



Date: August 13, 2021
Current Meeting: August 19, 2021
Board Meeting: August 26, 2021

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 Administration Interior Renovations – 3D Professional Contracting, Inc.

ACTION ITEM A – 5

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the Board authorize President/CEO Inez Evans to enter a contract with 3D Professional Contracting, Inc. to complete the construction of renovations to the East Campus Administration Interior for an amount not to exceed \$1,730,000.

BACKGROUND:

In January 2021, IPTC executed a task order for Woolpert to complete designs for East Campus A - Building, located at 9503 East 33rd Street. The facility will become the new home to Administration which includes: Executive Suite, Executive Meeting Room, Legal, Finance, Capital Projects & Planning, Public Affairs, Human Resources, Governance & Audit, Government Affairs, and Indianapolis Public Transportation Foundation.

DISCUSSION:

In partnership with Marion County Health Department, they are currently occupying the space as a vaccination clinic.

The space will add offices, meeting spaces, and flexible use spaces. There will be a great deal of upgrades made for safety and security throughout the facility.

Staff provided the opportunity for a walk-thru of the site at the time of the contractor pre-bid meeting. A question/answer period, along with several Addenda were issued to obtain the most accurate proposals possible; all had good attendance and questions. The agency’s independent cost estimates for the project reflected recently increasing material and labor costs as well.

The recommended contractor is 3D Professional Contracting. The bids came in within the independent cost estimate.

ALTERNATIVES:

The Board could choose not to contract as recommended, however, IPTC would need to accommodate staff capacity limitations, by continuing to lease other spaces and would also need to revise schedule for relocation.

FISCAL IMPACT:

Funding for this procurement is IPTC local funds.

DBE/XBE DECLARATION:

The project is not federally funded so no DBE goal is set, however XBE participation goals have been set at 15% MBE, 8% WBE, 3% VBE and 1% DOBE. 3D Professional has 41% XBE participation; Sexton Mechanical 35% (electrical, fire protection, mechanical & plumbing), BC Countertops 3% (countertops), CCI 2% (flooring) and Indy Force 1% (demolition).

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action will be reviewed by the Finance Committee on August 19, 2021.