



Date of Memo: February 08, 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: Manager of Special Projects and Regional Mobility Integration Ryan Wilhite
SUBJECT: Consideration and approval of procurement of transit vehicles for Federal Transit Administration’s (FTA) Section 5310 Grantees – amended

ACTION ITEM A – 5

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, we request that the Board authorize the President/CEO to enter into a purchase contract with Midwest Transit Equipment, Inc. (MTE) for the immediate purchase of eight accessible transit vehicles to include: one low floor minivan (for Bosma Enterprises), one medium transit vehicle (Catholic Charities/A Caring Place), two medium transit vehicles (CICOA), two low floor minivans (Health and Hospital Corporation), and two low floor minivans (Noble, Inc.) an amount not to exceed \$693,467.

BACKGROUND:

In August 2022, the IPTC Board of Directors review and approved projects submitted by agencies who submitted applications through IPTC’s Section 5310 2021 Call for Projects. The approval was delayed by price increases related to pandemic supply chain challenges. These projects were all vehicle procurements.

IPTC staff worked to acquire the required local match for the vehicles, issue a purchase order, and order the vehicles. During the time between board approval and submitting the order to Midwest Transit Equipment (MTE), vehicle prices increased again, above the percentage by IPTC procurement that permits the CEO/President to procure without board approval.

IPTC will utilize the State of Indiana’s Quantity Purchase Agreement (QPA) through the Indiana Department of Administration (IDOA) which meets federal procurement requirements. Based on the current QPA, MTE is the approved vendor for this order. Prior to ordering vehicles, IPTC requires subrecipients to deliver a local match check and sign a grant agreement. The grant agreement outlines the terms of the Section 5310 grant.

DISCUSSION:

MTE provided IPTC with updated Quantity Purchase Award (QPA) pricing in early 2023. The increases for transit shuttles (same vehicle as IPTC Access vehicle) were substantial. Normally, IPTC staff would recommend that any increases be borne both by the federal funds and the subrecipient, at the normal 80% federal and 20% local funding split. Considering the delay in award and the delay in retrieving additional local match, IPTC staff are recommending that the IPTC Board of Directors cover the local portion of the increase. There are enough Section 5310 federal funds to fund the increased project costs.

The updated total costs are as follows:

Agency	Vehicle Type	Quantity	Original Total Cost	Updated Total Cost	Difference
Bosma Enterprise	Low-Floor Minivan (LFMV)	1	\$61,612	\$67,167	\$5,555
Catholic Charities/A Caring Place	Medium Transit Vehicle (BOC)	1	\$85,835	\$117,144	\$31,309
CICOA Aging and In-Home Solutions	Medium Transit BOC	2	\$171,670	\$234,288	\$62,618
Health and Hospital Corp.	LFMV	2	\$125,824	\$136,934	\$11,110
Noble	LFMV	2*	\$126,824	\$137,934	\$11,110
TOTAL			\$571,765	\$693,467	\$121,702

*One vehicle is a replacement for a total collision loss and was not submitted for the 2021 CFP.

ALTERNATIVES:

IPTC staff cannot identify an alternative that would not undermine the competitive process established for the Section 5310 program.

FISCAL IMPACT:

This action item will require a minimal amount of IPTC funds. Those funds would cover the 20 percent of the 80%/20% federal-local split difference between the original and updated costs. Typically, the additional local match required by the increased total vehicle costs would be split between the Section 5310 FTA funds and the subrecipient; this is a unique situation and therefore IPTC staff recommend IPTC Board of Directors, as an exception from its normal processes, fund the local portion.

DBE/XBE DECLARATION:

Not applicable.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

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