



Board Report
December 14, 2023

www.IndyGo.net
317.635.3344

Page
Intentionally
Left
Blank

1. **Call to Order and Roll Call** (Presenters – Greg Hahn, Robert Frye)
2. **Awards and Commendation** (Presenter – Jennifer Pyrz)
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 November 16, 2023
 2. A-2: Consideration and approval of Design & Engineering Services for West Campus Renovations (Presenter – Sarah Stentz)
 3. A-5: Consideration and approval of bus stop improvements 2024 construction engineering task order (Presenter- Rachel Wilson)
 4. A-6: Consideration and approval of Sole Source – Installation of Purple Line BYD Chargers- Phase1, Miller Eads (Presenter- Thierno Balde)
 5. A-7: Consideration and approval of the monthly amendment of the diesel fuel contract (Presenter- Cheryl Purefoy)
 6. A-8: Consideration and approval of CTC Washington St BRT boarding design services task order (Presenter- Matt Duffy)
 7. A-9: Consideration and approval of Red Line post-operation traffic assessment task order (Presenter- Matt Duffy)
 8. A-10: Consideration and approval of Voice over Internet Protocol (VoIP) Services Contract Amendment (Presenter- Marcus Burnside)
5. **Regular Agenda** (Presenter – Greg Hahn)
 1. A-3: Consideration and approval of Resolution 2023-08 Transfer in appropriations and carry forward of outstanding encumbrances for FY2023 (Presenter- Bart Brown)
 2. A-4: Consideration and approval of IndyGo’s 5-Yr Capital Plan Update (Presenter- Brooke Thomas)
 3. A-11: Consideration & approval of East Campus B Building Renovations Change Order (Presenter – Sarah Stentz)
 4. A-12: Consideration and approval of Successor Collective Bargaining Agreement with the Amalgamated Transit Union, Local 1070 (Presenter – Sean Wooding)
 5. A-13: Consideration for approval to change property insurance renewals to Actual Cash Value (ACV) modeling (Presenter – Brian Clem)
 6. A-14: Consideration and approval of Ratification of Employment Contract for Interim President/CEO (Presenter – Adairius Gardner)
6. **Information Items**
 1. I-1: Receipt of Finance Report for November 2023 (Presenter – Bart Brown)
 2. I-2: Mobility Advisory Committee (MAC) update
 3. I-3: 2024-2026 Workplace Diversity, Equity, and Inclusion Strategic Plan (Presenter – Lloyd Daley-Graham)
 4. I-4: Department Reports
7. **Adjourn** (Presenter – Greg Hahn)

Executive session may occur immediately prior or after scheduled meetings.

[Per IC 5-14- 1.5.6.l{bl {21 (A) and (B) & IC 5-14-1.5.6.1 (bl (9))

Our next Board Meeting will be Thursday, January 25, 2024; 11am

Page
Intentionally
Left
Blank



Awards & Commendation Recognition for November 2023

To: Chair and Board of Directors
From: Interim President/CEO Jennifer Pyrz
Date: December 14, 2023

November 2023 Awards & Commendations

Employee	Position	Recognition
Ricardo Oxley	Coach Operator – Fixed Route	14 Years of Safe Driving
Lakeita Smith	Coach Operator – Fixed Route	November Operations Employee of the Month
Mike Roth	Deputy Chief Transportation Officer	Promotion
Teisha Belton	Director of Mobility Solutions	Promotion

November 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 November 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>
Ricardo Oxley	4538	14	24
Nathan Barnes	8590	9	10
Robert Feiock	8620	9	9
Timothy McLeod	8651	8	9
Laniese Coach	8641	6	9
Earl Kimbrough	9003	5	6
Devona Hollowell	9659	4	4
Enrique San Pedro	9391	4	4
Anthony Mitchell	9803	2	2
Darnell Roberts	9314	2	4
Shirley King	10275	1	1
Latoya McGill	9931	1	2
Marquisha Sherrod	9665	1	4

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 – December 2023

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Finance Committee Chairperson Richard Wilson
Date: December 14, 2023

ISSUE:

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

RECOMMENDATION:

Receive the report.

Richard Wilson
Finance Committee Chairperson’s Report
December 7, 2023

The Finance Committee met on December 7, 2023, at 8:30am. In attendance was Rick Wilson, Chairman of the Finance Committee, as well as Committee Members Mary Ann Fagan and Taylor Schaffer.

We reviewed and recommended Board approval for the following items on tonight’s agenda: Consent Agenda Items A-1, A-2, A-5, A-6, A-7, A-8, A-9, and A-10 and Regular Agenda Items A-11 & A-12.

An item from the committee meeting I would like to highlight is Action Item A-10, approval of Voice over Internet Protocol (VoIP) Services Contract Amendment. Chief Information Officer Marcus Burnside presented this action item to the Finance Committee.

VoIP refers to the technology that allows us to make and receive phone calls over the Internet in real time. It is a set of protocols working together to deliver Internet telephony functions similar to regular phone lines. The difference is that VoIP phone service provides flexibility and mobility that is impossible with traditional telephony. Delivering voice calling functions over internet connections allows anyone to use VoIP from anywhere via their laptops, desktops, or smart devices.

Since January 2021, Avaya Cloud Office has been our VoIP vendor for voice services. The contract with Avaya Cloud Office is due to expire in January 2024. A detailed evaluation was conducted to assess the performance of our voice services and its impact over the contract term, and it was determined that Avaya Cloud Office has met or exceeded our expectations. IPTC has elected to amend our contract with Avaya Cloud Office and continue receiving quality voice services with favorable costs.

Mr. Chairman, that concludes my report.

Page
Intentionally
Left
Blank



Service Committee Chairperson Report – December 2023

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Service Committee Chairperson Adairius Gardner
Date: December 14, 2023

ISSUE:

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

RECOMMENDATION:

Receive the report.

Adairius Gardner
Service Committee Chairperson's Report
December 7, 2023

The Service Committee met on December 7, 2023, at 10:00am. In attendance was Adairius Gardner, Chairman of the Service Committee, as well as Committee Member Hydre Abdullah.

We reviewed and recommended Board approval for the following items on tonight's agenda: Consent Agenda Items A-1, A-6, A-8, & A-9 and Regular Agenda items A-4 & A-12.

An item from the committee meeting I would like to highlight is Action Item A-6, approval of Sole Source – Installation of Purple Line BYD Chargers- Phase1, Miller Eads. Director of Preventive Maintenance and Repairs Thierno Balde presented this action item to the Service Committee.

In 2018, Miller Eads, Inc. installed the electric bus charging equipment ("depot chargers") at IPTC's 1501 W. Washington St facility. Initially, only a portion of the designed chargers were installed – to support Red-Line buses. Miller Eads was identified through a competitive procurement process for the original installation and was the sole original installer. IPTC now desires to continue the installation of the Purple Line BRT depot chargers for PHASE1 in accordance with the original design plan. The present construction phase is a continuation of the previous project; therefore, this service must be provided to the contractor that installed the previous chargers and laid out all the chargers' wirings, conduits, and switch gears. The selection of Miller Eads to continue the work reduces risk on the project due to their experience with IPTC and knowledge of the original installation of chargers, switch gears, junction boxes, and conduits.

With the new 28 BYD buses procured to service the Purple Line BRT system, additional chargers are necessary to support the daily charging requirement of the BRT fleet. PHASE 1 consists of installing twelve chargers to support the charging needs of initial purple line buses expected to be delivered by December 31, 2023. PHASE 2 will install the remaining 16 additional chargers needed to support the rest of the Purple Line BRT fleet, which will be presented to the Board at a later date.

Mr. Chairman, that concludes my report.

Page
Intentionally
Left
Blank

November Board of Directors Minutes

IndyGo

Nov 16, 2023 at 5:00 PM EST

@ 9503 E. 33rd St - IndyGo HQ

ACTION ITEM A – 1

Attendance

Present:

Members: Hydre Abdullah, Carrie Black, Bart Brown, Charlie Carlino, Inez Evans, Mary Ann Fagan, Adairius Gardner, Greg Hahn, Morgan Johnson, Richard Wilson, Jr., Lise Pace, Sean Wooding

Staff: Andrea Carroccia (remote), Emily Meaux (remote), Cheryl Purefoy (remote), Cameron Radford (remote), Ryan Wilhite (remote)

Absent:

Members: Taylor Schaffer

1. Call to Order and Roll Call (Presenters: Greg Hahn, Sean Wooding)

-  [board cover 2023 Nov16.docx](#)
-  [page intentionally left blank.pdf](#)
-  [Agenda November 23.docx](#)
-  [page intentionally left blank.pdf](#)

Chairman Gregory Hahn called the meeting to order at 5:00pm. Acting Chief Legal Officer Sean Wooding called the roll. 6 members present in person. There was a quorum.

2. Awards and Commendation (Presenters: Inez Evans)

-  [A1 Awards & Commendation November.docx](#)
-  [page intentionally left blank.pdf](#)
-  [A1 Nov Safe Drivers Report Sept 2023.docx](#)
-  [A1 Nov Safety award NAFA air filtration 2023.docx](#)

President/CEO Inez Evans gave an update on the Awards and Commendations for October 2023. Recognized were safe drivers for October 2023, one employee for 32 years of safe driving, the October Operations Employee of the month, one Coin of Excellence recipient, and IndyGo for winning the National Air Filtration Association (NAFA) Clean Air Award for 2023.

3. Committee Chairperson Reports (Presenters: Richard Wilson, Adairius Gardner)

Finance Committee - Richard Wilson

Service Committee - Adairius Gardner

-  [A Finance Committee Chair Report November.docx](#)
-  [page intentionally left blank.pdf](#)
-  [A Service Committee Chair Report November.docx](#)
-  [page intentionally left blank.pdf](#)

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 October 26, 2023
 [A-1 October Board of Directors Minutes.docx](#)
2. A-2: Consideration and approval of the monthly amendment of the diesel fuel contract (Presenters: Cheryl Purefoy)
 [A-2 BAI - Premium Diesel Fuel Contract Amendment.docx](#)
3. A-3: Consideration and approval of RFP 23-07-483 Canopy & Window Cleaning Contract (Presenters: Paul Williams)
 [A-3 Canopy Window cleaning 2023.docx](#)
4. A-4: Consideration and approval of the procurement of the InductEV charging system (Presenters: Jeff Keirn)
 [A-4 Charging System Procurement 10-30-23.docx](#)
5. A-5: Consideration and approval of IFB 23-08-48-484: Bus Stop Improvements 2024 Construction (Presenters: Rachel Wilson)
 [A-5 Local Stop Improvements 2024 Construction.docx](#)
6. A-6: Consideration and approval of the Near Eastside Bus Stop Improvements: Phase 2 Design Engineering Task Order (Presenters: Rachel Wilson)
 [A-6 Design of Near Eastside Bus Stops Ph 2.docx](#)
7. A-7: Consideration and approval of Red Line transit signal priority (TSP) task order (Presenters: Matt Duffy)
 [A-7 A-NUM Red Line TSP task order.docx](#)
8. A-8: Consideration and approval of contract with Anthem for group Health, Dental, and Stop-Loss Insurance (Presenters: Bart Brown)
 [A-8 Employee insurance Renewal \(Nov 2023\).docx](#)
9. A-9: Consideration and approval of Sole Source - Annual Renewal for GIRO, HASTUS (Presenters: Annette Darrow)
 [A-9 Hastus.docx](#)
10. A-11: Consideration and approval of MOA with IndyGo Foundation (Presenters: Emily Meaux)
 [A-11 Foundation Board Action Item - Approval of MOA 11.16.23.docx](#)
 [page intentionally left blank.pdf](#)
11. A-12: Consideration and approval of new Foundation Board Member (Presenters: Emily Meaux)
 [A-12 Foundation Board Action Item - Approval of new Board Member 11.16.23.docx](#)

Motion:

Approval of Consent Agenda

Motion moved by Richard Wilson, Jr. and motion seconded by Mary Ann Fagan. Adairius Gardner - AYE; Mary Ann Fagan - AYE; Hyde Abdullah - AYE; Richard Wilson, Jr. - AYE; Lise Pace - AYE; Motion passed 5-0

5. Regular Agenda (Presenters: Greg Hahn)

1. A-10: Consideration and approval of Resolution 2022-07 free days for 2023 Holiday Season (Presenters: Carrie Black)
 [A-10 Free Fares Holiday Season 2023 Board Agenda Item.docx](#)
 [page intentionally left blank.pdf](#)
 [A-10 Resolution 2023-07 Free Fare Holiday Season 2023.docx](#)
 [page intentionally left blank.pdf](#)

IPTC has supported free fares during the holiday season for the past four years and would like to continue this tradition in 2023. The agency places top priority on removing the barrier of transportation costs, promoting safe travel alternatives during the holiday season and continuing our 365-day-a-year

mission of providing safe, reliable and equitable transportation. Through this promotion, we can help support and attract new riders to our service.

Motion:

Approval of Resolution 2022-07 free days for 2023 Holiday Season

Motion moved by Richard Wilson, Jr. and motion seconded by Hydre Abdullah. Adairius Gardner - AYE; Mary Ann Fagan - AYE; Hydre Abdullah - AYE; Richard Wilson, Jr. - AYE; Lise Pace - AYE; Motion passed 5-0

6. Information Items (Presenters: Greg Hahn)

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

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

 [page intentionally left blank.pdf](#)

 [I-1 Budget to Actuals \(Comparative Statement\) - IndyGo.pdf](#)

 [I-1 Capital Project Spending October 2023.pdf](#)

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

2. I-2: Department Reports

 [I-2a Nov Risk and Safety board report 2023.docx](#)

 [I-2b PLANNING AND CAPITAL PROJECTS REPORT for 2023-11.docx](#)

 [page intentionally left blank.pdf](#)

 [I-2c NOV Board REPORT FINAL.pdf](#)

 [I-2d OCT OPERATIONS DIV BOARD REPORT -11.2023.docx](#)

 [page intentionally left blank.pdf](#)

 [I-2e Department of People November Board Report 2023.docx](#)

 [I-2f Supplier Diversity Division November Report.docx](#)

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

7. Adjourn (Presenters: Greg Hahn)

On order of Chairman Gregory Hahn and there being no objection, the meeting was adjourned at 5:14pm.

Interim Chief Legal Officer
Sean Wooding

Page
Intentionally
Left
Blank



Date of Memo: November 30, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Senior Project Manager – Capital Facilities Projects Sarah Stentz
SUBJECT: Consideration and approval of Design & Engineering Services for West Campus Renovations

ACTION ITEM A – 2

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize Interim President/CEO Jennifer Pyrz to award a contract to HDR for a price not to exceed \$291,402 to provide design and engineering services as they apply to West Campus renovation projects.

BACKGROUND:

The current garage at West Campus requires several maintenance and renovation projects to be completed for continued functionality and safety of the facility. HDR was selected from our newly awarded On-Call A&E contracts (RFQ 23-03-475) as they have done several facility assessments for us at this property. Their services will be used to help plan for upcoming capital work in various locations of the garage.

DISCUSSION:

This contract will include the engineering and design services necessary to put together bid packages for procurement. Overall, the scope includes multiple areas within the West Campus Garage including: replacement of the diesel fuel line; repairs to Concrete Masonry Unit (CMU) walls where settling has occurred; demolition of CMU walls to accommodate 60’ articulating buses in a safer more convenient manner.

ALTERNATIVES:

The Board could choose not to contract as recommended, however, deferring the design and planning of these projects could cause issues down the line when items become critical for repair.

FISCAL IMPACT:

Funding for this procurement is IPTC local Capital funds.

DBE/XBE DECLARATION:

This task order includes participation from:

- Muller & Muller (DBE & WBE) at 11.3%

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee on December 7, 2023 and will be placed on the Consent Agenda.



Date of Memo: November 21, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Project Manager Rachel Wilson
SUBJECT: Consideration and approval of bus stop improvements 2024 construction engineering task order

ACTION ITEM A – 5

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize IPTC’s President/CEO to execute a task order with Butler, Fairman & Seufert (BF&S) for construction engineering and inspection services on the Local Bus Stop Improvements 2024 Construction Project for an amount not to exceed \$330,000.

BACKGROUND:

A construction contract (IFB 23-08-484) has been awarded and approved by the Board at the November 2023 meeting for the next package of local bus stop improvements to include bus pads, ADA compliant curb ramps and sidewalk connections at 56 individual bus stops along with improved crosswalks and traffic signals in select locations. Construction is anticipated to begin in early 2024 and be completed in late 2024 with some administrative close-out activities likely extending into early 2025.

DISCUSSION:

A new on-call master services agreement was established in 2023 with BF&S pursuant to RFQ 23-03-474. This task order will be the first under this new agreement. BF&S will provide inspection services, coordinate with contractors and subcontractors, ensure work is completed according to contract documents, document any contract changes, maintain daily field reports, and perform quality control and material testing.

ALTERNATIVES:

IPTC has two available on-call firms for professional construction engineering and inspection services. BF&S was selected based on past performance and available capacity.

FISCAL IMPACT:

This project is budgeted in 2024 with local funding.

DBE/XBE DECLARATION:

BF&S’ proposal has a 31% XBE commitment which includes 20% (MBE), 8% (WBE) and 3% (VBE). This commitment was reviewed and approved by Supplier Diversity.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee on December 7, 2023 and will be placed on the Consent Agenda.

Page
Intentionally
Left
Blank



Date of Memo: November 28, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Director of Preventive Maintenance and Repairs Thierno Balde
SUBJECT: Consideration and approval of Sole Source – Installation of Purple Line BYD Chargers- Phase1, Miller Eads

ACTION ITEM A – 6

RECOMMENDATION:

In a manner consistent with IPTC contract award standards, it is requested that the Board authorize the President/CEO to enter a sole source contract with Miller Eads Inc. to install twelve BYD depot chargers for the Purple Line Bus Rapid Transit (BRT). These chargers will be installed at IPTC’s 1501 W. Washington St facility in an amount not to exceed \$150,000.

BACKGROUND:

In 2018, Miller Eads, Inc. installed the electric bus charging equipment ("depot chargers") at IPTC’s 1501 W. Washington St facility. Initially, only a portion of the designed chargers were installed – to support Red-Line buses. Miller Eads was identified through a competitive procurement process for the original installation and was the sole original installer. IPTC now desires to continue the installation of the Purple Line BRT depot chargers for PHASE1 in accordance with the original design plan. The present construction phase is a continuation of the previous project; therefore, this service must be provided to the contractor that installed the previous chargers and laid out all the chargers' wirings, conduits, and switch gears. The selection of Miller Eads to continue the work reduces risk on the project due to their experience with IPTC and knowledge of the original installation of chargers, switch gears, junction boxes, and conduits.

DISCUSSION:

With the new 28 BYD buses procured to service the Purple Line BRT system, additional chargers are necessary to support the daily charging requirement of the BRT fleet. PHASE 1 consists of installing twelve chargers to support the charging needs of initial purple line buses expected to be delivered by December 31, 2023. PHASE 2 will install the remaining 16 additional chargers needed to support the rest of the Purple Line BRT fleet, which will be presented to the Board at a later date.

ALTERNATIVES:

The Board could choose not to award. If not awarded, IPTC will not have enough charging capabilities to support the charging of BEB (Battery Electric Bus) in the daily operation of the Purple Line.

FISCAL IMPACT:

The project funding will come out of the Capital Budget.

DBE/XBE DECLARATION:

This procurement is a sole source; therefore, no goals apply to this opportunity.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee and Service Committee on December 7, 2023 and will be placed on the Consent Agenda.



Date of Memo: November 28, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Deputy Chief Operating Officer Cheryl Purefoy
SUBJECT: Consideration and approval of the monthly amendment of the diesel fuel contract

ACTION ITEM A – 7

RECOMMENDATION:

In a manner consistent with IPTC procurement standards, it is requested that the Board authorize President/CEO Evans to allow for the purchase, from Co-Alliance LLC, an additional 30,000 gallons of diesel fuel, for the month of December 2023, at a current average market price of \$2.9619/per gallon as of the date of this action item. This is not to exceed amount of \$88,857.

BACKGROUND:

IPTC’s annual fuel consumption was projected as 1,260,000 gallons for the 2023 fiscal year. The contract will cover approximately 98% of that consumption as a guarantee. Actual consumption has been higher than projections which is attributed to the anticipated fuel reduction assumption of 25% for hybrids being spread across the entire fleet vs. the hybrid vehicles only. The projected 2023 supply was depleted in September.

DISCUSSION:

Co-Alliance is the current contract awardee. If IPTC, requires more fuel above 105,000 gallons in the month, IPTC will request the option to purchase additional diesel fuel at the market rate from Co-Alliance. NOTE: Fuel consumption for 2024 was budgeted at current rates with a 5% increase from current actual consumption.

ALTERNATIVES:

The IPTC Board of Directors could elect to not amend this contract, however, we risk running out of fuel and having limited options for fueling the coaches for service for Q4 of 2023. Additionally, the current trends are moving rapidly and could significantly impact the IPTC budget if required to purchase fuel at rack pricing.

FISCAL IMPACT:

The funding source for this procurement is provided by Operating Budget

DBE/XBE DECLARATION:

N/A

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee on December 7, 2023 and will be placed on the Consent Agenda.

Page
Intentionally
Left
Blank



Date of Memo: November 28, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Project Manager Matt Duffy
SUBJECT: Consideration and approval of CTC Washington St BRT boarding design services task order

ACTION ITEM A – 8

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize IPTC’s President/CEO to execute a task order with Kimley Horn & Associates to assist IPTC with designing BRT boarding bays on Washington Street at the Julia M. Carson Transit Center (CTC) for an amount not to exceed \$390,291.

BACKGROUND:

BRT boarding bays for the Red and future Blue Lines are planned to be constructed on the south side of Washington Street just east of Delaware Street along the northern edge of the CTC in 2025. Removal of metered parking spaces and codifying use of the south side of Washington Street in this block as a bus stop zone was approved by the Indianapolis City County Council at its December 4th meeting.

DISCUSSION:

IPTC awarded a three-year on-call Architectural & Engineering Services Agreement to Kimley-Horn and Associates Inc. in July 2023 (RFQ 23-03-475) for street design and civil engineering services. This procurement will be made in accordance with the terms and conditions of this professional services master agreement. This task order includes high level design alternatives analysis, traffic analysis, survey, plan production, cost estimates, and bidding and construction support.

ALTERNATIVES:

IPTC currently has two Architectural & Engineering on-call consultants available for street design, Lochmueller and Kimley-Horn. Kimley-Horn was selected for this project as the firm better positioned with capacity and capability for the assignment given other active and ongoing projects.

FISCAL IMPACT:

This project is budgeted with local funds in 2023 through the Capital Budget.

DBE/XBE DECLARATION:

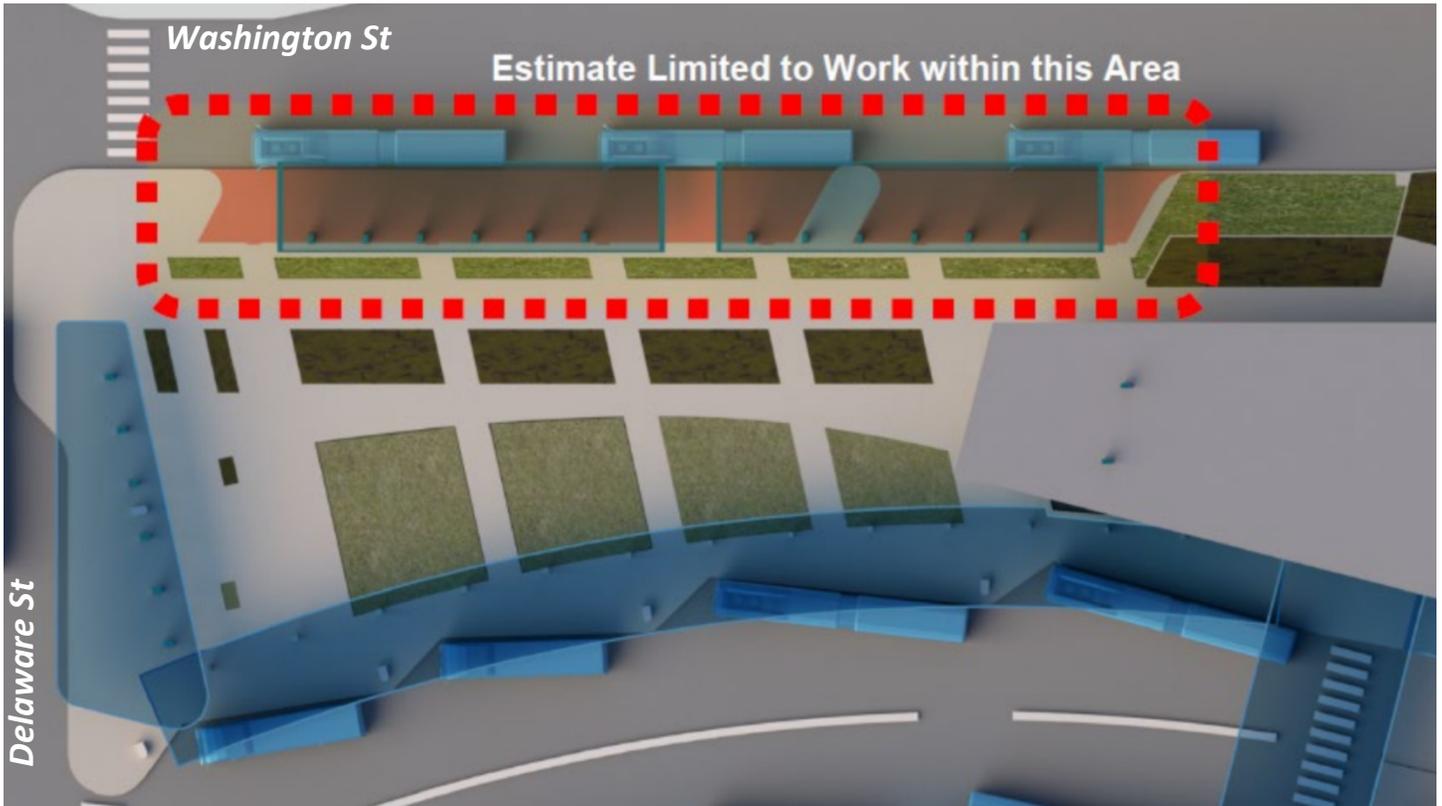
This task order includes participation from:

- Roger Ward Engineering (VBE) at 4.4%
- Redemption Engineering (DOBE) at 1.5%

This task order has a total of 5.9% XBE participation.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee and Service Committee on December 7, 2023 and will be placed on the Consent Agenda.





Date of Memo: November 28, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Project Manager Matt Duffy
SUBJECT: Consideration and approval of Red Line post-operation traffic assessment task order

ACTION ITEM A – 9

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize IPTC’s President/CEO to execute a task order with American Structurepoint to assist IPTC with evaluating traffic along portions of the Red Line and adjacent corridors for an amount not to exceed \$189,800.

BACKGROUND:

Pursuant to an Interlocal Cooperation Agreement (ICA) between the City of Indianapolis Department of Public Works and IPTC covering Red Line construction, maintenance and implementation of service, IPTC is responsible to conduct a traffic study that assesses impacts to traffic and traffic patterns. This task order is a fulfillment of the traffic study obligations agreed to in the Red Line ICA.

DISCUSSION:

IPTC awarded a three-year on-call Architectural & Engineering Services Agreement to American Structurepoint in July 2023 (RFQ 23-03-475) for traffic engineering services. This procurement will be made in accordance with the terms and conditions of this professional services master agreement. This task order includes before and after comparison of traffic volumes, speeds, and crash data along some of the corridors that the Red Line operates on including College Avenue, Meridian Street, and adjacent parrel corridors. The analysis will be packaged into a final report that is anticipated to be completed in Q2 2024.

ALTERNATIVES:

The Board could choose not to approve this task order; however, appropriated funds would not be encumbered in the 2023 operating budget. Future funding would need to be identified in the 2024 budget, risking cost increases if this task order is delayed.

FISCAL IMPACT:

This study is budgeted in 2023 through the Operating Budget.

DBE/XBE DECLARATION:

This task order includes participation from:

- VS Engineering (MBE) at 11%
- DB Engineering (WBE) at 7%

This task order has a total of 18% XBE participation.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee and Service Committee on December 7, 2023 and will be placed on the Consent Agenda.



Date: November 28, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Chief Information Officer Marcus Burnside
SUBJECT: Consideration and approval of Voice over Internet Protocol (VoIP) Services Contract Amendment

ACTION ITEM A – 10

RECOMMENDATION:

In a manner consistent with IPTC procurement award standards, it is requested that the Board authorize the President/CEO to amend our current contract agreement with Avaya Cloud Office to provide cloud-based phone services, including three years of technical support in an amount not to exceed \$171,000.

BACKGROUND:

VoIP refers to the technology that allows us to make and receive phone calls over the Internet in real time. It is a set of protocols working together to deliver Internet telephony functions similar to regular phone lines. The difference is that VoIP phone service provides flexibility and mobility that is impossible with traditional telephony. Delivering voice calling functions over internet connections allows anyone to use VoIP from anywhere via their laptops, desktops, or smart devices.

DISCUSSION:

Since January 2021, Avaya Cloud Office has been our VoIP vendor for voice services. The contract with Avaya Cloud Office is due to expire in January 2024. A detailed evaluation was conducted to assess the performance of our voice services and its impact over the contract term, and it was determined that Avaya Cloud Office has met or exceeded our expectations. IPTC has elected to amend our contract with Avaya Cloud Office and continue receiving quality voice services with favorable costs.

ALTERNATIVES:

The Board could choose not to amend the contract with Avaya Cloud Office. However, IPTC will lose its agency-wide phone service and be forced to publish a formal solicitation for replacement until another VoIP service provider is identified.

FISCAL IMPACT:

The total cost of the new VoIP phone service will not exceed \$171,000 over the three year contract term. This cost includes \$57,000 for FY2024, FY2025 and FY2026. By executing this contract, IPTC will save \$3800 in FY2024, FY2025, and FY2026 for a total of \$11,400 over the contract term.

DBE/XBE DECLARATION:

This project will be funded locally; therefore, XBE goals will not apply.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee on December 07, 2023 and will be placed on the Consent Agenda.



Date of Memo: December 13, 2023
 Current Meeting: December 14, 2023
 Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Chief Financial Officer Bart Brown and Director of Budget Justin Burcope
SUBJECT: Consideration and approval of Resolution 2023-08 – Transfer in Appropriations and Carry Forward of Outstanding Encumbrances for FY2023

ACTION ITEM A – 3

RECOMMENDATION:

Authorize the approval of Resolution 2023-08 – Transfer in Appropriations and Carry Forward of Outstanding Encumbrances for Fiscal Year 2023.

BACKGROUND:

With the opening of a new budget year and a new set of ledgers, it is advantageous to review the unpaid purchase orders and contracts which remain on the ledgers as “encumbered.” Whenever a valid appropriation has been lawfully encumbered by a contract or by the issuance of a purchase order, the appropriation to the extent of the encumbrance may be carried forward to the succeeding year and made available for payment of the obligation which encumbered it. Only so much of the appropriation as is lawfully encumbered may be carried forward.

As part of the year-end review process, IPTC requests to allow for a transfer in appropriations between the operating budget and the capital budget.

DISCUSSION:

State guidelines allow the Board to authorize carry forward of outstanding purchase orders at year-end. These outstanding purchase orders were not paid prior to December 31, 2023. Therefore, it is prudent and sound financial practice to carry them forward into the next fiscal year (2024), pending available cash balances at the close of the fiscal year 2023. The appropriations to cover these purchase orders, once expensed, will come from the 2023 budget.

Under the same guidelines, budget adjustments to the operating and capital budgets will be necessary to make sure that major expense categories are in alignment within IPTC’s overall budget. This action does not change the 2023 total appropriation authority for the already approved and adopted budget.

ALTERNATIVES:

If the Board chooses not to approve this action, IPTC would not be able to use fiscal year 2023’s appropriations to pay for any outstanding purchase orders and contracts in fiscal year 2024. As a result, the obligations would have to be charged against fiscal year 2024’s appropriations, which could jeopardize previously budgeted operating line items and capital projects.

FISCAL IMPACT:

There is no fiscal impact on fiscal year 2024's budget as appropriations were provided for these purchase orders in fiscal year 2023's budget.

DBE/XBE DECLARATION:

N/A

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was not reviewed by the Finance Committee or Service Committee on December 07, 2023 and will be placed on the Regular Agenda.

Existing Encumbrances

Row Labels	Sum of Remaining amount
Operating	5,067,512.39
HNTB Corporation	1,616,627.99
Advanced Restoration Contractors, Inc.	354,000.00
Swiftly, Inc.	271,227.34
TELAMON CORPORATION	233,456.19
MILLER TRANSPORTATIO	222,256.65
GIRO	199,720.00
Corey A. Saunders	177,600.00
CUMMINS MID-STATES POWER-INC.	168,576.90
Nelson Nygaard Consu	130,867.13
CAMBRIDGE SYSTEMATIC	129,898.00
HAWKEYE HEALTH, LLC	128,327.18
FINELINE PRINTING GROUP	76,031.00
CINTAS CORPORATION LOC. #G65	76,013.07
EDM, INC.	71,210.00
CSched (Courval Sche	70,724.00
The Red Elephant Agency, LLC	70,136.27
CityStrategies LLC	66,412.50
Woolpert, Inc.	59,000.00
Michelin North Ameri	53,000.00
RLS & ASSOCIATES, IN	51,122.84
ICI CONTROLS Inc. / DBA Small PC Computers	49,165.00
Sam Schwartz Consult	47,378.31
Creative Financial Staffing, LLC	47,020.80
Jeffrey M. Brown	45,350.00
TRC Engineering Services	40,090.00
UNIFORM HOUSE MES	38,006.02
Derek Hamilton	35,060.00
CARRIER & GABLE INC	33,300.00
Cental Indiana Hardware Co., Inc	32,663.93
SIMPLEX GRINNELL/Johnson Controls	30,827.21
David R. Siedentopf	30,068.36
VERIZON WIRELESS	28,211.76
Concentra Medical Ce	25,213.35
Lelander, LLC	24,400.00
BUSINESS FURNITURE, LLC-DEPARTME	21,525.08
GRAINGER	19,471.28
KOORSEN PROTECTION SERV-CUST# IN	19,432.68
SHUCK CORPORATION	18,660.00

ASKREPLY dba B2GNOW, PANTHER INTERNATIONAL	17,315.00
James Rinehart	16,760.00
MOTOROLA SOLUTIONS, INC	16,367.33
Marian University	14,625.00
Global Traffic Techn	13,120.08
Dynaway A/S	12,980.00
Concentra Health Svcs-Concentra Med Compliance Admin	11,833.00
MULTIGUARD CORPORATI	10,308.00
Xuehao Chu	10,000.00
BYD Coach & Bus LLC	9,768.38
Stacey Metz	8,306.25
Sheena Maria Simpson	8,250.00
D.P ASSOCIATES A DIV	7,500.00
LOCKSMITH SERVICES OF INDIANA	6,441.00
Sullivan & Poore	6,100.00
Westmatic Corporation	6,078.69
MICROSOFT CORPORATIO	5,956.65
Zero Emission Bus Resources Alliance (ZEBRA)	5,500.00
Ecolane USA, Inc	4,381.00
ELLIS MECHANICAL INC	4,246.00
SOUTHSIDE STEEL	4,103.80
QUALITY ASPHALT SEALCOATING &	3,900.00
Aztec WFR Inc.	3,872.00
Masters Architectural Graphics Inc. d/b/a ASI	3,380.00
Talkdesk Inc.	3,210.47
Vision Ecom LLC DBA Auto Tool World	3,138.40
PRIORITY GRAPHICS LLC	2,982.00
Advertising Vehicles Inc dba Adsposure	2,974.00
DOOR CLOSER SERVICE CO IN	2,895.00
JES & Sons 2-Way, LLC	2,800.00
TOLAR MANUFACTURING CO. INC	2,596.00
OTT EQUIPMENT SERVICES	2,475.00
Automotive Color & Supply Corp	2,397.15
LUNA LANGUAGE SERVICES PKA	1,952.80
CRYSTAL CLEAN,LLC-HERITAGE	1,809.00
BREHOB CORPORATION	1,629.48
NAPA	1,525.46
GILLIG CORPORATION	1,321.77
Precision Dynamics C	1,175.00
ELECTRONIC STRATEGIES,INC	1,025.00
CLARKE POWER SERVICES-ALLISON -	1,011.46

COMMERCIAL SEWER CLEANING		920.00
CHEMSEARCH		857.80
S & K BUILDING SERVICES, INC.		850.00
FIGHTING CHANCE SOLUTIONS		845.86
Ferguson Facilities Supply		792.18
RFS GROUP LLC		660.00
ANDY MOHR FORD		497.46
GLOBAL INDUSTRIAL (EQUIP)		455.40
SALSBURY INDUSTRIES		382.50
Kimball Office, Inc.		252.47
POMP'S TIRE SERVICE, INC.		250.00
ULINE		236.00
Midland Paper Company		220.16
LOWES HOME CENTERS INC		189.55
RUSSELL'S - LEISEA RUSSELL		42.00
Circle City Broadcasting I, LLC		-
Capital		156,432,185.95
BYD Coach & Bus LLC		66,057,148.00
CRIDER & CRIDER		48,070,441.24
F.A. Wilhelm Constru		10,970,862.60
Butler, Fairman & Seufert, Inc.		7,421,071.33
WSP USA, INC.		4,665,163.74
CITIZENS ENERGY GROUP		3,539,600.00
OLCO Inc		1,826,197.46
MIDWEST TRANSIT EQUIPMENT, INC.		1,804,746.91
Stantec Consulting S		1,195,359.69
Lochmueller Group, I		1,079,510.48
GILLIG CORPORATION		970,624.00
RIETH-RILEY CONST CO.,INC		891,955.50
Kimley-Horn & Associates, Inc.		830,000.00
Luminator Technology		795,860.54
HNTB Corporation		767,638.46
Avail Technologies,		734,780.00
3D Professional Cont		711,073.72
Parkeon Inc.		571,623.00
Midwestern Electric		520,147.00
CDM SMITH, INC.		494,164.82
S & A SYSTEMS		408,075.00
GFI GENFARE		387,029.00
SHUCK CORPORATION		329,631.60
TOLAR MANUFACTURING CO. INC		191,680.00

THE ETICA GROUP		159,802.24
BUSINESS FURNITURE, LLC-DEPARTME		154,932.16
CARRIER & GABLE INC		144,855.00
BURGESS & NIPL INC		144,735.81
Clevor Consulting Gr		125,150.92
COMMERCIAL OFFICE ENVIRONMENTS		109,736.00
Woolpert, Inc.		71,567.35
Security Identification Systems Corporation		62,088.34
TYNAN EQUIPMENT CO.		37,532.00
Hammer Lighting & Grip		29,297.00
City of Lawrence Uti		29,105.00
Ecolane USA, Inc		28,880.41
DUKE FENCE CO., INC		26,164.00
SIMPLEX GRINNELL/Johnson Controls		19,634.06
Shrewsbury & Associ		16,953.35
KAM HYDRAULICS		13,791.82
LUMIN-AIR		8,833.10
D.P ASSOCIATES A DIV		7,500.00
Millennium Sounds Inc		5,749.35
INDIANAPOLIS POWER & LIGHT COMPANY DBA AES INDIANA		1,312.00
ITSAVVY LLC		181.95
Grand Total		161,499,698.34

Encumbrances to be created before 12/31/2023

Row Labels	Sum of Estimated Value
Capital	6,342,770.79
BF&S - Construction Inspection Services	330,000.00
BOSMA - Mini Van	70,000.00
BYD Depot Chargers - Miller Eads - West Campus	150,000.00
Catholic Charaties - Mini Van	70,000.00
CTC - BRT Docking- Matt D - Kimley Horn	390,291.00
Design - Kimley Horn - Near East Bus Improvement - Phase 2	348,000.00
EC Boardroom Mics - Millenium Sound	10,631.95
HDR - Task Order - On-Call A&E - 1501 Misc Garage Updates	300,000.00
IFB 21-09-420 - 420 IndyGo East Campus B Building Construction Project to 3-D Contractors - PO0017490 - Change Order	102,551.00
IFB 22-02-437 - PO0018666 - Reith Riley - Red Line 2022 HMA & PCCP Maintenance Project - Change Order	91,527.90

IFB 23-08-484 IndyGo Bus Stop Improvements 2024 Construction Project - Shuck	1,945,236.00
InductEV Charger System / Vendor(New to IndyGo) InductEV/Matt Miller	392,400.00
Local Route - TSP - Matt D - Burgess	746,000.00
Local Route TSP (Cell Modems) - Carrier and Gable	99,900.00
Local Route TSP (Signal Controllers) - Traffic Controll Corp	97,530.00
New Task order for WSP - Purple line depot charging	50,421.00
Parkeon - Hardware and Software - Marcus, Dave, JB	240,000.00
Red Line - Post Study - Matt D	189,800.00
Red Line - TSP Mods - Matt D - Kimley Horn	455,000.00
Tolar Task Order #4 (RFP 18-06-299 Bus Stop Shelters & Lighting Project) contract extension (two years 10/31/2025) and battery purchase	2,596.00
Golf Cart - P&P Carts	14,918.94
AVAYA	171,000.00
Woolpert - On-Call - Change Order	2,000.00
WSP - Blue Line Design - Task Order	72,967.00
Operating	505,970.96
Engines - Cummins	140,000.00
Crowe - Support Hours - Burcope	15,000.00
Crowe - INV Capture Project - Burcope	25,000.00
Energy Storage Unit - Clarke - Paul Williams	72,069.70
2021B - Shuck - Change Order - Tom Sprag	50,000.00
TRC - Bus Inspection - Change Order	47,950.00
CTC Handrails - CO	53,579.44
UV Maintenance Kits	13,083.00
EDM Pass Order	28,422.00
KAM HYDRAULICS - ROBINAIR A/C MACHINES	13,791.82
Small PC Equipment	47,075.00
Grand Total	6,848,741.75

Page
Intentionally
Left
Blank

INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION

RESOLUTION 2023-08

BOARD OF DIRECTORS

Aye

Nay

Greg Hahn, Chair

Adairius Gardner, Vice Chair

Lise Pace, Secretary

Richard Wilson, Treasurer

Hydre Abdullah

Mary Ann Fagan

Taylor Schaffer

ATTEST

Name	Title	Signature
Robert Frye	Secretary/ General Counsel	



Date of Memo: November 28, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Director of Strategic Planning Brooke Thomas, AICP
SUBJECT: Consideration and approval of IndyGo’s 5-Yr Capital Plan Update

ACTION ITEM A – 4

RECOMMENDATION:

It is recommended that the IPTC Board of Directors approve the 2023 update to IndyGo’s 5-yr Capital Plan, as amended.

BACKGROUND:

All large capital investment projects and expenses are described in detail throughout IndyGo’s Capital Plan. IndyGo’s Capital Plan serves as a roadmap to implementing IPTC’s long-range capital investment program. It provides a forecast of planned capital revenue and expenditures based on currently available information. IPTC maintains its capital plan by revisiting its assumptions and projections as capital projects are implemented, recognizing when revenue is realized, and/or inserting additional information as it becomes available.

Last updated in October 2022, IndyGo’s Capital Plan is a guidance document that is updated annually. It is a companion to the Capital Budget that is adopted by the IPTC Board of Directors that ultimately governs how much the agency is prepared to spend on capital expenses in the upcoming year. The 2024 Capital Budget was adopted by the IPTC Board of Directors on August 23, 2023.

The amended plan is due to the Indiana Department of Local Government Finance in January.

DISCUSSION:

IndyGo’s 5-yr Capital Plan has been updated to:

- Reflect the progress that has been made since 2019.
- Document any changes to the scope, scale, or timeline of individual projects and expenses, as needed.
- Recognize most recent grant awards.
- Establish the funding priorities for the next five years.
- Create a more reader-friendly, reference document.

The following is a summary of this years’ substantive changes to the plan.

- The planning horizon has been extended to 2028.
- The total program budget has been updated/adjusted to respond to internal investment decisions and external factors that have caused one or more assumptions to change since the fall of 2022 when the capital plan was last updated.
- The annual program summaries have been updated to describe what has been accomplished since the October 2022 Capital Plan update.

- The description of each funding source has been reviewed for accuracy and, where necessary, updated to reflect the status of things.
- The description of each past, present, and future capital project or expense has been updated to reflect the status of things.

ALTERNATIVES:

Not applicable.

FISCAL IMPACT:

Not applicable.

DBE/XBE DECLARATION:

Not applicable.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Service Committee on December 7, 2023 and will be placed on the Regular Agenda.



Date: December 06, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Senior Project Manager – Capital Facilities Projects Sarah Stentz
SUBJECT: Consideration & approval of East Campus B Building Renovations Change Order

ACTION ITEM A – 11

RECOMMENDATION:

In a manner consistent with IPTC contract award standards, it is requested that the Board authorize IPTC’s President/CEO to execute a contract change order (CCO) with 3D Professional Contracting, Inc. for an amount of \$102,551 to cover costs associated with changes to the East Campus B Building renovation construction project.

BACKGROUND:

IPTC entered into a contract in December 2021 with 3D Professional Contracting, Inc. to renovate East Campus B building. Original contract award amount was \$3,598,000.00. Construction started in Spring 2022 and was completed December 2023.

DISCUSSION:

Throughout the life of the East Campus B building renovation, the contractor was met with existing systems and conditions that were found unsatisfactory. To ensure the long continued useful life of the facility, it was determined that several mechanical, electrical, plumbing and HVAC systems needed updating that were not originally in the contractor’s scope of work. In addition, there were various repairs to the façade of the building to ensure a weathertight structure as well as updates to improve accessibility at the newly installed elevator.

This change order accounts for 16 different project changes ranging in cost from \$994 (drain repair) to \$19,266 (repair of cracks in exterior concrete panels).

ALTERNATIVES:

This work was required to create a fully functioning facility. Without these updates, various mechanical systems would be obsolete and nonoperational.

FISCAL IMPACT:

This work will be funded from the contingency budget of the East Campus local funds. The overall project budget includes contingency funds that were set aside for unforeseen project needs such as this. The amount of this change fits within the available contingency budget.

DBE/XBE DECLARATION:

The East Campus B Building Renovations were both locally and federally funded and subject to DBE Goals.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee on December 7, 2023 and will be placed on the Regular Agenda.

CHANGE ORDER EXHIBIT

The below table breaks down individual items included in the Contract Change Order.

CCR #37	\$ 3,899.00	Additional RTU Repairs
CCR #38	\$ 994.00	Repair 2nd Floor Drains
CCR #39	\$ 13,195.00	Repipe Boiler Piping to Remove Bull Head Tee
CCR #40	\$ 19,266.00	Repair cracks at exterior concrete panels
CCR #41	\$ 9,466.00	Cores & Keys
CCR #42	\$ 3,770.00	Run Elevator for Furniture / Cubes
CCR #43	\$ 3,519.00	Elevator Gateway
CCR #44	\$ 1,935.00	Remove existing signs and patch
CCR #45	\$ 3,571.00	Elevator Lobby items
CCR #46	\$ 6,595.00	Cube power extra time
CCR #47	\$ 5,000.00	Additional RTU Repairs
CCR #48	\$ 3,374.00	AAON Service Call for HVAC
CCR #49	\$ 6,868.00	Emergency Light Fix
CCR #50	\$ 3,040.00	Replace Hot Water Heater
CCR #51	\$ 3,579.00	Paint & flooring in A/B Vestibule
CCR #52	\$ 14,480.00	ADA Openers at Elevator
SUM	\$ 102,551.00	



Date of Memo: December 06, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Interim Chief Legal Officer Sean Wooding
SUBJECT: Consideration and approval of Successor Collective Bargaining Agreement with the Amalgamated Transit Union, Local 1070

ACTION ITEM A – 12

RECOMMENDATION:

In a manner consistent with IPTC contract award standards, we request that the Board authorize the Interim President/CEO to negotiate and enter into a three year agreement with the Amalgamated Transit Union, Local 1070 (“ATU, Local 1070”) for a successor collective bargaining agreement for the period of January 1, 2024 through December 31, 2026, which includes a resolution for general wage increases with a variable wage increases from 4.25% to 8.25% depending on the seniority with the company in 2024, a general 3.5% increase in 2025, and a general 3% increase in 2026, as well as other wage adjustments modifications to the contract language.

BACKGROUND:

By way of background, in April 2023, IPTC exercised the option to initiate negotiations with ATU, Local 1070, representing all employees covered under the collective bargaining agreement. On April 27, 2023, the parties held their first negotiating session and since that first session, over a dozen bargaining sessions were held between the parties. At the first session, the parties agreed to negotiating ground rules which set forth obligations for both parties to bargain in good faith, memorialize tentative agreements, and exercise decorum at negotiations. Over the course of the negotiations, both parties submitted economic and non-economic proposals. On October 26, 2023, IPTC submitted the last, best, and final proposal for a successor collective bargaining agreement. ATU, Local 1070, submitted the last, best, and final proposal to its executive board and membership for a full vote to approve or reject the proposal. On November 21, 2023, the ATU, Local 1070 membership voted to approve the last, best, and final proposal for a successor collective bargaining agreement by a vote of 86 to ratify and 84 to reject.

DISCUSSION:

ATU, Local 1070 represents over approximately five hundred (500) employees, both Union and non-union. IPTC and the ATU, Local 1070 negotiated and reached a resolution on general wage increases, other wage adjustments, and contract language for a successor collective bargaining agreement for the period of January 1, 2024, through December 31, 2026.

Section 3 - Union Membership: The parties agreed when an employee approaches the Corporation about Union Membership, they will be referred to the Union and provided with a letter from the Union.

Section 5 - Grievances: The parties agreed when reducing a grievance to writing that it must contain the date of the alleged violation, section of the contract violated, and the remedy requested. Also, all settlements at Step 1 will be on a non-precedent setting basis.

Section 8 - Discipline: Parties agreed to some language changes on working suspensions.

Section 11 - Classifications: Parties agreed to some language changes regarding vacation picks that must occur within 30 days of the end of the current vacation eligibility period. Also added General Laborer to Facility Maintenance Classification.

Section 15 - Pay Days: Agreement made on grandfathering employees currently receiving paper checks.

Section 16 - Group Insurance: Parties agree to \$150 per represented employee for completion of the wellness program. Company paid retiree life insurance raised from \$3,500 to \$5,500 and life insurance for active employees raised to \$50k from \$25k.

Section 17 - Fees, Clothing, Personal Equipment: The parties agreed to an increase in the vouchers given to employees.

Section 18 - Bulletin Boards: The parties agreed to having information bulletin boards at 1501, East Campus, and the Carson Transit Center.

Section - Open Jobs: The parties agreed to post jobs both electronically and on bulletin boards. For selection of employees: adding the word qualified in the criteria of how a job will be filled, additional criteria involving probationary and temporary employees, and changing two years to one year for disciplines for incidents not accidents.

Section 25 - Holidays: The parties agreed to adding Juneteenth Day. All new employees will receive four personal days (one per quarter) during their first year of employment. Added additional language in vehicle maintenance and facility maintenance for picks during the holidays.

Section 26 - Sick Leave/Health Maintenance: The parties agreed to have unpaid Family Medical Leave run concurrently with paid benefit leave time.

Section 27 - Light Duty: The parties agreed the Corporation can maintain or implement a light duty program. Maximum number of employees in the program at a time changes from 10 to 25 employees. Program participation shall be limited to 180 days maximum but can be extended to 365 days by the Corporation.

Section 32A - Training Pay: The parties agreed to change from \$1.00 to \$1.25 for trainers.

Section 35 - Run Classifications: The parties agreed to increase shift differential pay from \$0.25 cents to \$0.40 cents.

Section 36 - Overtime Provisions: The parties agreed to recognize guaranteed time, make-up time, and turn-in time as time worked for the purpose of overtime when scheduled to work on a holiday.

Section 38 - Run Selection: The parties agreed to provide seven days' notice instead of three days when bumped off a run.

Section 39 - Extra Work Rotation: The parties agreed to delete a sentence regarding operators holding regular runs are not eligible for extra work when they have selected a personal day or a vacation day.

Section 40 - Special Compensation: The parties agreed to change Training Pay for Training Instructors from \$1.63 to \$1.75. Operators required to perform in-service training will be paid eight (8) hours or what their regular run pay, whichever is greater.

Section 41 - Subbing Pay: The parties agreed to change from \$1.00 to \$1.25. Can sub one to three days with a more experienced operator.

Section 42 - Retraining: The parties agreed to add "voluntarily or mandated," for employees returning to be retrained.

Section 46 - Vehicle Maintenance Department: The parties agreed to add High Voltage Technician and Bus Wrangler to classifications.

Section 49 - Shift Selection: The parties agreed to change some of the months for shift selection.

Section 50 - Shift Differential and Certifications: The parties agreed to add six Automotive Service Excellence certification related disciplines. Shift differential for second shift changed from \$0.15 cents to \$0.25 cents and third shift from \$0.25 cents to \$0.40 cents.

Section 52A - Treasury Department: The parties agreed to an overtime procedure in the Treasury Department.

Section 57 - Attendance Policy: The parties agreed to add better language defining an emergency circumstance and written documentation must be submitted for approval. Approved Union Leave was added for perfect attendance bonus purposes. 16-month rule changed to 12 months for people out on medical leave: All non-work related leaves cannot extend beyond 12 months. To remain on a medical leave an employee must be exhausting all paid benefit time.

Section 59 - Lead Positions: The parties agreed to change from \$0.50 cents to \$1.50. Clean-up was also agreed to by adding several positions for which Section 59 will apply.

Section 60 - Retirement: The parties agree to add this new section adding new language for retiree and recognizing the three retirement plans. No new employees are eligible for pension plan.

ALTERNATIVES:

The Board could choose to reject the agreement with ATU, Local 1070 which would require the parties to return to the negotiations or invoke arbitration, which is an arduous and costly exercise.

FISCAL IMPACT:

The total cost of the wage increases of the successor collective bargaining agreement with ATU, Local 1070 is projected to be approximately \$3,964,740, as well as other minimal economic costs.

DBE/XBE DECLARATION:

Not applicable.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was reviewed by the Finance Committee and Service Committee on December 7, 2023 and will be placed on the Regular Agenda.

Page
Intentionally
Left
Blank



Date: November 21, 2023
Current meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

To: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Director of Risk and Safety Brian Clem
Subject: Consideration for approval to change property insurance renewals to Actual Cash Value (ACV) modeling

ACTION ITEM A – 13

RECOMMENDATION:

It is requested that the IPTC Board of Directors authorize IPTC’s Chief Financial Officer (CFO) and Interim Chief Executive Officer (CEO) to modify IPTC’s property insurance renewal strategy from a Full Replacement Value (FRV) to an Actual Cash Value (ACV) model to align with current public transportation practices.

BACKGROUND:

The property insurance market experienced unprecedented changes starting around 2019, resulting in market increases of nearly 100% for IPTC’s property insurance premium. Over the past three years, the market has remained turbulent with double-digit increases in premiums each year since. Market forecasts show a potential 25-30% premium increase over last year for 2024.

New modeling and approaches are being considered as a replacement for traditional full replacement values. With IPTC now operating out of different geographic locations, assets are no longer located on one property, thus diversifying our risk for total loss. The actual cash value model is now more relevant. The rolling stock and buildings are being underwritten under the current property coverages. Similar approaches, using ACV values or a blanket policy with a pre-determined cap, are being written with other public transportation corporations.

DISCUSSION:

IPTC Staff requested various insurance models be analyzed for the 2024 renewals by contracted broker Aon. In comparing FRV and ACV models, there is a difference of \$151 Million between the two. Neither model impacts brick-and-mortar property values as they gradually increase over time. The significant difference in cost impact lies with rolling stock, which depreciates over time. Insuring vehicles with ACVs is expected to save premium costs of \$151 Million. Note that FTA rolling stock is funded through grant formula funding at 80/20%.

ALTERNATIVES:

Continue to purchase property insurance at an FRV for buildings and rolling stock, estimated at \$351 Million, versus using ACV for an anticipated premium cost of \$200 Million. Either option is estimated to see a 25%-30% market increase for property renewals in 2024. IPTC insurance quotes are still unavailable to date but will be available within ten days of the end-of-year renewal.

DBE/XBE DECLARATION:

Under their current contract, insurance broker Aon is required to meet the city of Indianapolis' standard XBE goals.

FISCAL IMPACT:

Using the ACV model is expected to save IPTC \$151 Million in insurance premiums. The final quote will be shared with the Board of Directors as soon as available, anticipated to be at the January 2024 Board meeting.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

The action was not reviewed by the Finance Committee or Service Committee on Thursday, December 7, 2023 and will be placed on the Regular Agenda.



Date of Memo: December 11, 2023
Current Meeting: December 14, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: IPTC Board of Directors Chair Gregory F. Hahn
FROM: IPTC Board of Directors Vice Chair Adairius Gardner
SUBJECT: Consideration and approval of Ratification of Employment Contract for Interim President/CEO

ACTION ITEM A – 14

RECOMMENDATION:

Request that the Board of Directors accept the resignation of IndyGo President and CEO Inez Evans, effective December 31, 2023, and appoint Jennifer Pyrz, Chief Development Officer, as Interim CEO/President, effective November 30, 2023, until a permanent CEO/President of IndyGo is appointed. It is recommended that the Board authorize Jennifer Pyrz, Chief Development Officer, to act on behalf of IPTC as the “Interim President and CEO” in the signature and execution of all necessary documents and administer the daily operations of IPTC and employ persons, firms, partnerships, or corporations deemed necessary by the Board for the conduct of affairs of IPTC from now until a permanent President and CEO is named. It is further recommended that the Board ratify all actions taken by Jennifer Pyrz while serving as Interim President and CEO from the date she was delegated this authority.

BACKGROUND:

Inez Evans, President and CEO of IndyGo, submitted her resignation to be effective December 31, 2023. Jennifer Pyrz, Chief Development Officer, was delegated as interim President and CEO effective November 30, 2023. The Board accepts Ms. Evan’s resignation and the appointment of Ms. Pyrz as Interim President and CEO until the position is permanently filled. The Board also ratifies operational decisions Ms. Pyrz has made and the execution of documents she has signed since authority was delegated to her.

DISCUSSION:

Jennifer Pyrz was delegated authority upon Inez Evans’ resignation until the Board formally named her as Interim President and CEO. A release with details on this announcement was issued on the morning of December 1, 2023.

ALTERNATIVES:

N/A

FISCAL IMPACT:

N/A

DBE/XBE DECLARATION:

N/A

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action was not reviewed by the Finance Committee or Service Committee on December 7, 2023 and will be placed on the Regular Agenda.

Information Update – November 2023 Financials Summary

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Chief Financial Officer Bart Brown and Budget Director Justin Burcope
Date: December 11, 2023

NOVEMBER 2023 FINANCIAL SUMMARY

Revenue

- Federal Assistance Revenue is under budget by \$706,440 (-58.8%) for the month of November. For the year it is over budget by \$515,276 (3.9%).
- Other Operating revenue category is over budget by \$860,707 for the month due to a \$500,000 grant from the City of Indianapolis (DPW) in addition to interest from investments. YTD this revenue is over budget by \$4,666,499 (649.5%).
- The passenger service revenue is over budget by \$80,160 (19.8%) for the month. For the year passenger service revenue is over budget by \$742,459 (15.8%).
- PMTF Grant has been received for the year. \$11,369,828 was received in June.
- YTD Property Tax Revenue received \$37,028,780, which is \$1,426,114 (4.0%) over budget.
- Income Tax came in over budget for November by \$836,818 (22.0%). YTD collected is over budget \$16,577,754.
- The Service Reimbursement Program revenue is over budget by \$24,373 (70.5%) for the month. For the year it is under budget by \$1,640 (-0.4%).

The Total Revenue for the agency is over budget by \$148,134 (1.5%) for the month of November. YTD Total Revenue is over budget by \$24,873,949 (23.2%).

Expenditures

I) Personal Services

- Fringe benefits are under budget for the month by \$197,232 (-10.1%). YTD it is under budget by \$1,592,500 (-8.5%).
- Overtime expenses continue to trend higher as we experience with labor shortage especially for operators. The expenses were over budget by \$237,653 (78.3%) 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 \$3,403,590 (116.9%).
- Salary expenses are under budget by \$1,023,175 (-20.7%) for the month of November. YTD it is under budget by \$7,632,207 (-16.1%)

The Personal Services category is under budget by \$982,754 (-13.7%) for the month of November. It is under budget for the year by \$5,821,117 (-8.4%)

II) Other Services and Charges

- Claims were under budget by \$209,766 (59.2%) for the month. For the year this category is under budget by \$754,348 (-18.3%).
- For the month of November, the Miscellaneous Expense category is over budget by \$6,071 (7.6%). YTD is under budget by \$171,091 (-19.1%).
- In November, the Purchased Transportation category is over budget by \$63,548 (6.7%). For the year it is over budget by \$236,379 (2.2%).
- For the month the “Services” expense category is under budget by \$715,284 (-35.8%). YTD this category is under budget by \$9,124,538 (-34.7%).
- For the month, utilities expenses are under budget by \$106,467 (-55.9%). 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 under budget by \$365,438 (-17.4%).

Overall, the Other Services & Charges category is under budget by \$961,897 (-26.9%) for the month. YTD this category is under budget by \$10,179,036 (-23.2%).

III) Materials & Supplies

- The fuel and lubricant category is under budget by \$21,920 (-5.1%). YTD it is under budget by \$239,828 (-5.0%).
- For the month of November, the maintenance materials category is under budget by \$7,216 (-1.6%). It is over budget for the year by \$125,846 (2.4%).
- Other materials and supplies category is under budget by \$43,673 (-44.9%) for the month. For the year it is under budget by \$152,052 (-14.2%).
- Tires & Tubes category is under budget in November by \$6,091 (-11.9%). 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. YTD it is under budget by \$64,622 (-11.5%).

For the month, the Total Materials and Supplies category is under budget by \$78,902 (-7.7%). For the year it is under budget by \$330,656 (-2.8%).

In November, the overall, total expenditures came under budget by \$2,023,554 (-17.2%). Year to date expenditures are under budget by \$16,330,811 (-13.1%).

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
7/19/2023	AC for Simulator Trainers	Capital	Capital	\$79,200
8/30/2023	East Campus Courtyard Fencing	Capital	Capital	\$26,164
8/23/2023	East Campus Additional Security Badge Readers	Capital	Capital	\$26,222

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. For November Grants staff drew down the last of ARP II funds of \$2,005,377.

Federal Stimulus Grants	CARES Act	CRRSAA	ARP I	ARP II
Total Draws to date	\$44,160,609	\$21,170,527	\$45,288,823	\$51,029,180

RECOMMENDATION:

Receive the report.

Chief Financial Officer Bart Brown and Budget Director Justin Burcope

Page
Intentionally
Left
Blank



Indianapolis Public Transportation Corporation
Budget to Actuals (Comparative Statement) - IndyGo
For the Eleven Months Ending Thursday, November 30, 2023

12/12/2023 8:51 AM
Period Selected: 11

	Current Month				YTD				PRIOR YTD Actual
	Actual	Budget	Budget	Budget	Actual	Budget	Budget	Budget	
			Variance	Variance			Variance	Variance	
		\$	%			\$	%		
Operating Revenue									
Federal Assistance	\$493,788.00	\$1,200,228.66	(\$706,440.66)	(58.86)	\$13,717,792.00	\$13,202,515.26	\$515,276.74	3.90	\$11,540,062.00
Other Operating Income	926,019.34	65,311.67	860,707.67	1317.85	5,384,928.14	718,428.37	4,666,499.77	649.54	2,397,466.66
Passenger Service Revenue	484,298.79	404,138.00	80,160.79	19.84	5,446,132.65	4,703,673.00	742,459.65	15.78	5,310,712.18
PMTF Revenue		947,485.67	(947,485.67)	(100.00)	11,369,828.00	10,422,342.37	947,485.63	9.09	11,240,036.00
Local Property & Excise Tax Revenue	3,236,606.00	3,236,606.00		0.00	37,028,780.06	35,602,666.00	1,426,114.06	4.01	36,043,525.04
Local Transit Income Tax Revenue	4,648,994.58	3,812,176.24	836,818.34	21.95	58,511,693.10	41,933,938.64	16,577,754.46	39.53	41,749,339.95
Service Reimbursement Program	58,957.00	34,583.33	24,373.67	70.48	378,776.00	380,416.63	(1,640.63)	(0.43)	389,119.00
Total Operating Revenues	9,848,663.71	9,700,529.57	148,134.14	1.53	131,837,929.95	106,963,980.27	24,873,949.68	23.25	108,670,260.83
Operating Expenses									
Personal Services									
Fringe Benefits	1,744,494.26	1,941,726.16	(197,231.90)	(10.16)	17,110,521.96	18,703,022.49	(1,592,500.53)	(8.51)	15,463,248.84
Overtime	540,966.62	303,313.48	237,653.14	78.35	6,315,399.40	2,911,809.38	3,403,590.02	116.89	4,838,212.00
Salary	3,906,835.89	4,930,011.85	(1,023,175.96)	(20.75)	39,695,906.40	47,328,113.83	(7,632,207.43)	(16.13)	36,961,726.02
Total Wages and Benefits	6,192,296.77	7,175,051.49	(982,754.72)	(13.70)	63,121,827.76	68,942,945.70	(5,821,117.94)	(8.44)	57,263,186.86
Other Services & Charges									
Claims	144,492.94	354,259.18	(209,766.24)	(59.21)	3,362,502.67	4,116,850.98	(754,348.31)	(18.32)	2,987,079.45
Miscellaneous Expenses	85,665.37	79,593.75	6,071.62	7.63	722,790.05	893,881.27	(171,091.22)	(19.14)	690,749.72
Purchased Transportation	1,013,568.52	950,020.11	63,548.41	6.69	10,686,600.79	10,450,221.21	236,379.58	2.26	9,013,352.32
Services	1,280,799.78	1,996,083.74	(715,283.96)	(35.83)	17,118,980.00	26,243,518.90	(9,124,538.90)	(34.77)	13,722,034.17
Total Utilities	84,032.55	190,500.01	(106,467.46)	(55.89)	1,730,062.00	2,095,500.11	(365,438.11)	(17.44)	1,805,977.24
Total Other Services & Charges	2,608,559.16	3,570,456.79	(961,897.63)	(26.94)	33,620,935.51	43,799,972.47	(10,179,036.96)	(23.24)	28,219,192.90
Materials & Supplies									
Fuel & Lubricants	410,973.70	432,894.46	(21,920.76)	(5.06)	4,522,010.87	4,761,839.06	(239,828.19)	(5.04)	3,637,486.22
Maintenance Materials	430,060.75	437,277.07	(7,216.32)	(1.65)	5,420,129.61	5,294,282.68	125,846.93	2.38	4,723,533.32
Other Materials & Supplies	53,624.96	97,298.23	(43,673.27)	(44.89)	925,179.91	1,077,232.53	(152,052.62)	(14.12)	657,065.56
Tires & Tubes	44,896.24	50,987.94	(6,091.70)	(11.95)	496,244.58	560,867.34	(64,622.76)	(11.52)	484,171.62
Total Materials & Supplies	939,555.65	1,018,457.70	(78,902.05)	(7.75)	11,363,564.97	11,694,221.61	(330,656.64)	(2.83)	9,502,256.72
Total Operating Expenses	9,740,411.58	11,763,965.98	(2,023,554.40)	(17.20)	108,106,328.24	124,437,139.78	(16,330,811.54)	(13.12)	94,984,636.48
OPERATING INCOME/(LOSS)	108,252.13	(2,063,436.41)	2,171,688.54		23,731,601.71	(17,473,159.51)	41,204,761.22		
GAIN/LOSS ON ASSET DISPOSAL				0.00	196,272.77		196,272.77	0.00	152,184.05
NET INCOME/(LOSS)	108,252.13	(2,063,436.41)	2,171,688.54	(105.25)	23,535,328.94	(17,473,159.51)	41,008,488.45	(234.69)	13,533,440.30



Indianapolis Public Transportation Corporation
 Budget to Actuals (Comparative Statement) - IndyGo
 For the Eleven Months Ending Thursday, November 30, 2023

12/12/2023 8:51 AM
 Period Selected: 11

Current Month				YTD				PRIOR
Actual	Budget	Budget Variance \$	Budget Variance %	Actual	Budget	Budget Variance \$	Budget Variance %	YTD Actual

Capital Project Group	Capital Project	2023 Budget	2022 Budget Carried into 2023	Total 2023 Appropriation	YTD Expenses	YTD Encumbrances	YTD Expenses and Encumbrances	Remaining 2023 Appropriations
BRT & On-Street Infrastructure	Blue Line BRT	-	5,079,945	5,079,945	1,546,530	4,210,011	5,756,541	(676,596)
BRT & On-Street Infrastructure	CTC - BRT Docking Solution	4,000,000	-	4,000,000	-	-	-	4,000,000
BRT & On-Street Infrastructure	CTC - Purple Line Inductive Charging	425,000	-	425,000	37,359	151,604	188,963	236,037
BRT & On-Street Infrastructure	East Washington Mobility Hub	-	-	-	-	-	-	-
BRT & On-Street Infrastructure	Purple Line BRT	50,971,100	90,215,563	141,186,663	41,916,770	64,205,539	106,122,309	35,064,354
BRT & On-Street Infrastructure	Red Line Signal Modifications - APB and BRT	-	-	-	19,621	660,798	680,419	(680,419)
BRT & On-Street Infrastructure	Red Line HMA & PCCP Patching	-	3,237,780	3,237,780	3,157,040	779,663	3,936,702	(698,922)
BRT & On-Street Infrastructure	Red Line Phase I Closeout	289,390	11,621,328	11,910,718	28,986	11,511,112	11,540,098	370,620
BRT & On-Street Infrastructure	Rural Street Underpass Clearance (Design and NEPA)	300,000	533,188	833,188	364,969	406,758	771,726	61,462
BRT & On-Street Infrastructure	Super Stops 1.0 Delaware Street & 2-way conversion of Ft Wayne (Delaware to Alabama)	-	89,002	89,002	833,484	-	833,484	(744,482)
BRT & On-Street Infrastructure	Super Stops 2.0 Alabama, Ft. Wayne and Vermont Stations	2,617,322	3,022,997	5,640,319	1,418,508	3,230,019	4,648,527	991,792
BRT & On-Street Infrastructure	Transit Signal Priority	549,980	299,431	849,411	197,101	102,330	299,431	549,980
BRT & On-Street Infrastructure	Transit Stop Amenities	2,000,000	633,107	2,633,107	133,284	784,846	918,130	1,714,977
BRT & On-Street Infrastructure Total		61,152,792	114,732,341	175,885,133	49,653,650	86,042,680	135,696,330	40,188,803
Facilities	1501 - HVAC VRF System Replacement	70,000	-	70,000	88,214	-	88,214	(18,214)
Facilities	1501 - Parking Lot Fence & Gate Replacement	500,000	-	500,000	-	-	-	500,000
Facilities	1501 - Security Door Upgrades	200,000	-	200,000	81,468	15,898	97,366	102,634
Facilities	Battery Electric Bus Charging Software Management System	75,000	-	75,000	-	-	-	75,000
Facilities	CTC - Lounge / Office Renovations	215,000	-	215,000	-	-	-	215,000
Facilities	CTC - Rain Garden Handrail Installation	-	16,300	16,300	10,207	6,093	16,300	-
Facilities	Depot Charging - Equipment Installation	1,620,000	394,678	2,014,678	-	401,363	401,363	1,613,315
Facilities	East Campus - Facilities	4,000,000	3,732,838	7,732,838	2,068,006	1,433,077	3,501,082	4,231,756
Facilities	East Campus - New Garage Construction	15,040,000	-	15,040,000	-	-	-	15,040,000
Facilities	Facilities Fencing	460,000	-	460,000	-	-	-	460,000
Facilities	Facilities Signage	50,000	-	50,000	-	-	-	50,000
Facilities	Fuel Island Exhaust Reels	90,000	-	90,000	-	-	-	90,000
Facilities	Fuel Management System Upgrade	-	401,755	401,755	-	77,490	77,490	324,265
Facilities	Fuel Piping & Pump System	400,000	-	400,000	-	-	-	400,000
Facilities	Maintenance Heavy Equipment Replacement	300,000	20,281	320,281	79,610	-	79,610	240,671
Facilities	Tire Bay Demolition	250,000	-	250,000	-	-	-	250,000
Facilities	West Michigan Street - Assessment Center Facility Renovation	200,000	296,490	496,490	64,184	277,506	341,690	154,800
Facilities	West Michigan Street - Exterior Improvements, Vehicle Wash, & Solar Array Installation	6,750,000	73,312	6,823,312	10,635	32,338	42,972	6,780,340
Facilities	South Madison Facilities	-	40,336	40,336	13,186	24,637	37,823	2,513
Facilities	UV Filtration - Facilities	-	23,871	23,871	-	-	-	23,871
Facilities	Veeder Root	-	63,502	63,502	63,502	-	63,502	-
Facilities	Miscellaneous Capital Purchase	-	-	-	6,468	-	6,468	(6,468)
Facilities Total		30,220,000	5,063,363	35,283,363	2,485,479	2,268,401	4,753,880	30,529,483
Finance	Farebox Maintenance / Replacement	397,800	21,710	419,510	21,397	-	21,397	398,113
Finance	ERP	-	-	-	-	-	-	-
Finance Total		397,800	21,710	419,510	21,397	-	21,397	398,113

Fleet	Fixed-Route Bus Replacement, BYD Electric Buses for Purple Line	26,037,200	54,699,594	80,736,794	-	54,699,594	54,699,594	26,037,200
Fleet	Paratransit Bus Replacement	1,500,000	117,300	1,617,300	13,097	1,453,315	1,466,412	150,888
Fleet	Support Vehicle Replacement	315,000	282,000	597,000	596,737	-	596,737	263
Fleet	UV Filtration	-	12,162	12,162	3,329	8,833	12,162	(0)
Fleet	Fixed-Route Bus Replacement/Expansion, 40' Buses	-	-	-	-	970,624	970,624	(970,624)
Fleet	Bike Rack Modification	-	141,290	141,290	-	70,645	70,645	70,645
Fleet Total		27,852,200	55,252,346	83,104,546	613,163	57,203,011	57,816,174	25,288,372
Information Technology	BRT Station Signage Upgrade	1,705,000	-	1,705,000	-	-	-	1,705,000
Information Technology	Distributed Antenna System	355,000	-	355,000	150,684	-	150,684	204,316
Information Technology	Fare Validator Replacement	700,000	-	700,000	-	13,600	13,600	686,400
Information Technology	Mobility- or Software-as-a-Service	240,000	172,167	412,167	57,006	115,162	172,167	240,000
Information Technology	Miscellaneous Capital Purchase for IT	-	62,690	62,690	86,541	-	86,541	(23,851)
Information Technology	Wireless Vehicle Communications Replacement	-	-	-	1,023,850	709,640	1,733,490	(1,733,490)
Information Technology	Disaster Recover and Business Continuity Plan	-	-	-	22,898	-	22,898	(22,898)
Information Technology	CTC - Real Time Passenger Information System	-	-	-	-	30,865	30,865	(30,865)
Information Technology Total		3,000,000	234,857	3,234,857	1,340,979	869,267	2,210,246	1,024,611
Safety & Security	1501 - West Gates Upgrade	-	-	-	55,108	19,634	74,742	(74,742)
Safety & Security	1501 - South Vehicle Gate	30,000	-	30,000	-	-	-	30,000
Safety & Security	Vehicle CCTV Replacement	-	9,429	9,429	65,470	423,721	489,191	(479,762)
Safety & Security	Training Simulators	-	7,500	7,500	-	7,500	7,500	-
Safety & Security	Mass Notification System	-	-	-	25,569	-	25,569	(25,569)
Safety & Security Total		30,000	16,929	46,929	146,147	450,855	571,433	(524,504)
Grand Total		122,652,792	175,321,546	297,974,338	54,260,815	146,834,214	201,069,460	96,904,878

Mobility Advisory Committee (MAC)

Meeting Minutes

November 15, 2023

Attendees:

Chris Hollingsworth-MAC

Amanda Bagwell-MAC

Kristina Hornaday-Albers-MAC

Kendell Tilton-MAC

Teisha Belton-IndyGo

Matt Duffey-IndyGo

Eddie Rickenbach-MAC

Linda Gosnell-MAC

Bernadine Wilmer-MAC

Mike Roth-IndyGo

Aaron Vogel-IndyGo

Eduardo Hernandez-RATP Dev

Attendance of members by Mike Roth

Agenda Items:

- Approval of September 2023 Minutes-Approved

- **Aaron Vogel**
 - Mike Roth has been permanently selected for Deputy Chief Transportation Officer
 - Major upcoming event: NBA All Star Game will be February 14th -18th.
 - Fixed route driver reliability has increased.
 - Maryland Street downtown between Capitol & Delaware St. will see Bus only red paint installed this week to help with navigation.
 - Guess in Indy-Dept Deputy Secretary of Transportation to see our bus line progress and new campus.
 - Fixed route budget for 2024 has been approved.

- **Mike Roth**
 - Teisha Belton has taken on the role of Interim Director of Mobility Solutions
 - Service planning team will be working on the Marion County bus stops that are not ADA accessible: could take a couple of years.

- **Eduardo Hernandez**

- Approximately 46 full time drivers currently and would like to have at least 55 operators.
- Fully staffed dispatchers; currently have 7.
- InCare taking about 50-60 trips daily.
- InCare Dispatch Phone # 317-528-0018
- **Teisha Belton**
 - New application for Customer Care Comments
 - Candyce Anthony-New Quality Assurance Specialist Manager
 - Reviewing the new MAC applications
- **Matt Duffey**
 - Red Line: Installing APS (Audible Pedestrian Signals) at the stations potentially 2024.
 - Purple Line: Moving along well with structures and project is on schedule.
 - Blue Line: Final design was submitted.
 - Mobile bus stop improvements will continue to happen.
- **Additional Questions/Comments**
 - Would like to see the paratransit KPI reports monthly.
 - Eddie Rickenbach's last meeting will be 01/2024.
 - MAC will need to submit request for a new member in writing for approval.
 - Who to contact if issues with APS: DPW will maintain the signals, but we are coming up with solutions to help with maintenance.
 - MAC Goal requests for 2024:
 - ✓ Attend board/service meetings more for a better relationship.
 - ✓ Reach out to Charlie Carlino for meeting information.
 - ✓ Would like to know feedback from board to see how MAC is doing.
 - ✓ How can MAC help with solutions with IndyGo?
 - ✓ How can MAC members get to know each other better?

Mobility Advisory Committee

November 15, 2023

<i>Name</i>	<i>Present</i>		<i>September Meeting Minutes</i>										
	<i>Yay</i>	<i>Nay</i>	<i>Yay</i>	<i>Nay</i>	<i>Yay</i>	<i>Nay</i>	<i>Yay</i>	<i>Nay</i>	<i>Yay</i>	<i>Nay</i>	<i>Yay</i>	<i>Nay</i>	
Chris Hollingsworth	Yes		Yes										
Eddie Richenbach	Yes		Yes										
Amanda Bagwell	Yes		Yes										
Linda Gosnell	Yes		Yes										
Kristina Hornaday-Alberts	Yes		Yes										
Wilma Simmons	Yes		Yes										
Greg Meyer		X											
Bernadine Wilmer	Yes		Yes										
Kendall Tilton	Yes		Yes										

Michael Roth

Date

Page
Intentionally
Left
Blank

**2024-2026 Workplace
Diversity, Equity, and Inclusion
Strategic Plan**

Overview

WHY DO WE NEED THIS PLAN?

Investing in the professional and personal development of our people is core to how we create and maintain an inclusive and equitable work environment.

It is incumbent upon us to ensure our employees feel a sense of belonging, have fair access to career advancement opportunities, and feel safe and supported by their peers, supervisors, and leadership.

We are committed to using this plan as a roadmap to integrate and sustain DEI principles in IndyGo's policies, practices, and culture to cultivate an innovative, inclusive, accountable, and more engaged workforce.

DIVERSITY

Countless dimensions of human differences with a broader view towards different perspectives.

EQUITY

Eliminating barriers that prevent equivalent access or full participation of all individuals.

INCLUSION

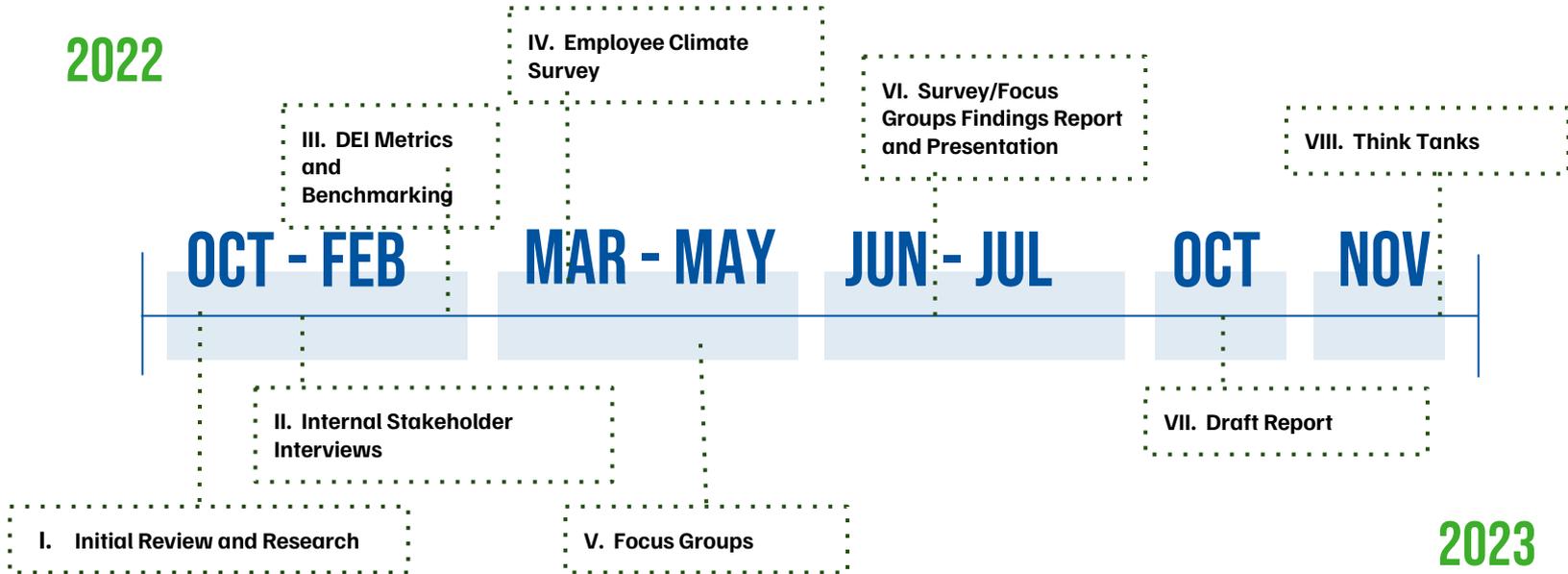
Conditions where all individuals feel accepted, safe, empowered, and affirmed.

BELONGING

Emotional state where individuals feel a true sense of group connection as their authentic self.

Strategic Plan Timeline

2022



Strategic Plan Roadmap

1 YEAR



Stabilize and reposition (2024)

Set a clear growth trajectory by building a foundation through initiation and restructuring of programs, policies, and culture.

2 YEARS



Lead the charge (2025)

As investments of resources begin to yield gains, they drive competitive position to become an industry leader.

3 YEARS



Adapt and thrive (2026 and beyond)

Approaches will have become ingrained, effects will be compounded, and the results of our efforts will be evident as IndyGo emerges with a reputation as a leader.

PLAN OUTLINE & STRUCTURE

1. 3 Pillars (20 committee members)
2. 9 Strategies (6-7 committee members; spearheading departments)
3. 57 Goals (1-3 committee members)
4. Timeline (3 years)
5. Metrics

Pillars

**Pillar 1:
Education and
Development**

**Pillar 2:
Recruitment, Hiring,
and Retention**

**Pillar 3:
Access, Advocacy, and
Assessment**

The three pillars were developed using the information and data gathered from a year-long research process which included an Initial Review and Research, Readiness Assessment through Internal Stakeholder Interviews, Benchmarking, Employee Climate Survey, and Focus Groups.

Each pillar encompasses practical strategies accompanied by annual objectives and performance measures.

They will serve as the foundational support structure that will guide decision-making, resource allocation, and overall direction.

Pillar 1

PILLAR 1: EDUCATION AND DEVELOPMENT

Strategy	Spearheading Departments
1.1 DEI Education and Dialogue Plan: <i>Foster an environment of open and honest communication around DEI, inclusive of ongoing education.</i>	Department of People and Operations
1.2 Career and Professional Development: <i>Take a diverse, equitable, and inclusive lens on all IndyGo professional development programs to continue build culturally conscious teams.</i>	Leadership and Chief People Officer
1.3 Community Engagement: <i>Ensure IndyGo's commitment to DEI reaches the community we serve.</i>	Operations and Public Affairs

Pillar 2

PILLAR 2: RECRUITMENT, HIRING, AND RETENTION

Strategy	Spearheading Departments
2.1 Recruitment: <i>Ensure that candidate pools reflect the diversity of the market we are recruiting in and the roles we are recruiting for.</i>	Legal and Department of People
2.2 Hiring: <i>Ensure that all candidates have an equal opportunity to succeed, regardless of their background, through fair and inclusive hiring practices.</i>	Operations, Legal, and Department of People
2.3 Retention: Enhance the IndyGo organization to ensure we retain diverse individuals, perspectives, and abilities within our teams.	Operations and Department of People

Pillar 3

PILLAR 3: ACCESS, ADVOCACY, AND ASSESSMENT

Strategy	Spearheading Departments
3.1 Access: <i>Ensure IndyGo is viewed as an employer of choice from an accessibility perspective.</i>	Legal (Policy and Labor Relations), Department of People, and Operations
3.2 Advocacy: <i>Build an inclusive IndyGo community that fosters open communication and feedback loops while establishing DE&I policy framework.</i>	Leadership, Department of People, and Operations
3.3 Assessment: <i>Ensure accountability to IndyGo's commitment to a DEI environment for our employees, contractors, and community.</i>	Department of People



QUESTIONS & COMMENTS

*IndyGo*SM



THANK YOU

Page
Intentionally
Left
Blank

Risk and Safety Division Report – November 2023

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Director of Risk and Safety Brian Clem
Date: December 14, 2023

Risk and Safety

Risk:

- During the month of November, Risk & Safety team member Dwight Benjamin, Facility Maintenance team member Tyrone Rowan and trainees from the Service Center Transportation Operations Department took the IndyGo Emergency Response Mobile Command Bus out to 9503 East 33rd Street to test the Avail Radio Dispatching and Hastus Service Center applications for radio room dispatching and service center clerk task assignments.
- Risk & Safety team member Dwight Benjamin attended the Think Tank [Access, Advocacy, & Assessment] session at IndyGo East campus facilitated by Lloyd Daley-Graham (Director of DEI & Teammate Engagement). The session consisted of team members from the Operations Division discussing ways to improve overall team building throughout the organization.
- During the month of November, Risk & Safety continues to partner with JWF Specialty [our third-party claims adjuster] for the purpose of processing and finalizing thirty accident claims. In addition, we continue to assist the IndyGo Transportation Department, RATP Dev and Training Department with reducing the number of preventable accidents each month. There's been a decrease of 9 preventable accidents from October to November, through November 2023 shows an overall 8% decrease in preventable accidents in all modes.

Safety:

- IndyGo's Risk and Safety team member, TaMicheal Jackson performed the November 2023 IndyGo "Safety Blitz". The Safety Blitz program identifies risk and safety items to educate and communicate to all our employees a specified topic. In November, the Blitz was performed to educate about being "Weather Prepared." The information is placed on the IndyGo internal web page, newsletter, safety communication bulletin boards, bus driver CAD screens, big screen TVs, and bus steering wheels the night before the event. Leadership and staff meet with drivers throughout the day of the blitz to be informative and engaging for IndyGo employees. This is another example of how IndyGo is educating and communicating for continuous improvement to the safety culture of our employees.
- Reviewed safety topics for the weekly IndyGo newsletter and provided the Public Affairs team information for the weekly newsletter for the month of November and December.
- Conducted an Environmental/OSHA Assessment at each of the IndyGo properties for the month of November. Sent findings out to the accountable departments for follow up and correction. Will follow up and assure items are corrected and then close the finding out within the Trackit system assessment. No major findings found during the audit process.

Drug and Alcohol Program:

- Risk and safety team member Michael Bunnell has tracked the below data for November. There were 40 Random Test Scheduled, in which 3 were not performed due to (Termination, Sick Leave, Workers Comp, ETC). Also, there was 0 Positive Results, with 37- Random tests completed. Next, there were 29 Pre-Employment tests

conducted, in which there was 1 Positive Result. Additionally, there were 10 FTA Post-Accident Tests administered along with 0- Reasonable Suspicion completed.

- Random Test Scheduled - 40
 - Random Test Not Performed – 3 (Termed, Sick Leave, Workers Comp, ETC)
 - Positive Results - 0
 - Randoms Completed – 37
 - Pre-Employments – 29
 - Positive Results - 1
 - Post-Accidents – 10
 - Reasonable Suspicion – 0
- Anti-Drug and Alcohol Misuse Policy Training 11/06/2023, and 11/20/2023 at the new employee orientation.

Insurance:

- Continue to meet with Aon in reviewing the best possible strategy for the renewal process and looking at the current market price increases with insurance premiums.
- Currently waiting on insurance premium pricing regarding replacement cost versus actual cash value of the fleet through the statement of values. This will assist in IndyGo gauging the best cost-effective path forward in insurance renewals for replacing assets if there would be a total loss.
- Meeting with Liberty Mutual to perform an inspection of 9503 and 1501 buildings for a quote on property coverage. Liberty Mutual has interest in providing a quote to take the whole limit for IndyGo property coverage. (Buildings, assets, fleet, etc.)

November 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 November 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>
Ricardo Oxley	4538	14	24
Nathan Barnes	8590	9	10
Robert Feiock	8620	9	9
Timothy McLeod	8651	8	9
Laniese Coach	8641	6	9
Earl Kimbrough	9003	5	6
Devona Hollowell	9659	4	4
Enrique San Pedro	9391	4	4
Anthony Mitchell	9803	2	2
Darnell Roberts	9314	2	4
Shirley King	10275	1	1
Latoya McGill	9931	1	2
Marquisha Sherrod	9665	1	4

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):

November 2023

11/1/20223								
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	0.88	0.88	0.35	1.76	0.00	1.76	6
Bus Rapid Transit (BRT)	0.00	0.00	3.56	0.00	8.89	0.00	-	
Para Transit	0.00	0.00	0.00	0.00	0	0.00	-	
All Modes of Service	0.00	0.69	0.96	0.28	2.07	0.00	1.38	25.00
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.
SPT = Safety Performance Target								
VRM= Vehicle Revenue Mile								

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.”

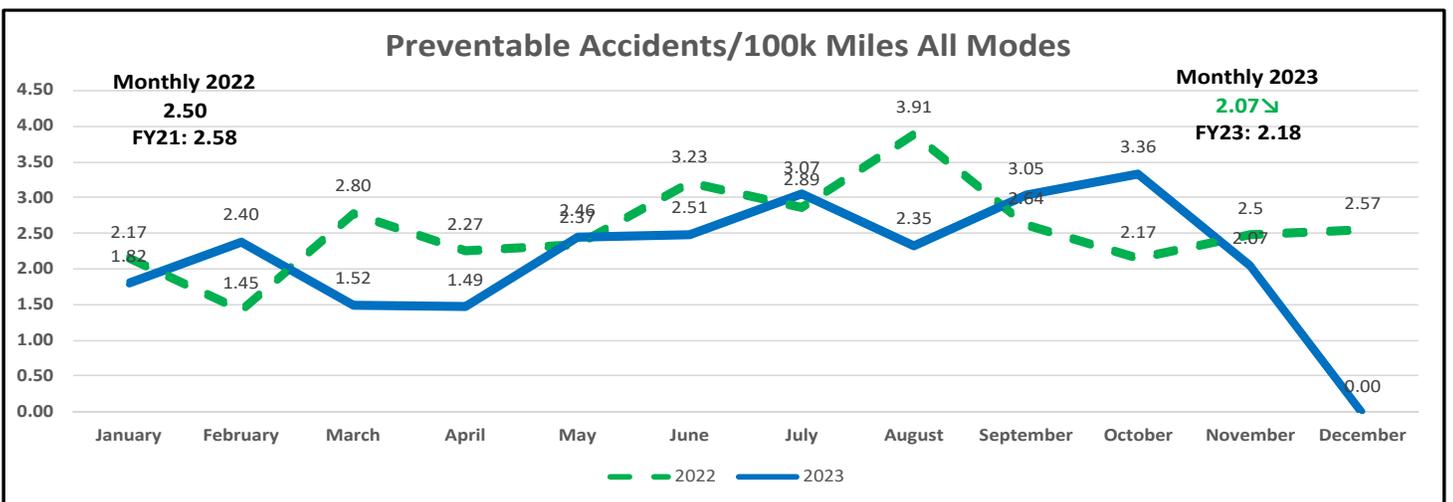
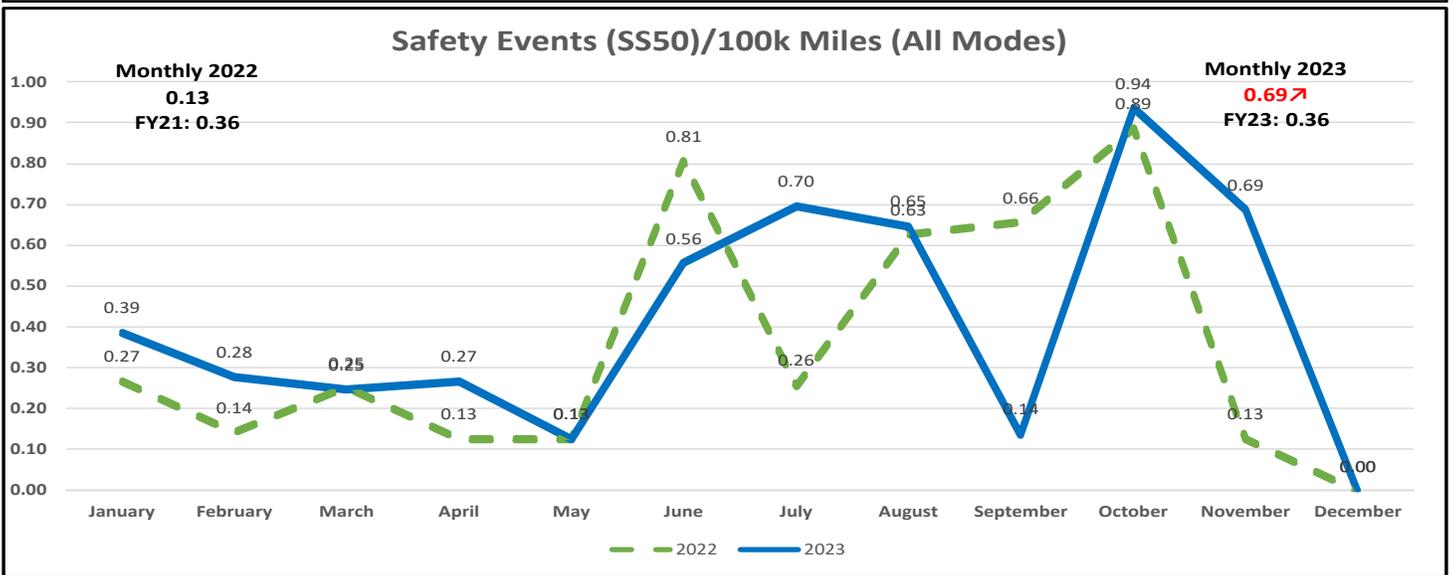
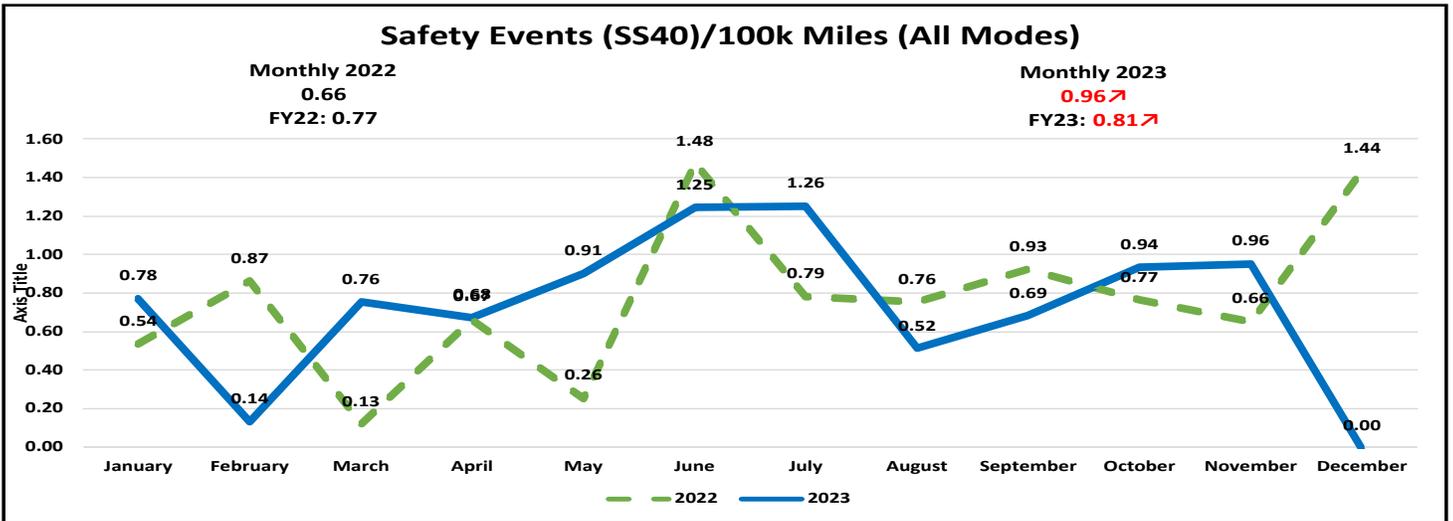
Pedestrian Strikes: The National Highway Traffic Safety Association (NHTSA) defines them as those involving one moving vehicle striking a pedestrian.

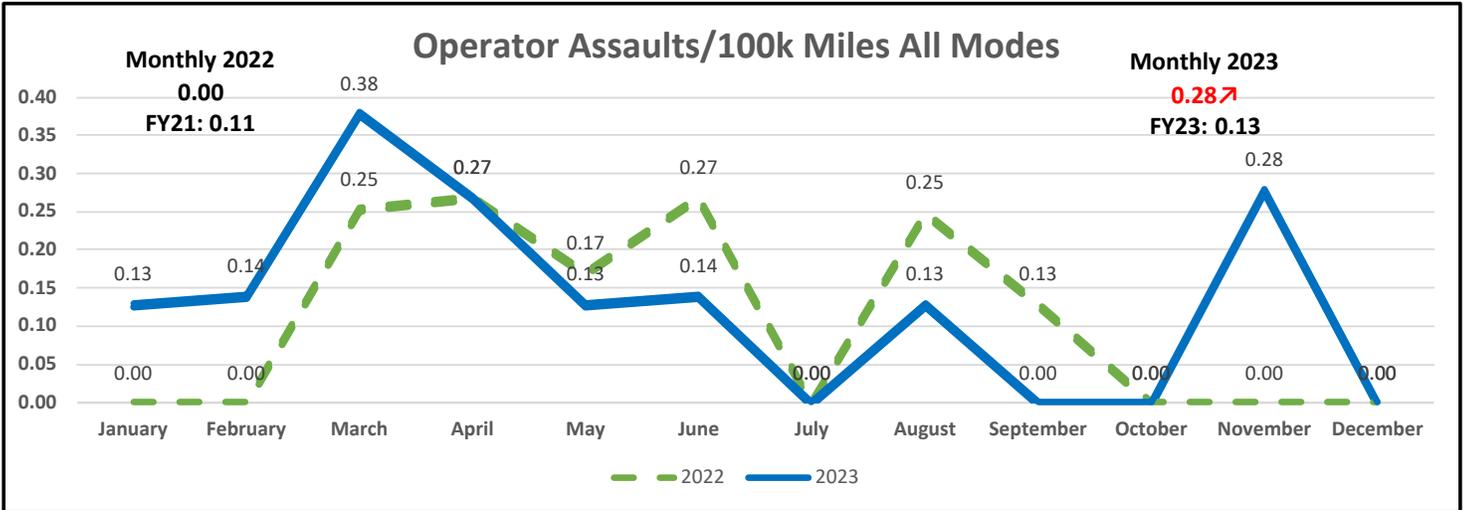
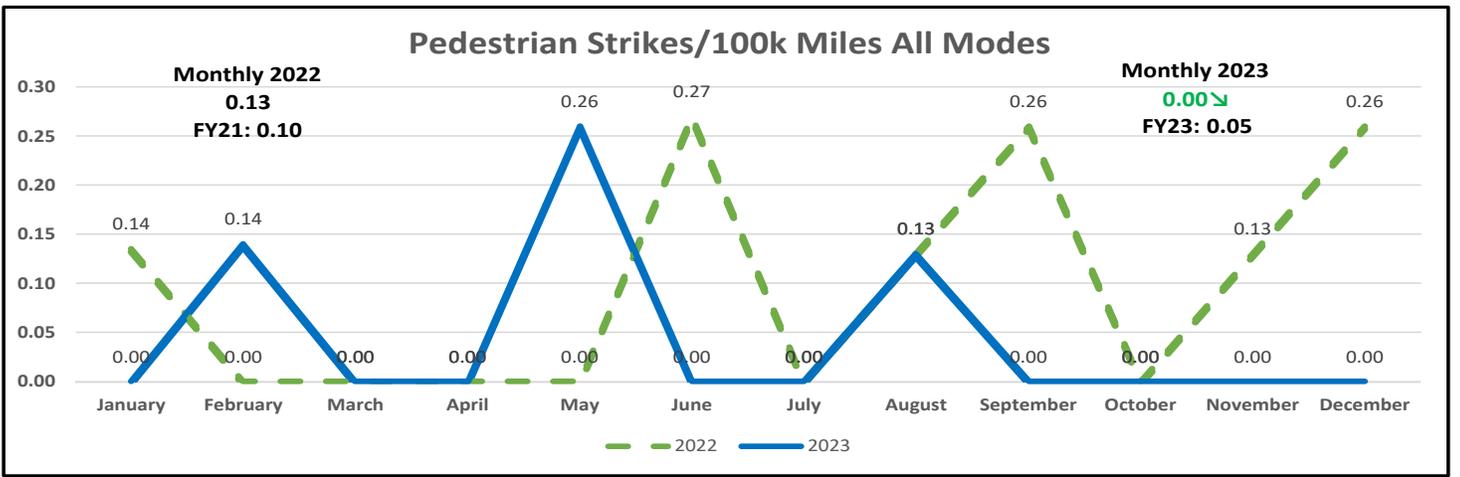
Average Operator Injury Rate: Reduce reported Operator injuries that lead to a Worker’s Compensation Claim being filed.

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

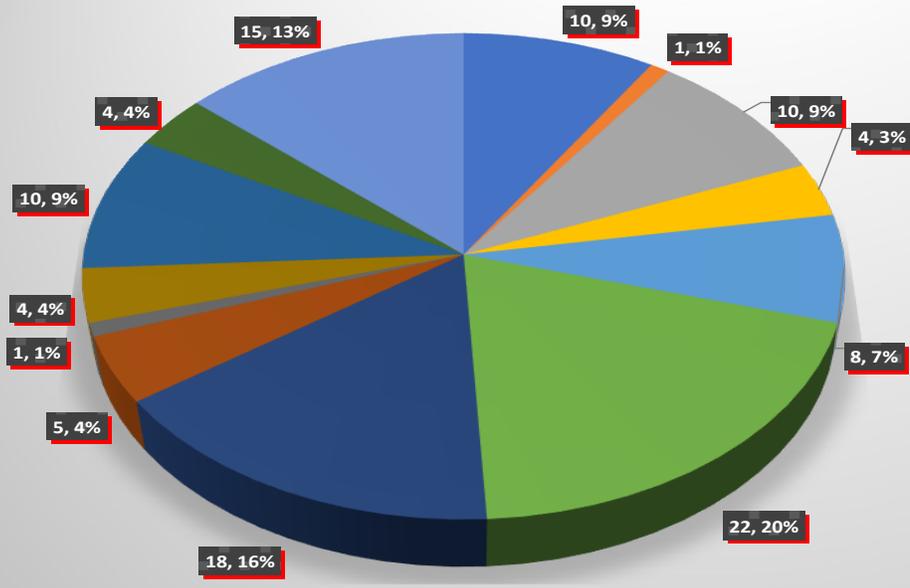
November 2023 Compared to November 2022 Data All Modes:





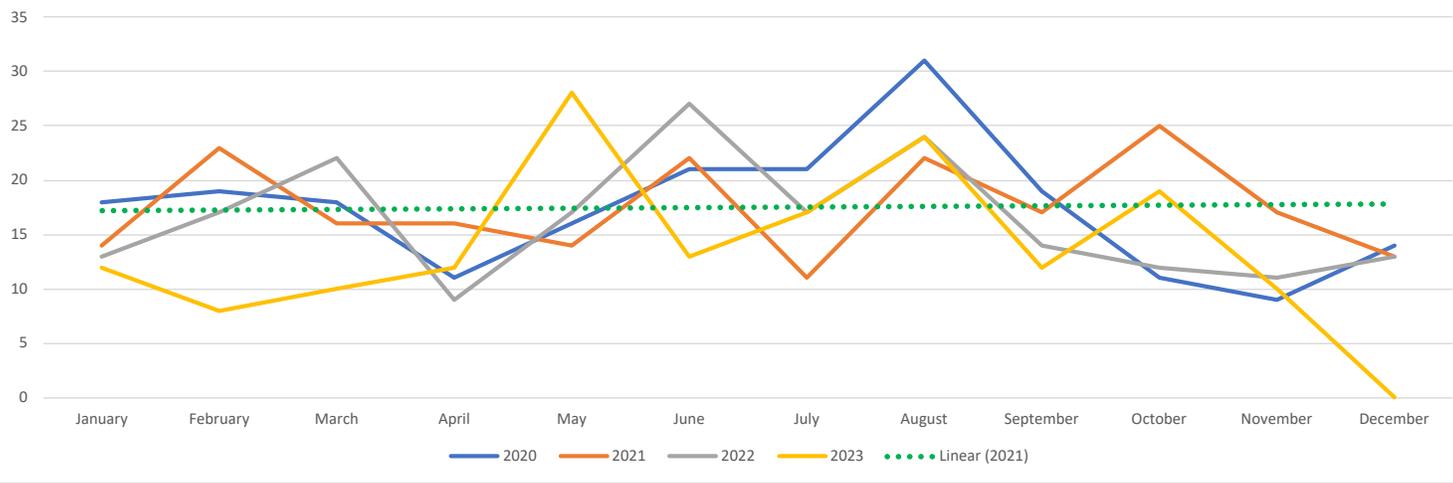


Red Line November 2023



- Total Number of Traffic Accidents (TA)
- Total Number of Traffic Incidents (TI)
- Location where most incidents occurred (College)
- Total Number of TA/TI involving Platform/Station
- Total Number of TA/TI with Damage to the Coach
- Total Center Station Incidents
- Total Curb Station Incidents
- Collisions involving a vehicle that struck us
- Collisions involving us striking them
- Total Number of Passenger Accidents (PA)
- Total Number of Passenger Incidents (PI)
- Number of Falls
- Total Number of Other Incidents (Police, EMS, Vandalism, etc)

Red Line Collisions Year Comparison



End of Report

Page
Intentionally
Left
Blank

Planning & Capital Projects Division Report – November 2023

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Senior Director of Strategic Planning Brooke Thomas
Date: December 14, 2023

STRATEGIC PLANNING

Zero-Emission Vehicle Transition Plan

A requirement of the FTA, IndyGo's ZEVTP will inform capital planning and the agency's fleet replacement program over the next several years. The scenario planning phase is complete. The team is now working to produce lifecycle costs and a greenhouse gas emissions analysis for the different scenarios. Once completed, these analyses will aid in the selection of a preferred scenario for the next steps of the planning process. The project is now expected to finish in March 2024 due to some delays in the early phases of the process.

Capital Plan Narrative Update

Working with the Finance Division, Strategic Planning staff have finalized this year's update to IndyGo's 5-yr Capital Plan. It is scheduled to go before the full IPTC Board of Director's at their regularly scheduled meeting on December 17, 2023. Due in large part to the need to prepare for IndyGo's next Triennial review process, next year's update to the Capital Plan will include a more comprehensive review of past years' actuals and reflect some of the detailed information about capital expenditures that the IPTC Board of Director's receives on a regular basis, such as the monthly capital expenditure reports.

Housing Feasibility Studies

The planning process for both feasibility studies is complete, and the consulting team is finalizing both reports. As a reminder, IndyGo sought to determine what, if any, opportunity exists to attract private development and construct affordable/workforce housing on the undeveloped/underutilized portions of the W. Michigan Street Mobility Solutions Center property, the proposed Madison Avenue park-n-ride facility, or both. Staff anticipates bringing an information item before the IPTC Board of Directors at one of their upcoming regularly scheduled meetings.

Service Planning

Strategic Planning staff continue to work with members of the Service Planning team to create and refine several service plan scenarios to aid in: 1) the development of the East Campus Master Plan; 2) 2024 picks, including the October 2024 pick which is when the Purple Line is expected to launch, and 3) the implementation of IndyGo's 2027 Transit Network.

On-Call Grant Writing & Coordination, Capital Projects

Staff anticipates using the bulk of the remaining on-call grant writing contract dollars (RFQ 22-05-448) for grant writing as needed as well as a benefit cost analysis and corresponding narrative document for the *Rebuilding American Infrastructure with Sustainability and Equity* (RAISE). More on these future funding opportunities below.

Future Funding Opportunities

RAISE (submitting in 2024) - The notice of funding opportunity was announced on November 30th. IndyGo's request will be a funding request in support of the Blue Line BRT capital investment project. As a reminder, the RAISE grant program, is a discretionary grant program authorized under the Local and Regional Assistance Program in the Infrastructure Investment and Jobs Act, also referred to as the Bipartisan Infrastructure. RAISE grant requests must include a detailed benefit cost analysis, which IndyGo will complete under its on-call grant writing support contract with HNTB.

CPRG (submitting in 2024) - The Climate Pollution Reduction Grants (CPRG) program provides funding to qualifying government agencies to develop and implement ambitious plans for reducing greenhouse gas emissions and other harmful air pollution. Unlike other grants IndyGo applies for, the CPRG is administered by the Environmental Protection Agency. Authorized under the Inflation Reduction Act, this is a competitive discretionary program for implementing programs/projects. This opportunity follows a planning process, in which the Indianapolis region was awarded funding in 2022 with completion of the planning process in early 2024. This program requires a regional application, which will be coordinated and submitted by the Central Indiana Regional Development Authority with support from the IMPO. IndyGo anticipates submitting a funding request related to the Blue Line to CIRDA for inclusion with the regional funding application.

Regional Mobility Integration

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. The increase is due to the infusion of BIL funding. Compliance reviews for this year are currently underway. Consultant RLS & Associates continues 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 filled, and a new staffer will onboard on December 18.

Section 5310, 2023 Call for Projects - The Section 5310 formula funding program supports projects that serve individuals with disabilities and seniors. IndyGo is the designated recipient in the Indianapolis urban area, with responsibilities of distribution of funds and oversight. Because of vehicle pricing fluctuation, IndyGo cancelled the 2022 Call for Projects (CFP). Monies set-aside for the 2022 CFP was carried forward to the next CFP. Due to factors outside IndyGo's control, the 2023 CFP was delayed until December. Because of this delay, funds intended for the CY2022, 2023, and 2024 call for projects will be combined into one large CFP, with a December 15 opening and a closing date of February 9, 2024. The anticipated amount of federal funding for award is \$1.8 million.

Section 5339, 2023 Call for Projects - As part of the rural to urban transition, Section 5339 monies will now include a discretionary portion for subrecipients. The amount is anticipated to be \$400,000 per year and can only be used to cover capital expenses. A CY2022 CFP was cancelled but the CY2023 CFP will move forward with monies from CY2022, CY2023, and CY2024; the anticipated amount for award is \$1.2 million. IndyGo anticipates issuing formal notice of the CFP in December 2024.

ENGINEERING & CONSTRUCTION

Blue Line BRT

The design team, led by WSP, submitted 90% design on November 1, 2023. NEPA documentation is currently being reviewed by FTA and the Indiana State Historic Preservation Office (SHPO). NEPA approval, which was anticipated in Q4 2023, is now anticipated in January 2024.

IndyGo continues public outreach and conversations with the public, businesses, residents, and neighborhood organizations. A recent meeting was held with Irvington residents at their request, with follow-up meetings planned over the next couple of months. Contractor outreach is planned in January 2024. IndyGo submitted to FTA an updated project for scoring and evaluation in August. FTA is reviewing and will make funding recommendations over the next few 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 the 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 pedestrian accessibility improvements continue along 38th Street and Post Road. The first twelve stations are complete from finish grade and below. The contractor has also mounted steel structures and has begun roof installation at the Terminus,

Orchard, State Fair, Franklin, Alsace, and Richardt stations. Weekly emails are being sent to stakeholders to keep residents and business owners abreast of upcoming construction impacts. The major closure to reconstruct the westbound lanes of 38th Street between Emerson Avenue and Shadeland Avenue has been opened to allow for two-way traffic, work in this corridor has been shifted to the eastbound lanes.

Red Line Traffic Control Modification

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 to our contractor, Midwestern Electric. Work began in mid-August and will be completed by mid-2024. They are currently ahead of schedule, and the work is projected to be completed by the end of 2023.

Rural Street Bridge Project

Design consultant Lochmueller Group continues drainage coordination with DPW and CEG and has submitted 60% design plans for review. Coordination will continue with CSX and utilities on design submittals. Design is expected to be finalized in Q1 2024.

Transit Signal Prioritization

IndyGo is currently working with the Burgess & Niple, Inc. team to identify priority locations for implementation of the desired Transit Signal Prioritization, or TSP, solution throughout the local route network. A draft report has been submitted and has been reviewed by the IndyGo team. This report will guide implementations over the next several years and should be completed this month.

IndyGo is working with Kimley Horn & Associates to implement the Purple Line TSP. Implementation is planned to align with the Purple Line revenue start date. The project includes innovative and cutting-edge approaches to quantify benefits of the TSP system and began this month. IndyGo is coordinating with DPW regularly on this project. Plans are underway to improve the TSP system along the Red Line over the next 6-12 months using Kimley Horn's software.

Super Stops Phase II

IndyGo was able to leverage local dollars to obtain an FTA Bus & 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. Construction of six additional Super Stops locations on Alabama, Fort Wayne, and Vermont streets downtown began in June and is on schedule to be completed and operational by the end of 2023. All that remains is the installation of benches, shelters, handrails, and trash cans.

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 16th Street and 30th Street. Lochmueller Group is the lead designer through an on-call engineering design contract. This project along with two other local bus stop improvement design packages were consolidated and bid as a single project renamed "Local Bus Stop Improvements 2024 Construction." Shuck Corporation was the low bidder and was awarded the construction contract in November 2023. Construction is anticipated to begin in early 2024 and be completed by late 2024.

CTC BRT Docking Solution

IndyGo desires to add two 60' bus bays on the E Washington Street frontage of the Julia M. Carson Transit Center facility location. A design services task order with Kimley Horn & Associates is being brought to the Board this month for approval. If approved, design is anticipated to begin in January 2024 with construction anticipated in 2025.

FACILITY PROJECTS

CTC Raingarden Handrails

Shop drawings and fabrication are underway for installation of handrails around the rain gardens at the CTC. Site work is set to begin in January 2024, and be completed by March 2024.

East Campus Master Plan

Staff now anticipates that the East Campus Master Plan will be substantially complete before the end of the first quarter of CY2024. Staff is currently waiting on the final report from a Phase II environmental assessment of the site needed to satisfy NEPA commitments and to provide information to support its eventual acquisition. Another team of consultants has submitted a Waters of the U.S. report to the U.S. Army Corps of Engineers (USACE) to obtain a Jurisdictional Determination Letter.

W. Michigan Street Mobility Solutions Center Parking Improvements

Parking for employees and paratransit vehicles is currently limited at the Mobility Solutions Center. Staff is actively working on solutions to better accommodate vehicles on site. Design consultant Woolpert is working to determine costs and timeline for making the desired improvements. The current timeline for design completion is December 2023. Once complete, the project will be put out for public bid in the Spring. IndyGo's capital planning and projects team continues to work with the Public Affairs team to ensure that we adhere to our commitment to commission artwork for the outside dumpster enclosure prior to making these improvements to the property.

West Campus Electric Charging Stations for Purple Line

This project is for 12 new electric charging stations, to serve BRT Purple Line electric buses, to be installed at the West Campus garage. In November 2023, WSP completed final plans and specifications for this project. Operations will be seeking approval of a contract with Miller-Eads for installation of these chargers at the Board's December meeting.

West Campus Garage Repairs and Renovations Project

Capital Planning and Facility Maintenance teams have put together a project to address several wall repairs and renovations in the garage, along with installation of a new diesel fuel line. Several garage walls (believed to be CMU walls) have visible stair step cracking, with signs of some settlement, which need to be assessed and repaired. Project also includes demolition of two existing CMU walls to accommodate 60' bus turn radius into bays. This project is included as part of FY2024 Capital Projects Plan. At the Board's December meeting, Capital Planning will seek approval of a task order with on-call engineering for design, engineering, construction administrative, and project management services for this Project. Engineering services are scheduled to commence January 2024, and project is scheduled for public bidding in June 2024.

Julia Carson Transit Center Camera Upgrade Project

Capital Planning is working with Safety, Security, and Training to replace and upgrade security cameras at the Julia Carson Transit Center. CTC is currently equipped with 65 single-point cameras which were installed as part of original construction. Single-point camera coverage is limited, with security monitoring identifying multiple blind spots at CTC. This project will replace existing single-point cameras with new 180° and 360° cameras, today's technology, which will improve security monitoring coverage at CTC. Capital Planning is working with on-call engineer to develop scope, schedule, and cost estimates for this project.

Upcoming Facility Projects

Other upcoming facility projects include:

- Evaluating masonry, windows, and door repairs for W. Campus, specifically historic Duesenberg building, and permitting requirements.
- Evaluating interior renovations for Julia Carson Center, including new public restrooms and other improvements, informed by recent BRT Docking Study.

Respectfully submitted,

Brooke Thomas, AICP

Senior Director of Strategic Planning



Public Affairs Division Report – November 2023

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Chief Public Affairs Officer Lesley Gordon
Date: December 14, 2023

CONSIDERATION OF PUBLIC AFFAIRS REPORT FOR November 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, Head of Digital Media

November 2023 Board Report



INDYGO.NET WEBSITE STATISTICS:

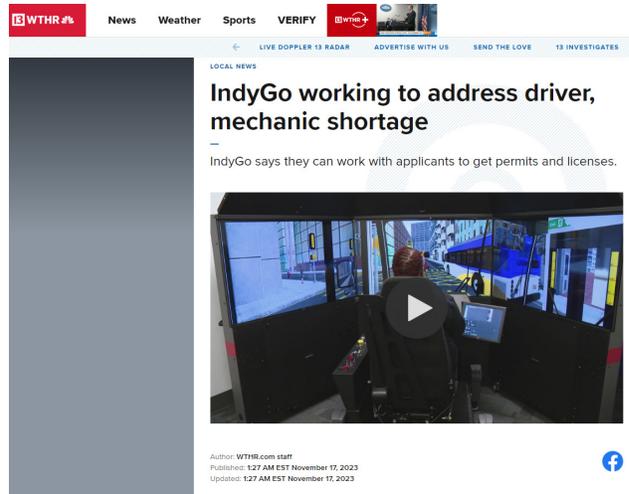
11/1/2023-11/30/2023

Page Views	185,076
Bounce Rate	43.91%
New Users	32,405
Average Pa-geviews Per User	5.7
Total Sessions	83,861
Total Monthly Sessions Comparison to Previous Year	(Down) 6.7%

Mobile Share

Date	Mobile	Desktop	Tablet
Nov-23	70%	29%	1%
Oct-23	72%	26%	2%
Sept-23	83%	16%	1%
Aug-23	83%	16%	1%
July-23	83.1%	15.8%	1.1%
June-23	83.3%	15.4%	1.3%
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%

Media Mention Highlights



Search

Q



more drivers at IndyGo.



WRTV Jefferson Award

Topics Include:

Media coverage for November 2023 included multiple topics. The most popular story was IndyGo offering fare-free service for Election Day, Nov. 7, ensuring every citizen had the RIDE to vote. Broadcast media ran the story 13 times, while the story was published three times through online media.

This service was made available thanks to a partnership between AARP Indiana and the IndyGo Foundation.

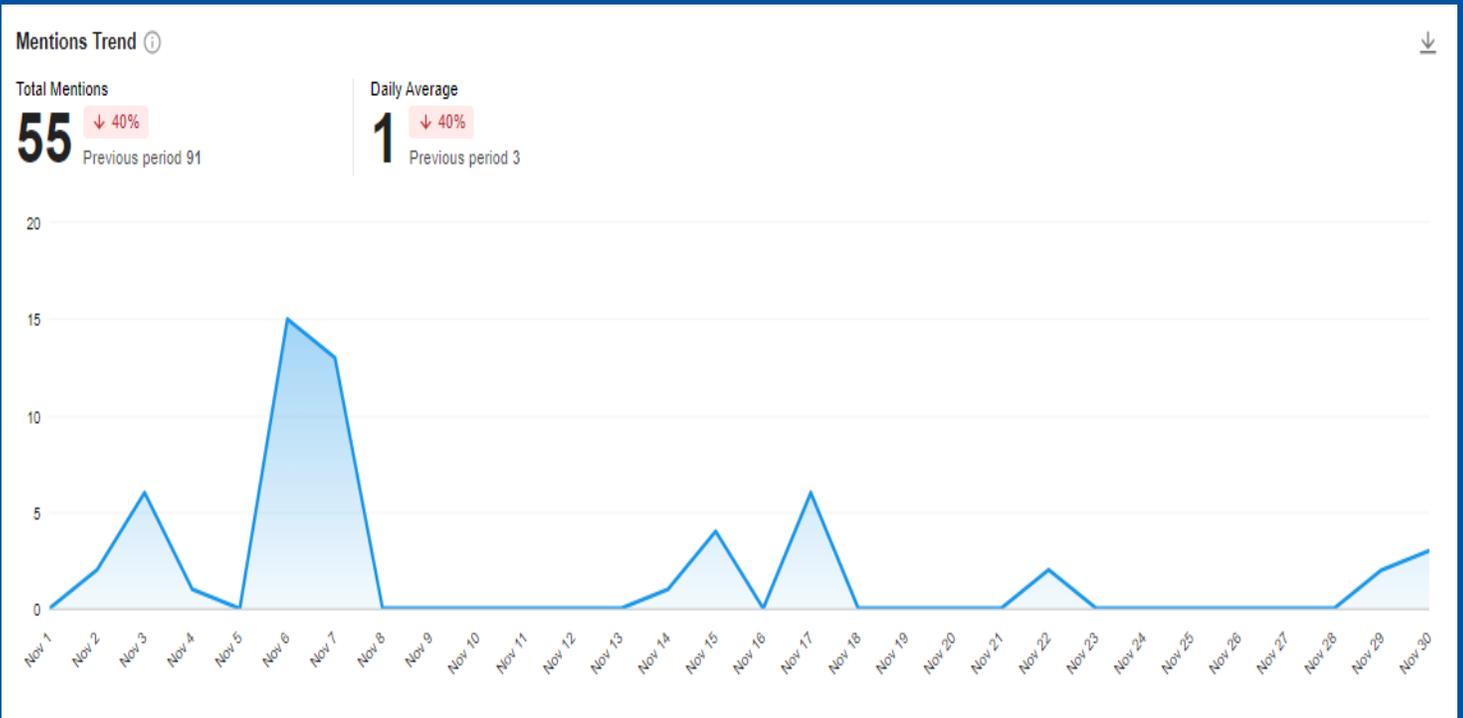
Another topic discussed was IndyGo's hiring efforts. WTHR published an article and ran multiple broadcast segments sharing the agency's tactics to address the coach operator and mechanic shortages. The stories contained information about the IndyGo Training Academy, the \$3,000 signing bonus incentive and a few of the benefits offered to IndyGo bus drivers.

Finally, IndyGo Coach Operator Jonathan Jackson, who's also a CDL trainer and road instructor, was announced as a recipient of a Jefferson Award for his community service through work at IndyGo and his personal initiative, "I'm Why." Many IndyGo teammates gathered to celebrate the award presentation from WRTV's Rafael Sanchez, including President and CEO Inez Evans and Transportation Supervisor Janae Freeman, who shared words of amazement and gratitude about Jackson's accomplishments. WRTV ran the story on its news channel to honor the public servant.

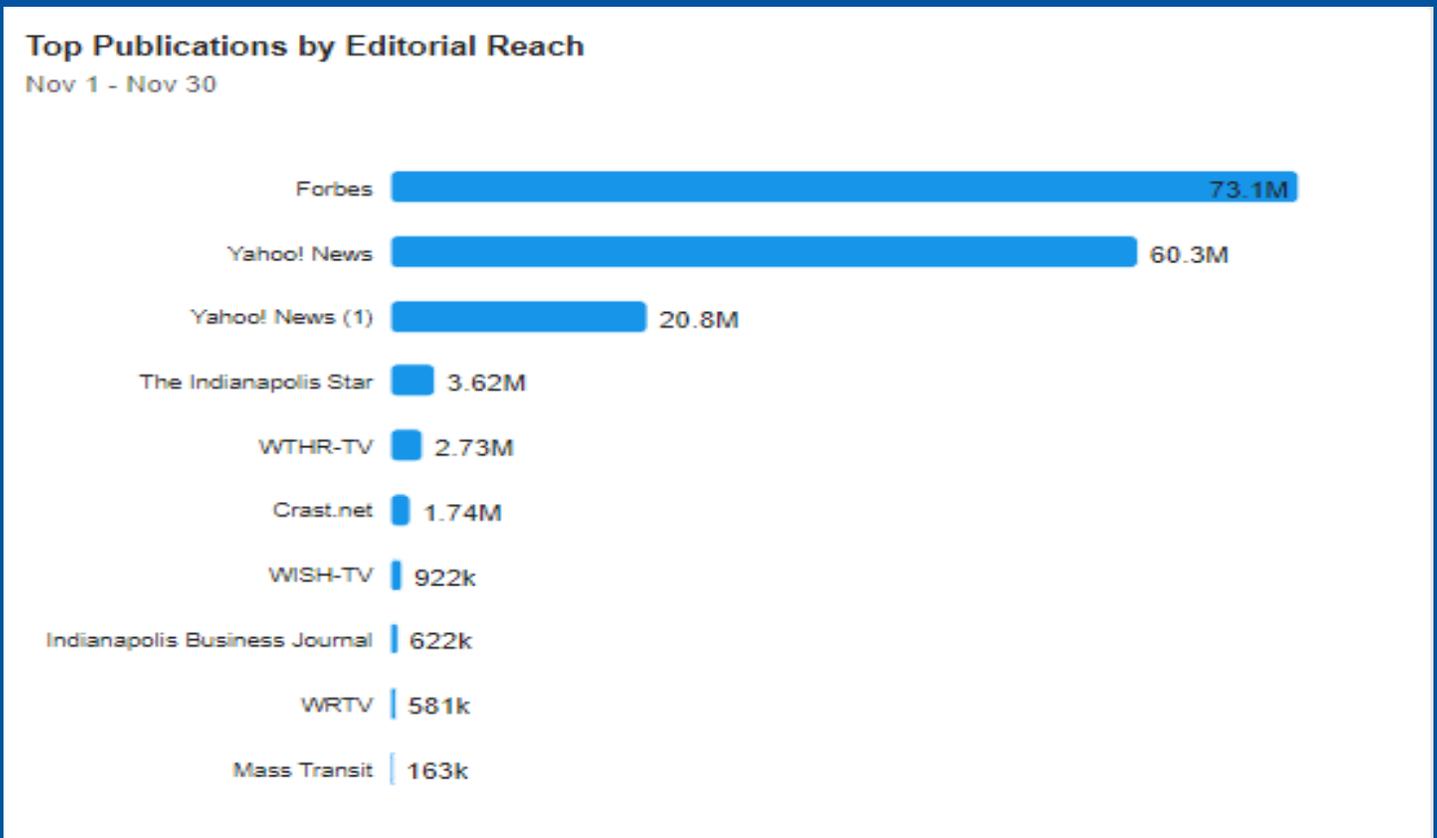
Altogether, IndyGo was mentioned 55 times in the media in November.



Here's a brief coverage summary:



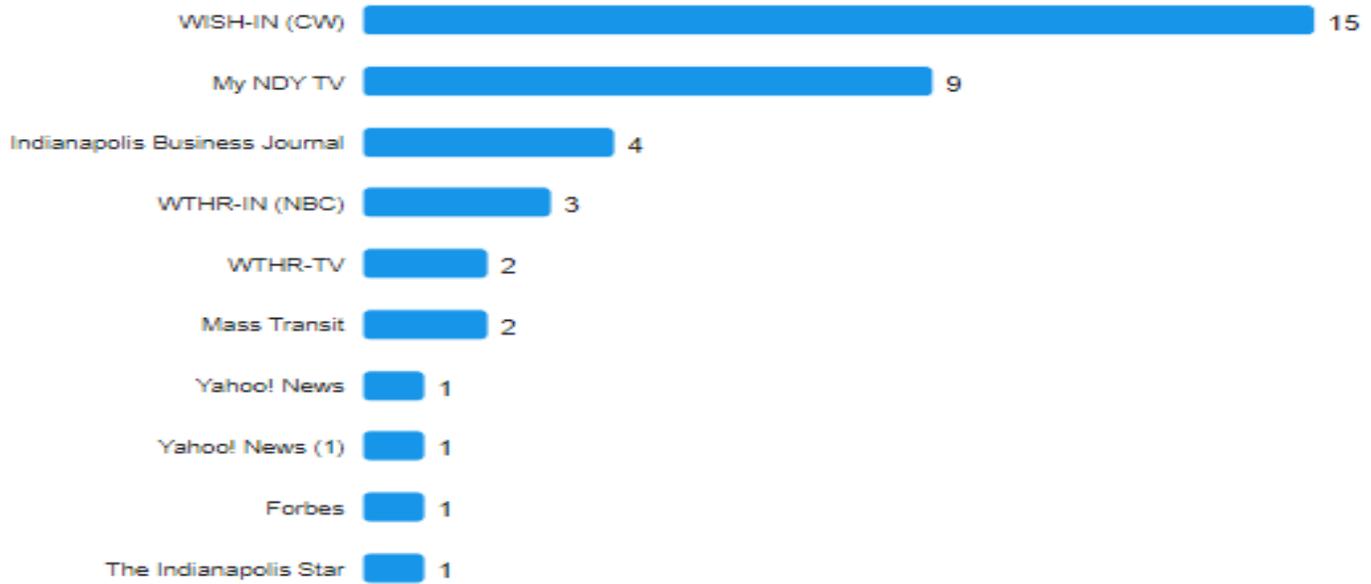
The graph below shows the top media outlets that published stories about IndyGo in November and the total potential viewership for each station or publication.



The graph below shows the media outlets that mentioned IndyGo the most during November.

Top Publications by Volume

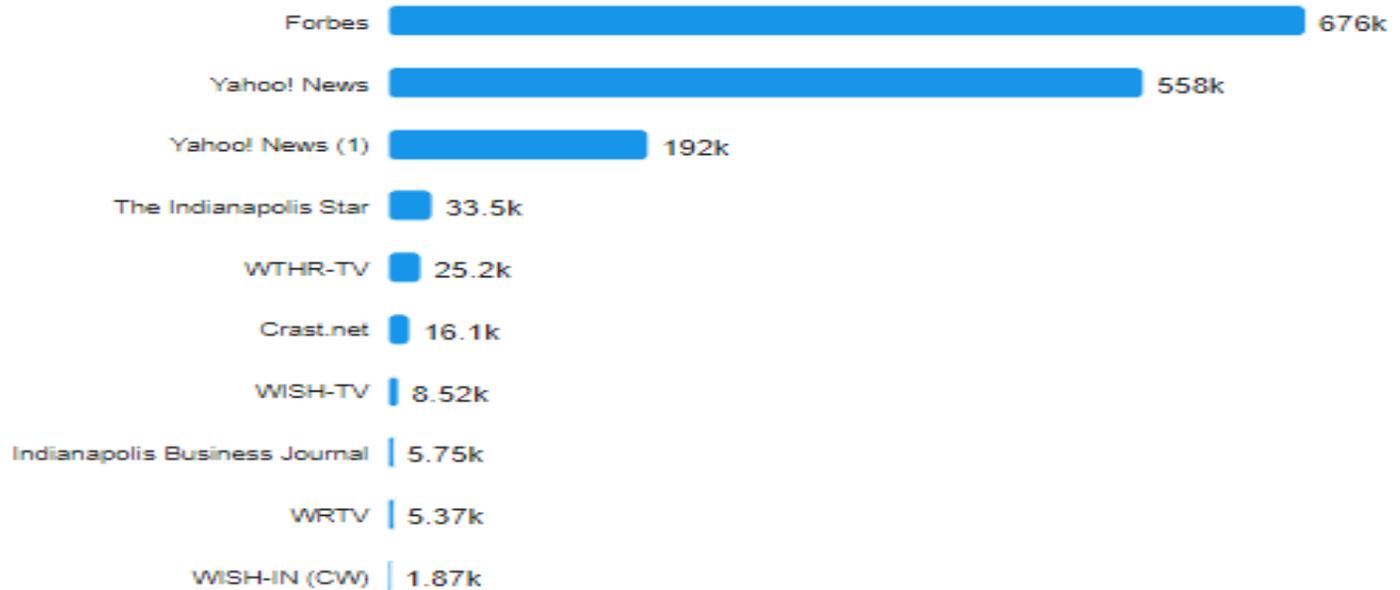
Nov 1 - Nov 30



The graph below shows the earned media value for IndyGo's top news publications. The total equivalent cost of this exposure last month, if the agency were to pay for it, would be approximately \$1,522,310.

Top Publications by AVE

Nov 1 - Nov 30



Social Performance:

Facebook

- Had a total of 134,000 impressions (61,600 more than in October)
- 8,390 post engagements (2,000 more than in October)
- 11,801 page likes (17 more than in October)
- 12,829 current followers (47 more than in October)

IndyGo
Published by Ari Kasle · November 10 at 9:40 AM · 🌐

Make some room on the trophy case! The IndyGo Public Affairs team took home the [WTS of Greater Indianapolis Innovative Transportation Solutions Award](#) for their work on Purple Line communications and outreach!



2023 WTS GALA

See insights and ads [Boost post](#)

👍❤️ 17 4 comments 2 shares

IndyGo
Published by Ari Kasle · November 28 at 8:42 AM · 🌐

Last week, IndyGo's Jonathan Jackson was presented with the Jefferson Award from [WRTV](#). Here is how [Rafael Sánchez, RTV6](#), IndyGo President & CEO Inez Evans and his co-workers surprised him with the news!



See insights and ads [Boost post](#)

👍❤️ 117 33 comments 12 shares

IndyGo
Published by Ari Kasle · November 9 at 11:05 AM · 🌐

Oh, you have a Playstation 5 at home? That's so cute. We have four state-of-the-art driving simulators and they all come with a great healthcare plan & \$3,000 signing bonuses for bus drivers and mechanics. Come game with us. 🎮



See insights and ads [Boost post](#)

👍❤️😮 21 5 comments 3 shares

IndyGo
Published by Ari Kasle · November 20 at 1:43 PM · 🌐

A huge congrats to our latest class of coach operators. This group celebrated graduation on Friday, and hit the roads this week. Keep your eyes out to see if any of these operators are driving your bus! Make sure you tell them congratulations!



See insights and ads [Boost post](#)

👍❤️ 65 12 comments 7 shares

Instagram

- Generated 22,200 impressions
- 1,118 total engagements
- 5.04% engagement rate
- 4,002 current followers (40 more than in October)



indygobus

indygobus No, turkeys do not ride free on Thanksgiving Y'GU totally cant. All IndyGo routes are fare-free on Than...

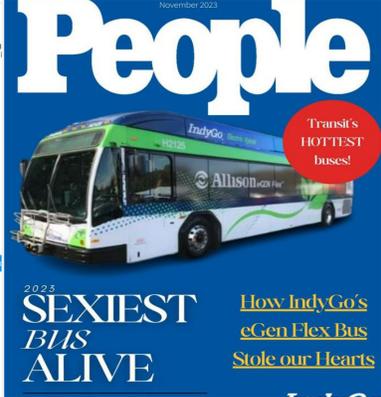
November 21

View insights

Liked by carriecline and 25 others

November 21

Add a comment...



indygobus

indygobus just call us the Patrick Dempsey of buses.

3w

less_is_maura SO GOOD

3w 1 like Reply

rhymacidal 🤔🤔🤔

3w 1 like Reply

annawolak @indygobus This is my favorite account and I want to take a class from whoever runs your social. 🤔

3w 5 likes Reply

View replies (1)

riley_choe you shouldve used a pic of the van gogh wrap! its so pretty!

3w Reply

View profile (1)

View insights

Boost post

Liked by supalesmalonegordon and 132 others

November 9

Add a comment...



indygobus

Original audio

indygobus We gave Deputy Secretary of Transportation, Polly Trottenberg, the full IndyGo experience earlier this week. She shared her thoughts on our new HQ, Purple Line progress and the future Blue Line! GREAT things are happening in Indy transit thanks to @usdot support!

2w

View insights

Boost post

Liked by supalesmalonegordon and 28 others

November 17

Add a comment...



indygobus

indygobus "The sky's the limit if you have a roof over your head!"

Roof installation pics from Purple Line stations at the Indiana State Fairgrounds and Ivy Tech!

3w

handelism_x2 Any Plans to change bus route 38 to a BRT?

2w Reply

View insights

Boost post

Liked by greenvilleconnects and 42 others

November 13

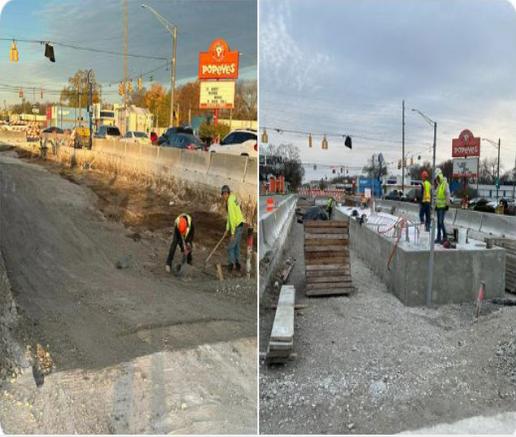
Add a comment...

Twitter

- Had a total of 75,600 organic impressions (9,900 more than in October)
- Earned an average of 2,500 impressions per day
- 98 retweets, 641 likes, 23 replies, 40 link clicks, 3.1% engagement rate
- 6,680 current followers (19 more than in October)

IndyGo @IndyGoBus · Nov 24 Promote ...

Hey Siri, what does progress look like? #TransitsEssential



1 18 1.1K

IndyGo @IndyGoBus · Nov 16 Promote ...

On this Throwback Thursday we are going way way waaaaayyyyyy back to Indianapolis between 1906-1908. Check out those old school rail cars. Indy was rocking public transit back at the turn of the century!



6 31 3.2K

You reposted

IndyGo @IndyGoBus · Nov 21 Promote ...

We are using subliminal messaging to promote our \$3000 signing bonuses for bus drivers and mechanics. See if you can find the hidden message.



0:25

IndyGo @IndyGoBus · Nov 17 Promote ...

We gave Deputy Secretary of Transportation, Polly Trottenberg, the full IndyGo experience earlier this week. She shared her thoughts on our new HQ, Purple Line progress and the future Blue Line! GREAT things are happening in Indy transit thanks to @USDOT support!



1:09

9 25 2.8K

LinkedIn

- Generated 15,300 impressions
- 1,400 total engagements 9.15% engagement rate
- 36 new followers; 3,595 total followers

IndyGo 3,598 followers 1w

As you can see, we struggled to put together a creative hiring campaign for our \$3,000 signing bonuses. <https://lnkd.in/gKrnVqJF>

Our graphic designer heard about \$3,000 signing bonuses for new coach operators and mechanics, so she quit to become a bus driver.

This is the best ad we could design without her.

Jerome

IndyGo 3,598 followers 1mo

Polls are open from 6am-6pm on Tuesday, November 7. IndyGo buses will be ready to take you to polling locations across Marion County. Check out this video on "How to Ride" and enjoy fare-free service on Election Day, courtesy of AARP...see more

Auto captions have been added to your video

Emily Meaux, MPA and 25 others 6 reposts

say that & IndyGo is now the first public transportation agency to ever i...see more

Mike Roth and 30 others 1 comment • 5 reposts

We were excited to host Deputy Secretary of Transportation, Polly Trottenberg, for a tour of our East Campus and future Purple Line. Grateful for her partnership and support. [Inez Evans](#)

You and 88 others 1 comment • 4 reposts

Video Data

Total Views in November: 37,393

Top 3 November Videos

- Jefferson Award- 10,787 total views
- How to Ride- 4,688 total views
- U.S. Department of Transportation Visit- 4,752 total views

IndyGo Published by Ari Kastle • November 28 at 8:42 AM

Last week, IndyGo's Jonathan Jackson was presented with the Jefferson Award from WRTV. Here is how Rafael Sánchez, RTV6, IndyGo President & CEO Inez Evans and his co-workers surprised him with the news!

See insights and ads Boost post

117 33 comments 12 shares

IndyGo Original audio

IndyGo We gave Deputy Secretary of Transportation, Polly Trottenberg, the full IndyGo experience earlier this week. She shared her thoughts on our new HQ, Purple Line progress and the future Blue Line! GREAT things are happening in Indy transit thanks to Governor support.

View insights Boost post

Liked by supafemalorgan and 28 others November 17

Add a comment...

IndyGo 3,598 followers 1mo

Polls are open from 6am-6pm on Tuesday, November 7. IndyGo buses will be ready to take you to polling locations across Marion County. Check out this video on "How to Ride" and enjoy fare-free service on Election Day, courtesy of AARP...see more

Auto captions have been added to your video

Emily Meaux, MPA and 25 others 6 reposts

Email Marketing:

NEWSLETTER

- 10,439 recipients (65 more than October)
- 10.36% CTR (2.23% more than October)
- 5.09% open rate

The graphic features a blue header with the text "INSIDE" in white and the "IndyGo SM" logo in blue and white. Below this is a dark blue bar with "November 2023" in white. The main content area is white with the heading "Reminder: IndyGo Will Offer Free Rides on Election Day" in bold black text. A paragraph follows, stating that every citizen has the right to vote and that IndyGo will be fare-free on Tuesday, Nov. 7, for both fixed route and IndyGo Access services, a service brought to you by AARP Indiana in partnership with the IndyGo Foundation. A button labeled "Free Fare on Election Day" is centered below the text. The bottom section is a large blue banner with a white American flag graphic in the top left. It features the text "FREE FARE ON ELECTION DAY" in large, bold, white letters with a blue outline. Below this is an image of a white and blue IndyGo bus. To the right of the bus is the AARP Indiana logo and the text "Brought to you by AARP Indiana". Below the logo is a white box with "November 7th" in blue. At the bottom of the banner is a green bar with the text "You have the RIDE to vote!" in white, with "RIDE" in red and two green arrows pointing right.

INSIDE *IndyGo*SM

November 2023

Reminder: IndyGo Will Offer Free Rides on Election Day

Every citizen has the right to vote, now IndyGo wants to make sure everyone has the RIDE to vote this Election Day. On Tuesday, Nov. 7, IndyGo will be fare-free on both fixed route and IndyGo Access services. *This fare-free service will be brought to you by AARP Indiana in partnership with the IndyGo Foundation.*

Visit IndyGo's website at the button below for additional information.

Free Fare on Election Day

FREE FARE ON ELECTION DAY

Brought to you by **AARP** Indiana

November 7th

You have the **RIDE** to vote! >>>

CREATIVE PROJECTS

- 84 requests completed via SysAid & email in November

Outreach Summary: November 2023

In November, IndyGo hosted or attended 10 events and reached more than 1,160 people through in-person engagements. Outreach focused on continued education around the Purple Line construction project and Blue Line stakeholder engagement.

IndyGo staff shared facts and addressed questions regarding the Blue Line bus rapid transit (BRT) route during an Irvington Community Council meeting last month. The council shared their priorities for the project, which were to modify the station location at the Ritter intersection, preserve the historic integrity of Washington Street and ensure ongoing support to businesses. Also, recommendations were brought to IndyGo regarding consulting parties for Section 106, part of the National Environmental Policy Act (NEPA) process. IndyGo addressed these priorities and recommendations. While the Federal Transit Administration (FTA) makes the decision on who consulting parties are, stakeholders can still be consulted unofficially.

The agency participated in community meetings and events along the Purple Line corridor as well. This included Purple Line Transit Talks at YMCA Avondale Meadows. It also included providing project updates at a Community Alliance of the Far Eastside (CAFE) Quality of Life Economic Development meeting and a Helping Others Prosper Economically (HOPE) team meeting.

Transit Ambassadors continued to extend IndyGo's outreach efforts in the community last month, engaging more than 1,000 community members during 20 volunteer shifts at the Transit Center and on Route 8. Volunteers focused on making Route 8 riders aware of the Blue Line open houses offered in early December.



OUTREACH PROJECTS

Date:	Event:
11/2/2023	YMCA: Avondale Meadows
11/8/2023	CAFE QOL Economic Development
11/10/2023	Mayor's Neighborhood Advocates Outreach
11/10/2023	Horizon Bank: 38th & Arlington Project: Community Stakeholder Meeting
11/13/2023	Road to Resources
11/14/2023	HOPE Team Meeting
11/16/2023	YMCA: Avondale Meadows
11/21/2023	Irvington Community Council: Blue Line Stakeholder Meeting
11/21/2023	Irvington Community Council: Blue Line Public Meeting
11/29/2023	ANU Community Partner Collective



Operations Division Report – November 2023

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Chief Operating Officer Aaron Vogel
Date: December 14, 2023

OPERATIONS DIVISION REPORT – November 2023

SCHEDULING:

The Thanksgiving and annual vacation bid were completed in BidWeb for the first time including the vacation extra-board selections. Additionally, the Christmas, New Year's, and Martin Luther King Jr Day bids will be completed in BidWeb, fully transitioning IndyGo from the manual paper bid process to electronic. BidWeb enables coach operators to a variety of electronic devices to make their bid selections. The system has reduced errors and improved efficiency in staff resources.

PLANNING:

IndyGo Service and Strategic Planning staff are coordinating the 2410 bus stop and pedestrian improvements, scheduling, and staffing needs required, to implement the service changes that will accompany the Purple and Blue Lines ahead of the completion of the Future Service Plan (FSP).

Construction of the final six Super Stops is complete; they are in operation, and installation of the final amenities is forthcoming. Routes 3, 6, 10, 15, 34, and 37 on the near west side of downtown are aligned to the new bus stops, and the ability to transfer to BRT service has been improved.

Bus Stop Improvement Packages "2021-C", "2022-A", and "2022-B" were bid last month as a single package. This work will result in infrastructural and pedestrian improvements at 42 bus stops throughout the IndyGo service area.

Planning staff are finalizing the updates to the 2021 IndyGo ADA-Transition Plan, which adheres to the previous plan while re-focusing efforts for long-range development. This is in the final review, and the staff is aiming for early 2024 for final adoption.

The bus stop improvements made possible by the Areas of Persistent Poverty (AOPP) grant are moving through the design/city-coordination phase and will result in improvements to over 70 bus stops in coordination with city agencies and area non-profit organizations.

Staff continues to coordinate improvements with the City of Indianapolis that will result in bus stop improvements on East 10th Street (Route 10), Morris Street (Route 24), South Emerson Avenue (Route 56), East and West Michigan Streets (Route 3), South Meridian Street (Routes 16 & 31), Hanna Avenue (Route 16), 22nd Street (Route 39), and 30th Street (Routes 6, 15, 30, & 34).

FIXED ROUTE RIDERSHIP:

Nov-22	Nov-23	% Change	IndyGo Fixed Route Ridership	2022	2023	% Change
5,579	5,818	4.3%	2 E. 34th St.	61,361	80,180	23.5%
19,482	24,559	26.1%	3 Michigan St.	212,496	273,325	22.3%
6,502	7,221	11.1%	4 Fort Harrison	62,926	84,265	25.3%
9,149	10,958	19.8%	5 E. 25th	106,650	120,122	11.2%
6,425	5,351	-16.7%	6 N. Harding	66,446	66,672	0.3%
75,580	88,436	17.0%	8 Washington St.	840,712	987,606	14.9%
55,029	62,251	13.1%	10 10th St.	592,215	708,359	16.4%
3,059	2,849	-6.9%	11 E. 16th St.	30,951	37,386	17.2%
2,204		-100.0%	12 Minnesota	23,365	15,628	-49.5%
1,765	5,332	202.1%	13 Raymond	18,449	47,222	60.9%
4,979		-100.0%	14 Prospect	47,557	34,612	-37.4%
8,009	10,312	28.8%	15 Riverside	87,063	111,382	21.8%
6,965	6,864	-1.5%	16 Beech Grove	81,560	83,176	1.9%
3,506	3,947	12.6%	18 Broad Ripple	36,629	49,796	26.4%
14,111	17,282	22.5%	19 Castleton	154,142	193,328	20.3%
9,878	10,462	5.9%	21 East 21st St.	104,464	110,110	5.1%
6,771	7,644	12.9%	24 Mars Hill	73,299	83,275	12.0%
6,882	8,449	22.8%	25 W. 16th St.	74,387	93,045	20.1%
10,976	19,141	74.4%	26 Keystone	107,941	175,740	38.6%
5,856	7,361	25.7%	28 St. Vincent	65,260	80,578	19.0%
4,617	5,875	27.2%	30 30th St.	49,685	65,463	24.1%
6,287	8,114	29.1%	31 US 31	71,379	86,125	17.1%
16,440	18,980	15.5%	34 Michigan Rd.	175,597	212,193	17.2%
21,941	25,002	14.0%	37 Park 100	237,817	281,216	15.4%
11,808	7,854	-33.5%	38 Lafayette Square	133,797	126,348	-5.9%
46,426	54,882	18.2%	39 E. 38th St.	533,821	614,261	13.1%
3,317		-100.0%	55 English	30,637	20,719	-47.9%
	5,430		56 Emerson		29,284	
5,283	5,808	9.9%	86 86th Street Crosstown	56,395	63,767	11.6%
7,343	7,351	0.1%	87 Eastside Circulator	82,195	85,710	4.1%
64,360	93,850	45.8%	90 Red Line - BRT	911,566	1,003,106	9.1%
643	1,098	70.8%	901 Nora	9,105	12,056	24.5%
5,806	5,900	1.6%	902 County Line	47,181	72,816	35.2%
383	4,825	1159.8%	Others	3,910	93,776	95.8%
457,361	549,206	20.1%	Total	5,190,958	6,202,647	16.3%

YTD ridership updated from prior periods due to the addition of MyKey fare data.

TRANSPORTATION SERVICES

EMPLOYEE OF THE MONTH DECEMBER:

Lekeita Smith - Operator #8557



Lakeita has shown an unwavering dedication to helping the company by covering multiple shifts in the evening, even when they struggled to find someone. She has proactively sought ways to get passengers to their destinations, remaining composed and positive, even when dealing with frustrated customers. Her problem-solving skills have not gone unnoticed and her commitment to the company has been invaluable. Even when the last two westbound coaches were not covered, Lakeita stepped up and made sure the routes were covered. Although she had to leave early the next morning and couldn't help on a particular Friday, she had already made a significant impact by helping tremendously on the nights she worked.

90% CLUB:

The following operators achieved an on-time performance rating of 90% or better during the month. The names are entered into a drawing held each month by this group of Operators. The winner receives an extra personal day.

The winner for November: Aaron Ellis #10259

Miller1, James
Hazen, William
Reed, Byron
Tealer, Lavelle
Bradford, Keary
Howard, Jeffrey
Birdsong, Edgar
Thomas, Myron
Mallory, Kevin
McGhee, Lashanda
Wilson, Patricia
Mason, Rodney
Johnson, Jarvis
Young, Samuel
Gray, Patrick
Gardner, Charles
Amaya, Efrain
Smith, Tamara
Houston, Floyd

Lloyd, Ashley
Cargile, Senetria
Byrd, Nicole
Jackson, Calvin
Murray, Beth
Chest, Mornice
Vinson, Kelly
Wyatt, Darren
Cox, Sean
Ellis, Aaron
Carroll, Lashanda
Cawthon, Marion
Taylor, Reginald
Thompson, Josh
Booker, Thomas
White, Anthony
Spence, Mary
Wills, Mark
Harrell, Douglas

Ibrahim, John
Badiane, Ngary
Passley, Shamika
Rowie, Robert
Besley, Harding
Scott, Gregory
Irwin, Cameron
Isabell, Toccara
Smith, Antonyai
Feiock, Robert
Gardner, Onesha
Carpenter Williams,
Lakisha
Carroll, Lashona
Arnold, Mikiaiah
Johnson, Michael
Boston, Joel
Wright, Ray
Beharry, Roger

Sharp, Orion
Norfolk, Terry
Jones, Shirley
Loller, Ciera
Rucker, Tevante
Abebe, Samuel
Simms, Erica
Davis, Quinton
Duncan, Scott
Mitchell, Anthony
Clark, Keana
Dugan, Otha
Williams, Janice
Goodrich, Steven
Baine, Tenisha
Anderson, Treva
Roberts, Darnell
Sykes, Rodneyka
Frierson, Razheana



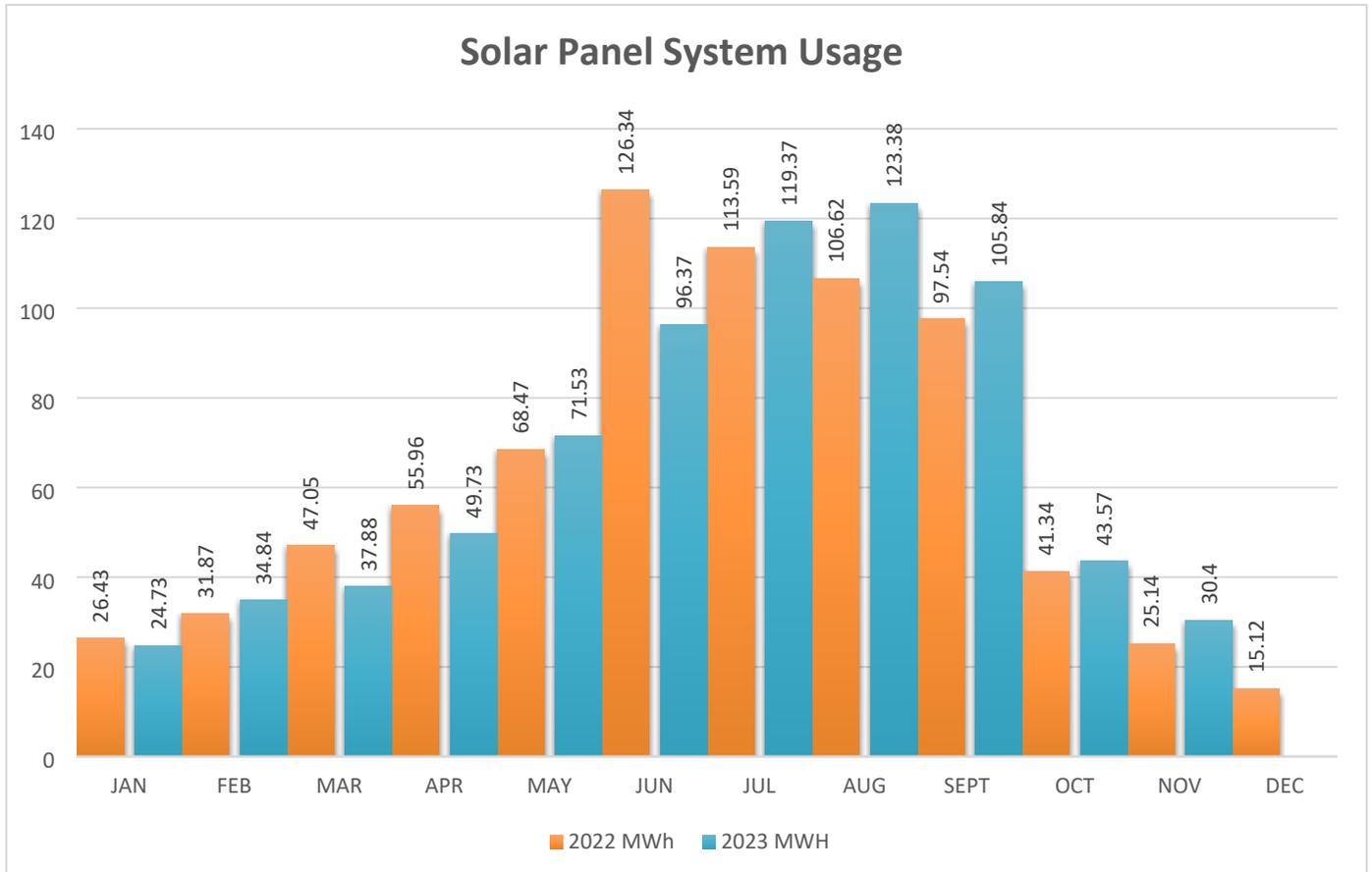
FACILITIES SERVICES AND VEHICLE MAINTENANCE

FACILITIES:

SOLAR PANEL

The solar panel array at the 1501 main building produced 30.4 MWh in November. This was a slight drop from last month as the daylight hours decreased.

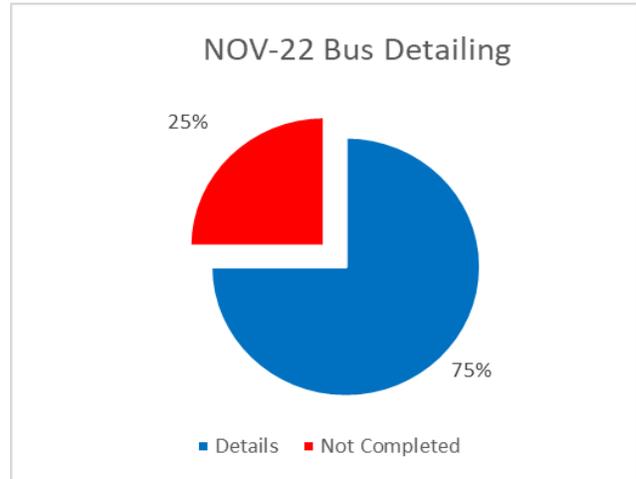
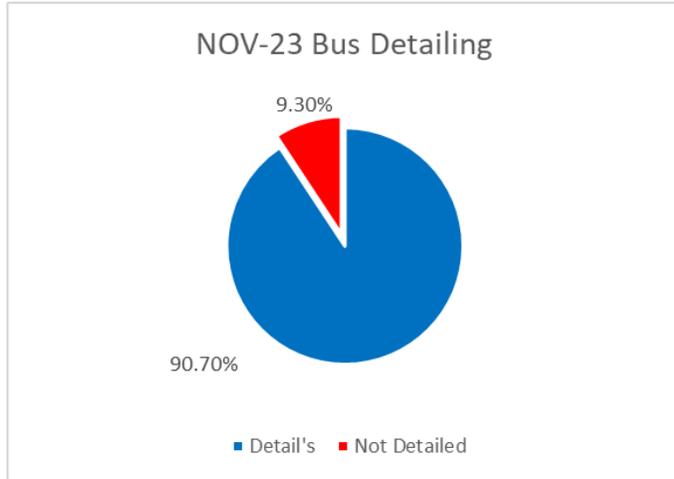
The year-to-date savings is \$70,076



FLEET SERVICES:

There were 31 vehicle requests in November for the motor pool. These are non-revenue vehicles available for business use.

There were 166 buses detailed in November. This gives the detail team a 91% completion rate. The goal is to detail every bus at least once per month.



IPTC has logged 7,489,684 miles YTD

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2023	698,209	622,160	710,622	669,945	691,684	654,123	676,722	705,206	676,098	700,044	684,871		7,489,684
2022	700,999	650,213	739,093	710,879	716,446	710,305	727,197	739,434	697,268	724,728	701,692	713,636	8,530,890
2021	796,966	755,260	830,606	785,602	789,833	767,140	791,044	762,229	731,641	738,072	700,370	722,820	9,141,583

Fluid Usage Summary

FLUID TYPE	NOV 2023	NOV 2022	NOV 2021
ATF (qt)	100	70	71
COOLANT (qt)	2,018	1,981	1,605
ENGINE OIL (qt)	440	472	367
DIESEL (gal)	123,967	126,849	121,723

FLUID TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	Sep	OCT	NOV	DEC	YTD
ATF	95	83	93	48	45	63	29	30	54	87	100		534
COOLANT	1,639	1,429	1,670	1,564	1,935	1,363	1,796	1,371	1,647	2,253	2,018		14,997
ENGINE OIL	311	408	370	232	268	383	417	392	677	368	440		2,779
DIESEL	124,904	115,251	129,383	126,447	135,903	129,833	131,923	141,289	130,667	130,259	123,967		1,036,476

Mean Distance

Mean Distance Major Systems Failures

Mean Distance Between All Systems Failures
--

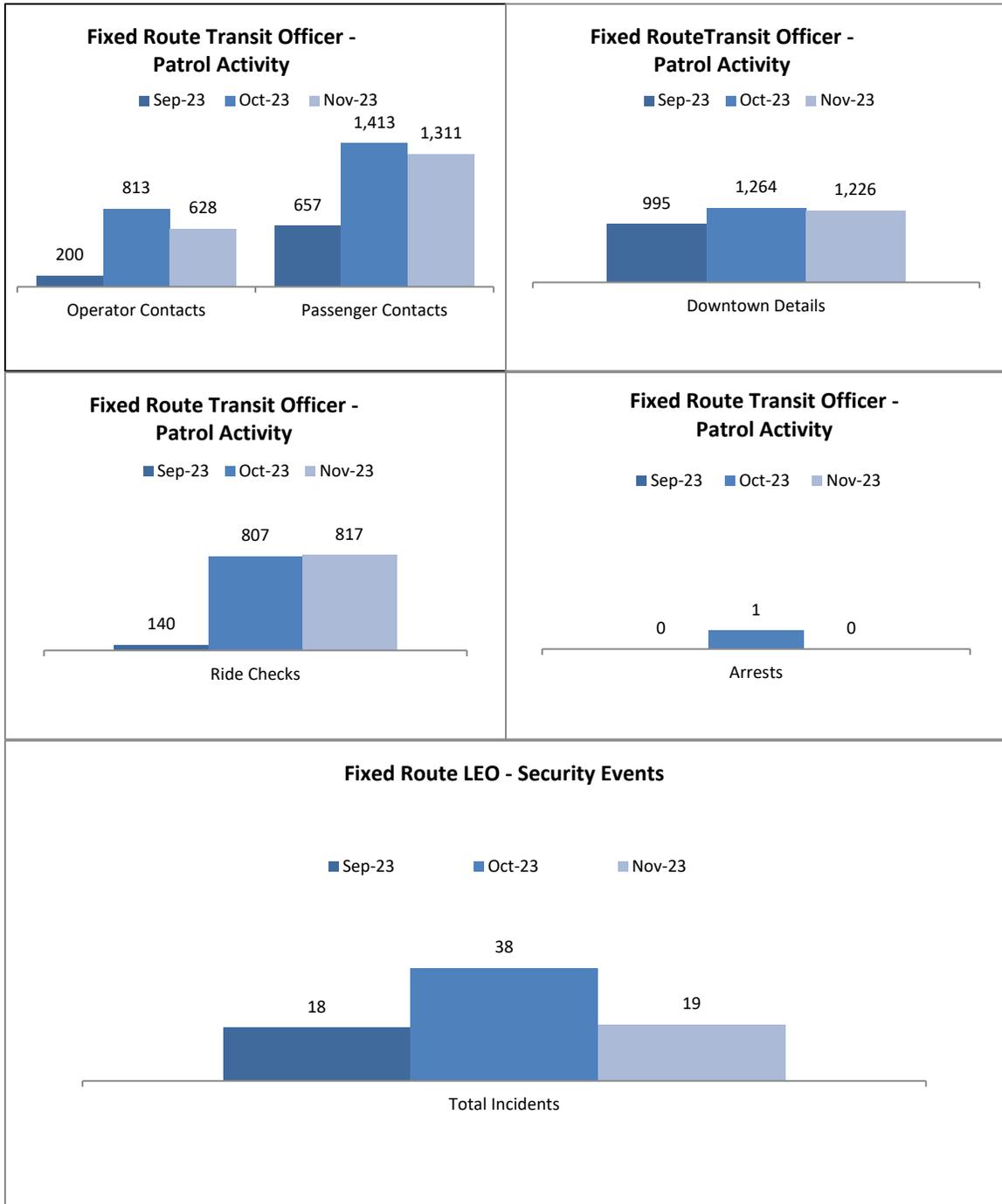
	2023/1	2023/2	2023/3	2023/4	2023/5	2023/6	2023/7	2023/8	2023/9	2023/10	2023/11	2023/12
MAJOR	8491	8192	6065	7643	8189	9823	5970	5247	9522	8751	8153	
ALL	6892	7436	6313	7743	8168	8581	5532	5073	9524	8558	5681	
	2022/1	2022/2	2022/3	2022/4	2022/5	2022/6	2022/7	2022/8	2022/9	2022/10	2022/11	2022/12
MAJOR	4848	4388	4436	3918	3107	3594	3495	3963	5029	7685	7170	8596
ALL	4377	3920	3911	3753	2984	3151	3064	3238	4373	6367	6765	6299
	2021/1	2021/2	2021/3	2021/4	2021/5	2021/6	2021/7	2021/8	2021/9	2021/10	2021/11	2021/12
MAJOR	4,229	3,479	4959	5715	4919	3478	3574	3387	5455	4498	4430	4998
ALL	3,878	3,193	4314	4594	4340	3161	2854	2689	4111	4033	4322	5038

PM TYPE	RATIO	RATE
A/B -PM COMPLIANCE MB	173/174	99.4%
A/B -PM COMPLIANCE BRT	31/31	100%
C-PM-COMPLIANCE MB	173/174	99.4%
C-PM-COMPLIANCE BRT	31/31	100%

SECURITY

The charts below show a breakdown of activities that the Law Enforcement Officers (LEO) stationed at the Julian M. Carson Transit Center and or on Route Detail have performed or addressed over the last three months.

FIXED ROUTE SECURITY:



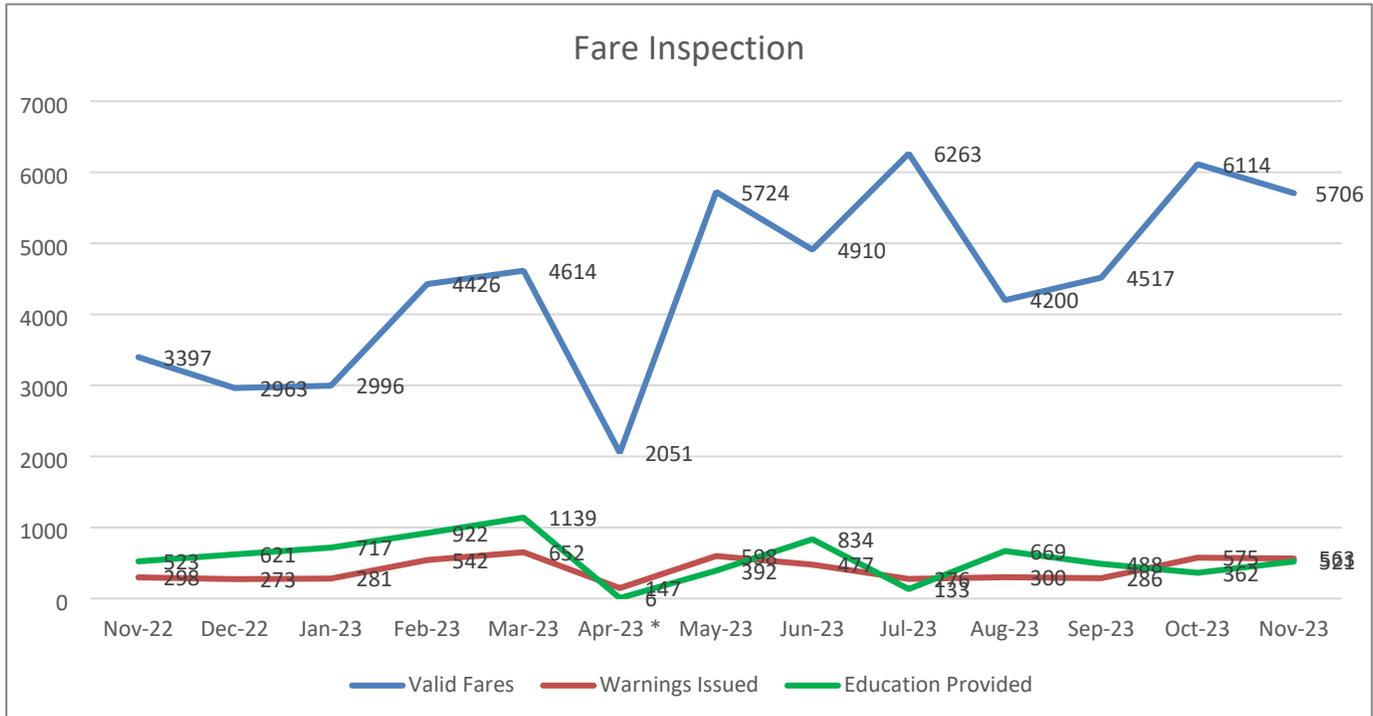
RED LINE SECURITY:

The charts below are the Red Line Security reports. These charts show the LEO's activity on the Red Line BRT Route. These charts also include any activities the Fixed Route LEO may have performed while assisting the Red Line LEO.



FARE INSPECTION REPORT:

The information below shows the fare inspection information, the chart shows passenger contacts representing passengers who had a fare when checked, notifications representing passengers who did not have a fare when checked and did not/would not purchase a valid fare. Lastly, it shows education representing passengers who did not have fare when checked but purchased a valid fare after being shown the proper procedures.



November	Passenger Contact	Notifications	Educations
v	5706	563	521
Weekday	4297	408	380
Saturday	742	74	71
Sunday	667	81	70

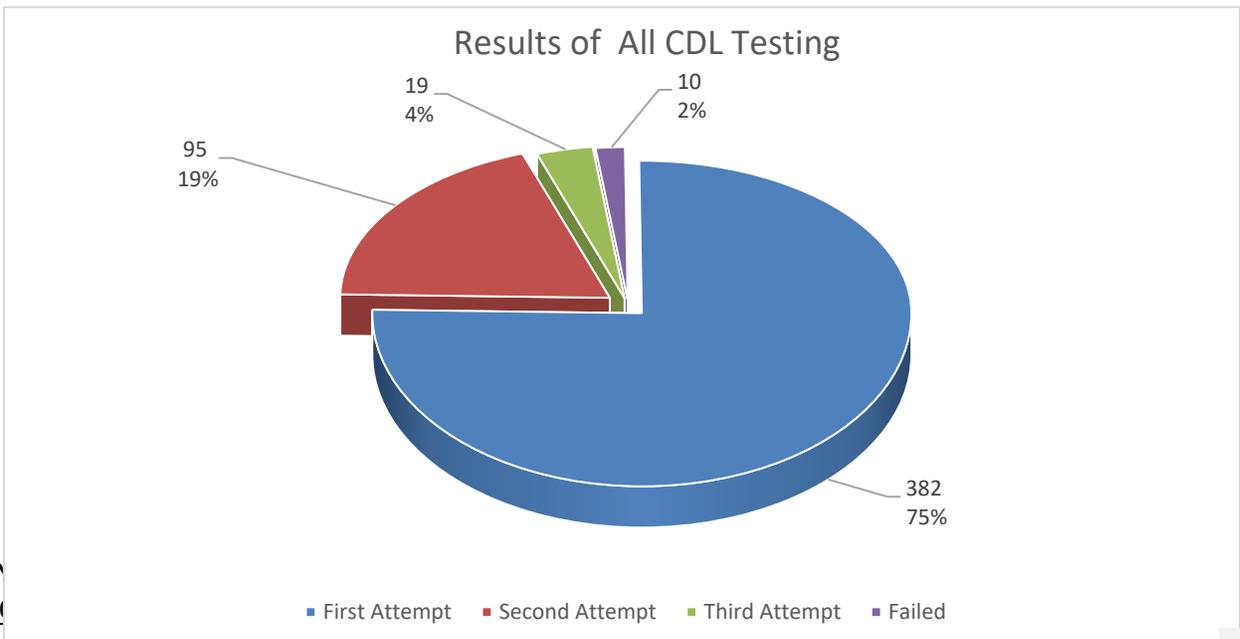
2023 YTD	Passenger Contact	Notifications	Educations
Monthly	51521	4697	6183
Weekday	44574	4107	5457
Saturday	4476	303	446
Sunday	2409	283	246

There are two class types for trainees hired to be Professional Coach Operators. Those who have the required licensing when hired and those who need to obtain their permit and CDL.

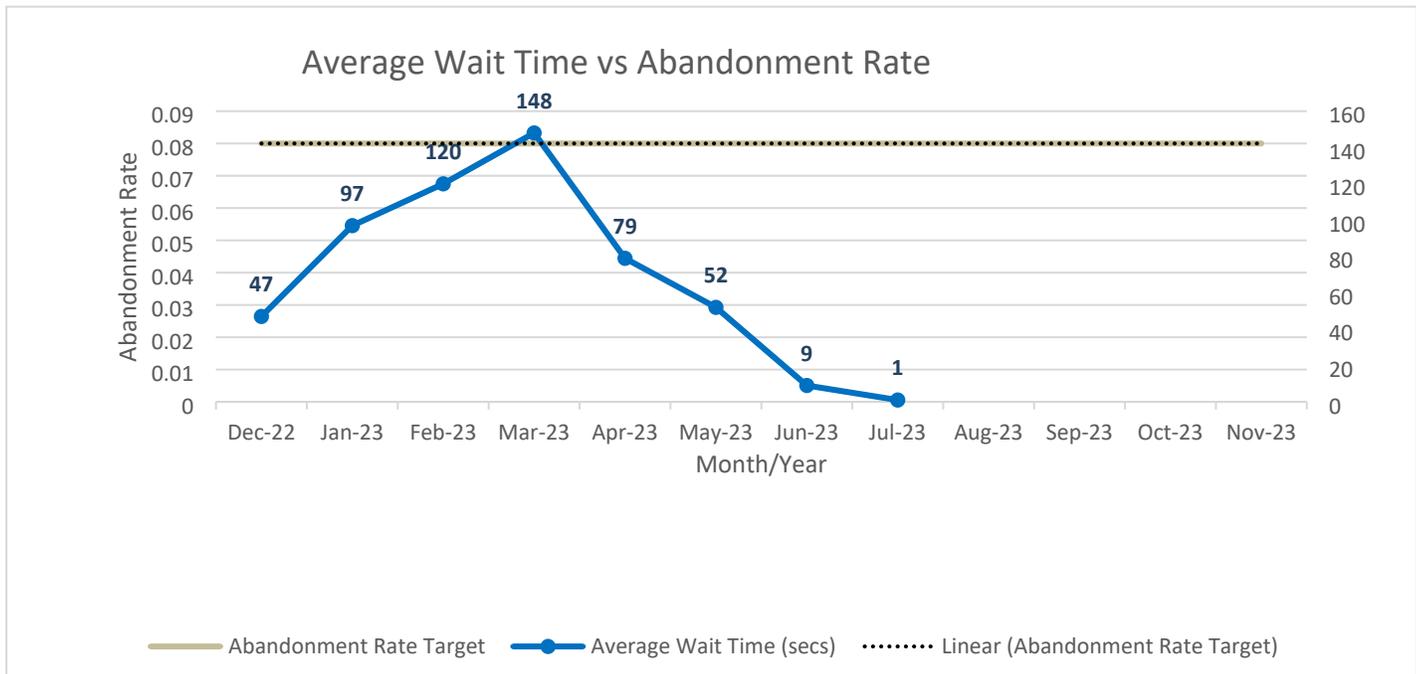
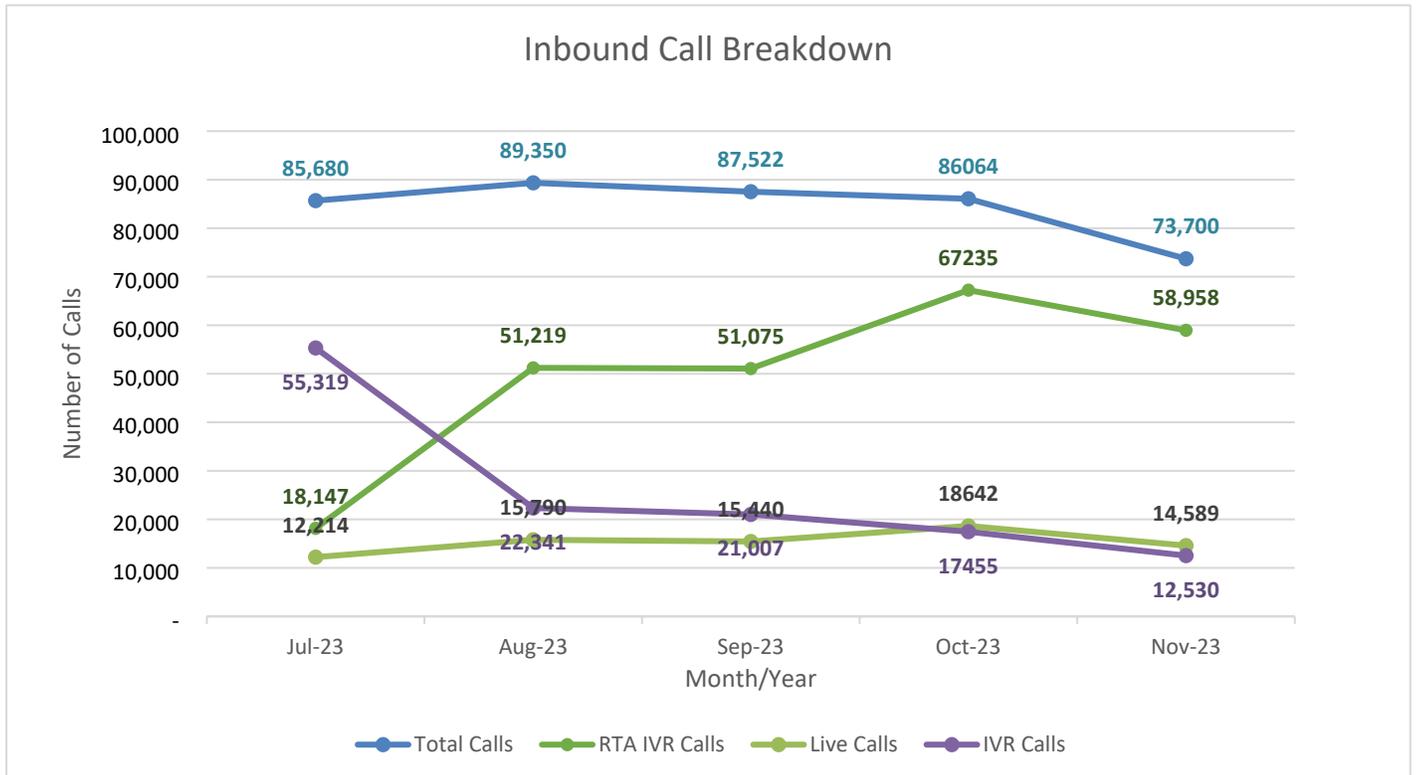
November 2023 Classes:
 Trainee with No Permit –16
 Trainees with Permit - 9

The IndyGo Academy trains new employees that are hired without a CDL license. The table below will show the current year's results to date and the results since the inception of the program. They will also show the number of students who passed on their first, second, or third attempt and the number of students who could not pass it after three attempts.

MONTH	SCHEDULED	1ST ATTEMPT	2ND ATTEMPT	3RD ATTEMPT	FAILED
January	1	0	0	1	0
February	10	4	3	2	1
March	11	6	4	0	1
April	22	10	3	0	1
May	16	11	1	0	0
June	14	8	4	0	0
July	17	12	1	1	0
August	14	6	7	0	1
September	18	13	4	1	0
October	15	9	3	1	1
November	31	20	6	5(retake in Dec.)	0



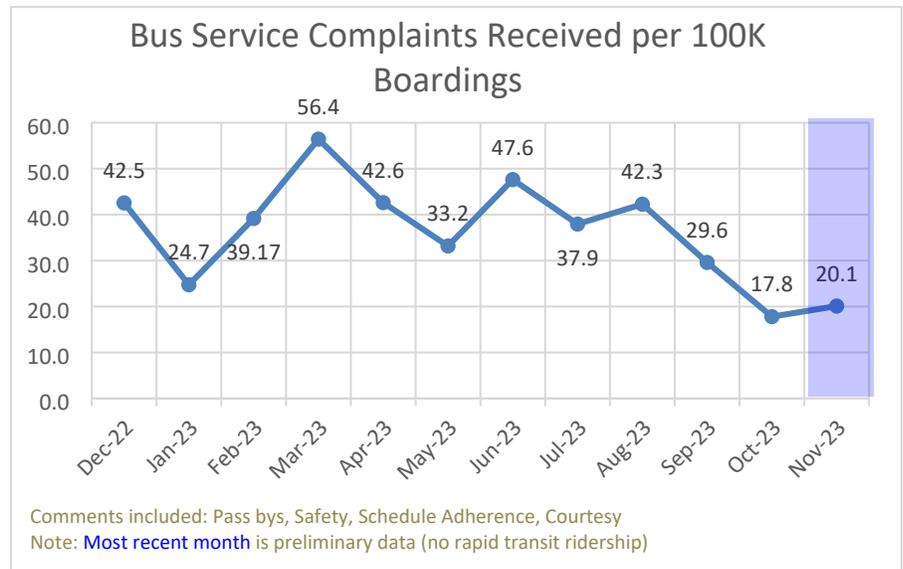
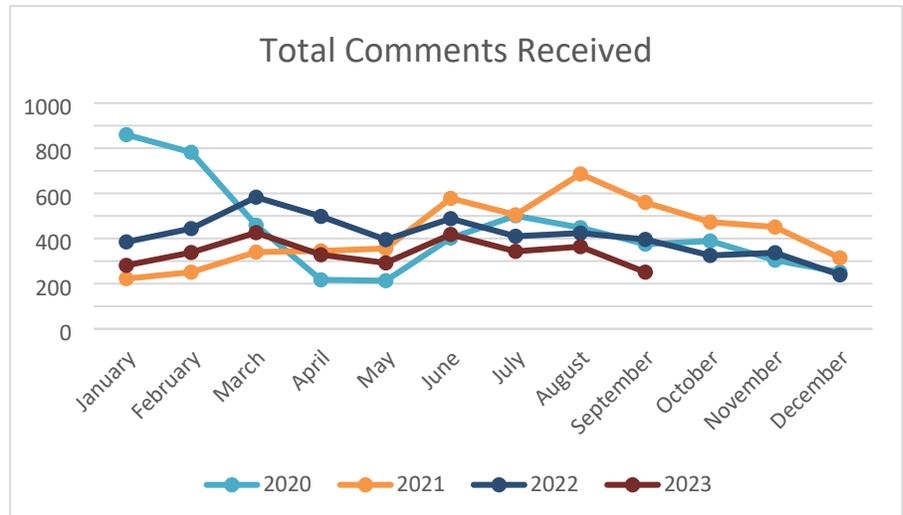
Total Call Volume increased by 4.28% between October 2023 and November 2023.



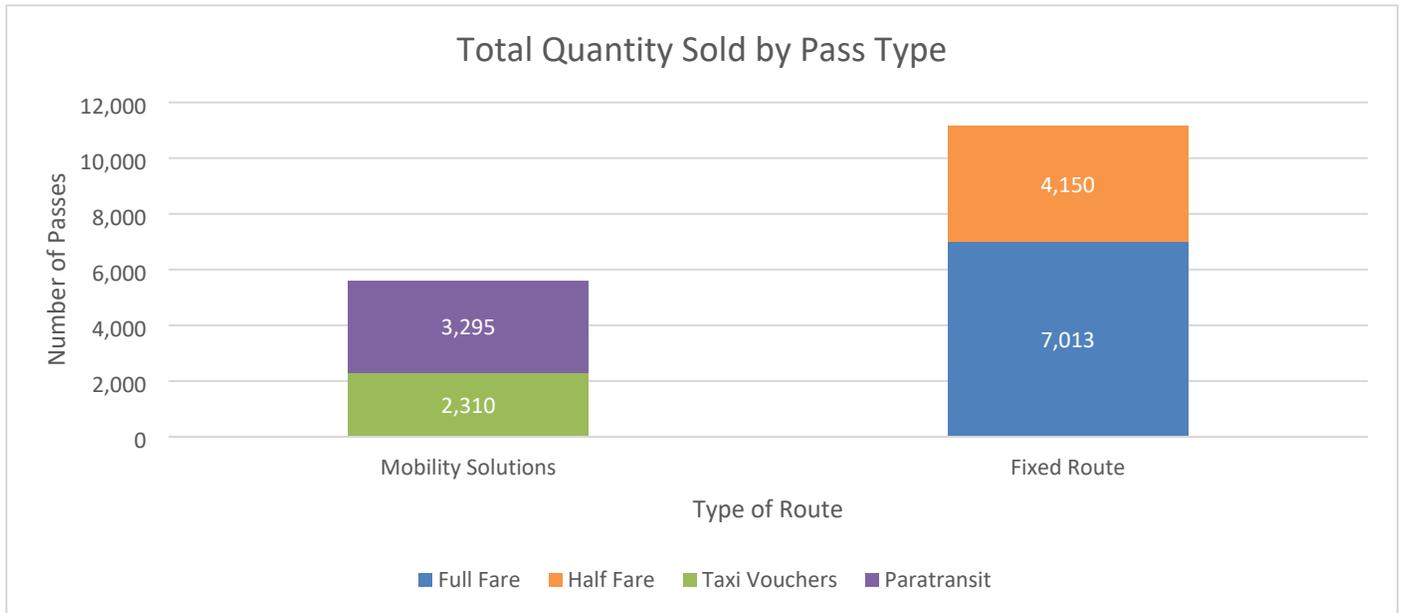
Received Comment Report:

During November, a total of 200 comments were received. The total decrease in comments between October and November was -20.32%. Pass-by is currently the most common comment type.

Row Labels	Total Comments
Pass By	50
Courtesy	47
Schedule	29
Safety	28
Route	13
ADA	10
Compliment	9
DETOUR	3
Discrimination	2
Trip Denial	2
Security	2
Rules	2
Request	2
Suggestion	1
Grand Total	200

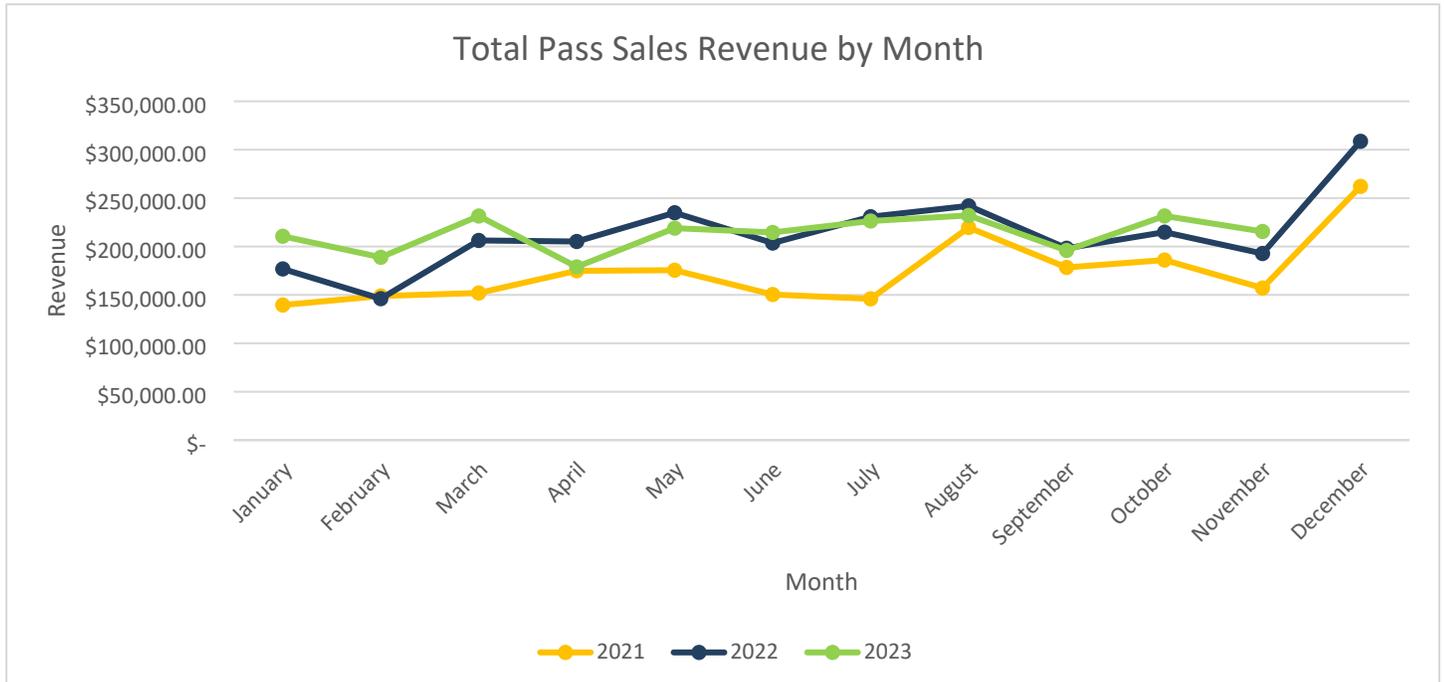


Total Quantity of Passes Sold: 16,768



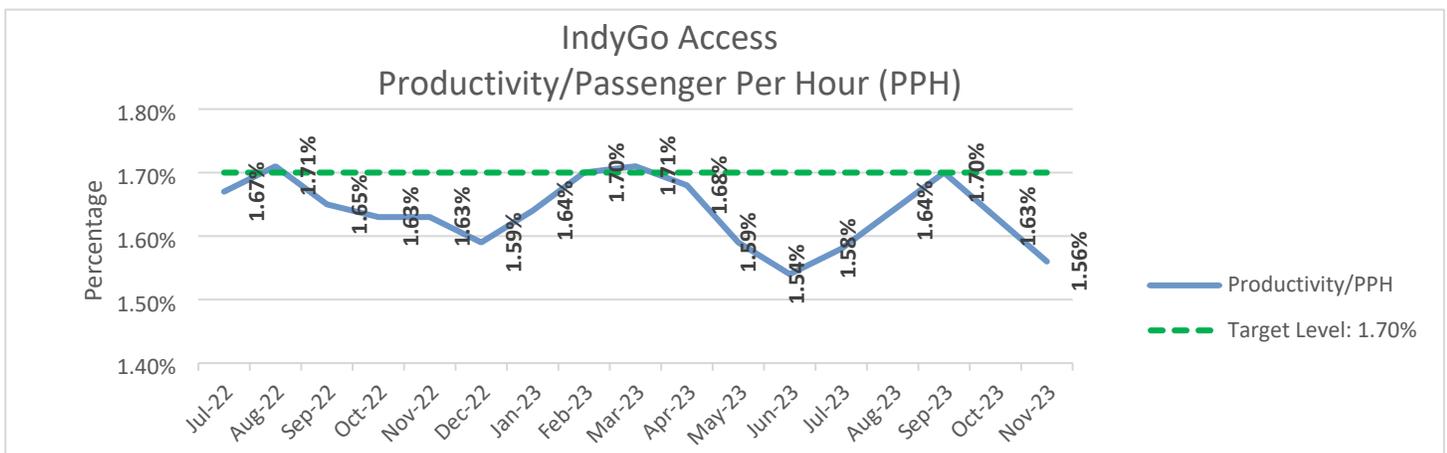
Total Pass Revenue (Including eCommerce, Retail, and Invoice):

Total pass revenue decreased by 15.58% between October and November.

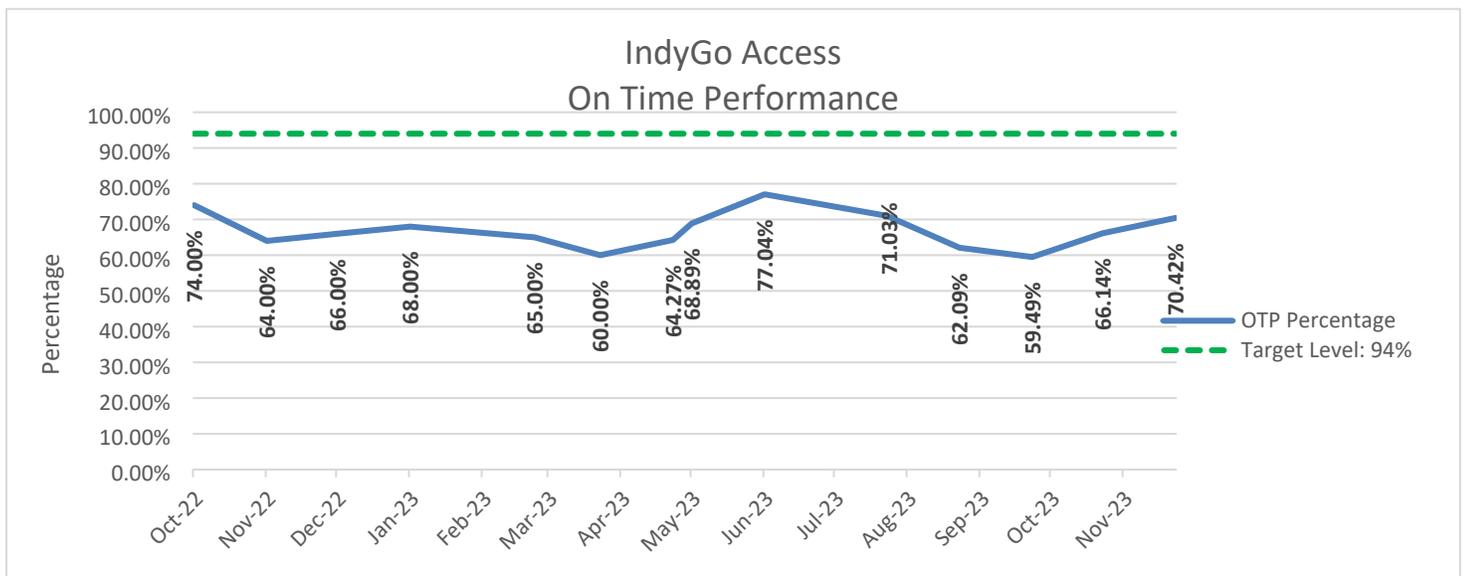


FTA mandates that transportation agencies report data through the National Transit Database (NTD). The following metrics are measured for our paratransit program. The data also provides valuable information to determine the number of paratransit vehicles to operate this service. In addition, trends are monitored and measured YOY to discuss abnormalities that occurred in the previous year.

22-Nov	23-Nov	% Change	Mobility Solutions	YOY 2022	YOY 2023	% Change
6,687	6,363	-4.85%	IndyGo Access Ridership	72,771	72,946	0.24%
64.07%	70.42%	9.91%	IndyGo Access On Time Performance	59.44%	66.61%	12.06%
1.63%	1.56%	-4.29%	IndyGo Access Productivity	1.70%	1.63%	-4.12%



The Mobility Services team continues to perform daily monitoring, on-site visits, and discussions regarding a proactive outlook for the current/next day's service. The Mobility Services team also collaborates with the RATP Devs team to continually monitor On-Time Performance to mitigate future service impacts.



IndyGo Access Customer Comments:

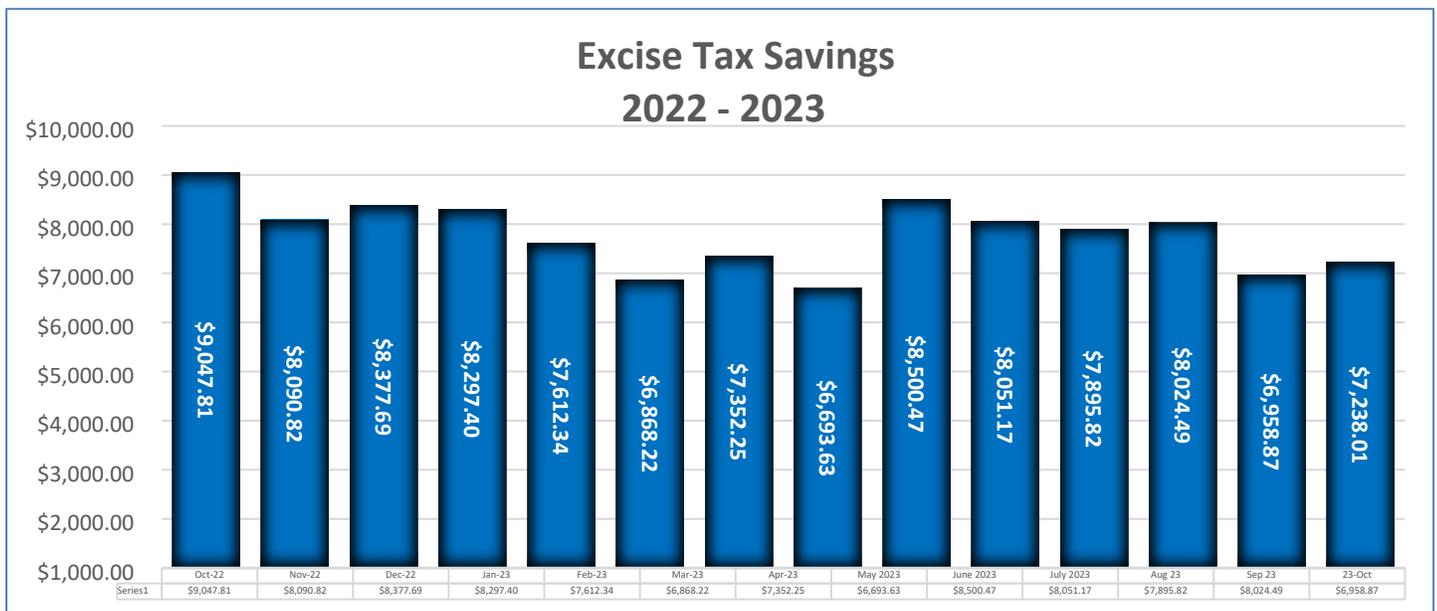
IndyGo Access customers are encouraged to contact the customer care center to voice a comment. All comments are investigated and provided to our paratransit contractor to coach employees—the goal is to improve service while delivering safe, reliable, and courteous transportation.

Number of Comments Categories	Validity		Grand Total
	Valid	Invalid	
Schedule Adherence	38	3	41
Courtesy	4	5	9
ADA	6		6
Fares	6		6
Compliment	4		4
Safety		3	3
USURV	1		1
Security		1	1
Rules	1		1
Wrong Info	1		1
Grand Total	61	12	73

WEX Fuel Card Program:

The WEX Tax Exemption and Reporting Program has significantly reduced accounting and administrative time for qualified fleets exempt from motor fuel excise taxes or certain sales taxes at Federal, state, county, or local levels.

November 2023 savings from fuel excise taxes were \$7,238.01 and the total 2023 savings is \$78,257.



Page
Intentionally
Left
Blank

Department of People & Teammate Experience Division Report – November 2023

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Chief People Officer Denise E. Jenkins-Agurs, MS.Ed.
Date: December 14, 2023

Onboarding/Recruitment:

- 37 hires were sent onboarding activity with December hire dates.
 - 20 hires: 16 Coach Operators, 3 General Laborers, 1 Facility Maintenance Technician
- Operations
 - Offers for November:
 - 40 applicants between hiring events and in-person interviews
 - Met with Lincoln Tech to form a pipeline for Mechanic Candidates
 - Five open requisitions
 - Met with Lincoln Tech for Mechanics
 - 21 offers for Coach Operator (1 event in November)
 - 26 in-person interviews scheduled
 - 5 GL (General Labor) positions filled
- Admin
 - 17 open requisitions
 - 19 positions filled:
 - Manager Service Quality
 - Deputy Chief Transportation Officer
 - Corporation Policy and Procedure Specialist
 - Sr. Director of Capital Assets & Facility Mod
 - Accountant Fixed Asset
 - Payroll Associate
 - Storeroom Supervisor
 - Transportation Supervisor
 - Service Clerk
 - Onboarding & Community Engagement Coordinator
 - Learning & Development Specialist
 - Data Business Analyst
 - Network Engineer
 - Quality Assurance Specialist
 - Director Mobility Solutions
 - Help Desk Technician
 - Product Manager CAD/AVL
 - Grants Coordinator
 - Mobility Services Specialist

Community Recruitment:

- Eight recruitment events scheduled for December
- 21 of 20 Community Job Developer Partnerships secured
- 6 of 5 Second Chance Program partnerships secured, with one pending
- Approximately 18 Coach Operators hired (at least five with justice history) and five candidates with Hire-Pending status under IAAQLI grant specifications
- At least 207 IndyGo employees have referred an applicant for Coach Operator or Defect Mechanic positions since July 2023 (45 new hires)
- 43 Signing Bonus recipients to date (40 Coach Operators, two Facility Maintenance Technicians, and one Mechanic); the next payout is December 7th
- Five Referral Bonus recipients to date; next payout December 7th

Benefits:

- Completed Open Enrollment
- Performance Evaluations are due by the 17th.

Wellness and Teammate Engagement:

- \$35 Holiday Checks were given to teammates as a token of the agency's appreciation
- Ugly Sweater photo on 12/8
- Coat and Toy Drive last day 12/8
- December is Healthy for the Holidays Month
- Domestic Violence Lunch and Learn (Part 1) 12/6 & (Part 2) 12/13

Diversity, Equity, and Inclusion:

- DEI Strategic Plan committees in development
- DEI Strategic Plan presentation to Board set for 12/14

Mentorship and Apprenticeship Program (MAP) updates:

- Maintenance Apprenticeship Program
 - Second cohort recruitment is complete
 - Working on the Pre-apprenticeship program
 - ATU International Visit to learn about our Mentorship and Apprenticeship Program

Workforce Development:

- Shanelle Yarbrough, HR Support Specialist:
 - HR intern from Providence Crista Rey High School
- Help One Student to Succeed (HOSTS). Teammates learn how to volunteer one hour of their time once a week to a student who needs help with their reading.
 - Lunch & Learn session set for 12/12

Learning & Organizational Development:

- In-Service:
 - Coach Operators will be completing in-person training through Dec. 15th
- Here are the completion rates for In-Service 2023 as of (11.28.23):
 - Admin: 189/200

- Execs & Managers: 91/91
- Operators: 322 complete (44 have not signed up nor completed)
- Transportation Supervisors: 38/38
- A feedback survey will be sent out to all IndyGo staff after the holiday break.
- Hub Updates:
 - Our department portal is currently under innovation.

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

Page
Intentionally
Left
Blank

Supplier Diversity Division Report – November 2023

To: Chair and Board of Directors
Through: Interim President/CEO Jennifer Pyrz
From: Senior Supplier Diversity Officer Carri Burke
Date: December 14, 2023

DISCUSSION ITEMS:

XBE Participation

In October, IndyGo obtained 3.13% utilization with XBE businesses certified by the City of Indianapolis Office of Minority and Women Business Development and the Indiana Department of Administration's, Division of Supplier Diversity Office.

DBE Participation

Supplier Diversity submitted IndyGo's Disadvantaged Business Enterprises Uniform Report to the Federal Transit Administration on November 30, 2023. For the reporting period of April 1- September 30, 2023, IndyGo's DBE utilization was 10.57%. During the previous reporting period, IndyGo's utilization was 6.69%.

Overall, for the federal fiscal year 2023, IndyGo awarded \$6,193,346.00 in federal dollars to contractors. Of that amount, \$494,376.00 federal dollars went to DBE firms. IndyGo's overall DBE participation for federal fiscal year 2023 totaled 7.98%, which is below IndyGo's overall goal for 2023 of 12%. Therefore, per 49 C.F.R 26.47(c), IndyGo must perform a shortfall analysis.

Supplier Diversity will continue to work with the Procurement Department and project managers to identify ways to increase IndyGo's DBE utilization in federally funded projects. Additionally, Supplier Diversity will continue its outreach efforts to encourage DBEs to consider doing business with IndyGo on federally funded projects.

On The Horizon

- Supplier Diversity's implementation of its supplier diversity management software system is ongoing. The new system will assist the Supplier Diversity Department with performing more comprehensive data analysis, tracking subcontractor payments, and reporting participation goals on federally and locally funded projects. The pilot Supplier Diversity initiated in October has been extended.

RECOMMENDATION:

Receive the report.



Carri Burke
Senior Supplier Diversity Officer

Page
Intentionally
Left
Blank