



Date of Memo: August 13, 2024  
Current Meeting: August 15, 2024  
Board Meeting: August 21, 2024

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation (IPTC) Board of Directors  
**THROUGH:** President and CEO Jennifer Pyrz  
**FROM:** Deputy Chief Operating Officer Cheryl Purefoy  
**SUBJECT:** Consideration and approval of Non-Revenue Vehicle Purchase

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**ACTION ITEM A – 7**

**RECOMMENDATION:**

In a manner consistent with IPTC procurement standards, we ask the Board to authorize the President and CEO to approve the purchase of six 2024 Hybrid Ford Escape Hybrid Sports Utility Vehicles (SUV) for non-revenue service and one 2024 lightweight truck for Facility Services. The purchase of these vehicles is for an amount not to exceed \$242,410.

**BACKGROUND:**

IPTC Fleet Services Department is responsible for providing vehicles from the motor pool for staff use to perform various off-site work-related tasks. With the expansion of IPTC’s new facilities, motor pool vehicle requests have increased, requiring a need for additional vehicles. Additionally, vehicles are aging and have reached the end of their useful life. As vehicles reach the end of their useful life, they are less efficient, more prone to have higher repair costs. These replacements will enable IPTC to maintain the fleet in a state of good repair.

**DISCUSSION:**

IPTC utilized the competitive bid process, sending the solicitation to 255 vendors. The state purchasing agreement was not available. Heritage Ford of Indiana, Inc was the successful bidder.

**ALTERNATIVES:**

The Board could choose not to approve the purchase of vehicles, requiring the continued extension of the useful life of the vehicles to be replaced, as well as increased maintenance costs.

**FISCAL IMPACT:**

The funding source for this procurement is provided by IPTC local capital funds.

**DBE/XBE DECLARATION:**

Supplier Diversity did not set a goal for this purchase for the following reasons: no subcontracting opportunities and DBE/XBE goals are not set for vehicle purchases.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action item will be reviewed by the Finance Committee and Service Committee on August 15, 2024.