



February Board of Directors Minutes

IndyGo

Feb 25, 2021 at 5:00 PM EST

@ Virtual & 1501 W. Washington St - IndyGo HQ

ACTION ITEM A – 1

Attendance

Members Present:

Jeff Brown, Charlie Carlino, Inez Evans, Greg Hahn, Jennifer Pyrz, Cam Radford, Mike Roth, Jill Russell, Aaron Vogel, Ryan Wilhite, Richard Wilson

Members Present (Remote):

Mark Fisher, Adairius Gardner, Lise Pace, Patricia (Pat) Rios, Hardi Shah

Guests Present (Remote):

Mandla Moyo

1. Call to Order and Roll Call (Presenters: Greg Hahn, Jill Russell)

 [board cover 2021 feb25.docx](#)

 [A AGENDA for February 25, 2021 Board Meeting.docx](#)

Chairman Greg Hahn called the meeting to order at 5:02pm. General Counsel Jill Russell called the roll. Four (4) members present remotely via Zoom and two (2) members present in person. There was a quorum.

2. Awards and Commendation (Presenters: Inez Evans)

 [A1 Awards & Commendation February.docx](#)

 [A1 Jan 2021 Safe Drivers Board report.docx](#)

President/CEO Inez Evans gave an update on the Awards and Commendations for January 2021. Recognized were safe drivers for January 2021, one (1) Operator for 28 years of safe driving, January 2021 Operator Employee of the month, January 2021 Garage Employee of the month, and two (2) Employees for 40 years of service.

3. Committee Chairperson Reports (Presenters: Richard Wilson, Adairius Gardner)

Finance Committee - Richard Wilson

Service Committee - Adairius Gardner

 [A Finance Committee Chair Report February.docx](#)

 [A Service Committee Chair Report February.docx](#)

The reports were presented and entered into the record.

4. Consent Agenda (Presenters: Greg Hahn)

Motion:

Approval of Consent Agenda

Motion moved by Richard Wilson and motion seconded by Mark Fisher. Adairius Gardner - AYE, Mark Fisher - AYE, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 5-0

1. A-1: Consideration and Approval of Minutes from Board Meeting held on January 28, 2021

 [A-1 January Board of Directors & Annual Board of Finance Minutes.docx](#)

2. A-3: Consideration and Approval of New Task Order for Final Design and Construction Administration for Super Stops / Delaware Street / Fort Wayne Conversion Project – Shrewsberry (Presenters: Jennifer Pyrz)

 [A-3 - Final Design and Construction Services SStops 1.0.docx](#)

3. A-4: Consideration and Approval of Task Order #11 for Purple Line Design Team, WSP, Inc., to Provide Project Bidding Support (Presenters: Jennifer Pyrz)

 [A-4 Purple Line Task Order #11 for WSP - Board Action Item.docx](#)

4. A-6: Consideration and Approval of License Renewal for Construction Program and Project Management Software e-Builder (Presenters: Jennifer Pyrz)

 [A-6 e-Builder Construction Management Software.docx](#)

5. A-11: Consideration and Approval of First Option Year with Nolan Security for Transit Security Services (Presenters: Mark Emmons)

 [A-11 Board Letter for First Option Year for Nolan.docx](#)

5. **Regular Agenda** (Presenters: Greg Hahn)

1. A-2: Consideration and Approval of Board of Directors' Election of Officers for 2021 (Presenters: Jill Russell)

 [A-2 Consideration of Board Officer Elections.docx](#)

On an annual basis, the Board of Directors conducts an election for the offices of Chair, Vice-Chair, Secretary and Treasurer. These elections will serve from the February 2021 board meeting through the February 2022 board meeting. The nomination and selection of the Board Officers was done through our board governance software, OnBoard. The slate of Officers are as follows...Chairman of the Board – Greg Hahn; Vice Chair of the Board – Adairius Gardner; Secretary of the Board – Mark Fisher; Treasurer of the Board – Richard Wilson

Motion:

Approval of Board of Directors' Election of Officers for 2021

Motion moved by Richard Wilson and motion seconded by Patricia (Pat) Rios. Adairius Gardner - AYE, Mark Fisher - AYE, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 5-0

2. A-5: Consideration and Approval of Task Order #7 for Purple Line Construction Management Services - Butler Fairman & Seufert, Inc. (Presenters: Jennifer Pyrz)

 [A-5 Purple Line Task Order #6 for BFS - Board Action Item.docx](#)

Task Order #7 will provide funds for the construction management team, BF&S, to support IPTC through bidding and construction of the Purple Line Project. The BF&S team's scope of work includes support of IPTC through bidding by attending and presenting at a pre-bid meeting, reviewing addenda, and bid documentation and participating in pre-construction meetings.

Motion:

Approval of Task Order #7 for Purple Line Construction Management Services - Butler Fairman & Seufert, Inc.

Motion moved by Mark Fisher and motion seconded by Richard Wilson. Adairius Gardner - AYE, Mark Fisher - AYE, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 5-0

3. A-7: Consideration and Approval of a Utility Reimbursement Agreement between IPTC and Citizen's Energy Group for Relocating Utilities to Accommodate the Purple Line (Presenters: Jennifer Pyrz)

 [A-7 Utility Reimbursement Agreement between IPTC and Citizens Water.docx](#)

In order to construct the Purple Line BRT Project, there are CEG facilities that will need to be relocated. While CEG is required by law to relocate facilities in the public right of way at their own cost, facilities that are located within easements must be reimbursed.

Motion:

Approval of a Utility Reimbursement Agreement between IPTC and Citizen's Energy Group for Relocating Utilities to Accommodate the Purple Line

Motion moved by Adairius Gardner and motion seconded by Mark Fisher. Adairius Gardner - AYE, Mark Fisher - AYE, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 5-0

4. A-8: Consideration and Approval of Capital Plan Amendment for Increased Local Commitment to the Purple Line Bus Rapid Transit Project (Presenters: Jennifer Pyrz)

 [A-8 Capital Plan amendment - Purple Line 20200208.docx](#)

The Federal Transit Administration (FTA) and their Project Management Oversight Consultant (PMOC) conducted a risk review of the Purple Line project on December 2 and 3, 2020. As part of the risk assessment, the PMOC, FTA, IPTC staff, and Purple Line consultants discussed and evaluated potential risks to the project's schedule and budget, including the probability that they would occur and the estimated cost and schedule impacts if they did. A total of 58 risks were identified and scored.

Motion:

Approval of Capital Plan Amendment for Increased Local Commitment to the Purple Line Bus Rapid Transit Project

Motion moved by Richard Wilson and motion seconded by Adairius Gardner. Adairius Gardner - AYE, Mark Fisher - ABSENT, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 4-0

5. A-9: Consideration and Approval of a Utility Reimbursement Agreement between IPTC and Indianapolis Power & Light Company for Relocating Utilities to Accommodate the Purple Line (Presenters: Jennifer Pyrz)

 [A-9 - Utility Reimbursement Agreement between IPTC and IPL.docx](#)

In order to construct the Purple Line BRT Project, there are IPL facilities that will need to be relocated. While IPL is required by law to relocate facilities in the public right of way at their own cost, facilities that are located within easements must be reimbursed.

Motion:

Approval of a Utility Reimbursement Agreement between IPTC and Indianapolis Power & Light Company for Relocating Utilities to Accommodate the Purple Line

Motion moved by Richard Wilson and motion seconded by Adairius Gardner. Adairius Gardner - AYE, Mark Fisher - ABSENT, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 4-0

6. A-10: Consideration and Approval of Option Year with Everside Health (Formerly Activate) for On-Site Clinic and Wellness Program (Presenters: Jeff Brown)

 [A-10 HR Action Item - Clinic Option Year \(January 2021\).docx](#)

Additional funding is necessary to fulfil the contractual terms of the final option year. The increase in costs is directly related to the increase in employee headcount. By way of comparison, in 2016 the employee headcount was 540 FTE compared to an 845 FTE in 2021, an increase of just over 300. Based on invoices form 2020 and current employee headcount, IPTC anticipates the expenses for 2021 to be approximately \$700,000, which will raise the five-year total expenditures to approximately \$2,900,000 which well exceeds the Board approved amount. Exercising the final option will exceed the Board approved amount by over \$100,000, and for that reason, Board approval is necessary. For this reason, an additional \$700,000 is requested to fund this procurement given the increase in IPTC staff.

Motion:

Approval of Option Year with Everside Health (Formerly Activate) for On-Site Clinic and Wellness Program

Motion moved by Richard Wilson and motion seconded by Patricia (Pat) Rios. Adairius Gardner - AYE, Mark Fisher - ABSENT, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 4-0

7. A-12: Consideration and Approval of Ratification for Emergency Boiler Replacement (Presenters: Paul Williams)

 [A-12 Boiler replacement 2-21.docx](#)

IPTC currently has three (3) boilers that supply heat for the front offices, the perimeter heat and most of the maintenance shop and storeroom area. During routine preventative maintenance the Facilities Department found that two (2) of the three (3) boilers have a catastrophic leak in the heat exchanger coils and have been taken off-line.

Motion:

Approval of Ratification for Emergency Boiler Replacement

Motion moved by Lise Pace and motion seconded by Adairius Gardner. Adairius Gardner - AYE, Mark Fisher - ABSENT, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 4-0

8. A-13: Consideration and Approval of Resolution 2021-03 Temporary Fare Decrease for 7 Day Pass (Presenters: Ryan Wilhite)

 [A-13 Action Item 2021 7DayPass v3.docx](#)

 [A-13 Resolution 2021 7DayPass v3.docx](#)

In reviewing the program, IPTC staff realized there was a discrepancy in pricing for the 7-day paper pass and a registered MyKey user who became eligible for weekly fare capping. The rider purchasing the 7-day paper pass was paying \$20.00 full fare for as many rides as desired in seven days as compared to a rider using MyKey who would only pay \$15.75, as long as the rider was registered.

Motion:

Approval of Resolution 2021-03 Temporary Fare Decrease for 7 Day Pass

Motion moved by Lise Pace and motion seconded by Adairius Gardner. Adairius Gardner - AYE, Mark Fisher - ABSENT, Richard Wilson - AYE, Lise Pace - AYE, Pat Rios - AYE; Motion passed 4-0

6. Information Items (Presenters: Greg Hahn)

1. I-1: Mobility Advisory Committee (MAC) Update (Guests: Mandla Moyo)

 [I-1 Mobility Advisory committee 1-20-2021.docx](#)

 [I-1 Copy of MAC Sign in Motion vote 1-20-21.xlsx](#)

 [MAC Numbers for January 20 2021 Meeting.xlsx](#)

2. I-2: Consideration of Receipt of the Finance Report for December 2020 and January 2021 (Presenters: Hardi Shah, Bart Brown)

 [I-2 Dec Close 2020 Financials Summary.pdf](#)














 [I-2 Jan 2021 Financials Summary.pdf](#)

3. I-3: MLK & Briometrix Information Update February 2021 (Presenters: Mike Roth)

 [I-3 MLK & Briometrix Info Update Feb 2021.docx](#)

 [I-3 MLK Brio Update 2.5.21.pptx](#)

 [I-3 Brimetrix final report 2021.pdf](#)

4. I-4: Transportation Indiana Legislative Update (Presenters: Cam Radford)
 [I-4 SB-141.docx](#)
5. I-5: VA & Eskenazi Hospital Routing Change (Presenters: Aaron Vogel)
 [I-5 Operations Information Item - Eskenazi 2021.docx](#)
 [I-5 VA-Eskenazi Routes 10 37.pptx](#)
6. I-6: Paratransit Next Steps (Presenters: Ryan Wilhite)
 [I-6 Feb2021 BoardUpdate NextSteps.docx](#)
7. I-7: CEO Report (Presenters: Inez Evans)
 [I-7 CEO Report.docx](#)
8. I-8: Section 5307/5311 Update (Presenters: Ryan Wilhite)
 [I-8 Feb2021 BoardUpdate 5307 5311.docx](#)
9. I-9: 2021 Insurance Renewals (Presenters: Brian Clem)
 [I-9 2021 Insurance renewal update and informational item Aon.docx](#)
10. I-10: Department Reports (Presenters: Risk & Safety, Capital Planning, Public Affairs, Operations, Human Resources, Diversity/Inclusion & Workforce Development)
 [I-10a Risk and Safety Board Report 2-21.docx](#)
 [I-10b PLANNING AND CAPITAL PROJECTS REPORT for February.docx](#)
 [I-10c February 2021 Board Report FINALa.pdf](#)
 [I-10d Jan 28 2021 Operations Board Report.docx](#)
 [I-10e HR Board Report \(February 2021\).docx](#)
 [I-10f Diversity & Inclusion and Workforce Development Board Report 2.21.docx](#)

7. Adjourn

On order of Chairman Greg Hahn and there being no objection, the meeting was adjourned at 6:31pm.

Jill D. Russell
General Counsel