



Date of Memo: February 07, 2023
Current Meeting: February 16, 2023
Board Meeting: February 23, 2023

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: President/CEO Inez P. Evans
FROM: Project Manager Sarah Stentz
SUBJECT: Consideration and approval of license renewal for construction program and project management software e-Builder (APS, BRT, Contraflow)

ACTION ITEM A – 7

RECOMMENDATION:

In a manner consistent with IPTC contract award standards, it is requested that the Board authorize the President/CEO Inez Evans to renew an annual license with e-Builder to provide Construction Program and Project Management Software for an amount of \$124,623.00. The term of the new one-year license will begin on April 1, 2023.

BACKGROUND:

IPTC selected e-Builder as its construction program and project management software through its standard procurement process. That process began in December 2016 with the issuance of RFP 16-12-247. e-Builder was selected as the preferred vendor and approved by the Board in February 2017.

The original master services agreement with e-Builder included costs for initial software setup and provided an option for annual renewals with associated licensing fees. A long-term agreement was not required for the service. IPTC considers this renewal each year.

e-Builder is currently being used to manage documents and processes on all BRT projects and the majority of our roadway and facility projects. e-Builder’s software license allows unlimited users across unlimited organizations. In addition to IPTC, our consultants and contractors use the software for document submittals and approvals, and for accessing all critical project documentation for our projects. The software has become a keystone of our project management practices.

DISCUSSION:

E-Builder is a cloud-based software, e-Builder is meeting IPTC’s needs for use across multiple projects and team structures. It was developed for and is used throughout the construction industry and, as such, has been well-suited for our agency’s project documentation and control needs. This is especially true for our BRT projects, where all change management, invoice and pay application review/approval, and reporting processes are handled. E-Builder additionally acts as the repository for all field inspection reports, contracts, and other critical documents.

ALTERNATIVES:

IPTC Board could choose to initiate a new procurement for construction program and project management software.

FISCAL IMPACT:

This is funded with operating funds, budgeted, and approved for 2023.

DBE/XBE DECLARATION:

Not applicable.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action will be reviewed by the Finance Committee on February 16, 2023.