

TARC BOARD OF DIRECTORS MEETING



Meeting Notice:

Pursuant to KRS 96.A, the TARC Board of Directors is to meet monthly. The next meeting will be held at:

**TARC's Headquarters, Board Room
1000 W. Broadway, Louisville, KY 40203**

Tuesday, March 28, 2023 at 1:30 p.m.

Alternately, members of the public and/or TARC staff may watch a livestream of the meeting by going to www.facebook.com/ridetarc the livestream will be at the top of the page; No Facebook account is needed. Public comments may be submitted in the chat feature, please include your name in the chat.

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 Maria Fisher-Booth at 502.561.5106. Requests made as early as possible will allow time to arrange accommodation.

TARC BOARD OF DIRECTORS MEETING

Agenda – March 28, 2023



I.	Quorum Call/Call to Order	Carla Dearing	1:30
II.	Approval of February Meeting Minutes	Board of Directors	1:35 – 1:40
III.	Staff Reports and Presentations		1:40 – 2:20
	a. Introduction and Update on the Classification & Compensation Study presented by McCloud & Associates	Elaine McCloud	
	b. Update on Training Dept & Current Projects	Nathan Love	
	c. Hiring and Recruitment Report /HR Update	Melissa Fuqua	
	d. January Financial Statements	Tonya Carter	
	e. First look at 2024 Budget	Tonya Carter & Carrie Butler	
IV.	Action Items and Presentations for the Board Meeting		2:20 – 2:45
	a. Resolution 2023 – 03 Extension of Vontas Support and Maintenance	Dwight Maddox	
	b. Resolution 2023 - 04 Extension of Trapeze Annual Software Support	Dwight Maddox	
	c. Resolution 2022-18 - Change Order to Contract 2020641 with Hall Contracting 30 th Street Training Lot Project	Geoffrey Hobin	
	d. Resolution 2023-05 – Purchase of Two Low-Floor Paratransit Vehicles	Geoffrey Hobin	
V	Old Business		
VI	New Business		
VII	Closed Session		
VIII	Committee Report	Carla Dearing	2:45 – 3:00
IX	Public Comment	Pat Mulvihill	3:00 – 3:10
X	Proposed Agenda Items	Carrie Butler	3:10 – 3:20
XI	Adjournment	Carla Dearing	3:20

TARC BOARD OF DIRECTORS MEETING



February 28, 2023 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on February 28, 2023 at 1:30 p.m. in person at TARC Board Room, 1000 W. Broadway.

Board Members Present

In Person

Carla Dearing
Jan Day
Ted Smith

Virtual

Tawanda Owsley
Gary Dryden

Quorum Call

Vice Chair Carla Dearing called the meeting to orders at 1:31 p.m.

Adoption of Minutes

The motion was duly move for the January 28, 2023 Board Meeting minutes by Carla Dearing. The motion was duly moved by Jan Day and seconded by Ted Smith. The Board of Directors unanimously accepted the January 28, 2023 Board Minutes.

Staff Reports and Presentations

Christina Hazen Co-Chair and Donnie McCubbins Co-Chair

Presented on Health and Safety Committee Plan and Update

- Committee has been part of TARC for a long time with the goal of having a healthy and safe place to work for all. Along with the safety of our riders.
- TARC had this committee in place prior to the Federal Regulations requiring it.
- Committee members helped the HR department with Health Fairs
- Fastenal Industrial supply vending machines added throughout the campus
- Safety signage for tornados, safe walkways and fire escapes.
- Health & Safety forms in readily available for all staff to use
- TRIMARC has graciously agreed to help with traffic control around broken down busses
- Boost moral throughout the year – hard work doesn't go unnoticed.
- Boxes of Love included bicycles and Christmas dinners
- Committee will continue to meet once a month

TARC Monthly Performance Report

Carrie Butler shared:

- Design a Bus Competition is coming up with winners being unveiled soon
- Bingham Fellows – Burcum Keeton has been accepted into the 2023 class.
- Transit Workers Appreciation Day is Thursday, March 16
- Black History Month – save a seat for Rosa Parks.

John Lockhart shared Transportation Report – refer to PowerPoint

TARC BOARD OF DIRECTORS MEETING



Shawn McWhorter shared Safety Report – refer to PowerPoint

Anna Cooper shared Customer Service Report – refer to PowerPoint

Question from Carla Dearing: Any kind of new complaints being received?

No pretty much the same top complaints

- Late pickups on TARC 3
- Rude Drivers
- No Shows
- Insufficient assistance on the part of the driver

Jennifer Miles shared Paratransit Report– refer to PowerPoint

December Financial Statements

Tonya Carter presented the December Financials – refer to PowerPoint

Question from Carla Dearing: Revisit the question we asked in the finance committee meeting, covering where we are is this typical of this time of year in our budget and the mass transit trust funds.

Tonya Carter, we are conservative in our projections and we typically catch up and it balances out in the end with an uptick by June 30. The changes in tax laws may have some effects on us in April and May. The details are in the net corporate profits, and the Mass Transit Trust Fund reports is on a delay for us to review so we rely on projections until we realize the cash. January should be about the same.

Action Items

Melissa Fuqua presented Resolution 2022-15 – Amendment -1

Drug/Substance and Testing Services for new hires so the right people are hired

The motion was duly moved for approval by Carla Dearing. The motion was duly moved by Gary Dryden and seconded by Bonita Black. The Board of Directors unanimously accepted the resolution.

Matt Abner presented Resolution 2023-02

Fifth Third Authorized Signer - adding Rob Stephens -COO

The motion was duly moved for approval by Carla Dearing. The motion was duly moved by Jan Day and seconded by Ted Smith. The Board of Directors unanimously accepted the resolution.

TARC BOARD OF DIRECTORS MEETING



Matt Abner presented Resolution 2022-13 Amendment 1

Additional Authority for Purchase of Fare Media and Farebox Parts (RFP P-2662)

TARC purchases the Fare Media cards and resells them. One of biggest customer is JCPS, they are used for some of the houseless students to make it to school and back at the end of the day.

Carl Dearing questioned we are we spending money to make money. The answer was yes.

The motion was duly moved for approval by Carla Dearing. The motion was duly moved by Ted Smith and seconded by Tawanda Owsley. The Board of Directors unanimously accepted the resolution.

Carla Dearing reiterated the request for the Board to be updated with the upcoming draft of the Budget in March.

Including the long term 3-year period model and time line. Carrie added the concerns regarding the Federal Funds over the years and is hopeful the increase in funding will continue.

Committee Reports

Jan Day – Customer Service Committee

All the numbers look good as we reviewed today, good job Anna with your report.

Tawanda Owsley – Human Resources – nothing to report.

Ted Smith – Strategic Planning

Ted asked Carrie to share with the Board an exciting program between UofL and TARC. The UofL students are exploring ways to repurpose the Zero emission buses and use a hydrogen fuel cell. The group is putting in for a grant to fund this exploration. The goal is to repurpose zero emission buses in our warehouse that can be used on campus for different transportation needs and possibly a food truck concept. So, moving the buses that are in mothballs because they could not be recharged to a useful purpose.

Bonita Black – nothing to report

Public Comment

Pat Mulvihill **Public Comment Preamble:** The TARC Board values hearing from its customers, TARC employees and public at large. This Board will not respond in this meeting to any comments made at this time. However, TARC will post a response on TARC's website regarding the comments made by the following meeting. In addition, the TARC Board may assign the feedback or comments to be further examined by its subcommittees and, if warranted, further addressed by TARC.

January Public Comments and responses are posted on our website.

Pat – Peggy Baas rider since 1998, paraphrased a lengthy email to the Board, she is a long time TARC rider that wants to get to and from work in a timely, safe fashion. She is expressing frustration of no shows on her regular route. When complaints or praise concerning bus drivers are called into the customer complaint line it is not shared with the bus driver, and the bus driver's comment to her is they don't know what she is talking about.

TARC BOARD OF DIRECTORS MEETING



She is proud of Louisville. Question she shared on Facebook: On Sunday where does the public need to call for help if a bus doesn't show up?

Covered Bus stop and bench at the at Bardstown and Seatonville Roads bus stop; currently there is hardly a bus stop to speak of – To increase profits and ridership why can't TARC provide dry covered shelter & safe places to wait for the bus. Surely, TARC can afford better conditions at this stop. Thank you for your time Stephen Harmon

Bus frequency what is being done to address this issue or the issue of not showing up at all. It makes it difficult to plan the day. Riders need to know they are on time or even coming at all. I would really love for there to be buses so frequently you wouldn't have to plan at all. Michael Blackwell

Those are the on-line comments as of today.

Antonio Wilson (in person) would like to for TARC to look into seat belts on TARC buses. The drivers have seat belts. Passengers should have seat belts too. Worried about fast speeds and regular speeds. The fast speeds can cause accidents. Rush try to get somewhere, you should just be a little late so there are no accidents. Look into seatbelts on buses.

Charles Dunlevy – Coach Operator for TARC (in Person) I have been a coach operator for TARC for nine years. I was driving the Dixie Highway route 18. Male went to the back without paying, I radioed to let them know I had an individual not paying. Then he returned put something in the farebox that did not register has being a full fare paid. I stated he needed to pay the full fare in. I radioed to the safety officer for help. He returned to the farebox put in a \$1.00 and other \$1.00 which would not go in. He returned to place a gun on top and proceeded to question me if I knew what that was. It was a very upsetting situation. I radio again to say it the situation had escalated and I could hear they were trying to find help to come out. He went back and sat down. He returned to and laid a plastic hair brush on the farebox. I'm driving a coach without the plastic shield and I have my seatbelt on. He came back up, he was a big guy. He punched me in the face several times, broke my nose and blackened my eye. After that he got off the bus and walked down Dixie. Passengers on the bus came up to try and help me. And I radio again that I need a ambulance because he has hit me in the face. Still no one has shown up. I radioed again stating I had passengers that need to get to work, so dispatch contracted the #10 to stop and pick them up. All of them got on the number 10 to get to work and their destinations. It was 15 minutes before the police, security supervisor arrived on the scene. I don't feel safe driving a bus.

Carla Dearing shares the policy is not to comment at this time and she requests for a follow up.

No further comments at this time.

Adjournment

The motion was duly moved to adjourn the Board Meeting by Carla Dearing. The motion was duly moved by Jan Day and seconded by Ted Smith. The Board of Directors unanimously accepted adjournment at 2:30.



BOARD OF DIRECTORS
MARCH 28, 2023

MARCH OPERATIONAL UPDATE



HIGHLIGHTS

SINCE THE LAST BOARD MEETING ...

- Celebrated every member of the TARC team and the important role we all play in delivering great service to the community during Transit Worker Appreciation Day
- Welcomed the newest Coach Operator graduates to the TARC Team!
- Celebrated Pat Bruce's retirement; as TARC's Payroll Team Leader, she has processed the timekeeping for Maintenance and Administration every week for 24 years. Enjoy your retirement Pat!
- Hosted two of three open-house public meetings to discuss proposed August service changes





FEBRUARY RIDERSHIP

FIXED ROUTE

Monthly

481K

0.0% VLM
+ 25.8% VLY

YTD

3.85M

PARATRANSIT

Monthly

26.7K

-1.8% VLM
+22.7% VLY

YTD

215.3K

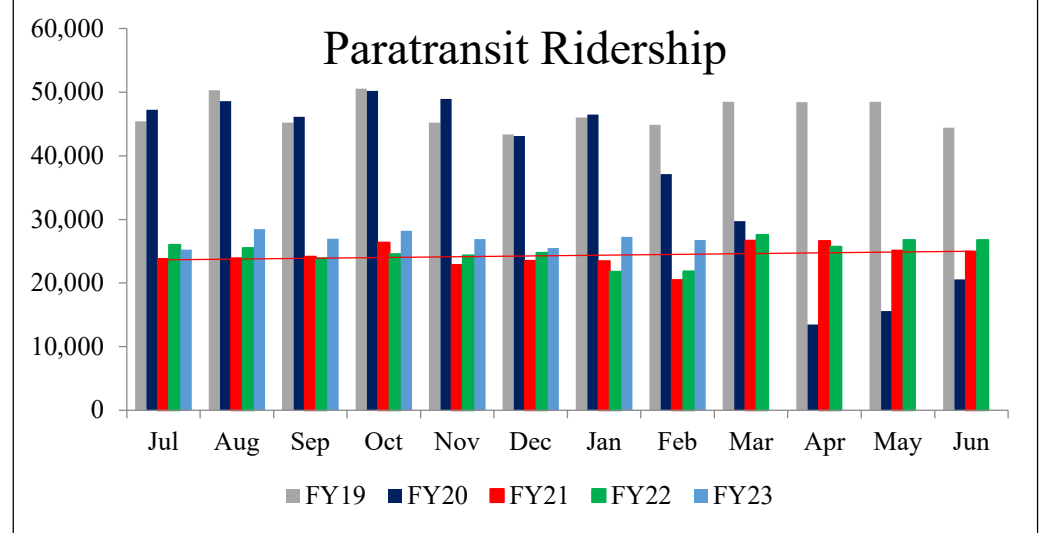
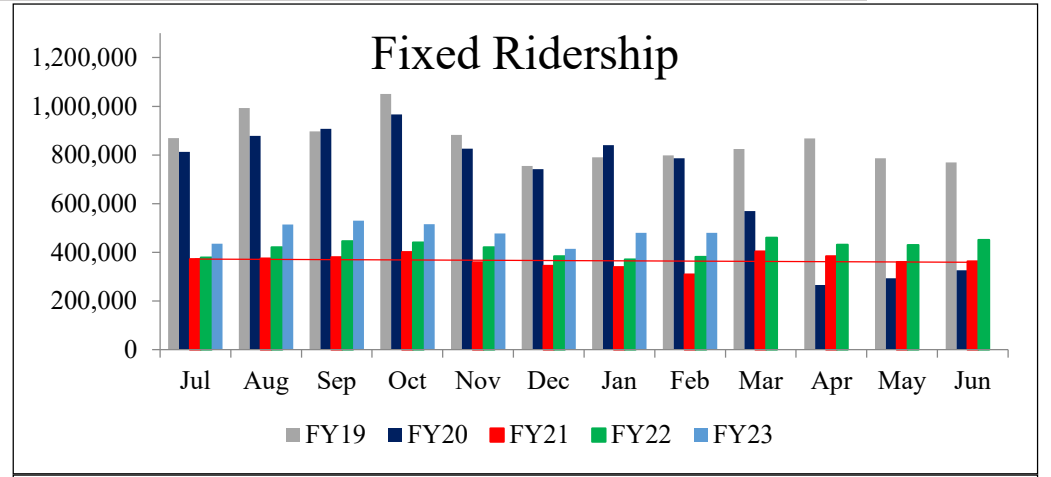
COMBINED

This Month Last Year

403,900

This Month, This Year

507,601



+18% VLY



FEBRUARY ON-TIME PERFORMANCE

FIXED ROUTE

Monthly

76%

-3% VLM
-4% VLY

YTD

76%

PARATRANSIT

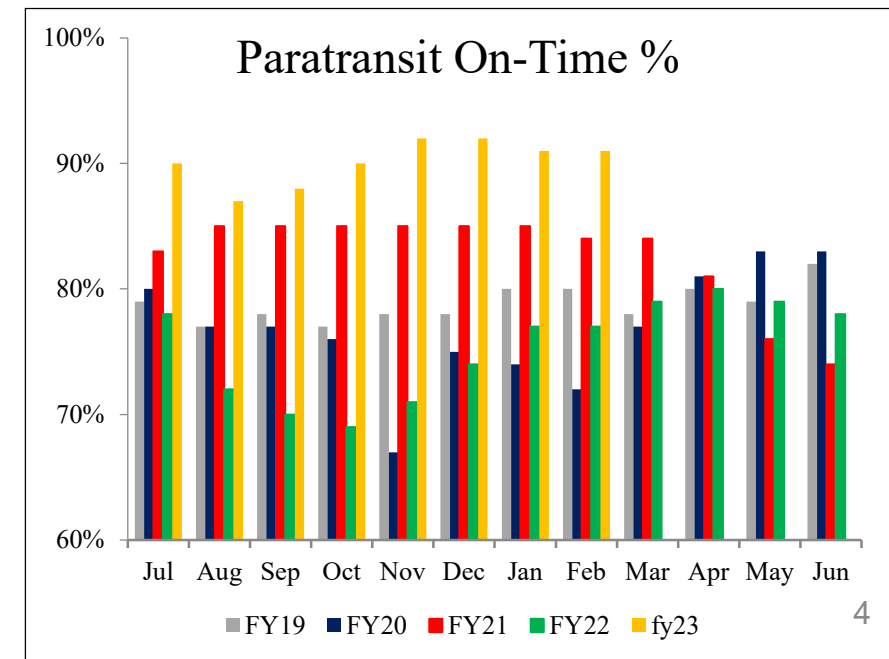
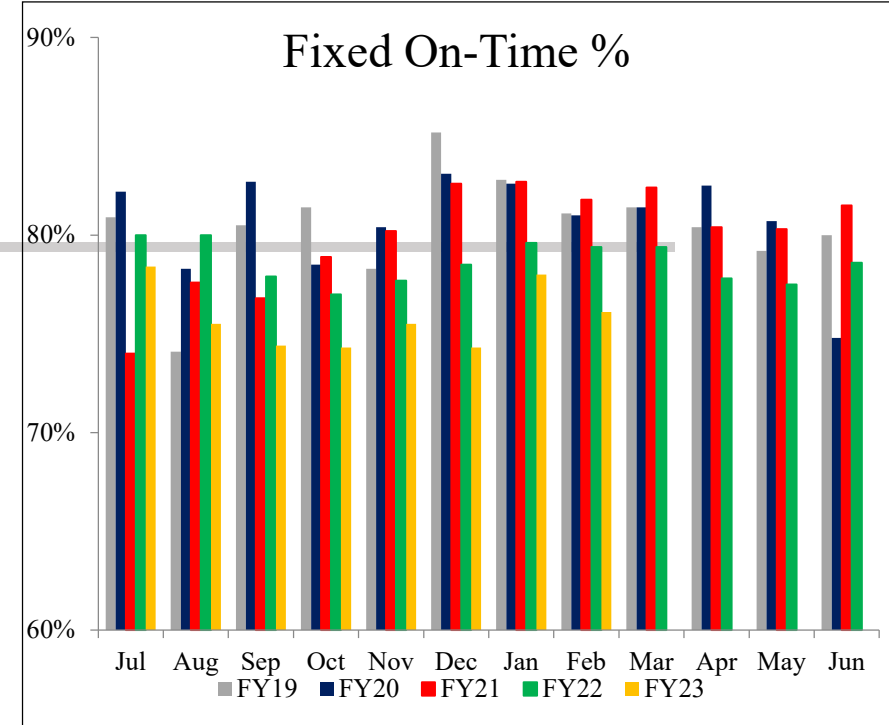
Monthly

91%

0% VLM
+1% VLY

YTD

90%





SAFETY

SAFETY PREVENTABLE ACCIDENTS

Monthly

13

-7%VLM
-30% VLY

YTD

105

-27% VLY

SAFETY ACCIDENTS TOTAL

Monthly

31

+19% VLM
+15% VLY

YTD

229

-33% VLY

PREVENTABLE ACCIDENTS / 100K MILES

Monthly

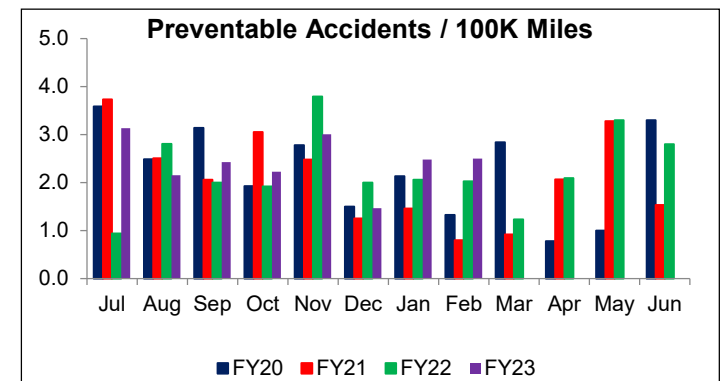
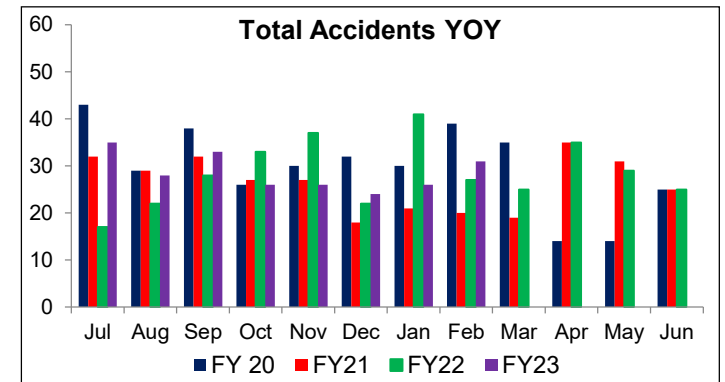
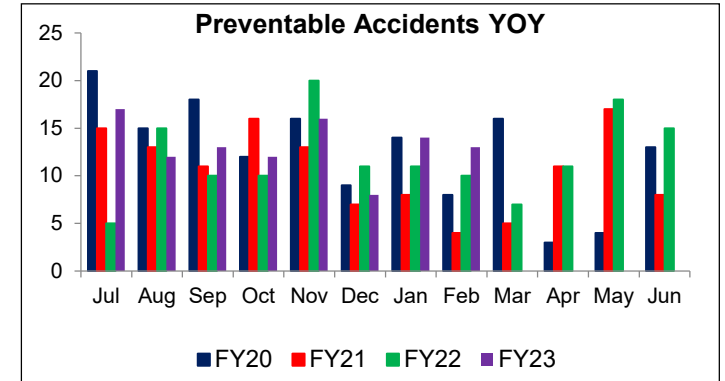
2.5

0%VLM
+25% VLY

YTD

2.4

+9% VLY





FEBRUARY CUSTOMER SERVICE COMPLAINTS

FIXED ROUTE

Monthly

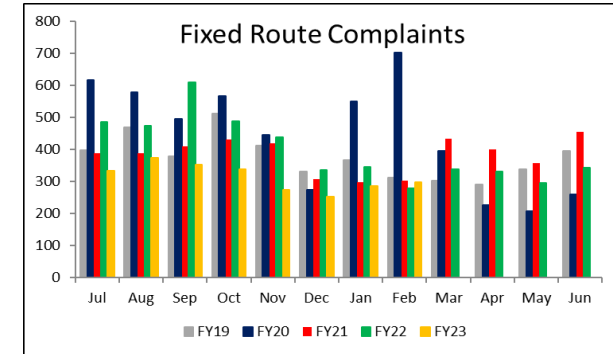
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4% VLM
6% VLY

YTD

2.5K

-27% VLY



PARATRANSIT

Monthly

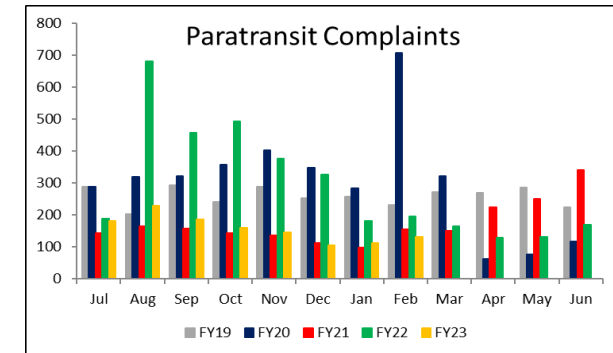
132

17% VLM
-33% VLY

YTD

1.3K

-57% VLY



COMPLAINTS / 1,000 RIDERS

Monthly

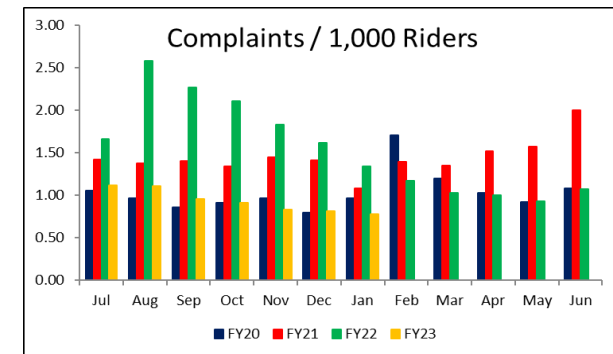
.85

9% VLM
-27% VLY

YTD

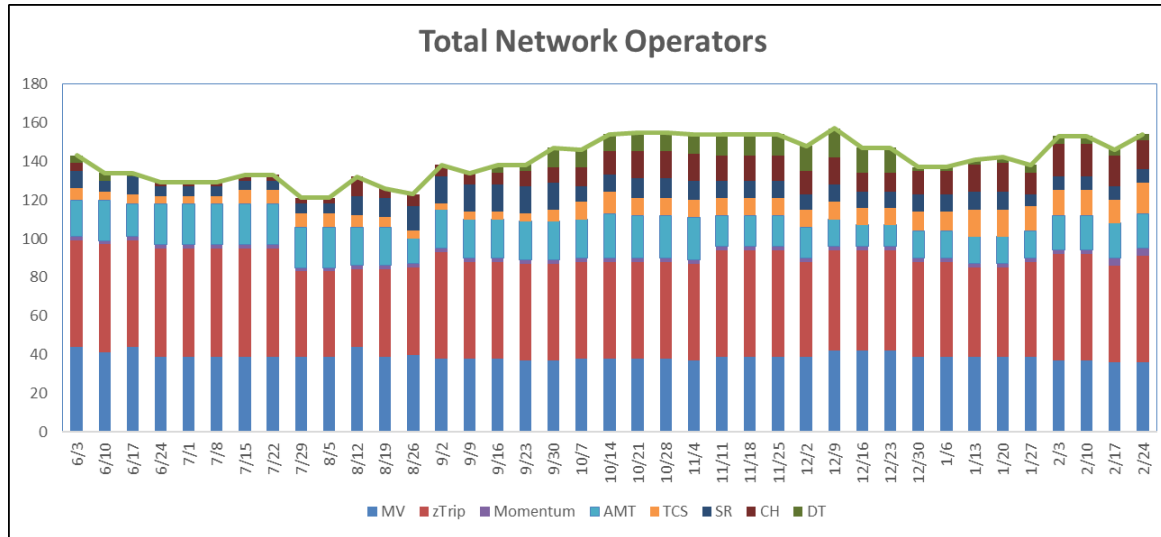
.92

-49% VLY





TARC3 (PARATRANSIT) OPERATOR STAFFING



Total Network Headcount to Date: 154 (+48% from January 2022)

Operator Updates

- 154 total operators
- Multiple training classes conducted throughout month; 8 total trainees

Operator Counts

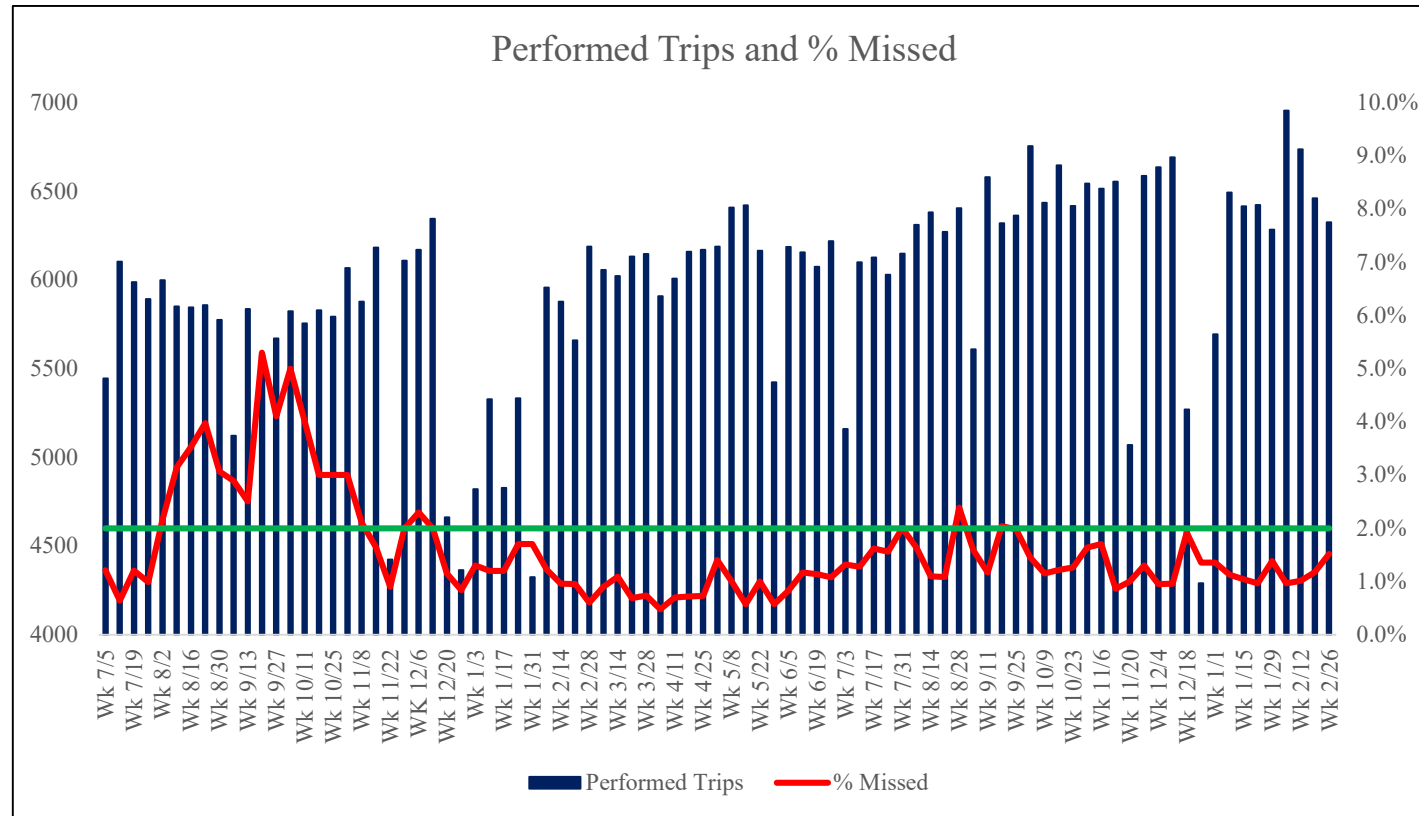
- MV Transportation – 36
- zTrip – 55
- Alpha Medical – 18
- Choice Medical – 15
- Diversity Medical – 3
- Transport Care – 16
- SilverRide – 7
- Momentum - 4

Week of 2/19 Recruiting Efforts

- Candidate outreach: 12
- Telephone screens from outreach: 6
- Interviews scheduled: 6



MV WEEKLY PERFORMANCE



% Missed Trips

February 2023 Missed Trips: 0.82%

26,748 Performed Trips



MV LIQUIDATED DAMAGES

PARATRANSIT

Monthly

\$18K

-21% VLM
-79% VLY

YTD

\$450K

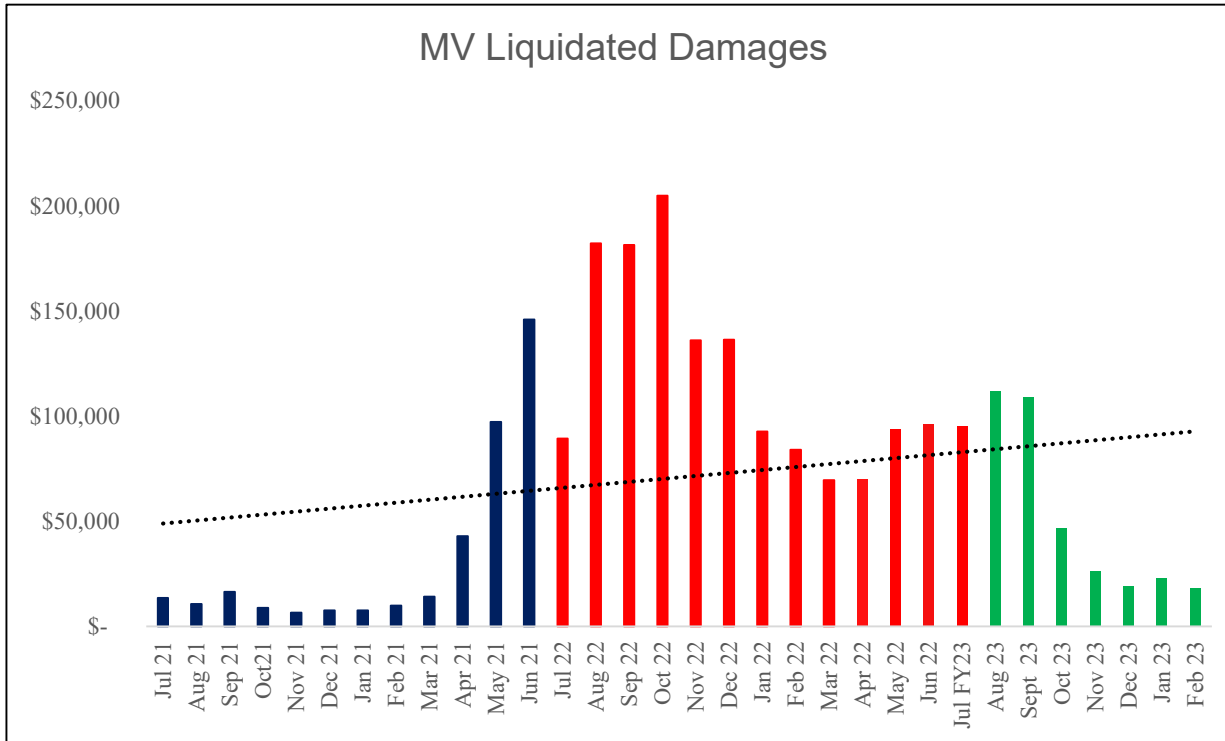
-59% VLY

Monthly Details

\$6.6K (36%), Late Trip, > 30 mins late

\$6K (33%), On Time, < 93%

\$5.5K (31%), Missed Trips



Types of Penalties:

Missed Trip

Late Trip

On-Time Performance

Excessive Trip Length

Customer Complaints

Compromised Safety

Maintenance



MARCH BOARD OF DIRECTORS UPDATE

March 28, 2023



Classification & Compensation Study



Transit Authority of River City Human Resources Sub-Committee

March 22, 2023

KEY PROJECT TEAM

Our team brings over 150 years of proven transit human capital experience



Elaine McCloud
President
and Project Manager



Tim Collins
Senior Associate
Economics & Finance



Tameka Usher
Senior Associate
Human Resources



Bill McCloud
Vice-President &
Deputy Project Manager & QA



Onkar Salunke
Senior Data Analyst

PRESENTATION OVERVIEW

1. Transit Industry Challenges
2. Project Background
3. Project Purpose
4. Key Tasks
5. Project Approach
6. Timeline
7. Key Accomplishments
8. Peer Agencies (Transit & Government)
9. Leadership Survey Key Results
10. Summary
11. Next Steps
12. Questions & Answers



TRANSIT INDUSTRY CHALLENGES

Compensation Volatility

Workforce
shortages

Retention
Problems

COVID-19 Impacts

Employee
Retirement

Recruitment
Difficulty

Service Impacts

High
Turnover

Service
Delays

PROJECT BACKGROUND



TARC's last study was over 20 years ago



TARC released an RFP for the study in July 2022



TARC awarded the contract in December 2022



The study includes 131 non-union employees representing 91 job titles

PROJECT PURPOSE

1. Evaluate TARC's existing classification & compensation program

2. Provide options to help TARC remain competitive in the workplace

3. Enhance TARC's ability to attract & retain skilled employees

4. Survey peer agencies similar in size & service to TARC

5. Evaluate rank, & compare TARC salaries & benefits to the labor market

6. Update job descriptions & evaluate FLSA status

7. Develop recommendations, cost analysis & implementation plan



KEY TASKS (6)



1. Review TARC's classification plan & job descriptions



4. Compare TARC's benefits to other appropriate peer agencies



2. Perform FLSA status review of jobs (exempt or non-exempt)



5. Develop recommendations for compensation policies



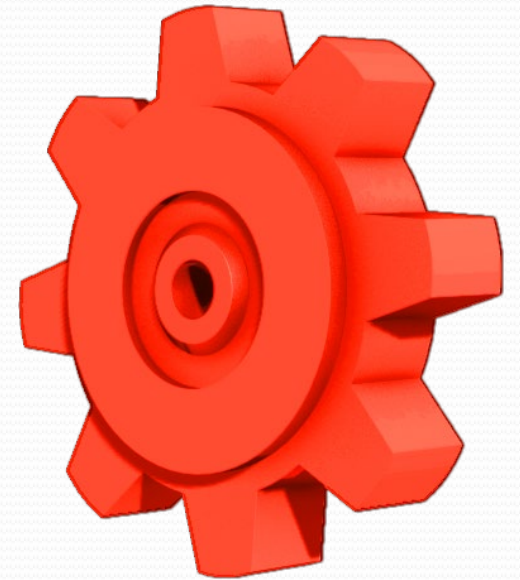
3. Conduct peer salary survey of similar agencies



6. Provide a final report of recommendations, cost analysis & implementation strategy

PROJECT APPROACH

1. Conduct a literature review of the existing compensation program
2. Conduct kickoff & introductory meeting
3. Bi-weekly TARC project team update meetings
4. Weekly internal project team update meetings
5. Develop a Study Management & Communications Plan
6. Survey & interview the TARC leadership team
7. Conduct peer salary & benefits survey
8. Conduct salary & benefits analysis
9. Create & distribute a Job Description Questionnaire (JDQ)
10. Review job descriptions & FLSA status
11. Create a grade structure for 91 classifications
12. Provide recommendations for TARC salaries & benefits plan
13. Prepare a final report of recommendations, cost & implementation plan





TIMELINE

Month 1: Conduct project kickoff meeting; create project website, analyze existing documents, Study Management Plan

Month 2: Research & recommend peers of similar size & service; develop survey tools to collect salary/benefits data

Month 3: Provide study update to TARC's HR sub-committee, conduct peer & leadership survey; conduct 1-on-1 interviews with senior leadership team; collect, & analyze peer data

Month 4: Conduct employee briefing & job analysis; update job descriptions; evaluate FLSA status

Month 5: Collect, analyze, rank peer salary data; create charts, & graphs, analyze benefits data, develop recommendations

Month 6: Evaluate & develop recommendations for update of compensation policies

Month 7: Develop preliminary salary structure, grade & range spreads

Month 8: Develop recommendations for maintaining compensation plan

Month 9: Recommend compensation structure based on market

Month 10: Develop cost analysis for implementation of recommendations

Month 11: Develop recommendations for TARC compensation philosophy

Month 12: Develop draft final report for TARC review/comment; submit the final report

KEY ACCOMPLISHMENTS

1. Developed a Study Management Plan
2. Created a project website to share documents
3. Reviewed & analyzed current salaries ranges & benefits for comparison to market peers
4. Selected transit & government peer agencies to compare TARC salaries & benefits
5. Distributed the peer survey
6. Revised job description template to achieve uniformity
7. Developed a Job Description Questionnaire
8. Conducted a senior leadership survey & 1-on-1 interviews
9. Provided HR Sub-committee with a study update



PEER AGENCIES

TRANSIT PEERS

1. SW Ohio Regional Transit Authority, Cincinnati, OH
2. Indianapolis Public Transit Corporation, Indianapolis, IN
3. Nashville Metro Transit Authority, Nashville, TN
4. Milwaukee County Transit System, Milwaukee, WI
5. Regional Transit Service. Rochester, NY
6. Rhode Island Public Transit, Providence, RI

GOVERNMENT PEERS

1. Louisville Metro
2. Metropolitan Sewer District



LEADERSHIP SURVEY KEY RESULTS



93%

Salary Competitiveness

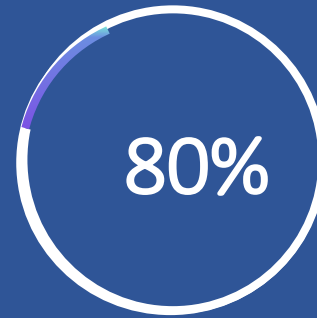
TARC salaries are **BELOW** those found in the local market



93%

Attracting Employees

Attracting skilled & talented employees is a **challenge**



80%

Employee Retention

Retaining skilled & talented employees is a **challenge**



94%

Benefits Competitiveness

TARC benefits are **ABOVE** those found in the local market

NEXT STEPS

- Finalize an employee communications plan
- Provide employee overview of the study
- Conduct a job analysis for 131 employees representing 91 classifications
- Update job descriptions & FLSA status (exempt/non-exempt)
- Identify HR policies to be updated
- Collect & analyze peer data (salaries & benefits)
- Compare salaries & develop recommendations to determine salary levels for specific job categories



QUESTIONS & ANSWERS





**HUMAN RESOURCES
COMMITTEE
TARC BOARD OF DIRECTORS**

MARCH 22, 2023





HR UPDATE – WELCOME NEW STAFF

Welcome Rob Stephens our new Chief Operating Officer!

Rob has over 30 years working in private and public Transit and has started building strong relationships and is focused on making TARC a great resource to the community. He is already showing to be a huge asset for TARC, we are excited to have him be part of our Executive Leadership team!



Welcome Maria Fischer-Boothe our new Director of Diversity and Inclusion!

Maria has over 15 years working in HR focusing on training, coaching, employee relations, FMLA, ADA, EEO and employee engagement. She has satisfaction in ensuring there is fair and equitable treatment of all employees and is excited to help make TARC a great place to work!

Congratulations Keith Shartzter our new Director of Safety and Security!

Keith has been with TARC for 3 years as the Transportation Training Manager. He comes to us with over 40+ years of Safety experience. We are excited to see all of the great things that Keith will accomplish with our Safety Team while keeping TARC employees and customers safety first.





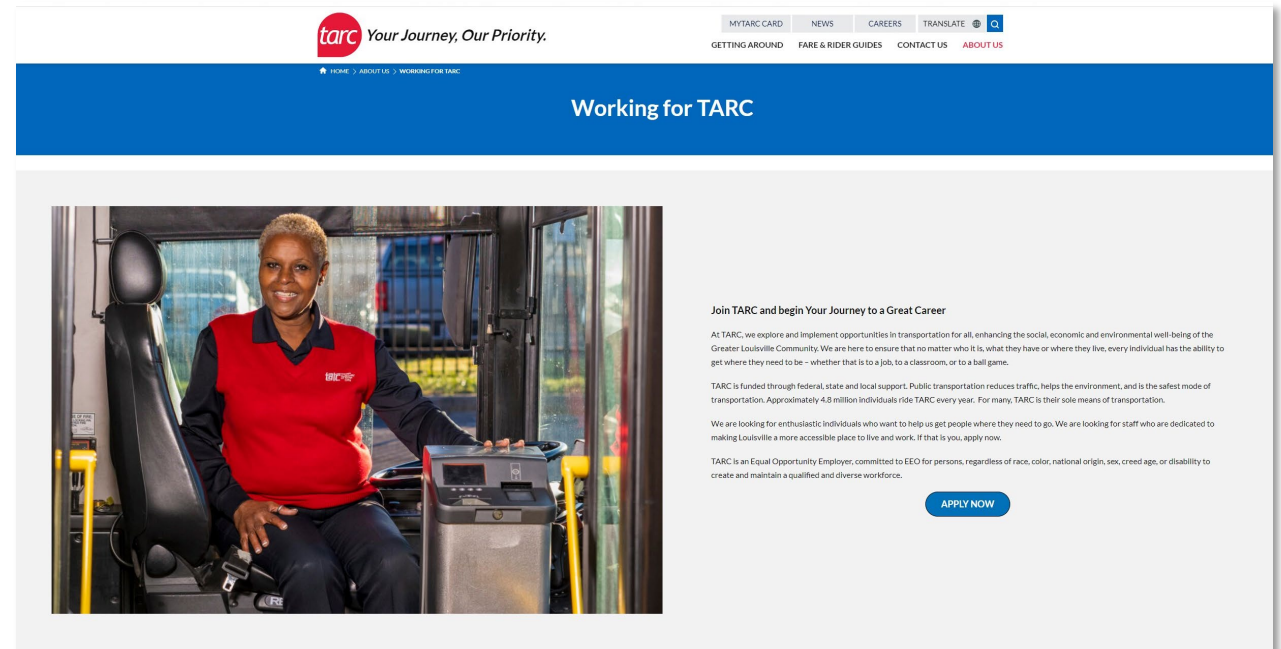
HR UPDATE – HIRING, HIRING, HIRING

Since January 1, 2023, we have hired:

- 31 total employees
 - 16 Coach Operators
 - 2 Maintenance employees
 - 13 administrative employees

Still have Open Positions:

- Coach Operator
- Mechanic
- Operations Supervisor (2)
- Call Center Supervisor
- Executive Department Administrator
- HR Specialist
- Transportation Training Manager
- Customer Service Representative





HR UPDATE – RECRUITING

RECRUITMENT EFFORTS

- Job Fair – Job News Job Fair -Quarterly
- Zip Recruiter
- Indeed
- LinkedIn
- Facebook
- Handshake
- Transit Talent
- Pilot internships with “The Spot”

TRAINING DEPARTMENT STRUCTURE

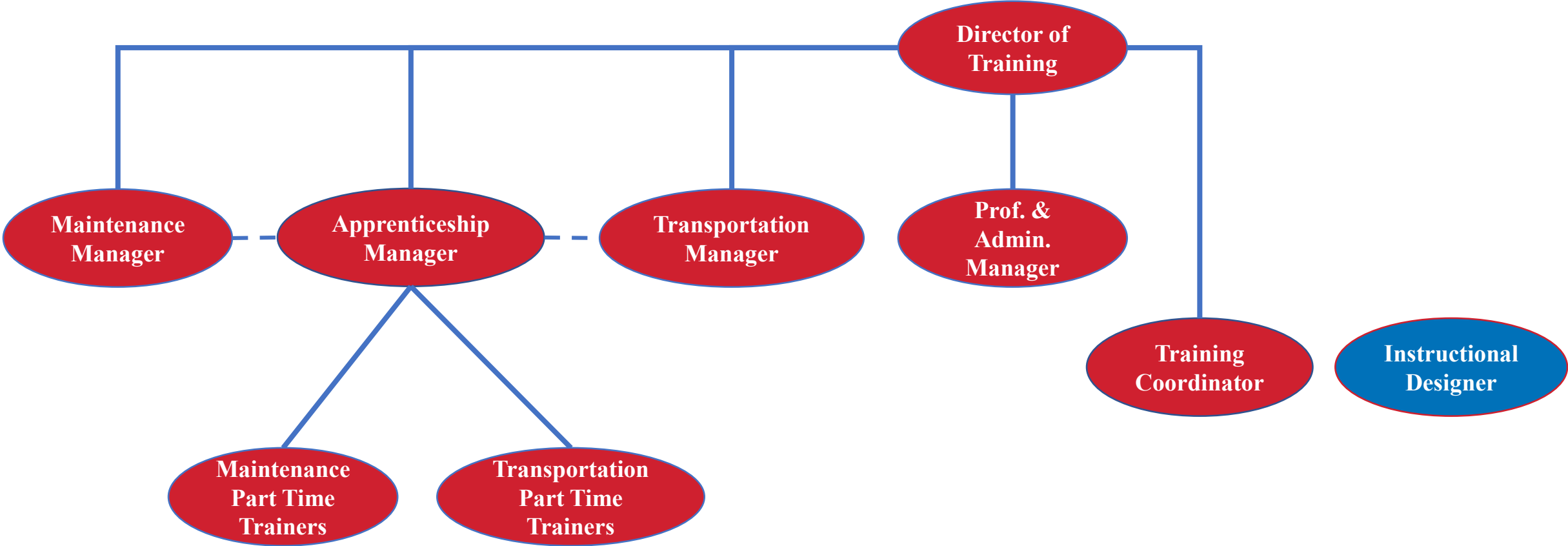
- **Director of Training** – budget approved
- **Training Coordinator** – budget approved
- **Transportation Training Manager** – moved to Training department
- **Maintenance Training Manager** – moved to Training department
- **Apprenticeship Manager** –
 - Reclassification of job description.
 - Responsibilities -
 - Get apprenticeship programs up and going for TARC’s most in demand jobs.
 - Research funding and recruiting opportunities tied to apprenticeships.
 - Continually evaluate and develop Part Time Trainers for Maintenance and Transportation.
- **Professional and Administrative Training Manager** –
 - Responsibilities -
 - Create introductory training packages for all non Maintenance and Transportation roles throughout company.
 - Assist with Leadership Program implementation and development services.

TRAINING DEPARTMENT STRUCTURE

- **Instructional Designer Services**

- Professional services as opposed to a permanent position
- \$100,000 proposed for the Fiscal Year 2024 budget
- Scope of Work to include:
 - Create online interactive training modules.
 - Develop custom training content for job specific training, e.g.:
 - Create 1:1 software simulations for our systems: Ellipse, Trapeze, TrAMS, etc.
 - Create virtual onboarding training packages
 - Create virtual tour of facility for new associates
 - Create department specific training to introduce how each department functions and what they do (department onboarding and development opportunities)

TRAINING DEPARTMENT STRUCTURE





HUMAN RESOURCE COMMITTEE

March 2023

**TARC Board of Directors
Financial Summary
January 2023, Fiscal Year 2023**



Current Month Revenues Compared to Budget

Total Operating Revenues are over budget \$170,604 (pg. 2, line 9) due to most revenues being over budget. Total Non-Operating Revenues (Subsidies) are under budget \$275,962 (pg. 2, line 16) mainly due to applying less Federal Reimbursement Funds-FTA due to Operating Expenses being under budget and Operating Revenues being over budget. Total Capital Contributions are under budget \$5,536,002 (pg. 2, line 25) mainly due to receiving buses in February. Total Revenues with Capital are under budget \$5,641,360 (pg. 2, line 27) as mentioned in the above.

Current Month Expenses Compared to Budget

Total Operating Expenses are under budget \$105,358 (pg. 2, line 41) mainly due to Services, Casualty & Liability and Purchased Transportation being under budget, offset by Direct Labor and Fringes being over budget (pg. 2, line 38). Total Capital Expenses are over budget \$7,170 (pg. 2, line 48) compared to budget. Total Expenses with Capital are under budget \$98,188 (pg. 2, line 50) due to Operating Expenses being under budget, offset by Loss on Disposal of Assets being over budget.

Current Month Actual Summary

Total Operating Revenues are \$783,294 (pg. 2, line 9) and Total Operating Expenses are \$8,188,559 (pg. 2, line 41) bringing the net to an unfavorable balance of \$7,405,265 before Subsidies are applied. After applying Subsidies \$7,405,265 (pg. 2, line 16) the net is balanced for the current month before Capital Contributions and Capital Expenses are applied.

YTD Revenues Compared to Budget

Total Operating Revenues are over budget \$620,295 (pg. 2 line 9) mainly due to all Operating Revenues being over budget. Total Non-Operating Revenues (Subsidies) are under budget \$3,779,351 (pg. 2, line 16) mainly due to applying less Federal Reimbursement Funds-FTA due to Operating Expenses being under budget. Total Capital Contributions are under budget \$9,076,588 (pg. 2, line 25) mainly due to receiving bus purchases in February along with the Facility Rehab and Info System timing of projects. Total Revenues with Capital are under budget \$12,235,644 (pg. 2, line 27) mainly due to applying less Subsidies and Capital Contributions during the current month.

YTD Expenses Compared to Budget

Total Operating Expenses are under budget \$3,159,055 (pg. 2, line 41) mainly due to all expenses being under budget except Direct Labor, Fringe & Benefits and Utilities. Total Capital Expenses are over budget \$13,326 (pg. 2, line 48) compared to budget. Total Expenses with Capital are under budget \$3,145,728 (pg. 2, line 50) due to Operating Expenses being under budget.

YTD Actual Summary

Total Operating Revenues are \$5,120,272 (pg. 2, line 9) and Total Operating Expenses are \$56,694,606 (pg. 2, line 41) bringing the net to an unfavorable balance to \$44,169,069 before Subsidies are applied. After applying Subsidies of \$51,574,334 (pg. 2, line 16) the net unfavorable balance is (\$1) (pg. 2, line 53) for year-to-date before Capital Contributions and Capital Expenses are applied. This can also be seen on page 8 in your Financial Statement packet.

Operating Summary

Overall after applying the Subsidies the unfavorable balance for the year-to-date on the Statement of Revenues – Expenses is (\$1) (pg.2, line 53) before applying the MTTF Revenue receipts. January budgeted MTTF receipts for revenue deposits is under budget \$1,537,762 (pg. 7) year-to-date. We currently have an unfavorable balance before capital year-to-date of \$1,537,763 (pg. 8) due to the MTTF revenue deposits being under budget. MTTF Net Profit Fees are under \$1,550,339 (pg. 7) and Employee Withholdings are up \$1,347,467 (pg. 7) year-to-date compared to last year.

Statement of Revenue - Expenses - with Capital Contributions

January 2023, Fiscal Year 2023



Description	FY23 Total Budget	Current Month			Fiscal Year-to-date			
		Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
Revenues								
1 Passenger Fares	4,464,920	424,184	338,499	85,685	2,950,549	2,538,558	411,991	33.92%
2 Paratransit Fares	840,866	78,261	76,098	2,163	561,066	537,361	23,705	33.28%
3 Special Fare Revenues (UofL, UPS and etc)	1,535,891	156,979	122,365	34,614	918,656	890,310	28,346	40.19%
4 Comp Specials	0	0	0	0	0	0	0	0.00%
5 Advertising Revenue	650,000	54,167	54,167	0	379,167	379,167	0	41.67%
6 Other Agency Revenues	213,300	69,404	17,394	52,010	263,918	125,414	138,504	-23.73%
7 Total Recoveries-Insurance	50,000	300	4,167	(3,867)	46,917	29,167	17,750	6.17%
8								
9 Operating Revenues	7,754,977	783,294	612,690	170,604	5,120,272	4,499,977	620,295	33.97%
10								
11 MTF Contributions- Federated	59,696,312	5,083,694	5,083,694	0	35,714,320	35,714,320	0	40.17%
12 Local Government Funds - MTF	1,186,680	(214,887)	77,840	(292,727)	442,477	671,180	(228,703)	62.71%
13 Federal Reimbursement Funds - FTA	33,031,313	2,272,933	2,519,693	(246,760)	14,537,252	18,335,301	(3,798,049)	55.99%
14 State Government Funds	1,276,642	263,525	0	263,525	880,284	632,883	247,401	31.05%
15								
16 Total Non-Operating Revenues	95,190,947	7,405,265	7,681,227	(275,962)	51,574,333	55,353,684	(3,779,351)	45.82%
17								
18 Total Revenues Before Cap Contributions	102,945,924	8,188,559	8,293,917	(105,358)	56,694,605	59,853,661	(3,159,056)	44.93%
19								
20 Local Government Funds - MTF, Cap	6,813,860	8,449	1,106,483	(1,098,034)	391,125	2,295,791	(1,904,666)	94.26%
21 Federal Reimbursement Funds - FTA, Cap	28,492,408	95,266	4,533,234	(4,437,968)	1,840,986	9,024,943	(7,183,957)	93.54%
22 State Government Funds, Cap	0	0	0	0	12,035	0	12,035	0.00%
23 Other Agencies Revenue, Cap	0	0	0	0	0	0	0	0.00%
24								
25 Total Capital Contributions	35,306,268	103,715	5,639,717	(5,536,002)	2,244,146	11,320,734	(9,076,588)	93.64%
26								
27 Total Revenues	138,252,192	8,292,274	13,933,634	(5,641,360)	58,938,751	71,174,395	(12,235,644)	57.37%
28								
29								
Expenses								
30								
31								
32 Labor	31,366,902	2,752,237	2,459,421	292,816	18,891,121	17,898,457	992,664	39.77%
33 Fringes & Benefits	31,510,122	2,901,147	2,690,433	210,714	19,047,779	18,672,415	375,364	39.55%
34 Services	6,713,100	374,511	565,380	(190,869)	3,123,352	3,919,435	(796,083)	53.47%
35 Materials	7,440,936	533,918	630,055	(96,137)	3,837,892	4,346,919	(509,027)	48.42%
36 Utilities	1,035,600	122,812	100,300	22,512	676,648	607,100	69,548	34.66%
37 Casualty & Liability	3,413,070	133,830	268,173	(134,343)	1,711,015	1,937,211	(226,196)	49.87%
38 Purchased Transportation	20,541,764	1,346,269	1,511,113	(164,844)	9,162,061	11,926,895	(2,764,834)	55.40%
39 Interest Expense	2,660	162	203	(41)	1,976	2,256	(280)	25.71%
40 Other Expenses	921,770	23,673	68,839	(45,166)	242,761	542,973	(300,212)	73.66%
41 Operating Expenses	102,945,924	8,188,559	8,293,917	(105,358)	56,694,606	59,853,661	(3,159,055)	44.93%
42								
43								
44								
45 Development Cost & Loss on Disposal	861,993	41,189	31,916	9,273	193,180	130,705	62,475	77.59%
46 Depreciation Expenses	12,823,959	968,212	1,049,916	(81,704)	6,795,656	6,925,555	(129,899)	47.01%
47 Loss on Disposal of Assets	0	79,601	0	79,601	80,750	0	80,750	0.00%
48 Total Capital Expenses	13,685,952	1,089,002	1,081,832	7,170	7,069,586	7,056,260	13,326	48.34%
49								
50 Total Expenses	116,631,876	9,277,561	9,375,749	(98,188)	63,764,193	66,909,921	(3,145,728)	45.33%
51								
52								
53 Revenue / Expense Difference Before Capital	0	0	0	0	(1)	0	(1)	0.00%
54								
55 Revenue / Expense Difference After Capital	21,620,316	(985,287)	4,557,885	(5,543,172)	(4,825,442)	4,264,474	(9,089,916)	122.32%

Total Labor

January 2023, Fiscal Year 2023



		Current Month			Fiscal Year-to-date				
Description	FY23 Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining	
1	Direct Labor	31,366,902	2,752,237	2,459,421	292,816	18,891,121	17,898,457	992,664	39.77%
2	Sick Leave	1,651,183	70,601	106,573	(35,972)	709,007	1,027,224	(318,217)	57.06%
3	Holiday	1,252,323	240,683	264,051	(23,368)	813,356	917,616	(104,260)	35.05%
4	Vacation	2,088,175	100,590	172,959	(72,369)	1,272,445	1,227,408	45,037	39.06%
5	Other Paid Absences	240,381	18,406	14,993	3,413	104,522	154,150	(49,628)	56.52%
6									
7	Total	36,598,964	3,182,517	3,017,997	164,520	21,790,451	21,224,855	565,596	40.46%
8									
9	Difference compared to Budget			164,520			565,596		
		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	2,848,318	239,265	230,876	8,389	1,633,571	1,623,703	9,868	42.65%
11	Pension	10,262,221	768,562	807,314	(38,752)	5,647,608	5,910,645	(263,037)	44.97%
12	Hospital Medical & Surgical	10,509,847	663,617	828,020	(164,403)	5,148,635	5,796,140	(647,505)	51.01%
13	Vision Care Insurance	101,537	9,809	8,112	1,697	35,753	56,784	(21,031)	64.79%
14	Dental Plans	353,988	25,612	29,900	(4,288)	127,972	209,300	(81,328)	63.85%
15	Life Insurance	101,040	7,154	7,983	(829)	58,568	55,881	2,687	42.03%
16	Disability Insurance	155,544	10,236	12,276	(2,040)	83,835	85,932	(2,097)	46.10%
17	Kentucky Unemployment	40,000	0	0	0	10,443	10,000	443	73.89%
18	Worker's Compensation	1,850,000	735,679	195,834	539,845	3,121,463	1,370,838	1,750,625	-68.73%
19	Uniform & Work Clothing Allowance	277,000	10,073	11,333	(1,260)	278,132	225,331	52,801	-0.41%
20	Other Fringes	2,500	860	209	651	2,470	1,463	1,007	1.20%
21	Total Fringe & Benefits	26,501,995	2,470,867	2,131,857	339,010	16,148,449	15,346,017	802,432	39.07%
22									
23									
24	Sick Leave	1,651,183	70,601	106,573	(35,972)	709,007	1,027,224	(318,217)	57.06%
25	Holiday	1,252,323	240,683	264,051	(23,368)	813,356	917,616	(104,260)	35.05%
26	Vacation	2,088,175	100,590	172,959	(72,369)	1,272,445	1,227,408	45,037	39.06%
27	Other Paid Absences	240,381	18,406	14,993	3,413	104,522	154,150	(49,628)	56.52%
28	Total Compensation Benefits	5,232,062	430,280	558,576	(128,296)	2,899,330	3,326,398	(427,068)	44.59%
29									
30	Total	31,734,057	2,901,147	2,690,433	210,714	19,047,779	18,672,415	375,364	39.98%
31									
32	Difference compared to Budget			210,714			375,364		



Balance Sheet

January 2023, Fiscal Year 2023

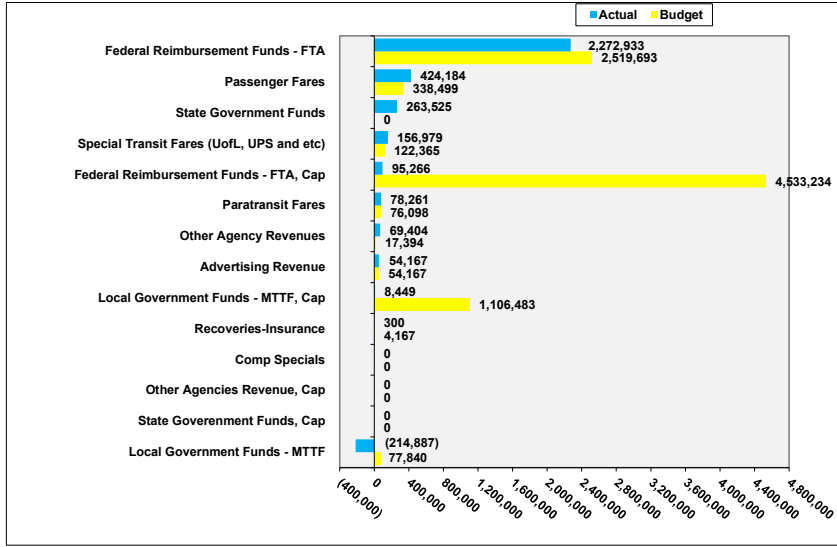
Assets	FY 23	FY 22	Liabilities, Reserves & Capital	FY 23	FY 22
Current Assets			Current Liabilities		
Cash & Cash Items	6,974,446	1,606,838	Long Term Debt	0	121,697
Short Term Investments	4,938,943	6,469,029	Short Term Debt	0	0
Accounts Receivable	88,092,647	61,002,596	Trade Payables	6,428,829	8,682,753
Interest Receivable	86	11	Accrued Payroll Liabilities	4,355,614	4,444,552
Due From Grant	80,000	80,000	Estimated Workmans Compensation	5,382,688	3,670,591
Materials & Supplies	2,116,525	1,815,787	Accrued Tax Liabilities	1,800	0
Total Current Assets	102,202,646	70,974,261	Unredeemed Tickets & Tokens	1,617,429	1,676,414
Other Assets			Reserves - Injury & Damages	1,309,800	1,894,900
Prepaid Insurance & Dues & WIP	1,251,140	1,139,737	Due To Operations	80,000	80,000
Total Other Assets	1,251,140	1,139,737	Unearned Capital Contributions	81,961,562	50,279,454
Fixed Assets			Other Current Liabilities (Health Ins.)	3,465,448	2,045,281
Land	3,187,624	3,187,624	Total Current Liabilities	104,603,170	72,895,642
Buildings	49,683,200	49,386,466	Equity		
Coaches	128,879,067	129,482,222	Retained Earnings	(4,825,442)	8,583,906
Office Equipment	10,595,691	10,452,872	Prior Year Retained Earning	78,980,037	75,248,859
Other Equipment	23,402,433	21,980,483	Total Equity	74,154,595	83,832,765
Development Costs	494,269	345,566	Total Liabilities & Equity	178,757,765	156,728,407
Vehicle Exp - Operating	1,420,405	1,420,405			
Other Equipment -Operating	189,242	162,888			
Total Fixed Assets	217,851,932	216,418,525			
Less Accumulated Depreciation					
Accumulated Depr Land	770,397	736,459			
Accumulated Depr Buildings	29,532,909	28,009,405			
Accumulated Depr Coaches	82,743,926	75,359,313			
Accumulated Depr Office Equipment	9,275,777	8,487,572			
Accumulated Depr Other Equipment	18,872,519	17,994,835			
Accumulated Depr Development Cost	193,180	131,595			
Accumulated Depr Vehicle Exp - Opr	1,013,490	957,364			
Accumulated Depr Other Equipment Op	145,756	127,573			
Total Depreciation	142,547,954	131,804,115			
Net Fixed Assets	75,303,978	84,614,409			
Total Assets	178,757,765	156,728,407			

Actual Revenue vs. Budget

January 2023, Fiscal Year 2023



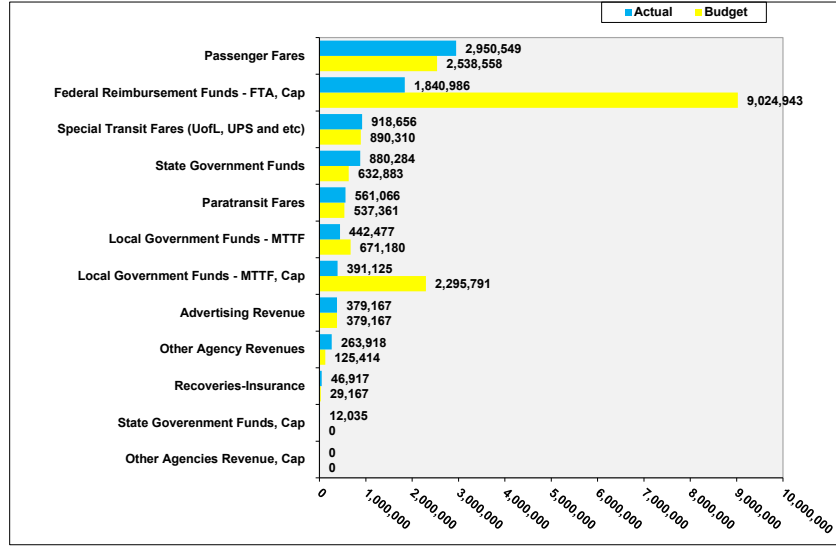
Current Month Revenues



MTTF \$5,083,694 Actual = \$5,083,694 Budget

- Passenger fares \$85,685 ▲
- Other Agency Revenues \$52,010 ▲
- Federal Reimbursement Funds - FTA \$246,760 ▼
- Federal Reimbursement Funds - FTA, Cap \$4,437,968 ▼

Year to Date Revenues



MTTF \$35,714,320 Actual = \$35,714,320 Budget

Federal Reimbursement Funds - FTA \$14,537,252 Actual < \$18,335,301 Budget

- Passenger fares \$411,991 ▲
- Other Agency Revenues \$138,504 ▲
- Federal Reimbursement Funds - FTA \$3,798,049 ▼
- Federal Reimbursement Funds - FTA, Cap \$7,183,957 ▼

CM

- * Federal Reimbursement Funds - FTA is under budget \$246,760 mainly due to operating expenses being under budget and state funds being over budget for the current month
- * Federal Reimbursement Funds - FTA, Cap is under budget \$4,437,968 mainly due to not receiving buses until February

YTD

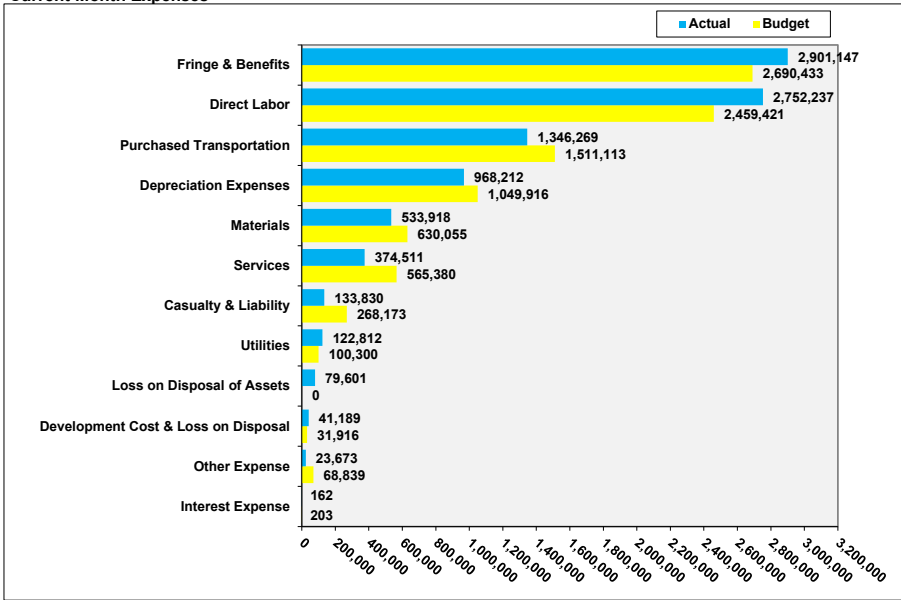
- * Federal Reimbursement Funds - FTA is under budget \$3,798,049 mainly due to operating expenses being under budget and operating revenues being over budget
- * Federal Reimbursement Funds - FTA, Cap is under budget \$7,183,957 mainly due to timing of receiving buses and Facility Rehab & Info System projects being under compared to budget

Actual Expenses vs. Budget

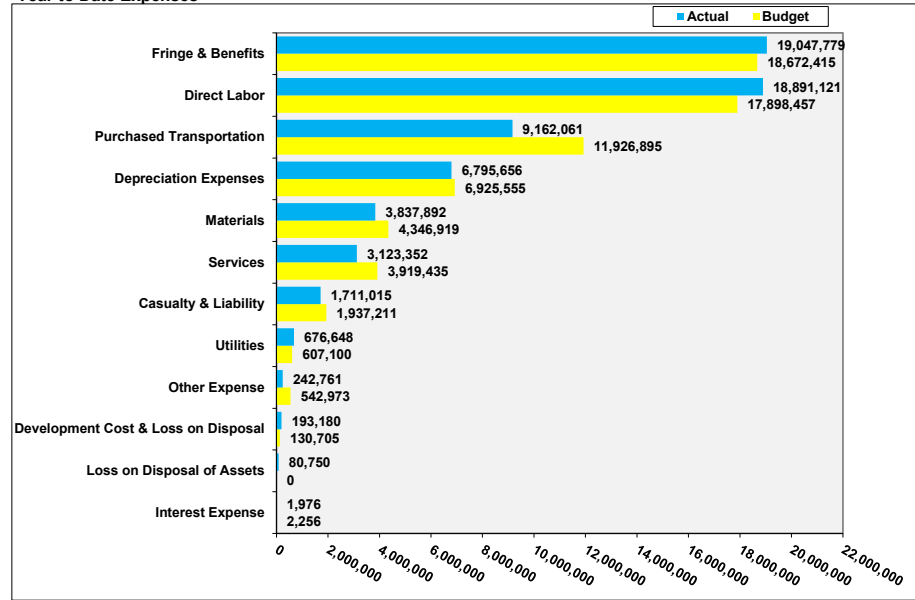
January 2023, Fiscal Year 2023



Current Month Expenses



Year to Date Expenses



Direct Labor \$292,816 ▲ Total Labor \$164,520 ▲
 Fringe & Benefits \$210,714 ▲
 Purchased Transportation \$164,844 ▼

Direct Labor \$992,664 ▲ Total Labor \$565,597 ▲
 Fringe & Benefits \$375,364 ▲
 Purchased Transportation \$2,764,834 ▼

CM

- * Fringe & Benefits are over budget \$210,714 mainly due to worker's compensation being over budget, offset by pension, medical and vacations being under budget
- * Purchased Transportation is under budget \$164,844 mainly due to mobility as a service

YTD

- * Fringe & Benefits are over budget \$375,364 mainly due to workers compensation being over budget and offset by pension, medical and sick leave
- * Purchased Transportation is under budget \$2,764,834 mainly due to revenue hours, penalties and mobility as a service

MassTransit Trust Fund (MTTF) Revenue Deposits



Deposit to Budget Difference FY 2023

Month	FY 23 Actual Deposits	FY 23 Budget Deposits	Difference	YTD Total	Current Month	YTD
July	\$4,500,817	\$4,649,020	(\$148,203)	(\$148,203)	-3.19%	
August	\$5,003,555	\$4,699,540	\$304,015	\$155,812	6.47%	1.67%
September	\$6,140,805	\$5,962,117	\$178,688	\$334,500	3.00%	2.18%
October	\$3,989,046	\$4,213,468	(\$224,422)	\$110,078	-5.33%	0.56%
November	\$4,440,361	\$5,247,391	(\$807,030)	(\$696,952)	-15.38%	-2.81%
December	\$6,311,630	\$6,845,244	(\$533,614)	(\$1,230,566)	-7.80%	-3.89%
January	\$6,242,579	\$6,549,775	(\$307,196)	(\$1,537,762)	-4.69%	-4.03%
February		\$4,123,717				
March		\$5,536,407				
April		\$8,240,000				
May		\$5,514,800				
June		\$6,031,516				
TOTAL	\$36,628,793	\$67,612,995				

MTTF Revenue Deposits - Actuals

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

	January 2023	January 2022	YTD FYE 2023	YTD FYE 2022	Difference Amount	Percent Change
Receipts						
Employee Withholding	\$ 5,648,982	\$ 5,811,589	\$ 32,485,327	\$ 31,137,860	\$ 1,347,467	4.33%
Individual Fees	-	7	364	67	297	441.91%
Net Profit Fees	594,434	784,989	4,264,159	5,814,498	(1,550,339)	-26.66%
Interest & Penalty	59,993	42,107	596,061	426,190	169,871	39.86%
Total Collections	\$ 6,303,409	\$ 6,638,692	\$ 37,345,911	\$ 37,378,614	\$ (32,703)	-0.09%
Investment Income	\$ 24,266	\$ 704	\$ 79,991	\$ 4,735	\$ 75,256	1589.20%
Total Receipts	\$ 6,327,675	\$ 6,639,396	\$ 37,425,902	\$ 37,383,350	\$ 42,552	0.11%
Disbursements						
Collection Fee	\$ 85,096	\$ 89,622	\$ 504,168	\$ 504,611	\$ (443)	-0.09%
Reversal of FY22 Investment Income	\$ -	\$ -	\$ 4,534	\$ -	\$ 4,534	
Total Disbursements	\$ 85,096	\$ 89,622	\$ 508,702	\$ 504,611	\$ (443)	-0.09%
Due Mass Transit Less Previous Payments Payable To Trust Fund	\$ 6,242,579	\$ 6,549,774	\$ 36,917,200 30,674,621	\$ 36,878,739 30,326,965	\$ 38,461 345,656	0.10% 1.14%
			\$ 6,242,579	\$ 6,549,774	\$ (307,195)	-4.69%



Year to Date Summary

January 2023, Fiscal Year 2023

Actual Compared to Budget YTD

	Good	In the Red	
Total Revenues before Capital are Over/ Under by (pg. 2, line 18)		\$3,159,056	
Total Expenses are Over/ Under by (pg. 2, line 41)	\$3,159,055		
MTTF Revenue Deposits are Over/ Under by (pg. 7)		\$1,537,762	
January has a unfavorable balance before Capital of	\$3,159,055	\$4,696,818	(\$1,537,763)

Actual Revenues over Expenses

Operating Revenues	\$5,120,272
Operating Expenses	\$56,694,606
Net Gain/(Loss) before MTTF	(\$51,574,334)
MTTF Approved Contributions	\$35,714,320
Net Gain/(Loss) before Subsidies	(\$15,860,014)
 Subsidies	
CRSSAA	\$12,058,902
ARPA	\$522,276
5307 Federal Formula dollars to be used as (CEER)	\$1,956,074
MTTF Local Share	\$442,477
State Contributions	\$880,284
Total Subsidies	\$15,860,013
 Net Gain/(Loss) before Capital	 (\$1)



Reimbursement Funds Only and a One Time Funding Source

	TARC Share	Actual FY 2020	Actual FY 2021	Actual YTD FY 2022	Actual YTD FY 2023	Remaining Balance	Budget YTD FY 2023	Delta Actual FY 2023 vs Budget FY 2023
CARES*	\$42,276,008	\$4,341,151	\$26,847,680	\$11,087,177		\$0	\$0	
CRRSAA**	\$21,374,688			\$9,315,786	\$12,058,902	\$0	\$4,896,014	\$7,162,888
ARP***	\$48,293,376				\$522,276	\$48,293,376	\$20,504,079	(\$19,981,803)
Total	<u>\$111,944,072</u>	<u>\$4,341,151</u>	<u>\$26,847,680</u>	<u>\$20,402,963</u>	<u>\$12,581,178</u>	<u>\$48,293,376</u>	<u>\$25,400,093</u>	<u>(\$12,818,915)</u>

* KY-2020-012 was approved/Executed 5/27/2020

** KY-2021-020 was approved/Executed 7/1/2021

*** KY-2022-003 was approved/Executed 5/24/2022



MEMORANDUM

To: TARC Board of Directors

From: Carrie Butler, Executive Director

Date: March 23, 2023

Re: Resolution 2023 - 04 Vontas On-Board Technologies Support and Maintenance

TARC has been using Vontas (Formally Trapeze ITS) since 2010 and we have maintained software and hardware maintenance since that time. In September 2021, Resolution 2021-31 for amendment and restatement of Trapeze Products was approved by the Board and new agreements for Trapeze from March 1st 2022 to February 28th 2023 in the amount of \$390,367 and for Vontas from April 1st 2022 to March 31st 2023 in the amount of \$530,257.35 was executed. The total not to exceed amount for both products were \$920,624.35.

In December 2022, the Procurement Department released a solicitation for Intelligent Transit System Solution for On-Board Technologies. Submittals were due on March 7, 2023 and are currently under staff evaluation with an anticipated award by end of May 2023. A separate board action will be submitted to the May Board meeting.

Since the new ITS System procurement is still in process, it is prudent to keep the Vontas products supported for at least six (6) additional months. Pending Trapeze and Vontas approvals to extend the agreements for six (6) additional months, it is speculated the total for both products will be in the amount of \$278,385.10. This number is based on one half the annual budgeted amount for ITS Hardware Maintenance (\$313,366.87) and ITS Software Maintenance (\$243,403.36)

At this time, I respectfully request the Board of Directors to authorize the Executive Director to enter into an agreement for an additional six (6) months with Vontas in the total not to exceed amount of \$278,385.10. Please call me at 561-5100 if you have any questions. Thank you.



RESOLUTION 2023-04

Vontas On-Board Technologies Support and Maintenance

A Resolution authorizing the Executive Director to enter into an additional six (6) months agreements with Vontas:

WHEREAS, TARC seeks on-board system technologies support and maintenance agreements to provide and assist TARC with its on-going needs and support of on-board system technologies; and,

WHEREAS, TARC received a price quote from Vontas for budgetary purposes and were deemed 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 an additional six (6) months and Vontas based upon proposed cost for a not-to-exceed amount of \$278,385.10.

ADOPTED THIS 28th DAY OF MARCH 2023

Carla Dearing, Chair of the Board of Directors



MEMORANDUM

To: TARC Board of Directors

From: Carrie Butler, Executive Director

Date: March 23, 2023

Re: Resolution 2023-03 Trapeze Annual Software Maintenance and Support

TARC has utilized Trapeze Software products since 1997 and have upgraded and expanded their uses on several occasions where it made financial sense at the time. The offerings and agreements over the years have included software license agreements, software maintenance agreements and/or enhancements for the following system products:

- Trapeze PASS Paratransit scheduling and reservations software
- Trapeze COM Customer feedback and management software
- Trapeze FX Fixed-Route operations management software
- Trapeze OPS On-Board operations software and equipment
- Trapeze INFO IVR Integrated Voice Response
- Trapeze INFO Agent Client Info System

The expected cost for all Trapeze Software Maintenance this year is not to exceed \$467,800.49, and these funds are budgeted as part of the IT Annual Software Maintenance.

TARC is currently in the process of upgrading Trapeze to version 21 which is included within the aforementioned maintenance cost. What is not included is a one-time upgrade cost for a third-party voice engine for the Integrated Voice Response (IVR) is included in the attached Trapeze Work Order # WO-0119731 for \$59,588.00.

Undoubtedly there will be some training required as part of this upgrade process, so to allow for this training we have budgeted \$40,000 to help users understand and utilize additional features available in this version. Funds for the IVR upgrade and Training are available in IT Capital Budget.

At this time, I respectfully request the Board of Directors to authorize the Executive Director to enter into an agreement with Trapeze the total not to exceed amount of \$567,388.49.

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



RESOLUTION 2023-03

Trapeze Annual Software Maintenance and Support

A Resolution authorizing the Executive Director to enter into an additional one-year agreement with Trapeze:

WHEREAS, TARC seeks software maintenance and support on its existing Trapeze products; and,

WHEREAS, TARC received quotes from Trapeze and were deemed 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 an additional one year agreement with Trapeze based upon proposed cost for a not-to-exceed amount of \$567,388.49

ADOPTED THIS 28th DAY OF MARCH 2023

Carla Dearng, Vice Chair of the Board of Directors



MEMORANDUM

To: TARC Board of Directors

From: Carrie Butler, Executive Director

Date: March 28, 2023

Re: Resolution 2022-18 - Change Order to Contract 2020641 with Hall Contracting
30th Street Training Lot Project

In June 2022, the Board of Directors passed Resolution 2022-18, which authorized the expenditure of up to \$989,625 with a 5% contingency for renovation and improvements to the Training Lot at 30th Street and Broadway. A contract was executed with Hall Contracting on August 10, 2022.

On January 20th of this year, a request for a cost adjustment from Hall was received. It cited the delay associated with Metropolitan Sewer District (MSD) permitting, inflation and “cost-inputs at record numbers” as reasons to seek an increase of \$155,605. In fact, there was a delay associated with the MSD requirements. It took much longer than anticipated to acquire the site disturbance permit, to execute a Stormwater Quality Maintenance Agreement, and to negotiate a satisfactory change to MSD’s Underground Detention Basin Performance and Maintenance Bond. Nevertheless, and though we are well aware that inflation has risen tremendously in the past year, this request seemed extreme to TARC staff and to our consultants. We therefore asked for a breakdown of costs associated with the request.

After much back and forth deliberation, Hall agreed to reduce their request to \$113,253.11, a reduction of \$42,352 from their original request. TARC staff and our consultants believe that this amount is fair and reasonable when comparing to increases in other recent projects of a similar nature over the same time period. We are experiencing very unusual changes in the construction market of late.

We considered other options, as well. However, given the fact that the competing proposal received last June was \$1,035,000, and the probability that rejecting the offer and rebidding the work would result in additional delay and further increased costs, TARC staff recommend accepting this offer and proceeding with the project without further delay.

At this time, I am asking for your approval increase the not to exceed total that may be spent with Hall Contracting of Kentucky, Inc. to \$1,108,540.00. This new number does include a 5% contingency amount. The contract has a 12-month term with an option to extend month to month for up to an additional 12 months. Assuming approval of this change, we expect the project will be completed within the next six months.

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



RESOLUTION 2022- 18

Change Order to Contract 2020641 with Hall Contracting

A Resolution authorizing the Executive Director to increase the price of contract 2020641 with Hall Contracting of Kentucky, Inc. to a new not to exceed amount of \$1,108,540:

WHEREAS, TARC experienced an unexpected delay of several months associated with MSD permitting and bonding requirements for our Pavement Renovation at 30th Street Training Lot project; and

WHEREAS, due in part to that delay TARC received a request to increase the contract price from Hall Contracting in the amount of \$155,605; and

WHEREAS, TARC and its consultants on the project found the requested increase excessive; and

WHEREAS, TARC staff negotiated a reduction in the requested amount of \$42,352; and

WHEREAS, the revised request of \$113,253.11 was found to be fair and reasonable based on comparison with increases in other recent projects of a similar nature over the same time period;

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 increase the price of contract 2020641 with Hall Contracting of Kentucky, Inc. to a new not to exceed amount of \$1,108,540.

ADOPTED THIS 28TH DAY OF MARCH 2022

Carla Dearing, Vice Chair of the Board of Directors



MEMORANDUM

To: TARC Board of Directors

From: Carrie Butler, Executive Director

Date: March 28, 2023

Re: Resolution 2023-05 – Purchase of Two Low-Floor Paratransit Vehicles

TARC has a pressing need to replace cutaway buses in our paratransit fleet that have far exceeded their useful lives. Supply chain issues that began a year ago have caused extreme delays, and equally extreme cost increases, for new ADA cutaway buses for paratransit service.

This resolution requests approval to purchase two new 2023 “Frontrunner” model low-floor wheelchair-accessible buses from Transportation Equipment Sales Corporation (TESCO) for a price of up to \$175,000.00 each, for a total price not to exceed \$350,000.00.

These buses are available for delivery within the year, and represent a significant improvement for our paratransit service. They are low-floor, which means passengers who use mobility aids may board the vehicle via a ramp rather than a lift. They are also wide enough that ambulatory passengers may board or leave the bus easily without the need to displace a passenger using a wheelchair.

The buses will be purchased through the federally approved vehicle contract ITB # 2021-7 procured by the Western Reserve Transit Authority of Youngstown, Ohio (WRTA). The WRTA has offered TARC two purchase options that are available on their contract.

With your approval, TARC will acquire these buses using funds from grant KY-2021-026, our FFY 2019 5339 Bus & Bus Facilities formula award. The grant requires a local match of 20%, which will come from the Mass Transit Trust Fund. The total amount available in the grant is \$475,314.00.

At this time, I am requesting authority to place an order for the two new 2023 “Frontrunner” model wheelchair-accessible buses from the Transportation Equipment Sales Corporation through contract ITB #2021-7 of the Western Reserve Transit Authority for a not to exceed amount of \$350,000.

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



RESOLUTION 2023-05

Purchase of Two Low-Floor Paratransit Vehicles

A Resolution authorizing the Executive Director to purchase two new 2023 “Frontrunner” model wheelchair-accessible vans from the Transportation Equipment Sales Corporation through contract ITB #2021-7 of the Western Reserve Transit Authority for a not to exceed amount of \$350,000:

WHEREAS, TARC has a significant need to replace cutaway buses in its paratransit fleet that have far exceeded their useful lives; and

WHEREAS, funds are available from TARC’s FFY 2019 5339 Bus & Bus Facilities formula grant, KY-2021-026; and

WHEREAS, funds for the required local match are available in the Mass Transit Trust Fund; and

WHEREAS, TARC desires to combine all of those available funds to purchase two (2) 2023 “Frontrunner” model wheelchair-accessible vans; and

WHEREAS, those two vans are available from the Transportation Equipment Sales Corporation through a federally approved vehicle contract ITB # 2021-7 procured by the Western Reserve Transit Authority; and

WHEREAS, TARC is allowed to purchase vehicles from that contract;

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 place an order for two (2) new 2023 “Frontrunner” model wheelchair-accessible vans from the Transportation Equipment Sales Corporation, through federally approved vehicle contract ITB # 2021-7 procured by the Western Reserve Transit Authority, for a not-to-exceed amount of \$350,000.00.

ADOPTED THIS 28th DAY OF MARCH 2023

Carla Dearing, Vice Chair of the Board of Directors