



Date of Memo: April 09, 2024
Current Meeting: April 18, 2024
Board Meeting: April 25, 2024

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pyrz
FROM: Chief Information Officer Marcus Burnside
SUBJECT: Consideration and approval of Verizon Cellular Services Purchase

ACTION ITEM A – 6

RECOMMENDATION:

In a manner consistent with IPTC procurement award standards, it is requested that the Board authorize the President/CEO to approve the purchase of Verizon Wireless for cellular services in an amount not to exceed \$700,000.

BACKGROUND:

Since 2018, IPTC has utilized mobile routers in all revenue service vehicles to facilitate cellular communication for public and private network access. These routers require cellular connectivity for public Internet and private VPN connectivity. Cellular services enable mobile routers to provide communication for Computer-Aided Design/Automatic Vehicle Locator (CAD/AVL), information screens, traffic signal prioritization, fare validation, and public Wi-Fi on buses.

DISCUSSION:

IPTC uses Verizon for cellular services for mobile routers, cell phones, and Wi-Fi hotspots. IPTC utilizes the State of Indiana Quantity Purchase Agreement (QPA) pricing for Verizon services. As part of the Verizon contract, IPTC has designated purchasing limits for devices and spending within Verizon’s purchasing portal, as represented in the annual Verizon QPA Purchase Order document. IPTC is limited to a maximum of 1000 devices and \$700,000 in spending. The annual Verizon QPA Purchase Order for FY2024 is from May 1, 2024, to April 30, 2025.

ALTERNATIVES:

The Board could choose not to contract cellular services with Verizon Wireless. However, IPTC will lose all cellular connectivity in its buses and BRT stations, severely impacting IPTC operations.

FISCAL IMPACT:

The funding for this project will be from the Information Technology operating budget. The expiring Verizon QPA Purchase Order has purchasing limits of 379 devices and \$169,900 in spending. IPTC anticipates purchasing a maximum of 550 devices and \$200,000 in spending from May 1, 2024, to April 30, 2025. The agreement creates no commitment on the part of IPTC to purchase a minimum or maximum quantity of goods or services only to serve as an amount not to exceed for purchasing Verizon services. The agreement will be adjusted annually based on the number of devices used, if necessary, and as a result, approval of this agreement will be performed annually.

DBE/XBE DECLARATION:

There is no DBE/XBE goal associated with this procurement.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action will be reviewed by the Finance Committee on April 18, 2024 and will be recommended for the Consent Agenda.