



Board Report  
December 19, 2024

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1. **Call to Order and Roll Call** (Presenters – Gregory 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 – Gregory Hahn)
  1. A-1: Consideration and approval of minutes from Board meetings held on November 21, 2024
  2. A-2: Consideration and approval of Board of Directors Meeting Dates for 2025 (Presenter – Jennifer Pyrz)
  3. A-4: Consideration and approval of Washington St BRT Docking Task Order (Presenter – Christian Cambron)
  4. A-5: Consideration and approval of Dynaway Enterprise Asset Management Software Renewal Contract (Presenter - Marcus Burnside)
  5. A-6: Consideration and approval of 1501 Garage Drain Renovation Project (Presenter – Andrea Hermer)
  6. A-7: Consideration and approval of Far Eastside Bus Stop Improvements Design Services Task Order (Presenter – Rachel Wilson)
  7. A-8: Consideration and approval of Red Line Bus Pad Pavement Markings Contract (Presenter – Rachel Wilson)
  8. A-11: Consideration and approval of 18 Diesel 60ft New Flyer Buses for the BRT Blue Line (Presenter – Aaron Vogel)
  9. A-13: Consideration and approval of Blue Line Task Order for WSP, Design Services During Construction (Presenter – Matthew Duffy)
  10. A-14: Consideration and approval of Blue Line Task Order for BF&S, Construction Management (Presenter – Matthew Duffy)
  11. A-16: Consideration and approval of Local Route TSP, Task Order for Kimley Horn System Implementation (Presenter – Matthew Duffy)
5. **Regular Agenda** (Presenter – Gregory Hahn)
  1. A-3: Consideration and approval of Resolution 2024-04 – Transfer in Appropriations and Carry Forward of Outstanding Encumbrances for FY2024 (Presenter – Justin Burcope)
  2. A-9: Consideration and approval of Resolution 2024-05 – Free Fare Days for 2025 (Presenter – Carrie Black)
  3. A-10: Consideration and approval of IFB 23-07-480 205 Premium Diesel Fuel Supplier (Presenter – Aaron Vogel)
  4. A-12: Consideration and approval of Blue Line Construction Contracts (Presenter – Matthew Duffy)
  5. A-15: Consideration and approval of Blue Line Construction Change Order Amount (Presenter – Matthew Duffy)
  6. A-17: Consideration and approval of Resolution 2024-06 NEORide Membership (Presenter – Terri Clay)
  7. A-18: Consideration and approval of Paratransit Operations and Maintenance Contract (Presenter – Mike Roth)
  8. A-19: Consideration and approval of Replacement Paratransit Vehicles (Presenter – Mike Roth)
6. **Information Items** (Presenter – Gregory Hahn)
  1. I-1: Finance Report (Presenter – Bart Brown)
  2. I-2: Mobility Advisory Committee (MAC) Meeting Minutes (Presenter – Mike Roth)
  3. I-3: Department Reports
7. **Adjourn** (Presenter – Gregory Hahn)

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Our next Board Meeting will be Thursday, January 16, 2024; 4pm

Accommodations are available upon request to persons with disabilities who require alternately formatted materials, auxiliary aids, or reasonable modifications to policies and procedures to ensure effective communication and access to public meetings. Accommodations are also available for Individuals with limited English proficiency (LEP). If you require an accommodation to attend the meeting or access the materials, please contact Carrie Black by email at [Carrie.Black@indyGo.net](mailto:Carrie.Black@indyGo.net). Please allow at least two business days to arrange for accommodations.

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# November Board Meeting Awards and Commendations



# IndyGo November 2024 Safe Drivers

These Operators were recognized for their safe driving for the month of July and received a National Safety Council patch, pin, and certificate



Operator	Years of Safe Driving	Years of Service
Ricardo Oxley	15	25
Timothy McLeod	9	10
Jerry Atkinson	7	12
Robert Feiock	7	10
Earl Kimbrough	6	7
Devona Hollowell	5	5
Enrique San Pedro	5	5
Diana Williams	5	7
James Coleman	3	5
Anthony Hudgins	3	5
Anthony Mitchell	3	3
Daniela Anderson	2	5
Tequila Norris	2	3
Marquisha Sherrod	2	5
Harold Bedell	1	2
Jerome Moses	1	1
Tyrell Phelps	1	1
Tina Sanchez	1	2
Krystal White	1	5
Malik Stewart	1	1
Abdoulaye Ndiaye	1	1
Summer Coakley	1	1

# 15 Years of Safe Driving

**Ricardo Oxley**  
**Coach Operator, Fixed Route**





# November Operations Employee of the Month

**Adrian Lewis**  
**Fixed Route Operator**

# November Mechanic of the Month

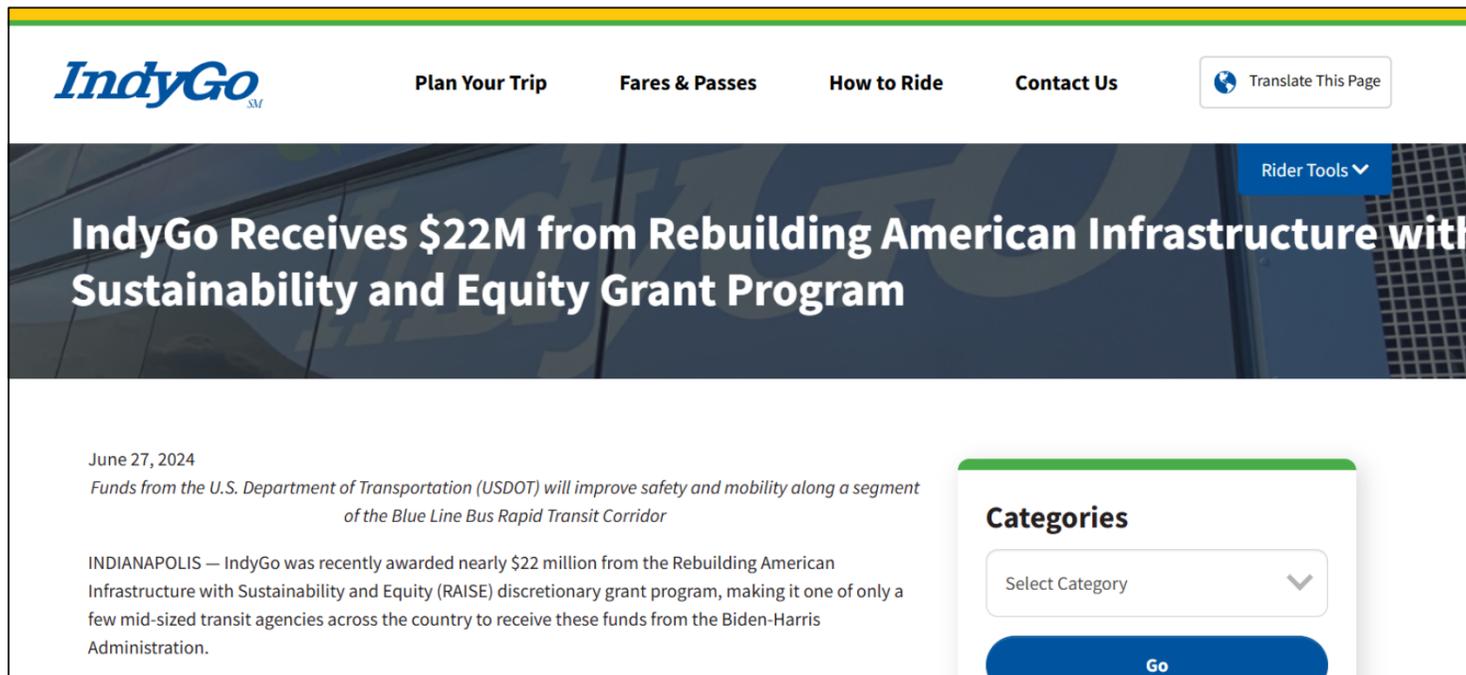


**Will Bolton**  
**High Voltage Technician**

# Risk and Safety Team at APTA



# Thank you to our grants team!



Thank you, Director Taylor Schaffer!



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## Finance Committee Chairperson Report – December 2024

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**To:** Chair and Board of Directors  
**Through:** President and CEO Jennifer Pyrz  
**From:** Finance Committee Chairperson Richard Wilson  
**Date:** December 12, 2024

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**ISSUE:**

A report of IndyGo November 2024 Finance Committee Meeting will be presented at the board meeting.

**RECOMMENDATION:**

Receive the report.

**Richard Wilson**  
**Finance Committee Chairperson's Report**  
December 12, 2024

The Finance Committee met on December 12, 2024, 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 today's Consent Agenda:

1. A-1: Consideration and approval of minutes from Board meetings held on November 21, 2024
2. A-2: Consideration and approval of Board of Directors Meeting Dates for 2025 (Presenter – Jennifer Pyrz)
3. A-3: Consideration and approval of Resolution 2024-04 – Transfer in Appropriations and Carry Forward of Outstanding Encumbrances for FY2024 (Presenter – Justin Burcope)
4. A-4: Consideration and approval of Washington St BRT Docking Task Order (Presenter – Christian Cambron)
5. A-5: Consideration and approval of Dynaway Enterprise Asset Management Software Renewal Contract (Presenter - Marcus Burnside)
6. A-6: Consideration and approval of 1501 Garage Drain Renovation Project (Presenter – Andrea Hermer)
7. A-7: Consideration and approval of Far Eastside Bus Stop Improvements Design Services Task Order (Presenter – Rachel Wilson)
8. A-8: Consideration and approval of Red Line Bus Pad Pavement Markings Contract (Presenter – Rachel Wilson)
9. A-11: Consideration and approval of 18 Diesel 60ft New Flyer Buses for the BRT Blue Line (Presenter – Aaron Vogel)
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13. A-15: Consideration and approval of Blue Line Construction Change Order Amount (Presenter – Matthew Duffy)
14. A-16: Consideration and approval of Local Route TSP, Task Order for Kimley Horn System Implementation (Presenter – Matthew Duffy)

**15. A-17: Consideration and approval of Resolution 2024-05 – Membership to NEORide (Presenter – Terri Clay)**

The Committee also heard a Financial update from Chief Financial Officer Bart Brown. Mr. Chairman, that concludes my report.

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## Service Committee Chairperson Report – December 2024

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**To:** Chair and Board of Directors  
**Through:** President and CEO Jennifer Pyrz  
**From:** Service Committee Chairperson Adairius Gardner  
**Date:** December 12, 2024

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**ISSUE:**

A report of IndyGo December 2024 Service Committee Meeting will be presented at the board meeting.

**RECOMMENDATION:**

Receive the report.

**Adairius Gardner**  
**Service Committee Chairperson's Report**  
December 12, 2024

The Service Committee met on December 12, 2024, at 10:00am. In attendance was Adairius Gardner, Chairman of the Service Committee, as well as Committee Member Stephanie Quick.

We reviewed and recommended Board approval for the following items on today's Consent Agenda.

1. A-1: Consideration and approval of minutes from Board meetings held on November 21, 2024
2. A-2: Consideration and approval of Board of Directors & Committee Meeting Dates for 2025 (Presenter – Jennifer Pyrz)
3. A-4: Consideration and approval of Washington St BRT Docking Task Order (Presenter – Christian Cambron)
4. A-6: Consideration and approval of 1501 Garage Drain Renovation Project (Presenter – Andrea Hermer)
5. A-7: Consideration and approval of Far Eastside Bus Stop Improvements Design Services Task Order (Presenter – Rachel Wilson)
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12. A-15: Consideration and approval of Blue Line Construction Change Order Amount (Presenter – Matthew Duffy)
13. A-16: Consideration and approval of Local Route TSP, Task Order for Kimley Horn System Implementation (Presenter – Matthew Duffy)

Mr. Chairman, that concludes my report.

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# November Board of Directors Minutes

IndyGo  
11/21/2024 11:00 AM EDT  
@ 9503 E 33rd St- IndyGo HQ

## ACTION ITEM A – 1

### Attendance

#### Present:

Members: Greg Hahn, Mary Ann Fagan, Adairius Gardner, Richard Wilson, Jr., Stephanie Quick, Taylor Schaffer

Staff: Bart Brown, Charlie Carlino, Britt Griffin, Robert Frye, Jennifer Pyrz

#### Absent:

Members: N/A

#### 1. Call to Order and Roll Call (Presenters – Greg Hahn, Robert Frye)

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-  [November 2024 Agenda](#)
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Chairperson Greg Hahn called the meeting to order at 11:03 am. Chief Legal Officer Robert Frye called the roll. Six members were present and there was a quorum.

#### 2. Awards and Commendation (Presenter – Jennifer Pyrz)

-  [A1 Awards & Commendation October](#)
-  [A1 Safe Drivers for October 2024](#)

President and CEO Jennifer Pyrz gave an update on the Awards and Commendations for November 2024.

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

1. Finance Committee – Richard Wilson
  -  [A Finance Committee Chair Report November](#)
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2. Service Committee – Adairius Gardner
  -  [A Service Committee Chair Report November](#)
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The reports were received and entered into the record.

#### 4. Consent Agenda (Presenter – Greg Hahn)

1. A-1: Consideration and approval of minutes from Board meeting held on October 24, 2024
  -  [UPDATE W/Signature A-1 November Board of Directors Minutes](#)
2. A-3: Consideration and approval of Annual Renewal for GIRO, HASTUS software (Presenter – Annette Darrow)
  -  [A-3 Hastus Renewal 2025](#)
3. A-4 Consideration and approval of Updated Verizon Cellular Services Purchase (Presenter – Marcus Burnside)
  -  [A-4 Consideration and Approval of Verizon Cellular Services Contract](#)

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- 4. A-6: Consideration and approval of the Construction Award for Near Eastside Bus Stop Improvements Phase 2 (IFB 24-09-527) (Presenter – Rachel Wilson)
  -  [A-6 Construction of Near Eastside Local Stops ph 2](#)
  -  [page intentionally left blank](#)
- 5. A-7: Consideration and approval of Construction Engineering Services for Near Eastside Bus Stop Improvements Phase 2 (Presenter – Rachel Wilson)
  -  [A-7 CE Services for Near Eastside Local Stops ph2](#)
  -  [page intentionally left blank.pdf](#)
- 6. A-8: Consideration and approval of CDM Smith Task Order 7, East Campus Fleet Operations and Storage Facility Project (Presenter – Andrea Hermer)
  - [A-8 East Campus Garage Design Phase](#)
- 7. A-9: Consideration and approval of Contractor for 1501 Historic Window Repairs (Presenter – Sarah Stentz)
  -  [A-9 1501 Historic Window Repairs](#)

**Motion:**

Approval of Consent Agenda

Motion made by Richard Wilson, Jr. and seconded by Mary Ann Fagan. Greg Hahn-AYE Adairius Gardner - AYE; Mary Ann Fagan - AYE; Stephanie Quick – AYE; Richard Wilson, Jr. - AYE; Taylor Schaffer - AYE; Motion passed 6-0

**5. Regular Agenda (Presenter – Greg Hahn)**

- 1. A-2: Consideration and approval of Board of Directors meeting dates for 2025 (Presenter – Jennifer Pyrz)
  -  [A-2 Consideration and Approval 2025 Board Meeting Dates](#)

**Motion:**

No motion made

Following a question by Director Quick about exact dates for committee meetings in 2025, it was proposed President and CEO Pyrz that the matter be postponed until the December meeting so that the dates can be clarified. Chairperson Hahn asked if there were any objections to postponing and there were none.

- 2. A-5: Consideration and approval of the contract with Anthem for Group Health, Dental, and Stop-Loss Insurance (Presenter – Britt Griffin)
  -  [A-5 Employee Insurance Renewal \(Nov2024\) Final](#)
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Anthem is the incumbent vendor providing group health insurance coverage and will now offer dental coverage as well. The current dental contract expires at the end of 2024, and to that end IPTC engaged LHD Benefit Advisors to serve as its broker and procure services for group insurance using the following criteria for a recommendation: total cost of services, contractual benefits, provider network strength, and rate guarantees. Based on these guidelines, Anthem is the suggested bidder.

**Motion:**

Approval of of contract with Anthem for group health, dental, vision and stop-loss insurance coverage

Motion made by Stephanie Quick and seconded by Taylor Schaffer. Greg Hahn-AYE, Adairius Gardner - AYE; Mary Ann Fagan - AYE; Stephanie Quick – AYE; Richard Wilson, Jr. - AYE; Taylor Schaffer - AYE; Motion passed 6-0

## 6. Information Items (Presenter - Adairius Gardner)

1. I-1: Finance Report (Presenter – Bart Brown)
  -  [I-1 Octobr 2024 Financials Summary](#)
  -  [I-1 Budget to Actuals \(Comparative Statement\) 2- IndyGo](#)
  -  [page intentionally left blank.pdf](#)
  -  [I-1 Capital Project Spending October 2024](#)

The Board heard a Finance Report update from Chief Financial Officer Bart Brown.

2. I-2: Contract Extension for Insurance Broker Services update (Presenter – Brian Clem)
  -  [I-2 Insurance Broker Services and Insurance Renewal 2025](#)
  -  [page intentionally left blank.pdf](#)

The Board received an update on the status of insurance broker services from Director of Risk & Safety Brian Clem.

3. I-3: Department Reports
  -  [I-3a Risk and Safety Board Report Nov 2024](#)
  -  [page intentionally left blank.pdf](#)
  -  [I-3b PLANNING AND CAPITAL PROJECTS REPORT for 2024-11](#)
  -  [page intentionally left blank.pdf](#)
  -  [I-3c October Board Report.pdf](#)
  -  [page intentionally left blank.pdf](#)
  -  [I-3d OPERATIONS DIV BOARD REPORT -11.2024](#)
  -  [I-3g Foundaion Board Report -October 2024](#)
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The Board received Department Reports for Risk & Safety, Capital Projects, Operations, Public Affairs and IndyGo Foundation.

## 7. Adjourn (Presenter – Gregory Hahn)

On order of Chairperson Greg Hahn and there being no objection, the meeting was adjourned at 12:01pm.

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Robert Frye  
Chief Legal Officer

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Date of Memo: December 3 2024  
 Current Meeting: December 12, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** President and CEO Jennifer Pyrz  
**SUBJECT:** Consideration and approval of Board of Directors meeting dates for 2025

**ACTION ITEM A – 2**

**RECOMMENDATION:**

It is recommended that the Board of Directors approve of the dates for its regular and committee meetings in 2025.

**BACKGROUND:**

State statute IC § 36-9-4-22 requires that the Board provide for regular meetings to be held at designated intervals throughout the year.

**DISCUSSION:**

The Board’s regular meetings in 2025 are proposed to be held on the third Thursday of each month at 4:00 p.m. with the exception of the June meeting, which will be held on the third Wednesday. In addition to its twelve regular monthly meetings, the Board will hold a second meeting in the month of July, on the fifth Thursday of that month, to accommodate a required public hearing on the proposed 2026 budget. The specific meeting dates and times are provided in the following table. Note that items in bold font are intended to draw attention to a day of the week that is outside the regular board meeting cadence.

<b>2025 Board Meetings</b>	
<b>Date</b>	<b>Time</b>
Thursday January 16	4:00 p.m.
Thursday February 20	4:00 p.m.
Thursday March 20	4:00 p.m.
Thursday April 17	4:00 p.m.
Thursday May 15	4:00 p.m.
<b>Wednesday</b> June 18	4:00 p.m.
Thursday July 17 (introduction of 2026 budget)	4:00 p.m.

<b>2025 Board Meetings continued...</b>	
<b>Date</b>	<b>Time</b>
Thursday July 31 (public hearing on 2026 budget)	4:00 p.m.
Thursday August 21 (adoption of 2026 budget)	4:00 p.m.
Thursday September 18	4:00 p.m.
Thursday October 16	4:00 p.m.
Thursday November 20	4:00 p.m.
Thursday December 18	4:00 p.m.

The Finance Committee will meet in January, July and December as shown below. All Finance Committee meetings will be held at 8:30 a.m.

<b>2025 Finance Committee Meetings</b>	
<b>Date</b>	<b>Time</b>
<b>Wednesday</b> January 8	8:30 a.m.
Thursday July 10	8:30 a.m.
Thursday December 11	8:30 a.m.

The Service Committee will meet every other month on the even numbered months at 8:30 a.m. on the dates shown below.

<b>2025 Service Committee Meetings</b>	
<b>Date</b>	<b>Time</b>
Thursday February 13	8:30 a.m.
Thursday April 10	8:30 a.m.
Thursday June 12	8:30 a.m.
Thursday August 14	8:30 a.m.
Thursday October 9	8:30 a.m.
<b>Friday</b> December 12	8:30 a.m.

The Governance & Audit Committee will meet the first month of each quarter at 1:00 p.m. on the dates shown below.

<b>2025 Governance &amp; Audit Committee Meetings</b>	
<b>Date</b>	<b>Time</b>
<b>Wednesday</b> January 8	1:00 p.m.
Thursday April 10	1:00 p.m.
Thursday July 10	1:00 p.m.
Thursday October 9	1:00 p.m.

All meetings are currently scheduled to be held in the IPTC East Campus Board Room located at 9503 E. 33rd Street, Building B, Indianapolis.

**ALTERNATIVES:**

The Board could choose to reject these dates and ask that IPTC staff propose a new set of meeting dates/times for 2025.

**FISCAL IMPACT:**

None

**DBE/XBE DECLARATION:**

Not applicable

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be considered by the full Board of Directors as part of the Regular Agenda for its meeting scheduled for December 19, 2024.



Date of Memo: December 06, 2024  
Current Meeting: December 12, 2024  
Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Capital Projects Project Manager Christian Cambron  
**SUBJECT:** Consideration and approval of new task order for architectural design of the Washington Street BRT Docking Project

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**ACTION ITEM A – 4**

**RECOMMENDATION:**

It is recommended that the Board authorize the President/CEO to execute a new task order with Kimley-Horn and Associates, Inc. (Kimley-Horn) to progress design and architectural services on the Washington Street BRT Docking Project for an amount not to exceed \$250,000.

**BACKGROUND:**

IPTC entered into contract RFQ 23-03-475 with Kimley-Horn in May 2023 for on-call architectural and engineering services. Previous task orders for the Project have entailed survey of the area, design, and a conceptual rendering of the platform. Design is approximately 60% complete.

This docking bay, which will be located on the south side of Washington Street at the Julia M. Carson Transit Center (CTC), is planned to serve the Blue Line upon its completion. The platform will be long enough to accommodate two, 60-ft BRT buses when necessary. One of the boarding areas is designated for contingency use.

As design has progressed, IndyGo staff have determined that a covered waiting area is a preferred amenity for this boarding area. Due to this decision, additional architectural services are required to prepare IndyGo for canopy procurement and design.

**DISCUSSION:**

This task order will add a local architecture firm, StudioAXIS, as a subcontractor to Kimley-Horn to provide architectural consulting services for the canopy design of the platform planned for the south side of Washington Street at the CTC. StudioAXIS will work closely with canopy manufacturers during the design and construction process to ensure IPTC goals are achieved.

Additionally, this task order will add a geotechnical subcontractor, Terracon, to the project to advise Kimley-Horn on soil quality at the site and structural considerations for the foundations of the canopy design at the platform.

The Indianapolis Department of Public Works (DPW) has been included in design review of this project. Construction contract award for this project is anticipated in late 2025, with construction expected in 2026 and 2027.

**ALTERNATIVES:**

The Board could choose not to move forward with this task order and platform and canopy design at the CTC would be reevaluated.

**FISCAL IMPACT:**

This work is locally funded under the 2024 capital budget allocated for the Project.

**DBE/XBE DECLARATION:**

This task order does not include XBE participation. XBE participation for the Project stands at 6% through participation with Roger Ward Engineering, a VBE.

While there is no XBE goal for the Project specifically, the on-call contract with Kimley-Horn, which entails this task order and several others, includes an XBE goal of 27%. That goal is being exceeded on a contract level and stands at 32.8%.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee and by the Service Committee on December 12, 2024.



Date: December 03, 2024  
Current Meeting: December 12, 2024  
Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President/CEO Jennifer Pyrz  
**FROM:** Chief Information Officer Marcus Burnside  
**SUBJECT:** Consideration and Approval of Dynaway Enterprise Asset Management Software Renewal Contract

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**ACTION ITEM A – 5**

**RECOMMENDATION:**

It is recommended that the IPTC Board of Directors authorize the President/CEO to approve the renewal agreement for enterprise asset management software from Dynaway for five years in an amount not to exceed \$602,160.

**BACKGROUND:**

For over twenty years, IPTC has utilized enterprise asset management (EAM) software to maintain and control operational assets and equipment, including maintenance parts and fuel tracking. EAM enables IPTC to optimize the quality and utilization of assets throughout their lifecycle, increasing productive uptime, and reducing operational costs. IPTC has used Dynaway services and software since 2020 to replace the legacy EAM Ellipse software. Dynaway is built inside and exclusively for Microsoft Enterprise Resource Planning (ERP) solutions, integrating with our Microsoft Dynamics 365 ERP platform.

**DISCUSSION:**

As previously stated, IPTC has used Dynaway service and software since 2020. Before this proposed agreement, Dynaway was renewed annually. After extensive consideration, IPTC decided Dynaway is the best long-term option for its EAM product. This software renewal agreement will allow IPTC to solidify its EAM product and maintain its integration with the Microsoft Dynamics 365 platform. The agreement term is for five years, from January 1, 2025, to December 31, 2029.

**ALTERNATIVES:**

The Board could choose not to approve Dynaway's service and software renewal. However, IPTC risks losing data and the ability to track assets and equipment, which would severely impact IPTC operations.

**FISCAL IMPACT:**

The funding for this project will be from the Information Technology operating budget. Dynaway services and software will be budgeted for \$120,432 in FY2025 through FY2029, totaling \$602,160. The agreement does not include any future software customizations, and additional modules are not stated. If IPTC requires Dynaway software customizations or additional modules, they will be purchased separately.

**DBE/XBE DECLARATION:**

This software licensing renewal was completed using local funds as a special procurement request; therefore, XBE participation is not available for this procurement.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee on December 12, 2024.



Date of Memo: December 03, 2024  
 Current Meeting: December 12, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Sr. Director Capital Facilities Modernization and Asset Management Andrea Hermer  
**SUBJECT:** Consideration and approval of Contract for 1501 Garage - Drain Renovation Project

**ACTION ITEM A – 6**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the President and Chief Executive Officer to execute a construction contract with RL Turner in the amount of \$288,174 for the renovation of existing drains at the 1501 garage.

**BACKGROUND:**

Four drains located within the fuel-wash lanes inside the 1501 garage have exceeded their useful life and have deteriorated to the point that conditions are unsafe. The larger open grated drains will be replaced with narrower trench drains. Not only will this project replace the concrete that is needed to support the drain grates and restore this part of the facility to a state of good repair, but it will also increase drainage flow requiring less cleanout by hand.

**DISCUSSION:**

An invitation for bids was issued under IFB 24-09-528 on October 28, 2024. Three bids were received, and the lowest, responsive, and responsible bid was submitted by RL Turner in the amount of \$288,174.

**ALTERNATIVES:**

Alternatives would be to forego this capital renovation project and continue to maintain existing drains, making only critical repairs, or reject all bids and re-bid this project at a later date.

**FISCAL IMPACT**

This project is funded by local and federal funds. Project architectural and engineering services were funded as part of IndyGo’s 2024 Capital Projects Budget. Additional funds have been allocated to this project so IndyGo may proceed with construction. Federal formula funds, already available to IndyGo and previously allocated for garage renovation and rehabilitation projects, will be utilized to fund project construction.

**DBE/XBE DECLARATION:**

RL Turner has committed 9.8% DBE participation which exceeds the DBE goal of 6% set for this project.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee and Service Committee on December 12, 2024.

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Project Manager Rachel Wilson  
**SUBJECT:** Consideration and approval of the Far Eastside Bus Stop Improvements Design Services Task Order

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**ACTION ITEM A – 7**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the IPTC’s President and CEO to execute a task order with Kimley-Horn for design and engineering services for the Far Eastside Bus Stop Improvements Project in an amount not to exceed \$623,914.

**BACKGROUND:**

IPTC awarded a three-year on-call Architectural & Engineering Services Agreement with Kimley-Horn and Associates Inc. in July 2023 (RFQ 23-03-475) for street design and civil engineering services. This task order will be made in accordance with the terms and conditions of this professional services master agreement. IPTC has two available on-call firms for professional design and engineering services. Kimley-Horn was selected based on past performance.

**DISCUSSION:**

IndyGo has a long-range plan to improve local bus stop accessibility throughout the city, and this design project is the next package of improvements. Kimley-Horn will be responsible for design services for the Far Eastside Bus Stop Improvements Project, which includes survey, plan preparation, compliance with ADA guidelines, cost estimating, land acquisition services, and bidding and construction support for improvements to 59 local bus stops on the far eastside of Indianapolis. A map of the project area is included as *Figure 1: Project Area* on the following page.

**ALTERNATIVES:**

The Board could choose not to approve, resulting in unused Federal funding.

**FISCAL IMPACT:**

This expenditure was anticipated and is covered in the Capital Budget with the grant funding available from an FTA 2023 Areas of Persistent Poverty Grant (AoPP).

**DBE DECLARATION:**

Kimley-Horn’s proposal includes 47.0% DBE commitment with participation from:

- JQOL (MBE) 18.1%
- Resolution Group (WBE) 29.6%
- Overall DBE contract goal is 12%.



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Date of Memo: December 03, 2024  
 Current Meeting: December 12, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Project Manager Rachel Wilson  
**SUBJECT:** Consideration and approval of a contract to construct the Red Line bus pad pavement markings Project

**ACTION ITEM A – 8**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize IPTC’s President and CEO to enter into an agreement with Globe Asphalt Paving Company, Inc. (Globe) totaling \$108,162.55 to install pavement markings for precision docking purposes at Red Line and CTC BRT stations.

**BACKGROUND:**

The Red Line Bus Pad Pavement Marking Project was initiated based on a request from IndyGo Operations. There is a need for a blue stripe along Red Line stations and CTC station platforms to serve as a visual reference for drivers to align the buses’ steering column when docking, without the markings there is a greater risk of damaging the fleet.

**DISCUSSION:**

Electronic quote, EQ 24-11-532, was released on November 8, 2024. Two quotes were received on December 3, 2024. The only responsive and responsible quote was received by Globe. Construction is anticipated to begin in early 2025 (as weather allows) and be completed by May 15, 2025.

**ALTERNATIVES:**

The Board could choose not to proceed with this work and Globe’s bid would be rejected.

**FISCAL IMPACT:**

Underspending from the FY2024 operating budget will cover the cost of this project. This was a non-budgeted expenditure request.

**DBE/XBE DECLARATION:**

Globe's proposal includes a 49.2% XBE commitment with participation from:

- Global Security Inc. (VBE) at 3.2%
- Indiana Sign and Barricade (WBE) at 46%

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee and Service Committees on December 12, 2024.



Date of Memo: December 08, 2024  
 Current Meeting: December 12, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Chief Operating Officer, Aaron Vogel  
**SUBJECT:** Consideration and approval of 18 Diesel 60- foot New Flyer Buses for the BRT Blue Line

**ACTION ITEM A –11**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the President and Chief Executive Officer to place a bus order with New Flyer Industries (NFI), for 18 60-foot diesel articulated buses for IPTC’s Blue Line for an amount not to exceed \$26,613,951, for associated equipment and services.

**BACKGROUND:**

The BRT Blue Line, once completed, will extend 24 miles between Cumberland and the Indianapolis International Airport. The Blue Line will run through several neighborhoods, past major employers, cultural institutions, and healthcare and educational facilities with fast, frequent and reliable service. The Blue Line will utilize rapid transit vehicles developed specifically for operation on IndyGo’s BRT lines. The rapid transit vehicles will be diesel 60-foot articulated buses with doors opening on either side of the vehicle.

**DISCUSSION:**

The State of Washington, through its Department of Enterprise Services, maintains the Washington State Transit Bus Cooperative through which eligible entities, such as IPTC, may purchase transit buses. Through this Cooperative, Washington has a Master Contract with NFI, which was competitively solicited and awarded in compliance with FTA regulations. Accordingly, IPTC may utilize FTA grant funds for the Blue Line BRT Project to purchase buses through the Master Contract. To utilize this cooperative purchasing opportunity, IPTC has entered into a Cooperative Purchasing Agreement for Transit Buses with Washington, and now seeks Board approval to purchase 18 60-foot articulated bus buses, one of which will be for immediate delivery to test pilot, with the remaining buses scheduled to arrive beginning in late October 2027. The BRT Blue Line will start revenue service in October 2028. The purchase cost from NFI is about \$1,478,553, per vehicle, which includes delivery costs and all necessary add-on technology and components such as bike racks, the AVAIL CAD/AVL system, radio system, and a video surveillance system.

**ALTERNATIVES:**

The Board could choose not to approve the procurement of the 18 NF diesel 60-foot articulated buses; this could result in a change in pricing later and have a negative impact on the delivery for the pilot testing timeline.

**FISCAL IMPACT:**

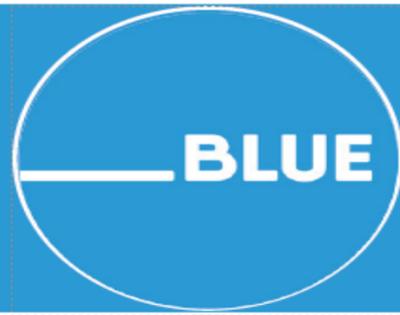
The funding source for this procurement will come from FTA Capital Investment grant funds , a variety of Indianapolis Metropolitan planning organizations, and IndyGo local funds.

**DBE/XBE DECLARATION:**

There are no DBE goals for this procurement as transit vehicle manufacturers maintain their own DBE programs in accordance with 49 CFR 26.49.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee and Service Committee on December 12, 2024.



- **CONNECTING CUMBERLAND AND THE AIRPORT**
- **24 MILES LONG**
- **30 PROPOSED STATIONS**

*IndyGo*<sup>SM</sup>

## **Blue Line BRT Revenue Service Delivery (RSD) launch date – October 2028**

- 1** 2025: One pilot bus ordered and arrives asap, technology testing and validation period
- 2** Oct. 2027: Remaining buses arrive
- 3** Oct. - Dec. 2027: Get buses road ready (buses inspected, titled and plated with BMV)
- 4** Jan. - Mar. 2028: Buses go in rotation to acquire drive time (closed course training & revenue service)
- 5** Apr. – Jun. 2028: Any final vehicle manufacturing fixes, modifications, add-ons or system wide technology integrations
- 6** July - Oct 2028: Operator training commences

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Date: December 03, 2024  
Current Meeting: December 12, 2024  
Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Director of Capital Projects Matt Duffy  
**SUBJECT:** Consideration and approval of a new task order with WSP USA, Inc (WSP) for design services during construction on the Blue Line BRT Project

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**ACTION ITEM A – 13**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the President and CEO to execute a new Task Order with WSP under Request for Qualifications (RFQ) 17-11-279 that includes design services during construction on the Blue Line BRT construction project for an amount not to exceed \$2,200,414.

**BACKGROUND:**

The Board of Directors approved the award of a design and engineering contract on the Blue Line to WSP in 2018. This is a task-order based contract with specific scope and fee for each new task order negotiated individually. To date, there have been thirteen task orders with fees totaling \$18,389,494 issued. WSP’s current task orders cover their work through the construction contract bid phase. If executed, this task order will include design services during construction on the project.

**DISCUSSION:**

This Task Order provides funds for the designer of record, WSP, to provide IPTC with design support during construction of the Blue Line. WSP will respond to contractor requests for information (RFIs), review shop drawings, contractor submittals, review contractor change order requests, and redesign or refinements as necessary. It is anticipated that work associated with this task order will conclude in late 2028 or early 2029.

In addition to design services during construction, approximately \$350K of the funds on this Task Order will go towards additional design fee necessary to progress design from 90-100%. As design and coordination with stakeholders including the City of Indianapolis, INDOT, and Citizens progressed, unanticipated design adjustments arose, which resulted in re-design effort. Replacement of the Construction Management team in April 2024 also contributed to design revisions that were not envisioned in the previous Task Orders. IPTC staff is closely reviewing the justification for additional fees.

**ALTERNATIVES:**

These services are required for successful construction of the project.

**FISCAL IMPACT:**

Funding for the Blue Line project is provided from a variety of sources, including FTA Small Starts, Bond Revenues,

Formula Funds, and local funds, as documented in the Capital Plan.

**DBE/XBE DECLARATION:**

The DBE goal on this project was 15%; participation to-date is 16%. This task order includes DBE participation from Shrewsberry & Associates at 7%, bringing the total DBE participation on the contract to 17%.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on December 12, 2024.



Date: December 03, 2024  
Current Meeting: December 12, 2024  
Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Director of Capital Projects Matt Duffy  
**SUBJECT:** Consideration and approval of a new task order with Butler, Fairman & Seufert (BF&S) for construction management services during construction on the Blue Line BRT project

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**ACTION ITEM A – 14**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the IPTC President and CEO to execute a new Task Order with BF&S under Request for Qualifications (RFQ) 21-09-424 that includes construction management services during construction on the Blue Line BRT construction project for an amount not to exceed \$20,247,107.

**BACKGROUND:**

The Board of Directors approved the award of a construction management contract under RFQ 21-09-424 on the Blue Line to Stantec in 2022. In April 2024 Stantec assigned the contract to BF&S, which has been providing Construction Management (CM) services on the project since that time. This is a task-order based contract with specific scope and fee for each new task order negotiated individually. To date, there have been five task orders with fees totaling \$5,198,690.98 issued. BF&S's current task orders cover their work through the construction contract bid phase. If executed, this task order will include construction management services during construction. This task order will cover services through 2026, at which point the Board can expect another task order to cover services through 2028 or early 2029.

**DISCUSSION:**

CM services for the Blue Line will confirm constructability of the design and ensure that construction meets contract plans, specifications, terms, and applicable ADA standards, as well as FTA 's quality management guidelines. Construction management services will include design reviews, project controls, change management, independent cost estimates, daily construction inspection/oversight, utility coordination, erosion control monitoring, material testing, risk management, monthly and quarterly reporting, and public outreach assistance.

**ALTERNATIVES:**

These services are required for successful construction of the project.

**FISCAL IMPACT:**

Funding for the Blue Line project is provided from a variety of sources, including FTA Small Starts, Bond Revenues, 5307 Formula Funds, and local funds, as documented in the Capital Plan.

**DBE/XBE DECLARATION:**

The DBE commitment on this project was 15%; participation to-date is 7.8%. This Task Order includes DBE participation totaling 15.8% from:

- Infrastructure Engineering, Inc. at 7.5%
- Shrewsbury & Associates at 4.8%
- JQOL, Inc. at 3.5%

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on December 12, 2024.

**BOARD MEMORANDUM**

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

**THROUGH:** President and CEO Jennifer Pyrz

**FROM:** Director of Capital Projects Matt Duffy

**SUBJECT:** Consideration and approval of a new Task Order with Kimley Horn & Associates (Kimley Horn) for Transit Signal Priority (TSP) System Implementation Project along the local route 37

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**ACTION ITEM A – 16**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the IPTC President and CEO to execute a new Task Order with Kimley Horn under Request for Proposal (RFP) 23-01-465 that includes TSP system implementation for an amount not to exceed \$642,400.

**BACKGROUND:**

The Board of Directors approved the award of a TSP contract under RFP 23-01-465 to Kimley Horn in August 2023. This is a task-order based contract with specific scope and fee for each new task order negotiated individually. To date, there have been four task orders with fees totaling \$1,274,940 issued to implement TSP on the Purple Line and to retrofit the highest delay intersections along the Red Line.

A Local Route TSP Prioritization study was finalized in 2024 to guide local route implementations across the IndyGo system over time. Metrics were gathered and analyzed for each local route including reliability, speed, ridership, frequency, and equity in order to establish a ranking and priority for each route. The Route 37 received the highest score to be the first to implement TSP. At this time, the Route 10 is the only other local route funded for TSP implementation in the Capital Plan. The Route 10 implementation is planned in 2027 with an Indianapolis Metropolitan Planning Organization (MPO) Grant. IPTC was unsuccessful with a Federal Grant pursuit to implement TSP over a five-year period but will be monitoring future funding opportunities to implement TSP along the top 10 local routes.

**DISCUSSION:**

The Project includes the implementation of the Kimley Horn system at up to 43 signalized intersections along the Route 37, which primarily runs along Lafayette Road to the northwest side of the city. A map of the route along with other priority routes can be seen in the attached figure. The scope of work includes signal timing updates, priority parameters, installation of cellular equipment at each traffic signal, and testing and verification of the system along the route.

**ALTERNATIVES:**

The Board could choose not to approve this Task Order and not move forward with the implementation.

**FISCAL IMPACT:**

Funding for the Project is provided from the Indianapolis Metropolitan Planning Organization and IndyGo local Capital funds as documented in the Capital Plan.

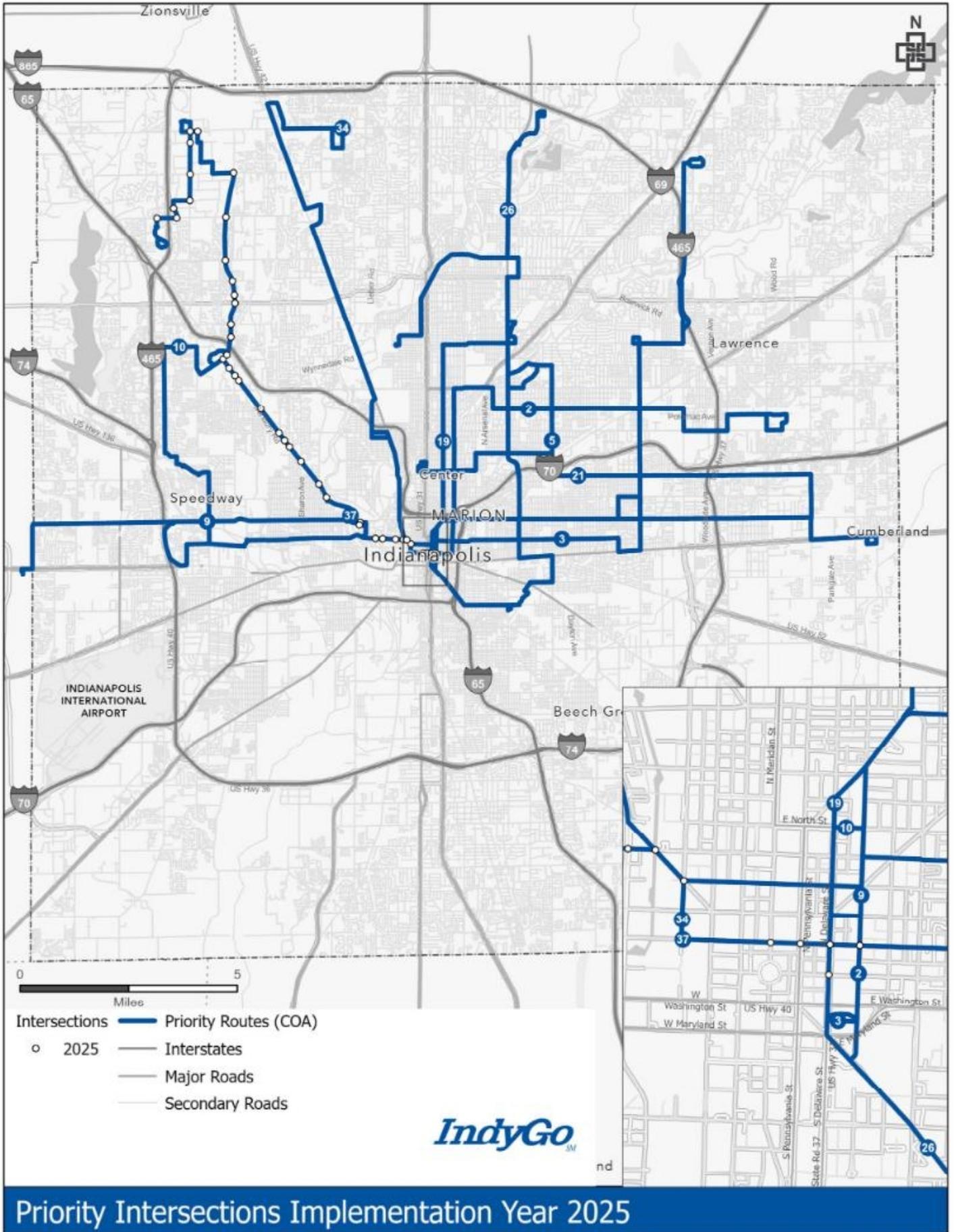
**DBE/XBE DECLARATION:**

This task order includes DBE participation totaling 6% from:

- LSM Analytics

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on December 12, 2024.



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Date of Memo: December 12, 2024  
Current Meeting: December 12, 2024  
Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Chief Financial Officer Bart Brown and Director of Budget Justin Burcope  
**SUBJECT:** Consideration and approval of Resolution 2024-04 – Transfer in Appropriations and Carry Forward of Outstanding Encumbrances for FY2024

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**ACTION ITEM A – 3**

**RECOMMENDATION:**

It is recommended that the IPTC Board of Directors authorize the approval of Resolution 2024-04 – Transfer in Appropriations and Carry Forward of Outstanding Encumbrances for Fiscal Year 2024.

**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, 2024. Therefore, it is prudent and sound financial practice to carry them forward into the next fiscal year (2025), pending available cash balances at the close of the fiscal year 2024. The appropriations to cover these purchase orders, once expensed, will come from the 2024 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 2024 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 2024’s appropriations to pay for any outstanding purchase orders and contracts in fiscal year 2025. As a result, the obligations would have to be charged against fiscal year 2025’s appropriations, which could jeopardize previously budgeted operating line items and capital projects.

**FISCAL IMPACT:**

There is no fiscal impact on fiscal year 2025's budget as appropriations were provided for these purchase orders in fiscal year 2024's budget.

**DBE/XBE DECLARATION:**

N/A

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee on December 12, 2024.

**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION  
BOARD OF DIRECTORS**

**RESOLUTION 2024-04**

A RESOLUTION approving the transfers in appropriations and the encumbered balances of outstanding purchase orders of the Indianapolis Public Transportation Corporation (IPTC) for the fiscal year ending December 31, 2024.

WHEREAS, certain changes and realignment of certain budget categories in the adopted 2024 budget are required in response to IPTC’s needs; and

WHEREAS, accounting guidelines established by the State of Indiana require the approval of outstanding purchase orders at year-end.

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

Section 1. The Board finds that the following changes and realignment in the following 2024 budget categories are required and are hereby approved:

**OPERATING AND CAPITAL FUNDS**

**Capital Outlay**

Capital Expenditures	Decrease	\$(6,000,000)
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**Personal Services**

Salaries	Decrease	\$(2,000,000)
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**Materials and Supplies**

Maintenance Materials	No change	
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**Other Services and Charges**

	Increase	\$8,000,000
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<b>Net Change in 2024 Appropriations</b>		<b>\$ -0-</b>
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Section 2. The Board finds that the list attached to this Resolution includes all purchase orders encumbering budgeted funds (including funds 8001, 8090, 9500 and 9502) unpaid at year-end 2024, and hereby approves of these purchase orders, totaling an amount not to exceed \$156,905,612.95, be carried forward from 2024 to the 2025 budget year and be paid from 2024 appropriations.

Section 3. This Resolution shall be in full force and effect from and after its adoption by the Board and in accordance with all laws pertaining to IPTC’s fiscal affairs.

Section 4. If any section, paragraph, or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of any such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

ADOPTED by the Board of Directors of the Indianapolis Public Transportation Corporation this 19th day of December 2024.

BOARD OF DIRECTORS  
INDIANAPOLIS PUBLIC  
TRANSPORTATION CORPORATION

By: \_\_\_\_\_  
Gregory F. Hahn, Board Chair

ATTEST:

By: \_\_\_\_\_  
Robert M. Frye, Chief Legal Officer

## Existing Encumbrances

<b>Operating</b>	<b>8,528,791.13</b>
ABSORB SOFTWARE	29,645.00
ADP SCREENING & SELECTION SERVIC	27,983.77
Advanced Restoration Contractors, Inc.	53,580.00
American Structurepoint, Inc	36,268.78
Browne, Bortz & Coddington, Inc. DBA BBC Research & Consulting	6,651.00
CAMACHO EQUIP & JANITORIAL SUPP	26,682.62
CAMBRIDGE SYSTEMATIC	129,898.00
Cardinal Infrastructure LLC	48,000.00
CARRIER & GABLE INC	39,902.00
CINTAS CORPORATION LOC. #G65	53,389.96
CityStrategies LLC	26,917.87
Concentra Health Svcs-Concentra Med Compliance Admin	27,475.00
Concentra Medical Ce	31,092.35
Corey A. Saunders	99,739.90
CROWE HORWATH LLP	11,800.00
CSched (Courval Sche	129,214.75
CUMMINS MID-STATES POWER-INC.	109,517.19
Deer Oaks EAP Services, LLC	5,172.90
DETAILXPERTS, LLC	55,980.00
DUBOIS CHEMICALS	59,081.02
Ecolane USA, Inc	1,380.00
ELLIS MECHANICAL INC	128,302.76
ENVIRONMENTAL PEST-CONTROL, INC.	23,871.21
ERMCO	20,000.00
FINELINE PRINTING GROUP	67,961.02
First American Title Insurance Company	1,250.00
Gatekeeper Services, LLC.	13,500.66
GIRO	392,990.00
Global Traffic Techn	9,580.12
GUIDESOFT INC DBA KNOWLEDGE SVCS	63,580.00
HNTB Corporation	1,707,056.00
IN.gov	60.00
Kimley-Horn & Associates, Inc.	390,650.00
KOORSEN PROTECTION SERV-CUST# IN	2,736.00
LHD BENEFIT ADVISORS	36,294.76
Michelin North Ameri	211,748.00
MIDWEST ENVIRONMENTA	2,990.00
Midwest Stepsaver	1,968.29
MIDWEST TRANSIT EQUIPMENT, INC.	998,404.00
MONROE OPTICAL	1,000.00
MOTOROLA SOLUTIONS, INC	301,341.00
MTM Transit	127,615.00

Nelson Nygaard Consu	267,192.29
Pristine Image Intl., LLC	285,049.00
PROSAFE CDL, LLC	9,300.00
R.A.S.K. & ASSOCIATES, INC.	568,141.37
RLS & ASSOCIATES, IN	40,771.73
S&K Building Services OPCO, LLC	28,291.00
SHARP ELECTRONICS CORP	47,997.04
SHUCK CORPORATION	942,486.48
SIMPLEX GRINNELL/Johnson Controls	6,398.00
Swiftly, Inc.	287,483.55
Talkdesk Inc.	757.56
TEMPLE RENTS INC	1,037.12
The Red Elephant Agency, LLC	42,202.36
TOLAR MANUFACTURING CO. INC	2,596.00
TRC Engineering Services	128,196.00
UNIFORM HOUSE MES	39,300.80
VERIZON WIRELESS	184,619.00
Woolpert, Inc.	100,093.40
Xuehao Chu	10,000.00
ZORE'S TOWING SERVICE	24,607.50
<b>Capital</b>	<b>115,906,554.12</b>
Avail Technologies,	506,332.00
BURGESS & NIPLE INC	242,628.64
Butler, Fairman & Seufert, Inc.	6,431,849.93
BYD Coach & Bus LLC	48,609,734.00
CARRIER & GABLE INC	44,955.00
CDM SMITH, INC.	613,717.85
CITIZENS ENERGY GROUP	3,000,000.00
City of Lawrence Uti	29,105.00
Clevor Consulting Gr	72,563.05
CRIDER & CRIDER	16,822,795.94
CROWE HORWATH LLP	7,499.74
F.A. Wilhelm Constru	1,499,185.39
GILLIG CORPORATION	23,900,520.00
HDR Engineering, Inc.	136,108.55
Heritage Ford of Indiana, Inc.	242,410.00
HNTB Corporation	1,502,902.88
Kimley-Horn & Associates, Inc.	869,350.56
Lochmueller Group, I	460,366.76
LUMIN-AIR	285,833.60
Luminator Technology	414,292.27
MIDWEST TRANSIT EQUIPMENT, INC.	671,140.00
Midwestern Electric	245,647.00
Miller-Eads Co., Inc	99,900.00

OLCO Inc	1,371,991.67
Parkeon Inc. dba Flowbird America Inc.	44,260.00
RIETH-RILEY CONST CO.,INC	386,138.67
S & A SYSTEMS	77,490.00
Security Identification Systems Corporation	3,375.00
SHUCK CORPORATION	2,756,103.44
THE ETICA GROUP	103,204.38
The Mobility House, LLC	100,000.00
TOLAR MANUFACTURING CO. INC	11,025.00
TYNAN EQUIPMENT CO.	37,532.00
Woolpert, Inc.	37,483.56
WSP USA, INC.	4,091,412.24
General Restoration Corporation	177,700.00
<b>Grand Total</b>	<b>124,435,345.25</b>

**Encumbrances to be created before 12/31/2024**

<b>Operating</b>	<b>2,564,233.00</b>
Blue Line - Before Traffic Study - American Structurepoint	159,100.00
Crisis Intervention and De-Escalation Training	25,800.00
Crowe - Funding for Support Hours	20,000.00
Executive Coaching	48,500.00
HR Study	47,500.00
1501 Fuel Wash and Drain - RL Turner	288,174.00
OnBoard - Renewal	12,303.00
NelsonNygard - Fiscal Sustainability	570,000.00
Barnes	48,000.00
Knowledge Services - Executive Admin	17,500.00
Hastus Payroll Modifications	9,940.00
Bollards	2,000.00
EQ - Red Line Pavement Markings	100,000.00
Red Line Bus Pad Repair Project	108,162.00
Hastus Renewal	355,094.00
Dynaway	602,160.00
Legal - Settlement	150,000.00
<b>Capital</b>	<b>29,906,034.70</b>
Blue Line TO - BF&S	20,247,107.00
Blue Line TO - WSP	1,850,044.00
CTC Washington St BRT TO - Kimley Horn	250,000.00
Far Eastside Bus Stop Improvements - Design - Kilmley Horn	623,914.00
Local Route TSP TO - Kimley Horn	642,400.00
MOTOROLA SOLUTIONS, INC	45,027.00
Near Eastside Bus Stop - Phase 2 Construction - Shuck	452,926.70
Near Eastside Bus Stop - Phase 2 Inspection - Burgess	109,183.00

Purple Line TVM - Small - Unbudgeted Request - Flowbird	5,000.00
Red Line bus corridor enhancement project	60,000.00
Document Imaging	1,661,643.00
Fare Box	713,550.00
Midwest Transit - Section Vehicle	25,000.00
CSX Pavement Rehab - Purple Line	342,000.00
Security Camera Replacement	169,000.00
Michigan & New York Streets 2-Way Conversion - Shuck	87,468.00
Paratransit Vehicle Replacement	2,621,772.00
<b>Grand Total</b>	<b>32,470,267.70</b>

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Date of Memo: December 03, 2024  
 Current Meeting: December 12, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President/CEO Jennifer Pyrz  
**FROM:** Chief Public Affairs Officer Carrie Black  
**SUBJECT:** Consideration and approval of Resolution for free fare days for 2025

**ACTION ITEM A – 9**

**RECOMMENDATION:**

It is recommended the Board of Directors authorize the President and CEO to approve free rides for the below listed days during the 2025 calendar year consistent with previous year’s free fare days for fixed routes and IndyGo Access services.

- Transit Equity Day (Tuesday, Feb. 4)
- Thanksgiving Day (Thursday, Nov. 27)
- Christmas Day (Thursday, Dec. 25)
- New Year's Eve after 8 p.m. (Wednesday, Dec. 31)

**BACKGROUND:**

IPTC has supported free fares over the past four years for various holidays, election days, sponsored days and special events. The agency places top priority on removing the barrier of transportation cost, promoting safe travel and alternatives during these very important times in our city. Through this promotion we can help support and attract new riders to our service.

**DISCUSSION:**

N/A

**ALTERNATIVES:**

N/A

**FISCAL IMPACT:**

The IndyGo Foundation will sponsor fare-free rides on Transit Equity Day, Tuesday, Feb. 4. Average daily revenue is around \$10,000 - \$20,000 per day of service.

**DBE/XBE DECLARATION:**

N/A

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service Committee on December 12, 2024.

**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION  
BOARD OF DIRECTORS**

**RESOLUTION 2024-05**

A RESOLUTION approving the Indianapolis Public Transportation Corporation (IPTC) to offer free fares for riding a bus on select days in 2025.

WHEREAS, IPTC is an Indiana municipal corporation established to operate an urban mass transportation system to serve Indianapolis for the welfare of the general public, to expand the economic and social opportunities available to its residents, and to render adequate service essential to relieve traffic congestion which would otherwise prevent the rapid and efficient movement of persons and goods in and about the city; and

WHEREAS, free fare days reduce barriers to transportation experienced by many of IPTC's riders, thus expanding their economic and social opportunities, particularly during the holidays.

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

Section 1. The Board hereby authorizes IPTC to offer free public transit fares on the following days in 2025:

- Transit Equity Day, Tuesday February 4th
- Thanksgiving Day, Thursday November 27th
- Christmas Day, Thursday, December 25th
- New Year's Eve, Wednesday December 31st, after 8:00 p.m.

Section 2. This Resolution shall be in full force and effect from and after its adoption.

Section 3. If any section, paragraph, or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of any such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

ADOPTED by the Board of Directors of the Indianapolis Public Transportation Corporation this 19th day of December 2024.

BOARD OF DIRECTORS  
INDIANAPOLIS PUBLIC  
TRANSPORTATION CORPORATION

By: \_\_\_\_\_  
Gregory F. Hahn, Board Chair

ATTEST:

By: \_\_\_\_\_  
Robert M. Frye, Chief Legal Officer

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Date of Memo: December 03, 2024  
Current Meeting: December 19, 2024  
Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Deputy Chief Operating Officer, Cheryl Purefoy  
**SUBJECT:** Consideration and approval of IFB 23-07-480 205 Premium Diesel Fuel Supplier

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**ACTION ITEM A – 10**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the President and CEO to enter into a contract with Keystone Cooperative, Inc. for a maximum of 1,980,000 gallons of premium ultra-low sulfur (ULS) diesel fuel to be delivered over a twelve-month period starting January 1, 2025, through December 31, 2025, for an amount not to exceed \$4,851,882.

**BACKGROUND:**

IPTC’s total fuel consumption is expected to be approximately 1,980,000 in 2025. The annual contract guaranteed minimum amount of 1,710,000 gallons represents 86% of total annual fuel consumption. This contract with Keystone Cooperative, Inc. secures a per gallon price of \$2.3242 for the minimum required purchase of 142,500 gallons per month. When monthly fuel consumption is above the monthly guaranteed quantity, IPTC will purchase additional fuel at the market rate from Keystone Cooperative Inc. This strategy avoids paying for fuel that is not delivered in lower volume months.

**DISCUSSION:**

Through a Request for Qualification (RFQ) process, IPTC established a list of pre-qualified fuel suppliers that would be able to competitively bid on fuel contracts. This was a two-year qualification period (2023 and 2024) at which time Co-Alliance and CERES Solutions were deemed qualified suppliers. Co-Alliance is the incumbent to this contract and in 2024, Co-Alliance and CERES Solutions merged to form Keystone Cooperative Inc. IPTC issued an IFB for the 2025 fuel purchasing on December 3, 2024, to the pre-qualified fuel suppliers. The bid was opened on December 10, 2024, and IPTC selected Keystone Cooperative, Inc. as low bidder.

**ALTERNATIVES:**

The current trends are moving rapidly and delaying further could significantly impact the IPTC budget if required to purchase fuel at higher market rate pricing.

**FISCAL IMPACT:**

The funding source for this procurement is through the Operating budget.

**DBE/XBE DECLARATION:**

The established goals for this procurement are 15% MBE, 8% WBE, 3% VBE, and 1% DOBE; however, XBE participation is unavailable because there is only one qualified vendor.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be presented at the Board Meeting on December 19, 2024.



Date: December 03, 2024  
 Current Meeting: December 12, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Director of Capital Projects Matt Duffy  
**SUBJECT:** Consideration and approval of contracts to construct the Blue Line Bus Rapid Transit (BRT) Project

**ACTION ITEM A – 12**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the President and CEO to execute the following contracts to construct the Blue Line BRT project for amounts not to exceed:

- Package A (roadway) with Gradex, Inc. - \$208,000,000
- Package B (BRT stations) with F.A. Wilhelm Construction Co. - \$34,702,000
- Package C (Eastside Mobility Hub) with R.L. Turner Co. - \$6,166,069

**BACKGROUND:**

The Blue Line BRT project will be the third and largest of three currently envisioned rapid transit lines in the City of Indianapolis/Marion County. It will connect the Indianapolis International Airport to the Town of Cumberland via downtown Indianapolis along Washington Street. The project was identified in the regional transit framework, Indy Connect, in 2009-2010 and advanced to an Alternatives Analysis (AA) study in 2013. Both studies were conducted by the Indianapolis Metropolitan Planning Organization (MPO) in cooperation with IPTC, the Central Indiana Regional Transportation Authority (CIRTA), and other regional partners. Those plans eventually resulted in the Marion County Transit Plan, which was presented to Marion County voters in November 2016 for adoption of a 0.25% income tax, dedicated to transit.

Design of the Blue Line BRT project was completed in September 2024. Permission to bid the project ahead of a Small Starts Grant Agreement, that is anticipated to be executed by the end of 2024 or early 2025 was granted by the Federal Transit Administration by way of a Letter of No Prejudice (LONP) that was approved in August 2024. Contractor outreach was conducted in August and September 2024 to promote the upcoming solicitation.

**DISCUSSION:**

The construction contracts under IFB 24-07-522 were released for bidding on October 1, 2024. Package A contains the civil elements of the project, including stormwater, pavement rehabilitation, pedestrian facilities, traffic signals, and other utility construction. Package B contains the BRT stations, and Package C includes the offsite facility on the east end of the project providing comfortable transfer opportunities between the future Blue Line and other local routes.

Bidders had the option of submitting on individual packages or a combination. Bids were due on November 21, 2024. There were seven bids received in total, all for individual packages. Four bids for Package A, one bid for Package B, and two bids for Package C. All low bids were found to be responsive and responsible.

If all packages are awarded to the low bidders as identified, the combined construction cost for the Blue Line will be \$248,832,443, which is below the independent cost estimates on the project.

As part of the agreement with Citizens Energy Group (Citizens) that was approved at the October 2024 Board of Directors meeting, sanitary relocations on the project will be conducted by the Blue Line contractor. Gradex's Package A bid included the sanitary relocation work totaling \$26,847,108.89. Per the agreement, Citizens will pay \$15,500,000 of the relocations and 33% of any overage. The remaining cost share will need to be funded by IPTC and/or the City of Indianapolis. IPTC will be closely monitoring the relocations to control cost overruns.

Construction is anticipated to start on the project in February 2025 and conclude in 2028.

**ALTERNATIVES:**

These services are required for construction of the Blue Line. If the Board determines that this contract should not be awarded as recommended by staff, the project could be re-bid at a later date. This would delay construction completion and, ultimately, the service start date. Re-bidding the project may or may not result in more favorable bids.

**FISCAL IMPACT:**

Funding for the Blue Line project is provided from a variety of sources, including FTA Small Starts, Bond Revenues, 5307 Formula Funds, and local funds, as documented in the Capital Plan.

**DBE/XBE DECLARATION:**

The low bids include the following DBE participation:

- Package A, Gradex – 10.5%
  - Goal was 10.5%
- Package B, FA Wilhelm – 5.76%
  - Goal was 5%
- Package C, RL Turner – 8%
  - Goal was 6%

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service and Finance Committee on December 12, 2024.



Date: December 03, 2024  
 Current Meeting: December 12, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Director of Capital Projects Matt Duffy  
**SUBJECT:** Consideration and approval to modify the minimum change order amount requiring Board Action on the Blue Line Bus Rapid Transit (BRT) project

**ACTION ITEM A – 15**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize IPTC to modify the procurement policy to allow the President and CEO to approve change orders on the Blue Line BRT Project of \$250K or less through the duration of construction.

**BACKGROUND:**

Per existing IPTC procurement policy, any Change Orders that exceed \$100K are presented to the board for approval. This policy applies to all projects, regardless of size. Under this process, large Change Orders can be approved no more than once per month at scheduled board meetings.

Based on experience from previous large scale capital projects including the Carson Transit Center, the Red Line, and the Purple Line, IPTC has learned that the pace of construction on a large project requires more administrative flexibility in change management. The IPTC Board approved change in policy to allow change orders up to \$250K with approval by the President and CEO for the Red and Purple lines. Any such change orders that were between \$100K and \$250K would be brought to the next Board meeting as informational items. Any change orders over \$250k required Board approval.

Under that same action item, the Board also approved a modification to policy to allow change orders over \$250,000 to be approved via ratification, rather than pre-approval, in time-sensitive situations. Under this revised policy, IPTC staff was required to notify board members of the pending change order via email concurrently with its execution, and the change order would then be ratified at the following board meeting. This latter process was to be used only in times of urgent need where delaying approval would result in excessive project cost or schedule impacts.

**DISCUSSION:**

Blue Line construction is expected to start in February 2025 and be completed in 2028. Similar to previous major capital projects, staff and the Construction Management team desire greater flexibility to respond to project needs in a timely manner through this construction period. It is requested that the President and CEO be authorized to approve change orders of \$250,000 or less, with any approved changes between \$100K and \$250K brought to the next regularly scheduled board meeting as informational item(s). Approvals will happen through written documentation of the request and corresponding approval at the next regularly scheduled board meeting.

Independent cost estimates are completed for each project change and all changes are reviewed and recommended for approval by the Designer of Record (WSP) and Construction Management Team (Butler, Fairman & Seufert) and prior to

IPTC execution. Change orders will be monitored by IPTC staff and the Construction Management Team via weekly change management meetings and reported to the executive team in regular meetings.

Efficient change management procedures also allow for the prompt payment of the Blue Line contractors, which allows for their prompt payment to DBEs, other subcontractors and suppliers.

**ALTERNATIVES:**

The Board could choose not to approve this request and require that all change orders of \$100,000 or greater receive Board approval before proceeding, per existing procurement policy. This scenario could delay construction progress and potentially result in increased costs or delay claims from the contractor on critical-path items.

**FISCAL IMPACT:**

There is no fiscal impact associated with this action item.

**DBE/XBE DECLARATION:**

Not applicable

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee on December 12, 2024.



Date of Memo: December 04, 2024  
 Current Meeting: December 12, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and Chief Executive Officer Jennifer Pyrz  
**FROM:** Senior Director of Procurement Terri Clay  
**SUBJECT:** Resolution No. 2024-06 – Consideration and Approval of Membership to NEORide

**ACTION ITEM A – 17**

**RECOMMENDATION:**

IPTC staff recommends that the Board of Directors adopt Resolution No. 2024-06 approving IPTC’s involvement and participation as a member of NEORide.

**BACKGROUND:**

NEORide, a Regional Council of Governments, was established pursuant to the Ohio Revised Code for the purpose of coordinating cooperative actions among its members. It is funded through member dues approved yearly by the full governing board of NEORide, which is comprised of its members, with each member having an equal vote. NEORide contracts with the Ohio Transit Risk Pool to provide financial and project management services. NEORide performs services and provides resources to its members, including but not limited to transit-related resources, seeking procurements for the benefit of its members, and applying for grants for the benefit of its members. Dues are annual and are \$12,000/year for 2025.

**DISCUSSION:**

With the approval of the Indiana Attorney General, IPTC may enter into an agreement with other governmental bodies to form a cooperative purchasing organization pursuant to Ind. Code §§ 36-1-7-2, -3 and -4. IPTC staff have determined that it is in the best interests of the corporation to become a member of NEORide and explore coordination and joint procurement options with other (member) political subdivisions and transit agencies. Joint procurements offer the benefit of administrative efficiencies as well as leverage the buying power of multiple agencies. The group currently consists of 38 members from 10 states. IPTC would have the option of participating in new joint procurements going forward and may also take advantage of the existing, active contracts of the organization.

**ALTERNATIVES:**

The Board could choose not to adopt the resolution, thereby limiting coordination and procurement options that could have benefited the corporation.

**FISCAL IMPACT:**

The funding for the member dues will be paid from the Operating Fund.

**DBE/XBE DECLARATION:**

Not applicable. There are no DBE or XBE goals because this is not a procurement of goods or services.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee on December 12, 2024.

**INDIANAPOLIS PUBLIC TRANSPORTATION CORPORATION  
BOARD OF DIRECTORS**

**RESOLUTION NO. 2024-06**

A RESOLUTION approving the Indianapolis Public Transportation Corporation’s involvement and participation as a member of NEORide, a Regional Council of Governments.

WHEREAS, the Indianapolis Public Transportation Corporation (“IPTC”) is an Indiana municipal corporation created pursuant to Ind. Code § 36-9-4 and Revised Code of Indianapolis and Marion County § 116-402 to operate and maintain an urban mass transportation system to serve Indianapolis for the welfare of the general public, to expand the economic and social opportunities available to its residents, and to render adequate service essential to relieve traffic congestion which would otherwise prevent the rapid and efficient movement of persons and goods in and about the city; and

WHEREAS, as a municipal corporation, IPTC is a political subdivision of the State of Indiana pursuant to Ind. Code §§ 5-22-2-13 and 36-1-2-13 and is, therefore, a governmental body which must comply with the public procurement statutes codified in Ind. Code § 5-22 when purchasing goods and services; and

WHEREAS, Ind. Code §§ 36-1-7-2, -3 and -4 authorizes a governmental body to enter into an agreement with other governmental bodies to form a cooperative purchasing organization; and

WHEREAS, NEORide, a Regional Council of Governments (“NEORide”), was established pursuant to the Ohio Revised Code for the purpose of coordinating cooperative actions, including but not limited to cooperative purchasing, among its members; and

WHEREAS, membership in NEORide requires the execution of a membership agreement, the acceptance of bylaws, and the payment of annual dues; and

WHEREAS, in the interests of increasing coordination among governmental bodies and transit agencies, expanding the procurement options available to IPTC, among other benefits, the Board desires to authorize the corporation’s membership in NEORide.

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

Section 1. Pending the approval of the Indiana Attorney General in accordance with Ind. Code § 36-1-7-4, the Board hereby authorizes the President and Chief Executive Officer to execute the membership agreement and bylaws of NEORide to explore coordination opportunities and joint purchasing options for goods and services.

Section 2. IPTC’s Senior Director of Procurement is appointed as the voting director to represent IPTC on the NEORide Council of Governments Board, and IPTC’s Assistant Director of Procurement & Supply Chain Management is appointed as the alternate voting director.

Section 3. This Resolution shall be in full force and effect from and after its adoption by the Board unless and until modified or rescinded by the Board.

Section 4. If any section, paragraph, or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of any such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

ADOPTED by the Board of Directors of the Indianapolis Public Transportation Corporation this 19th day of December 2024.

BOARD OF DIRECTORS  
INDIANAPOLIS PUBLIC  
TRANSPORTATION CORPORATION

By: \_\_\_\_\_  
Gregory F. Hahn, Board Chair

ATTEST:

By: \_\_\_\_\_  
Robert M. Frye, Chief Legal Officer

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Date of Memo: December 12, 2024  
 Current Meeting: December 19, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Deputy Chief Transportation Officer Michael L. Roth  
**SUBJECT:** Consideration and approval of Paratransit and Maintenance Operations Contract

**ACTION ITEM A – 18**

**RECOMMENDATION:**

It is recommended the IPTC Board of Directors authorize the President and CEO to enter into a contract with MV Transportation, Inc. to provide paratransit operations and maintenance services with a three-year term for a price not to exceed \$33,776,206, with two options to extend the term for one year each at a price not to exceed \$13,661,929 in the first option year and \$15,030,349 in the second option year. If both options are exercised, the total amount not to exceed will be \$62,468,484.

**BACKGROUND:**

The Americans With Disabilities Act (ADA) requires public transportation agencies to offer paratransit services for individuals with disabilities as a condition for federal funding. IPTC's paratransit operations, known as IndyGo Access, serve those unable to use fixed routes due to disabilities. While the ADA mandates paratransit within three-quarter-mile corridors of fixed routes, IPTC has extended its paratransit services beyond this requirement to cover all of Marion County since before the ADA's inception and continues to do so.

**DISCUSSION:**

A Request for Proposals (RFP) for paratransit operations and maintenance was released on September 10, 2024. Eight proposals were received, and proposals from the following six companies were determined to be responsive: Atlantic Transit, Inc.; Keolis Transit Services, LLC; MTM Transit, LLC; MV Transportation, Inc.; RATP Dev USA, Inc.; and Via Transportation, Inc. RATP Dev USA, Inc. is the incumbent provider.

The RFP Evaluation Committee reviewed the responsive proposals received on December 6, 2024, and after review vendors were requested to submit their best and final offer (BAFO) by December 11, 2024. Based on its overall proposal and BAFO, MV Transportation, Inc. was identified as having submitted the most responsive and responsible proposal offering the best overall value.

**ALTERNATIVES:**

The Board can decline this recommendation; however, this would compel IPTC to initiate an emergency contract and seek alternative solutions to provide IndyGo Access services.

**FISCAL IMPACT:**

This service is funded through the Operating Budget and Federal Formula Grant funding.

**DBE/XBE DECLARATION:**

MV Transportation, Inc. has committed to a 10.5% DBE goal for this solicitation.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be presented to the IPTC Board of Directors on December 19, 2024.



Date of Memo: December 12, 2024  
 Current Meeting: December 19, 2024  
 Board Meeting: December 19, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennie Pyrz  
**FROM:** Deputy Chief Transportation Officer Michael L. Roth  
**SUBJECT:** Consideration and approval of replacement paratransit vehicles

**ACTION ITEM A – 19**

**RECOMMENDATION:**

It is recommended the IPTC Board of Directors authorize the President and CEO to enter into a contract with Midwest Transit Equipment, Inc. (MTE) for the purchase of 19 accessible passenger paratransit bodies on chassis (BOC) vehicles, including all associated equipment and services, for an amount not to exceed \$2,621,772.

**BACKGROUND:**

IndyGo Access offers paratransit services under the Americans With Disabilities Act (ADA) for individuals with disabilities. The average useful life of a paratransit vehicle is five years and 150,000 miles. To ensure there is a reliable fleet to provide paratransit services, IPTC follows a fleet replacement/stabilization plan, and in accordance with the plan, it is time to replace some of the fleet.

**DISCUSSION:**

Available grant funding allows IPTC to purchase 19 BOC vehicles in revenue service to replace our older, high-mileage vehicles. This initiative is crucial for enhancing both operational efficiency and customer experience.

**ALTERNATIVES:**

The Board of Directors could choose not to replace vehicles at this time. If this alternative is selected, the implications are that aging vehicles can potentially jeopardize service to our customers and increase repair needs and costs, causing service delays and impacting the customer experience.

**FISCAL IMPACT:**

IPTC will utilize the State of Indiana’s Quantity Purchase Agreement (QPA) with MTE, which meets federal procurement requirements. Funding sources for this procurement are Section 5310 and 5339 federal grant programs at 80%, with a 20% local match.

**DBE/XBE DECLARATION:**

Transit vehicle manufacturers are required to maintain their own DBE program in accordance with 49 CFR 26.49. MTE is a vehicle dealer, so it must obtain the vehicles from a transit vehicle manufacturer and provide evidence that the manufacturer met the DBE requirement.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed at the Board meeting on December 19, 2024.

## Information Update – November 2024 Financials Summary

**To:** Chair and Board of Directors  
**Through:** CEO Jennifer Pyrz  
**From:** Bart Brown, CFO and Justin Burcope, Budget Director  
**Date:** November 11, 2024

### NOVEMBER 2024 FINANCIAL SUMMARY

#### Revenue

- Federal Assistance Revenue is under budget for the month by \$866,474 (-72.9%) but over year to date by \$615,187 (4.7%).
- Other Operating revenue category is under budget by \$16,131 (-6.5%) for the month. YTD for this revenue is over budget by \$733,647 (26.7%).
- The passenger service revenue is under budget by \$48,379 (-9.8%) for the month. For the year passenger service revenue is over budget by \$277,513 (5.1%).
- PMTF Grant came in at \$11,369,828 for the year, which was exactly on budget.
- Property Tax Revenue is on budget for the month of November. YTD this property taxes are over budget by \$2,053,834 (5.6%).
- In November local income tax came in on budget. For the year it is over budget by \$1,395,541 (3.7%).
- The Service Reimbursement Program revenue is over budget by \$3,041 (8.8%) for the month. For the year it is under budget by \$5,123 (-1.3%).

*The Total Revenue for the agency is under budget by \$972,942 (-9.6%) for the month of November. YTD Total Revenue is over budget by \$6,018,111 (5.7%).*

#### Expenditures

##### I) Personal Services

- Fringe Benefits are under budget for the month by \$75,625 (-4.1%). YTD it is under budget by \$2,134,134 (-10.5%).
- Overtime expenses were over budget by \$297,520 (109.9%) 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 \$2,573,317 (86.4%).
- November Salary expenses are under budget by \$754,360 (-16.8%) for the month of November. YTD it is under budget by \$4,119,871 (-8.3%)

*The Personal Services category is under budget by \$532,465 (-8.1%) for the month of November. It is under budget for the year by \$3,680,687 (-5.1%)*

##### II) Other Services and Charges

- Claims were under budget by \$22,183 (-6.5%) for the month. For the year this category is under budget by \$624,993 (-16.7%).

- For the month of November, the Miscellaneous Expense category is over budget by \$3,203 (4.0%). YTD is over budget by \$68,157 (7.6%).
- In November, the Purchased Transportation category is over budget by \$126,415 (14.2%). For the year it is over budget by \$2,166,369 (22.1%).
- For the month the “Services” expense category is over budget by \$6,994,617 (319.0%). A one-time payment of \$8 million was sent to Indianapolis DPW for cost sharing of conversion of Michigan and New York Streets on the eastside. YTD this category is under budget by \$3,902,905 (-42.7%).
- For the month, utility expenses are under budget by \$41,608 (-20.6%). 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 \$546,393 (-24.6%).

*Overall, the Other Services & Charges category is over budget by \$7,060,445 (190.5%) for the month. YTD this category is under budget by \$2,839,764 (-6.4%).*

III) Materials & Supplies

- The Fuel and Lubricant category is under budget by \$47,379 (-8.8%). YTD it is under budget by \$266,800 (-4.5%).
- For the month of November, the Maintenance Materials category is over budget by \$51,958 (9.7%). It is over budget for the year by \$130,805 (2.1%).
- Other Materials and Supplies category is under budget by \$60,949 (-49.1%) for the month. For the year it is under budget by \$1,300,682 (-70.4%).
- Tires & Tubes category is under budget in November by \$3,943 (-7.3%). 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 \$71,751 (-12.0%).

*For the month, the Total Materials and Supplies category is under budget by \$60,312 (-4.8%). For the year it is under budget by \$1,508,428 (-10.3%).*

*In November, the overall, total expenditures came over budget by \$6,467,667 (56.0%). Year to date expenditures are under budget by \$8,028,880 (-6.1%).*

**FY 2024 NON-BUDGETED REQUESTS**

Date	Expenditure Description	Budget Type	Expense Category	Amount
03/28/2024	Exhaust fume extraction system	Capital	Character Four – Capital	\$70,000
05/30/2024	Indianapolis XBE Utilization Study contrib.	Operating	Character Three	\$19,761
07/19/2024	Temp Services for Quality Assurance Team	Operating	Character Three	\$46,080

**RECOMMENDATION:**

Receive the report.

Bart Brown, CFO and Justin Burcope, Budget Director



Indianapolis Public Transportation Corporation  
 Budget to Actuals (Comparative Statement) - IndyGo  
 For the Eleven Months Ending Saturday, November 30, 2024

/10/2024 10:27 AM  
 Period Selected: 11

	Current Month				YTD				PRIOR YTD Actual
	Actual	Budget	Budget Variance \$	Budget Variance %	Actual	Budget	Budget Variance \$	Budget Variance %	
<b>Operating Revenue</b>									
Federal Assistance	322,385.00	1,188,859.08	(866,474.08)	(72.88)	13,692,637.12	13,077,449.88	615,187.24	4.70	13,717,792.00
Other Operating Income	233,347.65	249,478.34	(16,130.69)	(6.47)	3,477,935.89	2,744,261.74	733,674.15	26.73	5,384,928.14
Passenger Service Revenue	445,390.02	493,769.48	(48,379.46)	(9.80)	5,708,978.21	5,431,465.23	277,512.98	5.11	5,446,132.65
PMTF Revenue	947,485.67	947,485.67	0.00	0.00	11,369,828.00	10,422,342.37	947,485.63	9.09	11,369,828.00
Local Property & Excise Tax Revenue	3,323,790.59	3,323,790.59	0.00	0.00	38,615,530.75	36,561,696.49	2,053,834.26	5.62	37,028,780.06
Local Transit Income Tax Revenue	3,416,666.67	3,416,666.67	0.00	0.00	38,978,874.37	37,583,333.37	1,395,541.00	3.71	58,511,693.10
Service Reimbursement Program	37,625.00	34,583.33	3,041.67	8.80	375,293.00	380,416.63	(5,123.63)	(1.35)	378,776.00
<b>Total Operating Revenues</b>	<b>8,726,690.60</b>	<b>9,654,633.16</b>	<b>(927,942.56)</b>	<b>(9.61)</b>	<b>112,219,077.34</b>	<b>106,200,965.71</b>	<b>6,018,111.63</b>	<b>5.67</b>	<b>131,837,929.95</b>
<b>Operating Expenses</b>									
<b>Personal Services</b>									
Fringe Benefits	1,753,403.90	1,829,028.94	(75,625.04)	(4.13)	18,053,536.36	20,187,670.08	(2,134,133.72)	(10.57)	17,110,521.96
Overtime	568,139.29	270,619.17	297,520.12	109.94	5,550,128.01	2,976,810.87	2,573,317.14	86.45	6,315,399.40
Salary	3,740,322.24	4,494,682.64	(754,360.40)	(16.78)	45,321,638.01	49,441,509.04	(4,119,871.03)	(8.33)	39,695,906.40
<b>Total Wages and Benefits</b>	<b>6,061,865.43</b>	<b>6,594,330.75</b>	<b>(532,465.32)</b>	<b>(8.07)</b>	<b>68,925,302.38</b>	<b>72,605,989.99</b>	<b>(3,680,687.61)</b>	<b>(5.07)</b>	<b>63,121,827.76</b>
<b>Other Services &amp; Charges</b>									
Claims	317,422.80	339,606.24	(22,183.44)	(6.53)	3,110,675.68	3,735,668.64	(624,992.96)	(16.73)	3,362,502.67
Miscellaneous Expenses	83,683.52	80,480.27	3,203.25	3.98	961,690.63	893,532.97	68,157.66	7.63	722,790.05
Purchased Transportation	1,018,549.07	892,133.67	126,415.40	14.17	11,979,839.36	9,813,470.37	2,166,368.99	22.08	10,686,600.79
Services	9,187,334.17	2,192,716.33	6,994,617.84	318.99	23,823,510.92	27,726,416.19	(3,902,905.27)	(14.08)	17,118,980.00
Total Utilities	159,871.43	201,479.17	(41,607.74)	(20.65)	1,669,877.79	2,216,270.87	(546,393.08)	(24.65)	1,730,062.00
<b>Total Other Services &amp; Charges</b>	<b>10,766,860.99</b>	<b>3,706,415.68</b>	<b>7,060,445.31</b>	<b>190.49</b>	<b>41,545,594.38</b>	<b>44,385,359.04</b>	<b>(2,839,764.66)</b>	<b>(6.40)</b>	<b>33,620,935.51</b>
<b>Materials &amp; Supplies</b>									
Fuel & Lubricants	487,903.70	535,282.66	(47,378.96)	(8.85)	5,621,309.42	5,888,109.26	(266,799.84)	(4.53)	4,522,010.87
Maintenance Materials	584,830.29	532,871.75	51,958.54	9.75	6,359,693.41	6,228,887.98	130,805.43	2.10	5,420,129.61
Other Materials & Supplies	63,162.37	124,111.23	(60,948.86)	(49.11)	545,295.65	1,845,977.80	(1,300,682.15)	(70.46)	925,179.91
Tires & Tubes	49,793.28	53,736.75	(3,943.47)	(7.34)	525,718.39	597,469.67	(71,751.28)	(12.01)	496,244.58
<b>Total Materials &amp; Supplies</b>	<b>1,185,689.64</b>	<b>1,246,002.39</b>	<b>(60,312.75)</b>	<b>(4.84)</b>	<b>13,052,016.87</b>	<b>14,560,444.71</b>	<b>(1,508,427.84)</b>	<b>(10.36)</b>	<b>11,363,564.97</b>
<b>Total Operating Expenses</b>	<b>18,014,416.06</b>	<b>11,546,748.82</b>	<b>6,467,667.24</b>	<b>56.01</b>	<b>123,522,913.63</b>	<b>131,551,793.74</b>	<b>(8,028,880.11)</b>	<b>(6.10)</b>	<b>108,106,328.24</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>(957,725.53)</b>	<b>(1,892,115.66)</b>	<b>934,390.13</b>		<b>19,978,599.85</b>	<b>(25,350,828.03)</b>	<b>45,329,427.88</b>		
GAIN/LOSS ON ASSET DISPOSAL	(850.00)		(850.00)	0.00	(212,343.02)		(212,343.02)	0.00	196,272.77
<b>NET INCOME/(LOSS)</b>	<b>(956,875.53)</b>	<b>(1,892,115.66)</b>	<b>935,240.13</b>	<b>(49.43)</b>	<b>20,190,942.87</b>	<b>(25,350,828.03)</b>	<b>45,541,770.90</b>	<b>(179.65)</b>	<b>23,535,328.94</b>

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# Mobility Advisory Committee (MAC)

## Meeting Minutes

November 20, 2024

### Attendees:

Greg Meyer-MAC

Erin White-MAC

Anthony Hughes-IndyGo

LaTessa McClendon-IndyGo

Aaron Vogel-IndyGo

Bernadine Wilmer-MAC

Mike Roth-IndyGo

Donna Foreman-IndyGo

Jennifer Pyrz-IndyGo

Ryan Wilhite-IndyGo

Attendance of members by Mike Roth

### Agenda Items:

- **Jennifer Pyrz**

- Refresh of Strategic Plan
  - Top 3 things: Protecting Frontline Workers, Increase Ridership, and Prioritize Long term Sustainability
- Board Meeting Schedule for 2025
  - Changes: Meetings will be at 4 pm instead of 11 am. Some meetings will be on the 3<sup>rd</sup> Thursday of every month instead of the 4<sup>th</sup> Thursday. Please check the schedule for exact dates and times.
  - All Action items will go to the Review Board
  - The Finance Committee will meet 3 to 4 times a year
    - Focused on specific finance actions: Budget time, End of year rollover, investments, etc.
  - Service Committee
    - Focused on information items: Sharing updates

- **Aaron Vogel**

- Purple Line launched 10/13/2024
- Paratransit RFPs and waiting for BID release
- Started campaign for BRT management
  - Focusing on driver/passenger comfort and accessibility for the community.

- **Mike Roth**

- Fixed Route Recruitment
  - Bi-monthly hiring events

- **LaTessa McClendon**
  - New contractor for the Assessments Department
    - MTM started 10/1/2024
  - Beyond ADA
    - Continual education to passengers
    - Beginning 01/01/2025, Beyond ADA area will be \$7.00 per trip
- **Ryan Wilhite**
  - Premium Service/Beyond ADA
    - Multiple communication efforts with Access passengers
    - Beginning 01/01/2025, every passenger will fall under the same ADA rules.
- **Angela Milroy**
  - TNC's
    - InCare has begun to do End Day of Service to assist with runs that may need additional drivers.
  - Recruitment
    - No longer doing Weekly Onsite events
    - Leadership blocks out more time to schedule interviews
    - Currently have 17 people in active training
    - Started additional CUTA training for every employee
      - 4-hour Customer Care training
  - Fare Validators
    - Encourage the use of adding funds to MyKey card
- **Anthony Hughes**
  - Beyond ADA
    - Please update emails and home addresses to ensure everyone receives updates.
- **Donna Foreman**
  - Paratransit Top Comments
    - Schedule Adherence, Courtesy, and Fares
  - Fixed Route Top Comments
    - Pass-Bys, Courtesy, and Schedule Adherence

#### **Additional Questions/Concerns**

- Board Meetings are open to the public.
- Beyond ADA, the price of \$7.00 per trip has been discussed with the public in open forums. Individuals can contact The Foundation for any assistance.

## Risk and Safety Division Report

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**To:** President and CEO Jennifer Pyrz  
Chief Legal Officer, Robert Frye  
**From:** Brian Clem, Director of Risk and Safety  
**Date:** December 12, 2024

---

### Risk and Safety

- On November 12<sup>th</sup>, IndyGo's Drug and Alcohol Program Administrator, Michael Bunnell, and the Director of Risk and Safety, Brian Clem (CSO) (TSSP) performed compliance drug and alcohol audits along with RLS and Associates at the Concentra Healthcare Airport location. During the audit, staff were accompanied by members of Sycamore, the rule and urban transit provider for Hendricks County. These audits are performed yearly and are part of a comprehensive audit with surrounding county transit providers that receive 5307 federal funding. The audit identified good business practices and areas for improvement or record with the service provider. Providers are given time while working with RLS and Associates on behalf of IPTC to correct any deficiencies. Reports will be completed early in 2025 as part of their D&A audit. Concentra is the primary healthcare testing facility for Sycamore.
- On Friday 22<sup>nd</sup>, Team members attended the document allocation project meeting in preparation for record relocation. This project involves digitalizing risk and safety records for electronic filing. This project is also part of going to digital cloud-based recordkeeping in the future. Having a unified system and format to access files will eliminate most paper records and enable discovery from offsite locations. This project is also to reduce the risk and dependency of paper files on-premises. The IPTC Risk and Safety department is one of the first departments to review and consolidate paper files in preparation for digital conversion. More work from the department will be performed after the first of the year and be completed by the end of Q1 2025.
- IPTC's Director of Risk and Safety, Brian Clem (CSO)(TSSP), continued to prepare for the APTA mid-year risk and safety conference in December of 2024. Brian will be presenting at the conference newly implemented safety and risk mitigations in public transportation. Brian's presentation will highlight bus technology with the BRT bus door overrides safety features from a recent criminal act bus fire. Features such as these saved lives, in conjunction with the professional coach operating training program within IPTC. Brian's presentation not only will focus on the technology available but also on making sure the workforce is proficient in using the technologies. Brian will also present to risk managers on the topic of "Risk Management Best Business Practices" and a focus on the understanding of efficient practices and creating relationships within organizations to reduce risk, the cost, and improve safety collaboration. The conference will be hosted in Atlanta by the public transit provider MARTA from December 8<sup>th</sup> through the 11<sup>th</sup>.

## Risk and Safety Division Report

### November 2024 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 were recognized for their safe driving in November and received the National Safety Council recognition patch, pin, and certificate.

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!***

<b>Operator</b>	<b>ID#</b>	<b>Years of Safe Driving</b>	<b>Years of Service</b>
Ricardo Oxley	4538	15	25
Timothy McLeod	8651	9	10
Jerry Atkinson	8444	7	12
Robert Feiock	8620	7	10
Earl Kimbrough	9003	6	7
Devona Hollowell	9659	5	5
Enrique San Pedro	9391	5	5
Diana Williams	8946	5	7
James Coleman	9682	3	5
Anthony Hudgins	9493	3	5
Anthony Mitchell	9803	3	3
Daniela Anderson	9661	2	5
Tequila Norris	9945	2	3
Marquisha Sherrod	9665	2	5
Harold Bedell	10025	1	2
Jerome Moses	10703	1	1
Tyrell Phelps	10779	1	1
Tina Sanchez	10075	1	2
Krystal White	9673	1	5
Malik Stewart	10956	1	1
Abdoulaye Ndiaye	10929	1	1
Summer Coakley	10953	1	1



## Risk and Safety Division Report

### Public Transportation Agency Safety Plan (PTASP) Required Safety Risk Reduction Program Measures:

Indianapolis Public Transportation Corporation (IPTC), IndyGo, established a procedure per the FTA National Public Transportation Safety Plan, and the updates from the Bipartisan Infrastructure Law to include in their Agency Safety Plan a safety risk reduction program for transit operations. These safety risk reduction programs aim to improve safety performance by reducing the number and rates of accidents, injuries, and assaults on transit workers based on data submitted to the National Transit Database.

2024 Risk Reduction KPIs					
Measure	Definition	Risk Reduction Goal	1st Quarter	October	November
Major Events	This includes all safety and security major events as defined by the NTD.	Reduce NTD Major Events.	27.00	30	13
Major Event Rate	This includes all major safety and security events as defined by the NTD, divided by VRM.	NTD Major Events = 5% decrease from the prior year, <1.19	1.17	3.65	1.67
Collision Rate	This includes all collisions reported to the NTD, divided by VRM.	Reduce NTD Safety Events. 5% decrease from the prior year, <0.76	0.34	2.43	0.77
Pedestrian Collision Rate	This includes all collisions "with a person," as defined by the NTD, divided by VRM.	Target is ZERO Pedestrian Collision's with an IndyGo Vehicle. 5% decrease from the prior year, <0.04.	0.00	0.12	0
Vehicular Collision Rate	This includes all collisions "with a motor vehicle," as defined by the NTD, divided by VRM.	Reduce Vehicular Collision Rate. 5% decrease from the prior year, <7.06	5.32	5.84	4.63
Fatalities	This includes all fatalities as defined by the NTD	Zero vehicle and employee fatalities	0.00	0	0
Fatality Rate	This includes all fatalities as defined by the NTD, divided by VRM.	Zero vehicle and employee fatalities	0.00	0	0
Transit Worker Fatality Rate	This includes all transit worker fatalities as defined by the NTD, including the categories "Transit Employee/Contractor," "Transit Vehicle Operator," and "Other Transit Staff," divided by VRM.	Zero vehicle and employee fatalities	0.00	0	0
Injuries	This includes all injuries as defined by the NTD.	Reduce NTD Injuries to workers and passengers.	3.67	10	7
Injury Rate	This includes all injuries as defined by the NTD, divided by VRM.	Reduce NTD Injuries to workers and passengers. 5% decrease from the prior year, <0.43	0.47	1.22	0.9
Transit Worker Injury Rate	This includes all transit worker injuries as defined by the NTD, including the categories "Transit Employee/Contractor," "Transit Vehicle Operator," and "Other Transit Staff," divided by VRM.	Reduce reported Operator Injuries from reported accidents. 5% decrease from the prior year, <1.13.	1.35	2.31	0.9
Assaults on Transit Workers	This includes all assaults on transit workers as defined by the NTD.	Target is ZERO Operator assaults.	1.33	5	3
Rate of Assaults on Transit Workers	This includes all assaults on transit workers as defined by the NTD divided by VRM.	Target is ZERO Operator assaults. Have 5% decrease from the prior year, <0.15.	0.18	0.61	0.39
System Reliability	This includes Major Mechanical System failures as defined by the NTD.				

• VRM= Vehicle Revenue Mile

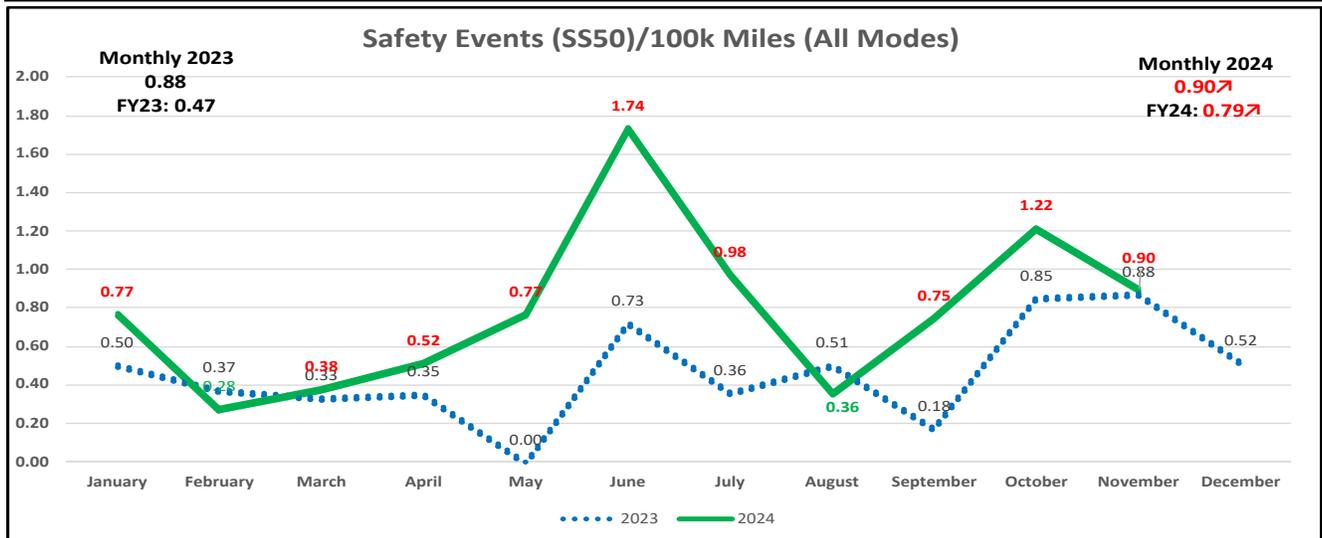
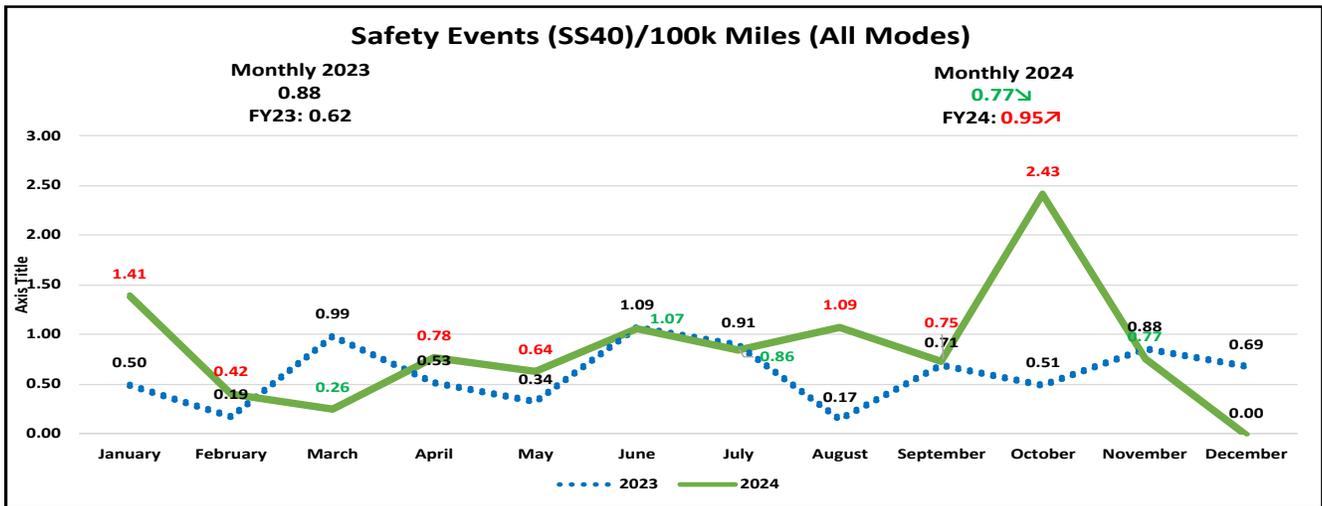
## Risk and Safety Division Report

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Pedestrian Collision Rate	This includes all collisions “with a person,” as defined by the NTD, divided by VRM.	Target is ZERO Pedestrian Collisions with an IndyGo Vehicle. 5% decrease from the prior year, <0.04.
Vehicular Collision Rate	This includes all collisions “with a motor vehicle,” as defined by the NTD, divided by VRM.	Reduce Vehicular Collision Rate. 5% decrease from the prior year, <7.06
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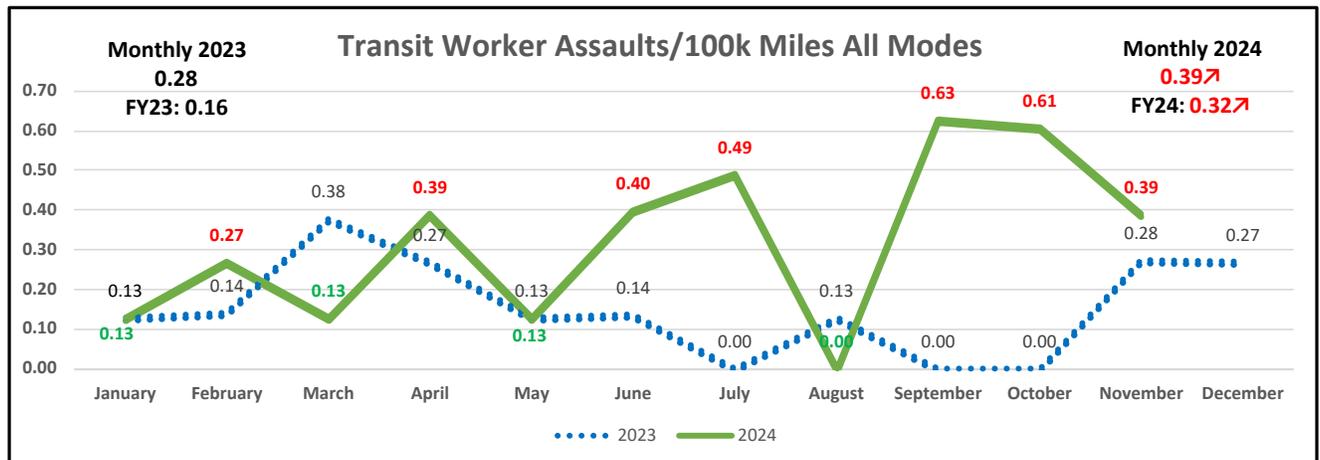
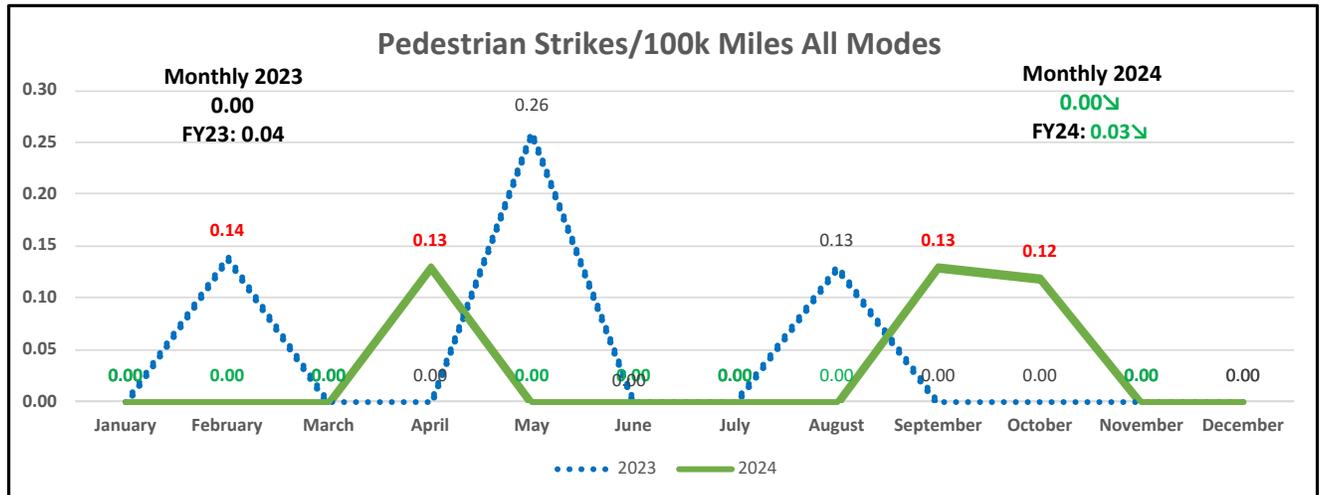
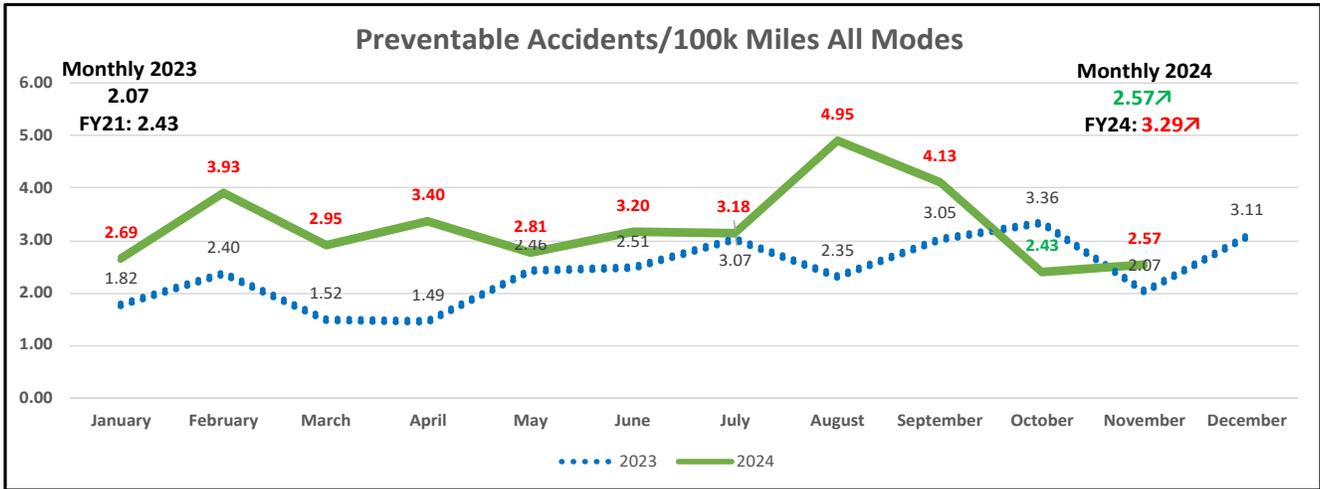
# Risk and Safety Division Report

## Safety and Accident Data

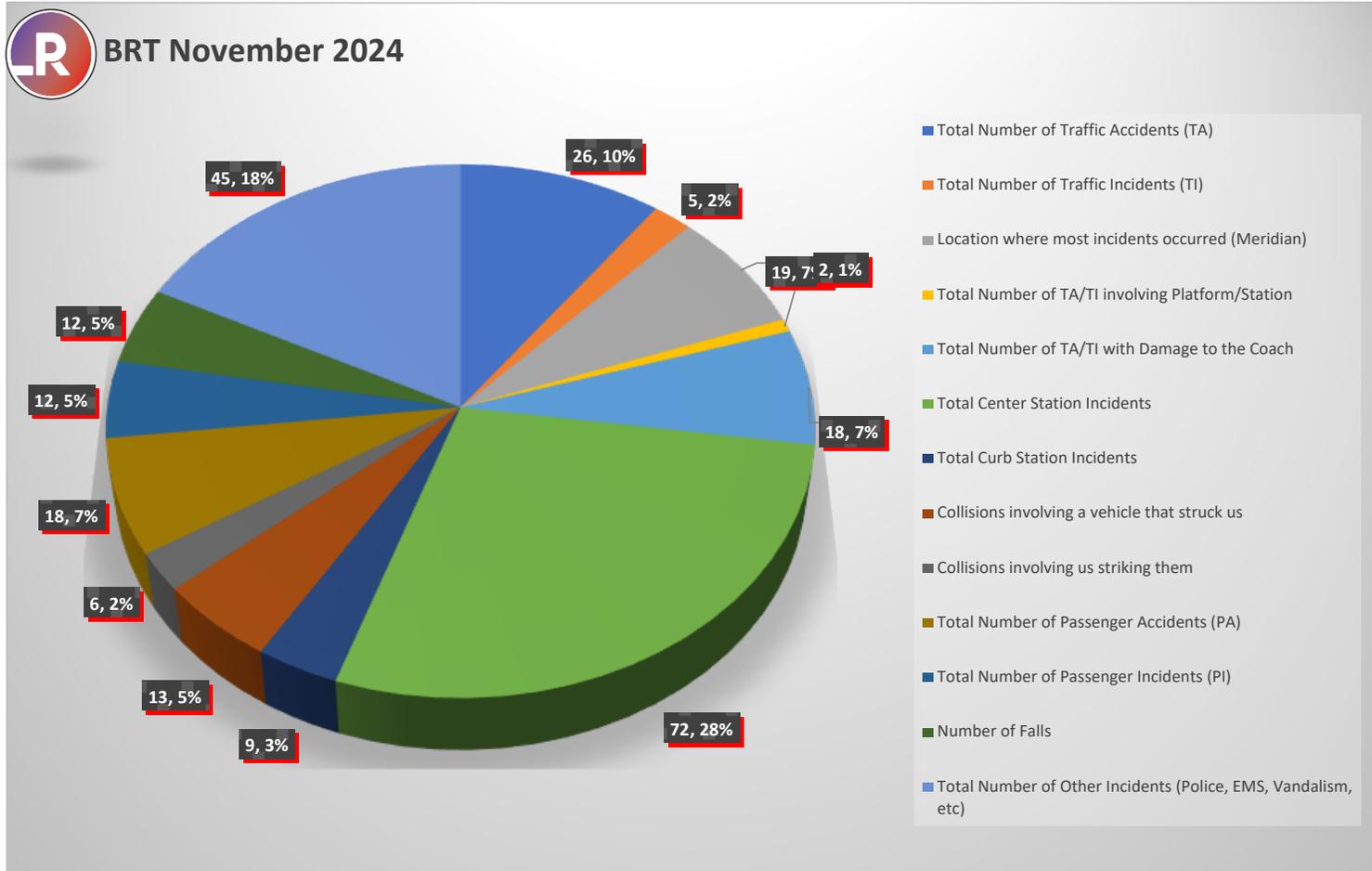
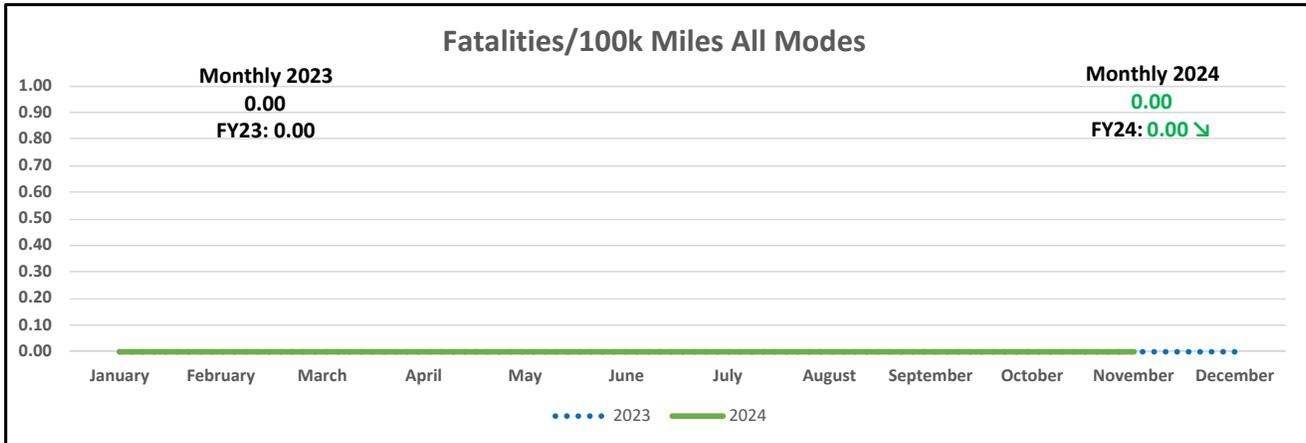
November 2024 Compared to November 2023 Data All Modes:



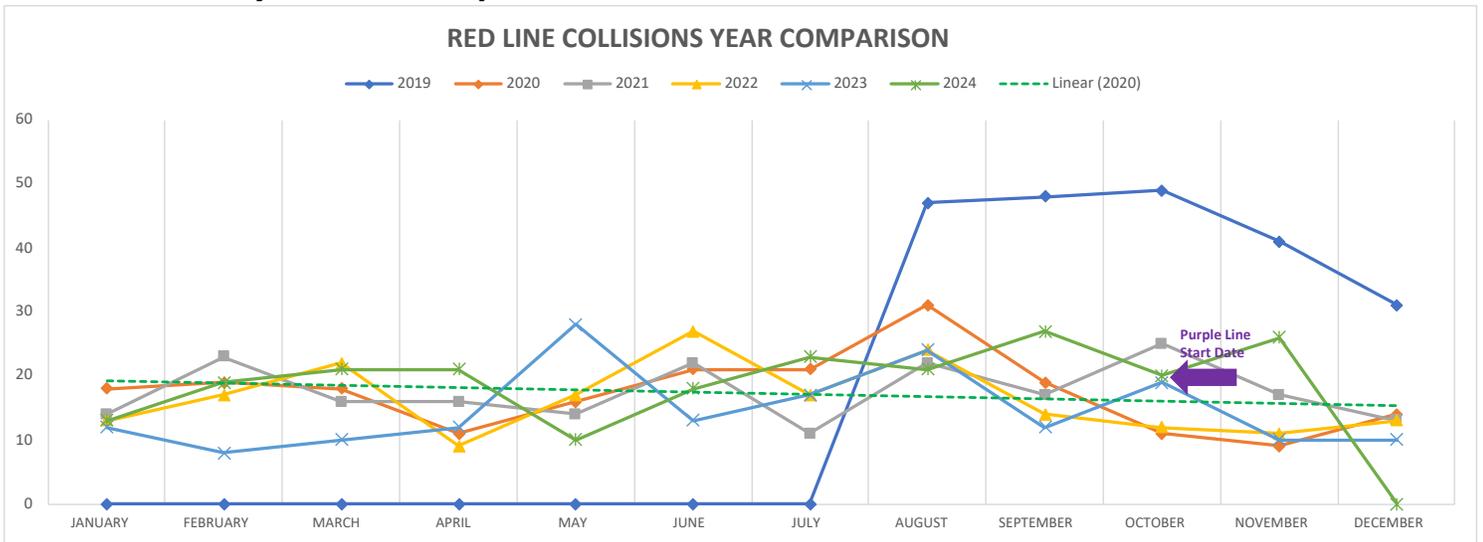
## Risk and Safety Division Report



## Risk and Safety Division Report



## Risk and Safety Division Report



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

**Planning & Capital Projects Report, December 2024**

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**To:** President & CEO Jennifer Pyrz  
**From:** Chief Development Officer Brooke Thomas  
**Date:** December 13, 2024

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**STRATEGIC PLANNING**

**Transit Asset Management – Annual Inventory**

IndyGo staff are undergoing the annual inventory process where asset owners are asked to review and update the TAM Inventory that is maintained by Strategic Planning. The inventory process meets the Satisfactory Continuing Control (SCC) requirements by the FTA and enables IndyGo to use the inventory during the Capital Plan process for prioritization purposes, as required by the FTA. The inventory will be reviewed for accuracy and finalized in the first quarter of 2025.

**Regional Mobility Integration**

Section 5307 – Two counties are working to procure services for 2025, as their contract expires at the end of 2024. IndyGo staff worked with both counties to ensure their procurements, specifically the contract documents, meet FTA requirements. IndyGo staff continue to work on a subrecipient toolbox for subrecipient staff.

Section 5310 & 5339, 2024 Call for Projects – IndyGo staff are preparing to issue a Call for Projects for Section 5310 and Section 5339 funding. The CFPs will open in mid-December and close in early February 2025. IndyGo is offering \$850,000 in federal funds for Section 5310 and \$600,000 in federal funds for Section 5339.

**ENGINEERING & CONSTRUCTION**

**Blue Line BRT**

IndyGo staff continue to work with the FTA to get to a Small Starts Grant Agreement executed before the end of this year or early next year. Seven construction bids were received on November 21, 2024, and have since been evaluated for responsiveness and responsibility. Staff will bring several action items before the IPTC Board of Directors at their regularly scheduled meeting in December with the intent to award construction contracts for the entire Blue Line project this month. If awarded, construction is anticipated to begin in Q1 2025 after the next round of public outreach that is aimed at educating residents and business owners about upcoming closures and detours.

**Purple Line BRT**

IndyGo staff continue to meet weekly with contractors and stakeholders who are actively monitoring, communicating, and managing the opening of the route. The Purple Line readiness team will continue to

maintain an open line of communication across IndyGo to mitigate any issues that may arise from here on out.

### **Local Bus Stop Improvements**

IndyGo continues to work to bring more local bus stops into compliance with the ADA. Approximately 75 stops are planned for construction in 2025 on the near east side of town, and additional stops are in planning for future years. The next design package is expected to be awarded at this month's Board meeting. This project design is funded by an FTA Areas of Persistent Poverty (AoPP) grant and involves improvements to 59 local bus stops on the far east side of the city.

### **CTC Washington Street BRT Docking**

As a reminder, IndyGo is seeking to add two 60' bus bays along the E Washington Street frontage of the Julia M. Carson Transit Center. Design began in January 2024. Preliminary roadway, drainage, and utility construction is anticipated in 2026, while platform and canopy construction are anticipated in 2027. Capital Projects staff are preparing to move forward with a Task Order to their On-Call contract with Kimley-Horn and Associates, Inc., to facilitate architectural design and construction services for the canopy.

A right-of-way vacation petition was filed with the City of Indianapolis on November 1, 2024, and is scheduled to go before the Plat Committee of Marion County on January 8, 2025. If granted, IndyGo's property boundary would extend across the sidewalks that exist along Delaware, Washington, and Alabama streets, and include what is currently on-street, paid parking spaces on E Washington Street. In exchange, IndyGo will enter into an agreement with the city to maintain a transportation easement to grant the public the right to use the sidewalks to move through IndyGo's property, unimpeded.

## **FACILITY PROJECTS**

### **CTC Interior Renovations**

Staff still anticipates engaging the services of an architectural and engineering firm early 2025, in which case construction could also potentially begin in 2025. As a reminder, this need came out of the BRT Docking Study, and the goal of this project is to improve space utilization, building functionality, security, and safety for daily users of the Julia M. Carson Transit Center.

### **West Campus Historic Duesenberg Building Repairs**

This project kicked off in April and includes needed masonry, window, and door repairs for the historic Duesenberg Building. The masonry work is still expected to be completed before the end of the year, provided we don't experience any major inclement weather. The window frame repairs and painting work is now under contract with the plan to start this work in Q1 of 2025 to avoid any delays having to do with inclement weather during the winter months.

### **West Campus Trench Drain Replacement Project**

As a reminder, this project will replace four trench drains in the fueling area of the Garage. This project bid successfully in November and is going before the IPTC Board of Directors for action during their regularly scheduled meeting on December 19, 2024. Work is planned to commence in January 2025.

Respectfully submitted,

**Brooke Thomas, AICP**

Chief Development Officer

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# November 2024 Board Report



**IndyGo**  
SM

To: Chair and Board of Directors  
From: Carrie Black, Chief Public Affairs Officer

## **CONSIDERATION OF PUBLIC AFFAIRS REPORT FOR NOVEMBER 2024**

### **ISSUE:**

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

### **RECOMMENDATION:**

Receive the report.

Carrie Black  
Chief Public Affairs Officer

Attachments

Contributing Staff includes:  
Carrie Black, Chief Public Affairs Officer  
Jordan Patterson, Special Programs Manager  
Ari Kasle, Head of Digital Media  
Ashlynn Neumeyer, Communications Manager  
Ashley Wright, Creative Design Specialist  
Kayla Bledsoe, Outreach Specialist

**INDYGO.NET WEBSITE STATISTICS:**

**11/1/2024-11/30/2024**

Page Views	187,417
Bounce Rate	44.25%
Total Users	33,277
Average Pa-geviews Per User	5.63
Total Sessions	47,672
Total Monthly Sessions Comparison to Previous Year	(Up) 1.35%

**Mobile Share**

Date	Mobile	Desktop	Tablet
Nov-24	72%	27%	1%
Oct-24	70%	29%	1%
Sept-24	70%	29%	1%
Aug-24	72%	27%	1%
July-24	75%	24%	1%
June-24	73%	26%	1%
May-24	71%	27%	2%
April-24	70%	29%1%	1%
Mar-24	71%	27%	2%
Feb-24	69%	29%	2%
Jan-24	70%	28%	2%
Dec-23	68%	30%	2%
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%

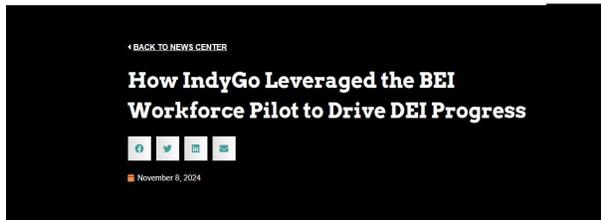
# Media Mention Highlights



Home Stories Topics Podcast About

PROUD NEWS WEEKLY

## Podcast Ep. 120: IndyGo President and CEO Jennifer Pyrz on the Value and Future of Public Transportation



As Indiana's largest public transportation provider, IndyGo is committed to creating a more inclusive and equitable workplace. Leveraging Business Equity for Indy's (BEI) Workforce Pilot, IndyGo has executed a new diversity, equity, and inclusion (DEI) strategy designed to foster a culture of belonging for its employees. This initiative, named IndyGo DRIVE, was spearheaded by Lloyd Daley-Graham, IndyGo's Culture and Inclusion Manager.

"When I joined IndyGo as the Diversity and Inclusion and Workforce Development Manager in May 2021, I focused on understanding how we could build a stronger sense of belonging within our workforce," Daley-Graham recalls. "IndyGo had already been engaging in several commendable DEI initiatives, but there wasn't a unified strategy to assess progress or create a cohesive plan tailored to our specific needs. This is where IndyGo DRIVE came into play, a strategy that was developed through employee engagement, focus groups, and data from a climate survey."

IndyGo's involvement with the BEI Workforce Pilot allowed the organization to integrate best practices from peer companies and local experts, refining their approach to ensure DEI efforts were not only robust but sustainable. IndyGo DRIVE's mission revolves around three strategic pillars:

## Topics Include:

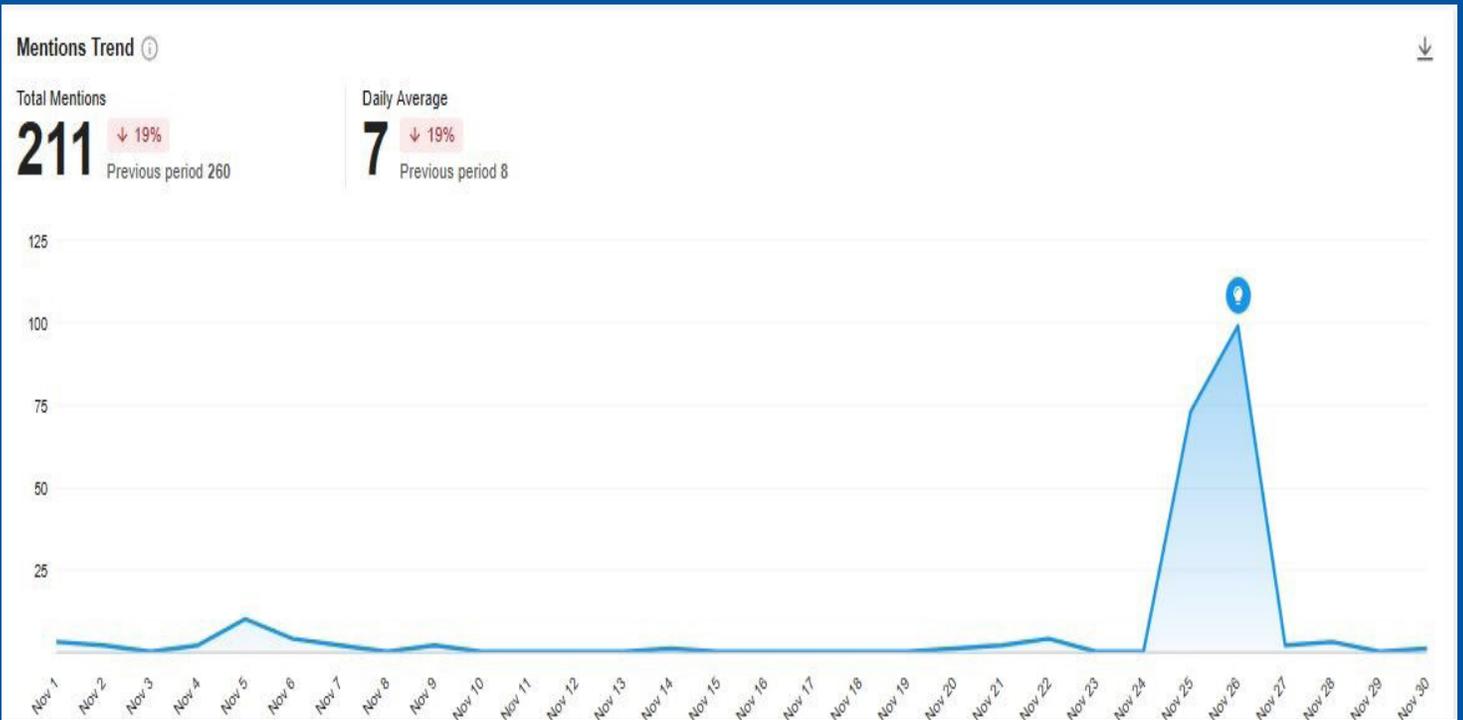
Media coverage for November 2024 shared news about IndyGo's Blue Line Bus Rapid Transit (BRT) construction preparation, IndyGo President and CEO Jennifer Pyrz's background and agency plans and our new diversity, equity and inclusion (DEI) strategy, IndyGo DRIVE.

Busline Magazine published an article with information about Blue Line construction contractors submitting proposals for IndyGo's review and evaluation. It shared Blue Line construction is scheduled to begin in the first quarter of 2025 and continue through 2028. Ahead of official construction, utility relocation work will start and IndyGo will host multiple opportunities to engage with stakeholders. Additionally, Pyrz was featured on an episode of "This Is Purdue," the official podcast for Purdue University. Pyrz is a Purdue alumna, receiving her undergraduate and graduate degrees in civil engineering from there. She shared her background, her vision for the future of IndyGo and the excitement surrounding the recent opening of our Purple Line BRT route and the future Blue Line.

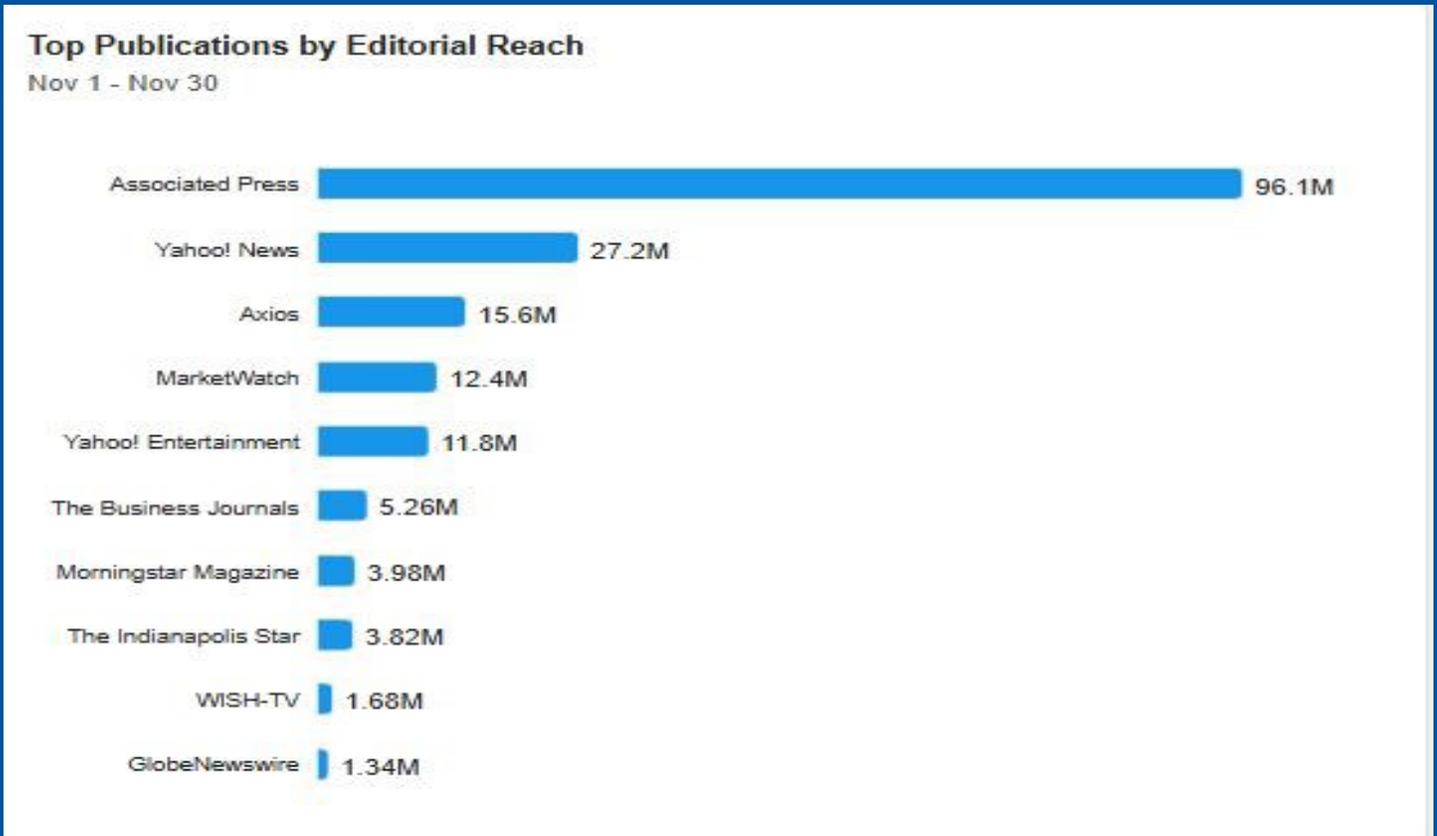
Finally, Business Equity for Indy (BEI) shared an article about how IndyGo leveraged its Workforce Pilot to execute the IndyGo DRIVE DEI strategy to foster a culture of belonging for our teammates. IndyGo Culture and Inclusion Manager Lloyd Daley-Graham, who is spearheading the initiative, shared his thoughts and tactics for the plan.

Altogether, IndyGo was mentioned 211 times in November.

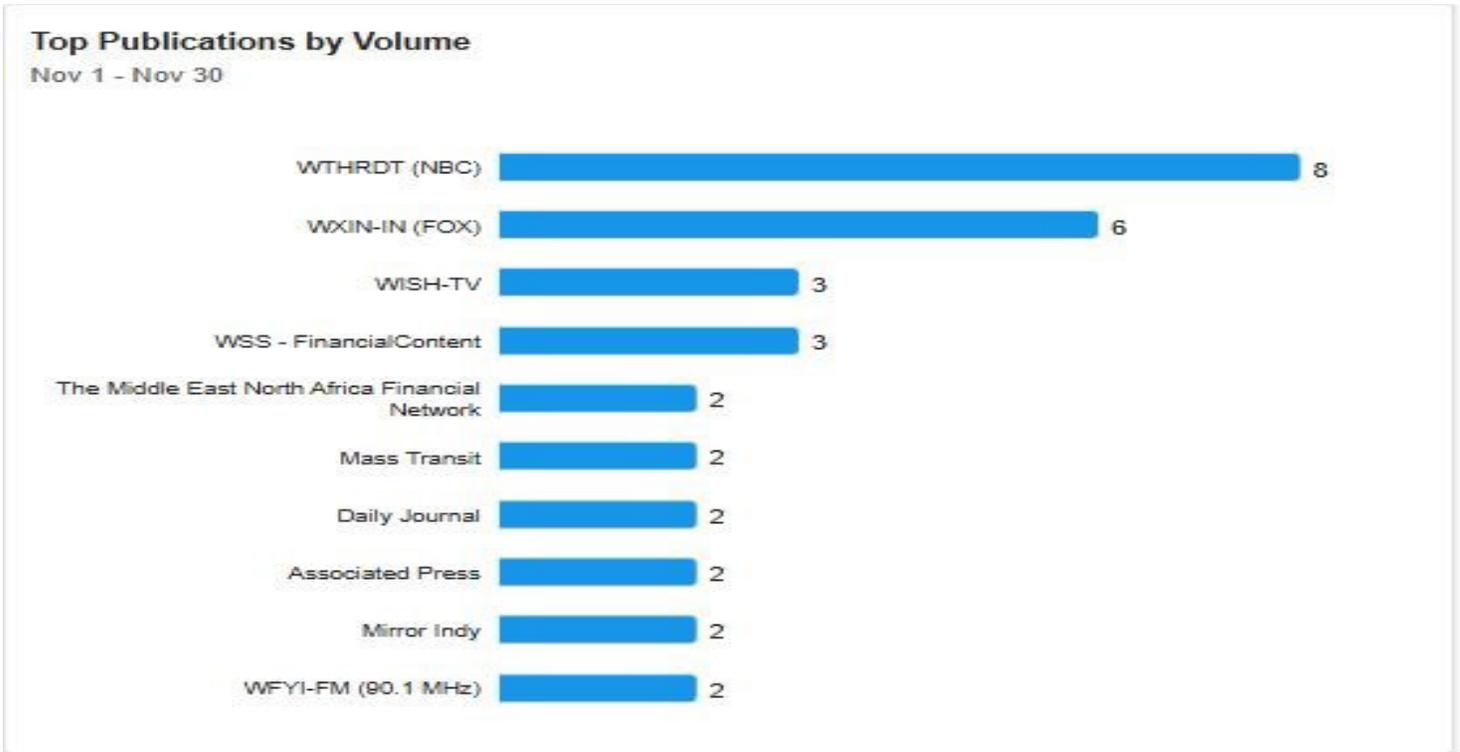
## Here's a brief coverage summary:



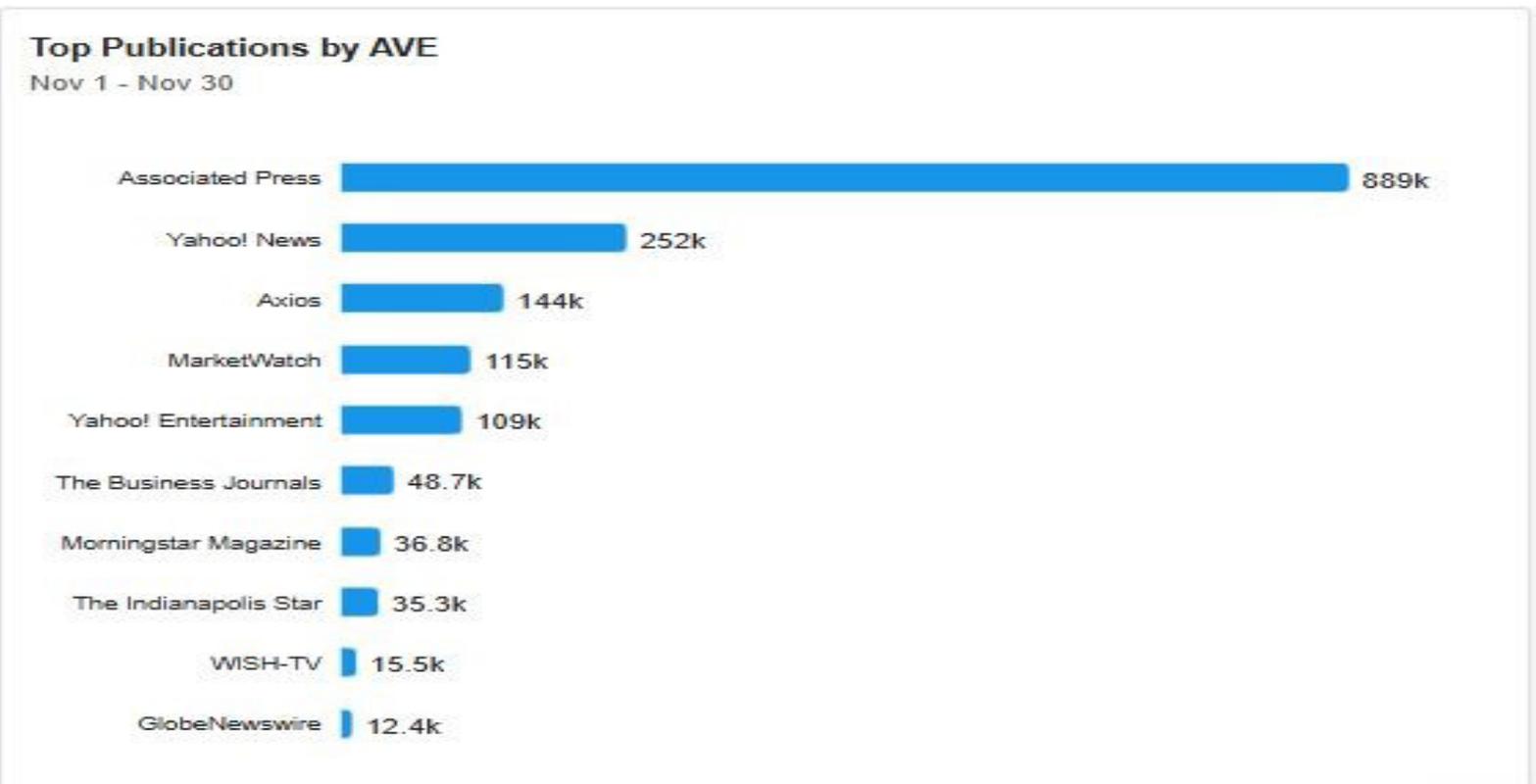
The graph below shows the top media outlets that published stories about IndyGo in November and the total potential viewership for each station or publication.



The graph below shows the top media outlets that published stories about IndyGo in November and the total potential viewership for each station or publication. The agency reached more than 179 million viewers through these channels.



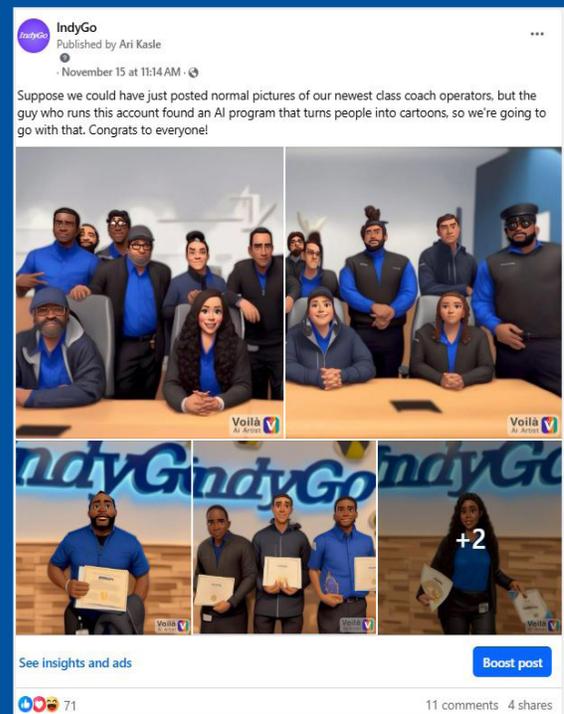
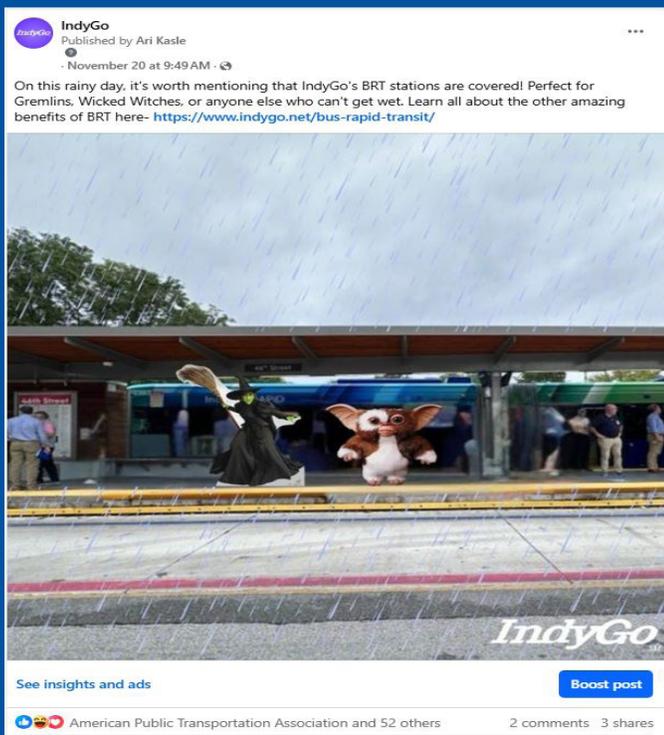
The graph below shows the earned media value for IndyGo's top news publications. The total equivalent cost of this exposure last month, if the agency were to pay for it, would be approximately \$1,657,700.



# Social Performance:

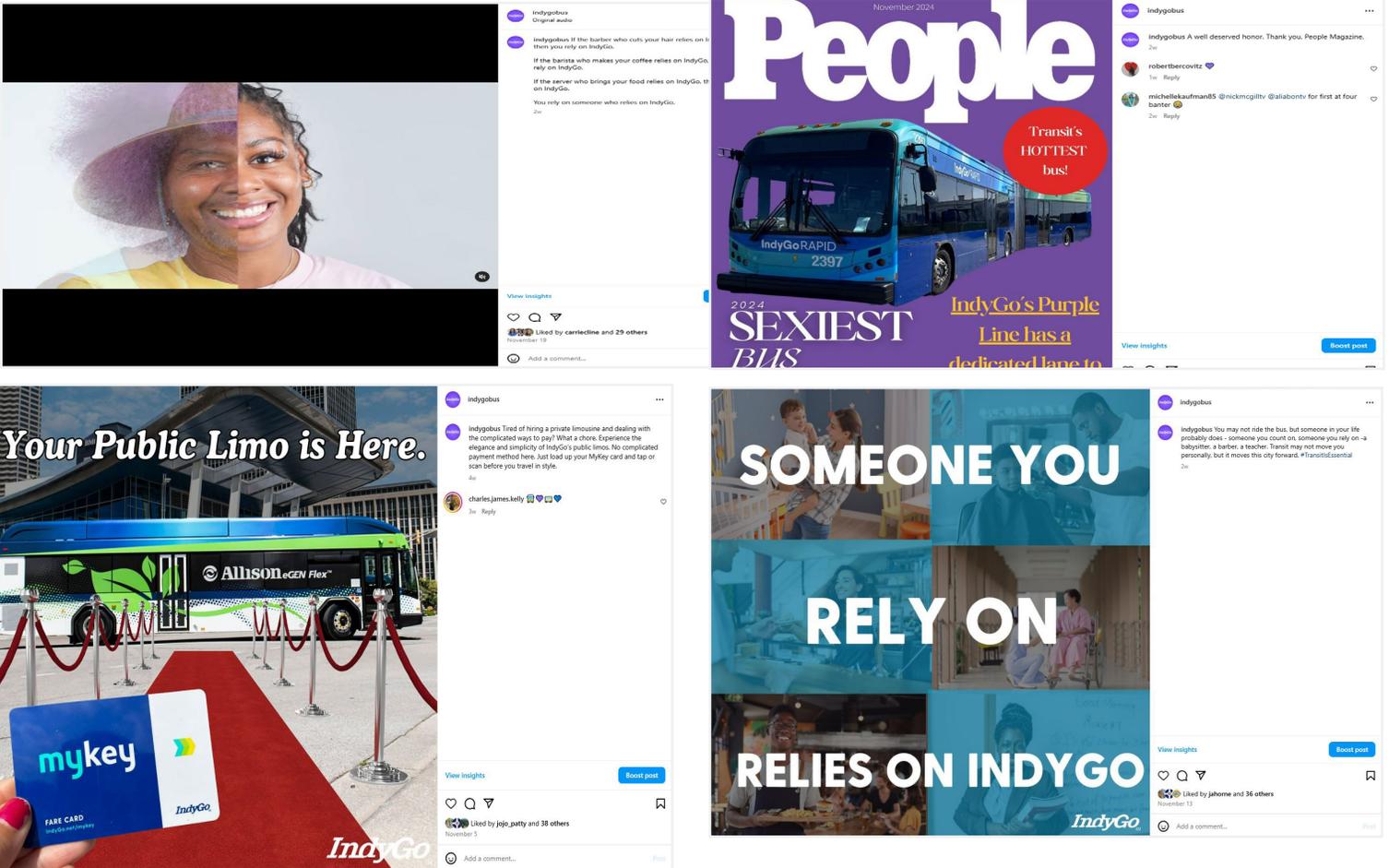
## Facebook

- Had a total of 64,400 impressions
- 5,790 post engagements
- 11,854 page likes
- 13,936 current followers (16 more than October)



# Instagram

- Generated 25,805 impressions
- 1,119 total engagements
- 4.3% engagement rate
- 4,730 current followers (40 more than October)



# Twitter

- Had a total of 28,100 organic impressions
- Earned an average of 937 impressions per day
- 6,811 current followers

**IndyGo** @IndyGoBus · Nov 1

If you're going to vote downtown, why pay for parking when you don't have to? The voting center is just steps from the Carson Transit Center where most of our routes run. Save money and let IndyGo be your chauffeur to the polls this year!

0:21

4 10 62 3.2K

**IndyGo** @IndyGoBus · Nov 6

So much economic development on the Purple Line that we literally couldn't fit it all in the video.

0:12

1 2 13 820

**IndyGo** @IndyGoBus · Nov 6

So much economic development on the Purple Line that we literally couldn't fit it all in the video.

0:12

1 2 13 820

**IndyGo** @IndyGoBus · Nov 12

You may have noticed more yellow vests on the Red & Purple lines. Not only are they fashionable, but they serve an important purpose! IndyGo employees wearing these vests are fare inspectors and today's rider tip tells you all about them.

**Fare Inspectors**

You'll see Fare Inspectors wearing yellow vests onboard rapid transit vehicles and on station platforms. Fare Inspectors may ask to see your proof of payment to ensure you've paid and/or validated your fare. Please have your proof of payment ready!

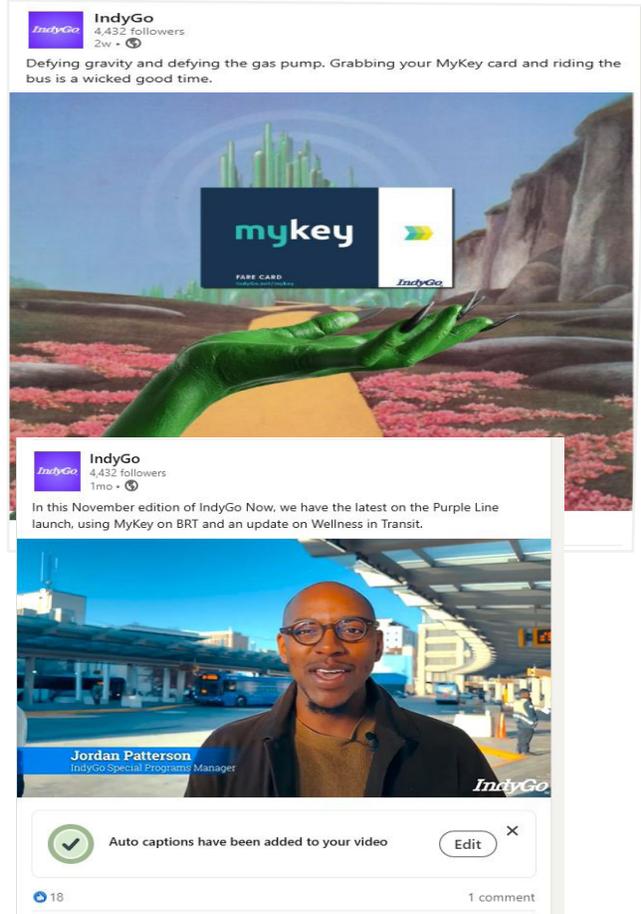
**Rider Tips**

IndyGo

1 3 14 902

# LinkedIn

- Generated 20,200 impressions
- 1,420 total engagements, 7% engagement rate
- 71 new followers, 4,424 total followers

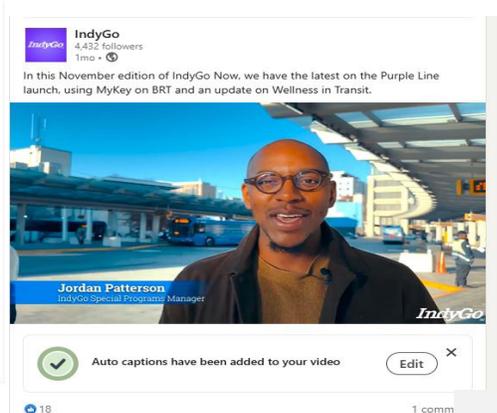


# Video Data

**Total Video Views: 19,993**

## Top 3 November Videos

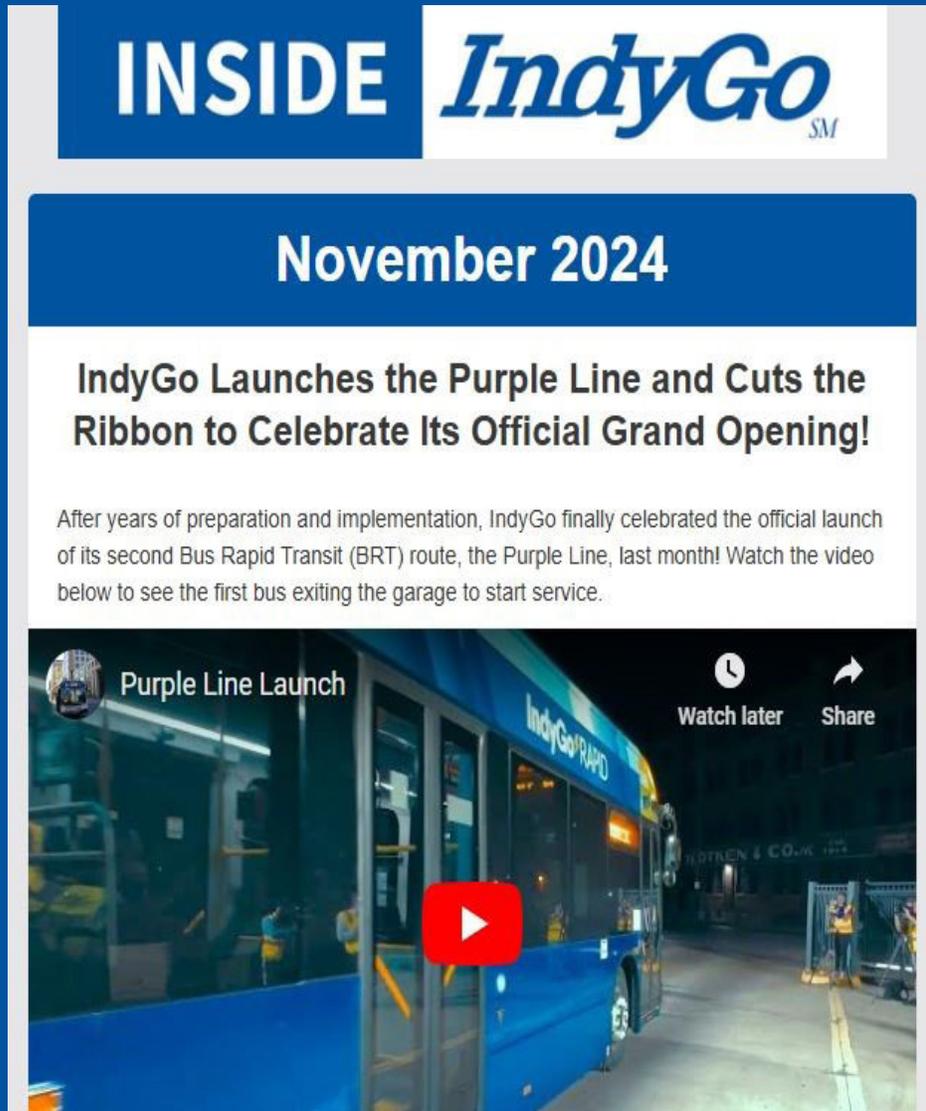
- Ride to Vote- 6,749 views
- Economic Development- 5,876 views
- IndyGo Now- 2,806 views



## Email Marketing:

### NEWSLETTER

- 18,245 recipients (3,041 more than October)
- 12% CTR
- 5.15% open rate



### CREATIVE PROJECTS

- 19 requests completed via IndyGo Helpdesk
- 84 requests completed via other mediums
- 103 total creative requests completed

## Outreach Summary: November 2024

In November, IndyGo focused on Transit Ambassador outreach at community events and supporting riders impacted by the recent, major service changes in October.

In partnership with the YMCA of Greater Indianapolis, IndyGo hosted a toy assistance registration event at the Carson Transit Center. During this time, families in Marion County signed up to receive toy assistance for the Annual YMCA Holiday Toy Drive & Distribution, happening Saturday, Dec. 21. IndyGo also participated in the Indianapolis International Airport's naturalization ceremony, where 47 individuals became U.S. citizens. Attendees learned about transit options, including the upcoming Blue Line Bus Rapid Transit (BRT) route that will connect Cumberland to the airport, and how to use those services.

Transit Ambassador outreach included supporting riders on routes affected by the recent major service changes in October, such as routes 4, 28 and 30, as well as sharing BRT operations at station platforms. Ambassadors distributed updated route maps, IndyGo swag and answered any

questions during the outreach. They also attended events at Indy Community Yoga and Carriage House Pantry, promoting transit use by teaching people how to use MyKey and providing route information.

Lastly, Growing Places Indy, IndyGo's Food in Transit partner, is transitioning its farm to another organization. Transit Ambassadors attended a Transitional Gathering to share the program's impact and emphasize the importance of continuing the partnership with the new farm operator.



IndyGo Transit Ambassador Umair Khurshid attended the Indianapolis International Airport's first-ever Naturalization Ceremony, where community members celebrated those who became new U.S. citizens! During the event, Khurshid and Patterson shared information about IndyGo's third planned Bus Rapid Transit route, the Blue Line.

IndyGo hosted another Transit Ambassador Welcome Night for those entering the volunteer program! During the event, Outreach Specialist Kayla Bledsoe walked new members through the onboarding process and shared the importance of the agency.



IndyGo Transit Ambassadors were hitting the streets, performing outreach along many of the agency's routes. They spent their time reminding riders of the Purple Line's benefits, sharing details about the Blue Line and much more! Pictured above, beginning from left to right: Transit Ambassadors Jowanna Peterson, Elyza Sarver and Jon Albertson, Transit Ambassador Monica Peterson, Carriage House Pantry volunteer, Outreach Specialist Kayla Bledsoe and Transit Ambassador Ryan Bird

# NOVEMBER OUTREACH PROJECTS

<b>Date:</b>	<b>Event:</b>
Friday, Nov 1	Music in Transit: Metropolitan Youth Orchestra at CTC
Saturday, Nov 2	YMCA Toy Drive Registration
Thursday, November 7	IndyGo in these Streets Appreciation
Tuesday, November 12	Naturalization Ceremony Blue Line Tabling

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## Report to the IndyGo Board

**To:** IndyGo Chair and Board of Directors  
**From:** IndyGo Foundation Executive Director, Emily Meaux  
**Date:** December 12, 2024

### Administration:

- The Foundation team is moving to the charging station at 6410 N. College by December 20. Fifth Third Bank donated a significant amount of furniture to assist with the move.
- As of the end of November, the Foundation is at 97% of their revenue goal for the year.

### Development:

- This week we are sending end of year solicitations to lapsed donors and more than 1,000 members of the Indy Chamber.
- On December 11, Emily Meaux and Yvonne Kilama attended the check presentation for the MHS Serves grant. This grant pays for wifi on the Red and Purple lines for the next year.



### Grant Metrics through December 10, 2024

Amount Requested	Amount Awarded	Amount Pending
\$1,078,000	\$770,300	\$175,000

### Programs

- The 2024-25 Bus Fare Grant applications for nonprofit organizations closed September 30 with more than 100 applications. Applicants will be notified by the end of the year.

### 2025 Events

- February 4: Transit Equity Day Celebration
- May 1-11: Ride & Seek Scavenger Hunt
- September 25: 5<sup>th</sup> Annual Golf Outing

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