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BOARD MEMORANDUM

TO: Indianapolis Public Transportation Corporation (IPTC) Board of Directors

THROUGH: Interim President/CEO Jennifer Pyrz

FROM: Senior Project Manager – Capital Facilities Projects Sarah Stentz

SUBJECT: Consideration and approval of License Renewal for Construction Program and Project Management Software e-Builder

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ACTION ITEM A – 2

RECOMMENDATION:

In a manner consistent with IPTC contract award standards, it is requested that the Board authorize the Interim President/CEO Jennifer Pyrz, to renew an annual license with e-Builder to provide Construction Program and Project Management Software for an amount of $130,854.05. The term of the new one-year license will begin on April 1, 2024.

BACKGROUND:

IPTC selected e-Builder as its construction program and project management software through its standard procurement process. That process began in December 2016 with the issuance of RFP 16-12-247. e-Builder was selected as the preferred vendor and approved by the Board in February 2017.

The original master services agreement with e-Builder included costs for initial software setup and provided an option for annual renewals with associated licensing fees. A long-term agreement was not required for the service. IPTC considers this renewal each year.

e-Builder is currently being used to manage documents and processes on all BRT projects and the majority of our roadway and capital facility projects. e-Builder's software license allows unlimited users across unlimited organizations. In addition to IPTC, our consultants and contractors use the software for document submittals and approvals, and for accessing all critical project documentation for our projects. The software has become a keystone of our project management practices.

DISCUSSION:

e-Builder was selected as IPTC's preferred construction program and project management software based on cost, global system and software capabilities, implementation timeline, and maintenance requirements. As a cloud-based software, e-Builder is meeting IPTC's needs for use across multiple projects and team structures. It was developed for and is used throughout the construction industry and, as such, has been well-suited for our agency's project documentation and control needs. This is especially true for our BRT projects, where all change management, invoice and pay application review/approval, and reporting processes are handled. e-Builder additionally acts as the repository for all field inspection reports, contracts, and other critical documents. These functions will continue to require such a software solution through, at a minimum, final construction, and close-out of the Blue Line.

ALTERNATIVES:

IPTC could choose to initiate a new procurement for construction program and project management software, however it would require relocation of all project information currently housed within the program to a new platform.

FISCAL IMPACT:

This is funded with operating funds, budgeted, and approved for 2024.

DBE/XBE DECLARATION:

Not applicable.

STANDING COMMITTEE DISCUSSION/RECOMMENDATION:

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