



Date of Memo: November 30, 2023
Current Meeting: December 07, 2023
Board Meeting: December 14, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Senior Project Manager – Capital Facilities Projects Sarah Stentz
SUBJECT: Consideration and approval of Design & Engineering Services for West Campus Renovations

ACTION ITEM A – 2

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize Interim President/CEO Jennifer Pyrz to award a contract to HDR for a price not to exceed \$291,402 to provide design and engineering services as they apply to West Campus renovation projects.

BACKGROUND:

The current garage at West Campus requires several maintenance and renovation projects to be completed for continued functionality and safety of the facility. HDR was selected from our newly awarded On-Call A&E contracts (RFQ 23-03-475) as they have done several facility assessments for us at this property. Their services will be used to help plan for upcoming capital work in various locations of the garage.

DISCUSSION:

This contract will include the engineering and design services necessary to put together bid packages for procurement. Overall, the scope includes multiple areas within the West Campus Garage including: replacement of the diesel fuel line; repairs to Concrete Masonry Unit (CMU) walls where settling has occurred; demolition of CMU walls to accommodate 60’ articulating buses in a safer more convenient manner.

ALTERNATIVES:

The Board could choose not to contract as recommended, however, deferring the design and planning of these projects could cause issues down the line when items become critical for repair.

FISCAL IMPACT:

Funding for this procurement is IPTC local Capital funds.

DBE/XBE DECLARATION:

This task order includes participation from:

- Muller & Muller (DBE & WBE) at 11.3%

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action will be reviewed by the Finance Committee on December 7, 2023.