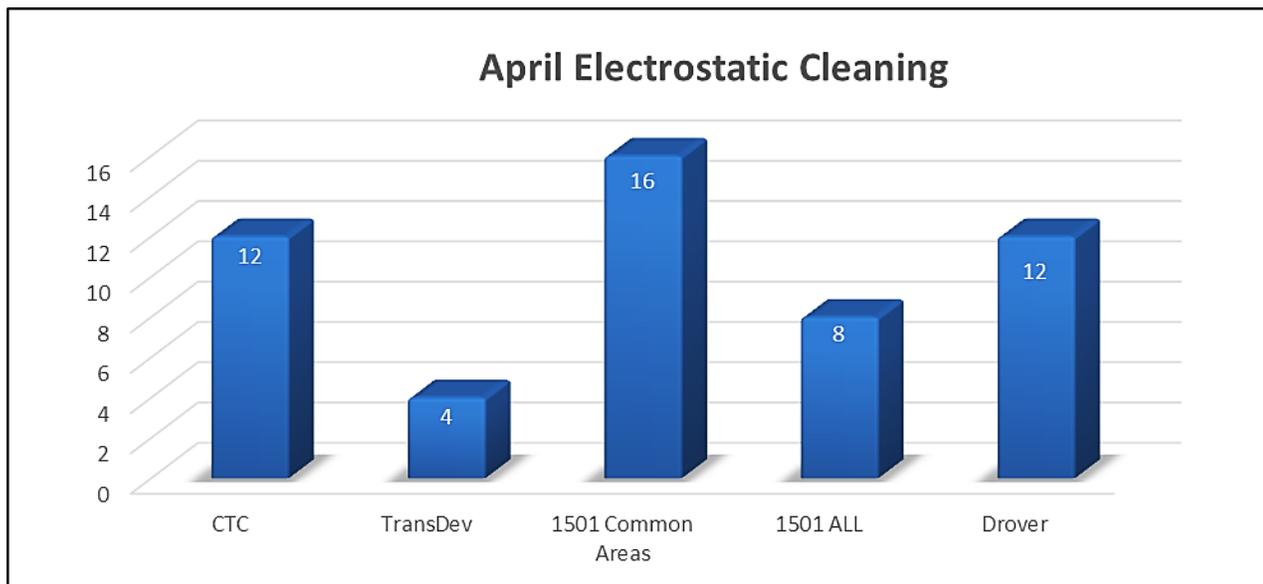


## FACILITIES

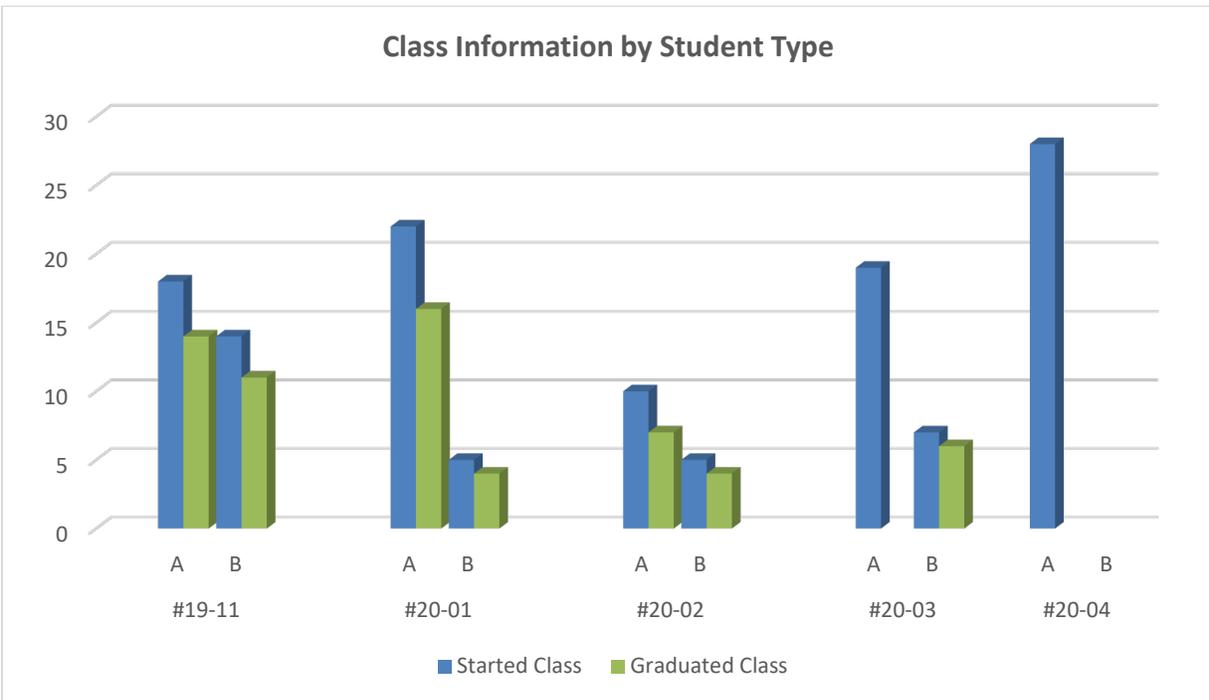
Due to the COVID-19 pandemic, R.L. Turner, per their company policy and in compliance with local and state government has stopped all construction work until further notice.

The paint booth renovation project is on hold until further notice. The wash-rack is completed and performing to expectation. There have been minor issues that Westmatic addressed and resolved immediately.

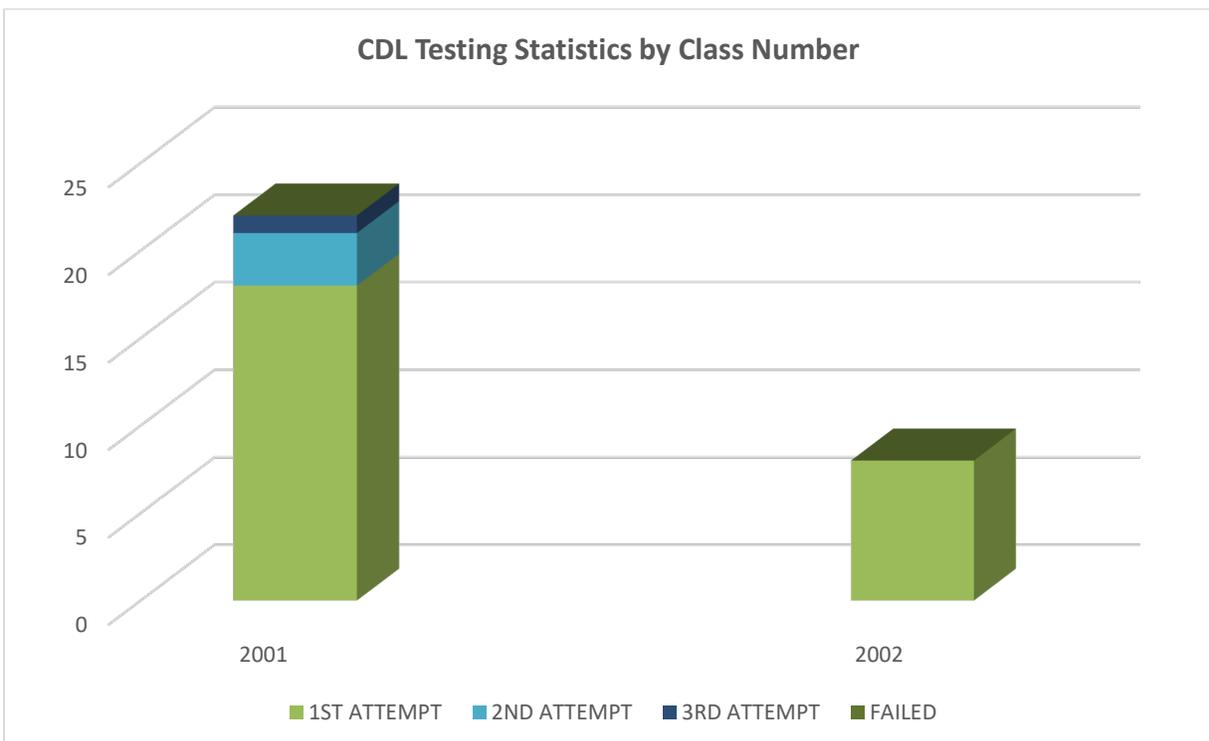
The Julia Carson Transit Center remained closed during April to help protect our customer and IndyGo employees. Efforts to increase safety for both the operators and passengers, IndyGo is performing extra cleaning/ sanitizing and disinfecting of buildings and buses. Available operators and GL staff boarded buses once they arrived at the CTC; wiped down and disinfected the areas or items that are regularly touched during the day. Additionally, the first full week of April, IndyGo contracted services to have all facilities and buses be electrostatically cleaned on a weekly basis. This includes the headquarters at 1501, the CTC, training center on Drover St. and TransDev, the Mobility services provider.

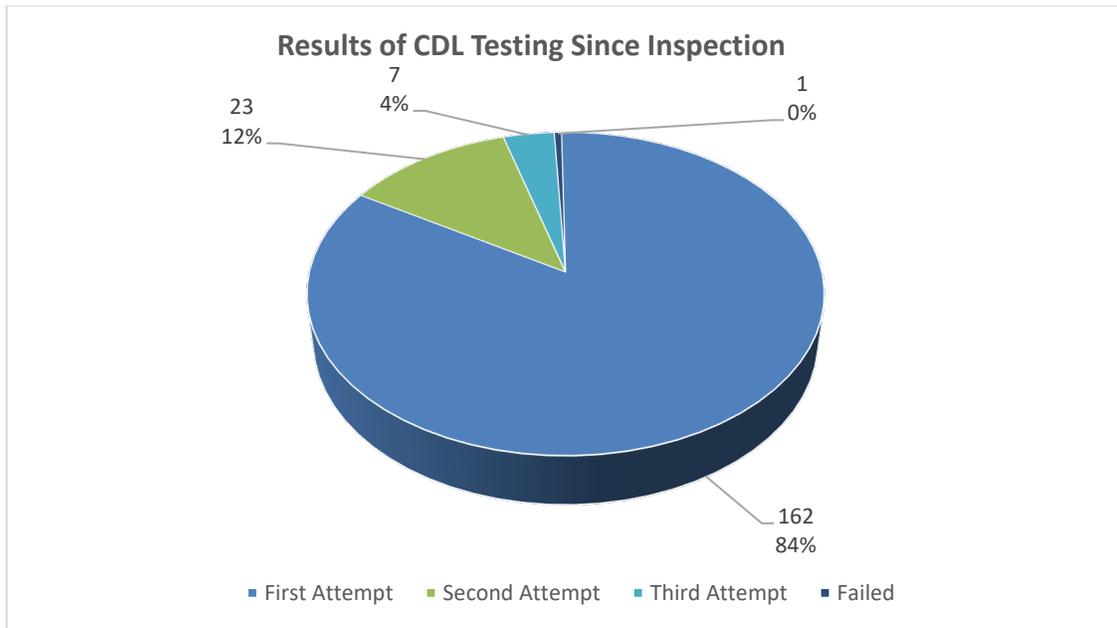


## Security & Training



- The chart above shows the number of Trainee A and Trainee B students that started each class. It will also show the number of students in each group that graduated. There is little change for classes #20-03 and #20-04 due to the COVID-19 issues. The trainee "A" group will change for the month of May.

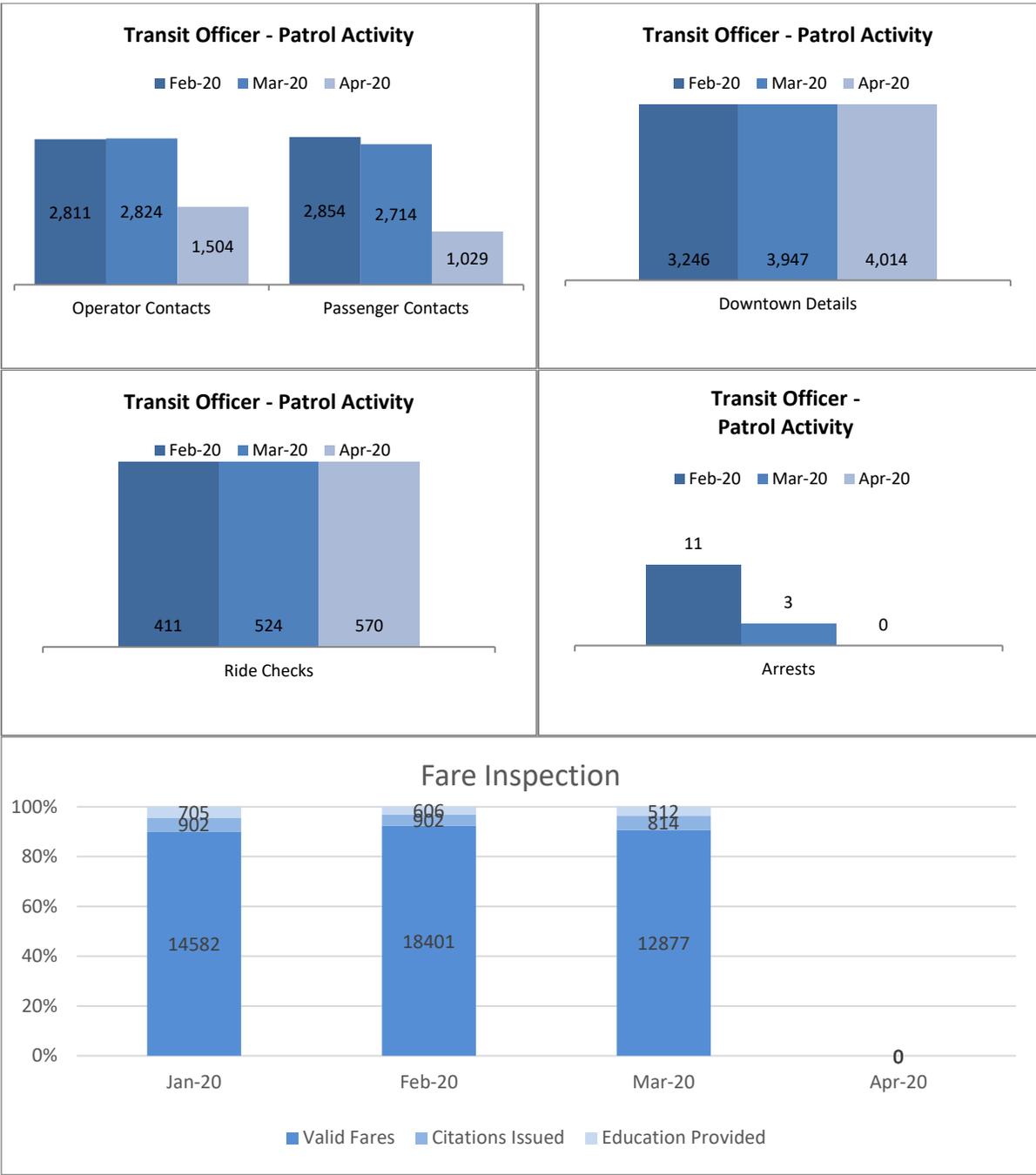




- There is no change in the CDL charts for the month of April, this is due to the State CDL Testing location being closed for the month of April. There will be a change in next month's report as testing facilities are expected to open back up in May.
- IndyGo staff is currently teaching the 2020 Operator In-Service. This in-service covers items such as, but not limited to, new routes scheduled to start next year, HazCom, PPE, ADA and other important items. The in-service will continue until all Fixed Route Operators have completed it. At the month end there were 121 operators that have completed the in-service.
- IndyGo training staff also performed extra training for operators that were on the extra board with the emergency pick. This training covered all Haz-Com training that was necessary so that those operators could help with the cleaning of buses as they pulled into the CTC, bus cleaning at the headquarters building and any other general cleaning that may have been needed.
- IndyGo training staff also developed a small skills test area at Lafayette Square Mall that allowed some of the operators, that were on the extra board, to practice their driving skills on different obstacles. These obstacles were some of the same obstacles that are used in the Local and International Bus Rodeo. Operators had good things to say about it and staff was able to put many operators through it.
- Director of Life Safety, Security and Training, Mark Emmons, has been attending the Marion County Emergency Operations Center Web calls. These calls have been taking place at 11:30 AM each day since March 30, 2020. These calls bring together all the Emergency Support Functions (ESF) on one call. IndyGo oversees the ESF-1 function and handles all transportation issues. Before March 30, 2020 there were three (3) calls each day. For the month of April, it was at Level 1 modified and at Level Red for the Level 1. There are three levels. Each level has a red, yellow or green rating.

The following training sessions were conducted in April:

- Staff performed the following trainings:
  - Twelve (12) operators for preventable accident retraining



**Fare Inspection Report:**

April fare inspections were put on hold in response to the Covid-19 pandemic.

MARCH	Passenger Contact	Notifications	Education
Monthly	12877	814	512
Weekday	9352	562	397
Saturday	1768	127	61
Sunday	1757	125	54



Hawkeye Health – Assessment/Eligibility:

During the COVID pandemic and for anyone whose eligibility is expiring, IndyGo will extend eligibility for 60 days (over the phone, by extending eligibility in Trapeze.) All new eligibility certifications, we will offer a 60-day eligibility (over the phone; after 60 we would schedule the actual assessment.

In addition, IndyGo will communicate to our customers a letter explaining the extension period and send a letter to anyone that is new noting their eligibility is temporary for 60 days and an actual certification meeting will be scheduled. In addition, all doctor statements, applications from the customers must be completed.

Voucher Program:

Mobility Services offers a Lottery Program and our Dialysis program. Both programs are open to eligible Open-Door customers. As with all programs, IndyGo maintains the right to augment the Voucher programs. Based on data reconciliation, vouchers will be reported a month in arrears.

