



Information Update – Task Order Executions

To: Chair and Board of Directors
Through: President/CEO Inez P. Evans
From: Senior Director of Strategic Planning Brooke Thomas
Date: February 16, 2023

ON-CALL CONTRACTS, TASK ORDER EXECUTIONS

BACKGROUND:

IPTC has several on-call contracts with vendors to assist with several projects and in seeking discretionary federal funding to help cover capital and/or operating expenditures. This information item pertains to three task orders that were executed under IndyGo's current on-call contracts for planning, architecture & engineering, and grant writing services.

On-Call Planning Services

In May 2020, IPTC staff sought a consultant that could, among other things:

- perform a comprehensive operational analysis (complete),
- review IndyGo' network redesign (complete),
- prepare an update to IndyGo's future service plan (complete),
- design and evaluate a proof of concept, mobility-on-demand pilot (complete), and
- evaluate the pilot's performance by producing an assessment of the demonstration project (on-going).

In August 2020, the IPTC Board authorized the President/CEO to enter into contract negotiations with Nelson\Nygaard. The total contract award for this multi-year contract is a not-to-exceed amount of \$1,250,000, or \$250,000 per year, over five years (three years with the possibility of two one-year extensions).

To-date, IndyGo has executed 4 task orders in total. The annual totals for task orders issued under this contract in FY2020 and FY2021 were \$144,146 and \$249,954, respectively. Executed in June 2022, the most recent task order allows the consulting team to assist staff with the on-going evaluation and implementation of IndyGo's new future service plan. The total amount for the task order that was issued in FY2022 is \$250,000.

During the 2022 budgeting process, it was determined by Staff that the \$250,000 budgeted in FY2022 would be sufficient to cover work that needed to be done in FY2022 and FY2023, allowing the Infrastructure, Strategy, and Innovation Division to reduce its 2023 operating budget request by \$250,000.

On-Call A&E Services

In May 2022, IPTC staff sought qualifications from our three on-call Architectural consultants to conduct a planning study at the Carson Transit Center. HDR was the only firm that chose to submit a proposal package. Based on a review of their qualifications and proposed approach, staff chose to proceed with scope and fee negotiations with HDR in June 2022.

In August 2022, staff finalized the scope and fee. In short, this study will:

- identify ways to maximize the site and location to accommodate IndyGo's current and future needs,
- determine the capacity and configuration of bus docking throughout the entire CTC for all modes, including microtransit, and throughout every phase of the roll-out of IndyGo's network redesign, and
- determine whether there is a near- or longer-term need to expand the entire footprint of the CTC.

Executed in October 2022, the task order for this study totals just under \$150,500. It is anticipated that this study will be complete by the end of Q1/beginning of Q2 of this year; however, IndyGo leadership will need to undergo a decision-making process to ultimately determine what the next steps are.

On-Call Grant-Writing Services

In May 2022, IPTC staff sought a consultant who could increase IndyGo's capacity to identify and apply for discretionary grant opportunities that will flow from the Investing in Infrastructure and Jobs Act, otherwise referred to as the Bipartisan Infrastructure Bill.

In August 2022, the IPTC Board authorized the President/CEO to enter into contract negotiations with HNTB. This is a not-to-exceed contract with a total contract amount of \$240,000. This contract will run for 12 months from contract execution (date), with an additional 12-month extension (should the IPTC Board of Directors decide to do so) for a total of 24 months.

To-date, IndyGo has executed three task orders totaling \$240,000. Deliverables include a discretionary funding report, a five-year outlook calendar, grant development and coordination, and some grant writing.

RECOMMENDATION:

Receive the report.

Brooke Thomas
Senior Director of Strategic Planning
Department of Strategic Planning
Infrastructure, Strategy, and Innovation Division