

#### **AGENDA**

#### **Meeting of the Connect Transit Board of Trustees**

**September 24, 2019** 

4:30 P.M.

#### Connect Transit Board Room 351 Wylie Drive, Normal, Illinois 61761

- A. Call to Order
- B. Roll Call
- C. Public Comments
- D. Consent Agenda
  - 1. Approval of Minutes of August 27, 2019 Board Meeting
  - 2. Disbursements for the month of August 2019
  - 3. Capital and Self Insurance Reserve Fund Balances for month of August 2019
  - 4. Monthly Statistical Report for August 2019
  - 5. Cardinal Infrastructure Federal Report
- E. New Business
  - 1. Recommendation for Award of Fuel Supplier
  - 2. Recommendation for Award of Downtown Bloomington Transfer Center Study RFP 19-03
  - 3. Recommendation for Award of Battery Electric Buses RFP 19-05 (Staff presentation)
- F. General Manager's Report
  - 1. Bus and Bus Facilities Grant Application
- G. Trustee's Comments
- H. Executive Session (cite) ILCS 120/2 (c)(1) Personnel Matters
- I. Adjournment



### August 2019

Financial and Statistical Reports



Name	Check Number	Date	Amount	Description
4Imprint	00050761	28-Aug-19	\$576.92	Advertising- Promotions
A.T.U C.O.P.E.	00050663	02-Aug-19	\$137.90	Payroll Deduction
ABC Bus Companies	00050703	09-Aug-19	\$334.90	Bus Parts
ABC Bus Companies	00050762	28-Aug-19	\$164.00	Bus Parts
Advance Auto Parts	00050664	02-Aug-19	\$376.82	Maintenance Supplies
Advance Auto Parts	00050704	09-Aug-19	\$351.14	Maintenance Supplies
Advance Auto Parts	00050763	28-Aug-19	\$60.01	Maintenance Supplies
Airgas USA, LLC	00050705	09-Aug-19	\$69.40	Welding Supplies
Airgas USA, LLC	00050764	28-Aug-19	\$151.61	Welding Supplies
Ally Financial	00050765	28-Aug-19	\$85.94	Lease
Amalgamated Transit Union Local 752	00050665	02-Aug-19	\$6,512.85	Payroll Deduction
Amalgamated Transit Union Local 752	00050726	16-Aug-19	\$100.00	Payroll Deduction
Amazon Capital Service	00050666	02-Aug-19	\$103.98	Office Supplies
Amazon Capital Service	00050727	16-Aug-19	\$413.97	Office Supplies and General Building Supplies
Amazon Capital Service	00050766	28-Aug-19	\$199.96	Office Supplies
Ancel, Glink, Diamond, Bush, DiCianni &	00050728	16-Aug-19	\$100.00	Legal Service
AP AIR INC	00050667	02-Aug-19	\$174.24	Bus Parts & Shop Tools
AP AIR INC	00050729	16-Aug-19	\$25.11	Bus Parts
Aramark Uniform Services	00050668	02-Aug-19	\$223.22	Cleaning Uniforms & Rugs
Aramark Uniform Services	00050706	09-Aug-19	\$911.78	Cleaning Uniforms & Rugs
Aramark Uniform Services	00050730	16-Aug-19	\$223.22	Cleaning Uniforms & Rugs
Aramark Uniform Services	00050767	28-Aug-19	\$223.22	Cleaning Uniforms & Rugs
Assurance Agency, Ltd.	00050707	09-Aug-19	\$127,880.30	Insurance
Assurance Agency, Ltd.	00050731	16-Aug-19	\$18,460.00	Insurance
Avail Technologies	00050708	09-Aug-19	\$1,405.00	Software & Tech Support
Barker Motor Co.	00050768	28-Aug-19	\$24.85	Support Vehicles
Birkey's Farm Store, Inc	00050732	16-Aug-19	\$560.00	Bus Parts
Blue Cross and Blue Shield of Illinois	00050669	02-Aug-19	\$117,091.90	Insurance
Brink's Incorporated	00050733	16-Aug-19	\$168.12	Consulting
Cardinal Infrastructure	00050734	16-Aug-19	\$6,000.00	Consulting
Central Illinois Trucks Inc.	00050709	09-Aug-19	\$5.48	Bus Parts
Central Illinois Trucks Inc.	00050735	16-Aug-19	\$92.40	Bus Parts
Central Illinois Trucks Inc.	00050769	28-Aug-19	\$2,007.20	Bus Parts
Christy Gordon	00050670	02-Aug-19	\$163.12	Uniform Reimbursement
CIRBN, LLC	00050770	28-Aug-19	\$347.84	Internet
City of Bloomington	00050671	02-Aug-19	\$665.42	Utilities
City of Bloomington	00050710	09-Aug-19	\$122.85	Utilities
City of Bloomington	00050771	28-Aug-19	\$622.01	Utilities
Clark Baird Smith, LLP	00050736	16-Aug-19	\$597.50	Legal Service
Clement Communications	00050772	28-Aug-19	\$484.74	Printed Materials
CliftonLarsonAllen LLP	00050737	16-Aug-19	\$5,000.00	Audit Services
Commerce Bank HSA	00050672	02-Aug-19	\$1,997.00	Health Savings Account Contributions
Corn Belt Energy Corp.	00050738	16-Aug-19	\$3,887.50	Utilities
Cornerstone Government Affairs	00050773	28-Aug-19	\$3,333.33	Consulting
Cummins Crosspoint	00050774	28-Aug-19	\$335.84	Bus Parts
Cumulus Media	00050775	28-Aug-19	\$750.00	Radio Advertising
Dish Network	00050776	28-Aug-19	\$102.03	Television Service
Don Owen Tire Service, Inc.	00050673	02-Aug-19	\$80.00	Bus Parts
Don Owen Tire Service, Inc.	00050777	28-Aug-19	\$944.44	Bus Parts
Evergreen FS	00050739	16-Aug-19	\$69,928.54	Fuel



Name	Check Number	Date	Amount	Description
Evergreen FS	00050778	28-Aug-19	\$16,830.61	Fuel
Fastenal Company	00050740	16-Aug-19	\$146.84	Bus Parts
Fastenal Company	00050779	28-Aug-19	\$57.04	Bus Parts
Fasteners Etc.	00050741	16-Aug-19	\$246.47	Maintenance Supplies
Fasteners Etc.	00050780	28-Aug-19	\$608.68	Maintenance Supplies
Frontier	00050742	16-Aug-19	\$889.59	Telephone
Gary Bachman	00050674	02-Aug-19	\$91.32	Uniform Reimbursement
Genfare	00050743	16-Aug-19	\$30.32	Software and Hardware
Gillig LLC	00050711	09-Aug-19	\$177.96	Bus Parts
Gillig LLC	00050744	16-Aug-19	\$88.98	Bus Parts
Global Equipment Company	00050675	02-Aug-19	\$480.66	Garage Supplies
Government Finance Officers Association	00050712	09-Aug-19	\$280.00	Dues & Subscriptions
Great Plains Media	00050713	09-Aug-19	\$1,400.00	Radio Advertising
Heartsmart	00050781	28-Aug-19	\$1,990.00	Safety/Training
Heritage Machine & Welding, Inc.	00050745	16-Aug-19	\$1,313.07	Bus Parts
ICMA- 457 Retirement Trust	ACH	01-Aug-19	\$28,472.35	Payroll Deduction
ICMA- 457 Retirement Trust	ACH	16-Aug-19	\$28,549.27	Payroll Deduction
ICMA- 457 Retirement Trust	ACH	29-Aug-19	\$28,899.53	Payroll Deduction
Illinois Department of Revenue	00050676	02-Aug-19	\$12,592.56	Payroll Deduction
Illinois Department of Revenue	00050746	16-Aug-19	\$12,541.70	Payroll Deduction
Illinois Department of Revenue	00050782	28-Aug-19	\$12,662.78	Payroll Deduction
Illinois Oil Marketing Equipment, Inc.	00050783	28-Aug-19	\$891.73	Shop Tools
Illinois State Disbursement Unit	00050677	02-Aug-19	\$707.79	Payroll Deduction
Illinois State Disbursement Unit	00050747	16-Aug-19	\$707.79	Payroll Deduction
Illinois State Disbursement Unit	00050784	28-Aug-19	\$707.79	Payroll Deduction
Illinois State University	00050678	02-Aug-19	\$800.00	Advertising- Promotions
Indiana State Collection Unit (INSCCU)	00050785	28-Aug-19	\$70.00	Payroll Deduction
INSCCU-ASFE	00050679	02-Aug-19	\$55.00	Payroll Deduction
IWIN	00050714	09-Aug-19	\$116.00	Employee Physicals
IWIN	00050786	28-Aug-19	\$296.00	Employee Physicals
J. J. Keller & Associates, Inc	00050787	28-Aug-19	\$286.00	Dues & Subscriptions
Kashia d/b/a Inbox Loan	00050680	02-Aug-19	\$110.00	Payroll Deduction
Kashia d/b/a Inbox Loan	00050748	16-Aug-19	\$87.53	Payroll Deduction
Kashia d/b/a Inbox Loan	00050788	28-Aug-19	\$66.30	Payroll Deduction
KEITH Engineering Design	00050749	16-Aug-19	\$6,443.20	Solar Infrastructure Engineering
Ken's Oil Service, Inc	00050681	02-Aug-19	\$3,386.80	Oil, Antifreeze
Ken's Oil Service, Inc	00050715	09-Aug-19	\$863.72	Oil, Antifreeze
Ken's Oil Service, Inc	00050789	28-Aug-19	\$2,233.61	Oil, Antifreeze
Lewis, Yockey & Brown, Inc	00050790	28-Aug-19	\$29,330.65	Bus Stop Engineering
Lylah Jordan	00050791	28-Aug-19	\$43.49	Uniform Reimbursement
MH Equipment Co.	00050682	02-Aug-19	\$343.00	Garage Equipment Repair
Miller Janitor Supply	00050716	09-Aug-19	\$52.87	Maintenance Supplies
Miller Janitor Supply	00050750	16-Aug-19	\$64.95	Maintenance Supplies
Miller Janitor Supply	00050792	28-Aug-19	\$433.28	Maintenance Supplies
Minerva Promotions	00050751	16-Aug-19	\$789.00	Uniforms
Minerva Promotions	00050793	28-Aug-19	\$1,000.00	Uniforms
Morris Avenue Garage	00050683	02-Aug-19	\$196.00	Vehicle Inspection
Morris Avenue Garage	00050752	16-Aug-19	\$112.00	Vehicle Inspection
Morris Avenue Garage	00050794	28-Aug-19	\$196.00	Vehicle Inspection
Motion Industries, Inc.	00050717	09-Aug-19	\$216.59	Bus Parts
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Name	Check Number	Date	Amount	Description
Mutual of Omaha	00050684	02-Aug-19	\$15,165.39	Life, AD&D, STD & LTD
Napa Auto Parts	00050718	09-Aug-19	\$23.51	Bus Parts
Napa Auto Parts	00050795	28-Aug-19	\$39.63	Bus Parts
National Public Employer Labor Relations	00050796	28-Aug-19	\$1,125.00	Conference
Neuhoff Media	00050797	28-Aug-19	\$1,300.00	Advertising- Media
Oberlander Alarm Systems, Inc.	00050685	02-Aug-19	\$208.00	Security Alarm Service Fee
Oberlander Alarm Systems, Inc.	00050798	28-Aug-19	\$208.00	Security Alarm Service Fee
Orkin Pest Control	00050719	09-Aug-19	\$566.41	Pest Control
OSF Healthcare	00050686	-	\$442.00	
OSF Occupational Health		02-Aug-19		Misc Expense
	00050753	16-Aug-19	\$396.00	Drug Testing
Patrick Kuebrich	00050687	02-Aug-19	\$161.24	Travel Reimbursement
Paulette Mincey	00050720	09-Aug-19	\$119.60	Uniform Reimbursement
Payroll	ACH	01-Aug-19	\$196,244.07	
Payroll	ACH	15-Aug-19	\$201,743.44	
Payroll	ACH	29-Aug-19	\$203,150.99	
Personal Finance Company LLC	00050688	02-Aug-19	\$80.00	Payroll Deduction
Personal Finance Company LLC	00050754	16-Aug-19	\$80.00	Payroll Deduction
Personal Finance Company LLC	00050799	28-Aug-19	\$81.60	Payroll Deduction
Petty Cash	00050689	02-Aug-19	\$43.32	Reimbursement
Pinnacle Door	00050690	02-Aug-19	\$2,335.00	Door Repair
Prairie Signs	00050755	16-Aug-19	\$50.00	Maps, Schedules & Printed Materials
Prairie Signs	00050800	28-Aug-19	\$75.00	Maps, Schedules & Printed Materials
Republic Services # 368	00050691	02-Aug-19	\$160.96	Garbage Disposal
Republic Services # 368	00050801	28-Aug-19	\$155.96	Garbage Disposal
Safetylane Equipment Corp.	00050802	28-Aug-19	\$725.75	Shop Tools
Sam Leman	00050803	28-Aug-19	\$269.46	Outside Repair
Social Security Administration	00050692	02-Aug-19	\$60.00	Payroll Deduction
Social Security Administration	00050756	16-Aug-19	\$60.00	Payroll Deduction
Social Security Administration	00050804	28-Aug-19	\$61.20	Payroll Deduction
Southtown Wrecker Service, Inc.,	00050693	02-Aug-19	\$187.50	Towing
Southtown Wrecker Service, Inc.,	00050805	28-Aug-19	\$187.50	Towing
Sunbelt Rentals	00050694	02-Aug-19	\$41.25	Machine Rentals
The Aftermarket Parts Company LLC	00050695	02-Aug-19	\$642.07	Bus Parts
The Aftermarket Parts Company LLC	00050721	09-Aug-19	\$61.61	Bus Parts
The Aftermarket Parts Company LLC	00050757	16-Aug-19	\$2,666.64	Bus Parts
The Aftermarket Parts Company LLC	00050806	28-Aug-19	\$7,990.13	Bus Parts
Thermo King Quad Cities, Inc.	00050696	02-Aug-19	\$443.81	Bus Parts
Thermo King Quad Cities, Inc.	00050722	09-Aug-19	\$24.50	Bus Parts
Thermo King Quad Cities, Inc.	00050758	16-Aug-19	\$1,225.96	Bus Parts
Tonto Apache d/b/a Comet Loans	00050697	02-Aug-19	\$55.00	Payroll Deduction
Tonto Apache d/b/a Comet Loans	00050759	16-Aug-19	\$55.00	Payroll Deduction
Tonto Apache d/b/a Comet Loans	00050807	28-Aug-19	\$56.10	Payroll Deduction
Town of Normal	00050698	02-Aug-19	\$381.80	Utilites
Town of Normal	00050808	28-Aug-19	\$381.80	Utilites
Uline	00050809	28-Aug-19	\$918.74	Office Supplies
UniFirst Corporation	00050810	28-Aug-19	\$462.88	Cleaning Uniforms & Rugs
United Parcel Service	00050699	02-Aug-19	\$10.70	Shipping
United States Treasury	ACH	06-Aug-19	\$68,883.40	Federal Tax Payment
United States Treasury Veritech Inc.	ACH	20-Aug-19	\$68,607.30	Federal Tax Payment
Verizon Wireless	00050723	09-Aug-19	\$1,312.00	Bus Parts
Verizon Wireless	00050700	02-Aug-19	\$490.98	Mobile Data Terminals for SS
Verizon Wireless	00050724	09-Aug-19	\$1,318.68	Mobile Data Terminals for SS



Name	<b>Check Number</b>	Date	Amount	Description
Visa - Commerce Bank	00050701	02-Aug-19	(\$1.75)	Wellness
Visa - Commerce Bank	00050701	02-Aug-19	\$8.00	Support Vehicles
Visa - Commerce Bank	00050701	02-Aug-19	\$393.07	Advertising- Employment
Visa - Commerce Bank	00050701	02-Aug-19	(\$12.58)	Office Equipment
Visa - Commerce Bank	00050701	02-Aug-19	(\$0.20)	Office Supplies
Visa - Commerce Bank	00050701	02-Aug-19	\$319.96	Software Licensing
Visa - Commerce Bank	00050701	02-Aug-19	\$600.00	Dues & Subscriptions
Visa - Commerce Bank	00050701	02-Aug-19	\$992.25	Trustee's Expense
Visa - Commerce Bank	00050701	02-Aug-19	\$1,874.15	Travel & Meetings
Visa - Commerce Bank	00050701	02-Aug-19	\$107.17	Advertising- Promotions
Visa - Commerce Bank	00050701	02-Aug-19	\$1,014.28	Safety & Training
Visa - Commerce Bank	00050701	02-Aug-19	\$425.63	Misc Expense
Vision Service Plan (IL)	00050702	02-Aug-19	\$957.14	Vision Insurance
Vision Service Plan (IL)	00050811	28-Aug-19	\$937.18	Vision Insurance
Watts Copy Systems, Inc	00050812	28-Aug-19	\$886.21	Lease
WGLT	00050760	16-Aug-19	\$600.00	Radio Advertising
William Masters, Inc	00050725	09-Aug-19	\$274.00	HVAC

**Grand Total** 

\$1,364,445.81

## Bloomington Normal Public Transit Balance Sheet

Fiscal Year: 2020 Period: 2 Aug-2019	Division: 99 Board Reports	As of: 8/31/2019
Assets		
Current Assets		
Checking and Savings	\$5,143,134.31	
Accounts Receivable	\$2,525,498.48	
Inventory Asset - Fuel	\$57,576.90	
Inventory Asset - Parts	\$174,388.03	
Inventory Asset - Tires	\$0.00	
Other Current Assets	\$324,554.45	
Total Current Assets	\$8,225,152.17	
Fixed Assets	\$20,105,114.55	
Total Assets	\$28,330,266.72	
Liabilities & Equity		
Liabilities		
Accounts Payable	\$280,973.41	
Payroll Liabilities	\$1,162,035.18	
Contracts	\$0.00	
Due to Illinois Funds Account	\$0.00	
Deferred Revenue	\$155,959.88	
Deficit Funding Advance	\$0.00	
Total Liabilities	\$1,598,968.47	
EQUITY		
Fixed Asset Equity	\$12,483,532.77	
Inreserved Fund Equity	\$6,750,412.62	
Inderground Petroleum Storage	\$20,000.00	
otal Equity	\$19,253,945.39	
Retained Earnings	\$7,477,352.86	
intel Linkillation O. Courte.	<b>^</b>	
Total Liabilities & Equity	\$28,330,266.72	

# Bloomington Normal Public Transit

# Income Statement With Approved Budget

Thru Fiscal Year: 2020 Thru Period 2  Operating Revenue Passenger Fares	0000		Jul-2019		
Operating Revenue Passenger Fares					Annioved Rindret
Operating Revenue Passenger Fares	610z-finy		Aug-zu19		Approved budger
Passenger Fares					
1	\$67,717.97	8.64%	\$130,115.51	16.60%	\$784,000.00
ISU Contract Fare	\$47,233.34	8.45%	\$92,650.00	16.57%	\$559,000.00
Other Contract Fares	\$10,625.09	7.54%	\$21,340.59	15.14%	\$141,000.00
Advertising Revenue	\$7,232.66	4.82%	\$14,515.32	9.68%	\$150,000.00
Miscellaneous Revenue	\$2,597.76	86.59%	\$4,985.42	166.18%	\$3,000.00
Total Operating Revenue	\$135,406.82	8.27%	\$263,606.84	16.10%	\$1,637,000.00
Operating Expenses					
Operators Wages	\$518,346.05	8.98%	\$1,009,175.11	17.48%	\$5,772,000.00
Maintenance Wages	\$77,454.12	6.92%	\$152,874.20	13.65%	\$1,120,000.00
Administration Wages	\$90,241.27	8.86%	\$171,151.83	16.80%	\$1,019,000.00
Employer Payroll Tax Expense	\$52,654.22	8.13%	\$101,777.88	15.71%	\$648,000.00
Retirement Plan	\$32,291.61	8.45%	\$57,899.17	15.16%	\$382,000.00
Group Insurance	\$110,260.65	6.28%	\$234,858.28	13.37%	\$1,756,000.00
Uniform Expense	\$1,913.97	5.17%	\$3,717.38	10.05%	\$37,000.00
Professional Services	\$15,933.33	5.14%	\$34,664.16	11.18%	\$310,000.00
Outside Repair-Labor	\$2,141.26	3.10%	\$3,975.25	2.76%	\$69,000.00
Contract Maintenance Services	\$8,135.81	7.40%	\$12,889.89	11.72%	\$110,000.00
Custodial Services	\$571.96	3.57%	\$1,658.29	10.36%	\$16,000.00
Employee Recruiting/Testing/Temp Help	\$918.57	5.74%	\$1,430.57	8.94%	\$16,000.00
Fuel	\$70,440.28	6.78%	\$136,128.88	13.10%	\$1,039,000.00
Lubricants	\$1,884.27	4.28%	\$3,937.50	8.95%	\$44,000.00
Tires	\$4,400.00	4.89%	\$8,800.00	9.78%	\$90,000.00
Bus Repair Parts	\$14,735.09	8.62%	\$23,807.91	13.92%	\$171,000.00
Other Materials & Supplies	\$3,590.38	8.82%	\$5,901.74	14.50%	\$40,700.00
Shelters/Signs/Shop Tools	\$2,150.60	21.51%	\$2,836.89	28.37%	\$10,000.00
Computer and Office Supplies	\$2,930.19	1.47%	\$7,393.66	3.72%	\$199,000.00
Utilities	\$8,420.53	%90.9	\$18,669.19	13.43%	\$139,000.00
Corporate Insurance	\$25,339.75	6.33%	\$50,679.50	12.67%	\$400,000.00
Dues/Subscriptions/Fees	\$19,187.00	36.90%	\$19,863.00	38.20%	\$52,000.00
Printing/Marketing/Training	\$12,210.17	4.39%	\$20,080.41	7.22%	\$278,000.00
Total Operating Expenses	\$1,076,151.08	7.84%	\$2,084,170.69	15.19%	\$13,717,700.00
Operating Assistance		i		,	
Operating Deficit before Subsidies and Grants	(\$940,744.26)	7.79%	(\$1,820,563.85)	15.07%	(\$12,080,700.00)
City of Bioomington Operating Assistance	\$50,833.33	8.33%	\$101,666.66	16.67%	\$610,000.00
Town of Normal Operating Assitance	\$32,500.00	8.33%	\$65,000.00	16.67%	\$390,000.00
Illinois Downstate Operating Assistance	\$692,261.00	7.84%	\$1,341,159.00	15.19%	\$8,830,000.00
FTA 5307 Operating Assistance	\$154,987.00	7.32%	\$291,442.00	13.76%	\$2,118,000.00
Total Operating Assistance	\$930,581.33	7.79%	\$1,799,267.66	15.06%	\$11,948,000.00
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#### **Financial Reports**



	July	August	September	October	November	December	January	February	March	April	May	June
FY20	\$118,530	\$123,667										
FY19	\$111,416	\$122,580	\$100,493	\$122,655	\$107,501	\$116,816	\$104,334	\$104,767	\$114,752	\$112,897	\$117,447	\$116,011

Notes: Other Contract Fares revenue decreased \$819 in August 2019 from August 2018 due to Heartland Community College and Eastview Church. Total Cash Fares increased \$847 in August 2019 from August 2018. Total Pass Fares increased \$1,485 in August 2019 from August 2018.

#### \$1,150,000 \$1,100,000 \$1,000,000 \$1,000,000 \$950,000 \$950,000 \$900,000 July August September October November December January February March April May June

Actual

■ Budget

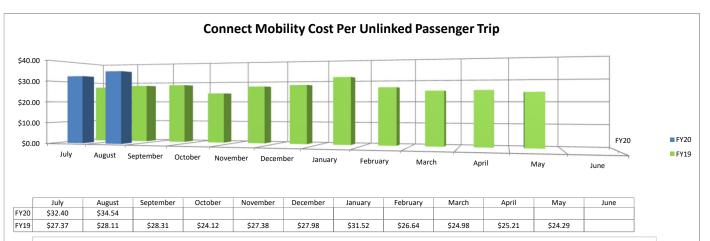
	July	August	September	October	November	December	January	February	March	April	May	June
Actual	\$1,008,020	\$1,076,151										
Budget	\$1,143,083	\$1,143,083	\$1,143,084	\$1,143,083	\$1,143,083	\$1,143,084	\$1,143,083	\$1,143,083	\$1,143,084	\$1,143,083	\$1,143,083	\$1,143,084

Notes:



	July	August	September	October	November	December	January	February	March	April	May	June
FY20	\$5.06	\$4.01										
FY19	\$5.46	\$4.07	\$3.42	\$3.13	\$3.74	\$4.76	\$4.69	\$3.77	\$3.81	\$3.30	\$4.21	

Notes: Expenses decreased \$44,214 in August 2019 from August 2018. Trips decreased 7,719 in August 2019 from August 2018.



Notes: Expenses increased \$26,657 in August 2019 from August 2018. Trips decreased by 688 in August 2019 from August 2018.

#### Fixed Route Cost Per Maintenance Mile (Excluding Fuel) Unaudited \$1.20 \$1.00 \$0.80 \$0.60 \$0.40 \$0.20 FY20 \$0.00 July August September October November February April May June

FY20

■FY19

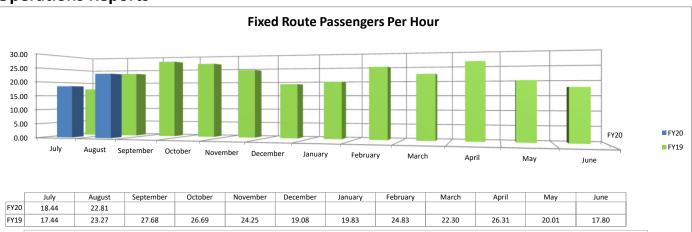
	July	August	September	October	November	December	January	February	March	April	May	June
FY20	\$0.84	\$0.77										
FY19	\$1.09	\$0.99	\$0.99	\$0.98	\$0.99	\$1.01	\$0.94	\$1.01	\$1.01	\$1.01	\$0.80	

Notes: Fixed Route maintenance expense decreased \$19,297 in August 2019 from August 2018. Fixed Route miles increased 6,252 in August 2019 from August 2018.

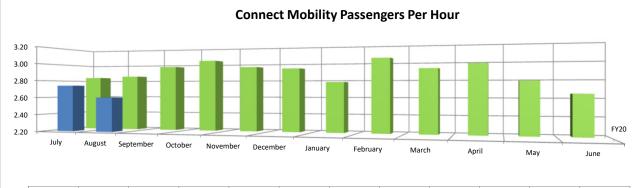


Notes: Connect Mobility maintenance expense decreased \$924 in August 2019 from August 2018. Mobility miles decreased 924 in August 2019 from August 2018.

#### **Operations Reports**



Notes: Fixed route boardings per revenue hour decreased 2% or .46 boardings PRH in August 2019 over August 2018. This is the average boardings per revenue hour for all fixed route service in August.



■ FY20

■FY19

■ FY20

FY19

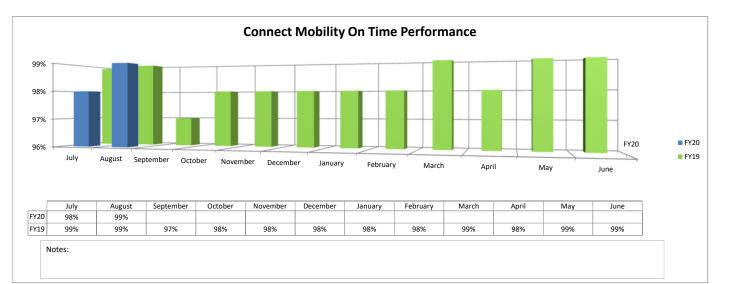
	July	August	September	October	November	December	January	February	March	April	May	June
FY20	2.74	2.60										
FY19	2.84	2.85	2.97	3.04	2.96	2.94	2.78	3.05	2.93	2.98	2.79	2.65

Notes: Mobility boardings per revenue hour in August 2019 decreased 8.8%, mileage decreased 1.7%, and passenger trips decreased by 688 trips or 8.8%.



	July	August	September	October	November	December	January	February	March	April	May	June
FY20	96%	94%										
FY19	96%	94%	93%	93%	94%	95%	93%	95%	95%	92%	95%	96%

Notes:



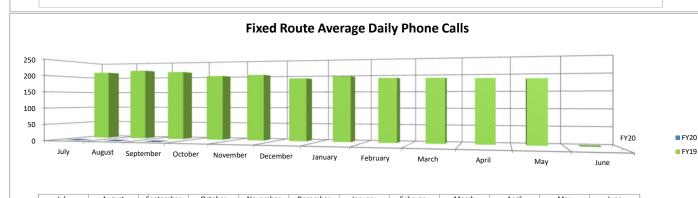


■ FY20

■ FY19

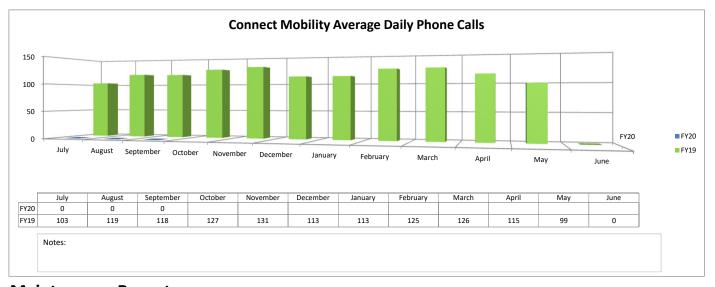
	July	August	September	October	November	December	January	February	March	April	May	June
FY20	1	3										
FY19	3	2	6	3	2	0	1	6	4	1	3	2

Notes:

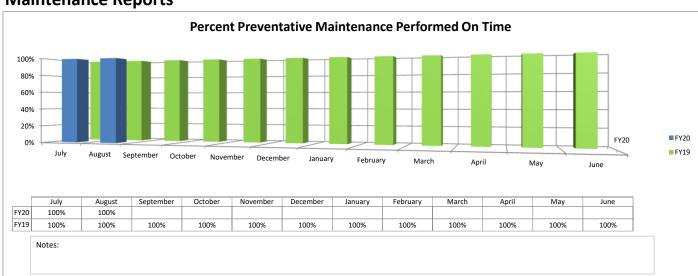


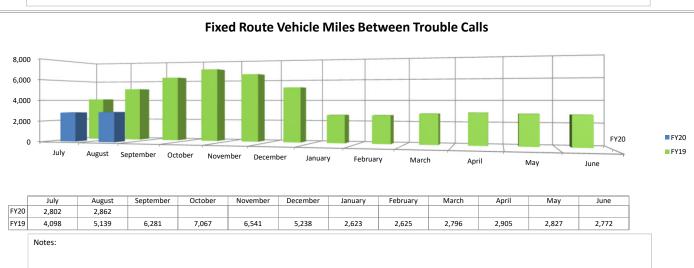
	July	August	September	October	November	December	January	rebruary	IVIATCII	Aprii	iviay	June
FY20	0	0	0									
FY19	215	220	214	200	202	190	195	189	188	186	184	0

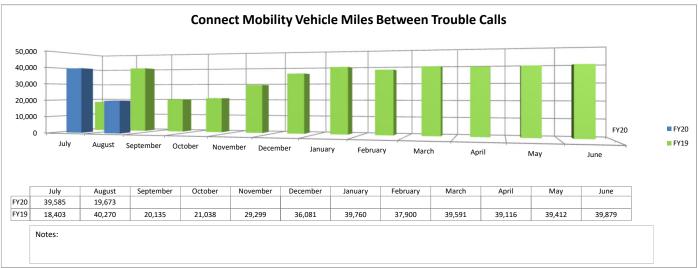
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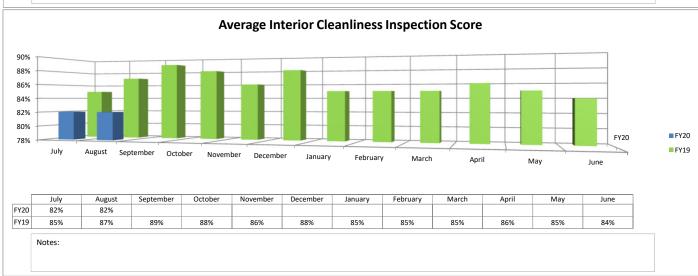


#### **Maintenance Reports**

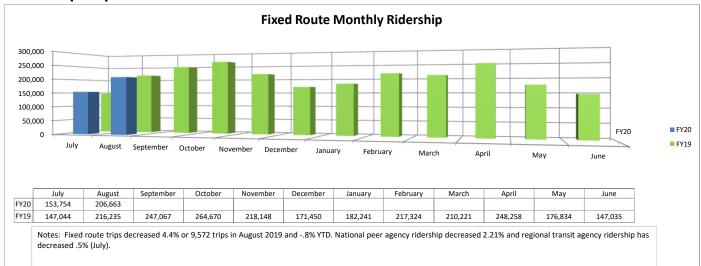


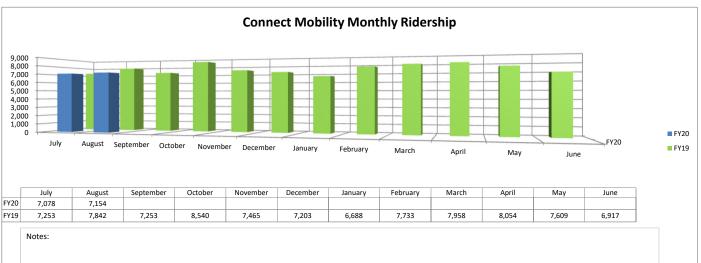


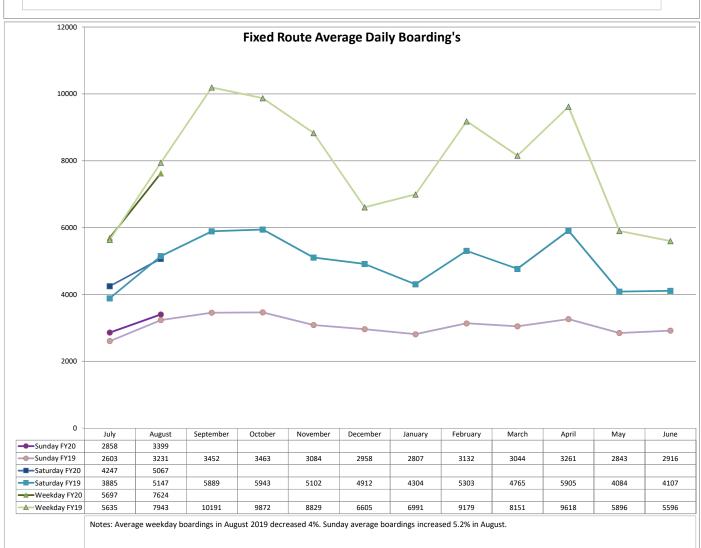




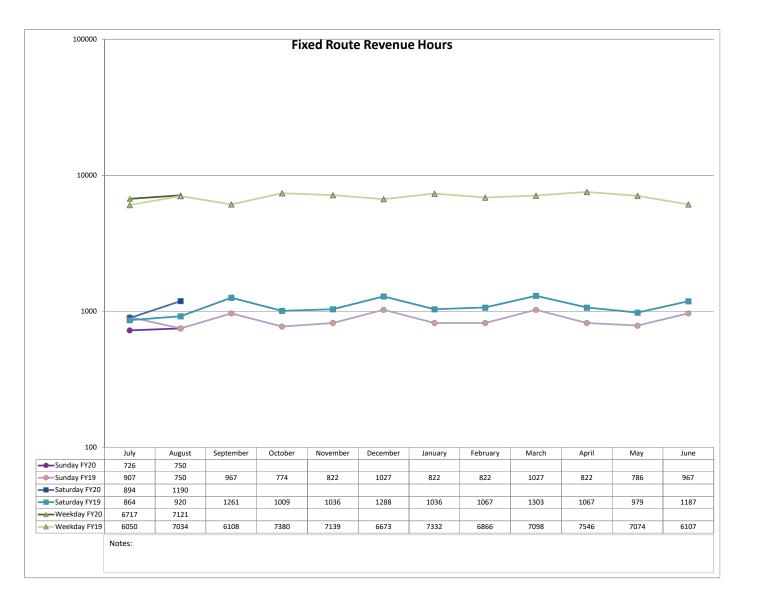
#### **Ridership Reports**

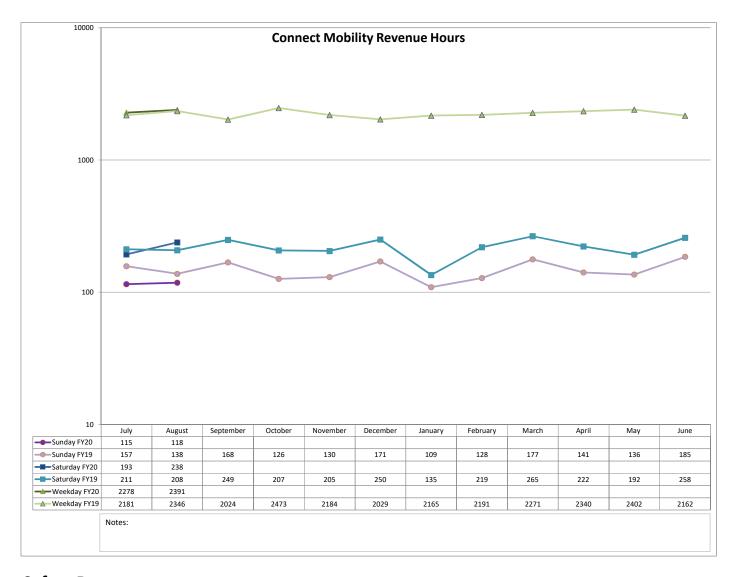




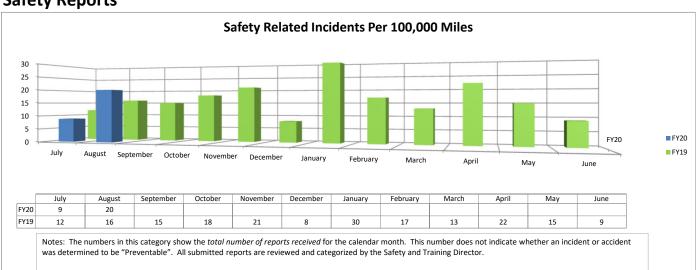


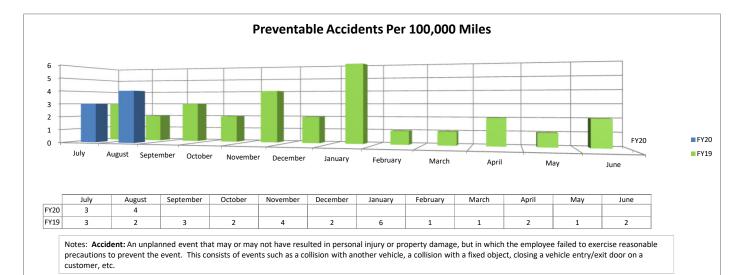




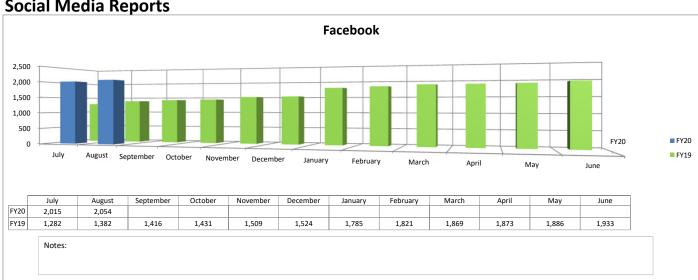


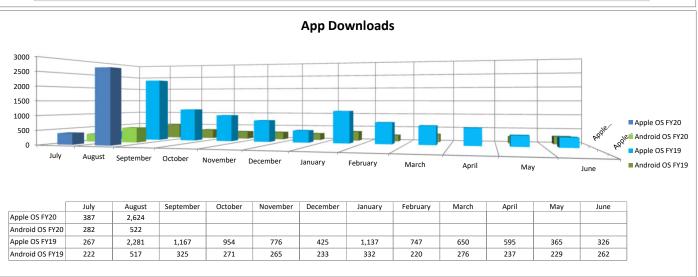
#### **Safety Reports**

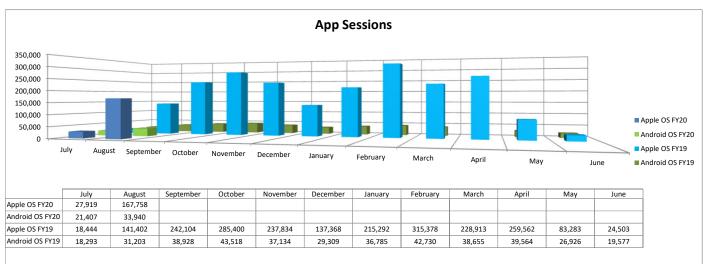


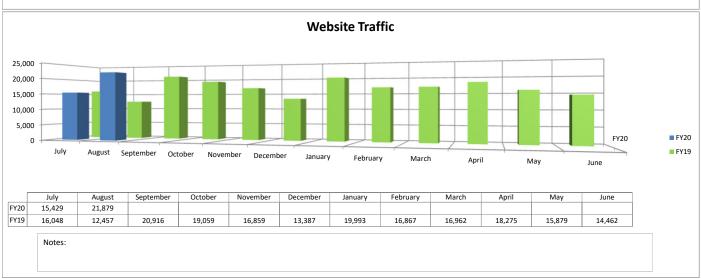


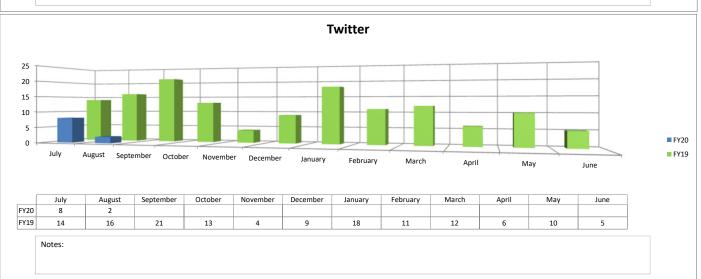
**Social Media Reports** 

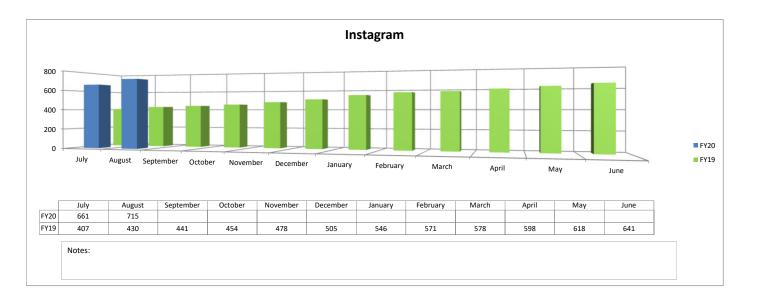














Statistics	Aug 19				Aug 18				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
Connect Transit												
Green	27,505	8,347	850	32.36	25,244	8,196	834	30.29	9.0%	1.8%	2.0%	6.8%
Red	32,321	15,295	1,425	22.68	32,078	14,883	1,380	23.24	0.8%	2.8%	3.3%	-2.4%
Lime	30,595	17,969	1,467	20.86	33,220	17,440	1,422	23.36	-7.9%	3.0%	3.2%	-10.7%
Aqua	7,481	2,901	208	36.05	10,194	2,937	210	48.58	-26.6%	-1.2%	-1.1%	-25.8%
Orange	4,564	5,101	390	11.70	5,469	5,161	394	13.88	-16.5%	-1.2%	-1.0%	-15.7%
Gold	5,859	5,016	413	14.19	7,102	5,110	421	16.87	-17.5%	-1.8%	-1.9%	-15.9%
Purple	12,734	11,491	788	16.16	14,721	11,658	798	18.45	-13.5%	-1.4%	-1.3%	-12.4%
Blue	7,014	4,620	404	17.35	5,453	4,686	409	13.32	28.6%	-1.4%	-1.2%	30.2%
Brown	5,405	4,283	373	14.48	6,029	4,975	434	13.90	-10.3%	-13.9%	-13.9%	4.2%
Tan	5,634	6,225	505	11.17	6,522	7,601	616	10.59	-13.6%	-18.1%	-18.1%	5.5%
Pink	11,319	5,094	402	28.16	7,477	4,586	402	18.60	51.4%	11.1%	0.0%	51.4%
Yellow	15,284	7,414	517	29.56	15,860	7,497	523	30.31	-3.6%	-1.1%	-1.2%	-2.5%
Olive	-	-	=		4,282	4,539	449	9.54	-100.0%	-100.0%	-100.0%	5
Redbird	27,553	4,077	385	71.66	33,567	3,989	372	90.23	-17.9%	2.2%	3.4%	-20.6%
Silver	8,049	7,659	605	13.32	8,955	7,757	612	14.63	-10.1%	-1.3%	-1.2%	-9.0%
Eastview	-	-	-		62	188	18	3.44	-100.0%	-100.0%	-100.0%	5
Red Express	2,640	2,256	176	15.00								
Lime Express	2,706	2,162	154	17.57								
Total Fixed Route	206,663	109,912	9,061	22.81	216,235	111,204	9,294	23.27	-4.4%	-1.2%	-2.5%	-2.0%
Demand Response												
Connect Mobility	7,154	32,209	2,747	2.60	7,842	32,778	2,747	2.85	-8.8%	-1.7%	0.0%	-8.8%
Total Demand Response	7,154	32,209	2,747	2.60	7,842	32,778	2,747	2.85	-8.8%	-1.7%	0.0%	-8.8%
SYSTEM TOTALS	213,817	142,121	11,808	18.11	224,077	143,982	12,041	18.61	-4.6%	-1.3%	-1.9%	-2.7%



Statistics	YTD 20				YTD 19				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
Connect Transit												
Green	50,473	16,321	1,662	30.37	44,736	15,522	1,580	28.32	12.8%	6 5.1%	5.2%	6 7.2%
Red	60,235	30,107	2,805	21.47	57,910	28,741	2,673	21.66	4.0%	4.8%	4.9%	-0.9%
Lime	57,807	35,367	2,887	20.02	61,027	33,745	2,754	22.16	-5.3%	6 4.8%	4.8%	-9.6%
Aqua	15,047	5,731	410	36.71	17,906	5,720	409	43.80	-16.0%	6 0.2%	0.2%	-16.2%
Orange	9,488	10,072	770	12.32	9,704	10,077	768	12.64	-2.2%	6 -0.1%	0.3%	6 -2.5%
Gold	11,467	9,949	819	14.00	13,862	10,006	824	16.82	-17.3%	-0.6%	-0.6%	-16.8%
Purple	25,178	22,709	1,557	16.17	27,435	22,692	1,555	17.65	-8.2%	6 0.1%	0.2%	-8.4%
Blue	11,662	9,131	799	14.60	9,399	9,124	798	11.78	24.19	6 0.1%	0.2%	23.9%
Brown	9,937	8,432	735	13.52	10,947	10,199	889	12.31	-9.2%	6 -17.3%	-17.3%	9.8%
Tan	10,122	12,299	997	10.15	11,802	15,756	1,277	9.24	-14.29	-21.9%	-21.9%	9.9%
Pink	20,785	10,019	790	26.31	13,627	8,932	782	17.43	52.59	6 12.2%	1.0%	51.0%
Yellow	25,738	13,293	927	27.76	26,192	13,239	924	28.34	-1.79	6 0.4%	0.3%	-2.0%
Olive	-	-	-		8,499	8,897	880	9.66	-100.09	-100.0%	-100.0%	6
Redbird	27,553	4,077	385	71.66	33,567	3,989	372	90.23	-17.9%	6 2.2%	3.4%	-20.6%
Silver	15,157	15,134	1,195	12.69	16,450	15,015	1,192	13.80	-7.99	6 0.8%	0.2%	-8.1%
Eastview	-	-	-		216	501	48	4.50	-100.0%	-100.0%	-100.0%	6
Red Express	4,576	4,513	352	13.00	-	-	-					
Lime Express	5,192	4,324	308	16.86	-	-	-					
Total Fixed Route	360,417	211,477	17,397	20.72	363,279	212,154	17,724	20.50	-0.89	-0.3%	-1.8%	1.1%
Demand Response												
Connect Mobility	14,232	63,014	5,333	2.67	15,095	63,456	5,297	2.85	-5.79	-0.7%	0.7%	-6.4%
Total Demand Response	14,232	63,014	5,333	2.67	15,095	63,456	5,297	2.85	-5.7%	-0.7%	0.7%	-6.4%
SYSTEM TOTALS	374,649	274,491	22,730	16.48	378,374	275,610	23,021	16.44	-1.0%	6 -0.4%	-1.3%	6 0.3%

Federal Update for Connect Transit Prepared by Cardinal Infrastructure September 20, 2019 Board Meeting

#### **Appropriations**

Senate Majority Leader McConnell said the Senate will work to pass as many Fiscal Year (FY) 2020 appropriation bills as possible before September 30<sup>th</sup>; then pass a continuing resolution (CR) for any remaining bills. It's unlikely all bills will get across the finish line.

In the case this occurs, the House passed a CR that would continue government funding until November 21. The 301-123 tally saw just three Democrats vote 'no' and 76 Republicans supporting the measure (HR 4378). The strong bipartisan showing bodes well for quick Senate passage of the continuing resolution next week. The President hasn't made any public comments, though he's expected to sign the measure; nonetheless the House vote indicates a veto-proof majority.

The House marked up all 12 appropriations measures, passing 10 before the budget agreement was reached. According to <u>Congressional Quarterly</u>, due to the House levels used by appropriators, the House will "need to cut about \$15 billion in spending from [non-defense] accounts and increase defense discretionary spending...by \$5 billion." This will be done in conference. If Transportation-HUD receives cuts, it will still produce funding levels at or above FAST Act levels. Since the budget agreement prohibits policy riders (some of which are directed at DOT and FTA on their implementation of the CIG program) that will also present issues in conference.

#### **Senate Transportation Appropriations**

Senate Appropriations Transportation-HUD Subcommittee held a markup and passed the FY 2020 T-HUD Appropriations Act on September 17<sup>th</sup>, the full Appropriations Committee approved the bill on September 19<sup>th</sup>.

The bill summary states:

- \$86.6 billion in total budgetary resources for U.S. DOT, \$167 million above the FY2019 enacted level.
- \$46.3 billion in obligation limitation from the Highway Trust Fund for the Federal-aid Highways Program, consistent with the FAST Act.
- \$1 billion for BUILD.
- \$1.978 billion for CIG, fully funding all current Full Funding Grant
   Agreement transit projects, as well as new projects that have met the criteria of the CIG
   program.

According to Chairwoman Collins, there are no controversial riders in the bill and the Chairman and Vice Chairman hope that it will be moved swiftly and in a bipartisan manner through the full committee and the floor.

#### **NEPA and One Federal Decision Process**

The U.S. Department of Transportation published in the <u>Federal Register</u> a notice of availability and request for comments on Interim Policies on Page Limits for National Environmental Policy Act Documents and the Application of the One Federal Decision Process to DOT Projects. Comments are due by September 23.

#### <u>Page Limits for National Environmental Policy Act Documents and Focused Analyses</u>

- Limits text of draft and final environmental impact statements to 150 pages, unless they are of an unusual scope or complexity, then limit to 300 pages.
- Recommends environmental assessments not exceed 75 pages.
- Quarterly Performance Management Review must include number of EIS and EA documents completed, amount exceeding page limit, and reason for doing so.
- Recommends best practices to comply with page limitation (eg., pre-scoping and scoping, annotated outlines, tiering, and more)

#### <u>Interim Policy on One Federal Decision Implementation</u>

- One Federal Decision policy only applies to major infrastructure projects for which the initial Notice of Intent was published after August 15, 2017.
- Factors a U.S. DOT Operating Administration should consider when determining whether the
  project sponsor has identified the reasonable availability of funds sufficient to complete the
  project.
- Exceptions to the One Federal Decision policy for major infrastructure projects.
- Responsibilities of an Originating Agency and lead U.S. DOT Agency.
- Permitting timetable.
- Pre-scoping and project initiations.

#### **Project Management Oversight**

A notice of proposed rulemaking and request for comment on Project Management Oversight was published by FTA in the <u>Federal Register</u>. Comments must be received by October 25, 2019. The proposed rulemaking would:

- Change applicability of the regulation by shifting the definition of a "major capital project" from one based on the type of project or total project cost to one based on both the amount of Federal financial assistance and the total project cost.
- Raises the total project cost threshold to \$300 million or more and requires that the project receive \$100 million or more in Federal investment to be subject to project management oversight (in effect exempting projects under these thresholds from project management oversight).
- Limit project management oversight to quarterly reviews (which currently occur monthly), absent a finding by FTA that a recipient requires more frequent oversight.
- Permits FTA to deem a project that does not meet the dollar-amount thresholds for the level of Federal investment and total project cost as a "major capital project" under certain circumstances (thus capturing them under the project management oversight requirement).
- Add three additional minimum elements to the Project Management Plan: periodic updates of the plan, the recipient's commitment to submit a quarterly project budget and schedule, and safety and security management.

 Add the management of risks, contingencies, and insurance as an element of the Project Management Plan.

#### **Budget and Debt Limit**

On August 2<sup>nd</sup>, President Trump signed a \$2.7 trillion budget agreement that increases the discretionary budget caps for FY 2020 and 2021, as well as suspends the debt ceiling until July 31, 2021. This agreement prevents cuts in non-defense discretionary spending, which otherwise would have been cut by approximately \$54 billion; instead, the now law increases the non-defense budget cap by \$24.5 billion to \$621.5 billion in FY 2020, and by \$5 billion to \$626.5 billion for FY 2021. As mentioned, the FY 20 appropriations bills being worked on by Congress need to comply with this agreement.

#### **FAST Electricity Act**

Senator Cantwell (D-WA) is working on introducing the FAST Electricity Act. The bill is likely to be introduced next month once a Republican cosponsor is on board. The goal of the legislation is to "accelerate electrification of the entire U.S. transportation system" and "boost pioneering U.S. companies." The bill does three things: (1) creates a 30% tax credit for electric vehicles that are not passenger vehicles (e.g., trucks, buses); (2) provides a 30% federal tax credit for recharging and hydrogen refueling stations; and (3) provides loan guarantees to support capital investment in domestic manufacturing capacity.

#### **GAO Report**

The Government Accountability Office issued a report titled, "Federal Transit Administration Could Improve Information on Estimating Project Costs." The report examines stakeholders' views on factors that affect rail transit project costs; including, project design decisions, legal requirements, community and political environment, general and local market conditions, site characteristics, and project execution. The report also examines approaches used to manage costs. Though tailored to rail projects, much of this information can be used for bus and road projects.

#### **Personnel**

Felicia James is now Associate Administrator for FTA's Office of Planning and Environment, overseeing transit and transportation planning and environmental activities and the CIG program, among other responsibilities. Ms. James previously worked as the Leader of the Program and Policy Development Team and Manager in the Office of Project Development and Environmental Review at FHWA.

U.S. DOT General Counsel Steven Bradbury has been named Acting Deputy in addition to his current duties. Senior Counselor for Regulatory Reform Christina Aizcorbe has been named Deputy General Counsel of U.S. DOT.



**MEMO** 

DATE: September 24, 2019

TO: Board of Trustees

FROM: Cassie Mosier, Procurement Manager

**SUBJECT:** Recommendation of RFP 19-07 Fuel Supplier

RECOMMENDATION: Authorize the General Manager to award a contract for a term of five (5) years to Ken's Oil for the supply and delivery of fuel.

BACKGROUND: Connect Transit received three (3) proposals for a fuel supplier.

The proposals were evaluated based on the cost, qualifications, and scope of work.

DISCUSSION: Three (3) proposals were received from the following vendors: Evergreen FS, Ken's Oil, and Petroleum Traders.

#### **Key Features:**

- Cost was the lowest
- Ken's Oil will work with Connect Transit to make the best decisions on when to purchase fuel and lock in pricing
- Allows Connect to control and budget fuel costs each year

FINANCIAL IMPACT: The cost of fuel is estimated based on the market. Historically, Connect Transit spends between \$700,000 - \$750,000 per year on gas and diesel.

Connect Transit will use operating funds for this procurement.



**MEMO** 

DATE: September 24, 2019

TO: Board of Trustees

FROM: Cassie Mosier, Procurement Manager

**SUBJECT:** Recommendation of RFP 19-03 for Downtown Transfer Center Study

**RECOMMENDATION:** Authorize the General Manager to award a contract to Farnsworth Group pending IDOT Pre-Award Concurrence.

BACKGROUND: Connect Transit received four (4) proposals. The proposals were evaluated based on qualifications and experience, cost, references, methodology and staff experience.

Connect Transit was awarded an Illinois Department of Transportation (IDOT) Section 5305 Technical Studies Grant that will fund the study. Farnsworth Group will evaluate the facility's site and draft space requirements, develop preliminary design, determine capital and operating costs, identify funding sources, and complete other tasks that are outlined in the Scope of Work.

DISCUSSION: Four (4) proposals were received from the following vendors: Farnsworth, Wendel, SRF, and TranSystems.

Connect Transit has maintained a transfer point in Downtown Bloomington since 1972. A majority of the routes use the transfer point on Front Street that averages 1,800 boardings during weekday service. The Board of Trustees has prioritized the need for bus stop infrastructure including a transfer center in Downtown in the Strategic Plan.

Farnsworth will complete sixteen tasks that have been outlined under the scope of work. This study must be completed to determine the location of a future transfer center and certain requirements must be met to be eligible for federal funding.

FINANCIAL IMPACT: The contract cost will not exceed \$244,700. The IDOT Technical Studies Grant will fund the total cost of the Downtown Transfer Center Study.



**MEMO** 

DATE: September 24, 2019

TO: Board of Trustees

FROM: Cassie Mosier, Procurement Manager

**SUBJECT:** Recommendation of RFP 19-05 Battery-Electric Buses

RECOMMENDATION: Authorize the General Manager to award a contract for a term of five (5) years with Proterra for the delivery of battery-electric buses.

The contract award is contingent upon a federal Buy America Audit and Illinois Department of Transportation (IDOT) Pre-Award Concurrence. A contract will not be signed until the approval of these requirements as been met.

BACKGROUND: Connect Transit received four (4) proposals for Battery-Electric Buses. The proposals were evaluated based on their Scope of Work, Qualifications, References, and Warranties.

DISCUSSION: Four (4) proposals were received from the following vendors: BYD, Gillig, New Flyer, & Proterra.

#### **Key Features:**

- Leader in design and manufacture of zero-emission electric transit vehicles
- Able to provide consultation on solar and battery storage infrastructure
- Longest battery ranges out of all electric bus manufacturers
- Strong references from other transit agencies using Proterra battery-electric buses
- 12-year battery warranty
- One year or 50,000-mile bumper-to-bumper warranty

FINANCIAL IMPACT: At this time there is no financial impact. Staff will provide a recommendation to the Board of Trustees to purchase buses once IDOT Pre-Award Concurrence and Buy America Audit is completed.

Over the last two years Connect staff has secured two federal discretionary grant awards to purchase battery-electric buses. Connect Transit will be using a



combination of federal discretionary grants and Downstate Operating Assistance Program Debt Service to pay for the battery-electric buses. No local capital will be used in the purchase of the battery-electric buses.