



Date of Memo: November 13, 2024  
Current Meeting: November 14, 2024  
Board Meeting: November 21, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Chief Development Officer Brooke Thomas  
**SUBJECT:** Consideration and approval of CDM Smith Task Order 7, East Campus Fleet Operations and Storage Facility Project

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**ACTION ITEM A – 8**

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the President and Chief Executive Officer to execute a new task order with CDM Smith under Contract No. 22-06-453 for the design for the East Campus Fleet Operations and Storage Facility Project in an amount not to exceed \$450,000.

**BACKGROUND:**

CDM Smith, under a prior competitive procurement, is currently under contract to provide master planning, engineering and design services for the Project. The services delivered thus far have been for master planning, programming, and cost estimating. This task order is needed for the project to progress from the preliminary planning phase to the design phase, which will require further planning and development.

**DISCUSSION:**

The first step in the design phase will be to explore alternatives to the concept developed during the master planning and programming phase to produce a final concept that best aligns the scope of the construction Project with the proposed total project budget of approximately \$55 million. This step will also inform IPTC’s procurement of Construction Manager as Constructor services.

**ALTERNATIVES:**

The IPTC Board of Directors could choose to not proceed with the next phase of this project. However, all activities aimed at designing and constructing a second bus garage at the East Campus location, which is needed to relieve the unsafe conditions that persist at the West Campus garage, would be halted.

**FISCAL IMPACT:**

The work under this task order will be funded entirely by local dollars. The cost for these services was included in the FY2024 capital budget appropriation.

**DBE/XBE DECLARATION:**

XBE participation for this task order includes cost estimating services by Vistara (MBE) at approximately \$85,000, which would be no less than 18% of this task order.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Finance Committee and Service Committee on November 14, 2024.