



Board Report  
June 22, 2023

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1. **Call to Order and Roll Call** (Presenters – Greg Hahn, Jill Russell)
2. **Awards and Commendation** (Presenter – Inez Evans)
3. **Committee Chairperson Reports** (Presenters – Richard Wilson, Adairius Gardner)
  1. Finance Committee – Richard Wilson
  2. Service Committee – Adairius Gardner
4. **Consent Agenda** (Presenter – Greg Hahn)
  1. A-1: Consideration and approval of minutes from Board meeting held on May 25, 2023
  2. A-2: Consideration and approval to enter into contract negotiations for on-call construction engineering and inspection services (Presenter – Matt Duffy)
  3. A-3: Consideration and approval of Verizon cellular services contract (Presenter – Marcus Burnside)
  4. A-4: Consideration and approval of 1501 W. Washington St (West Campus) concrete replacement contractor (Presenter – Sarah Stentz)
5. **Regular Agenda** (Presenter – Greg Hahn)
  1. **NONE**
6. **Information Items** (Presenter – Greg Hahn)
  1. I-1: Receipt of the Finance Report for May 2023 (Presenter – Bart Brown)
  2. I-2: Mobility Advisory Committee (MAC) update
  3. I-3: Department Reports
7. **Adjourn** (Presenter – Greg Hahn)

Executive session may occur immediately prior or after scheduled meetings.  
[Per IC 5-14- 1.5.6.(b) {21 (A) and (B) & IC 5-14-1.5.6.1 (b) (9)}

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Our next Board Meeting will be Thursday, July 27, 2023; 5pm

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## Awards & Commendation Recognition for May 2023

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**To:** Chair and Board of Directors  
**From:** President/CEO Inez P. Evans  
**Date:** June 22, 2023

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### May 2023 Awards & Commendations

Employee	Position	Recognition
Patrick Gray	Coach Operator – Fixed Route	17 Years of Safe Driving
Laqwainna Patterson	Dispatcher	May Operations Employee of the Month
Andy Carpenter	Coach Operator – Fixed Route	Retiring after 43 ½ Years of Service

## May 2023 Safe Drivers Recognition



National Safety Council Safe Driver awards are the recognized trademark of professional drivers who have proven their skill in avoiding traffic collisions. They are the highest honor for professional safe driving performance. The following Operators are recognized for their safe driving for May and received the National Safety Council recognition patch, pin, and certificate.

<u>Operator</u>	<u>ID #</u>	<u>Years of Safe Driving</u>	<u>Years of Service</u>
Patrick Gray	2339	17	18
Rodriguez McGuire	3920	15	23
Christopher Mihay	3968	13	19
Michael Melvin	8105	11	15
Wanda Ford	8502	10	10
Ronnie Brooks	8353	7	12
Darren Wyatt	8944	4	6
Shirley Jones	8967	3	6
Shanta Brent	9753	2	3
Marcus Mosley	10045	1	1
David Turner	9729	1	3



Safety is at the core of IndyGo's mission and values. We congratulate the above professional coach operators that have achieved this milestone. Your performance contributes to helping make public transportation safer each day.

***Congratulations and Thank You!***



## Finance Committee Chairperson Report – June 2023

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**To:** Chair and Board of Directors  
**Through:** President/CEO Inez P. Evans  
**From:** Finance Committee Chairperson Richard Wilson  
**Date:** June 22, 2023

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**ISSUE:**

A report of IndyGo June 2023 Finance Committee Meeting will be presented at the board meeting.

**RECOMMENDATION:**

Receive the report.

**Richard Wilson**  
**Finance Committee Chairperson's Report**  
June 15, 2023

The Finance Committee met on June 15, 2023, at 8:30am. In attendance was Rick Wilson, Chairman of the Finance Committee, as well as Committee Member Mary Ann Fagan.

We reviewed and recommended Board approval for the following items on tonight's agenda: Consent Agenda Items A-1, A-3, & A-4.

An item from the committee meeting I would like to highlight is Action Item A-3, approval of Verizon cellular services contract. Chief Information Officer Marcus Burnside presented this action item to the Finance Committee.

IPTC uses T-Mobile for cellular services for mobile routers, cell phones, and Wi-Fi hotspots. The T-Mobile contract expires on September 7, 2023; however, IPTC has decided to transition from T-Mobile to Verizon utilizing the State of Indiana Quantity Purchase Agreement (QPA) pricing instead of negotiating a contract extension. Several factors were considered with this decision, including connectivity performance, the complexity of configuration, the necessity to purchase an additional modem, and the inability to meet our current 5G connectivity requirements. Verizon Wireless will meet the criteria for performance, 5G, and design.

Mr. Chairman, that concludes my report.

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## Service Committee Chairperson Report – June 2023

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**To:** Chair and Board of Directors  
**Through:** President/CEO Inez P. Evans  
**From:** Service Committee Chairperson Adairius Gardner  
**Date:** June 22, 2023

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**ISSUE:**

A report of IndyGo June 2023 Service Committee Meeting will be presented at the board meeting.

**RECOMMENDATION:**

Receive the report.

**Adairius Gardner**  
**Service Committee Chairperson's Report**  
June 22, 2023

The Service Committee met on June 22, 2023, at 10:00am. In attendance was Adairius Gardner, Chairman of the Service Committee, as well as Committee Members Lise Pace and Hydre Abdullah.

We reviewed and recommended Board approval for the following items on tonight's agenda: Consent Agenda Items A-1, A-2, & A-4.

An item from the committee meeting I would like to highlight is Action Item A-2, approval to enter into contract negotiations for on-call construction engineering and inspection services. Senior Director of Strategic Planning Brooke Thomas presented this action item to the Service Committee.

The purpose of this contract is to perform construction engineering and inspection services for projects on an as-needed basis. Construction engineering services include full-time inspection services, coordination with contractors and sub-contractors, ensuring work is completed according to contract documents, documenting changes within change management, and maintaining daily field reports among other items. Services will also include quality control and material testing. It is anticipated that these on-call service contracts will last for three years. Firms will be selected for individual projects based on experience and capacity.

In the event that IPTC cannot come to an agreement with either firm during contract negotiations, the RFQ will have to be released again.

Mr. Chairman, that concludes my report.

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# May Board of Directors Minutes

IndyGo

May 25, 2023 at 5:00 PM EDT

@ Virtual & 1501 W. Washington St - IndyGo HQ

## ACTION ITEM A – 1

### Attendance

#### Present:

Members: Brian Atkinson (remote), Bart Brown, Charlie Carlino, Brian Clem (remote), Inez Evans (remote), Mary Ann Fagan, Adairius Gardner, Greg Hahn, Denise Jenkins-Agurs (remote), Morgan Johnson, Richard Wilson, Jr., Lise Pace, Cam Radford, Jill Russell, Aaron Vogel, Paul Williams (remote)

Staff: Danai Bracey (remote), Justin Burcope (remote), Denise Jenkins-Agurs (remote), Cheryl Purefoy (remote), Jennifer Pyrz (remote), Mike Roth (remote), Rachel Wilson (remote)

#### Absent:

Members: Hydre Abdullah, Taylor Schaffer

#### 1. Call to Order and Roll Call (Presenters: Greg Hahn, Jill Russell)

 [board cover 2023 May25.docx](#)

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 [A AGENDA for May 25, 2023 Board Meeting.docx](#)

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Chairman Greg Hahn called the meeting to order at 5:01pm. Chief Legal Officer Jill Russell called the roll. 5 members present in person. There was a quorum.

#### 2. Awards and Commendation (Presenters: Aaron Vogel)

 [A1 Awards & Commendation May.docx](#)

 [A1 May Board Report for Safe Drivers 2023.docx](#)

Chief Operating Officer Aaron Vogel gave an update on the Awards and Commendations for April 2023. Recognized were safe drivers for April 2023, one employee for 19 years of safe driving, the April Operations Employee of the month, and one employee for 40 years of service.

#### 3. Committee Chairperson Reports (Presenters: Adairius Gardner, Richard Wilson, Jr., Greg Hahn)

Service Committee - Adairius Gardner

Finance Committee - Richard Wilson

Governance & Audit - Greg Hahn

 [A Service Committee Chair Report May.docx](#)

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 [A Finance Committee Chair Report May.docx](#)



















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 [A G&A Committee Chair Report May.docx](#)

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The reports were received and entered into the record.

#### 4. Consent Agenda (Presenters: Greg Hahn)




1. A-1: Consideration and approval of minutes from Board meeting held on April 27, 2023  
 [A-1 April Board of Directors Minutes.docx](#)  
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2. A-2: Consideration and approval of revisions to the IPTC Anti-Drug & Alcohol Misuse Policy (Presenters: Brian Clem)  
 [A-2 IPTC Anti-Drug and Alcohol Misuse Policy Revisions 2023.docx](#)
3. A-4: Consideration and approval of Super Stops 2.0 amenity procurement (Presenters: Rachel Wilson)  
 [A-4 Super Stops Amenity Procurements \(Shelter, Benches, Trash Cans\).docx](#)  
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4. A-5: Consideration and approval of bus stop design engineering task order (Presenters: Rachel Wilson)  
 [A-5 Design of Neareastside Local Bus Stop Improvements.docx](#)
5. A-6: Consideration and approval of paratransit program assessment (Presenters: Brian Atkinson)  
 [A-6- Apr GA 2023 Paratransit Review.docx](#)  
 [A-6 Paratransit Review-GA-Report - FINAL.docx](#)  
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6. A-7: Consideration and approval of maintenance & stockroom review (Presenters: Brian Atkinson)  
 [A-7- APR GA 2023 Maintenance & Stockroom Reivew.docx](#)  
 [A-7 Maintenance and Stockroom Report - FINAL.docx](#)
7. A-8: Consideration and approval of policy review (Presenters: Brian Atkinson)  
 [A-8- APR GA 2023 Policy Review.docx](#)  
 [page intentionally left blank.pdf](#)  
 [A-8 Policies Review-GA-Report - FINAL.docx](#)  
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8. A-9: Consideration and approval of ADP Comprehensive Benefits Services (Presenters: Denise Jenkins-Agurs)  
 [A-9 ADP Action Item April 2023 rev. dja.docx](#)  
 [A-9 ADP.pdf](#)
9. A-10: Consideration and approval of fleet fluids and lubricants (Presenters: Paul Williams)  
 [A-10 Fleet Oil and Lubricant - Action Item 5.2023 \(003\).docx](#)

##### **Motion:**

Approval of Consent Agenda

Motion moved by Richard Wilson, Jr. and motion seconded by Adairius Gardner. Adairius Gardner - AYE; Rick Wilson - AYE; Lise Pace - AYE; Mary Ann Fagan - AYE; Motion passed 4-0

#### 5. Regular Agenda (Presenters: Greg Hahn)

1. A-3: Consideration and approval of Resolution 2023-03 expressing intent to reimburse prior expenditures with Bond Proceeds (Presenters: Bart Brown)  
 [A-3 Reimbursement Resolution for 2024 Bond Issuance.docx](#)  
 [A-3 Reimbursement Resolution IndyGo 2023.doc](#)  
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The Blue Line is the third BRT infrastructure project, with more than half of the budget addressing the condition of the roadway, pedestrian facilities, and drainage. Staff is recommending borrowing to pay for the majority of IPTC's share of Blue Line infrastructure, rather than use on-hand tax collections and savings. The estimated amount of the bond issuance is \$100 million. Sale of bonds are anticipated for Fourth Quarter 2024. A Bond Ordinance will be presented to the Board either in Second or Third Quarter of 2024. The City-County Council would also need to approve an ordinance authorizing the sale.




**Motion:**

Approval of Resolution 2023-03 expressing intent to reimburse prior expenditures with Bond Proceeds

Motion moved by Richard Wilson, Jr. and motion seconded by Mary Ann Fagan. Adairius Gardner - AYE; Rick Wilson - AYE; Lise Pace - AYE; Mary Ann Fagan - AYE; Motion passed 4-0

**6. Information Items (Presenters: Greg Hahn)**

1. I-1: Receipt of the Finance Report for April 2023 (Presenters: Bart Brown)

 [I-1 April 2023 Financials Summary.docx](#)

The Board heard a financial update for April 2023 from Chief Financial Officer Bart Brown.


2. I-2: General Assembly update (Presenters: Cam Radford)

 [I-2 General Assembly update.docx](#)

The Board heard a General Assembly update from Chief Government Affairs Officer Cam Radford.

3. I-3: Governance & Audit workplan status update

 [I-3- Apr 2023 GA - Workplan Status.docx](#)

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The Board received a Governance & Audit workplan status update.

4. I-4: Ethics Hotline summary report

 [I-4- Apr 2023 Ethics Hotline Summary.docx](#)

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The Board received an Ethics Hotline Summary update.

5. I-5: Department Reports

 [I-5a Board Report May 2023.docx](#)

 [I-5b PLANNING AND CAPITAL PROJECTS REPORT for 2023-05.docx](#)

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 [I-5c April Board Report 2.pdf](#)

 [I-5d APR OPERATIONS DIV BOARD REPORT -5.2023.docx](#)

 [I-5e April Board Report.docx](#)

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The Board received Department Reports for Risk & Safety, Capital Projects, Public Affairs, Operations, and Department of People and Teammate Experience.

**7. Adjourn (Presenters: Greg Hahn)**

On order of Chairman Greg Hahn and there being no objection, the meeting was adjourned at 5:23pm.

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Jill D. Russell  
Chief Legal Officer

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## BOARD MEMORANDUM

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors

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

**FROM:** Project Manager Matt Duffy

**SUBJECT:** Consideration and approval to enter into contract negotiations for on-call construction engineering and inspection services

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### ACTION ITEM A – 2

#### **RECOMMENDATION:**

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize IPTC's President/CEO to approve entering into contract negotiations with Butler, Fairman & Seufert and Burgess & Niple to perform as-needed construction engineering and inspection services.

#### **BACKGROUND:**

The purpose of this contract is to perform construction engineering and inspection services for projects on an as-needed basis. RFQ 23-03-474 was released in April 2023 for construction engineering and inspection services. An evaluation committee reviewed the two proposals that were received and has determined that the Butler, Fairman & Seufert and Burgess & Niple teams are equally qualified to complete the work and IPTC staff would like flexibility to have both firms available.

#### **DISCUSSION:**

Construction engineering services include full-time inspection services, coordination with contractors and sub-contractors, ensuring work is completed according to contract documents, documenting changes within change management, and maintaining daily field reports among other items. Services will also include quality control and material testing. It is anticipated that these on-call service contracts will last for three years. Firms will be selected for individual projects based on experience and capacity.

In the event that IPTC cannot come to an agreement with either firm during contract negotiations, the RFQ will have to be released again.

#### **ALTERNATIVES:**

The Board could choose not to authorize the President/CEO to enter into contract negotiations with Butler, Fairman & Seufert or Burgess & Niple.

#### **FISCAL IMPACT:**

There is no fiscal impact associated with this action item.

**DBE/XBE DECLARATION:**

The selected proposers have indicated their commitment to partner with DBE/XBE firms. Butler, Fairman & Seufert team consists of Infrastructure Engineering (DBE/MBE), Resolution Group (WBE), CTL Engineering (MBE), VETS (VBE), and Monument Engineering (DOBE). The Burgess & Niple team consists of JQOL (MBD/DBE), Northpointe Engineering (WBE/DBE), and Eagle Ridge Civil Engineering (VBE). Contract amounts and percentages of work will be determined when tasks are assigned, and fee proposals are reviewed.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action was reviewed by the Service Committee on June 15, 2023 and will be placed on the Consent Agenda.

## BOARD MEMORANDUM

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors

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

**FROM:** Chief Information Officer Marcus Burnside

**SUBJECT:** Consideration and approval of Verizon cellular services contract

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### ACTION ITEM A – 3

#### RECOMMENDATION:

In a manner consistent with IPTC procurement award standards, it is requested that the Board authorize the President/CEO to enter into an annual contract agreement with Verizon Wireless for cellular services in an amount not to exceed \$169,900.

#### BACKGROUND:

Since 2018, IPTC has utilized mobile routers in all revenue service vehicles to facilitate cellular communication for public and private network access. These routers require cellular connectivity for public Internet and private VPN connectivity. Cellular services enable mobile routers to provide communication for Computer-Aided Design/Automatic Vehicle Locator (CAD/AVL), information screens, traffic signal prioritization, fare validation, and public Wi-Fi on buses.

#### DISCUSSION:

IPTC uses T-Mobile for cellular services for mobile routers, cell phones, and Wi-Fi hotspots. The T-Mobile contract expires on September 7, 2023; however, IPTC has decided to transition from T-Mobile to Verizon utilizing the State of Indiana Quantity Purchase Agreement (QPA) pricing instead of negotiating a contract extension. Several factors were considered with this decision, including connectivity performance, the complexity of configuration, the necessity to purchase an additional modem, and the inability to meet our current 5G connectivity requirements. Verizon Wireless will meet the criteria for performance, 5G, and design.

#### ALTERNATIVES:

The Board could choose not to contract cellular services with Verizon Wireless. However, IPTC will have to renegotiate a contract extension with T-Mobile to maintain cellular services and continue to experience existing issues and additional costs.

#### FISCAL IMPACT:

The funding for this project will be from the Information Technology operating budget. The Verizon Wireless service from July 1, 2023, through June 30, 2024, will be \$169,900. The agreement creates no commitment on the part of IPTC to purchase a minimum or maximum quantity of goods or services only to serve as an amount not to exceed for purchasing Verizon services. The agreement will be adjusted annually based on the number of devices used, if necessary, and as a result, approval of this agreement will be performed annually.

**DBE/XBE DECLARATION:**

IPTC will be utilizing local funding for this service; therefore, there is no DBE/XBE goal associated with this contract award.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action was reviewed by the Finance Committee and Service Committee on June 15, 2023 and will be placed on the Consent Agenda.



Date of Memo: June 06, 2023  
Current Meeting: June 22, 2023  
Board Meeting: June 22, 2023

## BOARD MEMORANDUM

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President/CEO Inez P. Evans  
**FROM:** Project Manager – Capital Facilities Projects Sarah Stentz  
**SUBJECT:** Consideration and approval of 1501 W. Washington St (West Campus) concrete replacement contractor

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### ACTION ITEM A – 4

#### **RECOMMENDATION:**

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize President/CEO Inez Evans to award a contract to RL Turner, of a price not to exceed \$910,800 for the demolition and replacement of concrete at 1501 W. Washington Street.

#### **BACKGROUND:**

IPTC's facility at 1501 W. Washington Street has several areas in need of concrete pavement improvements. This includes the stairs, ramp and sidewalk approaching the main entrance from Harding Street, as well as the heavy-duty concrete at the loading dock and ring road as it approaches door #9.

#### **DISCUSSION:**

This project will include the complete tear out and replacement of the mentioned areas, including new handrails. Completion of this work will ensure continued safe access to IPTC employees as well as members of the public that come to the facility. This project was released for an open public bid, which received two competitive bids from contractors. Upon receipt of proposals, RL Turner was selected as the apparent low bidder. Project completion is expected by December 2023.

#### **ALTERNATIVES:**

The Board could choose not to contract as recommended, however, continued delay of the replacement of pavement will likely cause increase to the total cost of work.

#### **FISCAL IMPACT:**

Funding for this procurement is IPTC local Capital funds.

#### **DBE/XBE DECLARATION:**

The project is locally funded, so no DBE goal is set, however XBE participation goals were set at 15% MBE, 8% WBE, 3% VBE and 1% DOBE participation. It has been noted that due to the nature of this work that subcontracting opportunities are limited. RL Turner will be working with Fox Contractors and Robert Haines Company for a combined 38.71% MBE participation.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action was reviewed by the Finance Committee on June 15, 2023 and will be placed on the Consent Agenda.



## Information Update – May 2023 Financials Summary

**To:** Chair and Board of Directors  
**Through:** President/CEO Inez P. Evans  
**From:** Chief Financial Officer Bart Brown and Director of Budget Justin Burcope  
**Date:** June 13, 2023

### MAY 2023 FINANCIAL SUMMARY

#### Revenue

- Federal Assistance Revenue is under budget by \$66,233 (-5.5%) for the month of May. For the year it is over budget by \$522,900 (8.7%).
- Other Operating revenue category is over budget by \$65,311 (94.8%) for the month. YTD this revenue is over budget by \$2,794,470 (855.7%).
- The passengers service revenue is over budget by \$179,009 (40.2%) for the month. \$623,850 was collected in May 2023 compared to \$524,303 collected in May 2022. For the year passenger service revenue is over budget by \$356,172 (16.8%).
- PMTF Grant application was filed this month and we anticipate we will draw the entire year's distribution in June.
- YTD Property Tax Revenue received is \$16,183,030 which matches our budgeted target.
- Income Tax came in over budget by \$8,209,571 (215.3%) for May due to a one-time special supplemental distribution. YTD it is over \$11,556,844 (60.6%)
- The Service Reimbursement Program revenue is under budget by \$1,436.3 (-4.1%) for the month. For the year it is under budget by \$19,333.6 (-11.2%).

*The Total Revenue for the agency is over budget by \$8,382,855 (86.1%) for the month of May. YTD Total Revenue is over budget by \$15,211,054 (31.3%).*

#### Expenditures

##### I) Personal Services

- Fringe benefits are under budget for the month by \$391,272 (25.0%). YTD it is under budget by \$944,028 (-11.5%).
- Overtime expenses continue to trend higher as we experience with labor shortage especially for operators. The expenses were over budget by \$281,084 (115.8%) for the month. The increase in the overtime expense is offset by the under-budget salary expenses. For the year this category is over budget by \$1,551,364 (121.8%).
- Salary expenses are under budget by \$806,755 (-20.4%) for the month of May. YTD it is under budget by \$3,400,230 (-9.2%)

*The Personal Services category is under budget by \$916,944 (-15.9%) for the month of May. It is under budget for the year by \$2,792,894 (-9.2%)*

II) Other Services and Charges

- Claims were under budget by \$277,211 (-78.2%) for the month due to end of year settlements. For the year this category is under budget by \$278,508 (-14.0%).
- For the month of May, the Miscellaneous Expense category is over budget by \$11,083 (14.0%). YTD is under budget by \$145,831 (-35.0%).
- In May, the Purchased Transportation category is under budget by \$17,841 (-1.9%). For the year it is under \$25,744 (-0.5%).
- For the month the "Services" expense category is over budget by \$994,835 (49.8%) due to \$1,500,000 Red Line maintenance payment to Indianapolis DPW. YTD this category is under budget by \$4,611,570 (-32.3%).
- For the month, utilities expenses are over budget by \$7,981 (4.2%). Accounting accrues expenses in lieu of absence of actual invoices for the month. When the invoices are received, the accruals reverse out the next month. For the year utilities are over budget by \$31,021 (3.2%).

*Overall, the Other Services & Charges category is over budget by \$718,848 (20.1%) for the month. YTD this category is under budget by \$5,030,633 (-22.5%).*

III) Materials & Supplies

- The fuel and lubricant category is under budget by \$9,490 (-2.2%). YTD it is under budget by \$343,075 (-15.8%).
- For the month of May, the maintenance materials category is under budget by \$1,353 (-0.3%). It is under budget for the year by \$130,761 (-4.9%).
- Other materials and supplies category is under budget by \$57,005 (-58.6%) for the month. For the year it is under budget by \$110,032 (-22.3%).
- Tires & Tubes category is under budget in May by \$6,869 (-13.5%). YTD it is under budget by \$24,965 (-9.8%).

*For the month, the Total Materials and Supplies category is under budget by \$74,719 (-7.3%). For the year it is under budget by \$608,834 (-10.9%).*

*In May, the overall, total expenditures came under budget by \$272,816 (-2.6%). Year to date expenditures are under budget by \$8,432,362 (-14.5%).*

**FY 2023 NON-BUDGETED REQUESTS**

Date	Expenditure Description	Budget Type	Expense Category	Amount
2/15/2023	Production Studio equipment	Capital	Capital	\$30,000
3/23/2023	CTC Raingarden Safety Guardrail	Services	Operating	\$396,204
5/18/2023	Red Line Station Surface Application	Services	Operating	\$87,000

### Update on the Stimulus Draws

Below is the summary of the Federal Stimulus Funds drawdowns/reimbursements. These funds are deposited into a stimulus investment fund.

Federal Stimulus Grants	CARES Act	CRRSAA	ARP I	ARP II
Total Draws to date	\$44,160,609	\$21,170,527	\$45,288,823	\$27,948,425

### RECOMMENDATION:

Receive the report.

Chief Financial Officer Bart Brown and Director of Budget Justin Burcope



Indianapolis Public Transportation Corporation  
Budget to Actuals (Comparative Statement) - IndyGo  
For the Five Months Ending Wednesday, May 31, 2023

/12/2023 3:32 PM  
Period Selected: 5

	Current Month				YTD				PRIOR YTD Actual
	Actual	Budget	Budget Variance \$	Budget Variance %	Actual	Budget	Budget Variance \$	Budget Variance %	
<b>Operating Revenue</b>									
Federal Assistance	1,133,995.00	1,200,228.66	(66,233.66)	(5.52)	6,524,044.00	6,001,143.30	522,900.70	8.71	5,832,226.00
Other Operating Income	127,256.42	65,311.67	61,944.75	94.84	3,121,028.79	326,558.35	2,794,470.44	855.73	413,991.10
Passenger Service Revenue	623,850.21	444,841.00	179,009.21	40.24	2,468,846.85	2,112,674.00	356,172.85	16.86	2,187,304.95
PMTF Revenue	947,485.67	947,485.67		0.00	4,737,428.35	4,737,428.35		0.00	4,683,330.00
Local Property & Excise Tax Revenue	3,236,606.00	3,236,606.00		0.00	16,183,030.00	16,183,030.00		0.00	15,604,530.00
Local Transit Income Tax Revenue	12,021,747.30	3,812,176.24	8,209,571.06	215.35	30,617,725.62	19,060,881.20	11,556,844.42	60.63	21,262,031.09
Service Reimbursement Program	33,147.00	34,583.33	(1,436.33)	(4.15)	153,583.00	172,916.65	(19,333.65)	(11.18)	119,575.00
<b>Total Operating Revenues</b>	<b>18,124,087.60</b>	<b>9,741,232.57</b>	<b>8,382,855.03</b>	<b>86.06</b>	<b>63,805,686.61</b>	<b>48,594,631.85</b>	<b>15,211,054.76</b>	<b>31.30</b>	<b>50,102,988.14</b>
<b>Operating Expenses</b>									
<b>Personal Services</b>									
Fringe Benefits	1,171,029.68	1,562,302.55	(391,272.87)	(25.04)	7,246,907.68	8,190,936.36	(944,028.68)	(11.53)	7,178,358.69
Overtime	523,734.80	242,650.78	281,084.02	115.84	2,825,281.13	1,273,916.60	1,551,364.53	121.78	1,884,516.14
Salary	3,137,253.91	3,944,009.49	(806,755.58)	(20.46)	17,305,819.65	20,706,049.81	(3,400,230.16)	(16.42)	16,918,255.09
Total Wages and Benefits	4,832,018.39	5,748,962.82	(916,944.43)	(15.95)	27,378,008.46	30,170,902.77	(2,792,894.31)	(9.26)	25,981,129.92
<b>Other Services &amp; Charges</b>									
Claims	77,047.51	354,259.18	(277,211.67)	(78.25)	1,712,787.39	1,991,295.90	(278,508.51)	(13.99)	1,543,085.56
Miscellaneous Expenses	90,677.49	79,593.75	11,083.74	13.93	270,487.04	416,318.77	(145,831.73)	(35.03)	225,357.57
Purchased Transportation	932,179.00	950,020.11	(17,841.11)	(1.88)	4,724,356.53	4,750,100.55	(25,744.02)	(0.54)	4,437,088.64
Services	2,990,919.15	1,996,083.74	994,835.41	49.84	9,655,446.26	14,267,016.46	(4,611,570.20)	(32.32)	6,039,267.10
Total Utilities	198,481.52	190,500.01	7,981.51	4.19	983,521.13	952,500.05	31,021.08	3.26	818,982.31
Total Other Services & Charges	4,289,304.67	3,570,456.79	718,847.88	20.13	17,346,598.35	22,377,231.73	(5,030,633.38)	(22.48)	13,063,781.18
<b>Materials &amp; Supplies</b>									
Fuel & Lubricants	423,404.04	432,894.46	(9,490.42)	(2.19)	1,821,396.46	2,164,472.30	(343,075.84)	(15.85)	1,606,809.15
Maintenance Materials	435,923.35	437,277.07	(1,353.72)	(0.31)	2,539,859.37	2,670,620.26	(130,760.89)	(4.90)	1,952,097.11
Other Materials & Supplies	40,292.36	97,298.23	(57,005.87)	(58.59)	383,410.85	493,443.15	(110,032.30)	(22.30)	281,827.64
Tires & Tubes	44,118.43	50,987.94	(6,869.51)	(13.47)	229,974.13	254,939.70	(24,965.57)	(9.79)	218,965.44
Total Materials & Supplies	943,738.18	1,018,457.70	(74,719.52)	(7.34)	4,974,640.81	5,583,475.41	(608,834.60)	(10.90)	4,059,699.34
<b>Total Operating Expenses</b>	<b>10,065,061.24</b>	<b>10,337,877.31</b>	<b>(272,816.07)</b>	<b>(2.64)</b>	<b>49,699,247.62</b>	<b>58,131,609.91</b>	<b>(8,432,362.29)</b>	<b>(14.51)</b>	<b>43,104,610.44</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>8,059,026.36</b>	<b>(596,644.74)</b>	<b>8,655,671.10</b>		<b>14,106,438.99</b>	<b>(9,536,978.06)</b>	<b>23,643,417.05</b>		
GAIN/LOSS ON ASSET DISPOSAL				0.00	196,629.17		196,629.17	0.00	(4,810.00)
<b>NET INCOME/(LOSS)</b>	<b>8,059,026.36</b>	<b>(596,644.74)</b>	<b>8,655,671.10</b>	<b>(1450.72)</b>	<b>13,909,809.82</b>	<b>(9,536,978.06)</b>	<b>23,446,787.88</b>	<b>(245.85)</b>	<b>7,003,187.70</b>

## **Mobility Advisory Committee (MAC)**

### **Meeting Minutes**

**May 17, 2023**

#### **Attendees:**

Eddie Richenbach-MAC

Amanda Bagwell-MAC

Cori Wills-MAC

Linda Gosnell-MAC

Wilma Simmons-MAC

Chris Hollingsworth-MAC

Kristina Hornaday-Alberts-MAC

Mike Roth-INDYGO

Teisha Belton-INDYGO

Angela Milroy-RATP DEV

Jennifer Pyrz-INDYGO

Attendance of members by Mike Roth

#### **Agenda Items:**

- Approval of March 2023 Minutes-Approved
- **Jennifer Pyrz-IndyGo**
  - BRT Project Update
    - Red Line
      - In operation since September 2019
      - Pavement enhancements
        - Completed patching on Capital Ave, Shelby St, Virginia Ave and currently working on Meridian St. and College.
        - Concrete Repair
      - Expected to finish by the end of July 2023
      - Installations of Audible Pedestrian signals at all stations
        - Starting in June 2023 and ending in September 2023
    - Purple Line
      - Currently working on Orchard Station, 38th & Emerson
      - Installation of Audible Pedestrian signals at all stations
      - Phase 1 has been completed.
      - Expected completion in Fall of 2024
    - Blue Line

- Installations of Audible Pedestrian signals at all stations
- Expected completion Late 2024
- **Angela Milroy-RATP DEV**
  - Introducing new TNC to public
    - INCare will start first on 05/19/2023
    - We will start out booking around 20-25 trips
    - ADA-compliant with service animals
    - Wheelchair accessible vehicles
  - Hired a new Recruiter, Care Center Manager & Supervisor
  - Increased the number of drivers to 58 to 60 following the recent orientation class with a goal of 80 to 100 drivers
- **Teisha Belton**
  - IndyGo Mobility App
    - Implementing payment option is on hold due to the finance dept.
- **Mike Roth**
  - **Questions/Concerns**
    - Accessible Bus Stops: The planning team, for the last 2-years is prioritizing the stops to make sure they are accessible. They will continue to do so throughout the city. You may put in a comment regarding which stop you feel should be prioritized and why. You can fill out a form online at [www.indygo.net](http://www.indygo.net) under contact us and/or call our Customer Care Center at 317-635-3344.
    - Fixed Routes: Riders with half-fare are not able to scan their phone for payment. Why and can it be fixed?
    - Tours of IndyGo Facilities: Members would like to tour IndyGo Access buildings. Teisha Belton will be a tour guide for the building located at 2425 W. Michigan Street. Mike Roth will be the tour guide for the building at 1501 W. Washington Street.
    - Future MAC Meetings: Physical location, virtually or hybrid. IndyGo will not be able to give free rides for MAC meetings.
    - Bylaws Submission: Speak with Jill Russell and Mike Roth
    - Safety Regulations: No traffic laws for vehicles when ADA buses are loading/unloading. Contact City of Indianapolis and/or FTA (Federal Transit Administration) as a committee.

## Mobility Advisory Committee

May 17th, 2023

### April Meeting Minutes

Name	Present		Yay	Nay		Yay	Nay		Yay	Nay		Yay	Nay		Yay	Nay
Chris Hollingsworth	X		X													
Eddie Richenbach	X		X													
Amanda Bagwell	X		X													
Cori Wills	X		X													
Justin Muller																
Linda Gosnell	X		X													
Brodie Spears																
Kristina Hornaday-Alberts	X															
Wilma Simmons	X		X													
Brittany Latoz																
Erin Hardwick																



Michael Roth

17-May-23

Date

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## Risk and Safety Division Report – May 2023

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**To:** Chair and Board of Directors  
**Through:** President/CEO Inez P. Evans  
**From:** Director of Risk and Safety Brian Clem  
**Date:** June 22, 2023

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### Risk and Safety

During May the IndyGo Risk and Safety team members continued to develop and modify safety plans for the occupancy of the new headquarter at the new east campus. A few of the items included evacuation routes and staging, placement of fire extinguishers, safety signs and cabinets, storm shelter locations, and other emergency preparedness needs. Team members Michael Jackson, Dwight Benjamin, and Kevin Neumann continue to prioritize everyday tasks and support and then continue to take on new challenges to make facilities and employees safe. These team members continue to grow, serve, and educate employees in developing an interactive safety culture.

- On May 10th, IndyGo team members from safety and operations participated in a Transit Cooperative Research Program (TCRP), managed by the Transportation Research Board (TRB), a division of the National Academies of Sciences, Engineering, and Medicine, has commissioned Rutgers University and Foursquare ITP on TCRP F-29: *Mental Health, Wellness, and Resilience for Transit System Workers*. The objective is to develop a toolkit of solutions to support and improve the health, well-being, retention/recruitment, and overall resilience of frontline transit workers. IndyGo staff continues to be sought out to provide insight into the betterment of all public transportation modes. <https://apps.trb.org/cmsfeed/TRBNetProjectDisplay.asp?ProjectID=5069>
- On May 30th IndyGo partnered with the Epilepsy Foundation to provide a train-the-trainer course. This course aims to increase the knowledge, skill, and confidence in applying seizure first aid. The training involved an interactive format with animations, videos, and activities to enhance the learning experience. This collaboration will prepare all public transportation operators to assist any bus riders throughout the state in the event of a seizure.

The training was attended by leaders within IndyGo from the safety, security, training, operations, mobility services, and many other departments within IndyGo. These leaders will be developing content and course material to roll out the training to all professional coach operators and employees during the safety section of this year's in-service training. Additional information is listed below that will have a future press release in July.

There are more than 70,000 people living with epilepsy in Indiana. For people living with epilepsy or a seizure disorder, driving is not always an option. Most rely on public transportation to take them to and from places. If they experience a seizure while in transit, it is important for public transportation operators to know how to recognize a seizure and be prepared to respond appropriately to ensure the safety of their customers.

"This collaboration with IndyGo is the first of many partnerships with private, public, and government organizations for large-scale seizure first aid education to ensure a seizure-safe nation," said Brandy Fureman, Ph.D., chief outcomes officer, Epilepsy Foundation.

"I am excited about this collaboration with IndyGo; they have set the model for being change agents in the community of transportation by showing their compassion and care for those living with epilepsy that relies on IndyGo Transit for their transportation," said Crystal L. Hagans, DRPH, executive director, Epilepsy Foundation Indiana.

## May 2023 Safe Drivers Recognition



National Safety Council Safe Driver awards are the recognized trademark of professional drivers who have proven their skill in avoiding traffic collisions. They are the highest honor for professional safe driving performance. The following Operators are recognized for their safe driving for May and received the National Safety Council recognition patch, pin, and certificate.

<u>Operator</u>	<u>ID #</u>	<u>Years of Safe Driving</u>	<u>Years of Service</u>
Patrick Gray	2339	17	18
Rodriguez McGuire	3920	15	23
Christopher Mihay	3968	13	19
Michael Melvin	8105	11	15
Wanda Ford	8502	10	10
Ronnie Brooks	8353	7	12
Darren Wyatt	8944	4	6
Shirley Jones	8967	3	6
Shanta Brent	9753	2	3
Marcus Mosley	10045	1	1
David Turner	9729	1	3



Safety is at the core of IndyGo's mission and values. We congratulate the above professional coach operators that have achieved this milestone. Your performance contributes to helping make public transportation safer each day.

***Congratulations and Thank You!***

## Public Transportation Agency Safety Plan (PTASP) Risk and Safety Key Performance Indicators (KPI):

May 2023

May-23								
Annual Safety Performance Targets: for the Risk and Safety Department								
Mode of Service	Fatalities (per 100k VRM)	Injuries - SS50 (per 100k VRM)	Safety Events - SS40 (per 100k VRM)	Operator Assaults (per 100k VRM)	Preventable Accidents (per 100k VRM)	Pedestrian Strikes (per 100k VRM)	Operator Injury	Near Miss Reporting (Average Reports per Month)
Fixed Route	0.00	0.00	0.34	0.00	1.86	0.17	1.53	
Bus Rapid Transit (BRT)	0.00	1.67	8.34	1.67	10.01	1.67	0	
Para Transit	0.00	0.00	0.00	0.00	2.46	0.00	0	
All Modes of Service	0.00	0.13	0.91	0.13	2.59	0.26	1.17	1.00
2022 IndyGo Reported Data (All Modes)	0.00	0.36	0.77	0.10	2.54	0.10	0.06	19
2022 NTD Reported Data (All Modes) All Public Transportation Agencies in the United States	0.04	0.11	0.19	No Data	No Data	0.01	0.05	No Data
2023 Objective Targets (SPT)	0.00	0.34	0.73	0.10	2.41	0.10	0.06	20
2023 Risk and Safety Goals	Eliminate vehicle and employee fatalities	Reduce NTD Injuries to workers and passengers. 5% decrease from the prior year, <0.34.	Reduce NTD Safety Events. 5% decrease from the prior year, <0.73.	Target is ZERO Operator assaults. Have 5% decrease from the prior year, <0.10.	Reduce Preventable Accidents to the lowest acceptable level. 5% decrease from the prior year, <2.41.	Target is ZERO Pedestrian strikes with an IndyGo Vehicle. 5% decrease from the prior year, <0.10.	Reduce reported Operator Injuries from NTD SS40 and SS50 reported accidents. 5% decrease from the prior year, <0.06.	Increase the utilization of the Near Miss Reporting System. 5% increase from the prior year, >20.

**Fatalities:** Total number of reportable fatalities and rate per total vehicle revenue miles, by mode. FTA uses the National Transit Database (NTD) definition of fatality (death confirmed within 30 days) and excludes trespassing and suicide-related fatalities.

**Injuries:** Total number of reportable injuries and rate per total vehicle revenue miles, by mode. FTA uses the National Transit Database (NTD) definition of injury (harm to the person requiring immediate medical attention away from the scene).

**Safety Events:** Total number of reportable events and rate per total vehicle revenue miles, by mode. (Events as defined in §673.5) FTA uses the National Transit Database (NTD) major event threshold (events reported on the S&S 40 form).

**Operator Assaults:** Federal Transit Administration (FTA) defined key elements that comprise a Safety Management System (SMS) approach to preventing and mitigating transit worker assaults. Identify and examine the root causes and risk levels of assault to properly understand the scope of the problem and potential mitigation strategies.

**Preventable Accidents:** Defined by the National Safety Council as: "An occurrence involving an employer-owned or leased vehicle that results in an accident in which the driver in question failed to exercise every reasonable precaution to prevent it."

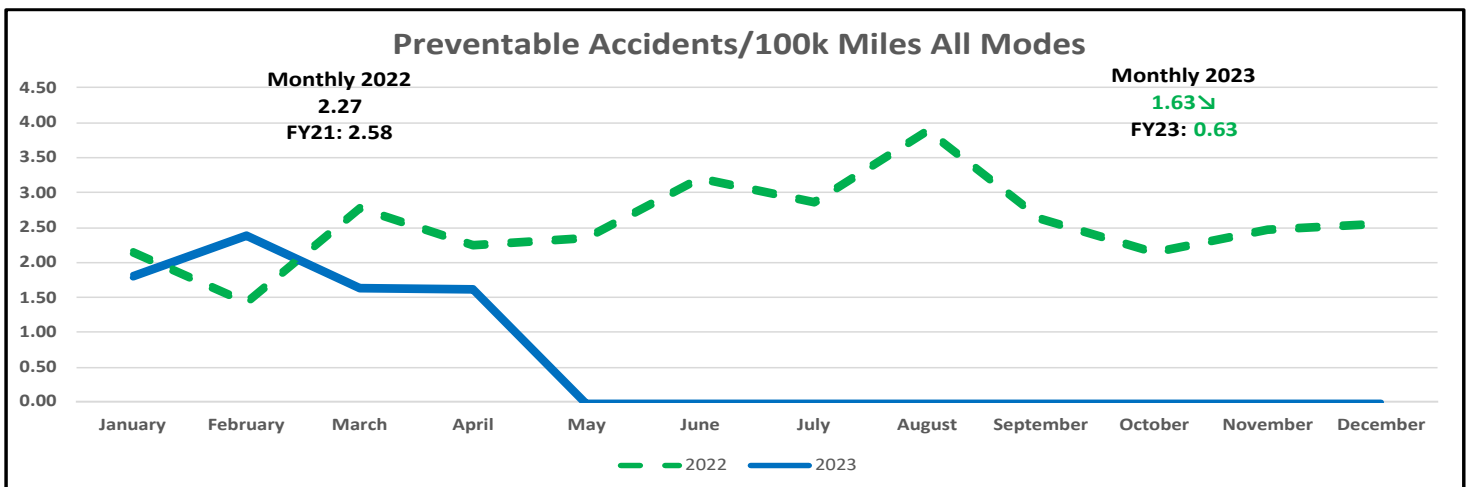
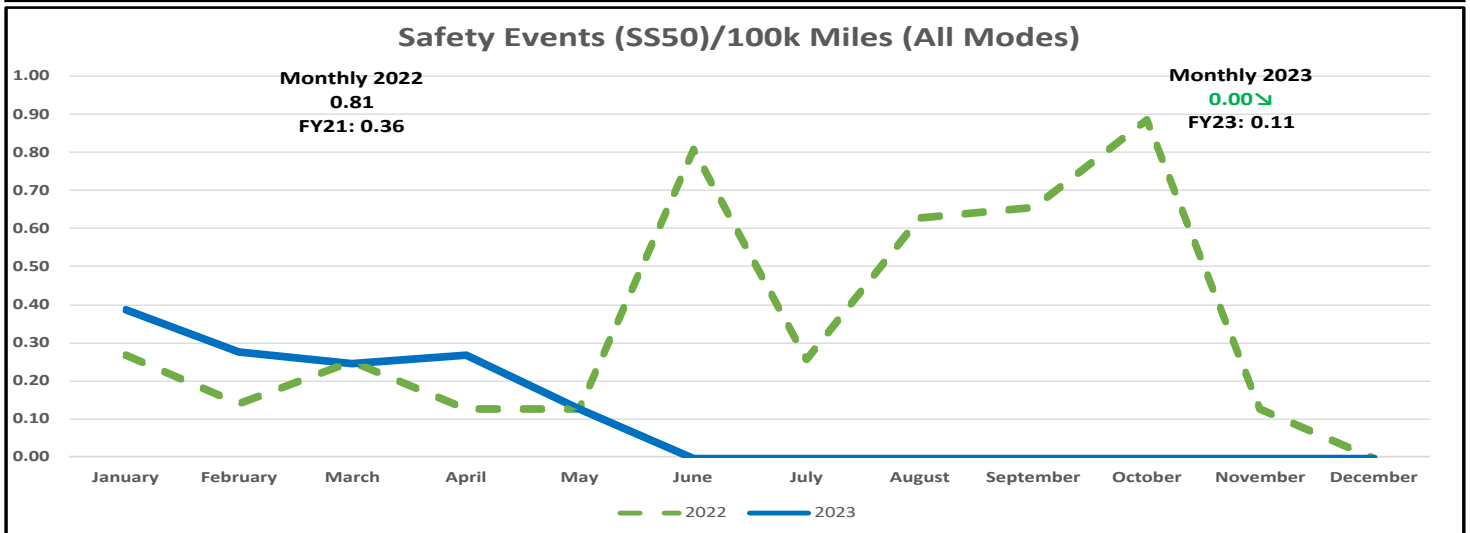
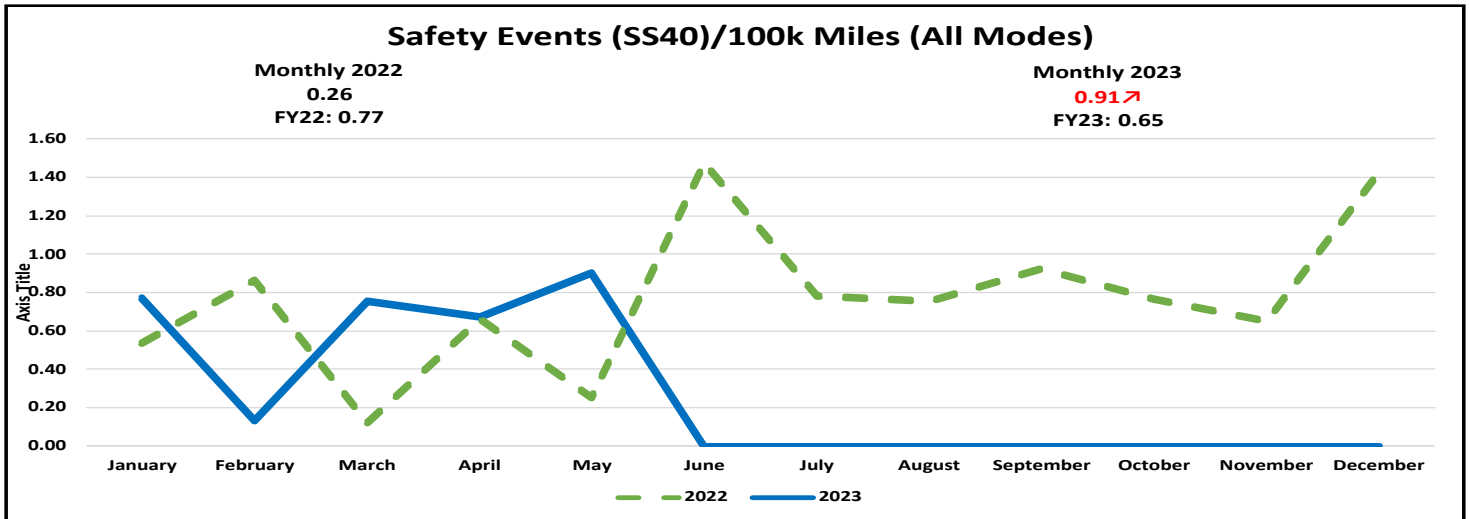
**Pedestrian Strikes:** The National Highway Traffic Safety Association (NHTSA) defines them as those involving one moving vehicle striking a pedestrian.

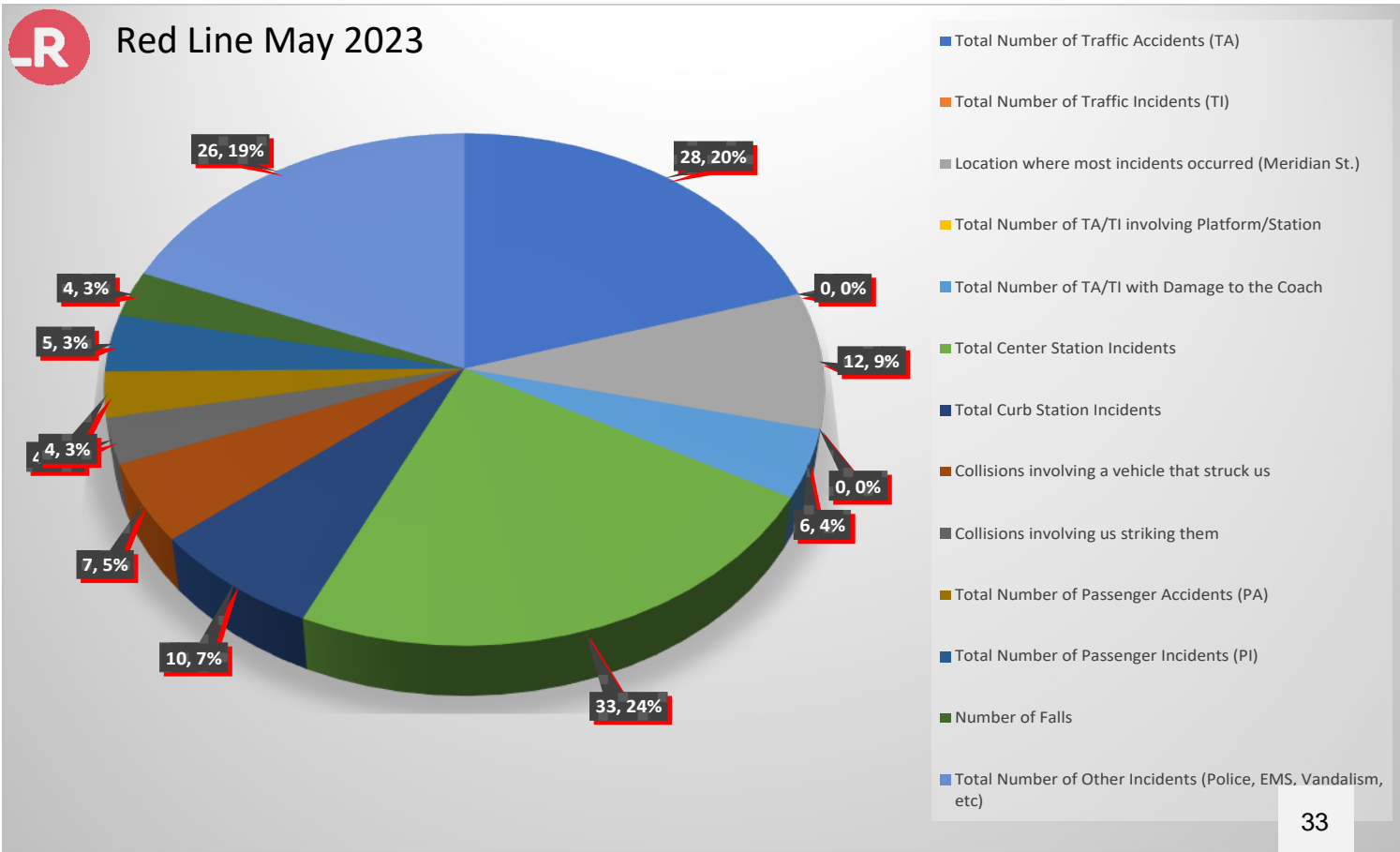
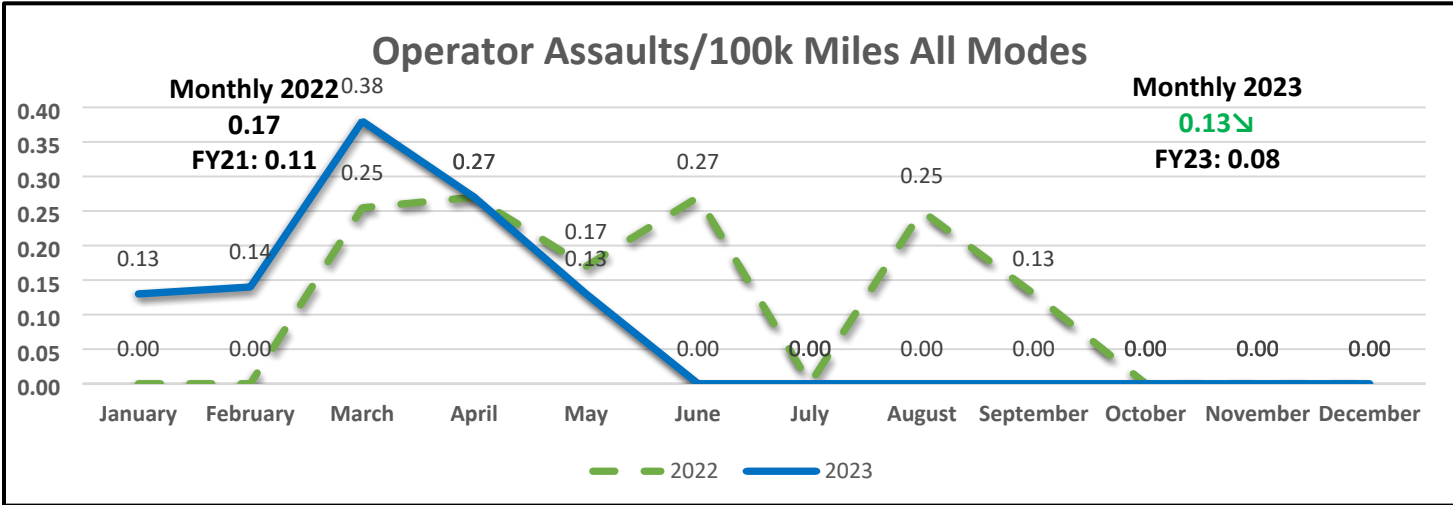
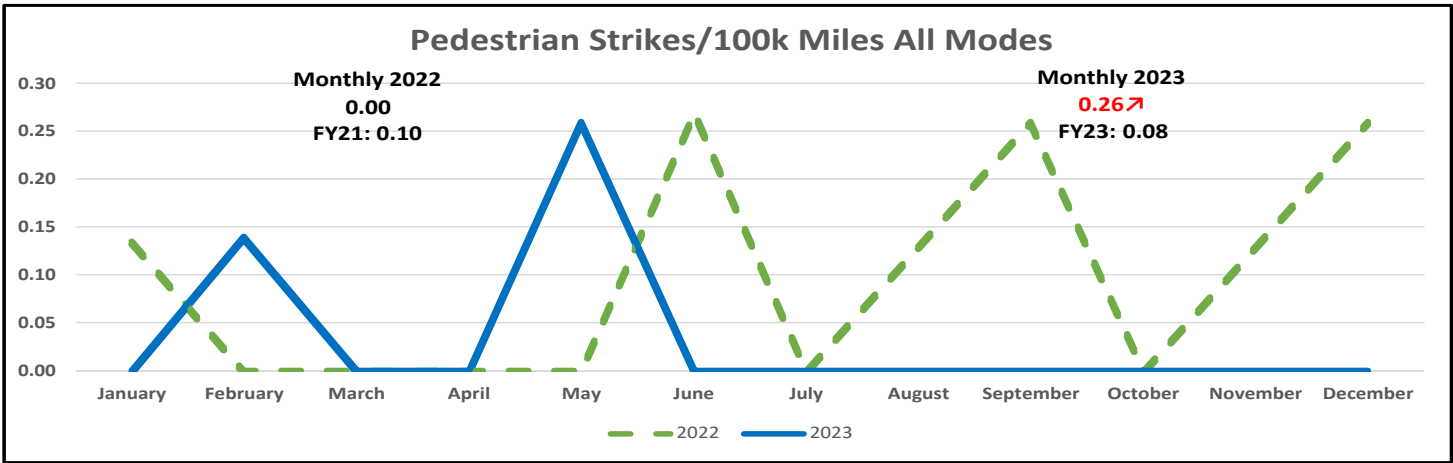
**Average Operator Injury Rate:** Reduce reported Operator injuries that lead to a Worker's Compensation Claim being filed.

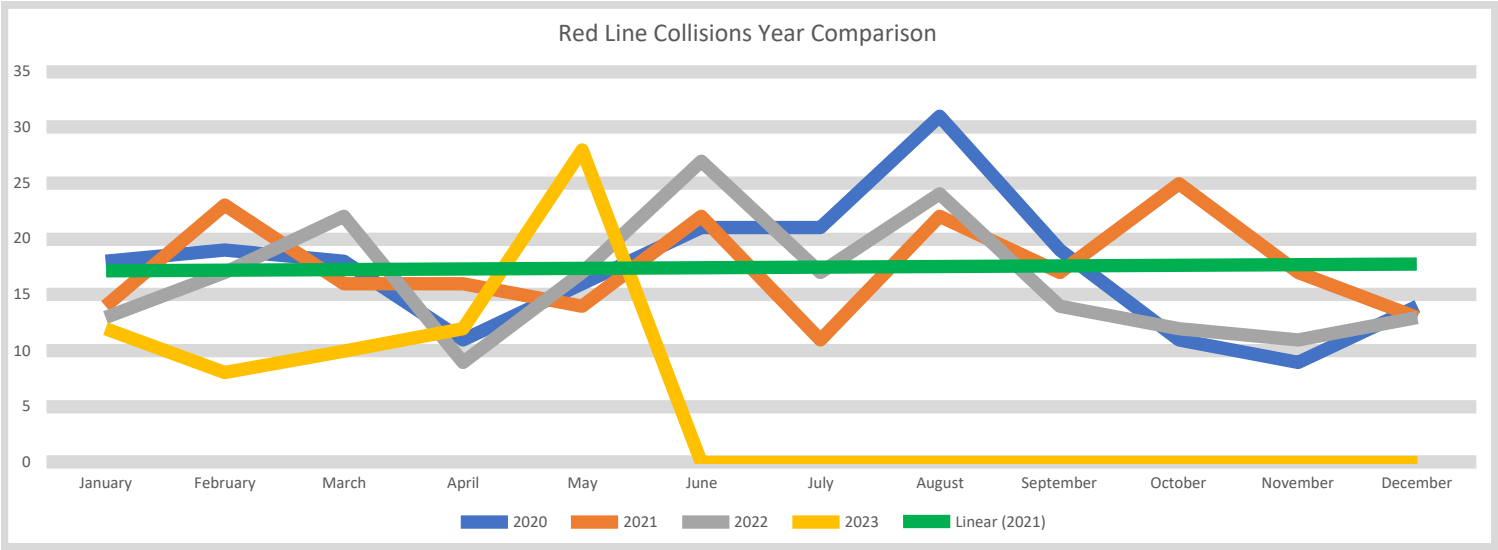
**Near Miss Safety Events:** A Near Miss is an unplanned event that did not result in injury, illness, or damage – but had the potential to do so. Only a fortunate break in the chain of events prevented an injury, fatality, or damage; in other words, a miss that was nonetheless very nearby. Increase the utilization of the IndyGo Near Miss Reporting System.

## Safety and Accident Data

### May 2023 Compared to May 2022 Data All Modes:







End of Report

## Planning & Capital Projects Division Report – May 2023

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**To:** Chair and Board of Directors  
**Through:** President/CEO Inez P. Evans  
**From:** Chief Development Officer Jennifer Pyrz  
**Date:** June 22, 2023

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### **STRATEGIC PLANNING**

#### **Zero-Emission Transition Plan**

Using the data and information collected by the consultants, a lifecycle cost and emission analysis, a lifecycle cost model spreadsheet, and the methodology for evaluating different ZEV technologies that was developed by consultants and staff, a working group will undergo a series of scenario planning workshops. In the meantime, IndyGo staff are developing the framework for evaluating each scenario. Decisions to be made in the coming weeks and months range from what types of ZEV technologies are adequate to meet IndyGo's future fleet needs, what facility investments might be needed to support the chosen technologies, how long (or short) the timeline is for transitioning, and what criteria we need to develop to make decisions going forward.

As a reminder, this plan is a Federal Transit Administration (FTA) requirement. It builds on past planning efforts, as well as research, findings, and recommendations of the Blue Line vehicle propulsion technology work completed in 2022. Work will continue through the remainder of this year. The final deliverable will be a document that informs capital planning/procurement for several years, including which vehicles to procure in the future, and will further inform IndyGo's fleet replacement program.

#### **Transit Asset Management Plan – Maturity Assessment & Software Solution**

IndyGo staff commented on the Maturity Assessment and those comments will be returned to the consultant for review. The Software Solution is finalized, and Dye Management will present the recommendations to IndyGo staff in July. As a reminder, IndyGo is required by the FTA to develop and maintain a Transit Asset Management (TAM) Plan. The necessary update to the plan was completed in time for the October 2022 deadline.

#### **Carson Transit Center Study**

The Carson Transit Center BRT docking study planning process is complete. The final report includes detailed information and professional recommendations that IndyGo's leadership can use for future policy and decision-making. The most notable findings are the growing need to repurpose the E. Washington Street frontage for BRT operations, and the community benefits that could be realized through a joint-development agreement as part of the redevelopment of the former jail property.

#### **On-Call Planning Services: Implementation of the 2027 Transit Network**

The Strategic Planning team continues to support Service Planning staff who are responsible for preparing each set of major service changes in accordance with the newly adopted future service plan. In addition to preparing for the service changes that became effective on June 11, Strategic Planning staff are finalizing remaining deliverables of the comprehensive operational analysis and subsequent review of IndyGo's network redesign that took place between 2020 and 2022.

An assessment of the mobility-on-demand pilot will be complete by the end of this month, as will a summary of staff's more recent community outreach efforts. Staff is preparing a presentation to the board for their regularly scheduled July Board meeting, which will be a review of the mobility-on-demand pilot project and next steps as it relates to the implementation of the 2027 Transit Network.

## **On-Call Grant Writing & Coordination**

IndyGo staff continue to familiarize themselves with information and guidance coming from the Federal Transit Administration and others with respect to grant opportunities. A 5-year outlook calendar is being maintained, meaning that staff and consultants continue to match capital projects with one or more future funding opportunities. Through this process, it has been determined that there are several projects that lack enough information to prepare a competitive grant application. The framework that IndyGo staff can use to turn what are currently project ideas into well-defined project descriptions is substantially complete.

It is anticipated that the bulk of the remaining on-call grant writing contract dollars will go towards preparing a competitive grant application on behalf of the City of Indianapolis, Department of Public Works (DPW) under the Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation Program, also known as PROTECT. More on this funding opportunity under the heading that reads, “Future Funding Opportunities” below.

## **Future Funding Opportunities**

*Safe Streets for All (SS4A)* – IndyGo is preparing to submit a request for a “near-miss” video analysis near high boarding bus stops. Applications are due by July 10. Established by the Bipartisan Infrastructure Law (BIL), this is another opportunity to seek funding for bus stop improvements and supportive planning. The purpose of this Federal Highway Administration grant program is to fund initiatives that prevent roadway deaths and serious injuries.

*Transit Security Grant Program* – On May 9, 2023, IndyGo staff applied for more than \$700,000 in funding to purchase and install bomb resistant trash cans for existing bus rapid transit stations. It is unclear when award notices for this grant program will be published. Administered by the Federal Environmental Management Administration’s Department of Homeland Security, there is \$93 Million available to eligible public transit systems to promote sustainable, risk-based efforts to protect critical transportation infrastructure and the traveling public from acts of terrorism.

*Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation Program (PROTECT)* – Under the BIL, the PROTECT Grant program provides funding to ensure surface transportation resilience to natural hazards including climate change, flooding, extreme weather events, and other natural disasters through support of planning activities. IndyGo, on behalf of the City of Indianapolis, DPW is preparing a grant request to find alternative or supplemental federal funding for the stormwater improvements that are needed along the Washington Street corridor.

## **Regional Initiatives & Discussions**

*Section 5310, 2021 Call for Projects* – Ordered in the fourth quarter of 2022, staff anticipates delivery of minivans later this year and cutaways sometime in 2024, per a communication with Midwest Transit Equipment (MTE). Once delivered, each vehicle will be inspected by staff and then handoffs will be coordinated with each subrecipient.

*Section 5310, Program Management Plan and CY2023 Call for Projects* - The Program Management Plan (PMP) for the Indianapolis urbanized area is due for an update. IndyGo staff completed a review and updated the PMP as required by federal regulations. It was submitted to FTA staff for review in late 2022. As of the date of this report, IndyGo has not received a response from the FTA. The PMP update includes language on operating / mobility management projects for the region that weren’t needed until now. Staff expects that there will be at least one round of reviews and updates before FTA will approve the PMP. It is for these reasons that IndyGo will continue to delay the issuance of its CY2023 Call for Projects. As a reminder, the CY2022 CFP was cancelled. Therefore, the CY2023 CFP will include the CY2022 allocation. The CY2023 total is anticipated to be in the range of \$800,000 to \$1.1 Million.

*Section 5307* - The Section 5307 program continues to mature, with all subrecipients having submitted reimbursements for operations to this point. New grant agreements for CY2024 service will be distributed later this year for signature. Each agreement will reflect higher grant amounts than would otherwise be expected. This is due to the introduction of the BIL funding. Compliance reviews will begin this year, likely starting in the fourth quarter. RLS & Associates continue to provide on-call support; primarily with tasks related to Drug and Alcohol testing, training, and review of IndyGo’s oversight program. IndyGo’s Grants Coordinator position was recently posted. Once filled, staff will be able to spend more time on administering this program on behalf of the Central Indiana region.

*Section 5339, 2023 Call for Projects* - As part of the rural to urban transition, Section 5339 monies will now include a discretionary portion for the subrecipients. The amount is anticipated to be \$400,000 per year and can only be used to cover capital expenses. A CY2022 Call for Projects (CFP) was cancelled but the CY2023 CFP will move forward with monies from both years; the anticipated amount for award is \$800,000.



## **ENGINEERING & CONSTRUCTION**

### **Blue Line BRT**

The design team, led by WSP, is progressing with a 90% design submittal as well as NEPA documentation, both targeting completion by Fall 2023. IndyGo is working on gathering information to update FTA's project rating and submit for inclusion in the federal budget. Public outreach is planned over the next several months.

### **Purple Line BRT**

Construction of the Purple Line bus rapid transit corridor began in January 2022 and is on track to be completed in fall of 2024. The construction management team and IndyGo staff continue to meet weekly with contractors and stakeholders to monitor, communicate, and manage the overall project. In the meantime, pavement and drainage improvements continue along 38th Street and Post Road. The first six stations are complete from finish grade and below. Weekly emails are being sent to stakeholders to keep residents and business owners abreast of upcoming construction impacts. The next major closure is underway (130 days total) to reconstruct the westbound lanes of 38<sup>th</sup> Street between Emerson Avenue and Shadeland Avenue.

### **Red Line BRT**

Pavement maintenance (asphalt patching and concrete bus pad repair) and rub-rail installation was completed on Capitol Avenue., Shelby Street, and at the Broad Ripple station in 2022. Virginia Avenue work was completed this Spring. Work along College Avenue and Meridian Street is currently underway for 2023. The entire project is expected to be completed by the end of summer 2023.

### **Red Line Traffic Control Modification (Audible pedestrian signals and contraflow warning signs)**

Once installed, the traffic control modifications along the Red Line BRT corridor will provide audible messages to pedestrians needing assistance in knowing when to cross the street. This project also includes the installation of new traffic warning signs along Capitol Avenue. The construction contract has been awarded, and notice-to-proceed has been issued to our contractor, Midwestern Electric. Construction was originally set to begin in June 2023 and be completed in September 2023; however, the start of construction will be delayed by a couple months due to long material shipping times and yet staff anticipates that this project will finish ahead of schedule.

### **Rural Street Bridge Project**

Design consultant Lochmueller Group completed drainage coordination with CEG and submitted 60% plans at the end of May 2023 minus the drainage design details. The 60% drainage design details will be submitted in July and coordinated with DPW and CEG. CSX also has the responsibility to review design submittals. Design is expected to be finalized in Q4 2023 and construction is anticipated to take place in 2024-2025.

Once completed, the Rural St/CSX railroad bridge clearance project will increase the clearance under that bridge by 18 inches, enabling more of IndyGo's fleet, now and in the future, to clear the bridge. The benefits of this are two-fold. First, IndyGo operations wouldn't have to designate a fleet specifically for Route 26 and can avoid putting more miles on those buses causing them to have to be replaced sooner than would otherwise be required. Second, the costly route deviation to Sherman Avenue would be eliminated, saving the agency time and money, and offering a more direct route for riders.

### **Transit Signal Priority (TSP)**

IndyGo is currently working with the Burgess & Niple, Inc. team to identify priority locations for implementation of the desired TSP solution throughout the local route network. This planning effort is anticipated to finish in September.

TSP for the Purple Line will proceed on a separate timeline, with implementation planned to align with that project's anticipated revenue start date. Contract negotiations are underway with the selected vendor, Kimley Horn & Associates.

### **Super Stops Phase II**

IndyGo was able to leverage local dollars to obtain an FTA Bus and Bus Facilities Grant dollars to fund this final phase of Super Stop improvements. The total grant award is \$2,933,322, of which IndyGo is responsible for paying less than \$590,000. Notice-to-proceed for the construction of six additional Super Stops locations on Alabama, Fort Wayne, and Vermont streets has been issued; however, the work was delayed due to unresolved utility relocation scopes and timelines. Work is set to begin this month, and the project is still expected to achieve the December 2023 contract completion date.

## Lafayette Road Local Stop Improvements

IndyGo applied for and was awarded up to \$500,000 through the City of Indianapolis' Indy Neighborhood Infrastructure Partnership (INIP) to design and construct ADA-compliant bus stops and pedestrian crossings along Lafayette Road between 16<sup>th</sup> Street and 30<sup>th</sup> Street. Lochmueller Group is the lead designer through an on-call engineering design contract. Construction is anticipated to begin as early as Q4 2023 and is anticipated to be completed in 2024.

## FACILITY PROJECTS

### On-Call A & E Services

On-Call Architectural and Engineering (A&E) Services contracts for facility capital projects were awarded in June 2020 to The Etica Group, Woolpert, and HDR. The On-Call A&E firms are designing renovations and preparing for construction at our new facilities. The current On-Call A&E Service contracts are scheduled to expire August 2023. A new On-Call Services RFQ has been released for multiple disciplines. Selection of consultants for that RFQ will be presented at the July Board Meeting.

IndyGo staff have begun to move from 1501 W. Washington Street and various satellite locations to the East Campus location. The plan is to have staff fully occupying the East Campus buildings by July 2023. Following is a schedule of moves for departments.

### A Building

Capital Projects:	June 1 <sup>st</sup> – 2 <sup>nd</sup>	HR/Dept People:	June 14 <sup>th</sup>
Public Affairs:	June 6 <sup>th</sup>	Legal:	June 21 <sup>st</sup>
Finance:	June 12 <sup>th</sup>	Accounting:	June 23 <sup>rd</sup>

### B Building

IT & Safety:	June 26 <sup>th</sup> -30 <sup>th</sup>	Training:	July 5 <sup>th</sup> - 10 <sup>th</sup>
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The table below lists the design teams working on projects and includes a summary of key milestones for each.

Task Order	Design Team	Design Start	Construction Start	Construction Completion
East Campus Building A, Administration	Woolpert	2/2021	10/2021	Q3 2022
Mobility Solutions Center, Fleet Parking	The Etica Group	4/2021		
East Campus Building B, Training/Board Rm	The Etica Group	5/1/2021	Q2 2022	Q2 2023
1501 Concrete Repair	Woolpert	10/2022	Q2 2023	Q4 2023
CTC Raingarden Handrails	Woolpert	10/2022	Q2 2023	Q4 2023

### East Campus Master Plan

Master Planning is underway to coordinate expansion of the East Campus location in relation to all other IndyGo facilities and needs. The Master Plan will include information about how to phase individual projects, coordinate utility needs, maintain and improve traffic flow to and from the site and around the property, and coordinate with the Business Park regarding road repairs, etc. The project officially kicked off in March 2023. The goal is to have a draft master plan by August 2023 with final report in September 2023.

### Upcoming Facility Projects

Other upcoming facility projects include:

- An assessment and design for needed repairs to the historic Duesenberg building is planned, as well other necessary repairs in the garage at the 1501 W Washington St location.
- Concrete Repair for ADA compliance and upgrades on ramps, sidewalks, handrails, loading dock area repair at 1501 W. Washington St are underway. This is a collaboration between the Capital Projects and Facility Maintenance teams.

- Handrails installed along the edges of the rain gardens at the Julia M. Carson Transit Center for increased safety. This project will be a collaboration of Capital Project and Facility Maintenance teams.
- Installation of additional electric vehicle chargers for Purple Line vehicles will take place at 1501 W. Washington in 2023.
- Crack repairs and wall demolition in the garage at 1501 W. Washington is being evaluated and scheduled.
- Restrooms, Locker rooms and office refresh in Maintenance Garage Area (2024 project)
- Add public restrooms and minor renovations in the interior of Julia M Carson Transit Center (2024 project)

Respectfully submitted,

**Jennifer Pyrz**

Chief Development Officer

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Indianapolis Public Transportation Corporation  
dba IndyGo  
1501 W. Washington Street  
Indianapolis, IN 46222  
[www.IndyGo.net](http://www.IndyGo.net)

## Public Affairs Division Report – May 2023

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**To:** Chair and Board of Directors  
**Through:** President/CEO Inez P. Evans  
**From:** Chief Public Affairs Officer Lesley Gordon  
**Date:** June 22, 2023

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### CONSIDERATION OF PUBLIC AFFAIRS REPORT FOR May 2023

**ISSUE:**

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

**RECOMMENDATION:**

Receive the report.

Lesley Gordon  
Chief Public Affairs Officer

Attachments

Contributing Staff includes:

Lesley Gordon, Chief Public Affairs Officer  
Carrie Black, Director of Communications  
Jordan Patterson, Special Programs Manager  
Renee Walker, Outreach Specialist  
Ashlynn Neumeyer, Communications Specialist  
Ashley Wright, Creative Design Specialist  
Ari Kasle, Digital Media Specialist

# May 2023 Board Report



## INDYGO.NET WEBSITE STATISTICS:

# 05/1/2023-05/31/2023

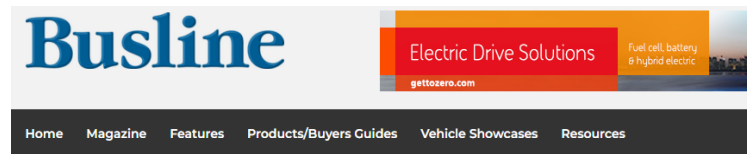
Page Views	212,220
Bounce Rate	46.95%
New Users	31,950
Returning Users	62,839
Total Sessions	94,789
Total Monthly Sessions Comparison to Previous Year	0.27%

### Mobile Share

Date	Mobile	Desktop	Tablet
May-23	83.1%	15.9%	1.00%
April-23	82.92%	15.92%	1.16%
Mar-23	81.41%	17.47%	1.00%
Feb-23	82.06%	19.15%	1.00%
Jan-23	82.35%	16.65%	1.00%
Dec-22	84.16%	19.15%	1.00%
Nov-22	83.32%	15.60%	1.08%
Oct-22	82.56%	16.06%	0.84%
Sept-22	82.31%	16.76%	0.93%
Aug-22	83.15%	15.96%	0.89%
July-22	83.75%	15.37%	.88%
June-22	81.68%	17.42%	.89%
May-22	82.02%	17.01%	.96%
April-22	80.38%	18.62%	1.00%
Mar-22	79.82%	18.70%	1.48%
Feb-22	77.05%	21.07%	1.88%



## Media Mention Highlights



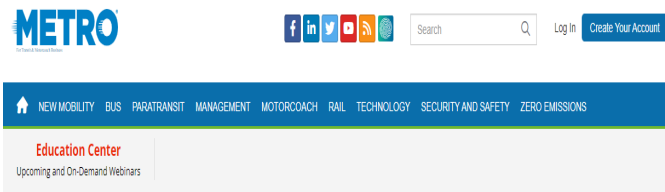
Home » News & Headlines » IndyGo's Award-Winning 'Music In Transit' Series Returns For Fifth Season



### IndyGo's Award-Winning 'Music In Transit' Series Returns For Fifth Season

May 8, 2023 | News & Headlines

"Music in Transit," an award-winning concert web series created in partnership with IndyGo, Square Cat Vinyl, and GANGGANG, will return for its fifth season in June, with filming taking place in Fountain Square. This year's series will showcase 10 Indianapolis-based and three Indiana-based multi-genre musical acts performing on an IndyGo rapid transit bus. Featured talent will include an ensemble from the Indianapolis Symphony Orchestra and hip-hop artists from CHREECE, performing original sets, along with local groups like Inner Peace and Emmaline.



MANAGEMENT

### IndyGo Announces Expansion of Wellness in Transit

May 25, 2023 • From News/Media Release •



## Topics Include:

Media coverage for May 2023 was abundant and featured a variety of topics in the news. June Pick route adjustments dominated the media, with there being at least 36 articles mentioning the schedule changes throughout the month. This topic included discussions about the driver shortage IndyGo is currently facing, which is forcing some of these adjustments. Red Line enhancement work and Purple Line construction also received much attention as the Public Affairs team prepared the public for upcoming road closures and detours. Music in Transit was featured multiple times for the return of its fifth season, in addition to the announcement of the Indianapolis Symphony Orchestra as a new partner this year. Wellness in Transit's service expansion was also mentioned frequently. The program now offers services from partners Step Up, Inc. and Adult & Child Services, which include rapid testing and treatment for STDs, HIV and Hepatitis C, and resources for mental health and housing instability. Finally, IndyGo received a big positive spotlight thanks to IndyGo Coach Operator Jonathan Jackson receiving a Recognition of Service Excellence (ROSE) Award from Visit Indy.

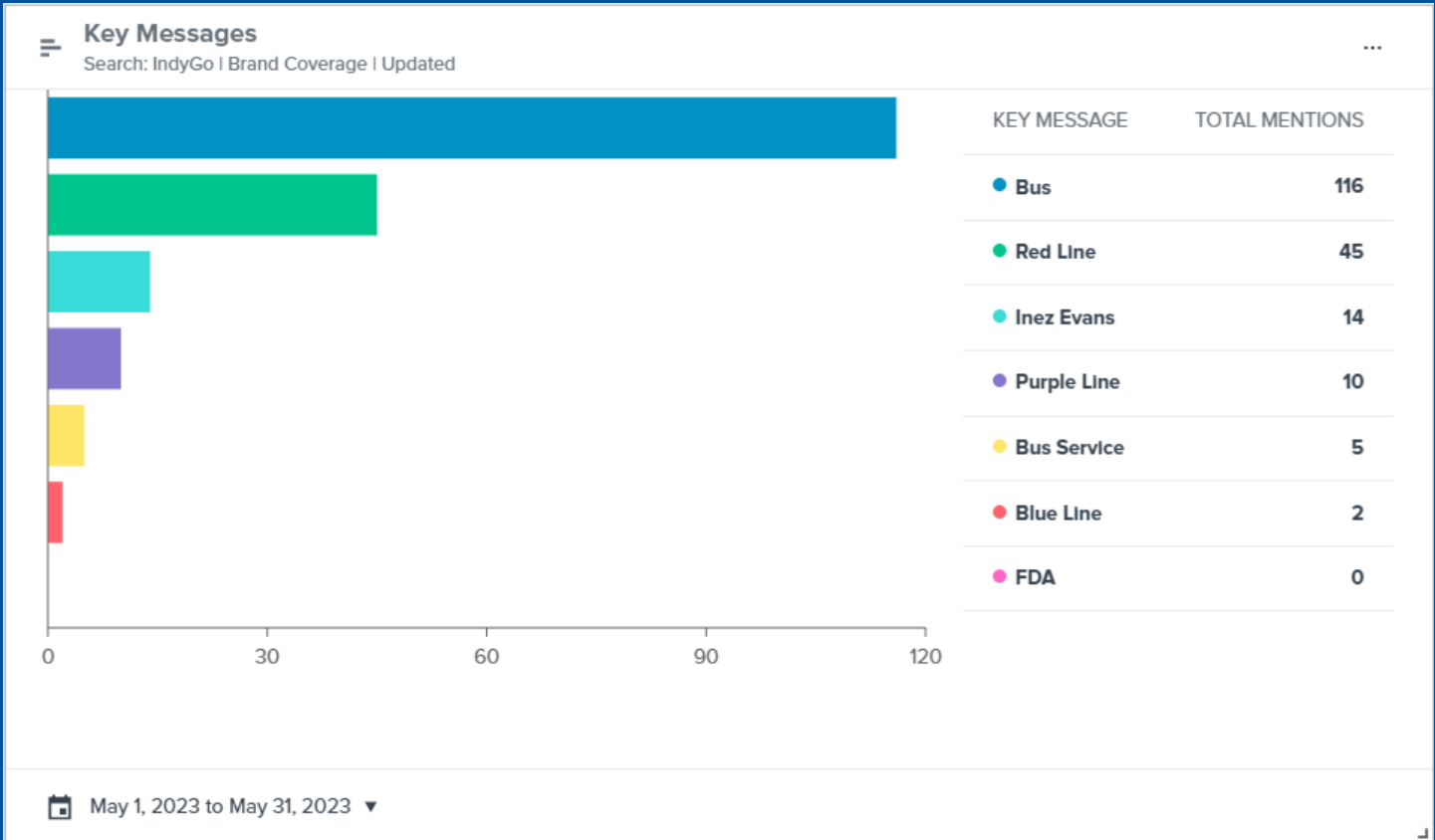
Altogether, IndyGo was mentioned at least 165 times in the media in May.

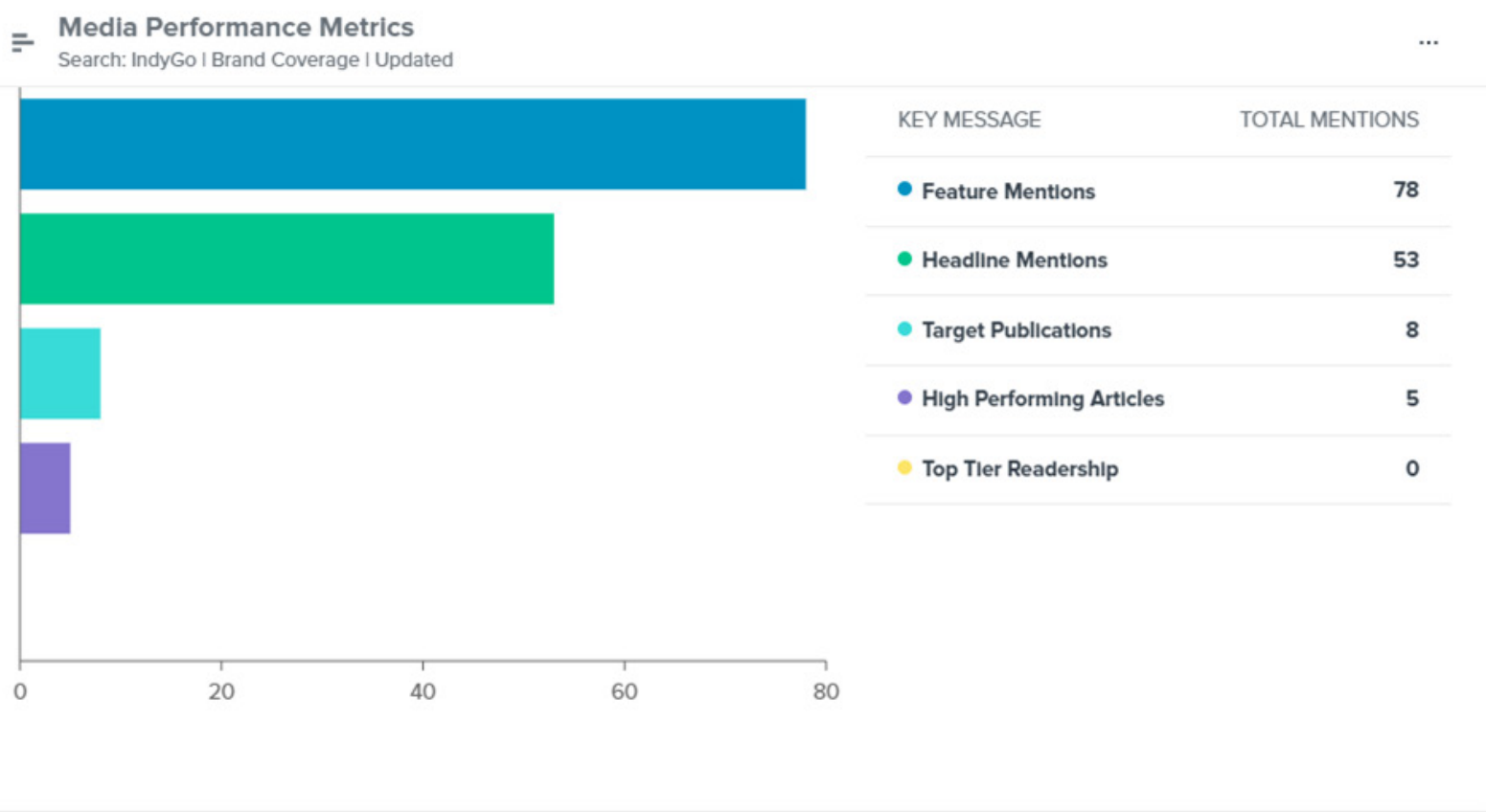
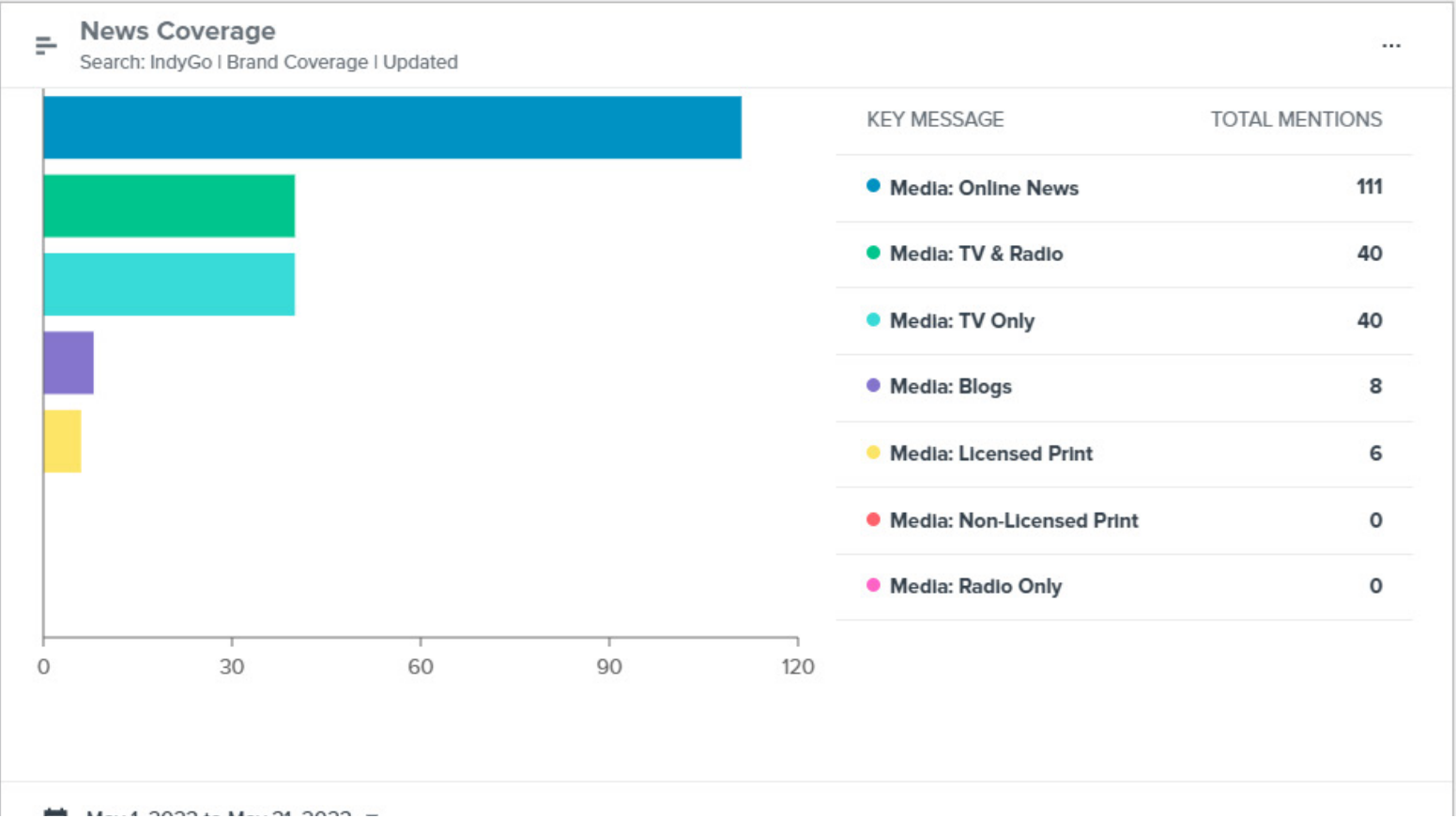
Here's a brief coverage summary:





Here's a brief coverage summary:

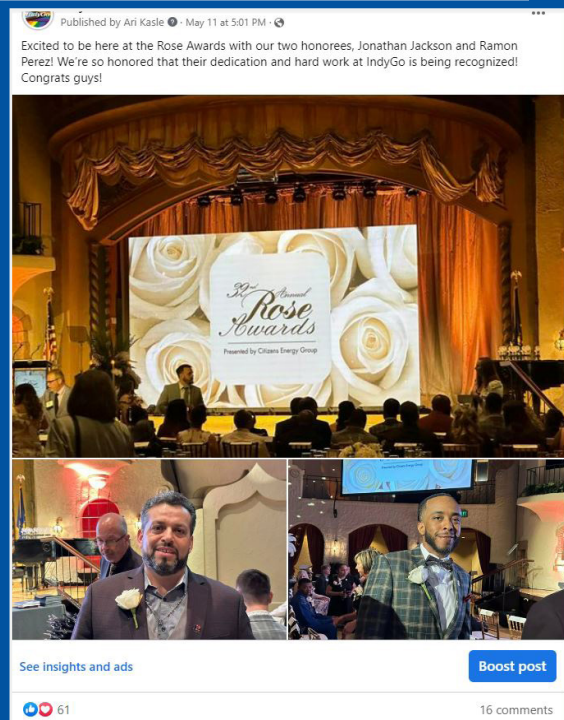
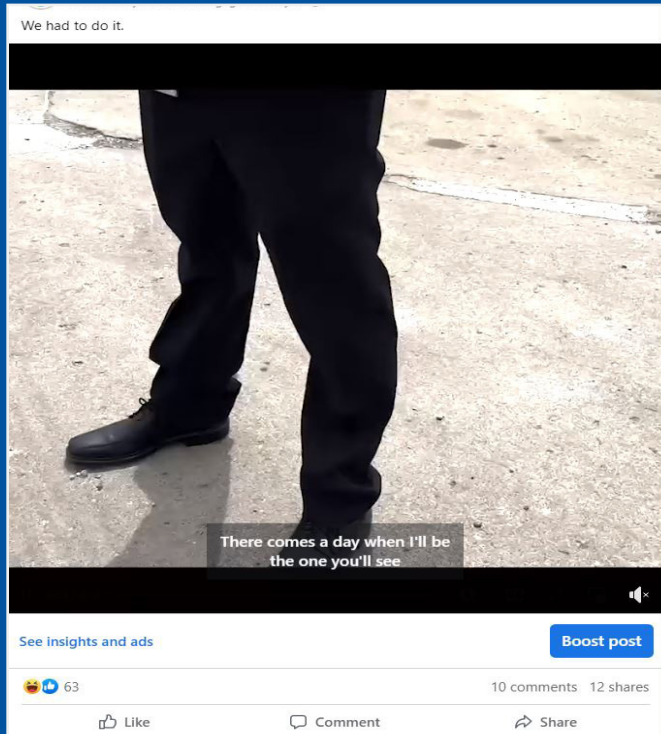
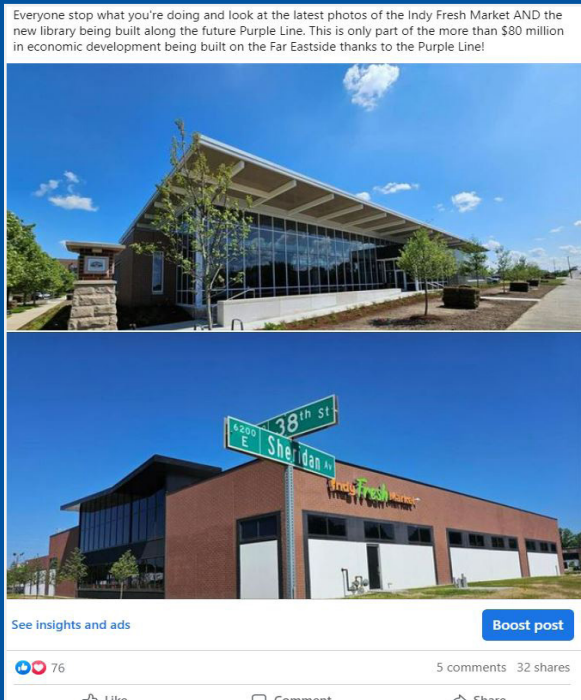




## Social Performance:

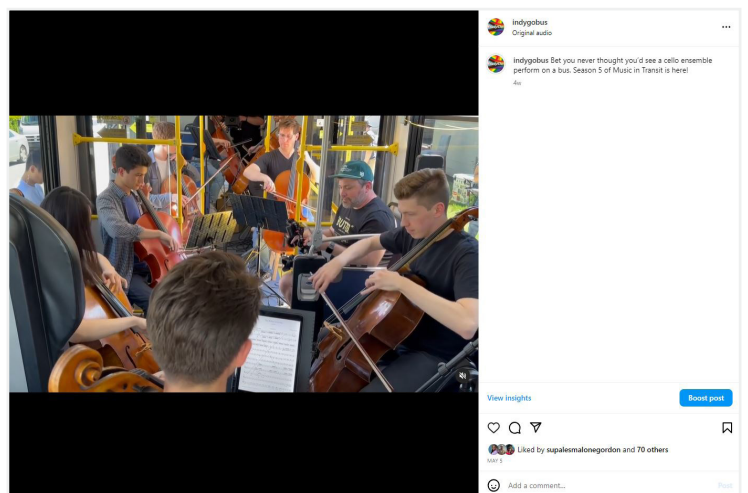
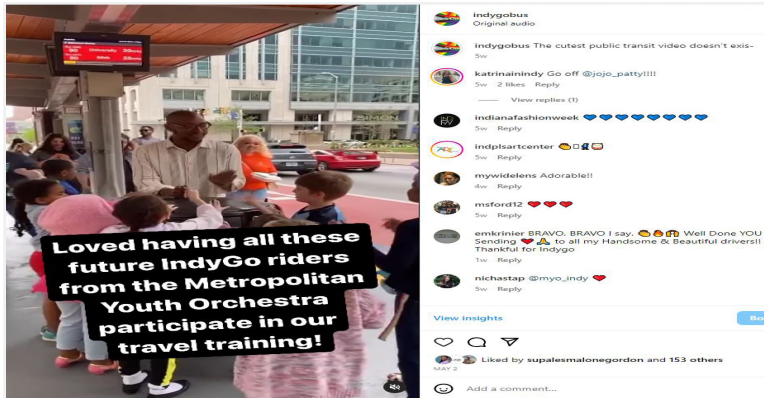
### Facebook

- Had a total of 50,900 organic impressions
- 6180 post engagements
- 11,607 page likes (32 more than in April)
- 12,554 current followers



## Instagram

- Generated 20,100 impressions
- 1,115 total engagements
- 8.4% engagement rate (3.12% more than April)
- 3,743 current followers (35 more than in April)






## Twitter

- Had a total of 132,000 organic impressions (60,300 more than in April)
- Earned an average of 4,300 impressions per day (1910 more than in April)
- 197 Retweets, 1,400 likes, 85 replies, 285 link clicks, 4.4% engagement rate
- 6,602 current followers (42 more than in April)

**IndyGo** @IndyGoBus · May 24  
"The ReD Line Is BaD fOr BuSiNeSsEs"


Since its inception, there has been \$584,000,000 in economic development along the Red Line. It has been one of the most impactful economic developments in the HISTORY of Central Indiana.



**\$584,000,000**  
**IN ECONOMIC DEVELOPMENT ALONG THE RED LINE**

**IndyGo** @IndyGoBus · May 1  
Due to driver shortages, significant schedule and route adjustments will go into effect on June 11. These changes will increase reliable service and lay the groundwork for service expansion as part of our future service plan. [indygo.net/indygo-respond...](https://indygo.net/indygo-respond...)

**MAJOR SCHEDULE & ROUTE CHANGES**  
**EFFECTIVE JUNE 11**



Promote


14 4 9,444

**IndyGo** @IndyGoBus · May 15


Owning a car is INSANELY expensive. Reliable public transit offers you more financial freedom than the alternative.

- No car payment
- No car maintenance
- No car insurance
- No worrying about gas prices
- No owning a depreciating asset

#TransitIsEssential



**IndyGo** @IndyGoBus · May 1  
We had to do it.



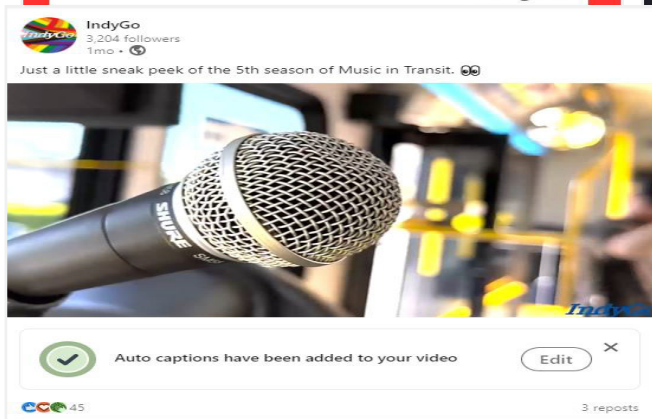
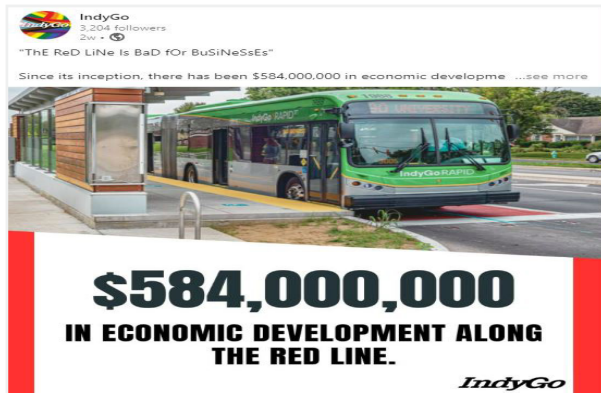
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Promote

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## LinkedIn

- Generated 18,000 impressions
- 1,400 total engagements
- 9.1% engagement rate
- 76 new followers; 3,189 total followers

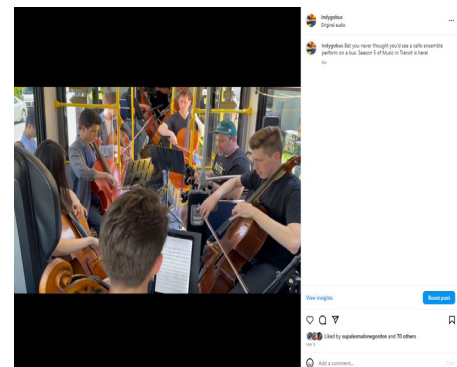


## Video Data

Total Views in May: 62,199 (27,554 more than April)

## Top 3 May Videos

- It's Gonna be May 16,619 total views
- Music in Transit- 7,608 total views
- Cement Bus Rebuild- 6,689 total views



## Email Marketing:

### NEWSLETTER

- 10,185 Recipients
- 3.95% CTR
- 7.96% Open rate

### CREATIVE PROJECTS

- 54 requests completed via SysAid & email in May.

**INSIDE** *IndyGo*<sup>SM</sup>

**May 2023**

**IndyGo Responds to Driver Shortages with Service Adjustments to Improve Reliable Service Starting June 11**

Starting Sunday, June 11, IndyGo will roll out major service modifications to improve service reliability in response to driver shortages. Many of these changes represent a big step forward when it comes to completing IndyGo's network redesign as part of its future service plan. They will provide more efficient service in the areas that need it most, while streamlining service where ridership is low. Routes that will experience changes include Routes 2, 11, 12, 13, 14, 16, 26, 28, 31, 38, 55 and 902. A new route, Route 56, will be introduced for the first time.

Learn more about the upcoming changes on IndyGo's website at the button below.

**June Service Adjustments**

**MAJOR SCHEDULE & ROUTE CHANGES**



# Outreach Summary: May 2023

In May, IndyGo hosted or attended 17 events and reached over 67,472 people through in-person and digital engagement. Outreach focused on preparing riders and the community for major service modifications to roll out in June as well as new Purple Line construction closures and detours.

IndyGo offered several opportunities to prepare the community for major service adjustments impacting several IndyGo routes. This included a virtual public meeting and four open houses during peak hours at the Carson Transit Center. Map presentation boards were also available during the month so riders could evaluate the modifications at their convenience. The goal was to provide riders ease in accessing information and meet them where they are.

IndyGo also had a presence at community events including the Asian Festival, Lawrence Fiesta, CIRT Bike to Work Day and the Safe Summer BBQ.

IndyGo prepared the community for a 60-day closure in Lawrence on Post Road from Pendleton Pike to the CSX railroad. In addition to business canvassing more than three weeks ahead of the closure, staff canvassed neighborhoods along Post Road that would be directly impacted by the closure.

Transit Ambassadors continued to extend IndyGo's outreach efforts in the community, engaging approximately 900 community members at the Carson Transit Center to prepare riders for route modifications to take place in June 2023.



## OUTREACH PROJECTS

Date:	Event:
5/1/2023	Mayor's Neighborhood Advocates Update
5/9/2023	Purple Line Transit Talk: Avondale Meadows YMCA
5/9/2023	Hope Team Meeting
5/10/2023	CAFE QOL Meeting
5/10/2023	IMPD East District Task Force Meeting
5/13/2023	Asian Festival
5/13/2023	Lawrence Fiesta
5/16/2023	Virtual Public Open House: June Service Adjustment
5/17/2023	CTC-Public Open House: June Service Adjustment
5/17/2023	CTC-Public Open House: June Service Adjustment
5/18/2023	CTC-Public Open House: June Service Adjustments
5/18/2023	CTC-Public Open House: June Service Adjustment
5/19/2023	Purple Line Canvassing
5/19/2023	Bike to <u>Work Day</u>
5/24/2023	Virtual ANU Community Partner Collective
5/26/2023	Second Helpings Breakfast & Learn
5/27/2023	Safe Summer BBQ
5/30/2023	Far East Side Council Zoom Meeting



## Department of People & Teammate Experience Division Report – May 2023

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**To:** Chair and Board of Directors  
**Through:** President/CEO Inez P. Evans  
**From:** Chief People Officer Denise E. Jenkins-Agurs, MS.Ed.  
**Date:** June 22, 2023

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### Talent Acquisition:

- 9 employees hired, in June, from various departments (Finance, Procurement, Fleet Services, Planning & Capital Projects, and Facility Maintenance)
- 46 Coach Operators are currently being onboarded.
- 16 candidates attended the Coach Operator Hiring Event on 6/8
  - 12 candidates signed offer letters and accepted the position.
- 26 candidates expected to attend the upcoming Coach Operator Hiring Event on 6/22
- Upgrading Hiring Event- partnering with Ops and Learning and Development.

### Diversity, Equity, and Inclusion:

- IndyGo took part in Indy Pride Saturday, 6/10. Thanks to Director Fagan for representing with her spouse at the parade! IndyGo interacted with 3,652 people at the festival and was very well received at the Parade and Festival.

### Learning & Development:

- There are three new/updated Learning & Development courses in Absorb:
  - Workplace Communication Basics
  - Communication Fundamentals
  - A Guide to Lawful Interviewing
- Effective June 27<sup>th</sup>, the Pregnant Workers Fairness Act (PWFA) and PUMP ACT (Providing Urgent Maternal Protections for Nursing Mothers) will be in action.
  - All employees hired after June 1st will receive training on the new policies and procedures during New Hire Orientation
- Safety requirements and additional re-training information will be collected from each department to begin planning for this year's In-Service training.

### Wellness and Teammate Engagement:

- Juneteenth June 19<sup>th</sup> history and activities occurring in Indianapolis sent to teammates.
- Wellness Survey. Send out to teammates by the end of June.
- Feedback Forms available to teammates to address their concerns.

### Mentorship & Apprenticeship Program (MAP):

- COTA visit on June 12, 2023. They are copying the style of the Mentorship portion of our program.
- The upcoming visit from COTA is tentatively scheduled for some time in July. They want to attend a graduation and meet with management and the labor side to discuss the MAP partnership.
- The job posting for the Bus technician apprentice has been posted.
- Awaiting word from the DOL on the Mentorship becoming an Apprenticeship.
- Connected with the Excel center on potential future partnerships for teammates needing a high school diploma.

**Workforce Development:**

- Lean Six Sigma presentation to the Executive Committee on June 20, 2023
- The HR team is working on recruiting an intern from the Martin University
- I am looking for a team willing to take and accept an intern from PCRHS for the next school year.
- Working on a mental health first aid lunch and learning for IndyGo

**Benefits & Leave Administration:**

- ADP file feed issue has been resolved.
- Streamlining Leave process as it relates to benefits.
- Aggressively collecting arrears
- Implemented new Monday reports – Leave status report goes out every Monday which consist of Intermittent Leave, Short Term, & Long-Term Leave. A new additional report is the New Claim report (which advises operations and management of new claims filed for the week).

Respectfully submitted,

**Denise E. Jenkins-Agurs, MS.Ed.**  
Chief People Officer