



Date: February 14, 2024
Current Meeting: February 15, 2024
Board Meeting: February 22, 2024

BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors
THROUGH: Interim President/CEO Jennifer Pryz
FROM: Deputy Chief Operating Officer Cheryl Purefoy
SUBJECT: Consideration and approval of In-Plant Bus Inspections Contract Extension

ACTION ITEM A – 8

RECOMMENDATION:

In a manner consistent with IPTC procurement and contract award standards, it is requested that the IPTC Board of Directors authorize the Interim President/CEO to exercise the extension option for one year with TRC Engineering Services, LLC (TRC), for in-plant bus prebuild inspection of a total of 30 fixed route buses and 10 paratransit, for an amount not to exceed \$255,410, the amount previously approved by the Board.

BACKGROUND:

TRC was awarded a three-year contract with two option years. The Board originally approved the three-year contract in the amount of \$255,410. This request is for authorization to exercise the one-year extension option offered during the original contract negotiations – no additional funding is required for this request. IPTC obtained an electronic quote (EQ) to acquire high quality and professional bus line inspection/resident engineering services, to ensure that the buses for both fixed route and paratransit BOC obtained by IPTC, when built, are top quality equipment which can deliver maximum performance with high reliability and meet federal regulation standards.

DISCUSSION:

TRC shall represent IPTC at the manufacturing plant and shall monitor the manufacturing and installation processes for IPTC's buses including drawings, material standards, parts lists, inspection processing and reports, records of defects, and packing slips and bills of lading of components. TRC may be required to represent IPTC at multiple locations and manufacturing sites in Indiana and California.

ALTERNATIVES:

The IPTC Board of Directors could elect not to extend this contract, if this alternative is selected the implications of this decision are as follows:

- Potentially the vehicles delivered could not be in compliance with federal standards.
- The agency could be exposed to receiving vehicles not spec-conforming.

FISCAL IMPACT:

The funding source for this procurement is provided from Operating Budget.

DBE/XBE DECLARATION:

This project is locally funded, therefore, XBE goals are established.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

This action will be reviewed by the Service Committee on February 15, 2024 and will be recommended to the Consent Agenda.