

# TARC 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.

Pursuant to KRS 96.A, the TARC Board of Directors is to meet monthly. The next meeting will be:  
**Tuesday, May 25 at 1:30 p.m.**

Pursuant to KRS 61.810, the Board may enter into Closed Session, but shall not take any action in a Closed Session.

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:

Broadcast via Facebook Live at: [facebook.com/ridetarc](https://www.facebook.com/ridetarc)

Audience and/or TARC staff can join via Facebook Live, public comments will be accepted via Facebook Messenger, by calling 502-585-1234 or at [www.ridetarc.org](http://www.ridetarc.org)

## Join Zoom Meeting:

<https://zoom.us/j/98004693304?pwd=bHRIL3k0RWpNRTFQaklESllzM3RYdz09>

Meeting ID: 980 0469 3304

Passcode: 664740

**One tap mobile:** +13017158592,,98004693304#

# TARC BOARD OF DIRECTORS MEETING



## Agenda – May 25, 2021

I. Quorum Call / Call to Order	Mary Morrow	1:30
<b>II. CLOSED SESSION</b>	BOARD	1:35
III. Approval of April Meeting Minutes	Board of Directors	1:50 - 1:55
IV. Staff Reports and Presentations		
1. April Performance Report	Randy Frantz	1:55 - 2:35
2. April Financial Statements	Tonya Carter	
3. TARC's Comprehensive Operations Analysis (HDR)	Rob Frazier	
4. Next Step Projects	Aida Copic	
V. Action Items		2:35 – 3:05
1. Resolution 2021 – 14 Board Member Service: Alice Houston	Carrie Butler	
2. Resolution 2021 – 15 Consulting Services to Catalog Options to Provide Transit Access to Exurban Locations	Aida Copic	
3. Resolution 2021 – 16 Bus Hoses Parts and Supplies	Maria Harris	
4. Resolution 2021 – 17		
5. Bus Bumper and Frames	Maria Harris	
6. Resolution 2021 – 18		
7. Consulting Services for Fleet Transition Strategic Plan for Zero Emission Buses	Geoffrey Hobin	
VI. Old Business		
VII. New Business		
VIII. Chair's Report	Mary Morrow	3:05 - 3:10
IX. Public Comment	Pat Mulvihill	3:10 - 3:20
1. Request for service to Middletown		
X. Proposed Agenda Items	Carrie Butler	3:20 - 3:25
1. Professional Services for Website Redevelopment		
2. Transit Scheduling Professional Services		
3. Officer Election and Committees for FY 2022		
XI. Adjournment		3:30

# TARC BOARD OF DIRECTORS MEETING



## April 2021 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on Tuesday, April 27, 2021 at 1:30 P.M. via Zoom conference due to the governmental social distancing constraints, pursuant to electronic notice to all Board Members.

### **Board Members Present**

Carla Dearing  
John Launius  
J.C. Stites  
Ted Smith  
Alice Houston  
Gary Dryden Jr.

### **Quorum Call**

Vice-Chair Launius called the meeting to order at 1:34 P.M.

### **Adoption of Minutes**

The motion was duly moved for the March 2021 Board Meeting minutes by Carla Dearing and seconded by Alice Houston. Board of Directors unanimously accepted the March 2021 Board Meeting minutes.

### **Staff Reports-**

#### **TARC Monthly Performance Report**

No presentation – powerpoint in packet only

### **Financial Summary**

Presented By: Tonya Carter  
March 2021

- Passenger Fares are under budget \$401,028 mainly due to budget projection on COVID-19 impact.
- Paratransit Fares are under budget \$520,469 mainly due to budget projection on COVID-19 impact.
- Federal Reimbursement Funds - FTA is over budget \$13,893,043 mainly due to CARES reimbursement funds.
- Direct labor is under budget \$62,290 and total labor is under budget \$31,828 due to vacation projection.
- Fringe & Benefits are over budget \$362,157 mainly due to Kentucky Unemployment and Medical.
- Purchased Transportation is under budget \$335,267 mainly due to revenue hours.

# TARC BOARD OF DIRECTORS MEETING



- YTD Purchased Transportation is under budget \$3,251,390 mainly due to budget projection on COVID-19 impact.
- Depreciation Expense is under budget \$906,832 mainly due to capital expenditures not in line with budget projections.
- Overall we had a \$1,421,579 unfavorable balance for the current month on the Statement of Revenues – Expenses. This brings the unfavorable year-to-date balance of \$1,515,735.
- March MTTF budget projection for revenue deposits is over budget \$3,618,282 year-to-date. We currently have a favorable balance before capital year-to-date of \$2,102,547 due to the MTTF revenue deposits.
- MTTF net profit fees are up \$3,312,185 and employee withholdings are down \$846,289 year to date compared to last year.
- Total Capital Contributions is under budget \$306,938 for the current month and under budget \$4,916,948 year-to-date mainly due to the timing of spending grant funds.
- Total Capital Expenses are under budget \$115,809 for the current month and under budget \$662,644 year-to-date. Bringing the year-to-date balance after capital items are applied to an unfavorable balance of \$8,346,517 mainly due to capital contributions being less than depreciation expenses.

## **FY 2022 TARC Budget**

Presented By: Carrie Butler

See Powerpoint presentation

## **Board Resolutions**

### **Resolution 2021-08 Banking and Financial Services**

Presented by: Jerald Miles

A Resolution authorizing the Executive Director to enter into an Initial Term of four (4) years with an Option of three (3) two-year terms with a not-to-exceed amount of \$201,204.54.

The motion was duly moved by Alice Houston and seconded by JC Stites and approved.

### **Resolution 2021-09 and 2021-10 Bus Starter and IFB Electrical Parts**

Presented by: Maria Harris

A Resolution authorizing the Executive Director to enter into a three (3) year initial term with 2 year optional extension with Allied Tools, Inc.; Gillig, LLC; Kirk's Automotive, Inc.; Muncie Transit Supply; Mohawk Manufacturing and Supply Company; Neopart Transit, LLC and Vehicle Maintenance Program, Inc. for Electrical Parts and Supplies for a not-to-exceed amount of \$761,524.08.

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A Resolution authorizing the Executive Director to enter into a three (3) year initial term with 2

year optional extension with Allied Tools, Inc.; Gillig, LLC; Kirk's Automotive, Inc.; Muncie Transit Supply, Romaine Electric Corporation and Zorkos for Electrical Parts and Supplies for a not-to-exceed amount of \$446,582.42.

The motion was duly moved by Carla Dearing and seconded by JC Stites and approved.

## **Resolution 2021-11 and 2021-12 Rolling Stock Parts: Diesel Engine and Transmission Parts**

Presented by: Maria Harris

A Resolution authorizing the Executive Director to enter into a three (3) year initial term with 2 year optional extension with Allied Tools, Inc.; Cummins, Inc.; D&W Diesel; Diesel Injection; Gillig, LLC; Kirk's Automotive, Inc.; Mohawk MFG and Supply Co.; Muncie Transit Supply, Neopart; and Truck Parts and Services for Diesel Engine Parts for a not-to-exceed amount of \$3,681,260.27.

A Resolution authorizing the Executive Director to enter into a three (3) year initial term with 2 year optional extension with Clarke Power Energy; Kirk's Automotive, Inc.; Mohawk MFG; Muncie Transit Supply; and Reliable Transmission for Electrical Parts and Supplies for a not-to-exceed amount of \$705,189.20.

The motion was duly moved by Carla Dearing and seconded by Ted Smith and approved.

## **Resolution 2021-13 Fiscal Year 2022 Budget**

Presented by: Carrie Butler

A Resolution approving the TARC FY 2022 budget and authorizing the Executive Director to forward the budget to Louisville Metro Government for its consideration.

The motion was duly moved by Carla Dearing and seconded by Alice Houston and approved.

## **Chair's Report**

N/A

## **Public Comment**

Presented By: Randy Frantz

1. Our bus service is horrible even before Covid! You never know when schedule changes are being made or routes being detoured or not running. Some ppl don't have the luxury being able to continually being on their phones. Plus checking on updates on TARC. enough ranting but some ppl depend on the bus system.
2. I have taken tarc to/from work 30+ years. Until the last 15 months most of the trips have been spot on. I completely understand because of covid 19 things are challenging. I completely understand because of Covid 19 buses may arrive late or not at all.

What I do not understand:

# TARC BOARD OF DIRECTORS MEETING



\* on a daily basis I am being told the only 40x west that is a guarantee is the first bus in the morning. There should be 4 or 5 options, according to the bus schedule. How is this good customer service- making whether or not your bus is going to show a daily guessing game? If there is only going to be one (1) 40x in the morning then the tarc schedules need to change to reflect that intel, I prefer not to take the 40 during the pandemic but I will if that is my only option. if 40x are not going to run there need to be more 40 options. The 23 is not an option - I have a physical limitation and the walk is too far, especially once I arrive downtown.

\* when a customer rings the customer service # 95% of the time the customer - including me - is being told they cannot be directed to the administration office. I am being told by the administration office that should not be taking place- but it is taking place

\* when a customer - including me- states a concern s/he is being told it could take 30-60 days to get a response. How is that good customer service?

I appreciate you taking the time to read these concerns and I look forward to a response. I am very frustrated- all I want is to get to/from on a daily basis in a stress-free manner and not guessing if I am going to have transportation based on the options listed on the TARC schedule.

- On a positive note I want to say most if not all of the TARC drivers have been very professional during these last "13" covid months.

## **Adjournment**

Vice-Chair Launius made a motion to adjourn at 2:24 p.m. which was moved by Carla Dearing and seconded by Ted Smith and approved.

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Mary Morrow  
Chair

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Date





**BOARD OF DIRECTORS UPDATE**  
**MAY 25, 2021**





# HIGHLIGHTS

## SINCE THE LAST BOARD MEETING.....

- Continuation of our Diversity and Inclusion training program “Diversity and Inclusion Behaviors”
- Welcomed 7 new Coach Operators to service
- Refocused recruiting and onboarding program for Coach Operators “We are Hiring!”
- Prepared and participated in Derby festivities
- Concluded the comprehensive operations analysis effort and began preliminary planning for next set of projects





# MISSION STATEMENT

Deliver  
transportation  
services that  
enhance the  
Greater Louisville  
community



# MISSION STATEMENT & SUCCESS FACTORS

## DELIVER TRANSPORTATION SERVICES THAT ENHANCE THE GREATER LOUISVILLE COMMUNITY



### Deliver Quality Services

- Safe
- Accessible
- Sustainable



### Support the Community's Well Being

- Program Involvement
- Workforce & Economic Development
- Outreach



### Focus on Rider Needs

- Voice of the Customer
- Dependability
- Frequent, Fast, & Direct



### Engage an Effective Team

- Promote Transparency
- Training & Development
- Opportunities for Growth



### Maintain Adequate Financial Resources

- MTTF, Revenue, Expenses
- Fund Capital Needs
- Prudent Contractual Management



### Explore Visionary Opportunities

- Long Range Planning
- Transformative Technology
- Multimodal Trends



# RIDERSHIP

## FIXED ROUTE

Monthly

**384K**    -5%VLM  
             +50% VLY

YTD

**3.7M**    -60% VLY

R5W V% Pre-COVID

**-38%**    Flat VP5W

## PARATRANSIT

Monthly

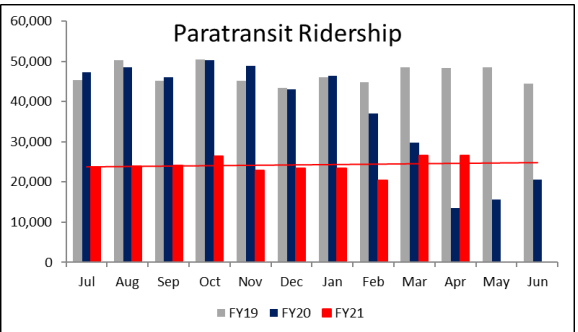
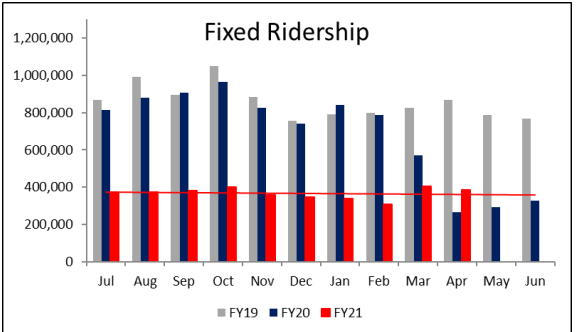
**26.6K**    Flat VLM  
             +98% VLY

YTD

**241K**    -41% VLY

R5W V% Pre-COVID

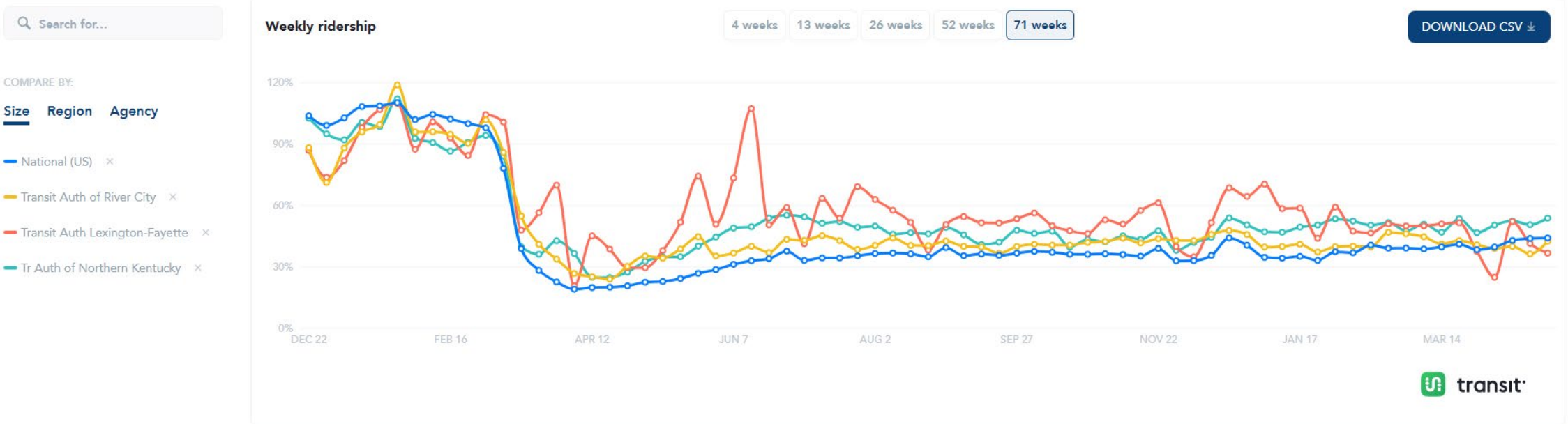
**-52%**    +1 Pt VP5W





# APTA COVID-19 RIDERSHIP TRENDS

## MIRRORING NATIONAL RECOVERY RATE







# ON-TIME PERFORMANCE

## FIXED ROUTE

Monthly

80%

-2 Pts VLM  
-3 Pts VLY

YTD

80%

-1 Pts VLY

### Short-term Detours

- 71, 8<sup>th</sup>/Middle Rd
- 21, Vermont
- 6, 27, 63, 7<sup>th</sup> & Hill
- 19,21, Chestnut and Clay

## PARATRANSIT

Monthly

81%

-3 Pts VLM  
Flat VLY

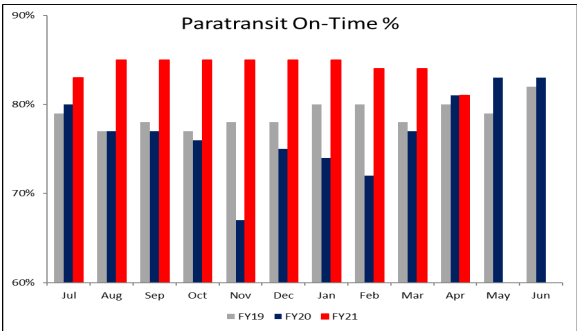
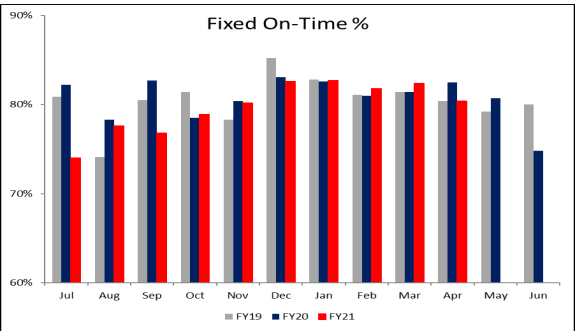
YTD

84%

+8 Pts VLY

### Long-term Detours

- 15, VA Construction
- 28, MSD Project
- 27, Glendora Safety
- 31,31X, 61X, Construction





# SAFETY

## SAFETY PREVENTABLE ACCIDENTS

Monthly

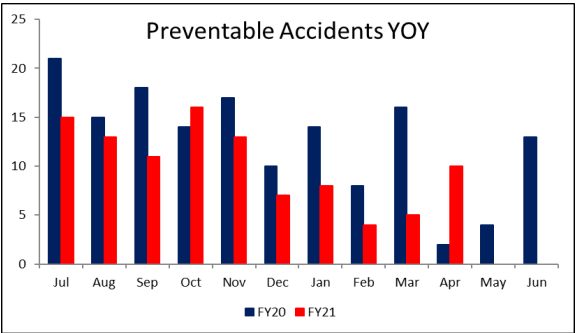
10

+100%VLM  
+400% VLY

YTD

102

-25% VLY



## SAFETY ACCIDENTS TOTAL

Monthly

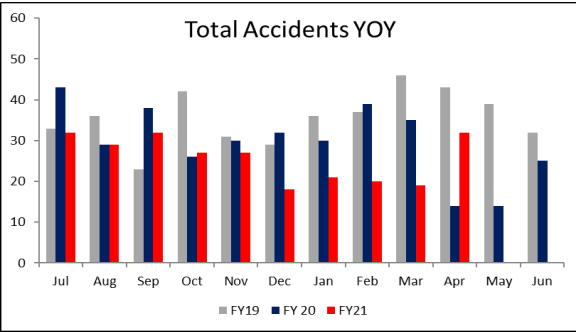
32

+68% VLM  
+129% VLY

YTD

257

-19% VLY



## PREVENTABLE ACCIDENTS / 100K MILES

Monthly

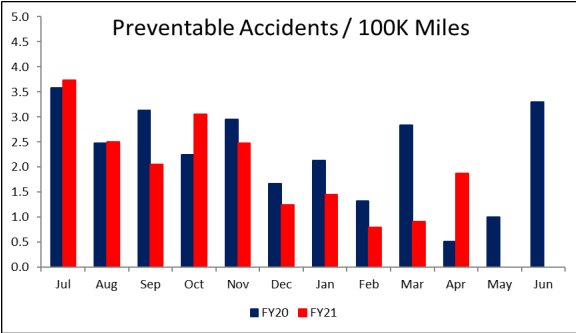
1.9

+111%VLM  
+280% VLY

YTD

2.0

-17% VLY





# CUSTOMER SERVICE CALL CENTER

## CUSTOMER SERVICE (585-1234)

Call Volume		Hold time		Abandoned Rate	
34.9K	+3%VLM +75% VLY	1.3	+61% VLM +500% VLY	7%	+2 Pts VLM +5 Pts VLY

## PARATRANSIT RESERVATIONS (560-0333)

Call Volume		Hold Time		Abandoned Rate	
14.9K	+2%VLM	2.7	+185%VLM	8%	+60% VLM

## PARATRANSIT WHERE'S MY RIDE (589-9879)

Call Volume		Hold Time		Abandoned Rate	
9.6K	+15%VLM	0.4	Flat VLM	5%	Flat VLM



# CUSTOMER SERVICE COMPLAINTS

## FIXED ROUTE

Monthly

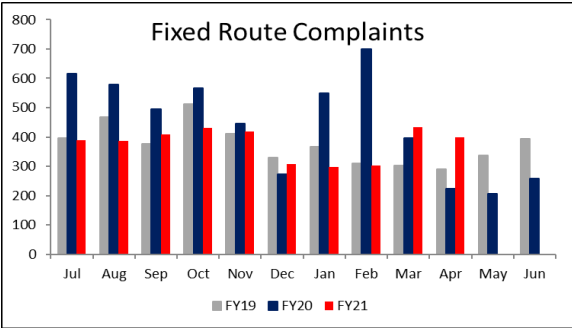
400

-8% VLM  
+77% VLY

YTD

3.8K

-22% VLY



## PARATRANSIT

Monthly

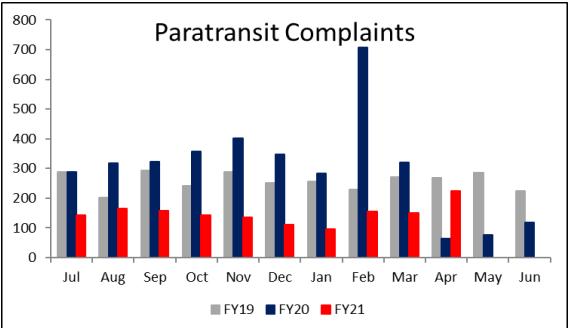
225

+51%VLM  
+257% VLY

YTD

1.5K

-57% VLY



## COMPLAINTS / 1,000 RIDERS

Monthly

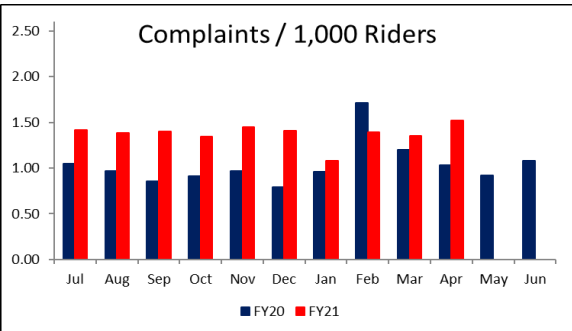
1.5

+13% VLM  
+48% VLY

YTD

1.4

+34% VLY







# HUMAN RESOURCES

## CURRENT OPENINGS

Operators (qty: 54)

Mechanic (3)

Accounting/Payroll Specialist

Transit Scheduler

Director Marketing and Communication

Director Mobility Services





**THANK YOU**

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## MAY BOARD OF DIRECTORS UPDATE

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May 25, 2021

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



**Current Month Revenue**

Passenger Fares are under budget \$441,431 (pg. 2, line 1) and Paratransit Fares are under budget \$21,096 (pg. 2, line 2) both mainly due to budget projection on COVID-19 impact. MTTF Contributions – Federated is over budget \$7,149,385 (pg. 2, line 11) due to cashflow needs. Federal Reimbursement Funds – FTA is under budget \$4,053,024 (pg. 2, line 13) due to drawing down funds in prior months. Federal Reimbursement Funds – FTA, Cap is under budget \$6,604,425 (pg. 2, line 21) mainly due to timing of expenditures for bus purchases.

**Year to Date Revenue**

Passengers Fares are under budget \$2,361,998 (pg. 2, line 1) and Paratransit Fares are under budget \$541,565 (pg. 2, line 2) as stated above due to budget projection on COVID-19 impact. MTTF Contributions – Federated is under budget \$8,141,669 (pg. 2, line 11) due to applying CARES funds for Operating Expenses. Federal Reimbursement Funds – FTA is over budget \$9,840,019 (pg. 2, line 13) mainly due to CARES reimbursement funds. Federal Reimbursement Funds – FTA, Cap is under budget \$10,438,419 (pg. 2, line 21) mainly due to timing of expenditures for bus purchases in current month.

**Current Month Expenses**

Direct Labor is under budget \$81,143 (pg. 3, line 1) due to sick leave pay and Total Labor is under budget \$14,593 (pg.3, line 9) due to holiday pay projection. Fringe & Benefits are over budget \$506,836 (pg. 3, line 32) mainly due to Pension, Medical and Workers Compensation. Purchased Transportation is under budget \$511,921 (pg. 2, line 38) mainly due to revenue hours.

**Year to Date Expenses**

Direct Labor is over budget \$521,577 (pg.3, line 1) and Total Labor is over budget \$701,884 (pg.3, line 9) due to overtime and shadow buses. Fringe & Benefits are over budget \$1,616,019 (pg. 3, line 33) mainly due to Pension, Kentucky Unemployment and Workers Compensation offset by Medical. Purchased Transportation is under budget \$3,763,311 (pg. 2, line 38) mainly due to budget projection on COVID-19. Depreciation Expense is under budget \$1,086,326 (pg. 2, line 46) mainly due to capital expenditures not in line with budget projections.



## **Operating Summary**

Overall, we had a \$1,506,863 (pg.2, line 53) favorable balance for the current month on the Statement of Revenues – Expenses. This brings the unfavorable year-to-date balance to \$8,872 (pg. 2, line 53). April MTTF budget projection for revenue deposits is over budget \$5,634,943 (pg. 7) year-to-date mainly due to receiving an additional \$2,000,000 in July receipts and more than projected for current month. We currently have a favorable balance before capital year-to-date of \$5,626,071 (pg. 8) due to the MTTF revenue deposits. MTTF Net Profit Fees are up \$5,358,281 (pg. 7) and Employee Withholdings are down \$950,298 (pg. 7) year to date compared to last year.

## **Capital Summary**

Total Capital Contributions is under budget \$6,849,481 (pg.2, line 25) for the current month and under budget \$11,766,429 (pg. 2, line 25) year-to-date mainly due to the timing of spending grant funds. Total Capital Expenses are under budget \$202,563 (pg. 2, line 48) for the current month and under budget \$865,208 (pg. 2, line 48) year-to-date. Bringing the year-to-date balance after capital items are applied to an unfavorable balance of \$7,777,915 (pg.2, line 55) mainly due to Capital Contributions being less than Depreciation Expenses.

## Statement of Revenue - Expenses - with Capital Contributions

April 2021, Fiscal Year 2021



page 2

		Current Month			Fiscal Year-to-date				
		FY21							
Description		Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
Revenues									
1	Passenger Fares	6,885,444	192,307	633,738	(441,431)	3,587,673	5,949,671	(2,361,998)	47.89%
2	Paratransit Fares	1,471,267	86,822	107,918	(21,096)	713,866	1,255,431	(541,565)	51.48%
3	Special Fare Revenues (UofL, UPS and etc)	2,087,100	121,445	168,500	(47,055)	1,456,751	1,733,200	(276,449)	30.20%
4	Comp Specials	290,700	29,500	109,013	(79,513)	29,500	218,025	(188,525)	89.85%
5	Advertising Revenue	634,165	52,500	53,333	(833)	525,000	527,499	(2,499)	17.21%
6	Other Agency Revenues	183,300	3,945	16,417	(12,472)	110,004	143,670	(33,666)	39.99%
7	Total Recoveries-Insurance	70,000	4,310	4,000	310	87,053	60,000	27,053	-24.36%
8									
9	Operating Revenues	11,621,976	490,828	1,092,919	(602,090)	6,509,846	9,887,496	(3,377,649)	43.99%
10									
11	MTTF Contributions- Federated	49,069,249	8,400,000	1,250,615	7,149,385	40,927,580	49,069,249	(8,141,669)	16.59%
12	Local Government Funds - MTTF	3,500,463	0	1,064,973	(1,064,973)	463,115	1,303,880	(840,765)	86.77%
13	Federal Reimbursement Funds - FTA	25,788,577	0	4,053,024	(4,053,024)	24,978,182	15,138,163	9,840,019	3.14%
14	State Government Funds	1,702,666	16,125	225,000	(208,875)	827,736	1,175,280	(347,544)	51.39%
15									
16	Total Non-Operating Revenues	80,060,955	8,416,125	6,593,612	1,822,513	67,196,614	66,686,572	510,041	16.07%
17									
18	Total Revenues Before Cap Contributions	91,682,931	8,906,953	7,686,531	1,220,423	73,706,459	76,574,068	(2,867,608)	19.61%
19									
20	Local Government Funds - MTTF, Cap	1,865,202	0	245,056	(245,056)	197,463	1,525,473	(1,328,010)	89.41%
21	Federal Reimbursement Funds - FTA, Cap	19,159,554	0	6,604,425	(6,604,425)	1,634,964	12,073,383	(10,438,419)	91.47%
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	21,024,756	0	6,849,481	(6,849,481)	1,832,427	13,598,856	(11,766,429)	91.28%
26									
27	Total Revenues	112,707,687	8,906,953	14,536,012	(5,629,058)	75,538,886	90,172,924	(14,634,037)	32.98%
28									
29									
30	Expenses								
31									
32	Labor	28,539,806	2,435,697	2,516,840	(81,143)	24,103,053	23,581,476	521,577	15.55%
33	Fringes & Benefits	27,029,658	2,651,257	2,144,421	506,836	24,534,042	22,918,023	1,616,019	9.23%
34	Services	5,336,874	383,179	425,443	(42,264)	4,023,125	4,449,508	(426,383)	24.62%
35	Materials	6,843,550	518,526	581,159	(62,633)	5,073,642	5,695,784	(622,142)	25.86%
36	Utilities	958,796	82,191	79,566	2,625	802,606	799,660	2,946	16.29%
37	Casualty & Liability	2,646,356	146,760	220,529	(73,769)	2,248,963	2,205,290	43,673	15.02%
38	Purchased Transportation	19,597,253	1,148,933	1,660,854	(511,921)	12,619,904	16,383,215	(3,763,311)	35.60%
39	Interest Expense	15,568	980	980	0	30,166	13,722	16,444	-93.77%
40	Other Expenses	715,070	32,569	56,739	(24,170)	279,833	527,390	(247,557)	60.87%
41	Operating Expenses	91,682,931	7,400,091	7,686,531	(286,439)	73,715,332	76,574,068	(2,858,736)	19.60%
42									
43									
44									
45	Development Cost & Loss on Disposal	853,590	36,210	59,280	(23,070)	546,458	326,040	220,418	35.98%
46	Depreciation Expenses	12,303,726	902,051	1,081,544	(179,493)	9,054,312	10,140,638	(1,086,326)	26.41%
47	Loss on Disposal of Assets	0	0	0	0	700	0	700	0.00%
48	Total Capital Expenses	13,157,316	938,261	1,140,824	(202,563)	9,601,470	10,466,678	(865,208)	27.03%
49									
50	Total Expenses	104,840,247	8,338,351	8,827,355	(489,002)	83,316,802	87,040,746	(3,723,944)	20.53%
51									
52									
53	Revenue / Expense Difference Before Capital	0	1,506,863	0	1,506,863	(8,872)	0	(8,872)	0.00%
54									
55	Revenue / Expense Difference After Capital	7,867,440	568,602	5,708,657	(5,140,056)	(7,777,915)	3,132,178	(10,910,095)	198.86%

## Total Labor

April 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	2,435,697	2,516,840	(81,143)	24,103,053	23,581,476	521,577	15.55%
2	Sick Leave	1,491,682	178,577	99,779	78,798	1,528,818	1,292,124	236,694	-2.49%
3	Holiday	1,111,586	102,168	123,919	(21,751)	873,335	987,667	(114,332)	21.43%
4	Vacation	1,991,906	177,466	164,846	12,620	1,766,275	1,662,214	104,061	11.33%
5	Other Paid Absences	217,030	11,004	14,121	(3,117)	142,668	188,784	(46,116)	34.26%
6									
7	Total	33,352,010	2,904,912	2,919,505	(14,593)	28,414,149	27,712,265	701,884	14.81%
8									
9	Difference compared to Budget			(14,593)			701,884		
		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	217,150	223,345	(6,195)	2,119,237	2,119,983	(746)	16.94%
11	Pension	7,288,803	730,673	621,581	109,092	6,840,230	6,093,583	746,647	6.15%
12	Hospital Medical & Surgical	9,363,267	811,486	669,207	142,279	7,837,601	8,024,854	(187,253)	16.29%
13	Vision Care Insurance	122,078	4,850	10,181	(5,331)	53,982	101,810	(47,828)	55.78%
14	Dental Plans	409,308	66,700	34,109	32,591	252,784	341,090	(88,306)	38.24%
15	Life Insurance	96,744	7,405	8,062	(657)	75,320	80,620	(5,300)	22.15%
16	Disability Insurance	216,332	0	10,563	(10,563)	182,140	195,206	(13,066)	15.81%
17	Kentucky Unemployment	40,000	0	0	0	258,140	30,000	228,140	-545.35%
18	Worker's Compensation	1,850,000	333,482	154,167	179,315	2,320,914	1,541,670	779,244	-25.45%
19	Uniform & Work Clothing Allowance	277,000	10,152	10,333	(181)	280,856	256,330	24,526	-1.39%
20	Other Fringes	2,500	143	208	(65)	1,741	2,088	(347)	30.36%
21	Total Fringe & Benefits	22,217,454	2,182,041	1,741,756	440,285	20,222,945	18,787,234	1,435,711	8.98%
22									
23									
24	Sick Leave	1,491,682	178,577	99,779	78,798	1,528,818	1,292,124	236,694	-2.49%
25	Holiday	1,111,586	102,168	123,919	(21,751)	873,335	987,667	(114,332)	21.43%
26	Vacation	1,991,906	177,466	164,846	12,620	1,766,275	1,662,214	104,061	11.33%
27	Other Paid Absences	217,030	11,004	14,121	(3,117)	142,668	188,784	(46,116)	34.26%
28	Total Compensation Benefits	4,812,204	469,215	402,665	66,550	4,311,096	4,130,789	180,307	10.41%
29									
30	Total	27,029,658	2,651,257	2,144,421	506,836	24,534,042	22,918,023	1,616,019	9.23%
31									
32	Difference compared to Budget			506,836			1,616,019		

## Balance Sheet

April 2021, Fiscal Year 2021



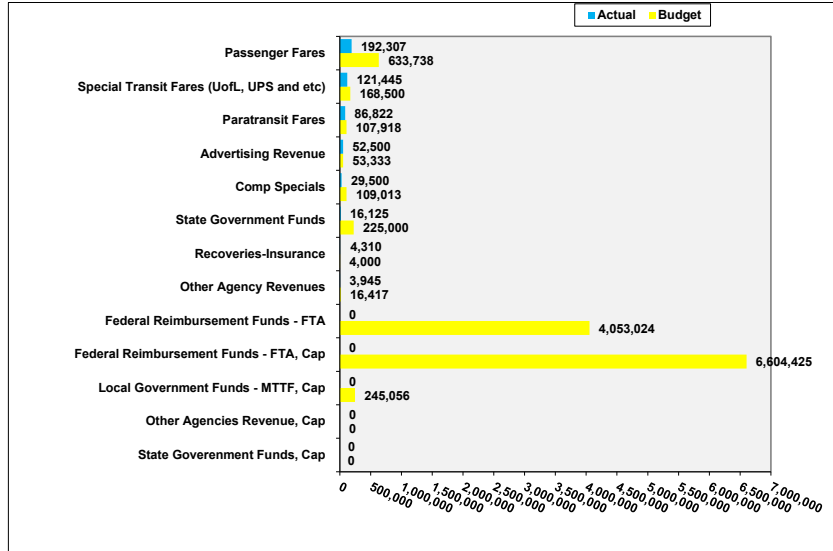
Assets	FY 21	FY 20	Liabilities, Reserves & Capital	FY 21	FY 20
<b>Current Assets</b>			<b>Current Liabilities</b>		
Cash & Cash Items	1,975,244	3,506,042	Long Term Debt	262,538	397,920
Short Term Investments	8,136,877	1,839,094	Short Term Debt	0	3,000,000
Accounts Receivable	50,024,729	15,604,184	Trade Payables	5,951,285	6,331,586
Interest Receivable	240	242	Accrued Payroll Liabilities	4,100,823	4,037,291
Due From Grant	80,000	80,000	Estimated Workmans Compensation	3,277,065	2,577,207
Materials & Supplies	2,368,940	1,551,695	Accrued Tax Liabilities	0	0
<b>Total Current Assets</b>	<b>62,586,031</b>	<b>22,581,258</b>	Unredeemed Tickets & Tokens	1,639,549	1,857,688
<b>Other Assets</b>			Reserves - Injury & Damages	1,437,700	1,176,200
Prepaid Insurance & Dues & WIP	578,239	2,041,505	Due To Operations	80,000	80,000
<b>Total Other Assets</b>	<b>578,239</b>	<b>2,041,505</b>	Unearned Capital Contributions	46,402,446	10,621,812
<b>Fixed Assets</b>			Other Current Liabilities (Health Ins.)	933,871	55,084
Land	3,177,782	3,177,782	<b>Total Current Liabilities</b>	<b>64,085,277</b>	<b>30,134,788</b>
Buildings	49,133,260	49,039,055	<b>Equity</b>		
Coaches	113,494,716	113,922,734	Retained Earnings	(7,777,915)	(11,280,156)
Office Equipment	10,489,182	10,068,450	Prior Year Retained Earning	76,430,607	83,922,863
Other Equipment	22,278,302	20,537,447	<b>Total Equity</b>	<b>68,652,691</b>	<b>72,642,707</b>
Development Costs	434,519	677,036	<b>Total Liabilities &amp; Equity</b>	<b>132,737,969</b>	<b>102,777,495</b>
Vehicle Exp - Operating	1,420,405	1,420,405			
Other Equipment -Operating	154,908	191,266			
<b>Total Fixed Assets</b>	<b>200,583,072</b>	<b>199,034,174</b>			
<b>Less Accumulated Depreciation</b>					
Accumulated Depr Land	711,005	677,559			
Accumulated Depr Buildings	26,870,052	25,356,282			
Accumulated Depr Coaches	76,170,891	69,752,074			
Accumulated Depr Office Equipment	8,160,263	7,265,978			
Accumulated Depr Other Equipment	17,917,673	16,503,280			
Accumulated Depr Development Cost	147,465	357,247			
Accumulated Depr Vehicle Exp - Opr	915,269	859,143			
Accumulated Depr Other Equipment Op	116,755	107,879			
<b>Total Depreciation</b>	<b>131,009,373</b>	<b>120,879,442</b>			
<b>Net Fixed Assets</b>	<b>69,573,699</b>	<b>78,154,732</b>			
<b>Total Assets</b>	<b>132,737,969</b>	<b>102,777,495</b>			

## Actual Revenue vs. Budget

April 2021, Fiscal Year 2021



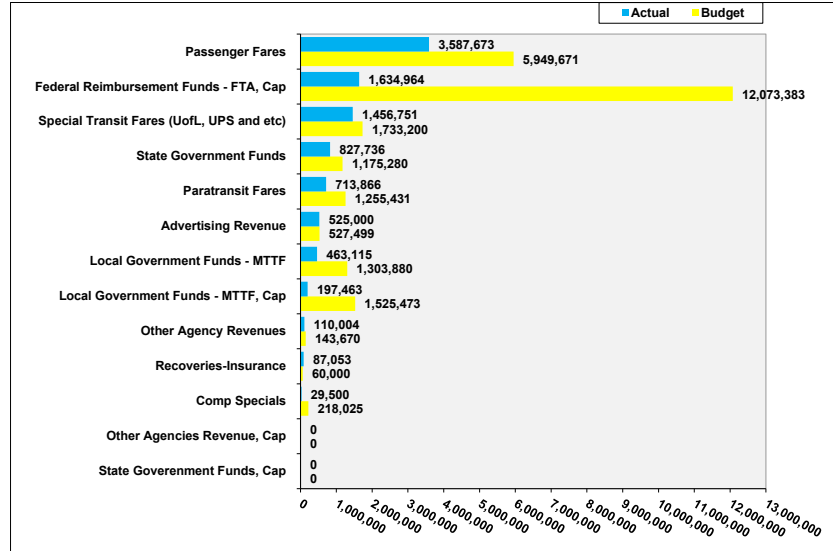
### Current Month Revenues



MTTF \$8,400,000 Actual > \$1,250,615 Budget

Passenger fares \$441,431 ↓  
 Paratransit fares \$21,096 ↓  
 MTTF Contributions \$7,149,385 ↑  
 Federal Reimbursement Funds - FTA \$4,053,024 ↓  
 Federal Reimbursement Funds - FTA, Cap \$6,604,425 ↓

### Year to Date Revenues



MTTF \$40,927,580 Actual < \$49,069,249 Budget

Federal Reimbursement Funds - FTA \$24,978,182 Actual > \$15,138,163 Budget

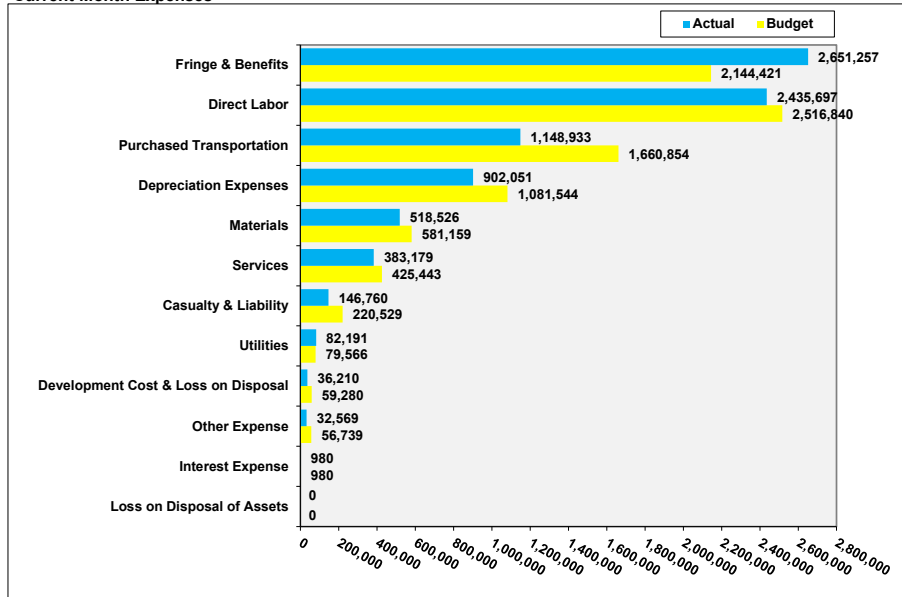
Passenger fares \$2,361,998 ↓  
 Paratransit fares \$541,565 ↓  
 MTTF Contributions \$8,141,669 ↓  
 Federal Reimbursement Funds - FTA \$9,840,019 ↑  
 Federal Reimbursement Funds - FTA, Cap \$10,438,419 ↓

## Actual Expenses vs. Budget

April 2021, Fiscal Year 2021



Current Month Expenses

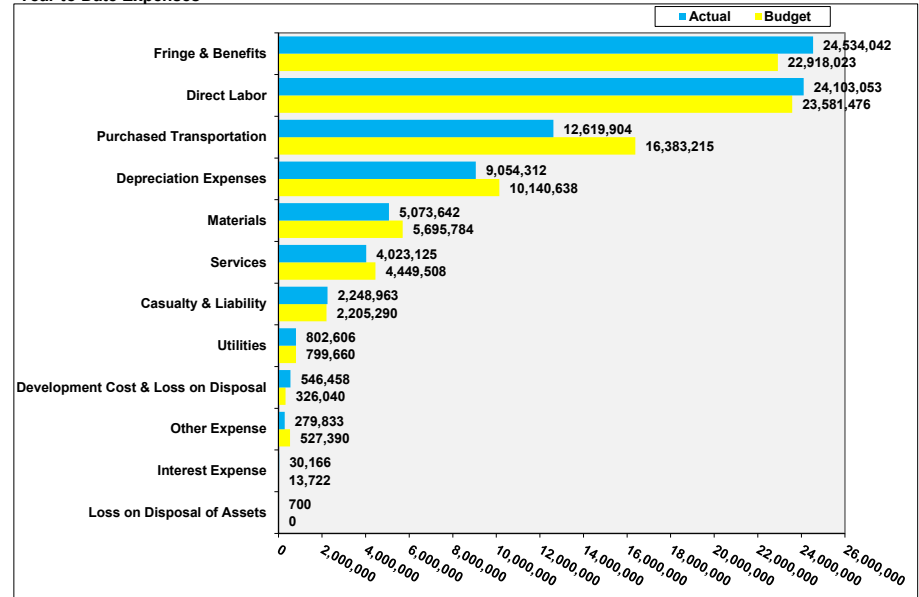


Direct Labor \$81,143 ↓ Total Labor \$14,593 ↓

Fringe & Benefits \$506,836 ↑

Purchased Transportation \$511,921 ↓

Year to Date Expenses



Direct Labor \$521,577 ↑ Total Labor \$701,884 ↑

Fringe & Benefits \$1,616,019 ↑

Purchased Transportation \$3,763,311 ↓

Depreciation Expenses \$1,086,326 ↓



# 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	\$4,083,535	\$4,496,397	(\$412,862)	\$3,323,566	-9.18%	9.37%
March	\$4,827,963	\$4,533,247	\$294,716	\$3,618,282	6.50%	9.04%
April	\$8,203,675	\$6,187,014	\$2,016,661	\$5,634,943	32.60%	12.20%
May		\$3,706,568	(\$3,706,568)	\$1,928,375	-100.00%	3.86%
June		\$3,202,202	(\$3,202,202)	(\$1,273,827)	-100.00%	
TOTAL	\$51,827,328	\$53,101,155				

## MTTF Revenue Deposits - Actuals

### LOUISVILLE METRO REVENUE COMMISSION TARC LICENSE FEE TRANSACTIONS

	April 2021	April 2020	YTD FYE 2021	YTD FYE 2020	Difference Amount	Percent Change
<b>Receipts</b>						
Employee Withholding	\$ 4,783,415	\$ 4,887,424	\$ 41,187,928	\$ 42,138,226	\$ (950,298)	-2.26%
Individual Fees	1,077	1,918	2,642	2,475	167	6.75%
Net Profit Fees	3,501,219	1,455,123	10,902,330	5,544,049	5,358,281	96.65%
Interest & Penalty	28,850	21,662	437,482	554,933	(117,451)	-21.16%
<b>Total Collections</b>	<b>\$ 8,314,561</b>	<b>\$ 6,366,127</b>	<b>\$ 52,530,382</b>	<b>\$ 48,239,683</b>	<b>\$ 4,290,699</b>	<b>8.89%</b>
Investment Income	\$ 1,361	\$ 1,047	\$ 6,105	\$ 68,570	\$ (62,465)	-91.10%
<b>Total Receipts</b>	<b>\$ 8,315,922</b>	<b>\$ 6,367,174</b>	<b>\$ 52,536,487</b>	<b>\$ 48,308,253</b>	<b>\$ 4,228,234</b>	<b>8.75%</b>
<b>Disbursements</b>						
Collection Fee	\$ 112,247	\$ 85,942	\$ 709,159	\$ 644,629	\$ 64,530	10.01%
<b>Total Disbursements</b>	<b>\$ 112,247</b>	<b>\$ 85,942</b>	<b>\$ 709,159</b>	<b>\$ 644,629</b>	<b>\$ 64,530</b>	<b>10.01%</b>
<b>Due Mass Transit</b>	<b>\$ 8,203,675</b>	<b>\$ 6,281,232</b>	<b>\$ 51,827,328</b>	<b>\$ 47,663,624</b>	<b>\$ 4,163,704</b>	<b>8.74%</b>
Less Previous Payments			43,623,653	41,382,392	2,241,261	5.42%
<b>Payable To Trust Fund</b>			<b>\$ 8,203,675</b>	<b>\$ 6,281,232</b>	<b>\$ 1,922,443</b>	<b>30.61%</b>



## Year to Date Summary

April 2021, Fiscal Year 2021

	Good	In the Red	
Total Revenues are Over/ <b>Under</b> by (pg. 2, line 18)		\$2,867,608	
Total Expenses are Over/ <b>Under</b> by (pg. 2, line 41)	\$2,858,736		
MTTF Revenue Deposits are <b>Over</b> /Under by (pg. 7)	\$5,634,943		
April has a favorable balance before Capital of	<u>\$8,493,679</u>	<u>\$2,867,608</u>	<b>\$5,626,071</b>

## Revenues over Expenses

Revenues	\$47,900,541
FTA Funds	2,172,880
State Funds	\$827,736
KYTC	
<b>Total Revenues</b>	<b><u>\$50,901,157</u></b>
 Total Operating Expenses	 \$73,715,332
Local Capital Expenses	\$197,463
<b>Total Expenses</b>	<b><u>\$73,912,795</u></b>
 <b>Net Gain/(Loss) before CARES Funds</b>	 <b>(\$23,011,638)</b>
 CARES Funds applied for FY 2021	 \$22,805,302
 <b>Net Gain/(Loss) before Capital</b>	 <b>(\$206,336)</b>



# **TARC Board Meeting**

## **Comprehensive Operations Analysis Recommendations**

May 25, 2021

# System Improvement Concepts

## Key Considerations

Service Type and  
Frequency

Route  
Modifications

Schedule  
Modifications

1

The first concept recommends immediate enhancements through **Route Optimization**

2

The second concept, **System Restructuring**, builds on the first concept and would be phased in over the next five years.

3

Finally, the **System Vision** concept sets forth a set of expansion goals for the mid- to long-term future of the system.

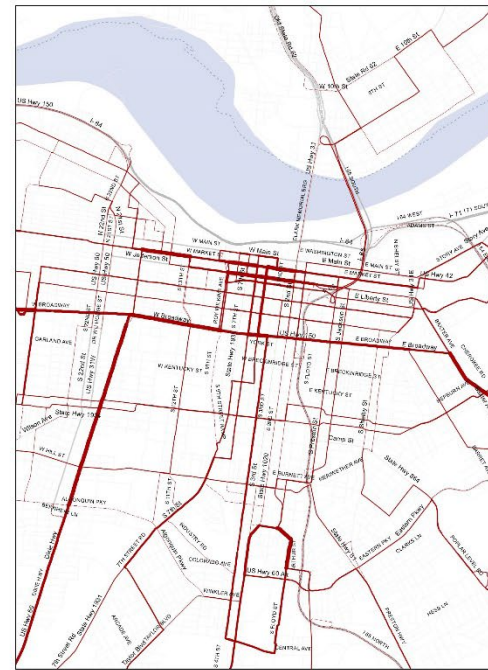
# Route Optimization Concept 1

## Features

- Maintains existing service coverage
- Improves service quality and reliability
- Simplifies complex routes and timetables
- Adjusts routes to provide cost savings
- Increases frequency on key routes

## Metrics

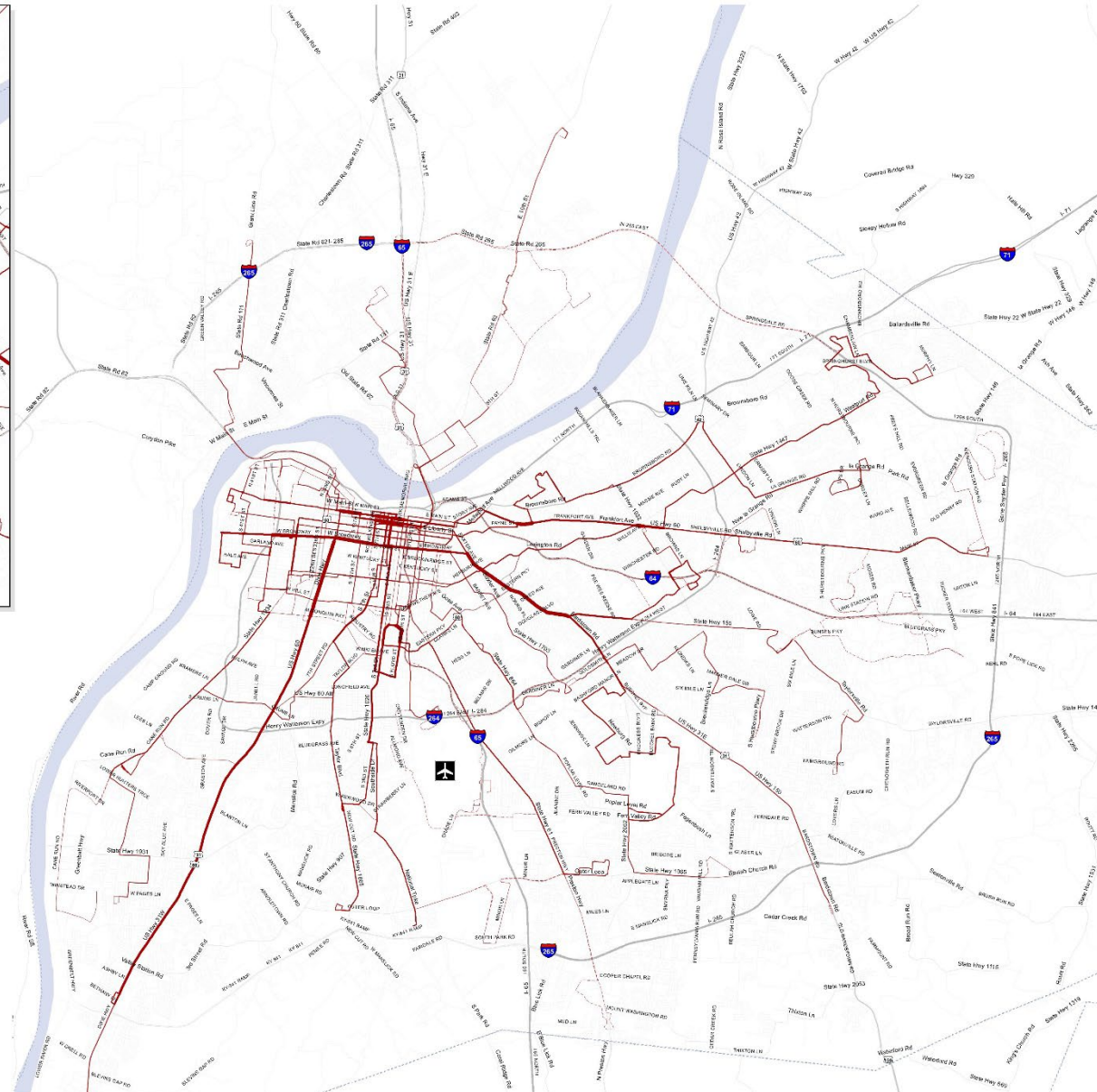
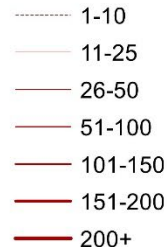
- Revenue neutral
- Small increase in jobs and population served (1/2 mi)
- Increase in weekend service
- 7% reduction in peak buses
- Serves 99.9% of existing riders (1/2 mi)



ZOOM IN MAP FOR DOWNTOWN LOUISVILLE

### Legend

#### Buses Per Day





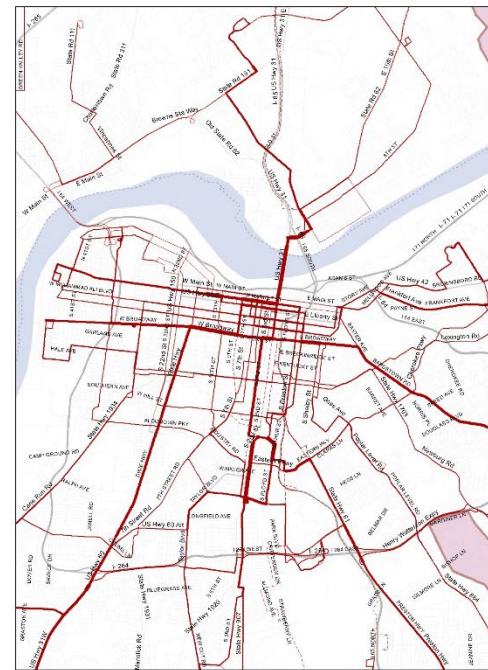
# System Reconstruction Concept 2

## Features

- Introduces core high frequency network
- Creates consistent spans of service with consistent headways

## Metrics

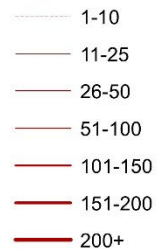
- Increase in jobs & population served (~50% increase for high frequency service)
- Increase in weekend service
- Reduction in peak buses, but increase in revenue hours
- Some new routes/patterns
- Introduces on-demand service with 6 zones operating 18 revenue hours on weekdays
- Increased operating cost



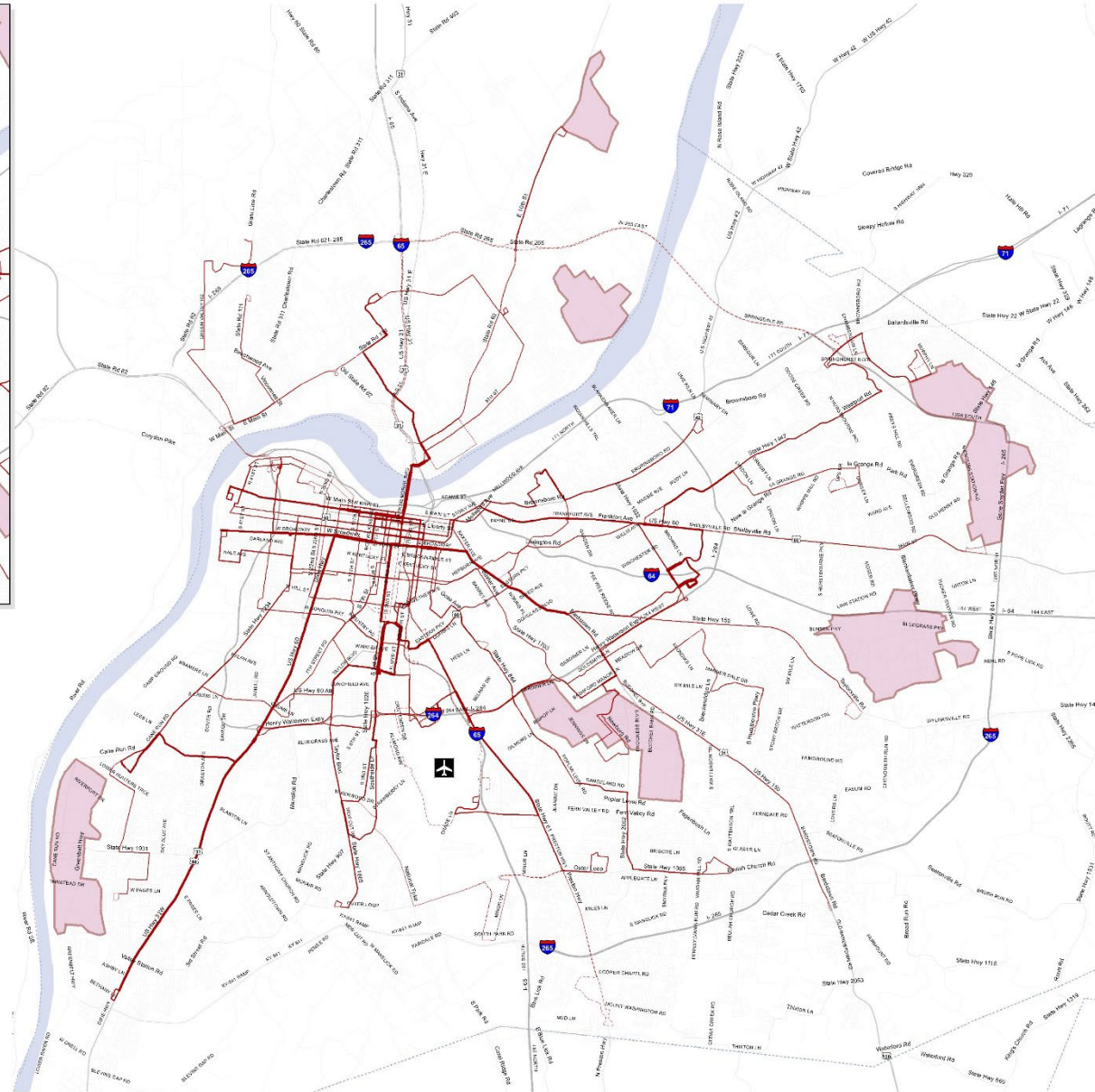
ZOOM IN MAP FOR DOWNTOWN LOUISVILLE

### Legend

#### Buses Per Day



On Demand Zones





# System Vision Concept 3

## Features

- Maintains high frequency network and other Concept 2 improvements
- Expands service coverage and core frequency network
- Reintroduces express routes

## Metrics

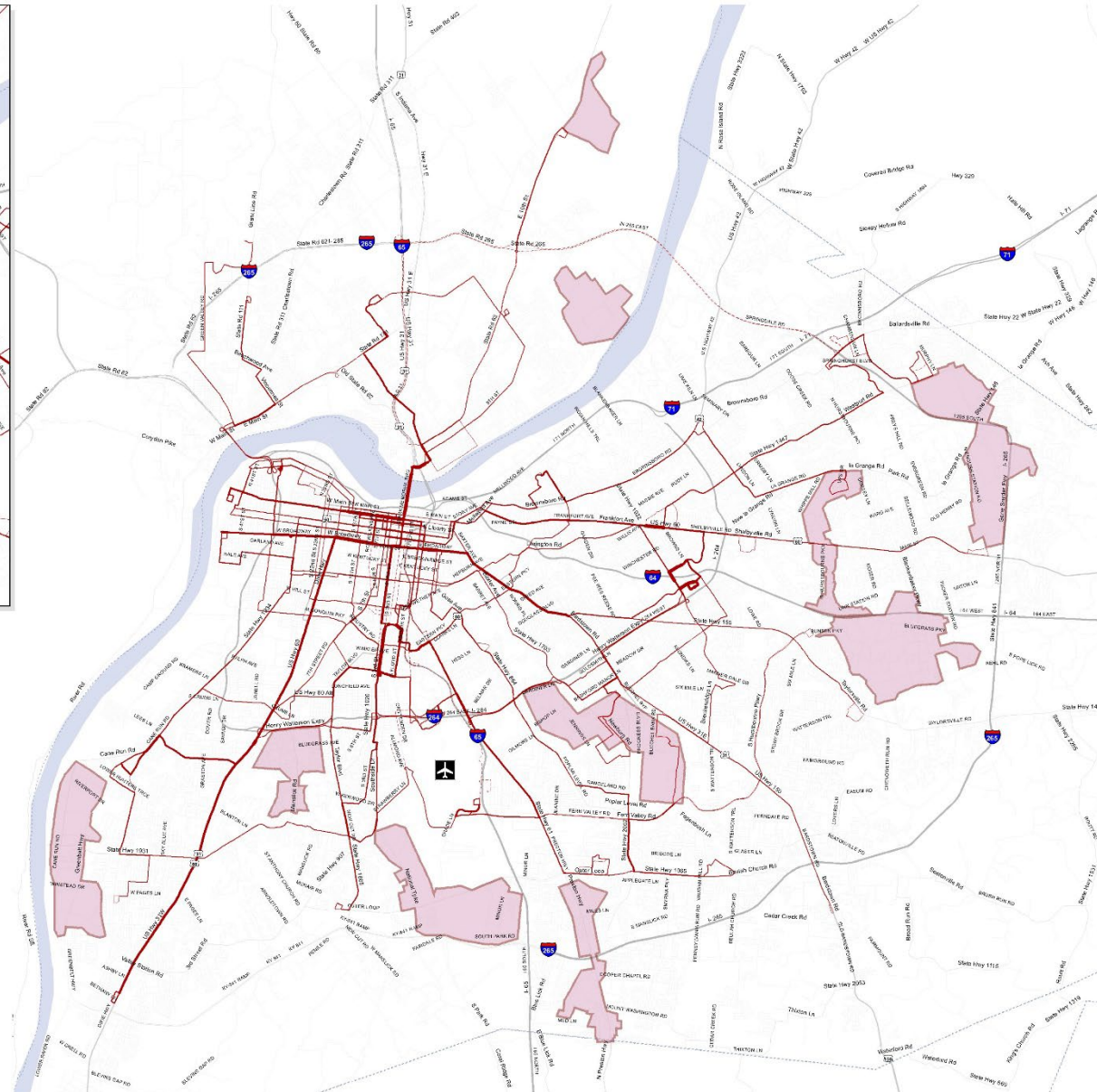
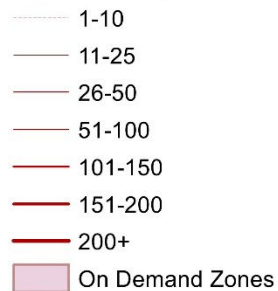
- Increase in jobs & population served (~50% increase for high frequency service)
- Increase in weekend service
- Increase in revenue hours
- Adds several new routes
- Increases on-demand service with 4 new zones
- Increased operating cost



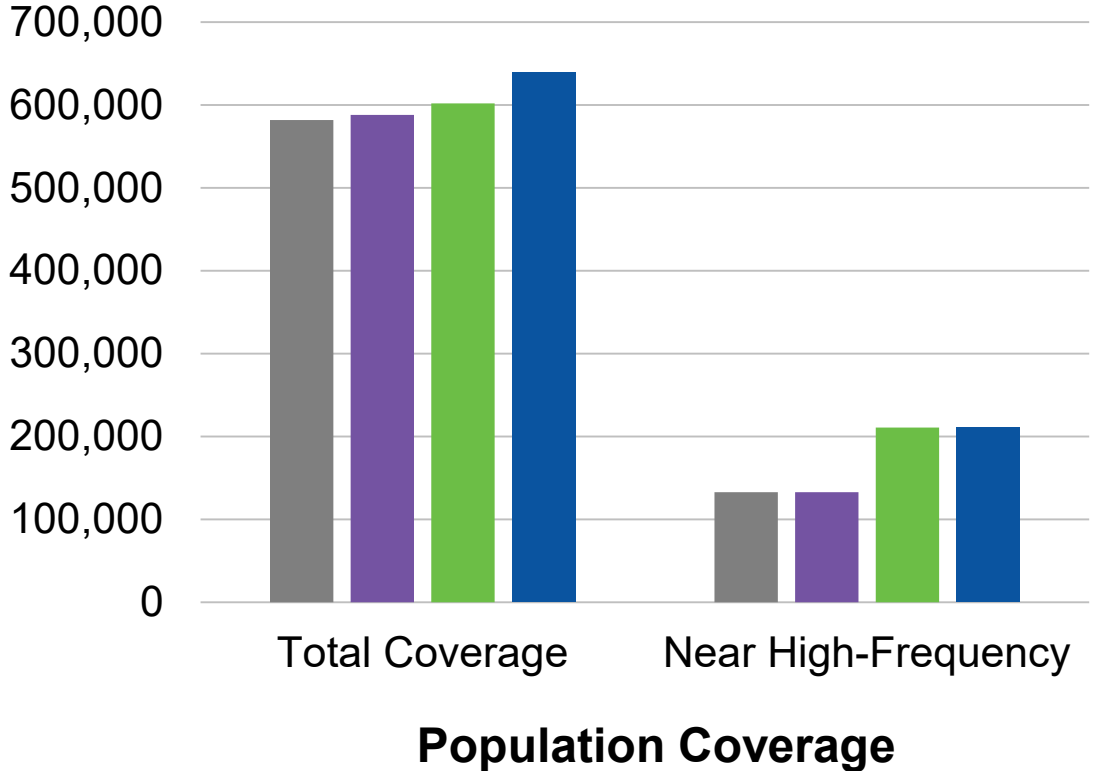
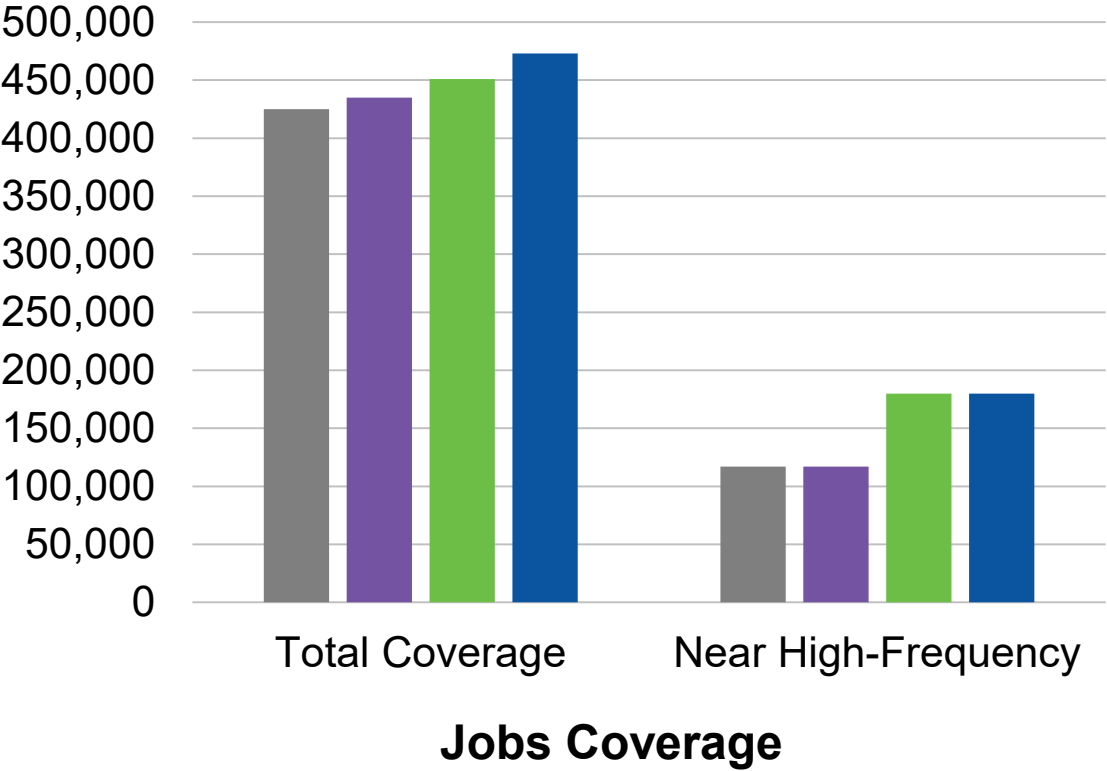
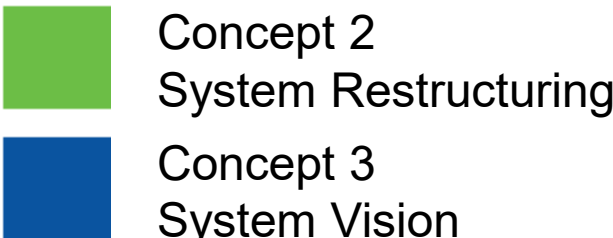
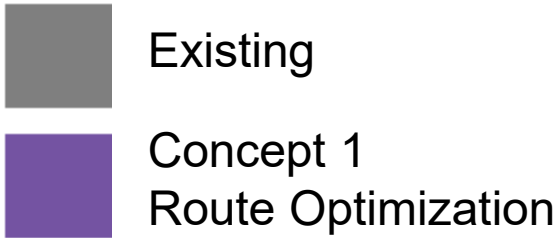
ZOOM IN MAP FOR DOWNTOWN LOUISVILLE

### Legend

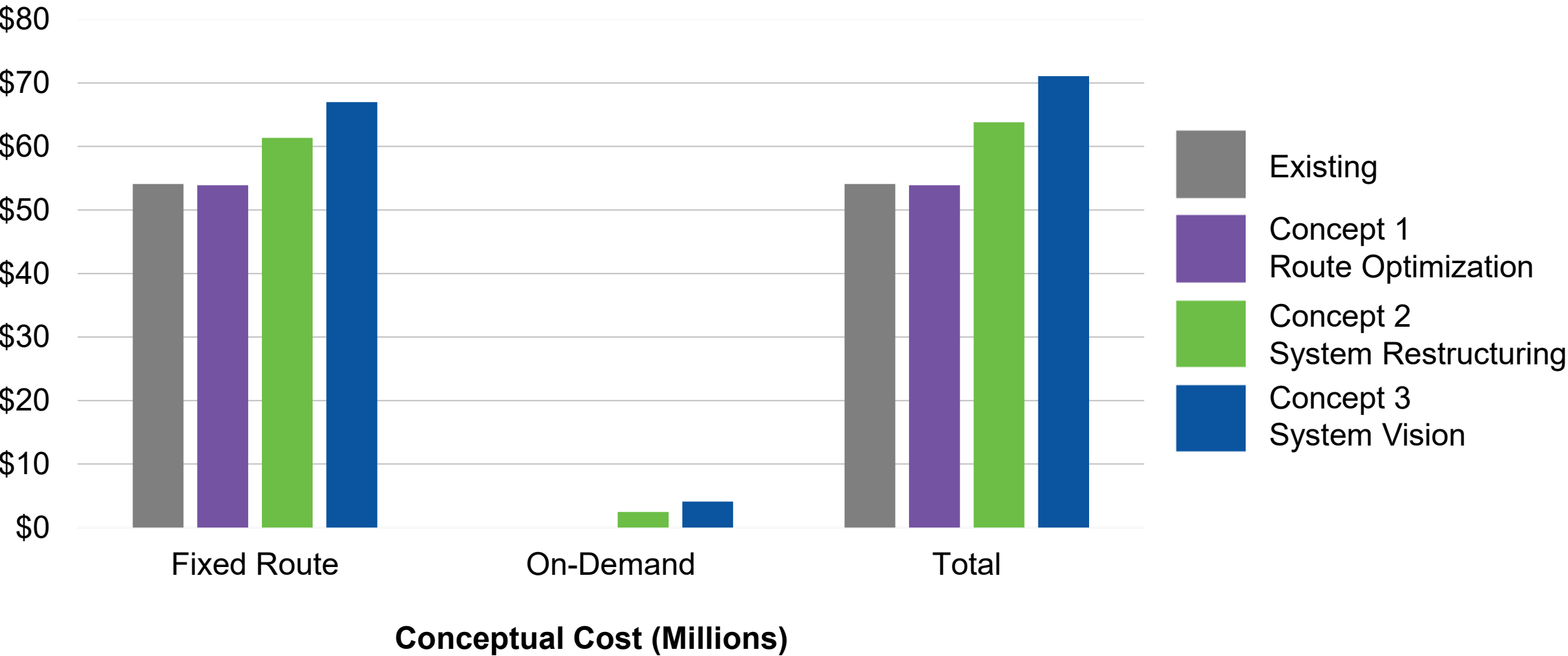
#### Buses Per Day



# Comparison



# Comparison



# Additional Recommendations

- ✓ Transfer Points and Transfer Centers
- ✓ Mobility Hubs
- ✓ Sidewalks and Safe Walking Routes
- ✓ Stop Level Infrastructure
- ✓ Additional BRT Stops
- ✓ Coordinate with Louisville Metro Projects
- ✓ Other Operational Improvements

# Next Steps

1. Advance Recommendations
2. Complete Detailed Schedule / Budget Follow-up
3. FTA Policy Impacts – Title VI and EJ Analysis
4. Stakeholder Engagement
5. Implementation Plan with Action Steps







COA PLAN

IMPLEMENTATION STEPS





# COA IMPLEMENTATION

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## PHASED APPROACH

### Phase I

- Immediate/Short Term Improvements – late 2021/ early 2022

### Phase II

- Long Term Regional Improvements – Commuter Service

### Implementation

- To be determined based on TARC resources, commute patterns and ridership trends

# COA IMPLEMENTATION

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## PHASE I PROJECTS

### 1. Broadway Corridor

- Evaluate route # 23 - schedule and route branches
- Improve schedule consistency - 15 min frequency
- Improve service performance and reliability
- Timed transfer points and better integration with connecting routes

#### Planned implementation

- Early 2022
- Bud impact - minor cost increase for frequency improvements

# COA IMPLEMENTATION

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## PHASE I PROJECTS

### 2. Micro Transit Pilot Project

- Bluegrass Industrial Center / J-Town Circulator (current TARC rt. #75)
- Implement micro-transit pilot project, provide access to jobs
- Serve major employment areas and connect with Jeffersontown urban core
- Service as micro mobility and/or on-demand solution
- Options to use smaller buses as a more cost-effective solution

#### Planned Implementation

- Early 2022
- Bud impact - to be evaluated



# COA IMPLEMENTATION

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## PHASE I PROJECTS

### 3. Muhammad Ali Corridor

- In conjunction with Metro efforts to convert to two-way street
- Consolidate Rt. #19 on one corridor, simplify access, provide better service
- Improve amenities: shelters, seating, ADA access, limited sidewalk improvements
- Consolidate and reduce number of stops
- Contribute to the quality of transit and support neighborhoods revitalization

#### **Planned Implementation**

- 2022 – in coordination with Metro Public Works
- Bud impact – capital funds for stops and shelters improvements



# COA IMPLEMENTATION

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## PHASE I PROJECTS

### 4. Access to Jobs – CMAQ Routes

- Job connections to major employment areas: Renaissance Development, Commerce Crossings, River Ridge in S IN
- CMAQ Grant funded
- Three new routes, AM and PM peak service
- Explore options for the most cost-effective service solution

#### Planned Implementation

- Late 2021/early 2022
- Bud impact – local match funding required 20%



# COA IMPLEMENTATION

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## PHASE II PROJECTS

### 1. Corridor Level Service Improvements

- Improve frequency along major transit corridors: Market St, Bardstown Rd, Frankfort Ave, Shelbyville Rd.
- Improve service consistency – 10 to 15 min frequency using existing routes on these street
- Improve service performance and reliability
- Create high-frequency operations by improved existing trips spacing

#### Planned implementation

- Late 2022
- Bud impact – minor cost increase for schedule revisions



# COA IMPLEMENTATION

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## PHASE II PROJECTS

### 2. Commuter Service – Regional Connections

- Implement commuter service to/from surrounding counties
- Connections to Downtown and major employment centers
- Explore options for micro-transit solutions, using smaller vehicles
- Evaluate limited stops fixed routes service and buses on shoulders

#### Planned Implementation

- Late 2022
- Bud impact – additional funding required



**THANK YOU**

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# MEMORANDUM

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

**From:** Carrie Butler, Executive Director

**Date:** May 25, 2021

**Re:** Resolution 2021-14 Board Member Service – Alice Houston

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Please see the following Resolution to show our support and gratitude to Alice Houston. We are grateful for her years of service to the Transit Authority of River City and our community.

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



## **RESOLUTION 2021-14**

### **Recognition of Service**

A resolution recognizing Alice Houston for her dedication and service in providing pivotal guidance and thoughtful direction through many successful years of operations for the Transit Authority of River City.

**WHEREAS**, Alice Houston served as a Board Member for 8 years along with a member of TARC's Human Resources Subcommittee, and;

**WHEREAS**, She provided instrumental support to secure TARC's daily operations and long-term vision through personal expertise, and;

**WHEREAS**, She saw the agency through many historic milestones such as the unveiling of the new TARC logo at the 40<sup>th</sup> anniversary celebration, the introduction of one of the largest all-electric fleets in the nation, the implementation of electronic fare cards in 2019, the introduction of the Dixie Rapid (DRB) in 2020, and;

**Whereas**, She saw the agency through many defining moments of community pride over the years such as TARC's response to the COVID-19 pandemic, and

**WHEREAS**, She ensured the organization was always well protected, and the transportation needs of the greater Louisville region were considered at every turn, and;

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

1. Alice Houston is recognized with immense gratitude for her sincere commitment and enthusiasm which always carried a reliable source of compassion and consideration, providing a steady hand through the years that kept the organization moving in the right direction.
2. We wish her the best of luck in all her future endeavors.

**ADOPTED THIS 25th DAY OF MAY 2021**

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

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**Carrie Butler, Executive Director**



# MEMORANDUM

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

**From:** Carrie Butler, Executive Director

**Date:** May 20, 2021

**Re:** Resolution 2021-15 Consulting Services to Catalog Options to Provide Transit Access to Exurban Locations (RFP 20201036)

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In May of 2020 this Board authorized the commitment of \$31,250 to match a grant of Federal planning funds from KIPDA regarding the preparation of a report on options for providing cost-effective mobility services at the edges of our service area. The Resolution, 2020-28, further authorized the Executive Director to enter into an agreement with KIPDA regarding the expenditure of the Federal funds.

On February 4, 2021, TARC's Purchasing Department released Request for Proposal (RFP) 20201036 for consulting services to catalog options to provide access to employment opportunities at exurban locations. The deliverable will be a compendium of options that detail the costs and benefits of each, along with any potential issues or barriers to implementation. Our goal is to award a contract for two (2) years. TARC has assigned a Disadvantaged Business Enterprise participation goal of 2% towards this project.

On March 26, 2021 TARC received responses from two (2) qualified bidders: IBI Group and Via Mobility, LLC. Based on the solicitation requirements the Purchasing department evaluated the two proposals and found them both to be responsive and responsible.

A committee of experienced TARC staff evaluated and independently scored the two proposals. The two scores were sufficiently close that presentations were requested from both proposers. Following the presentations, which were conducted via teleconference, the evaluation committee scored the proposals once again. The Review Committee unanimously recommended the award of a contract for Consulting Services to Catalog Options to Provide Transit Access to Exurban Locations to Via Mobility, LLC.

This project is funded by a grant of planning funds from KIPDA. TARC will provide the required local match of 20%.

At this time, I am respectfully requesting your authorization to enter into a two year contract for Consulting Services with Via Mobility, LLC. If you approve this award, TARC's Purchasing Department will award a contract for Consulting Services to Via Mobility, LLC for a not to exceed amount of \$156,250.00.

Please call me at 561-5199 if you have any questions. Thank you.



## **RESOLUTION 2021-15**

### **Consulting Services to Catalog Options to Provide Transit Access to Exurban Locations**

A Resolution authorizing the Executive Director to enter into a one (1) year initial term with 1 year optional extension with Via Mobility, LLC based upon the attached bid pricing for Consulting Services for Transit Access to Exurban Locations:

**WHEREAS**, TARC Board Resolution 2020-28 authorized the Executive Director to enter into an agreement with KIPDA for the expenditure of Federal planning funds; and

**WHEREAS**, TARC seeks a vendor to provide TARC with Consulting Services to Catalog Options to Provide Access to Employment Opportunities at Exurban Locations; and

**WHEREAS**, a solicitation, Request for Proposal 20201036, Consulting Services for Transit Access to Exurban Locations was issued and advertised to the public on February 4, 2021; and

**WHEREAS**, TARC received proposals from IBI Group and Via Mobility, LLC, which were determined to be responsive and responsible; and

**WHEREAS**, a committee of experienced TARC staff evaluated and independently scored the proposals, and received presentations from each of the proposers; and

**WHEREAS**, that committee unanimously recommends an award to Via Mobility, LLC;

**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 contract for an initial term of one (1) year with a one year optional extension to Via Mobility, LLC for Consulting Services to Catalog Options to Provide Transit Access to Exurban Locations for a not-to-exceed amount of \$156,250.00.

**ADOPTED THIS 25TH DAY OF MAY 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:** May 25, 2021

**Re:** Resolution 2021-16 Bumper and Frame Parts and Supplies (IFB 20201022)

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On November 20, 2020, the procurement department released an Invitation for Bid 20201022 for Bus Bumper and Frame Parts and Supplies which included five (5) inventory parts. The solicitation intent is to award the contract to the lowest bidder or bidders. On December 10, 2020 we received responses from two (2) qualified bidders and evaluated all the bids based on the requirements and lowest bid proposed.

Based upon the requirement of the solicitation and the proposed lowest bids, the procurement department evaluated the following proposals as being deemed responsive and responsible. The selection was made and the intent to award to multi-vendor based on lowest pricing to the following entities:

- Gillig, LLC
- Muncie Transit Supply.

Procurement Department proposes a multi-vendor award contract of Bus Bumper and Frame Parts and Supplies to the above vendors with a not to exceed amount of \$210,590.50 for a total term of five (5) years; this includes a base of three (3) years with one option for two (2) years.

The Review Committee recommends the award of Bus Bumper and Frame Parts and Supplies to Gillig, LLC and Muncie Transit Supply. The multi-vendor proposal for Bus Bumper and Frame Parts and Supplies is determined to be the most favorable to TARC and TARC employees.

I am respectfully requesting the Board of Directors to authorize the Executive Director to enter into a contract for five years with Gillig, LLC and Muncie Transit Supply for Bus Bumper and Frame Parts and Supplies. Please call me at 561-5199 if you have any questions. Thank you.



## **RESOLUTION 2021-16**

### **Bus Bumper and Frame Parts and Supplies**

A Resolution authorizing the Executive Director to enter into a three (3) year initial term with 2 year optional extension with Gillig, LLC and Muncie Transit Supply based upon the attached bid pricing for Bus Bumper and Frame Parts and Supplies:

**WHEREAS**, TARC seeks a vendor to provide and assist TARC with its Bus Bumper and Frame Parts and Supplies needs; and,

**WHEREAS**, a solicitation, (IFB) 20201022 Bus Bumper and Frame Parts and Supplies Invitation for Bid was issued and advertised to the public on November 20, 2020; and,

**WHEREAS**, TARC received two (2) proposals for 20201022 Bus Bumper and Frame Parts and Supplies and two (2) proposals from Gillig, LLC and Muncie Transit Supply were determined to be responsive and responsible; 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 enter into a three (3) year initial term with 2 year optional extension contract with Gillig, LLC and Muncie Transit Supply based upon the attached bid pricing for (IFB) 20201022 for Bus Bumper and Frame Parts and Supplies for a not-to-exceed amount of \$210,590.50.

**ADOPTED THIS 25TH DAY OF MAY 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:** May 25, 2021

**Re:** Resolution 2021-17 Bus Hoses Parts and Supplies (IFB 20201005)

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On November 20, 2020, the procurement department released an Invitation for Bid 20201005 for Bus Hoses Parts and Supplies which included five (5) inventory parts. The solicitation intent is to award the contract to the lowest bidder or bidders. On December 24, 2020 we received responses from two (2) qualified bidders and evaluated all the bids based on the requirements and lowest bid proposed.

Based upon the requirement of the solicitation and the proposed lowest bids, the procurement department evaluated the following proposals as being deemed responsive and responsible. The selection was made and the intent to award to multi-vendor based on lowest pricing to the following entities:

- Gillig, LLC
- Muncie Transit Supply.

Procurement Department proposes a multi-vendor award contract of Bus Hoses Parts and Supplies to the above vendors with a not to exceed amount of \$124,856.52 for a total term of five (5) years, this includes a base of three (3) years with one option for two (2) years..

The Review Committee recommends the award of Bus Hoses Parts and Supplies to Gillig, LLC and Muncie Transit Supply. The multi-vendor proposal for Bus Hoses Parts and Supplies is determined to be the most favorable to TARC and TARC employees.

I am respectfully requesting the Board of Directors to authorize the Executive Director to enter into a contract for five years with Gillig, LLC and Muncie Transit Supply for Bus Hoses Parts and Supplies. Please call me at 561-5199 if you have any questions. Thank you.



## **RESOLUTION 2021-17**

### **Bus Hoses Parts and Supplies**

A Resolution authorizing the Executive Director to enter into a three (3) year initial term with 2 year optional extension with Gillig, LLC and Muncie Transit Supply based upon the attached bid pricing for Bus Hoses Parts and Supplies:

**WHEREAS**, TARC seeks a vendor to provide and assist TARC with its Bus Hoses Parts and Supplies needs; and,

**WHEREAS**, a solicitation, (IFB) 20201005 Bus Hoses Parts and Supplies Invitation for Bid was issued and advertised to the public on November 20, 2020; and,

**WHEREAS**, TARC received two (2) proposals for 20201005 Bus Hoses Parts and Supplies and two (2) proposals from Gillig, LLC and Muncie Transit Supply were determined to be responsive and responsible; 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 enter into a three (3) year initial term with 2 year optional extension contract with Gillig, LLC and Muncie Transit Supply based upon the attached bid pricing for (IFB) 20201005 for Bus Hoses Parts and Supplies for a not-to-exceed amount of \$124,856.52.

**ADOPTED THIS 25TH DAY OF MAY 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:** May 25, 2021

**Re:** Resolution 2021-18 (RFP 20201040) Consulting Services For The Creation of A Fleet Electrification Strategic Plan for Zero Emission Buses

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One year ago, this Board authorized the commitment of \$25,000 to match a grant of Federal planning funds from KIPDA. The Resolution, 2020-28, further authorized the Executive Director to enter into an agreement with KIPDA regarding the expenditure of the Federal funds. The purpose of the grant is to create a Fleet Electrification Strategic Plan for Zero Emission Buses.

On February 3, 2021, TARC's Purchasing department released Request for Proposal (RFP) 20201040 for Consulting Services. The consultant will develop a strategic plan that will guide the transition of TARC's fixed route revenue fleet to zero emission buses (ZEB). The plan will recommend a ZEB mode and provide a Zero Emission Bus Rollout Plan for fixed-route revenue fleet conversion, including all associated infrastructure, by 2050. A pre-proposal conference was held on February 22, 2021 for all interested firms to learn more about the opportunity.

Our goal is to award a contract for two (2) years. TARC has assigned a Disadvantaged Business Enterprise participation goal of 2% towards this project. On April 8, 2021, TARC received proposals from eight highly respected firms. The proposers were CalStart, Hatch-LTK, Kimley-Horn, Virginkar & Associates, Wood Environment and Infrastructure Solutions (Wood), AECOM, the Center for Transportation and the Environment (CTE), and WSP USA, Inc (WSP). The Purchasing department examined the eight proposals and found that all were both responsive and responsible.

A committee of senior TARC staff evaluated and independently scored the proposals. The initial scoring resulted in four proposals falling within a competitive range. Presentations were requested from these four proposers: CTE, AECOM, Wood, and WSP. Following the presentations, which were held on May 13<sup>th</sup> and 14<sup>th</sup> via teleconference, the evaluation committee scored the proposals once again. The Review Committee unanimously recommends the award of a contract for Consulting Services to WSP.

This project is funded by a grant of planning funds from KIPDA with a local match of 20%.

At this time, I am respectfully requesting your authorization to enter into a contract for two years with WSP for Consulting Services to create a Fleet Electrification Strategic Plan for ZEB's. If you approve this award, TARC's Purchasing Department will award a contract to WSP for a not to exceed amount of \$125,000.00 for a total term of two (2) years. Please call me at 561-5100 if you have any questions. Thank you.



## **RESOLUTION 2021-18**

### **Consulting Services to Provide a Fleet Electrification Strategic Plan for Zero Emission Buses**

A Resolution authorizing the Executive Director to enter into a contract for one (1) year with a one-year optional extension with WSP USA, Inc. (WSP) for Consulting Services to develop a Fleet Electrification Strategic Plan at a cost not to exceed \$125,000:

**WHEREAS**, TARC Board Resolution 2020-28 authorized the Executive Director to enter into an agreement with KIPDA for the expenditure of Federal planning funds; and

**WHEREAS**, TARC seeks a vendor to provide TARC with Consulting Services to develop a strategic plan that will guide the transition of TARC's fixed route revenue fleet to zero emission buses; and

**WHEREAS**, a solicitation, Request for Proposal 20201040, Consulting Services to Develop TARC's Zero Emission Fleet Transition Strategic Plan, was issued and advertised to the public on February 3, 2021; and

**WHEREAS**, TARC received proposals from eight (8) firms, all of which were determined to be responsive and responsible; and,

**WHEREAS**, a committee of experienced TARC staff evaluated and independently scored the proposals; and

**WHEREAS**, presentations were requested from the four proposers found to be in the competitive range: CTE, AECOM, Wood, and WSP; and

**WHEREAS**, after receiving the four presentations the committee scored the proposers once again; and

**WHEREAS**, the committee unanimously recommends an award to WSP;

**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 contract for one (1) year and a one-year optional extension with WSP USA, Inc. for Consulting Services to develop a Fleet Electrification Strategic Plan for Zero Emission Buses at a cost not to exceed \$125,000.

**ADOPTED THIS 25TH DAY OF MAY 2021**

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