

January Board of Directors & Annual Board of Finance

Minutes

IndyGo

Jan 27, 2022 at 5:00 PM EST

@ Virtual & 1501 W. Washington St - IndyGo HQ

ACTION ITEM A – 1

Attendance

Members Present:

Brian Atkinson, Bart Brown, Charlie Carlino, Inez Evans, Mary Ann Fagan, Greg Hahn, Chelci Hunter, Emily Lovison, Jennifer Pyrz, Jill Russell, Richard Wilson

Members Present (Remote):

Hydre Abdullah, Adairius Gardner, Cheryl Purefoy, Patricia (Pat) Rios, Sarah Stentz, LaTeeka Washington, Paul Williams

Members Absent:

Lise Pace

Guests Present (Remote):

Pat Hagan, Shawn Mulholland, Brian Norris, Addison Pollock, Corey Saunders

Staff Present (Remote):

Jeff Brown, Marcus Burnside, Brian Clem, Mark Emmons, Lesley Gordon, Latosha Higgins, Rachel Hill, Denise Jenkins-Agurs, Toni Johnson, Stacey Metz, Michael Roth, Amy Summers, Aaron Vogel

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

 [board cover 2022 Jan27.docx](#)

 [Page Break.pdf](#)

 [A AGENDA for January 27, 2022 Board Meeting.docx](#)

 [Page Break.pdf](#)

Chairman Greg Hahn called the meeting to order at 5:02pm. General Counsel Jill Russell called the roll. Three members present in person and three members present remotely via Zoom. Lise Pace – Absent

2. Awards and Commendation (Presenters: Inez Evans)

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

 [A1 December Safe Drivers 2021.docx](#)

President/CEO Inez Evans gave an update on the Awards and Commendations for December 2021. Recognized was one Employee with 24 years of safe driving, December Operations Employee of the month, and Safe Drivers for December 2021.

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

Finance Committee - Richard Wilson

Service Committee - Adairius Gardner

Governance & Audit Committee - Greg Hahn

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

 [Page Break.pdf](#)










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

 [Page Break.pdf](#)

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

The reports were read and entered into the record.

4. Consent Agenda (Presenters: Greg Hahn)

1. A-1: Consideration and approval of minutes from Board meeting held on December 9, 2021 & January 12, 2022
 [A-1 December Board of Directors Minutes.docx](#)
 [Page Break.pdf](#)
 [A-1 Special Board of Directors Meeting Minutes.docx](#)
2. A-4: Consideration and approval of copier lease amendment (Presenters: Marcus Burnside)
 [A-4 Consideration and Approval of Copier Lease Amendment.docx](#)
3. A-6: Consideration and approval of task order to design the Rural Street underpass (Presenters: Matthew Duffy)
 [A-6 Rural St Design Services for Lochmueller Group.docx](#)
4. A-7: Consideration and approval of license renewal for construction program and project management software e-Builder (Presenters: Sarah Stentz)
 [A-7 e-Builder Construction Management Software.docx](#)
5. A-8: Consideration and approval of south charging facility renovations - 3D Professional Contracting, Inc. (Presenters: LaTeeka Washington)
 [A-8 South Charging Reno.docx](#)
6. A-10: Consideration and approval of RFP-21-07-411 landscaping services (Presenters: Paul Williams)
 [A-10 Landscape services 1-22.docx](#)
7. A-11: Consideration and approval to enter into negotiations for Transportation Department uniforms (Presenters: Cheryl Purefoy)
 [A-11 Transportation Uniforms 1.22.docx](#)







Asked by Chairman Hahn if any Board Members would like to add or remove any items to the Consent Agenda, Director Rick Wilson moved that the Board add A-2 & A-3 from the Regular Agenda to the Consent Agenda. There was no objection.

Motion:

Approval of Consent Agenda

Motion moved by Richard Wilson and motion seconded by Mary Ann Fagan. Richard Wilson - AYE, Adairius Gardner - AYE, Hydre Abdullaah - AYE, Mary Ann Fagan - AYE, Pat Rios - AYE; Motion passed 5-0; Lise Pace – Absent

5. Regular Agenda (Presenters: Greg Hahn)

1. A-2: Consideration and approval of Governance & Audit Risk Universe/Heat Map (Presenters: Brian Atkinson)
 [A-2 Jan GA 2022 Heat Map.docx](#)
 [A-2 Risk-Refresh-and-Audit-Plan-for-CY22.docx](#)
 [Page Break.pdf](#)
2. A-3: Consideration and approval of healthcare cost review (Presenters: Brian Atkinson)
 [A-3- Jan GA 2022 Healthcare Cost.docx](#)
 [A-3 Healthcare-Costs-Audit-Report-01-07-22.docx](#)
 [Page Break.pdf](#)

3. A-5: Consideration and approval of construction management contract for the Blue Line Bus Rapid Transit Project (Presenters: Jennifer Pyrz)

 [A-5 Consideration and Approval of Blue Line CM Selection.docx](#)

The Blue Line Bus Rapid Transit (BRT) project will be the third of three 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. Construction management (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, and material testing. According to federal procurement rules, CM services are to be procured using qualification-based selection, so pricing is not a consideration. The selected vendor will enter into a task-order based contract with IPTC for each phase of construction, with cost negotiated for each task order. Based on the combined scoring on the written proposals and interview, Stantec emerged as top scorer. The Stantec team includes the following sub-consultants: Shiel Sexton, Shrewsberry and Associates (DBE/MBE), Infrastructure Engineering, Inc. (DBE/MBE), Metric Environmental (DBE/MBE), 7NT Engineering (MBE), and careyBRT. The Stantec team has committed to a total DBE participation of 25%, which is more than the stated goal of 15%. The Stantec team ranked highest on the tallied evaluation scorecard on the criteria proposed. If IPTC is unable to reach an agreement with Stantec, it is requested that the Board authorize staff to enter into contract negotiations with the next most qualified firm, which was Butler, Fairman and Seufert.

Motion:

Approval of construction management contract for the Blue Line Bus Rapid Transit Project

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

4. A-9: Consideration and approval of two new Board Members for the Indianapolis Public Transportation Foundation (IPTF) (Presenters: Emily Lovison)

 [A-9 Board Candidates.docx](#)

The bylaws of IPTF require the approval of the Board of Directors of IPTC to approve board members for IPTF. The IPTF board currently consists of eight members and can increase to up to 13. The IPTF Board considered and approved adding David Holt and Addison Pollock to their Board for a three-year term at their most recent Board meeting on December 14, 2021.


Motion:

Approval of two new Board Members for the Indianapolis Public Transportation Foundation (IPTF)

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

6. Information Items (Presenters: Greg Hahn)

1. I-1: Receipt of the Finance Report for December 2021 (Presenters: Bart Brown)

 [I-1 Dec 2021 Financials Summary.docx](#)

 [I-1 Capital Project Spending - December Final.pdf](#)

 [I-1 January 2022.pdf](#)

 [Page Break.pdf](#)

The Board heard a Financial update for December 2021 from Chief Financial Officer Bart Brown.

2. I-2: Supplier Diversity Department Update (Presenters: Chelci Hunter)

 [I-2 Supplier Diversity Board Update January 2022..pdf](#)

 [Page Break.pdf](#)

The Board heard a Supplier Diversity Department update from Senior Supplier Diversity Officer Chelci Hunter.

3. I-3: Microsoft D365 upgrade, independent project oversight

 [I-3- Jan 2022 D365 Upgrade.docx](#)

 [Page Break.pdf](#)

 [I-3 D365-IPO-REPORT-12-31-21.docx](#)

 [Page Break.pdf](#)

The Board heard a Microsoft D365 upgrade, independent project oversight update from Deputy of Governance & Audit Brian Atkinson.

4. I-4: CEO Report (Presenters: Inez Evans)

 [I-4 CEO Report.docx](#)

President/CEO Inez Evans gave an update to the Board. Included in the update was Toys for Tots donations, COVID-19 Vaccines & Boosters, and IU Health Construction Detour.


5. I-5: Governance & Audit workplan status update

 [I-5 - Jan 2022 GA - Workplan Status.docx](#)

 [Page Break.pdf](#)

The Board received an update on the Governance & Audit workplan status.

6. I-6: Ethics Hotline summary report

 [I-6- Jan 2022 Ethics Hotline Summary.docx](#)

 [Page Break.pdf](#)

The Board received an update on the Ethics Hotline summary report.

7. I-7: Department Reports

 [I-7a Risk & Safety Report.docx](#)

 [Page Break.pdf](#)

 [I-7b PLANNING AND CAPITAL PROJECTS REPORT for January 2022.docx](#)

 [I-7c January 2022 Board Report Public Affairs FINAL.pdf](#)

 [I-7d JAN 2022 Operations Monthly Board Report.docx](#)

 [I-7e HR Board Report \(January 2022\).docx](#)

 [Page Break.pdf](#)

 [I-7f January 2022 Diversity & Inclusion and Workforce Development Board Report.docx](#)

 [Page Break.pdf](#)

 [I-7g Supplier Diversity - January 2022.pdf](#)

 [Page Break.pdf](#)

The Board received Department Reports for Risk & Safety, Capital Projects, Public Affairs, Operations, Human Resources, Diversity/Inclusion & Workforce Development, and Supplier Diversity.

7. Adjourn (Presenters: Greg Hahn)

On order of Chairman Hahn and there being no objection, the meeting was adjourned at 5:50pm.

8. Call to Order and Roll Call - Board of Finance Meeting (Presenters: Greg Hahn, Jill Russell)

Chairman Greg Hahn called the meeting to order at 5:51pm. General Counsel Jill Russell called the roll. Three members present in person and three members present remotely via Zoom. Lise Pace – Absent

9. Regular Agenda (Presenters: Greg Hahn)

- 1.** A-1: Consideration and approval of Board of Finance recommendation (Presenters: Bart Brown)

 [A-1 IPTC Investment Policy Final - Approved by BoD on May 23, 2019.docx](#)

 [A-1 InvestIntEarn2022.pdf](#)

Motion:

Approval of Board of Finance recommendation

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

10. Adjourn (Presenters: Greg Hahn)

On order of Chairman Hahn and there being no objection, the meeting was adjourned at 5:55pm.

Jill D. Russell
General Counsel