



Date of Memo: January 06, 2023
Current Meeting: January 19, 2023
Board Meeting: January 26, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: President/CEO Inez P. Evans
FROM: Project Manager Matt Duffy
SUBJECT: Consideration and approval of Super Stops 2.0 construction engineering task order

ACTION ITEM A – 5

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize IPTC’s President/CEO to execute a task order with Butler, Fairman & Seufert, Inc. to assist IPTC with construction engineering and inspection services for Super Stops 2.0 for an amount not to exceed \$450,608.36.

BACKGROUND:

The Super Stops 2.0 project includes six Super Stops near downtown along with pavement rehabilitation near the Super Stops. RFQ 22-10-467 was released in October 2022 for construction engineering and inspection services. Contract negotiations with Butler, Fairman & Seufert, Inc. were approved by the Board in December 2022.

DISCUSSION:

Construction engineering services as a part of this task order include full-time inspection services, coordination with contractors and sub-contractors, ensuring work is completed according to contract documents, documenting changes within change management, and maintaining daily field reports among other items. Services will also include quality control and material testing. It is anticipated that these services will be completed by Q4 2024.

ALTERNATIVES:

The Board could choose not to approve the task order with Butler, Fairman & Seufert, Inc. however, construction of the Super Stops 2.0 project would not be able to progress without construction engineering services.

FISCAL IMPACT:

This project is budgeted in 2023 through grant funds and the Capital Budget.

DBE/XBE DECLARATION:

This task order includes DBE participation from:

- CTL Engineering, Inc. (MBE) at 5%
- Resolution Group (DBE/WBE) at 15%

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action will be reviewed by the Finance Committee on January 19, 2023.