



Date of Memo: February 14, 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: Senior Director of Capital Assets and Facility Modernization LaTeeka Washington
SUBJECT: Consideration and approval of East Campus Operations Center & Fleet Terminal Master Plan & Design Task Order

ACTION ITEM A – 3

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize President/CEO Inez Evans to award and enter into negotiations for a contract with CDM Smith, for Master Planning and Design of the East Campus Operations Center and Fleet Terminal Task Order in an amount not to exceed \$452,162.

BACKGROUND:

In December 2022, IPTC selected CDM Smith as the design team to begin performing master planning efforts for expansion at East Campus. The Task Order work would include creating conceptual designs with a couple of options on how IPTC could best utilize the space, while creating a safe and operationally efficient flow. This task order completion would lead to the start of the design after the approval of a layout by IPTC Board and staff.

DISCUSSION:

CDM Smith team aptly demonstrated their combined experience and skill sets to provide the services for master planning for East Campus. Moving forward with the master planning at this time would assist IPTC in meeting the agency’s needs for East Campus Headquarters with additional bus storage and maintenance, creating an operation center and a training driving course.

ALTERNATIVES:

The Board could choose not to issue the task order as recommended, however IPTC would need to re-evaluate the agency’s needs, impacts to schedule of development and potential increase in construction costs.

FISCAL IMPACT:

Funding for this procurement is budgeted from IPTC local funds.

DBE/XBE DECLARATION:

IPTC intends to use local funding to pay for both the master planning. Projects that are locally funded require XBE participation based on a set of predetermined goals: 15% MBE, 8% WBE, 3% VBE and 1% DOBE participation. To achieve these goals, the CDM Smith team has partnered with the following firms: Resolution Group Inc. (RGI) *WBE* – site, civil, drainage; Infrastructure Engineering Inc. *MBE* – site, civil, utilities support; Faith Group, LLC *WBE* – Safety and Security, CTL Engineering *MBE* – Geotechnical and pavement, Guidon Design, Inc. *VBE* -Sustainability and MEP.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

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