



Date of Memo: November 02, 2022  
Current Meeting: November 10, 2022  
Board Meeting: November 17, 2022

**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 to enter into contract negotiations with Burgess & Niple, Inc. for Local Route Transit Signal Priority (TSP) Engineering Services

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**ACTION ITEM A – 3**

**RECOMMENDATION:**

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize IPTC’s President/CEO to approve entering into contract negotiations with Burgess & Niple, Inc. to assist IPTC with planning the Local Route Transit Signal Priority (TSP) implementation.

**BACKGROUND:**

TSP is a technology that improves transit performance and reliability by prioritizing transit vehicles at traffic signals to reduce the amount of time that they spend stopped at them.

An RFQ for engineering services to assist IPTC in planning and designing the local route (non-BRT) TSP system was released in September. An evaluation committee reviewed the two proposals and has determined that the Burgess & Niple, Inc. team is the most qualified to complete the work.

**DISCUSSION:**

Engineering services in this contract include planning, scoring, and prioritizing TSP locations across the local route network, conducting intersection site surveys, and potentially developing signal modernization plans.

In the event that IPTC cannot come to an agreement with Burgess & Niple, Inc. during contract negotiations, it is requested that the Board authorize President/CEO to negotiate a contract with the second-place vendor, American Structurepoint, Inc.

**ALTERNATIVES:**

The Board could choose not to authorize the President/CEO to enter into contract negotiations with Burgess & Niple, Inc. However, IPTC would be hindered in its ability to create a thorough data-driven plan to implement the TSP system throughout the IPTC network.

**FISCAL IMPACT:**

There is no fiscal impact associated with this action item. A Task Order for a not to exceed amount will be brought to the Board for approval at the December Board meeting, assuming contract and task order negotiations are successful. This project is funded through a CMAQ federal grant and the Capital Budget.

**DBE/XBE DECLARATION:**

The selected proposer has indicated their commitment to partner with M/W/V/DOBE firms with their initial proposal and commitment letters. Their team consists of Infrastructure Engineering, Inc. (MBE), the Etica Group (WBE), Roger Ward Engineering, Inc. (VBE), and Monument Engineering, LLC (DOBE). Contract amounts and percentages of work will be determined when tasks are assigned, and fee proposals are reviewed.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service Committee on November 10, 2022.