



Date: January 20, 2021  
Current Meeting: January 21, 2021  
Board Meeting: January 28, 2021

**BOARD MEMORANDUM**

**TO:** Indianapolis Public Transportation Corporation Board of Directors  
**THROUGH:** President/CEO Inez P. Evans  
**FROM:** Senior Director of Capital Assets and Facility Management LaTeeka Washington  
**SUBJECT:** Consideration and Approval of IndyGo East Campus (former Celadon Property) Design – HDR & Woolpert

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**ACTION ITEM A – 3**

**RECOMMENDATION:**

In a manner consistent with IPTC procurement and contract award standards, we request that the Board authorize President/CEO Inez Evans to issue four (4) Task Orders for design and construction services for the property at 9503 E. 33<sup>rd</sup> Street:

- Phase 1 – HDR: Elevator & B Building, *not to exceed* amount \$XXX,XXX.
- Phase 2 – HDR: C Dorm Building Demolition & Garage Design and Site plan, *not to exceed* amount \$XXX,XXX.
- Phase 3 – Woolpert C Building Design, *not to exceed* amount \$XXX,XXX.
- Phase 4 – Woolpert A Building Design, *not to exceed* amount \$XXX,XXX.

**BACKGROUND:**

With the purchase of the property at 9503 E. 33<sup>rd</sup> Street, IPTC requires architectural and engineering support to prepare the buildings to meet IPTC’s needs. The work to be conducted includes adding an elevator and bus garage, designing traffic flow, demolishing existing structures that are not needed, and making interior modifications to the buildings.

The property at 9503 E. 33<sup>rd</sup> Street (previously Celadon) is over 11 acres, with five existing structures. The “A” building was Celadon’s Administration/Headquarters. The “B” Building was Training and Meeting Space. The “C” Building was their Lounge/Service Center and had dorms (2-stories) and trailers. The “A” and “B” buildings will require some interior modifications to suit IPTC’s office and conference room needs but are generally ready to occupy. An elevator will need to be installed in the “B” building before we can use its second floor. A portion of the “C” building (dorms and trailers) is currently planned to be demolished to accommodate a new bus garage and maintenance area.

The Phases 2, 3 and 4 have a couple of options on how we may proceed with the work. Option 1 is we continue as planned with the development of the 9503 property: demolish the C Building Dorms and Build a new bus storage and garage connecting to the other buildings with a fixed route driving course; this option would house 75-80 vehicles. Option 2 is we purchase the adjacent property (approximately 5 acres) currently owned by Finish Line Corporation, build the new garage, bus storage and operations center; this would house approximately 150 vehicles and leave the C Building and C Building dorms as is. Option 3 is we build as planned in Option 1, but not build the fixed route driving course, extend the garage space to house additional vehicles and partner or locate another area for fixed route and CDL driving course.

**DISCUSSION:**

In June 2020, the Board approved IPTC contracts for On-Call Architectural & Engineering Services to three design teams for facility projects. All three of these teams were invited on a walk-through of the buildings and participated in a question-and-answer period. Each then had an opportunity to submit their qualifications to conduct each phase of work. The IPTC team reviewed and scored each team's qualifications statements based on their stated project approach, team structure and previous related project experience.

With the amount of work that needs to be completed and the desire to open the facility for use as soon as possible, the use of multiple design teams will ensure no team is overburdened and will enable our consultants to complete and maintain the tight project schedules.

Cleaning, furniture decommissioning, new furniture, and signage will be separate procurements for the site.

**ALTERNATIVES:**

The Board could choose not to issue these task orders as recommended.

**FISCAL IMPACT:**

The project is funded by local funds.

**DBE DECLARATION:**

HDR and Woolpert have committed to using DBE firms under their existing A&E contract.

**STANDING COMMITTEE DISCUSSION/RECOMMENDATION:**

This action will be reviewed by the Service Committee on January 21, 2021.