

# FINANCE SUBCOMMITTEE BOARD OF DIRECTORS MEETING



## Meeting Notice:

Due to the COVID-19 pandemic, state of emergency and Governor Beshear's Executive Orders regarding social distancing, this meeting of the TARC Board of Directors will be held via video-teleconference pursuant to Senate 150 (as signed by the Governor on March 30, 2020) and Attorney General Opinion 20-05, and in accordance with KRS 61.826, because it was not feasible to offer a primary physical location for the meeting.

The next meeting of this subcommittee of the TARC Board of Directors will be:  
**Tuesday, February 16 at 1:00 p.m.**

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation for assistance with the meeting or meeting materials. Please contact Ashlie Woods at 502.561.5108. Requests made as early as possible will allow time to arrange accommodation.

## Meeting Instructions:

### Join Zoom Meeting:

<https://zoom.us/j/92120625666?pwd=bVIYZVdaNUptRDJRLzBLenVnUzBPUT09>

**Meeting ID:** 921 2062 5666

**Passcode:** 843 848

**One tap mobile:** +13017158592,,92120625666#

Audience and/or TARC staff can join via Zoom; public comments may be submitted in the Chat feature of Zoom, or by calling 502-585-1234 or at [www.ridetarc.org](http://www.ridetarc.org)

# FINANCE SUBCOMMITTEE BOARD OF DIRECTORS MEETING



## Agenda

I.	Quorum Call / Call to Order	Mary Morrow	1:00
II.	Staff Reports	Tonya Carter	1:05 - 1:15
	a. January Financial Statements		
III.	Action Items	Dwight Maddox, Jr.	1:15 - 1:35
	a. Resolution 2021 – 03 Add Ons		
	b. Resolution 2021 – 04 Bid 2021 1044 Ultra Low Sulfur Diesel (ULSD) Fuel	Maria Harris	
	c. Resolution 2021 – 05 Purchase of Hybrid Bus Batteries	Maria Harris	
IV.	Proposed Agenda Items / Next Meeting Date	Carrie Butler	1:35 - 1:40
V.	Adjournment		1:45

**TARC Board of Directors  
Financial Summary  
January 2021, Fiscal Year 2021**



**Current Month Revenue**

Passenger Fares are under budget \$317,062 (pg. 2, line 1) and Paratransit Fares are under budget \$71,075 (pg. 2, line 2) both mainly due to budget projection on COVID-19 impact. MTTF Contributions – Federated is under budget \$6,454,408 (pg. 2, line 11) due to applying CARES funds for operating expenses. Federal Reimbursement Funds - FTA is over budget \$6,307,256 (pg. 2, line 13) mainly due to using CARES funds.

**Year to Date Revenue**

Passengers Fares are under budget \$1,318,148 (pg. 2, line 1) and Paratransit Fares are under budget \$422,305 (pg. 2, line 2) as stated above due to budget projection on COVID-19 impact. MTTF Contributions – Federated is under budget \$8,358,544 (pg. 2, line 11) due to applying CARES funds for operating expenses. Federal Reimbursement Funds – FTA is over budget \$7,823,522 (pg. 2, line 13) mainly due to CARES reimbursement funds. Federal Reimbursement Funds - FTA Cap is under budget \$3,030,003 (pg. 2, line 21) mainly due to timing of spending funds for capital projects.

**Current Month Expenses**

Direct labor is over budget \$335,199 (pg. 3, line 1) and total labor is over budget \$240,779 (pg.3, line 9). Fringe & Benefits are over budget \$28,965 (pg. 3, line 32) mainly due to pension. Casualty and Liability is under budget \$410,662 (pg. 2, line 37) mainly due to closing of one claim and decreasing another.

**Year to Date Expenses**

Direct labor is over budget \$641,671 (pg.3, line 1) and total labor is over budget \$783,374 (pg.3, line 9). Fringe & Benefits are over budget \$577,729 (pg. 3, line 32) mainly due to pension and workers compensation offset by medical. Purchased Transportation is under budget \$2,432,666 (pg. 2, line 38) mainly due to budget projection on COVID-19.

**Operating Summary**

Overall we had an \$80,437 (pg.2, line 53) unfavorable balance for the current month on the Statement of Revenues – Expenses. This brings the favorable year-to-date balance to \$96,784 (pg. 2, line 53). January MTTF budget projection for revenue deposits is over budget \$3,736,428 (pg. 7) year-to-date mainly due to July receipts. We currently have a favorable balance before capital year-to-date of \$3,833,212 (pg. 8) due to the MTTF revenue deposits and CARES reimbursement funds for revenue shortfalls. MTTF net profit

fees are up \$3,198,133 (pg. 7) and employee withholdings are down \$258,939 (pg. 7) year to date compared to last year.

### **Capital Summary**

Total Capital Contributions is under budget \$1,600,849 (pg.2, line 25) for the current month and under budget \$3,829,637 (pg. 2, line 25) year-to-date mainly due to the timing of spending grant funds. Total Capital Expenses are under budget \$123,677 (pg. 2, line 48) for the current month and under budget \$420,330 (pg. 2, line 48) year-to-date. Bringing the year-to-date balance after capital items are applied to an unfavorable balance of \$5,466,852 (pg.2, line 55) mainly due to capital contributions being less than depreciation expenses.

Statement of Revenue - Expenses - with Capital Contributions

January 2021, Fiscal Year 2021



Description	FY21 Total Budget	Current Month			Fiscal Year-to-date			
		Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
<b>Revenues</b>								
1 Passenger Fares	6,885,444	316,676	633,738	(317,062)	2,717,635	4,035,783	(1,318,148)	60.53%
2 Paratransit Fares	1,471,267	67,331	138,406	(71,075)	478,884	901,189	(422,305)	67.45%
3 Special Fare Revenues (UofL, UPS and etc)	2,087,100	118,565	168,500	(49,935)	1,075,616	1,210,800	(135,184)	48.46%
4 Comp Specials	290,700	0	0	0	0	0	0	100.00%
5 Advertising Revenue	634,165	52,500	52,500	0	367,500	367,500	0	42.05%
6 Other Agency Revenues	183,300	20,505	11,417	9,088	83,669	105,419	(21,750)	54.35%
7 Total Recoveries-Insurance	70,000	17,060	8,000	9,060	42,258	46,000	(3,742)	39.63%
8								
9 Operating Revenues	<b>11,621,976</b>	<b>592,637</b>	<b>1,012,561</b>	<b>(419,924)</b>	<b>4,765,562</b>	<b>6,666,691</b>	<b>(1,901,129)</b>	<b>59.00%</b>
10								
11 MTF Contributions- Federated	49,069,249	34,709	6,489,117	(6,454,408)	27,092,500	35,451,044	(8,358,544)	44.79%
12 Local Government Funds - MTF	3,500,463	0	0	0	463,115	238,907	224,208	86.77%
13 Federal Reimbursement Funds - FTA	25,788,577	6,307,256	0	6,307,256	18,812,536	10,989,014	7,823,522	27.05%
14 State Government Funds	1,702,666	0	0	0	546,429	620,895	(74,466)	67.91%
15								
16 Total Non-Operating Revenues	<b>80,060,955</b>	<b>6,341,965</b>	<b>6,489,117</b>	<b>(147,152)</b>	<b>46,914,580</b>	<b>47,299,860</b>	<b>(385,280)</b>	<b>41.40%</b>
17								
18 Total Revenues Before Cap Contributions	<b>91,682,931</b>	<b>6,934,602</b>	<b>7,501,678</b>	<b>(567,076)</b>	<b>51,680,142</b>	<b>53,966,551</b>	<b>(2,286,409)</b>	<b>43.63%</b>
19								
20 Local Government Funds - MTF, Cap	1,865,202	0	251,877	(251,877)	169,934	969,568	(799,634)	90.89%
21 Federal Reimbursement Funds - FTA, Cap	19,159,554	0	1,348,972	(1,348,972)	1,058,047	4,088,050	(3,030,003)	94.48%
22 State Government Funds, Cap	0	0	0	0	0	0	0	0.00%
23 Other Agencies Revenue, Cap	0	0	0	0	0	0	0	0.00%
24								
25 Total Capital Contributions	<b>21,024,756</b>	<b>0</b>	<b>1,600,849</b>	<b>(1,600,849)</b>	<b>1,227,981</b>	<b>5,057,618</b>	<b>(3,829,637)</b>	<b>94.16%</b>
26								
27 Total Revenues	<b>112,707,687</b>	<b>6,934,602</b>	<b>9,102,527</b>	<b>(2,167,925)</b>	<b>52,908,123</b>	<b>59,024,169</b>	<b>(6,116,046)</b>	<b>53.06%</b>
28								
29								
<b>Expenses</b>								
30								
31								
32 Labor	28,539,806	2,483,343	2,148,144	335,199	16,845,464	16,203,793	641,671	40.98%
33 Fringes & Benefits	27,029,658	2,398,476	2,369,511	28,965	17,231,706	16,653,977	577,729	36.25%
34 Services	5,336,874	448,802	422,124	26,678	2,952,435	3,159,673	(207,238)	44.68%
35 Materials	6,843,550	481,669	573,147	(91,478)	3,575,211	3,970,454	(395,243)	47.76%
36 Utilities	958,796	79,009	80,066	(1,057)	509,972	560,462	(50,490)	46.81%
37 Casualty & Liability	2,646,356	(190,133)	220,529	(410,662)	1,189,653	1,543,703	(354,050)	55.05%
38 Purchased Transportation	19,597,253	1,289,441	1,633,326	(343,885)	9,064,980	11,497,646	(2,432,666)	53.74%
39 Interest Expense	15,568	636	1,092	(456)	27,114	10,670	16,444	-74.16%
40 Other Expenses	715,070	23,795	53,739	(29,944)	186,823	366,173	(179,350)	73.87%
41 Operating Expenses	<b>91,682,931</b>	<b>7,015,039</b>	<b>7,501,678</b>	<b>(486,640)</b>	<b>51,583,359</b>	<b>53,966,551</b>	<b>(2,383,193)</b>	<b>43.74%</b>
42								
43								
44								
45 Development Cost & Loss on Disposal	853,590	19,505	41,496	(21,991)	450,345	165,984	284,361	47.24%
46 Depreciation Expenses	12,303,726	904,880	1,006,566	(101,686)	6,340,613	7,045,962	(705,349)	48.47%
47 Loss on Disposal of Assets	0	0	0	0	658	0	658	0.00%
48 Total Capital Expenses	<b>13,157,316</b>	<b>924,385</b>	<b>1,048,062</b>	<b>(123,677)</b>	<b>6,791,616</b>	<b>7,211,946</b>	<b>(420,330)</b>	<b>48.38%</b>
49								
50 Total Expenses	<b>104,840,247</b>	<b>7,939,423</b>	<b>8,549,740</b>	<b>(610,317)</b>	<b>58,374,975</b>	<b>61,178,497</b>	<b>(2,803,523)</b>	<b>44.32%</b>
51								
52								
53 Revenue / Expense Difference Before Capital	<b>0</b>	<b>(80,437)</b>	<b>0</b>	<b>(80,437)</b>	<b>96,784</b>	<b>0</b>	<b>96,784</b>	<b>0.00%</b>
54								
55 Revenue / Expense Difference After Capital	<b>7,867,440</b>	<b>(1,004,822)</b>	<b>552,787</b>	<b>(1,557,608)</b>	<b>(5,466,852)</b>	<b>(2,154,328)</b>	<b>(3,312,523)</b>	<b>169.49%</b>

Total Labor

January 2021, Fiscal Year 2021



		Current Month			Fiscal Year-to-date			
Description	FY21 Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
1 Direct Labor	28,539,806	2,483,343	2,148,144	335,199	16,845,464	16,203,793	641,671	40.98%
2 Sick Leave	1,491,682	153,865	99,779	54,086	1,056,923	970,287	86,636	29.15%
3 Holiday	1,111,586	143,780	247,834	(104,054)	766,519	863,748	(97,229)	31.04%
4 Vacation	1,991,906	115,897	164,846	(48,949)	1,360,129	1,167,676	192,453	31.72%
5 Other Paid Absences	217,030	18,618	14,121	4,497	106,264	146,421	(40,157)	51.04%
6								
7 Total	<b>33,352,010</b>	<b>2,915,503</b>	<b>2,674,724</b>	<b>240,779</b>	<b>20,135,299</b>	<b>19,351,925</b>	<b>783,374</b>	<b>39.63%</b>
8								
9 Difference compared to Budget			240,779			783,374		
		Current Month			Year to Date			
Description	FY21 Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
10 FICA	2,551,422	217,806	204,617	13,189	1,500,890	1,480,415	20,475	41.17%
11 Pension	7,288,803	601,577	562,688	38,889	4,948,848	4,330,048	618,800	32.10%
12 Hospital Medical & Surgical	9,363,267	897,260	835,805	61,455	5,450,451	5,850,635	(400,184)	41.79%
13 Vision Care Insurance	122,078	5,125	10,181	(5,056)	37,393	71,267	(33,874)	69.37%
14 Dental Plans	409,308	22,256	34,109	(11,853)	161,100	238,763	(77,663)	60.64%
15 Life Insurance	96,744	7,484	8,062	(578)	52,721	56,434	(3,713)	45.50%
16 Disability Insurance	216,332	34,917	21,760	13,157	148,444	152,320	(3,876)	31.38%
17 Kentucky Unemployment	40,000	0	0	0	0	20,000	(20,000)	100.00%
18 Worker's Compensation	1,850,000	170,307	154,167	16,140	1,397,244	1,079,169	318,075	24.47%
19 Uniform & Work Clothing Allowance	277,000	9,333	11,333	(2,000)	243,505	225,331	18,174	12.09%
20 Other Fringes	2,500	251	209	42	1,274	1,463	(189)	49.04%
21 Total Fringe & Benefits	<b>22,217,454</b>	<b>1,966,316</b>	<b>1,842,931</b>	<b>123,385</b>	<b>13,941,870</b>	<b>13,505,845</b>	<b>436,025</b>	<b>37.25%</b>
22								
23								
24 Sick Leave	1,491,682	153,865	99,779	54,086	1,056,923	970,287	86,636	29.15%
25 Holiday	1,111,586	143,780	247,834	(104,054)	766,519	863,748	(97,229)	31.04%
26 Vacation	1,991,906	115,897	164,846	(48,949)	1,360,129	1,167,676	192,453	31.72%
27 Other Paid Absences	217,030	18,618	14,121	4,497	106,264	146,421	(40,157)	51.04%
28 Total Compensation Benefits	<b>4,812,204</b>	<b>432,160</b>	<b>526,580</b>	<b>(94,420)</b>	<b>3,289,835</b>	<b>3,148,132</b>	<b>141,703</b>	<b>31.64%</b>
29								
30 Total	<b>27,029,658</b>	<b>2,398,476</b>	<b>2,369,511</b>	<b>28,965</b>	<b>17,231,706</b>	<b>16,653,977</b>	<b>577,729</b>	<b>36.25%</b>
31								
32 Difference compared to Budget			28,965			577,729		



## Balance Sheet

January 2021, Fiscal Year 2021

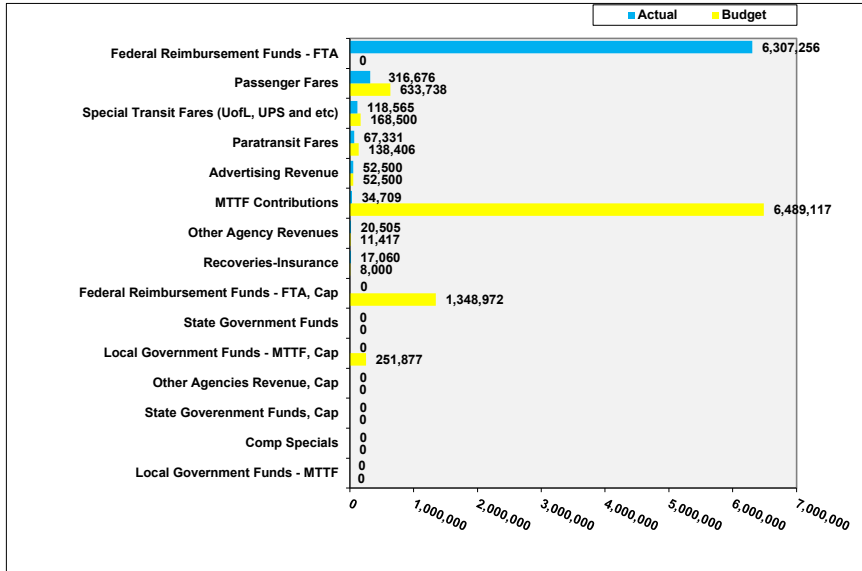
Assets	FY 21	FY 20	Liabilities, Reserves & Capital	FY 21	FY 20
<b>Current Assets</b>			<b>Current Liabilities</b>		
Cash & Cash Items	3,614,094	17,987	Long Term Debt	262,538	397,920
Short Term Investments	3,136,642	4,813,506	Short Term Debt	0	0
Accounts Receivable	59,188,692	16,713,399	Trade Payables	5,019,535	4,741,138
Interest Receivable	66	66	Accrued Payroll Liabilities	4,263,399	4,211,061
Due From Grant	80,000	80,000	Estimated Workmans Compensation	2,922,104	3,050,589
Materials & Supplies	1,619,637	1,571,476	Accrued Tax Liabilities	0	0
<b>Total Current Assets</b>	<b>67,639,132</b>	<b>23,196,434</b>	Unredeemed Tickets & Tokens	1,744,171	1,670,112
<b>Other Assets</b>			Reserves - Injury & Damages	887,400	938,700
Prepaid Insurance & Dues & WIP	1,194,222	1,374,601	Due To Operations	80,000	80,000
<b>Total Other Assets</b>	<b>1,194,222</b>	<b>1,374,601</b>	Unearned Capital Contributions	54,070,393	11,730,823
<b>Fixed Assets</b>			Other Current Liabilities (Health Ins.)	383,942	80,496
Land	3,177,782	3,177,782	<b>Total Current Liabilities</b>	<b>69,633,482</b>	<b>26,900,838</b>
Buildings	49,122,760	49,039,055	<b>Equity</b>		
Coaches	114,004,162	1,114,470,399	Retained Earnings	(5,466,852)	(6,013,744)
Office Equipment	10,459,196	9,545,198	Prior Year Retained Earning	76,430,607	83,922,863
Other Equipment	21,907,561	20,734,140	<b>Total Equity</b>	<b>70,963,755</b>	<b>77,909,119</b>
Development Costs	234,062	489,275	<b>Total Liabilities &amp; Equity</b>	<b>140,597,237</b>	<b>104,809,957</b>
Vehicle Exp - Operating	1,420,405	1,420,405			
Other Equipment -Operating	151,307	150,585			
<b>Total Fixed Assets</b>	<b>200,477,234</b>	<b>1,199,026,837</b>			
<b>Less Accumulated Depreciation</b>					
Accumulated Depr Land	702,644	669,198			
Accumulated Depr Buildings	26,491,252	24,978,498			
Accumulated Depr Coaches	74,962,116	68,517,880			
Accumulated Depr Office Equipment	7,937,317	7,051,763			
Accumulated Depr Other Equipment	17,554,121	16,427,161			
Accumulated Depr Development Cost	51,352	200,481			
Accumulated Depr Vehicle Exp - Opr	901,238	845,111			
Accumulated Depr Other Equipment Op	113,311	97,824			
<b>Total Depreciation</b>	<b>128,713,351</b>	<b>118,787,916</b>			
<b>Net Fixed Assets</b>	<b>71,763,883</b>	<b>1,080,238,921</b>			
<b>Total Assets</b>	<b>140,597,237</b>	<b>1,104,809,957</b>			

Actual Revenue vs. Budget

January 2021, Fiscal Year 2021

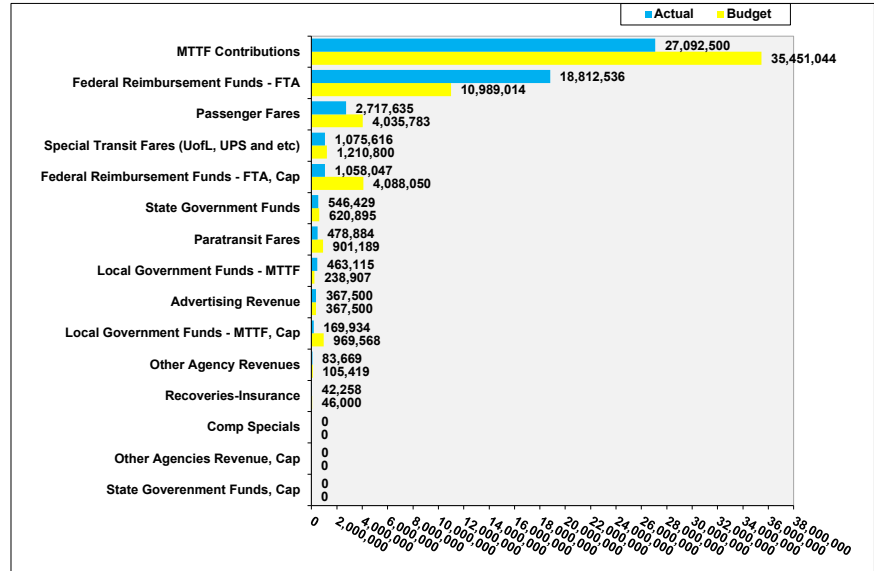


Current Month Revenues



Passenger fares \$317,062 ↓  
 Paratransit fares \$71,075 ↓  
 MTTF Contributions \$6,454,408 ↓  
 Federal Reimbursement Funds - FTA \$6,307,256 ↑

Year to Date Revenues



Passenger fares \$1,318,148 ↓  
 Paratransit fares \$422,305 ↓  
 MTTF Contributions \$8,358,544 ↓  
 Federal Reimbursement Funds - FTA \$7,823,522 ↑  
 Federal Reimbursement Funds - FTA Cap \$3,030,003 ↓

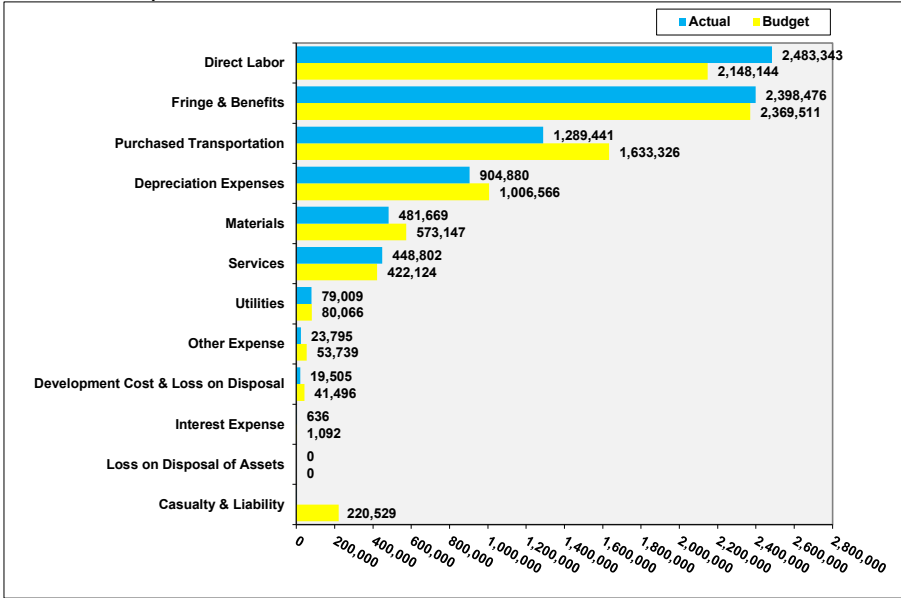


Actual Expenses vs. Budget

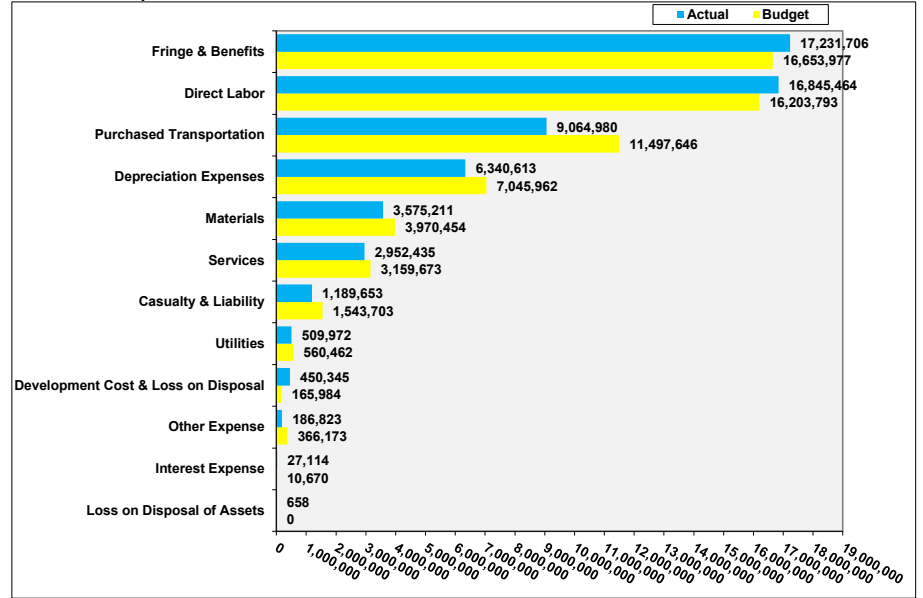
January 2021, Fiscal Year 2021



Current Month Expenses



Year to Date Expenses



Direct Labor \$335,199 ↑      Total Labor \$240,779 ↑  
 Fringe & Benefits \$28,965 ↑  
 Casualty & Liability \$410,662 ↓

Direct Labor \$641,671 ↑      Total Labor \$783,374 ↑  
 Fringe & Benefits \$577,729 ↑  
 Purchased Transportation \$2,432,666 ↓  
 Depreciation Expenses \$705,349 ↓

## MassTransit Trust Fund (MTTF) Revenue Deposits



## Deposit to Budget Difference FY 2021

Month	FY 21 Actual Deposits	FY 21 Budget Deposits	Difference	YTD Total	Current Month	YTD
July	\$6,263,320	\$4,161,638	\$2,101,682	\$2,101,682	50.50%	
August	\$4,049,642	\$3,709,802	\$339,840	\$2,441,522	9.16%	31.02%
September	\$4,744,809	\$5,573,185	(\$828,376)	\$1,613,146	-14.86%	12.00%
October	\$3,821,270	\$3,462,858	\$358,412	\$1,971,558	10.35%	11.66%
November	\$4,823,684	\$3,747,553	\$1,076,131	\$3,047,689	28.72%	14.76%
December	\$5,504,381	\$5,506,077	(\$1,696)	\$3,045,993	-0.03%	11.64%
January	\$5,505,049	\$4,814,614	\$690,435	\$3,736,428	14.34%	12.06%
February		\$4,496,397	(\$4,496,397)	(\$759,969)	-100.00%	-2.14%
March		\$4,533,247	(\$4,533,247)	(\$5,293,216)	-100.00%	-13.23%
April		\$6,187,014	(\$6,187,014)	(\$11,480,230)	-100.00%	-24.85%
May		\$3,706,568	(\$3,706,568)	(\$15,186,798)	-100.00%	-30.44%
June		\$3,202,202	(\$3,202,202)	(\$18,389,000)	-100.00%	
TOTAL	\$34,712,155	\$53,101,155				

## MTTF Revenue Deposits - Actuals

**LOUISVILLE METRO REVENUE COMMISSION  
TARC LICENSE FEE TRANSACTIONS**

	January 2021	January 2020	YTD FYE 2021	YTD FYE 2020	Difference Amount	Percent Change
<b>Receipts</b>						
Employee Withholding	\$ 5,060,721	\$ 4,590,314	\$ 28,714,990	\$ 28,973,929	\$ (258,939)	-0.89%
Individual Fees	48	-	944	152	792	
Net Profit Fees	441,502	374,789	6,123,069	2,924,936	3,198,133	109.34%
Interest & Penalty	77,222	55,821	343,369	452,196	(108,827)	-24.07%
<b>Total Collections</b>	<b>\$ 5,579,493</b>	<b>\$ 5,020,924</b>	<b>\$ 35,182,372</b>	<b>\$ 32,351,213</b>	<b>\$ 2,831,159</b>	<b>8.75%</b>
Investment Income	\$ 879	\$ 10,378	\$ 4,744	\$ 54,816	\$ (50,072)	-91.35%
<b>Total Receipts</b>	<b>\$ 5,580,372</b>	<b>\$ 5,031,302</b>	<b>\$ 35,187,116</b>	<b>\$ 32,406,029</b>	<b>\$ 2,781,087</b>	<b>8.58%</b>
<b>Disbursements</b>						
Collection Fee	\$ 75,323	\$ 67,782	\$ 474,961	\$ 430,136	\$ 44,825	10.42%
<b>Total Disbursements</b>	<b>\$ 75,323</b>	<b>\$ 67,782</b>	<b>\$ 474,961</b>	<b>\$ 430,136</b>	<b>\$ 44,825</b>	<b>10.42%</b>
<b>Due Mass Transit</b>	<b>\$ 5,505,049</b>	<b>\$ 4,963,520</b>	<b>\$ 34,712,155</b>	<b>\$ 31,975,893</b>	<b>\$ 2,736,262</b>	<b>8.56%</b>
Less Previous Payments			29,207,106	27,012,373	2,194,733	8.12%
<b>Payable To Trust Fund</b>			<b>\$ 5,505,049</b>	<b>\$ 4,963,520</b>	<b>\$ 541,529</b>	<b>10.91%</b>



**Year to Date Summary**

**January 2021, Fiscal Year 2021**

	Good	In the Red	
Total Revenues are Over/ <b>Under</b> by (pg. 2, line 18)		\$2,286,409	
Total Expenses are Over/ <b>Under</b> by (pg. 2, line 41)	\$2,383,193		
MTTF Revenue Deposits are <b>Over</b> /Under by (pg. 7)	\$3,736,428		
January has a favorable balance before Capital of	\$6,119,621	\$2,286,409	<b>\$3,833,212</b>

**Revenues over Expenses**

Revenues	\$32,491,112
FTA Funds	\$1,950,008
State Funds	\$546,429
KYTC	
<b>Total Revenues</b>	<b>\$34,987,549</b>
Total Operating Expenses	\$51,583,359
Local Capital Expenses	\$169,934
<b>Total Expenses</b>	<b>\$51,753,293</b>
<b>Net Gain/(Loss) before CARES Funds</b>	<b>(\$16,765,744)</b>
CARES Funds applied for FY 2021	\$16,862,528
<b>Net Gain/(Loss) before Capital</b>	<b>\$96,784</b>



# MEMORANDUM

**To:** Mary Morrow, Chair of TARC Board of Directors

**From:** Carrie Butler, Executive Director

**Date:** February 23, 2021

**Re:** Resolution 2021 – 03 Ellipse Hosting and Support Agreement

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On July 24, 2017 the Board approved Resolution 2017-30 allowing TARC to enter into a contract with the company, AddOns <https://addonsinc.com/transportation> to provide hosting, application services, consulting for ongoing training and process optimization as well as release management. The resolution and associated Statements of work were authorized for an Initial Term of three (3) years; with an automatic annual renewal for two (2) additional years with a not to exceed (NTE) amount of \$678,600.

On February 5, 2019 there was a Change Request to the original Hosting agreement #201801-MS.RM.HOST-TAR that allowed for the addition of Analytics hosting to the existing Hosting and Support agreement. This change increased the contract total by \$17,880 annually, which was approved by the Executive Director at that time.

The 2017 Resolution included the NTE amount for \$678,000, which was for the initial three year term. In order to maintain services for Ellipse, TARC's enterprise resource management program, staff recommends entering into the first of two option years available under the contract, which is for \$256,862 for the calendar year January 1, 2021 to December 31, 2021. Additional time and materials are costed at \$190 per hour, and will be brought to the Board for approval as a change order.

The following resolution gives direction to exercise the first of the two option years at a cost of \$256,862 for the calendar year January 1, 2021 to December 31, 2021.

Please contact me at 561-5100 with any questions. Thank you.



## **RESOLUTION 2021-03 Ellipse Hosting and Support Agreement**

A resolution authorizing the Executive Director to renew the Annual Support Agreement with AddOns for Ellipse Hosting and Support Services.

**WHEREAS**, TARC issued RFP P-2708, a Request for Proposal for Ellipse Hosting and Support; and

**WHEREAS**, TARC considered this procurement a “Sole Source” due to the experience, expertise, and the relationship between AddOns and ABB Ability Ellipse, and the fact that no other vendor provides Ellipse Cloud Hosting in North America; and

**WHEREAS**, the original agreement with AddOns was for 3 years and unless provided written notice 90 days before would automatically renew annually for 2 years; and

**WHEREAS**, the price for 2021 includes all the expected Hosting and service fees, along with the hosting of the analytics server; and

**WHEREAS**, the total price for 2021 is \$256,862; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Transit Authority of River City that:

The Executive Director is hereby authorized to execute STATEMENT OF WORK #20210101-TAR, amounting to \$256,862 for calendar year 2021.

**Adopted this 23<sup>rd</sup> day of February 2021**

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**Mary Morrow, Chair of the Board of Directors**



# MEMORANDUM

**To:** Mary Morrow, Chair of TARC Board of Directors

**From:** Carrie Butler, Executive Director

**Date:** February 23, 2021

**Re:** Resolution 2021-04 Purchase of ULTRA LOW SULFUR DIESEL #2 (ULSD) FUEL from BID 20211044

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On February 3, 2021, the Purchasing Department issued IFB (Invitation for Bid) 20211044, a solicitation to establish a Firm-Fixed Price contract for supply and delivery of ULSD Fuel. The proposed contract period will be for a period of up to Twenty-Four (24) months, beginning August 1, 2021.

A total of four (4) responses to bids were received and three (3) as being responsive and within the competitive range.

- Colonial Oil Industries, Inc.
- Heritage Petroleum, LLC
- James River Petroleum

Responses to bids were evaluated and scored according to the bid criteria prescribed in the solicitation document. After further review and evaluation, a unanimous decision was made to recommend intent to award to one (1) bidder. Based on the volatility of this commodity, the most advantageous offer to TARC was the response submitted by Colonial Oil Industries, Inc. because such response offered the greatest value and competitively lowest price. As a result, TARC would like to offer Colonial Oil Industries, Inc. the contract (20211044) award at a Not to Exceed (NTE) amount of \$7,512,000, which allows, if needed, for a 5% increase annually in fuel usage by TARC over a 24 month period. The base amount of this Contract is for \$7,154,800.00, which is the estimated annual fuel usage by TARC of 2,000,000 gallons multiplied by Contractor's bid excluding taxes of \$1.7887 per gallon for twenty four months or two (2) years.

In order to minimize any possible service interruptions and ineffectiveness in operations, the initial fuel purchase order requisition will precede week of July 31, 2021 with a delivery date of August 1, 2021. The Operations recommends the Board to authorize the Executive Director to execute a contract with Colonial Oil Industries, Inc. for the purchase of ULSD Fuel for up to twenty-four months beginning August 1, 2021.

The attached resolution requests authorization for the Executive Director or designee to enter into a contract for the purchase of ULSD at a firm, fixed price for a period of up to twenty-four (24) months, commencing on August 1, 2021.

Please call me at 561-5100 if you have any questions. Thank you.



## **RESOLUTION 2021-04**

### **Purchase of Ultra Low Sulfur Diesel #2 Fuel**

A Resolution authorizing the Executive Director/CEO of the Transit Authority of River City (TARC) to enter into a contract with the lowest responsive, responsible bidder for the purchase of Ultra Low Sulfur Diesel #2 (ULSD) Fuel.

**WHEREAS**, TARC's commitment to helping improve Louisville's air quality makes the use of ULSD important; and

**WHEREAS**, TARC has agreed, for the benefit of the local community, to serve as the issuing party for procurement of fuel for the Louisville Water Company (LWC); and

**WHEREAS**, TARC has awarded a contract to Colonial Oil Industries, Inc., which was the lowest responsive, responsible bidder and TARC's contract will be considered independent of LWC; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of TARC that:

The Executive Director is hereby authorized to enter into a contract with Colonial Oil Industries, Inc. as the lowest responsive, responsible bidder for the purchase of ULSD at TARC's convenience for a period of up to twenty four months (24) months, commencing on August 1, 2021, in an amount not to exceed a Not to Exceed (NTE) amount of \$7,512,000, which allows, if needed, for a 5% increase annually in fuel usage by TARC over the 24 month period. The base amount of this Contract is for \$7,154,800.00, which is the estimated annual fuel usage by TARC of 2,000,000 gallons multiplied by Contractor's bid excluding taxes of \$1.7887 per gallon for twenty four months or two (2) years.

**ADOPTED THIS 23<sup>rd</sup> DAY OF FEBRUARY 2021**

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**Mary Morrow, Chair of the Board of Directors**



# MEMORANDUM

**To:** Mary Morrow, Chair of TARC Board of Directors

**From:** Carrie Butler, Executive Director

**Date:** February 23, 2021

**Re:** Resolution 2021-05 IFB 20201038 Hybrid Bus Batteries

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TARC currently operates 32 hybrid-electric Gillig buses with model years ranging from 2004 to 2016. The batteries required by those buses are referred to as Electronic Storage Systems (ESS) and their expected life is up to 10 years. On December 9, 2020, TARC issued Invitation for Bid (IFB) 20201038 Hybrid Bus Batteries via the Bonfire procurement portal.

A single bid was received from Clarke Power Services, Inc. on the bid opening date, January 14, 2021. The pricing in that single bid is proportionate with the expiring two-year contract for hybrid bus batteries (P-2761) and is due to the specialized nature of the product and the installation required. The Purchasing Department has completed a single bid justification and has determined that the bid is responsive and responsible.

This is a bus parts contract, which usually would not come before the Board. However, these parts are non-stocked, major components which will be purchased with capital funds and will require executive approval when requisitioned. Additionally, the contract period is being increased from two (2) years to five (5) years, during which the total contract cost projects to exceed the \$100,000 threshold requiring Board approval. The bid pricing is attached for your review.

At this time, I am requesting authority to enter into a five (5) year contract with Clarke Power Services, Inc. based upon the attached bid pricing for IFB 20201038 Hybrid Bus Batteries for a not-to-exceed amount of \$800,000.

Please call me at 561-5100 if you have any questions. Thank you.





## **RESOLUTION 2021-05 IFB 20201038 Hybrid Bus Batteries**

A Resolution authorizing the Executive Director to enter into a five (5) year contract with Clarke Power Services, Inc. based upon the attached bid pricing for IFB 20201038 Hybrid Bus Batteries:

**WHEREAS**, TARC issued IFB 20201038 for the procurement of hybrid bus battery components for its hybrid-electric Gillig buses; and

**WHEREAS**, TARC received one responsive, responsible bid from Clarke Power Services, Inc. and has determined the bid pricing to be fair and reasonable;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Transit Authority of River City that:

The Executive Director is hereby authorized to enter into a five (5) year contract with Clarke Power Services, Inc. based upon the attached bid pricing for IFB 20201038 Hybrid Bus Batteries for a not-to-exceed amount of \$800,000.

**ADOPTED THIS 23<sup>rd</sup> DAY OF FEBRUARY 2021**

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**Mary Morrow, Chair of the Board of Directors**

TRANSIT AUTHORITY OF RIVER CITY  
IFB 20201038 - HYBRID BUS BATTERY  
PRICING SUMMARY

**SPECIFICATIONS:**

Pricing for purchase, installation, and programming (unit costs):

TYPE 1: Allison Transmission ESS 2 Refresh  
(Allison p/n 29551338 Refresh Kit, with option for p/n 29551897 Conversion Kit,  
plus any additional materials required for installation.)

Contract year:	Year 1	Year 2	Year 3	Year 4	Year 5
Clarke Power Services	39,329.65	40,706.19	42,130.91	43,605.49	45,131.68

TYPE 2: Allison Transmission ESS 2  
(Allison p/n 29550278, plus any additional materials required for installation.)

Contract year:	Year 1	Year 2	Year 3	Year 4	Year 5
Clarke Power Services	53,374.60	55,242.71	57,176.20	57,179.70	59,180.99

TYPE 3: Allison Transmission DPI-M  
(Allison p/n 29548557, plus any additional materials required for installation.)

Contract year:	Year 1	Year 2	Year 3	Year 4	Year 5
Clarke Power Services	52,220.85	54,048.58	55,940.28	57,898.19	59,924.63

TYPE 4: Altairnano, Proterra Electric Bus  
(Altairnano part number 1111398 24VDC 60.0AH)

No bids.