



# December Board of Directors Minutes

IndyGo

Dec 15, 2022 at 5:00 PM EST

@ Virtual & 1501 W. Washington St - IndyGo HQ

## **ACTION ITEM A – 1**

### **Attendance**

#### **Present:**

Members: Hydre Abdullah, Cheryl Purefoy (remote), Bart Brown, Justin Burcope, Charlie Carlino, Brian Clem (remote), Matt Duffy, Mark Emmons (remote), Inez Evans, Mary Ann Fagan, Adairius Gardner, Lesley Gordon (remote), Greg Hahn, Jennifer Pyrz (remote), Mike Roth, Jill Russell, Aaron Vogel

Staff: Brian Atkinson (remote), Marcus Burnside (remote), Annette Darrow (remote), Donnisha Davis (remote), Greg Garrett (remote), Latosha Higgins (remote), Denise Jenkins-Agurs (remote), Emily Meaux (remote), Cameron Radford (remote)

#### **Absent:**

Members: Richard Wilson, Jr., Lise Pace

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

 [board cover 2022 Dec15.docx](#)

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 [A AGENDA for December 15, 2022 Board Meeting.docx](#)

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Chairman Greg Hahn called the meeting to order at 5:01pm. Chief Legal Officer Jill Russell called the roll. 4 members present in person. There was a quorum.

#### **2. Awards and Commendation (Presenters: Inez Evans)**

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

 [A1 Board report Safe Drivers Nov 2022 .docx](#)

President/CEO Inez Evans gave an update on the Awards and Commendations for November 2022. Recognized were safe drivers for November 2022, one employee for 28 years of safe driving, the November Operations Employee of the month, one employee with 40 years of service, one employee retiring after 22 years of service, and one good Samaritan in the community.

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


Finance Committee - Richard Wilson

Service Committee - Adairius Gardner

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














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

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The reports were received and entered into the record.

#### 4. Consent Agenda (Presenters: Greg Hahn)

1. A-1: Consideration and approval of minutes from Board meeting held on November 17, 2022  
 [A-1 November Board of Directors Minutes.docx](#)  
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2. A-2: Consideration and approval of amendment to the procurement of Purple Line BRT Bus Order (Presenters: Cheryl Purefoy)  
 [A-2 Purple Line BYD Add Ons 11.28.22.docx](#)
3. A-4: Consideration and approval of RFP 22-06-451 occupational health, drug testing & physical therapy (Presenters: Brian Clem)  
 [A-4 Occupational Health Drug testing & Physical Therapy Dec 2022.docx](#)
4. A-5: Consideration and approval of East Campus Operations Center & Fleet Terminal Master Plan & Design Consultant (Presenters: LaTeeka Washington)  
 [A-5 East Campus Master Plan & Design.docx](#)
5. A-6: Consideration and approval of additional funding for IndyGo Red Line Hot Mix Asphalt (HMA) and Portland Cement Concrete Pavement (PCCP) Maintenance Project (Presenters: Jennifer Pyrz)  
 [A-6 Red Line Pvmnt Maint Additional Funding v2.docx](#)
6. A-8: Consideration and approval of utility reimbursement agreements for Super Stops 2.0 (Presenters: Matt Duffy)  
 [A-8 Utility Reimbursement Agreements for Super Stops 2.0.docx](#)
7. A-9: Consideration and approval of Rural Street design services task order (Presenters: Matt Duffy)  
 [A-9 Consideration and approval of Rural Street design services task order .docx](#)
8. A-10: Consideration and approval of Local Route TSP task order (Presenters: Matt Duffy)  
 [A-10 Consideration and approval of Local Route TSP task order.docx](#)
9. A-11: Consideration and approval to enter into contract negotiations with Butler, Fairman, & Seufert, Inc. for construction engineering and inspection services (Presenters: Matt Duffy)  
 [A-11 Contract negotiations with Butler, Fairman & Seufert, Inc. for CE.docx](#)
10. A-11: Consideration and approval to enter into contract negotiations with Butler, Fairman, & Seufert, Inc. for CE.docx
11. A-12: Consideration and approval of RFP 22-06-450 IPTC Visitor Management System (Presenters: Mark Emmons)  
 [A-12 Visitor Management System.docx](#)
12. A-14: Consideration and approval of a new Mobility Advisory Committee (MAC) Committee Member (Presenters: Mike Roth)  
 [A-14 MAC - New Member December 2022.docx](#)
13. A-16: Consideration and approval of new advertising contract (Presenters: Lesley Gordon)  
 [A-16 Transit Advertising Action Item.docx](#)


Asked by Chairman Hahn if any Board Members would like to add or remove an item to the Consent Agenda, it was moved by Director Abdullah that A-3 Consideration and approval of Sole Source Contract with Avail Technologies, Inc. be added to the Consent Agenda and was 2nd by Vice Chairman Gardner. There was no objection.

#### **Motion:**

Approval of Consent Agenda

Motion moved by Mary Ann Fagan and motion seconded by Hydre Abdullah. Mary Ann Fagan - AYE; Hydre Abdullah - AYE; Adairius Gardner - AYE; Greg Hahn - AYE; Motion passed 4-0; Lise Pace and Rick Wilson absent

#### 5. Regular Agenda (Presenters: Greg Hahn)

1. A-3: Consideration and approval of Sole Source Contract with Avail Technologies, Inc. (Presenters: Aaron Vogel)  
 [A-3 AVAIL Enhancements AV rev. 11-29-22.docx](#)

This item was moved to the Consent Agenda and not heard by the full Board.

2. A-7: Consideration and approval of IFB 22-09-463 Construction Contract for Super Stops 2.0 (Presenters: Matt Duffy)

 [A-7 Super Stops 2.0 IFB.docx](#)

To speed up and enhance local service through the downtown area, and to secure operational efficiencies where multiple routes overlap, IPTC is proposing a series of Super Stops that will have many of the characteristics of bus rapid transit stations including near-level boarding, larger bus shelters, and longer platform areas that can serve two local buses at the same time. This project will construct six Super Stops near downtown, two each on Alabama Street, Ft. Wayne Avenue, and Vermont Street, and pavement resurfacing on Vermont Street between Indiana Avenue and Pennsylvania Street. Construction is anticipated to begin in Q1 2023 and complete in Q4 2023.

**Motion:**

Approval of IFB 22-09-463 Construction Contract for Super Stops 2.0

Motion moved by Mary Ann Fagan and motion seconded by Hydre Abdullah. Mary Ann Fagan - AYE; Hydre Abdullah - AYE; Adairius Gardner - AYE; Greg Hahn - AYE; Motion passed 4-0; Lise Pace and Rick Wilson absent

3. A-13: Consideration and approval of Resolution 2022-08 for free fares for Transit Equity Day (Presenters: Mike Roth)

 [A-13 Transit Equity Day Action Item.docx](#)

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 [A-13 Resolution Transit Equity Day \(003\).docx](#)

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**Rosa Louise McCauley Parks** (February 4, 1913 – October 24, 2005) was an American activist in the civil rights movement best known for her pivotal role in the Montgomery bus boycott. The United States Congress has honored her as "the first lady of civil rights" and "the mother of the freedom movement." Mrs. Parks was a seamstress in Montgomery, Alabama, when, in December of 1955, she refused to give up her seat on the bus to demand an end to segregation. This day of action also recognizes that everyone should have equal access to affordable public transportation.

IPTC has supported free fares on select holidays; Transit Equity Day would be the first in IPTC's history. Many transportation agencies across the country observe Transit Equity Day.

**Motion:**

Approval of Resolution 2022-08 for free fares for Transit Equity Day

Motion moved by Hydre Abdullah and motion seconded by Mary Ann Fagan. Mary Ann Fagan - AYE; Hydre Abdullah - AYE; Adairius Gardner - AYE; Greg Hahn - AYE; Motion passed 4-0; Lise Pace and Rick Wilson absent

4. A-15: Consideration and approval of Resolution 2022-09 – Transfer in appropriations and carry forward of outstanding encumbrances for FY2022 (Presenters: Bart Brown)

 [A-15 Transfer of Appropriations.docx](#)

 [A-15 Transfer of Appropriations Resolution 2022-09.docx](#)

 [A-15 Resolution 2022-09 PO Encumbrance Listing.pdf](#)

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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.

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, 2022. Therefore, it is prudent and sound financial practice to carry them forward into the next fiscal year (2023), pending available cash balances at the close of the fiscal year 2022. The appropriations to cover these purchase orders, once expensed, will come from the 2022 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 2022 total appropriation authority for the already approved and adopted budget.

**Motion:**

Approval of Resolution 2022-09 - Transfer in appropriations and carry forward of outstanding encumbrances for FY2022

Motion moved by Adairius Gardner and motion seconded by Mary Ann Fagan. Mary Ann Fagan - AYE; Hydre Abdullah - AYE; Adairius Gardner - AYE; Greg Hahn - AYE; Motion passed 4-0; Lise Pace and Rick Wilson absent

**6. Information Items (Presenters: Greg Hahn)**

1. I-1: Mobility Advisory Committee (MAC) update (Presenters: Eddie Rickenbach)

 [I-1 MAC Meeting 11.16.22.pdf](#)

 [I-1 MAC Month End Numbers - September and October 2022.pdf](#)

The Board received a Mobility Advisory Committee (MAC) update.

2. I-2: Receipt of the Finance Report for November 2022 (Presenters: Bart Brown)

 [I-2 November 2022 Financials Summary.pdf](#)

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 [Capital Project Spending November 2022 - Final.pdf](#)

The Board heard a financial update for November 2022 from Chief Financial Officer Bart Brown.

3. I-3: CEO Report (Presenters: Inez Evans)

 [I-3 CEO Report.docx](#)

The Board heard an update from President/CEO Inez Evans.

4. I-4: Department Reports

 [I-4a Board Report- Risk and Safety-December 2022.docx](#)

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 [I-4b PLANNING AND CAPITAL PROJECTS REPORT for December2022.docx](#)

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 [I-4c FINAL BOARD REPORT DECEMBER.pdf](#)

 [I-4d NOV OPERATIONS DIV BOARD REPORT -12.2022.docx](#)

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 [I-4e Dec 2022. Board Report.docx](#)

 [I-4f Supplier Diversity - November2022.docx](#)

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The Board received Department Reports for Risk & Safety, Capital Projects, Public Affairs, Operations, Department of People and Teammate Experience, and Supplier Diversity.

**7. Adjourn (Presenters: Greg Hahn)**

On order of Chairman Greg Hahn and there being no objection, the meeting was adjourned at 5:31pm.

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Jill D. Russell  
Chief Legal Officer