



**ANNUAL MEETING
OF THE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM
AND
PUBLIC TRANSPORTATION COMMISSION
March 15, 2022
4:15 p.m.
BREC Administration Building
Commissioner's Room
6201 Florida Blvd
Baton Rouge, Louisiana 70806**

AGENDA

- I) CALL TO ORDER: Mr. Kahli Cohran**
- II) ROLL CALL: Mr. Theo Richards**
- III) NOMINATION AND ELECTION OF OFFICERS: Mr. Kahli Cohran**
- IV) ADJOURNMENT**



**REGULAR MEETING
OF THE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM
AND
PUBLIC TRANSPORTATION COMMISSION
March 15, 2022
4:30 p.m.
BREC Administration Building
Commissioner's Room
6201 Florida Blvd
Baton Rouge, Louisiana 70806**

AGENDA

- I) CALL TO ORDER: Mr. Kahli Cohran**
- II) ROLL CALL: Mr. Theo Richards**
- III) APPROVAL OF MINUTES OF February 15, 2022 BOARD MEETING: Mr. Kahli Cohran**
- IV) PRESIDENT'S ANNOUNCEMENTS: Mr. Kahli Cohran**
- V) ADMINISTRATIVE MATTERS**
 - 1. Executive and Financial Report: Mr. Bill Deville and Executive Staff**
- VI) COMMITTEE REPORTS AND ANY ACTION THEREON**
 - 1. Finance & Executive: Mr. Kahli Cohran**
 - 2. Technical, Policies & Practices: (no meeting held)**
 - 3. Audit: Mr. Matt Thomas (no meeting held)**
 - 4. Planning: Mr. Kahli Cohran**
 - 5. Community Relations: Ms. Linda Perkins**
- VII) ACTION ITEMS**
 - 1. Discussion of the character, professional competence, or physical or mental health of CATS CEO (The board may vote to go into executive session as provided for by the Louisiana Open Meetings Law to discuss the character and professional competence of Mr. Deville.)**
- VIII) ADJOURNMENT**



CAPITAL AREA TRANSIT SYSTEM

Connecting you to what matters.

**MEETING OF THE
BOARD OF COMMISSIONERS OF
CAPITAL AREA TRANSIT SYSTEM
AND
PUBLIC TRANSPORTATION COMMISSION**

February 15, 2022

4:30 p.m.

BREC Administration Building

6201 Florida Blvd

Baton Rouge, LA 70806

MINUTES

I. CALL TO ORDER: Mr. Kahli Cohran

Mr. Cohran called the meeting to order.

II. ROLL CALL: Mr. Theo Richards

Members present at the meeting were Commissioner Breaux, Cohran, Coleman, DeGeneres, Downs, Hill, Thomas, Perkins, Pierre. Also present were Mr. Bill Deville, CEO; other CATS staff; and members of the public.

III. APPROVAL OF MINUTES OF January 18, 2022, BOARD MEETING: Mr. Kahli Cohran

Ms. Perkins moved to approve the minutes of the January 18, 2022, meeting and Mr. Hill seconded the motion. Mr. Cohran invited public comment and there was none. The motion carried unanimously with no abstentions

V. PRESIDENT'S ANNOUNCEMENTS: Mr. Kahli Cohran

Mr. Cohran welcomed the new board members Ms. DeGeneres and Mr. Downs.

VI. ADMINISTRATIVE MATTERS

1. Executive and Financial Report: Mr. Bill Deville and Executive Staff COVID-19 UPDATES: Bill Deville

Mr. Deville noted that there are no major updates with pandemic policy and mask mandates are still in effect.

Dwana Williams noted that there are currently 114 total operators, 97 active and 17 inactive for various reasons.

Ms. Williams stated CATS was on standby with MOHSEP for the most recent inclement weather on January 19th – 22nd.

Human Trafficking training started on January 31st and will continue throughout the year for the entire agency.

CATS participated in a meeting with the Capital Area Re-entry Coalition on potential partnerships.

Planning and Program Development – Cheri Soileau

Ms. Soileau noted the existing conditions report study was delivered 1/29 and is under review by the staff. A presentation will be made February planning committee meeting.

SmartCATS participated in a Baker outreach event on February 5th. There are several additional outreach events taking place throughout Baton Rouge in the month of February. Including, Gardere Initiative Literacy Fair, Mall of Louisiana, OLOL, Southern University Student Union and more.

The BRT north transfer center design will be 60% complete by March 2022. CATS will procure buses and the construction of the center.

Program Development is monitoring the status of various federal grant awards.

Administrative – Theo Richards

Mr. Richards noted the POC with Hitachi has been our due to Covid and will have an update at next month's meeting. The goal is still to go live at the end of the first quarter.

The AIM project is moving along. Swipe cards have been ordered. All the support materials for the card readers have arrived. CATS is waiting on the actual cards and readers from the vendor.

Communication – Theo Richards

Mr. Richards noted CATS will be highlighting four Louisiana individuals for Black History Month. The profiles will be featured on social media and on our website. Working on a public records request form for the website and continues to monitor all social, website and media inquiries.

Finance Report - John Cutrone presented the January financials and noted that the total current assets as of January 31, 2022, are current assets \$43,280,660. The total assets are \$66,894,817. The total current liabilities are \$21,205,112 and the total liabilities are \$22,857,254. The total net assets are \$44,037,563 The total liabilities and net assets are \$66,894,817.

The total operating expenses for the month of January are \$2,248,884.

The total CATS-generated operating revenues for the month as of January 31, 2022, are \$130,538. The total non-federal subsidies for the month are \$1,716,253 and the total federal subsidies are \$261,691.

The total operating revenues as of January 31, 2022, are \$2,108,482.

The net operations balance for the month as of January 31, 2022, is a deficit of (\$140,402). The net operations balance for the year is a deficit of (\$369,553).

Mr. Deville noted CATS will be joining LPTA and SWTA on Capitol Hill for the March Congressional Legislative meetings. In addition, Mr. Deville congratulated Dwana Williams for being selected for the 2022 Baton Rouge Area Chamber Leadership Class.

BD if there are no questions Mister Vice-President, this concludes our Executive Report.

VII. COMMITTEE REPORTS AND ANY ACTION THEREON

1. Finance and Executive: Mr. Kahli Cohran

Mr. Cohran noted the minutes are in the packet

2. Technical, Policies and Practices: Dr. Peter Breaux

Dr. Breaux noted the committee did not meet.

3. Audit: Mr. Thomas

Mr. Thomas noted the committee did not meet.

4. Planning: Mr. Cohran.

Ms. Cohran noted the planning committee will meet on February 18, 2022.

5. Community Relations: Ms. Linda Perkins

Ms. Perkins noted the committee did meet on and the minutes for February 13, 2022.

Ms. Barnes was presented the MV Report.

VIII. ACTION ITEMS

1. Consideration of approval of the Oil & Oil Related Productions Solicitation 2022

Mr. Hill moved for the approval Oil & Oil Related Productions Solicitation 2022. Mr. Cohran seconded the motion. Mr. Cohran invited public comment and there was none. A roll call vote was held. In favor, Breaux, Cohran, Coleman, DeGeneres, Downs, Hill, Thomas, Perkins, Pierre. Against – none and Abstain - none. Absent – none. The motion carried.

2. Consideration of approval for the renewal of property, executive, and general liability insurance with Stone Insurance.

Ms. Pierre moved the approval for the approval for the renewal of property, executive, and general liability insurance with Stone Insurance. Mr. Downs seconded the motion. Mr. Cohran invited public comment and there was none. A roll call vote was held. In favor, Breaux, Cohran, Coleman, DeGeneres, Downs, Hill, Thomas, Perkins, Pierre. Against – none and Abstain - none. Absent – none. The motion carried.

3. Mr. Thomas moved to enter to executive session to receive the update cooperative bargaining agreement. Mr. Cohran seconded the motion. Mr. Cohran invited public comment and there was none. A roll call vote was held. In favor, Breaux, Cohran, Coleman, DeGeneres, Downs, Hill, Thomas, Perkins, Pierre. Against – none and Abstain - none. Absent – none. The motion carried.

Executive session started at 5:07 pm.

Executive session ended and the board meeting resumed at 5:40 pm

IX. ADJOURNMENT

Ms. Perkins moved to adjourn the meeting and Mr. Downs seconded the motion. The motion passed unanimously with no abstentions.

DRAFT

EXECUTIVE STAFF

**March 2022
Executive Report
Bill Deville and CATS Staff**

COVID-19 UPDATES: *Bill Deville*

- Mass Transit users are still required to wear masks under national and local government mandates.
- Though there was a reduction in the COVID-19 infection rate in the State of Louisiana and in the service area of CATS, the emergence of the Delta and **Omicron** variances prompted the Governor to report that a public health emergency continues to exist and remains a threat to Louisiana citizens via COVID-19. CATS accepts this and the guidance of the Center for Disease Control, the Louisiana Department of Health, and the Office of Homeland security and Emergency Preparedness. Principally noting the scientific determination that vaccinations against COVID-19 is the most effective way to protect the health and safety of the people of Louisiana.
- Rear door boarding ended, and fare collections were successfully resumed last May; CATS is incrementally changing safe spacing bus loads, as compliance regulations allow, and adding frequency to major “Lifeline” route schedules, as demand picks up.
- To ensure a safe and healthy work environment and to provide a safe and healthy public transportation experience, CATS is continuing to determine the number of employees who have been vaccinated against the COVID-19 virus. This is accomplished by conducting a survey and analyzing its results. As the COVID-19 virus evolves into more contagious mutations, it is necessary to know the vaccination status of employees to comply with the constantly evolving guidance and mandates of the federal and state agencies. Likewise, CATS will update its policies and procedures to accommodate these evolutions in federal and state guidance. CATS is mandated to provide essential transit service by state and federal laws. To fulfill that obligation, it is finalizing the planning and development of policies and procedures to continue essential transportation service during this pandemic, and its recovery phases. Vaccinations, testing, social distancing, and personal protective equipment have permitted CATS to

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PHONE: 225.389.8920

EXECUTIVE STAFF



continue its obligation to provide essential transit services. All efforts are expended to comply with federal, state, and local regulations.

OPERATIONS: *Dwana Williams*

- There are 113 total operators, 103 actives, 10 inactive.
- Bus ride of the Plank/Nicholson BRT and lunch with Capital Area Re-Entry Coalition on March 4, 2022. This bus ride was well attended with members from Amite, West Baton Parish, Jefferson Parish, Terrebonne Parish, Calcasieu Parish.
- Still on schedule with receiving the last three of nine electric BYD buses March 23rd through April 6th.
- Transit Driver Appreciation Day is March 18, 2022.
- See attached Performance Measures that reflect measures for the month.

PLANNING AND PROGRAM DEVELOPMENT: *Cheri Soileau*
SERVICE:

- Operations, Administration, and Maintenance Facility Feasibility Study
 - Survey forms completed by staff and returned
 - Next Steps
 - Evaluation by HDR staff
 - Clarification, additional questions
 - Finalize draft concepts
 - Charette with staff-late March/early April
- Comprehensive Operational Analysis
 - Smart CATS-public outreach portion of the study
 - March 17, 10-1, Our Lady of the Lake Administration Building
 - 2 additional outreach locations: TBD
 - March Planning Committee Updates
 - Initial service planning concepts
 - Initial overview of 2222 Florida Terminal concepts
- Plank-Nicholson Bus Rapid Transit
 - On-going Project Management Oversight with Region 6, HNTB, and City-Parish
 - North Transit Center
 - Preliminary design concepts narrowed down
 - 60% design by end of March
 - April Planning Committee will see finalized design(s)

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- Baker/North Baton Rouge Microtransit Pilot Project
 - Contract signed by VIA, March 4, 2022
 - NTP and Revenue Service: TBD
- Baker Transit Center
 - Deciding on architectural style/amenities
 - Waiting on North Transit Center design
- PTASP (Public Transportation Agency Safety Plan) and TAM (Transit Asset Management Plan)
 - Updates underway

ADMINISTRATIVE UPDATES: *Theo Richard*
AIM Grant Two-Way Messaging Project

- CATS is underway with the development of a marketing plan for customer engagement.

COVID-19 Mitigation Research Grant Contactless Payment Project

- Technical meeting including maintenance and IT are underway weekly.
- Finalized the installation kit order for the entire fleet
- Card readers are expected to arrive at the beginning of the second quarter.
- Customer tap cards have been ordered.

TECHNOLOGY: *Paul Simon; Keith Doucet*

- Tyler Technology Enterprise System
 - The Tyler ERP Financials is in its fourth month with minor tweaks being worked. The HCM/PR (Human Resources/Payroll) modules Go-LIVE has been extended to the fourth quarter to ensure greater accuracy, and a minimum of 95% parallel accuracy, in employees pay.
- The final stage for project ASA 5505 Firewall replacement cutover will take place on Tuesday March 22. Transformyx will do the cutover after hours with limited downtime to CATS users and staff.
- Planning, Grants, and Operations, along with AVL, Maintenance, and IT staff are seeking solutions and grant funding for scheduling/AVL software.

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- Once grant funding is secured and prioritized, a Business Analytics software solicitation will get underway to procure an agency-wide tool to gather reporting data automatically from core systems in order to create improved KPI reporting that is now lacking; this is needed for better management and control of finance, personnel, transportation, and maintenance operations. The use of “dashboard” reporting is strongly desired by CEO and senior management.
- An enterprise asset management system is being looked into by Planning and Finance, along with secured funding.

COMMUNICATIONS: Theo Richards

- Communications is coordinating with Planning on the upcoming COA efforts as needed.
- Monitoring social media daily and responding to any inquiries.
- Coordinating with Operations on any anticipated and real time rider alerts. Posting those alerts on social, website and eblast (as necessary).

CEO NOTES: *Bill Deville*

- Exciting to announce that CATS leadership and General Counsel have finalized the Microtransit contract negotiations for the North Baton Rouge/Baker pilot on demand service board approved project! Project, outreach, and marketing meetings will start soon with service implementation to start within 60 to 90 days..
- CATS staff continues to find ways to reduce cost and improve its “risk management” policies, procedures, and fiscal accountability, including, claims, litigation, workers compensation, safety, etc.; a team effort, our Administrative, Finance, Human Resources, and General Counsel areas, have all collaborated over the last few months, and we plan on bringing to the board as early as late First Quarter, or early Second Quarter; a material change in how we handle those risk responsibilities, that can hopefully be implemented as soon as early Spring, 2022.
- CATS leadership is continuing its campaign to meet and communicate with our Congressional Delegation's local or district offices, FTA Regional and DC Headquarters, US DOT Presidential Administration Officials, sharing CATS new Strategic and Capital Improvement Investment plans while seeking their

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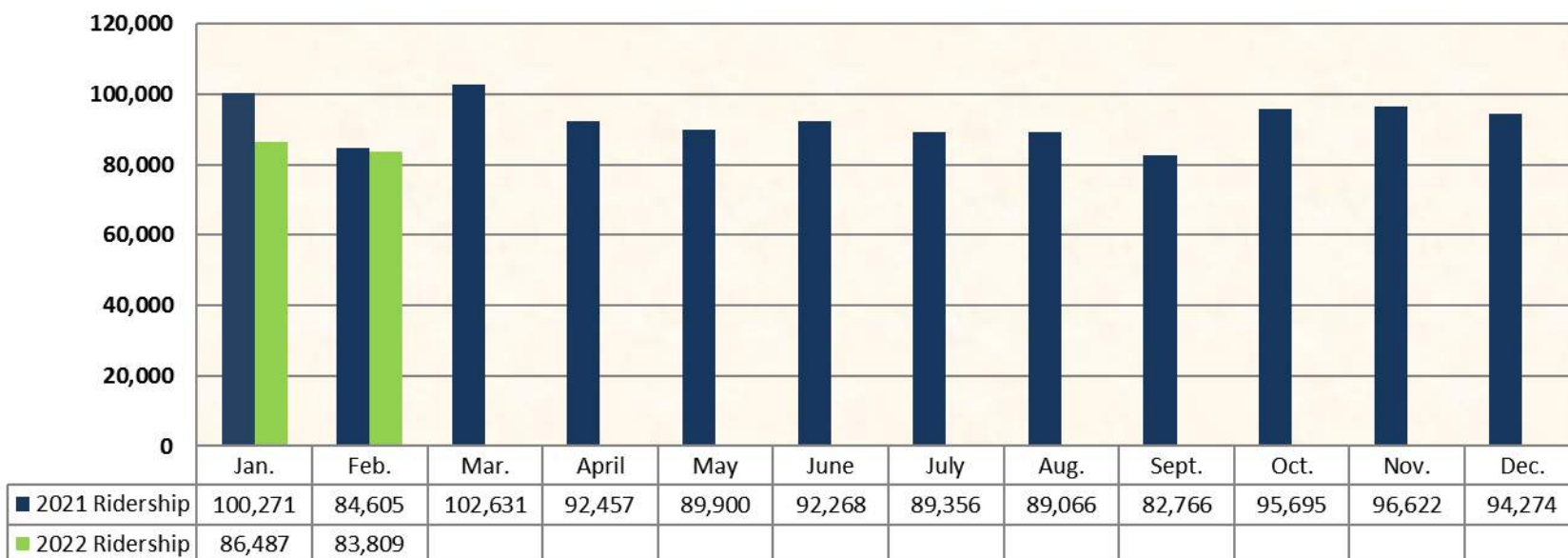
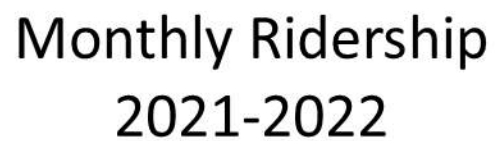


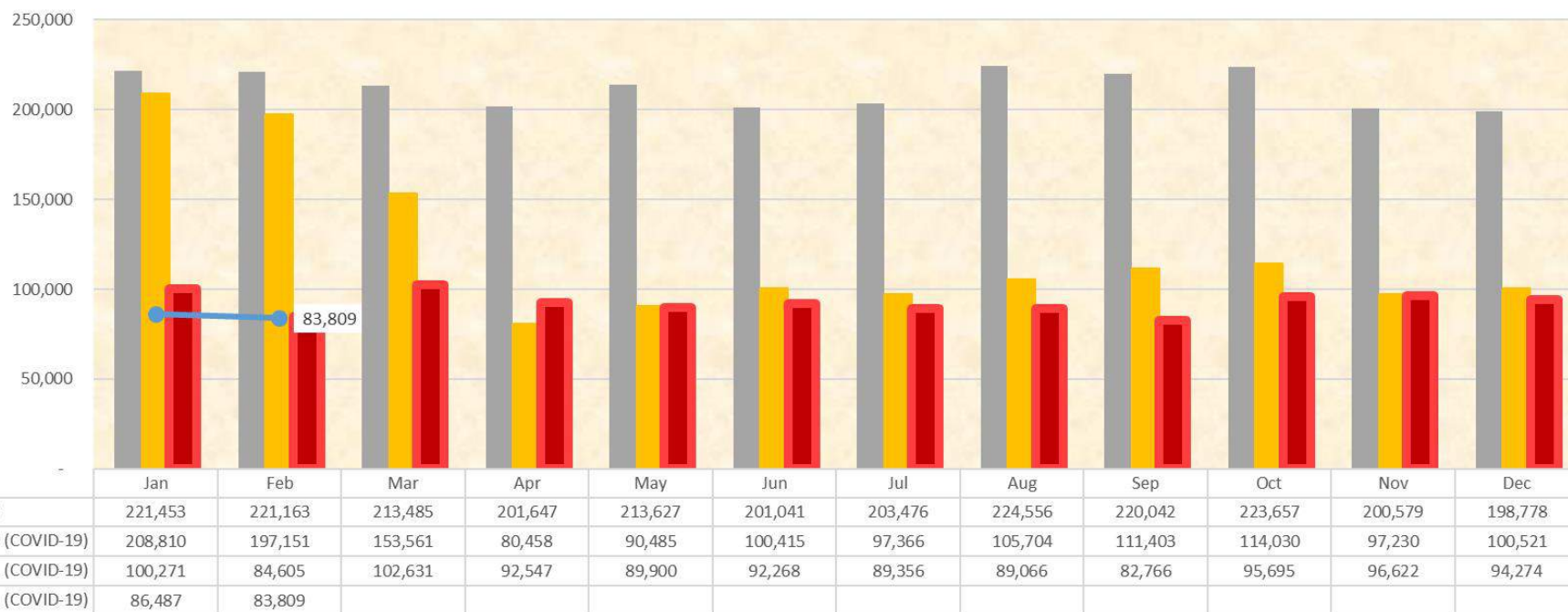
support as CATS competes for service improvement, planning, and infrastructure funding.

- CATS will be joining APTA, LPTA and SWTA on Capitol Hill for the traditional and imperative March Congressional Legislative meetings; we are scheduling those meetings now with our state's federal congressional delegation, the Federal Transit Administration, and President's Administration to cap off the drive for new 2022 federal funding;
- LPTA and SWTA preliminary strategy meetings were held at the annual SWTA conference in Austin, last week; as was meetings with FTA Region 6 Administrator, who expressed, in spite of competition, hope for Federal funding of Louisiana Infrastructure projects;

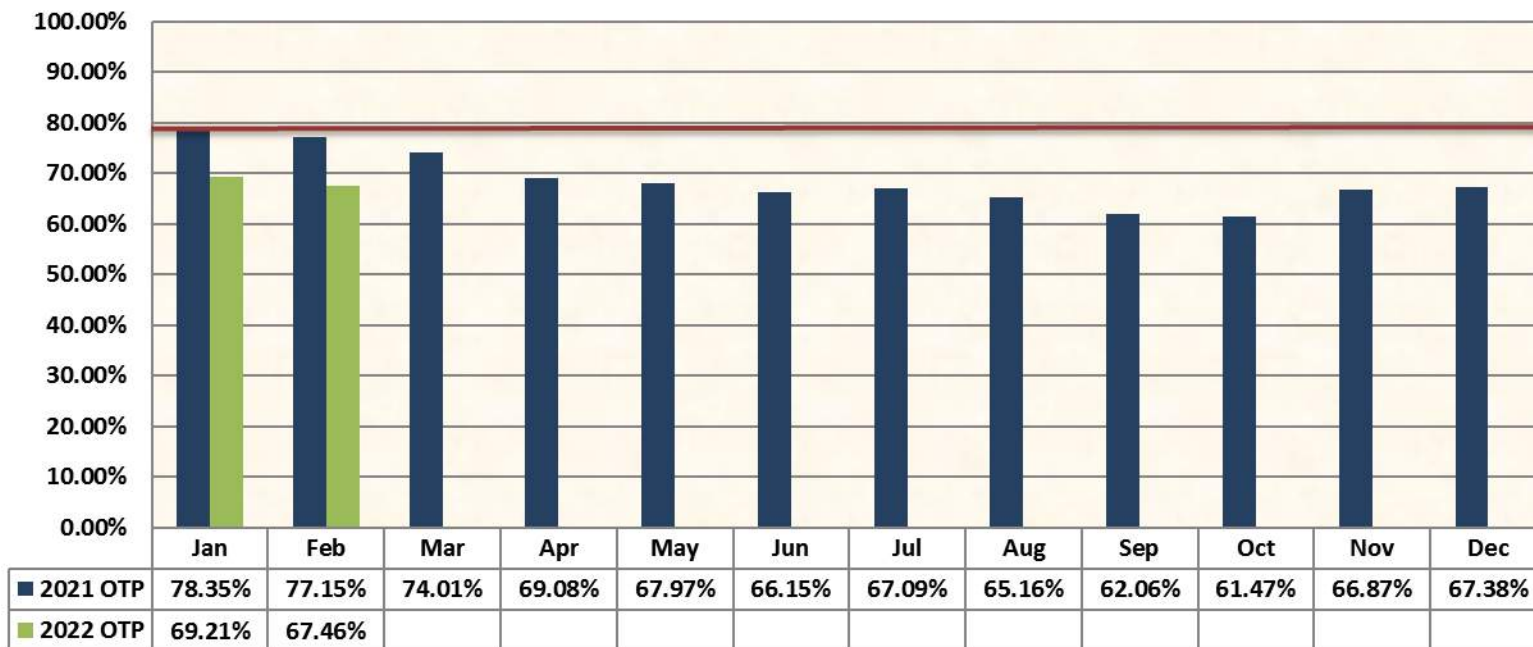
Finance: *John Cutrone*

- See attached financial report for the month.





On-Time Performance 2021-2022

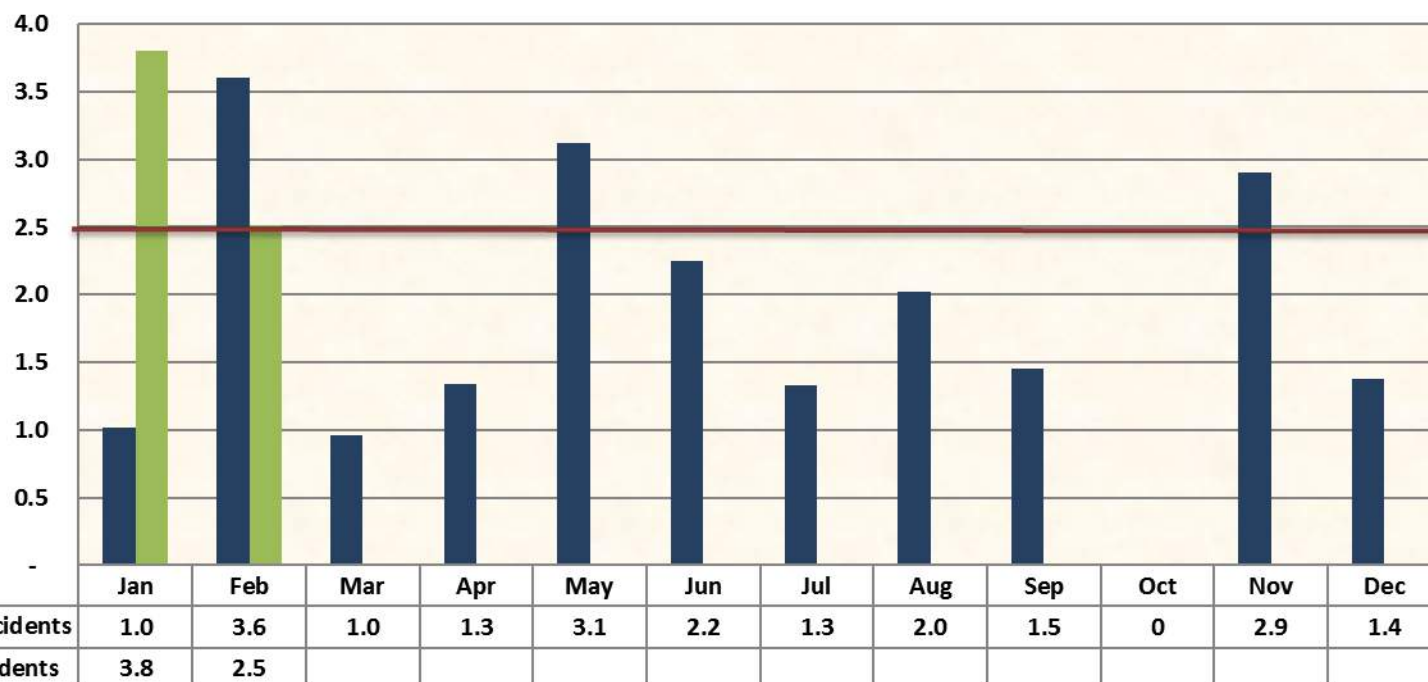


***Target 80% On-Time Performance**

Note: OTP is measured at scheduled timepoints effective (1.16.22), which represent 6.68% of the total system bus stops.

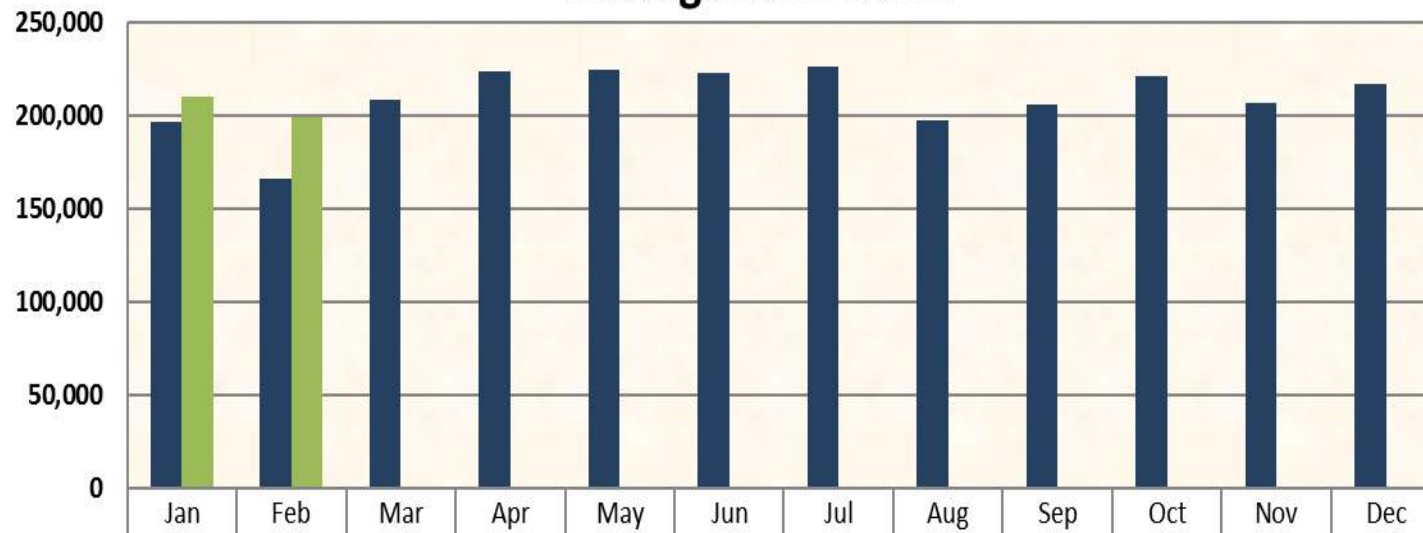
% Trips Operated 2021-2022

Preventable Accidents per 100,000 Miles 2021-2022



*Target Below 2.5 Preventable Accidents Per 100,000 Miles

Mileage 2021-2022

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**Capital Area Transit System
Balance Sheet
February, 2022**

2/28/2022 2/28/2021

ASSETS

Current Assets:		
Cash and Cash Equivalents	14,945,531	20,681,988
Accounts Receivable	525,254	577,788
Property Tax Receivable	20,139,813	18,577,240
Due from Governments	3,715,964	907,389
Inventory	805,847	418,069
Prepaid Expenses and Other Assets	456,763	202,085
Total Current Assets:	40,589,171	41,364,559
Restricted Assets:		
Cash and Cash Equivalents	3,314,230	3,301,718
Total Restricted Assets:	3,314,230	3,301,718
Net Pension Asset, Long-Term	676,430	676,430
Equipment, Net	19,921,520	19,344,531
Total Assets	64,501,351	64,687,239

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable and Accrued Expenses	1,030,346	464,661
Accrued Payroll and Tax Liabilities	794,957	862,765
Accrued Compensated Absences	850,652	850,652
Claims Payable and Related Liabilities	906,118	906,118
Capital Lease Payable	623,092	608,884
Deferred Revenue (Grants/Prop Tax)	15,833,333	15,405,296
Total Current Liabilities	20,038,499	19,098,376
Long-Term Liabilities		
Capital Lease Payable, Less Current Portion	962,006	1,585,098
Estimated Liabilities	690,136	690,136
Total Long-Term Liabilities	1,652,142	2,275,234
Total Liabilities	21,690,641	21,373,610
Net Assets:		
Investments in Capital Assets, Net of Related Debt	18,336,421	17,150,549
Restricted Cash and Cash Equivalents	3,314,230	3,301,718
Unrestricted	21,160,058	22,861,362
Total Net Assets:	42,810,710	43,313,629
Total Liabilities And Net Assets	64,501,351	64,687,239

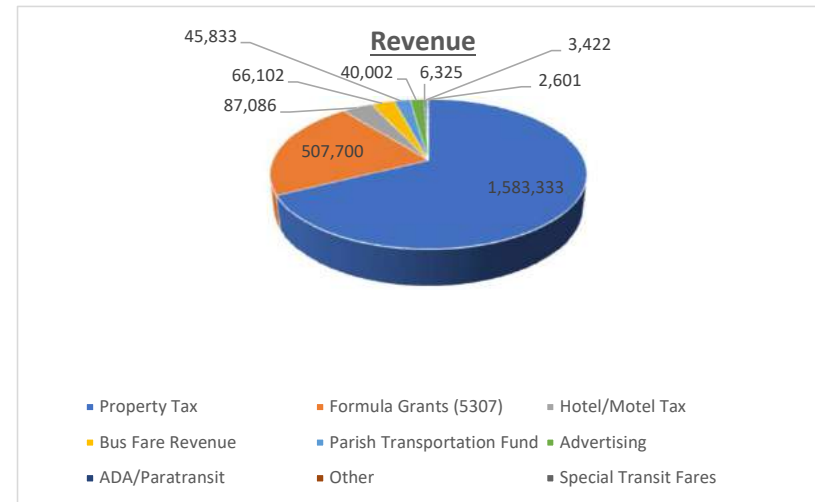
Capital Area Transit System
Statement of Operating Budget vs. Actual
For the Period Ended February, 2022

	Current Month				Year to Date				Approved Budget
	Budget	Actual	Variance	% Var	Budget	Actual	Variance	% Var	
Operating Revenues									
Passenger Paid Fares	69,931	66,102	(3,829)	-5.48%	139,862	134,169	(5,694)	-4.07%	839,172
Special Transit Fares (Contract)	6,195	2,601	(3,594)	-58.01%	12,390	7,452	(4,938)	-39.85%	74,337
ADA/Paratransit Revenue	6,209	6,325	117	1.88%	12,417	19,775	7,358	59.26%	74,502
Advertising Revenue	43,750	40,002	(3,749)	-8.57%	87,500	81,689	(5,811)	-6.64%	525,000
Interest Income	382	3,109	2,727	713.98%	764	3,728	2,964	387.94%	4,584
Other Agency Revenue	20,000	313	(19,687)	-98.43%	40,000	2,178	(37,822)	-94.55%	240,002
Total CATS Generated	146,466	118,452	(28,014)	-19.13%	292,933	248,990	(43,943)	-15.00%	1,757,597
Non Federal Revenue									
Hotel/Motel Tax	87,086	87,086	0	0.00%	174,172	174,172	0	0.00%	1,045,032
Parish Transportation Fund	45,833	45,833	0	0.00%	91,667	91,667	0	0.00%	550,000
Property Tax Revenue	1,583,333	1,583,333	0	0.00%	3,166,667	3,166,667	0	0.00%	19,000,000
Total Non Federal	1,716,253	1,716,253	0	0.00%	3,432,505	3,432,505	0	0.00%	20,595,032
Federal Operating Subsidies									
FTA - Formula Grants/PM	358,333	406,009	47,676	13.30%	716,667	566,009	(150,658)	-21.02%	4,300,000
FTA - Capital Projects (Project Admin)	41,667	0	(41,667)	-100.00%	83,333	0	(83,333)	-100.00%	500,000
FTA - Planning	57,583	0	(57,583)	-100.00%	115,167	0	(115,167)	-100.00%	691,000
FTA - ARP	101,691	101,691	0	0.00%	203,383	203,383	0	0.00%	1,220,297
Total Federal Operating	559,275	507,700	(51,574)	-9.22%	1,118,550	769,392	(349,158)	-31.22%	6,711,297
TOTAL SOURCES OF REVENUE	2,421,994	2,342,405	(79,589)	-3.29%	4,843,988	4,450,887	(393,100)	-8.12%	29,063,926
Operating Expenses									
Labor	880,295	948,568	(68,273)	-7.76%	1,760,591	1,966,901	(206,311)	-11.72%	11,443,841
Fringe Benefits	491,777	526,213	(34,436)	-7.00%	983,554	904,624	78,930	8.02%	6,393,101
Casualty and Liability	146,625	165,758	(19,133)	-13.05%	293,250	310,577	(17,327)	-5.91%	1,759,500
Services	240,086	221,737	18,348	7.64%	480,172	486,865	(6,693)	-1.39%	2,881,030
Purchased Transportation	163,971	155,327	8,644	5.27%	327,942	305,940	22,002	6.71%	1,967,653
Materials & Supplies	262,500	375,697	(113,197)	-43.12%	525,000	581,745	(56,745)	-10.81%	3,150,000
Utilities	17,158	15,953	1,205	7.02%	34,317	37,128	(2,811)	-8.19%	205,900
Miscellaneous Expenses	96,860	83,066	13,794	14.24%	193,721	139,721	54,000	27.87%	1,162,323
Leases and Rentals	8,382	7,703	678	8.09%	16,763	15,406	1,357	8.09%	100,578
Total Operating Expenses	2,307,654	2,500,023	(192,368)	-8.34%	4,615,309	4,748,907	(133,598)	-2.89%	29,063,926
Net SURPLUS/(DEFICIT) Before Depreciation	114,339	(157,618)	(271,957)	-237.85%	228,679	(298,019)	(526,698)	-230.32%	
Depreciation	229,151	229,151	0	0.00%	458,302	458,302	0	0.00%	
NET Operating SURPLUS/(DEFICIT)	(114,812)	(386,769)	(271,957)	236.87%	(229,623)	(756,321)	(526,698)	229.37%	

February 2022

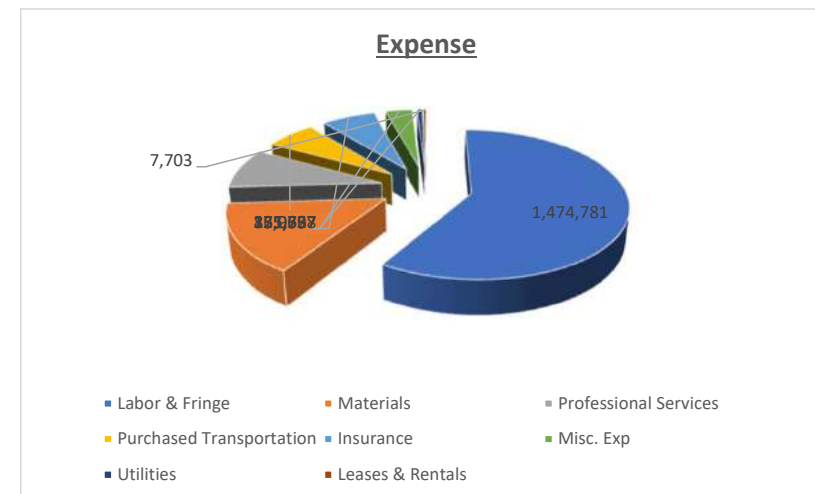
Revenue:

Property Tax	1,583,333	68%
Formula Grants (5307)	507,700	22%
Hotel/Motel Tax	87,086	4%
Bus Fare Revenue	66,102	3%
Parish Transportation Fund	45,833	2%
Advertising	40,002	2%
ADA/Paratransit	6,325	0%
Other	3,422	0%
Special Transit Fares	2,601	0%
	<u>2,342,405</u>	



Expenses:

Labor	948,568	
Fringe	526,213	
Labor & Fringe	<u>1,474,781</u>	59%
Materials	375,697	15%
Professional Services	221,737	9%
Purchased Transportation	155,327	6%
Insurance	165,758	7%
Misc. Exp	83,066	3%
Utilities	15,953	1%
Leases & Rentals	7,703	0%
	<u>2,500,023</u>	





**MEETING OF THE
FINANCE AND EXECUTIVE COMMITTEE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM AND
PUBLIC TRANSPORTATION COMMISSIONS
March 10, 2022
CATS Administrative Office
350 North Donmoor Avenue**

MINUTES

The Finance and Executive Committee met on Thursday, March 10, at 10:30 A.M. Present at the meeting were members Kahli Cohran, Matt Thomas, and Carylon Coleman. Also present were Bill Deville and members of CATS staff.

I. Call to order and establishment of quorum

Mr. Cohran called the meeting to order and established a quorum.

II. President's Announcements

Mr. Cohran noted he has circulated the form for board officer nominations and committee. The election will take place on Tuesday at the annual meeting.

III. Executive Report and Financials

Operations – Dwana Williams

There are 113 total operators, 103 actives, 10 inactive.

Bus ride of the Plank/Nicholson BRT and lunch with Capital Area Re-Entry Coalition on March 4, 2022. This bus ride was well attended with members from Amite, West Baton Parish, Jefferson Parish, Terrebonne Parish, Calcasieu Parish.

Still on schedule with receiving the last three of nine electric BYD buses March 23rd through April 6th.

Transit Driver Appreciation Day is March 18, 2022.

Planning and Program Development – Cheri Soileau

Ms. Soileau noted the microtransit contract has been signed and the kickoff meeting will take place Friday at 10 am.

The planning committee meeting will take place Friday, March 18 at 10 am.

Program Development is monitoring the status of various federal grant awards.

Administrative – Theo Richards

Mr. Richards noted the collateral materials for two-way messaging is underway and will have samples for the next f&e meeting.

The AIM project is moving along. Swipe cards have been ordered. All the support materials for the card readers have arrived. CATS is waiting on the actual cards and readers from the vendor.

Communication – Theo Richards

Mr. Richards noted advertising for Communications Director has ended. Interviews will start in March. CATS is participating in the Business Report annual report publication. Monitoring social media daily and responding to any inquiries. Coordinating with Operations on any anticipated and real time rider alerts. Posting those alerts on social, website and eblast (as necessary).

Finance Report - John Cutrone presented the February financials and noted that the total current assets as of February 28, 2022, are current assets \$40,589,171. The total assets are \$64,501,351. The total current liabilities are \$20,038,499 and the total liabilities are \$21,690,641. The total net assets are \$42,810,710. The total liabilities and net assets are \$64,501,351

The total operating expenses for the month of February are \$2,500,023.

The total CATS-generated operating revenues for the month as of February 28, 2022, are \$118,452. The total non-federal subsidies for the month are \$1,716,253 and the total federal subsidies are \$507,700.

The total operating revenues as of February 28, 2022, are \$2,342,405.

The net operations balance for the month as of February 28, 2022, is a deficit of (\$157,618). The net operations balance for the year is a deficit of (\$386,769).

IV. NO ACTION ITEMS

ADJOURNMENT

Mr. Cohran moved to adjourn the meeting and Mr. Thomas seconded the motion. The motion passed unanimously with no abstention.



**MEETING OF THE
504/COMMUNITY RELATIONS COMMITTEE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM AND
PUBLIC TRANSPORTATION COMMISSIONS
March 9, 2022
350 North Donmoor, Baton Rouge, LA**

MINUTES

The 504/Community Relations Committee met on Wednesday, March 9, 2022, at 10:30 a.m. Present at the meeting was Linda Perkins. Also present were Bill Deville, members of CATS staff, and Representatives of MV Transportation.

I. Introduction

Mrs. Perkins welcomed everyone gathered for the March Community Relations Committee Meeting.

II. MV Transportation Report – Representative Leslie Barnes

Ms. Barnes noted there were 5703 trips scheduled for the month of February 2022 verse 3569 in 2021. There were one valid complaints for the month of February. There was zero road call. The on-time performance was 90% for 2022 verses 85% for 2021. In addition, the subscription service as at 59% and demand was 41% for February. Lastly, the passenger per hour was 1.66. Commissioner Hill asked how the service was billed. Ms. Barnes noted services are billed based on revenue hours. Commissioner Perkins asked how many trips have been scheduled verses break down.

III. Certifications – Karen Denman

Ms. Williams noted 22 applications were mailed out and one customer was certified for January. Nine customers were recertified.

IV. Customer service / Complaints – Angella Wynn/Syliva Franklin

Ms. Wynn noted for the month of February there were 23 contacts and two were valid. Both were valid on pass ups. Ms. Wynn also noted the route performance for each route is located inside of the packets. Ms. Franklin noted the call center was offered 16,461 and answered 15,396. In addition, the monthly average for productivity the goal was 93.53%. Ms. Franklin noted two reps left their phones

on overnight and it affected the overall productivity goals. Ms. Williams noted the CARPC bus ride and Mr. Hill commended staff for the partnership and educating the community. Operations received four commendations for the month of February.

VI. CATS Engagement update – Theo Richards

Mr. Richards noted Ms. Soileau would speak more about the current engagement with the COA.

VIII. Comprehensive Operational Analysis - Cheri Soileau

and Public Engagement “SmartCATS”

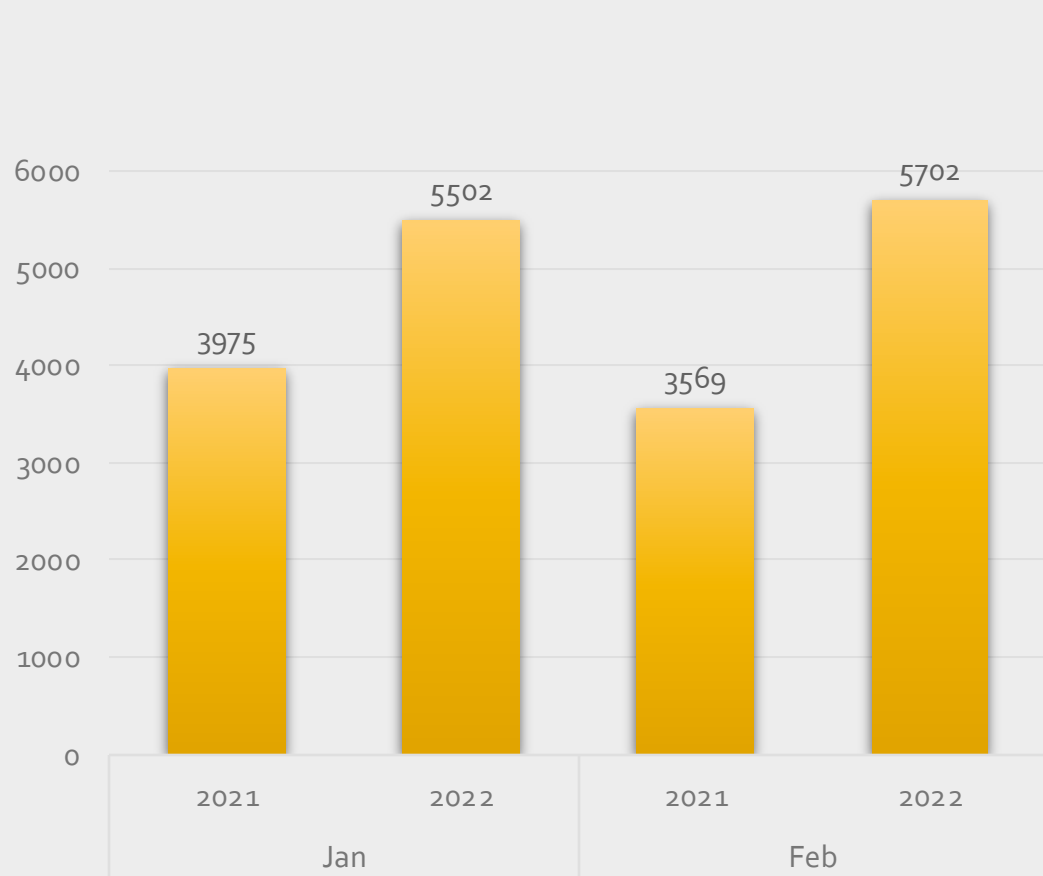
Ms. Soileau updated the committee on Micro transit and a kickoff meeting will take place on this Friday at 10 am. Also, Ms. Soileau reviewed the upcoming public outreach dates and encouraged the committee to attend if available.

Meeting is adjourned.

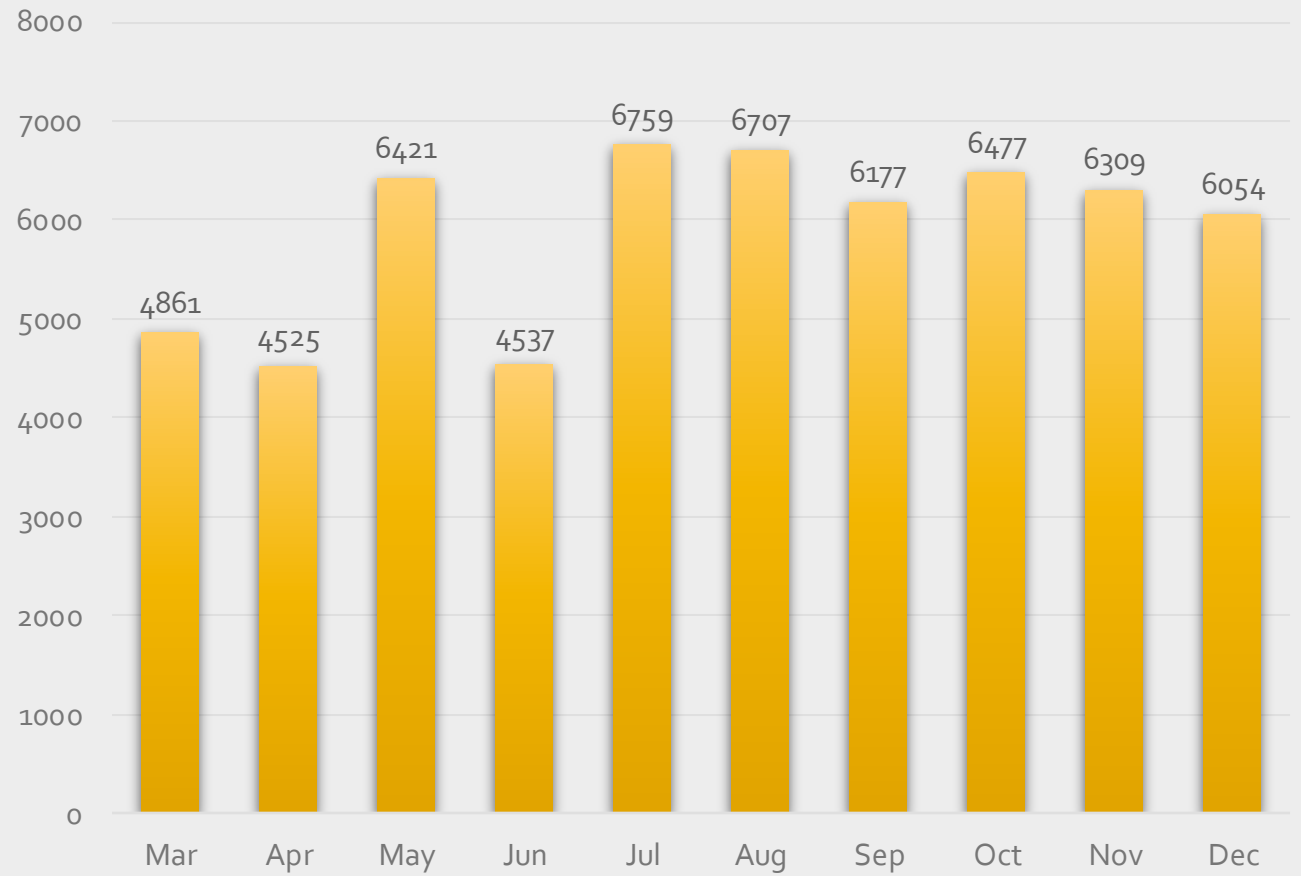
MV TRANSPORTATION

12 Month Service Report

SCHEDULED TRIPS

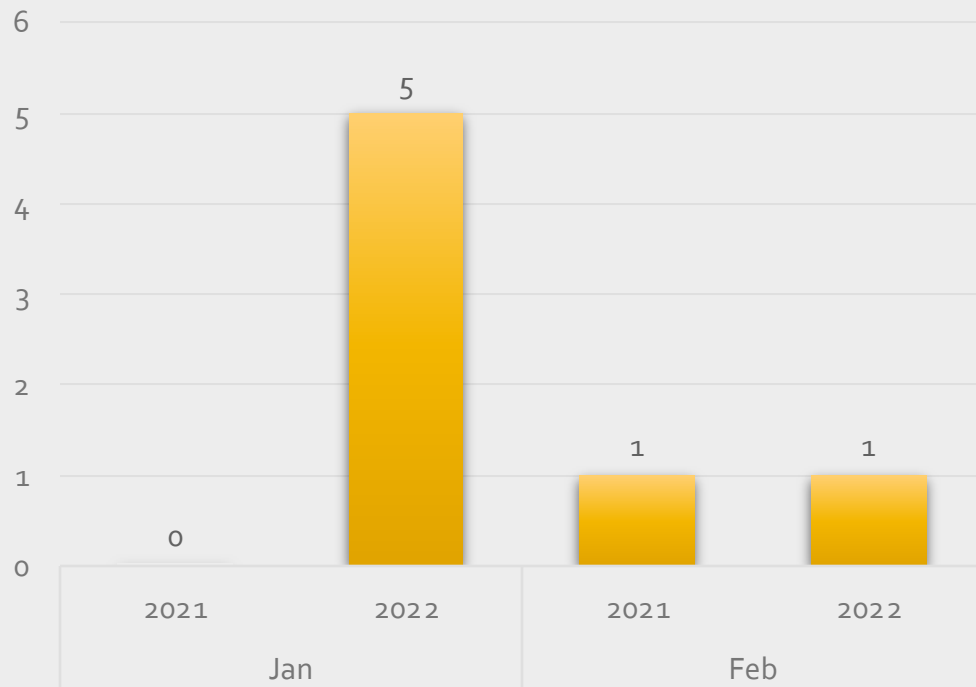


2021 vs 2022

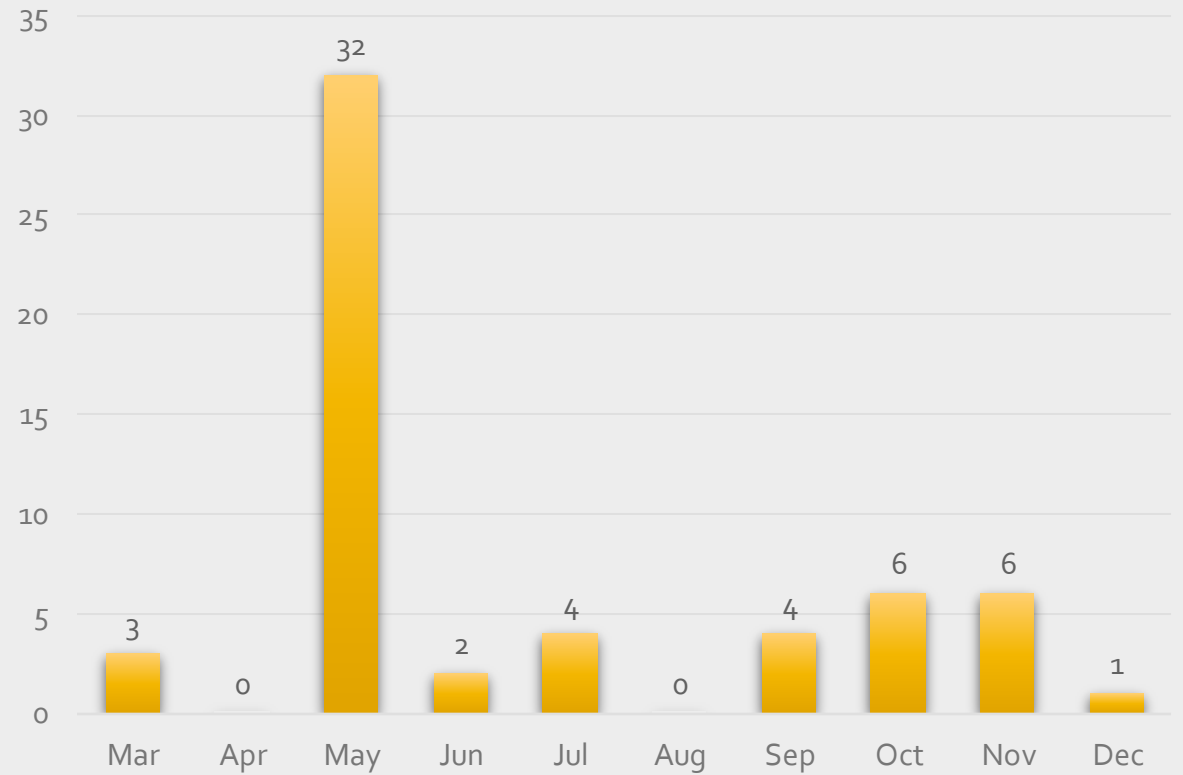


12 Month Rolling

COMPLAINTS

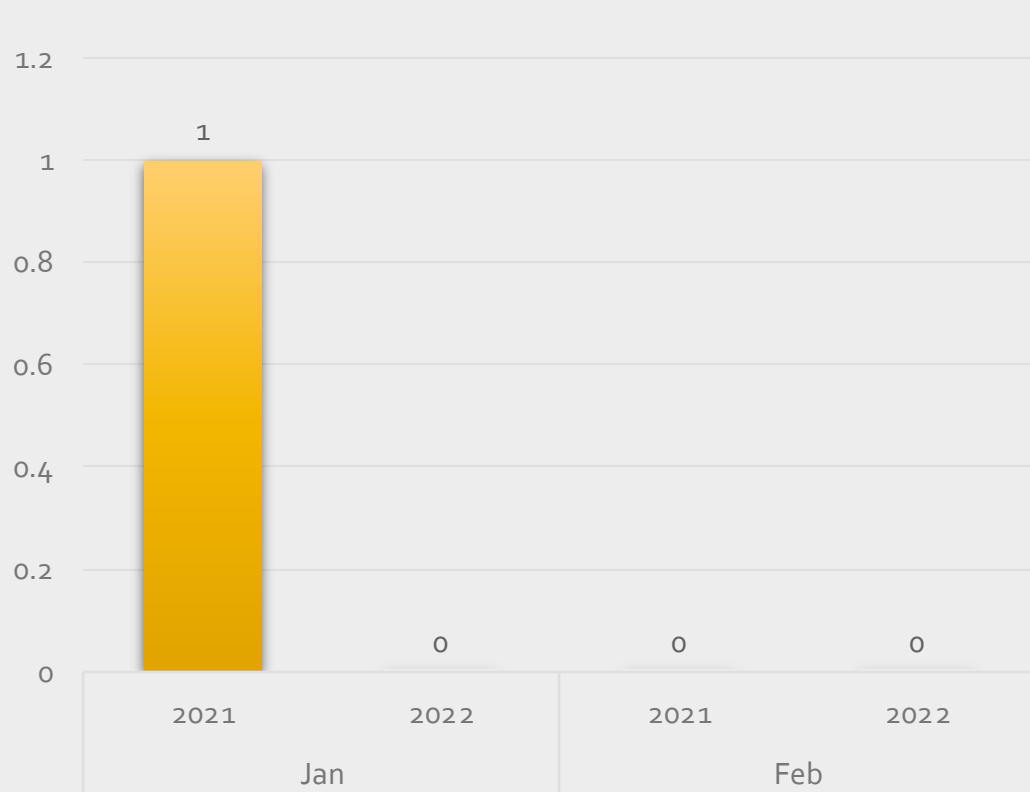


2021 vs 2022

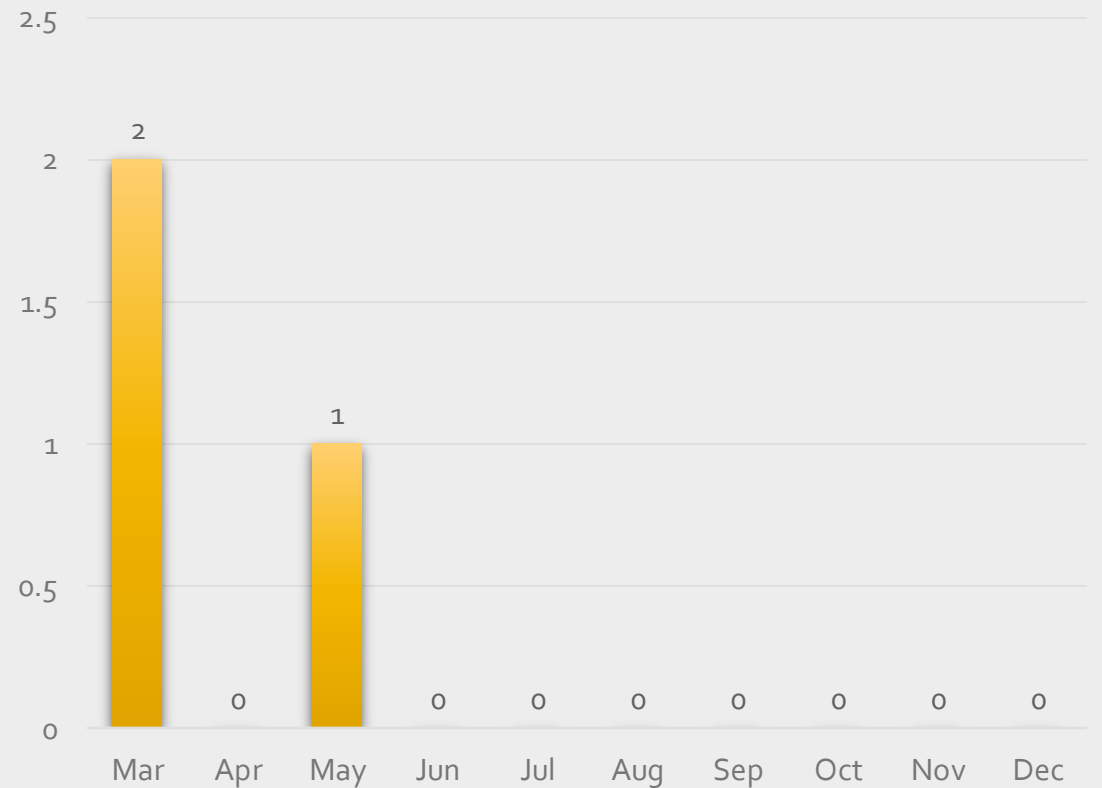


12 Month Rolling

ROAD CALLS

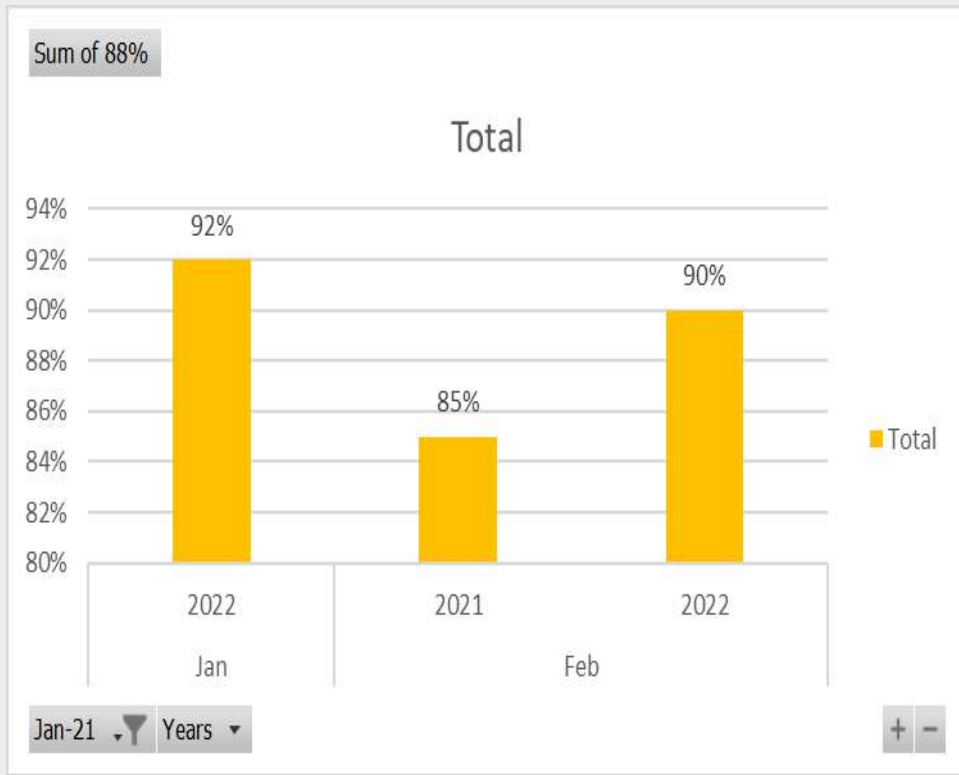


2021 vs 2022

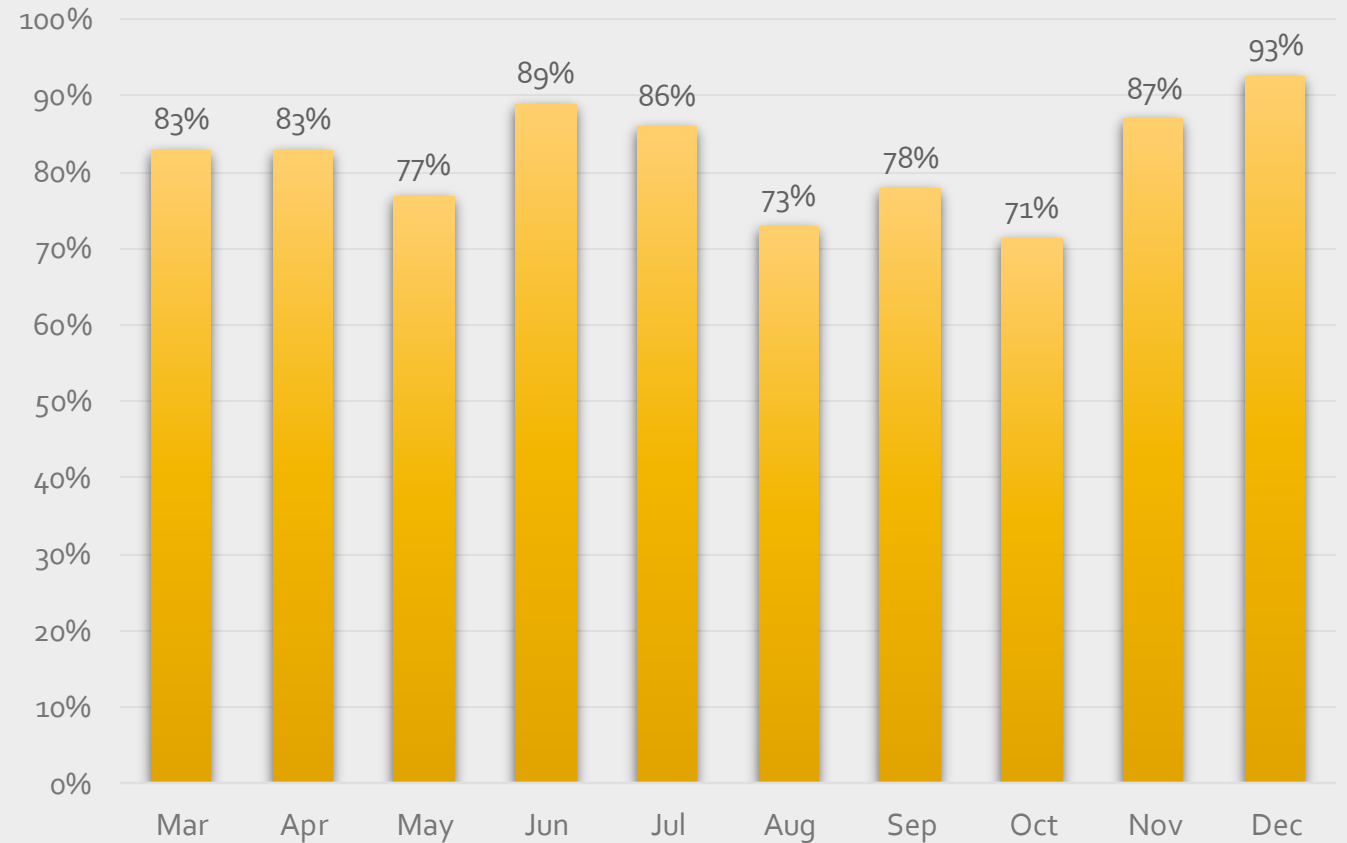


12 Month Rolling

ON TIME PERFORMANCE

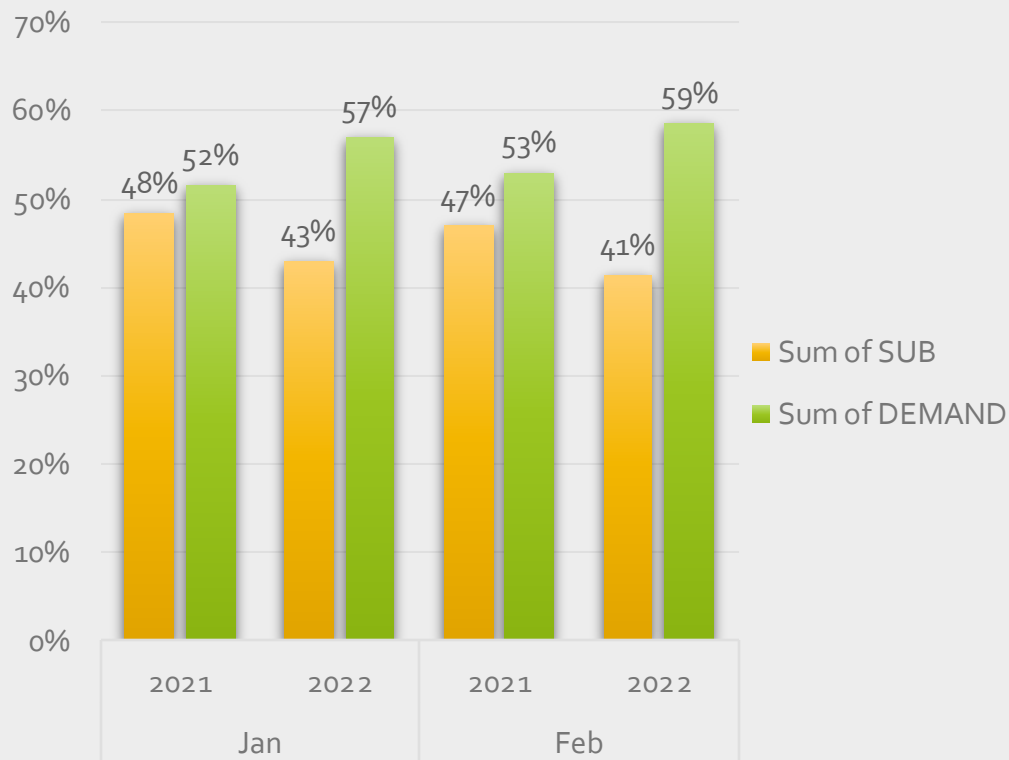


2021 vs 2022

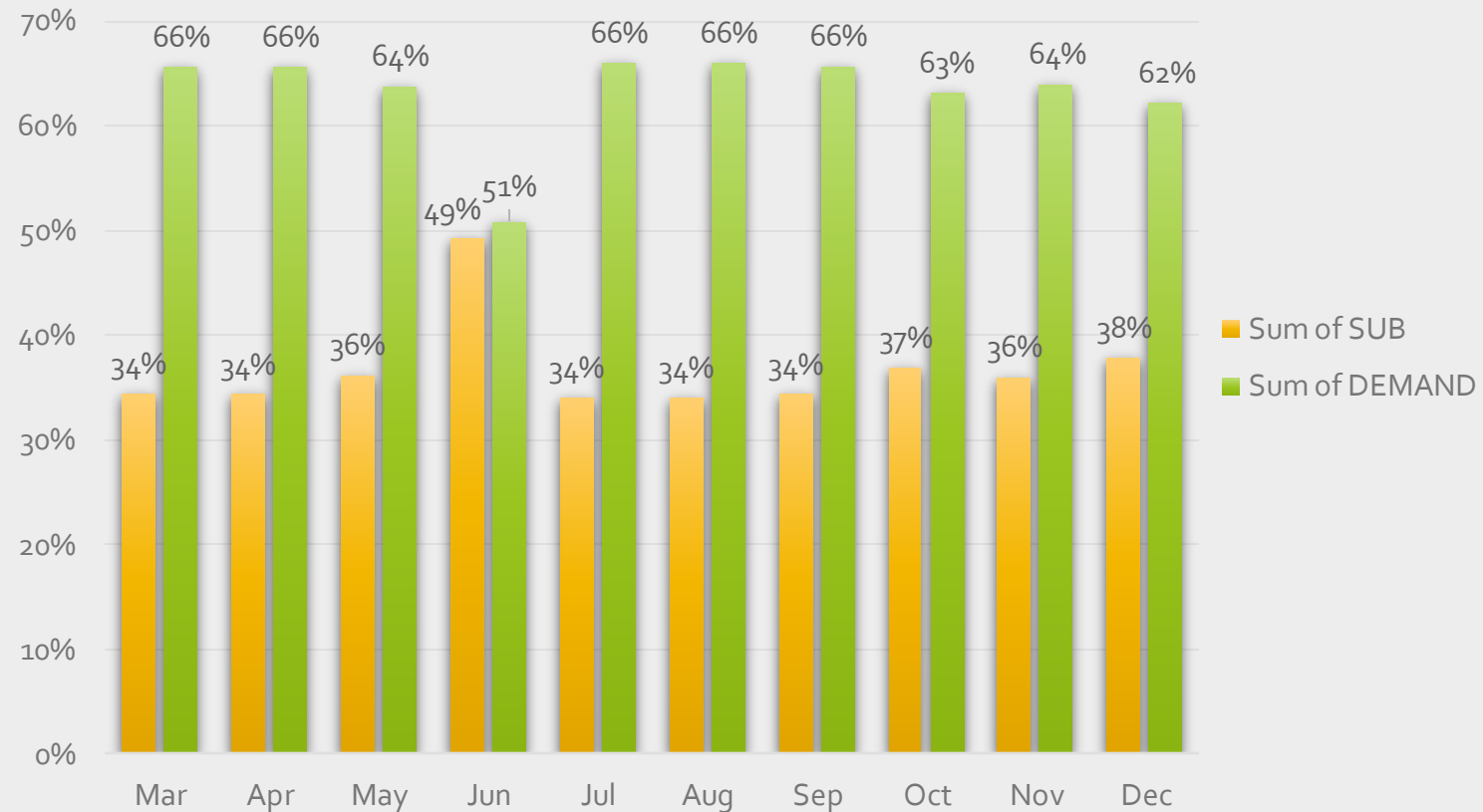


12 Month Rolling

SUBSCRIPTIONS VS DEMAND

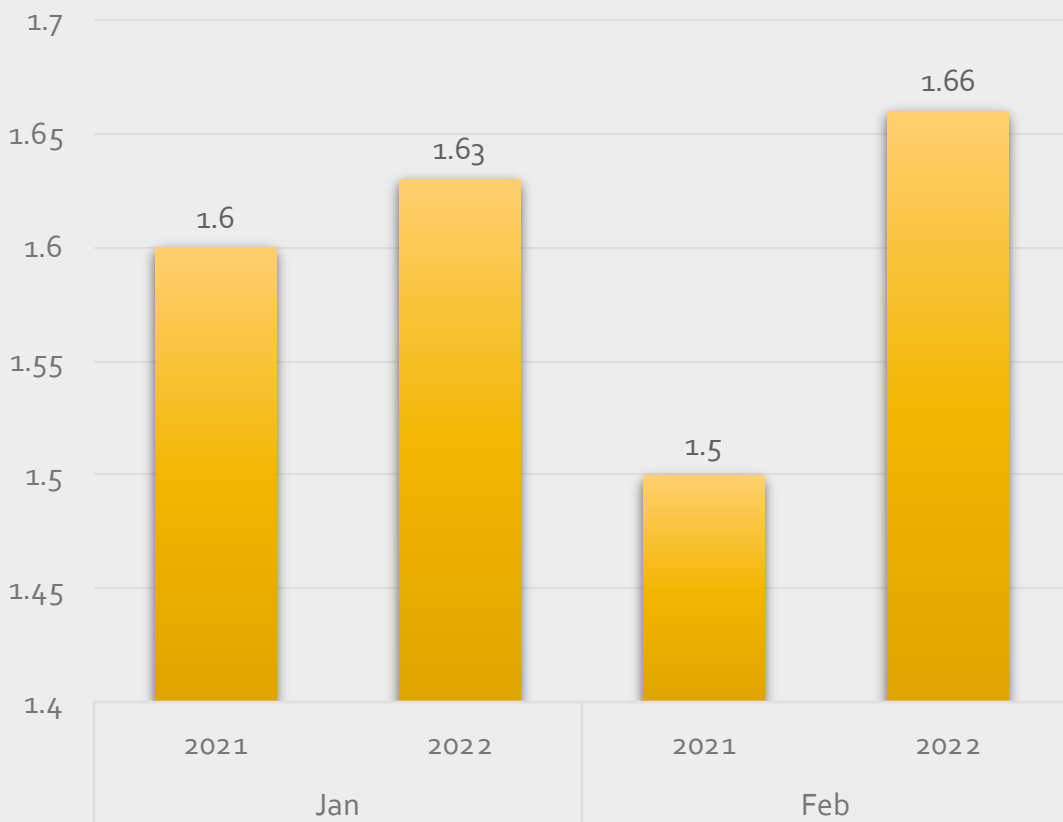


2021 vs 2022

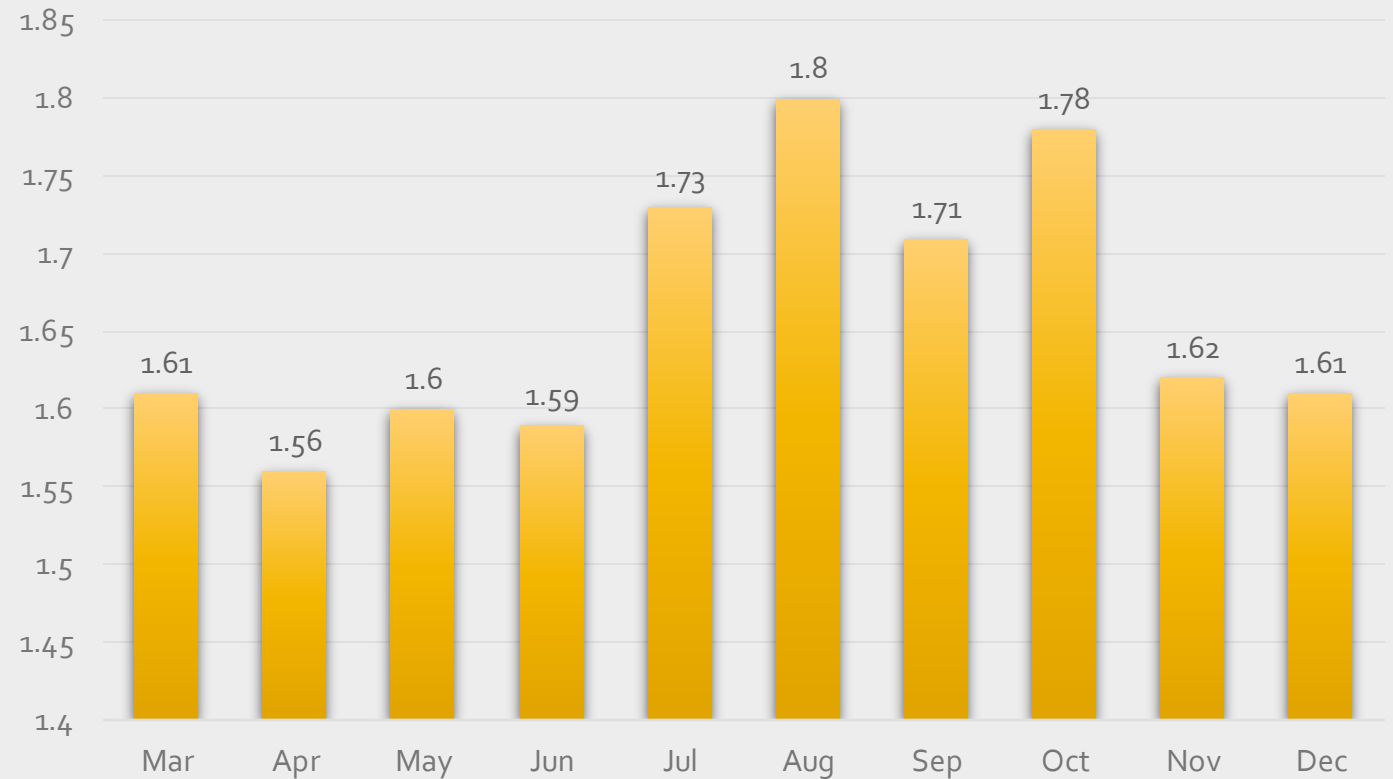


12 Month Rolling

PPH- GOAL 1.5



2021 vs 2022



12 Month Rolling

2021 Contracts Authorized by CATS CEO

(includes CEO approved procurements between \$20,000 to \$50,000)

March 2022

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
Advisor to Senior Management for Strategic Guidance	S W Leader, Inc.	\$50,000	6/01/20	6/01/21	06/20	Advisor to CATS Senior Management relating to Strategic Guidance & Planning PO 2020212	CEO will direct consultant to work in coordination with CATS Transit Planner/Scheduler and Micro transit Project Manager, and COO staff, to review for immediate implementation during remainder of the COVID-19 (Coronavirus) pandemic and post pandemic period
Advisor to Senior Management for Strategic Guidance	Aries 2.0 Management Group, LLC	\$50,000	4/10/20	4/10/21	04/20	Advisor to Senior Management for Strategic Guidance PO 2020173	Develop internal framework with management staff to include courses of action, timelines, progress milestones and monitoring processes to address CATS' mission critical objectives. Interface with CATS' Senior Management Team by providing on call services on as needed bases to achieve mission objectives.
Consultant to CATS CEO	New Age Industries	\$50,000	7/19/21	12/31/21	07/21	Professional Services - Paul Tolliver (Consultant to CATS/CEO)	Senior Advisor to CATS Senior Management in the areas of: Technology, Operations, BRT Programing, Capital Improvement Program and other duties assigned by the CEO
Federal Grants Guidance	Stephanie Pulley	\$50,000	12/01/21	12/31/22	02/22	Federal Grants Strategic Guidance PO 2020151	Services will include grant strategic guidance, as well as procurement and accounting strategies.
Federal Grants Strategic Guidance	Sullivan Bosworth LLC	\$50,000	2/11/21	2/10/22	09/21	Federal Grants Strategic Guidance PO2021226	Strategic Guidance for grant identification and grant management processes.

2021 Contracts Authorized by CATS CEO

(includes CEO approved procurements between \$20,000 to \$50,000)

March 2022

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
Government Relations Consulting	Southern Strategy Group of LA	\$50,000	1/1/21	12/31/21	03/08/21	Services relating to Governmental Affairs, Relations and Educational Services (lobbying) PO 2020010	Support and strategy guidance for Governmental Relations and Educational Services.
Legal Services-To Amend and Create Policies and Procedures	Broussard Dispute Resolutions	\$50,000	5/1/21	4/30/22	05/21	Legal Services to amend & create Policies & Procedures Agreements. PO#2021088	Provider of legal services to representation in the following areas: Employment: render legal services to CATS on amending and creating policies and procedures for CATS Human Resources and Operations as it relates to the current COVID-19 pandemic to assure compliance with Local, State and Federal Employment Laws and CATS responsibility to and engaging with employees; Public Transit Employment Regulatory Requirement, which includes assisting CATS to secure the maximum benefit from and adherence to federal and state subsidy programs with respect to Laws, Acts, Bills and/or any Legislative actions in response to the COVID-19 (Coronavirus) Pandemic, and adherence to federal, state, and local legal employment regulatory requirements. Additional services at the request of the CEO.
Consultant to CATS CEO. Support for Maintenance, Operations including Bus Inspection	ESA Management & Engineering Consultant	\$50,000	12/24/19	12/24/21	12/19	<i>Support for Maintenance, Operations including Bus Inspection</i>	Support required to ensure rolling stock needs are assessed and requirements in the procurement process are followed and properly documented.
Human Resources Special Advisor & Consulting Services	Trina Bowie	\$36,000	01/01/22	03/31/22	01/14/22	<i>Human Resources Advisor and Consulting Services. Needed in the absence of an HR Director</i>	

2021 Contracts Authorized by CATS CEO

(includes CEO approved procurements between \$20,000 to \$50,000)

March 2022

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
Litigation Support Services	Lyons Research Group	\$50,000	02/19/21	02/19/22	02/19/21	Support Litigation as directed by CATS	Support with investigations as directed by CATS.
Legal Services as required by CATS	Law Office of Derrick Moore	\$50,000	01/04/21	01/04/22	03/02/21	Legal services including but not limited to: fleet liability, procurement law, public transit regulations, settlement, judgements and general services	Legal support for various transit matters.
Court Reporting Services	Baton Rouge Court Reporting	\$43,500	01/01/21	12/31/21	02/08/21	Transcription Services for board meeting, negotiation, arbitrations and as required.	
Community Engagement and Public Relations	Clay Young Enterprises	\$50,000	03/25/21	03/24/22	03/25/21	Messaging and community relations plan and implementation	Various services to maximize Media and Branding Strategy.
Accounting Support as Required	Michael Falgot	\$50,000	01/12/22	06/30/22	02/01/22	Accounting Manager support due to vacancy in accounting	Due departure of Accounting Manager, a full range of support is required.
Professional Development for CATS Management	Insight Strategies	\$49,500	05/18/21	02/17/22	05/17/21	Employee Assessment & Leadership Professional Development Training	Complete assessment for CATS Managers and develop course and deliver of workshops.

2021 Contracts Authorized by CATS CEO

(includes CEO approved procurements between \$20,000 to \$50,000)

March 2022

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
Executive Leadership Coaching	The Communication Institute	\$20,500	09/09/21	02/28/22	08/12/21	Executive Leadership Coaching	Group and individual Sessions. Focus on presentation skills, media training, executive presence and techniques for conducting effective meetings.
Develop Strategic Plan to generating New Sources of Revenue for CATS	Supreme Solutions	\$50,000	07/12/21	07/11/22	07/12/21	Identify Sources, develop plan, present marketing tools and strategies to grow CATS revenue	
Procurement Consultant	Kathy Hernandez	\$50,000	02/01/22	01/31/23	01/31/22	Support Procurement in various areas including BRT support and Internal Process improvement	
Professional Services to promote Contactless Payment Project	Broad Innovation Marketing Firm	\$50,000	08/01/21	07/31/22	08/01/21	Community Engagement and Outreach regarding COVID 19 Mitigation Research Grant-Contactless Payment Project	
Community Outreach Support, Plan Coordination and Strategic Implementation	Global Focus Management	\$35,000	09/15/21	12/15/21	09/15/21	Managing Strategies to promote Community Engagement	
Workforce Development Strategic Plan with East Baton Rouge School District	CEL Logistics	\$30,000	09/27/21	10/27/21	09/22/21	Facilitate the creation and execution of an overall workforce development strategy	
Business Development Consultant for Contactless Pay	Trusted Consultant Group	\$35,000	09/15/21	03/15/22	09/15/21	Identify and develop relationships and expand revenue share	

CATS Procurement Listing for CATS Board

March 15th 2022

Yellow = Action Item / needs Board Approval now

Blue = Projects Pending Board Action within 1 to 3 months

Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
A								
A&E Design Services Transit Amenities & Related Equip PR #934 RFQ 2019- AmenitiesDesign-005	A&E Design Services	Reich Landscape Architecture	Approx Cost \$180,000	6/20/19	6/19/2024	06/15/19	RFQ for Design Services for Transit Amenities and Related Equipment	8/9/19- Executed Contract 4/17/19 – Proposals were received by Procurement, and PEC evaluated proposals and recommend an award at the June 2019 Board meeting for \$180,000. 3/28/19 – RFQ was solicited. Proposals due at 10:00am on 4/17/19. Will include Shelters, Kiosks, Landscapes, etc. Design consultant will also assist CATS with the construction bids in determining the lowest responsive bidder in meeting the technical specifications.
Audit Services CATS & Pension External Audit Services	Service Contract	Postlethwaite & Netterville	Contract Value with increase for CYE 2021 \$83,675. Contract Value with increase for CYE 2020 \$329,300	01/01/19	12/31/22	12/21/21	External Audit Services	1st Option Year Request approved to increase contract by up to \$83,675 for Auditing CYE 2021 work performed during year 2022. Request approval to increase contract by up to \$65,000 for CYE 2020 during year 2021. Request approved to increase contract by \$49,800 for CYE 2020. Options available for future years. Contract executed 06/20. 06/23/20 Board Approved. Additional \$63,000 for CATS CYE 2019 to initial \$32,000 for <u>new 2019 total of \$95,000</u> 7/16/19–Board approved additional \$119,500 for CATS CYE 2018 to initial \$31,500 for <u>new 2018 total of \$151,000</u> . 11/13/18 - Board approved 11/8/18 – F&E Committee approved to move to full Board. RFP opened on 10/30/18. For Calendar Years ending in 2018 through 2020, with 2 one-year renewal options.

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March 15th 2022

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
C								
Claims Adjuster Bus Fleet Liability & Worker Comp	Service Contract New RFP	Brown Claims Management Group Adjuster Claim Services Bus Liability & W C	Refer to updated Hourly Rates for renewal period 1/1/21 thru 12/31/21	Extension from 01/01/21 03/01/2020 Renewal: 3/1/19	Extension until 12/31/21 12/31/20 2/29/20	Extension Approved 12/15/20 06/23/20	<i>Adjustor Claim Services, Investigations, Fleet Liability and Workers Comp</i> (original 5 year contract)	As of 01/12/22, Extended thru 03/31/22. Claims adjuster scope being developed. Will address bus liability separate from Workers Compensation. As of 11/30/21, new approach is being developed to supply these services. [†] Attempt to bid late 2021 was not successful and no award was made. 12/15/20 Board approved extension until 12/31/21. Period Extension thru 12/31/20 allowing time to formulate new RFP. 3/11/2020-Contract signed and mailed to vendor for extension. 9/9/16 – Contract renewal finalized. 8/30/16 – CATS Board approved renewal of contract. 8/11/16.
D								
Drug & Alcohol 3rd Third Party Adm D & A Services for Safety Sensitive	Services State Contract	Applya IHSN 6 th extension	\$25,000 Estimated for 3 years \$25,000 Estimated for 3 years	01/01/22 5/1/20 Extension from 05/01/2020	12/31/22 Extension until 12/31/21 Extension until 12/31/20	NA 12/15/20 6/23/20	FTA mandated Third Partying Administrator services for Drug & Alcohol /substance abuse services for safety sensitive Extension allowing rebid 2021. FTA mandated Third Partying Administrator services for Drug & Alcohol /substance abuse services for safety sensitive employees. PO 2019052	State Contract is being used going forward. Notice given to IHSN, contract ends 12/31/21. Executed agreement via state contract with Applya for CY 2022. Extension Approved. 06/23/20 Board Approved. Period Extension thru 12/31/20 allowing time to formulate new RFP. Estimated cost to be \$25,000 for a 3 year contract. 3/18/19 CATS extended 12-month renewal with IHSN with only a \$0.50 increase on drug tests. Contract originated in 2012.
F								
Financing Bus Finance Lease /Purchase (10 Gillig Buses)	Bus financing for 7 years through 2024	Banc of America Public Capital Corp (Scottsdale, AZ)	Finance 10 Gillig Diesel Buses for 7 years.	04/17	10/24	3/21/17	Capital Bus Lease/Purchase Finance 10 Gillig Buses Pay over 7 year period. Total Cost: \$4,217,800 2 payments of \$328,137 per year = \$656,273 per yr	3/21/17 – Board approved financing of 10 Gillig buses. 3/16/17 - F&E approved item to move to full board for approval. Financing is for 10 Gillig Buses. 2/8/17 – RFP solicited to multiple financial institutions. Proposals due back 3/2/17. Inquiries due here by 2/20/17 with our responses out via Addendum on 2/23/17.

CATS Procurement Listing for CATS Board

March 15th 2022

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
Fuel Diesel and Gasoline Joint C-P & CATS Contract Extended thru 06/30/22 Approved thru 10/31/2021 7th renewal	Materials City Parish	Mansfield Oil (was assigned by FuelTrac) Via City Parish solicitation. Contract for Diesel and Gasoline	\$1,200,000 Approx. annual cost \$1,000,000 for period noted Oil Price Info Serv OPIS + \$ 0.039 adm fee + tax = price per gal (ppg)	11/01/21 4/01/21 Initial start date of contract 11/01/14 C-P Metro Council approved award to FuelTrac on 8/13/14	06/30/22 10/31/21 Final renewal PO2020079 Current 2 year contr w/5 one year renewals available thru 2021	1/18/22 04/20/21	City Parish included CATS in 2014 fuel solicitation as a separate entity to participate in the fuel dispensing system.	City Parish has communicated to CATS that this contract has been extended "as is" until 06/30/22. City Parish is working to establish a new contract for CY 2022. Board approved 04/20/21 for Services thru 10/31/21 Via a City Parish contract. Period 7 months. Renewed- 2/7/20 for 1 year. 3/19/19 – Board approved. Renewal contract sent out. 3/14/19 – F&E Approved. 2/8/19 – City Parish has renewed for one year and notified CATS. 10/3/18 – Received notification that Mansfield Oil was assigned contract by FuelTrac, approved by City Parish. 3/26/18 – Contract was finalized and signed with Fueltrac and the C-P Purchase was copied on all correspondence. 3/20/17 – Board Approved for renewal period of 4/1/18 thru 3/31/19. See CEO Letter Recommending Renewal Contract. 3/21/17 – Board approved renewal of contract. 3/21/17 – Contract needs Board Approval for renewal period of 4/1/17 thru 3/31/18. See CEO Letter Recommending Renewal Contract.
G								
Graphic Design Services	Services	Rockit Science	\$160,000 Maximum 3rd Renewal \$160,000 Maximum 2 nd Renewal \$160,000 Maximum 1 st Renewal \$125,000 Maximum per year	10/1/21 10/1/20 10/1/19 10/1/18	9/30/22 9/30/21 9/30/20 9/30/19	09/21/21 9/22/20 9/17/19 09/18/18	Assist CATS in creating and executing marketing programs, incl. marketing strategies and designs to increase CATS ridership base, build and maintain a positive brand in the community, and showcase the accomplishments of the Agency.	Board Approved 3 rd Renewal 09/21/21. Board Approved 09/22/20. 9/17/19 – Board approved 1 st renewal through 9/30/20 for Strategic Creative Consulting Services under this contract. 9/18/18 – Board Approved. 7/27/18 - An RFP solicitation was sent to 52 graphic design firms. CATS received 5 proposals which were evaluated by the Proposal Evaluation Committee (PEC). Highest scoring firm is Rockit Science, with contract award recommendation to be in the amount of \$125,000 for 12 months, with the option for up to four (4) twelve-month renewals.

CATS Procurement Listing for CATS Board

March 15th 2022

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H								
HVAC Upgrade 2250 Florida Blvd	Public Works Bid	Metro Mechanical	\$243,750	06/28/21	11/14/21	06/15/21	Upgrade HVAC System at 2250 Florida Blvd	Work ongoing.
I								
Information Technology ASA Firewall	Materials & Services State Contract	Transformyx	\$75,424	8/21	08/24	06/15/21	Networking and Services for Firewall replacement	Approved for Networking and Services for Firewall Replacement. Hardware and software.
L								
Legal Services Employment Law	Services	Breazeale, Saches & Wilson, LLP	Estimated \$200,000 \$125,000	04/08/21 04/08/20	04/08/22	04/20/21 11/17/20	Legal Services labor & Employment Matters. Contract Increase by \$75,000 Legal Services relating to Employment and Labor Matters. PO2020177	04/08/21 New one-year contract.has been executed. 11/17/20 Board Approved Contract increase of \$75,000. Services: Employment Law, including legal services with ongoing dealings with the Amalgamate Transit Union (Local 1546) in negotiating and administering of the collective bargaining agreements with its employee's union, grievance and interest arbitrations, civil rights, ADA, wage and hour and other employment claim. Other services will be supplies per direction of the CEO.
M								
Baker Microtransit	Services	River North Transit LLC (VIA)	Estimated \$910,000	Estimated 11/01/21	Estimated 11/01/22	10/19/21	Demand Response Ridership Program for the City of Baker.	

CATS Procurement Listing for CATS Board

March 15th 2022

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
O								
Oil Products	Materials ITB	Miguez Fuel	\$156,900	01/01/22	12/31/22	02-15-22	Gear Oil, Motor Oil, Wheel Grease, Antifreeze, Synthetic Transmission fluid & Diesel Exhaust Fluid	Bids received. Awarding all oil products to Miguez. Vendors previously holding contracts decided not to extend their contracts for 2022.
		Lard Oil (\$70,045.00)	\$70,045	1/1/2021	12/31/21	12/15/20	Antifreeze, Synthetic Transmission fluid and Diesel Exhaust Fluid	Vendor elected not to extend into 2022. Board Approved for CY 2021.
		Central Oil (\$36,204.00)	\$36,204	1/01/21	12/31/21	12/15/20	Gear Oil, Motor Oil and Wheel Grease	Vendor elected not to extend into 2022. Board Approved for CY 2021.
On-Call Services RFP PR # 2019-On-CallServices-	Consulting	The Goodman Corporation	\$160,000	08/01/20	07/31/21	07/21/20	TO 001 Sub-Area Planning approach for transit options	Approved up to \$160,000. This task includes technical analysis, public outreach, alternatives, and implementation plan for micro-transit service. Period has ended.
On-Call Services RFP PR # 2019-On-CallServices-	Consulting	Atlas Technical Consultants	\$354,770	08/03/20	12/31/21	07/21/20	TO 001 for Program Management. General Administrative Support, Project Development, Delivery and Planning Services for 5-year Capital Improvement and Investments Plan	Period of Performance Extended to 12/31/21. Task order 001 issued for \$354,770. This task will provide administrative support for project development & planning for capital improvement plan.
On-Call Services RFP PR # 2019-On-CallServices-	Consulting	Atlas Technical Consultants	6 months \$313,614	07/01/21	12/31/21	07/20/21	TO 002 for Program Management. General Admin. Support, Project Development, Delivery and Planning Services for 5-year Capital Improvement & Investment Plan	Board Approved \$100,000 in June and \$213,614 in July. Task Order 2 will provide administrative support for project development & planning for capital improvement plan.
On-Call Services RFP PR # 2019-On-CallServices-	Consulting	Atlas Technical Consultants	\$473,615 Less than 2 months \$111,385 Combined value \$585,000	02/16/22 01/01/22	12/31/22 02/15/22	1/18/22 12/14/21	TO 003 for Program Management. General Admin. Support, Project Development, Delivery and Planning Services for 5-year Capital Improvement & Investment Plan	Request for additional approval for remainder of 2022. Board agreed on a reduced period and dollar amount. Task Order 3 will provide administrative support for project development & planning for capital improvement plan.

CATS Procurement Listing for CATS Board

March 15th 2022

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
On-Call Services RFP PR # 2019-On-CallServices-	Consulting	HDR Engineering	\$109,572	11/01/21	05/01/22	11/16/21	Feasibility Study Operations, Admin and Maintenance Facility TO 002	Will result in the Final Report and necessary presentations relating to the Facility Site Master Plan and Building Concept along with a Cost Estimate.
On-Call Services RFP PR # 2019-On-CallServices	Consulting	HNTB	\$313,445	08/20/20	07/31/21	07/21/20	TO 001 for Development of Transit Operations Plan	Task order 001 issued for \$313,445. Board Approved up to \$350,000. This task order will provide for the development of a transit operations (bus service) plan. Completed.
On-Call Services RFP PR # 2019-On-CallServices	Consulting	HNTB	\$78,104	10/20/20	07/21/21	10/20/20	TO 002 Rider, Non-Rider Transit Stakeholder Surveys	10/20/20 Approved by Board. Task Order 002 issued 10/28/20. Completed
On-Call Services RFP PR # 2019-On-CallServices	Consulting	HNTB	\$585,969	06/25/21	06/25/22	06/15/21	TO 003 Comprehensive Operational Analysis	Task Order has been awarded. Board Approved a comprehensive operational analysis of CATS bus routes.
P								
Paratransit Services ADA	Services	MV Contract Transp.	NTE \$2,324,667 1 st year option 3 year contract amount \$6,975,000	05/06/21 5/6/18 3 yr contract w/ 2 one year renewals	05/05/22 5/6/21 (potential 5 year contract thru 2023)	03/16/21 2/20/18	Contracted Para-Transit Service Provider	New Contract in place. 03/16/21-Board Approved 1 st of 2 one-year renewals effective 05/6/21. 03/16/21-Board Approved Hourly Rate Adjustment for Modified Services in 2020. 11/17/20 Board did not make a motion to provide a temporary Rate Adjustment. 2/20/18 – Board approved award to MV. 1/16/18 – Board deferred until Feb Board meeting. 1/12/18– F&E meeting Based on the Proposal Evaluation Committee results; CATS recommends an award of contract to MV Transportation as CATS paratransit services contractor.

CATS Procurement Listing for CATS Board

March 15th 2022

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Service Description S	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
Security Guard Services	Services	Diamond Security Service	Approx. \$250,000 annual cost	01/01/22	12/31/22	11/16/21	24/7 - Security Guard Services at CATS 2250 Florida Blvd. location.	Board Request has been approved for year 1. Rebid Completed 10/2021. Board Request Provided. 1-year contract with 4 options to renew for 12-months each.
Software ERP System Software	Services	Tyler Technologies Solutions	New price \$822,803.00 first 5 years (Options for 3 years)	08/01/20	7/31/25 (Potential 8 year contract thru 2028)	12/17/19	ERP Software	Contract executed by CATS. Board Approved on 12/17/19. Awarded to Tyler Technologies Solution. 12/13/19- Received negotiation prices from Tyler, new price is \$822,803.00 for 5-year term w/option to extend for 3 years. 12/6/19 – Emailed letter for Intent to Recommend Award to Tyler Technologies.
Software ERP Implementation Services	Service	Intueor Consulting	\$65,000 \$147,500	01/10/22 08/01/20	12/31/22 12/31/21	12/18/21 6/23/20	Exercise option year ERP Software Implementation Services –	Anticipating will not utilize all funding due to work being completed in 5 months. Contract has been executed by CATS. 5/5/20-3 Bids were opened and evaluated. 4/7/20- RFP Effort Started.

CATS Procurement Listing for CATS Board

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Software RouteMatch Services	Services	RouteMatch	One year of tech support, warranties, & maintenance coverage \$117,500	8/1/21	7/31/22	06/15/21	Tech Support, Maintenance & Warranty Coverage for AVL, APC & AVA Sys	Board approved 12-month renewal Ending 07/31/22 based on option year 1 price from 2020. Negotiated down to \$117,500/yr. 9/17/19 - Board approved 12-month renewal for \$165,052. Renew warranty services contract through 7/31/20. Board Approved on 7/17/18 to renew tech support and warranty coverage for AVL, APC & AVA Systems from 8/1/18 thru 7/31/19.
T								
Tire Lease for Buses (Maintenance) Contract for 3 years thru 8/31/20 w/2 one year renewals thru 8/31/22	Material Supply ITB	Bridgestone Americas Tire Operations, LLC	2 nd option year estimated cost is \$200,000 per year 1 st option year estimated cost is \$204,800 per year \$600,000 (est cost for 3 years)	09/01/21 9/01/20 09/1/17	08/31/22 8/31/21 08/31/20	08/17/21 1/21/20 07/18/17	Tire lease for buses	Board Approved 2 nd of 2 one year options, 08/18/20 Board Approved to exercise 1 st of 2 one year options. Extended thru 8/31/21. Estimated \$204,800 for 1 year. 1/24/2020- Order has been placed. 1/21/2020- Board approved. 1/10/20- Submit Board approval request.
Technical Innovation Services	Services	Hitachi	Not To Exceed \$174,300 Not To Exceed \$300,000	01/01/22 01/01/21	12/31/22 12/31/21	11/16/21 09/22/20	Multi-channel messaging with passengers. Mobile ticketing options. System provides data collection. All to improve the rider;s experience. Thru 12/31/25 Year 1 plus (4) 1 year options	Approved Year 2 Board Approved year one. 09/22/20. 80% Funding provided via AIM Grant.
Technical Innovation Services	Services	Delerrok / Cubic Transport Systems, Inc	Not To Exceed \$215,000	7/01/21	06/30/22 3 1 year options	06/15/21	System to improve and grow CATS fixed routes.	Board Approved 06/15/21. Contactless Fare collection system as part of the Covid-19 Mitigation Research Grant.

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V								
Vehicles Electric Buses (3) (35ft) w/Extended Battery Range and install 3 electric charging stations	Rolling Stock	BYD America 3 Electric Buses and install 3 electric charging stations	Final Order 3 buses no Chargers \$2,296,240 Bid Price for 3 buses and 3 charging stations \$2,381,245 Approx unit cost for one bus and one charging station \$791,748	12/20/2020 3 rd Order 12/20/2019 – 2nd order 01/16/18	12/31/23 3 rd Order 12/20/20 – 2 nd order 01/16/23 Contract can be used for the next 5 years from the date of award	11/17/20 12/17/2019 Board Approved 1/16/18 PO Issued on 3/7/18. Delivery to be by Feb 22, 2019	Allows for up to 9 buses, 35 foot w/extended battery range and install in-house charging stations. 3 separate orders of 3.	3 buses from 2 nd order expected in March .2022. PO Issued 11/18/20 for 3 rd and final order. 11/17/20 Board Approved request for 3 rd order for 3 buses. 3 rd Order Deliver anticipated in 2023. 12/20/19 – 2 nd order for 3 buses-Board Approved and buses ordered. 1/16/18 – Board approved award to BYD for 1 st order of 03 buses. 1/12/18 - F&E meeting – CATS recommended an award of contract for the purchase of 3 electric 35 foot buses to the lowest priced and responsive bid submitted by BYD. F&E voted to move the item to full board for approval. CATS Received bids from BYD, New Flyer and Proterra.
Vehicles Diesel Buses (7) 35ft Delivery 2023 & 2024 <i>8 buses Delivered Nov/Dec 2018</i> <i>*orders as needed – on going until contract expires</i>	Rolling Stock ITB	Gillig, LLC 35 ft diesel	\$3,489,166 final order. 2021 for 7 buses for delivery in 2023 & 2024 3 rd order. Purchase of 8 buses 56 Buses will be ordered over 5 years thru 2020 36 less 8 = 28 Assignments left on the bid	2021	2024 8 buses delivery in Nov/Dec 2018	1/22/21 Board Approved To purchase 12 buses on 12/20/16 week of 7/17/17	Final 7 Buses- Delivery 2023 and 2024	2 POs issued 1/22/21. 1/21/21 Board Approved purchase of 7 buses to be received in 2023 and 2024. No future orders due to contract expiring 02/21. 1/3/19 – Procurement was notified that all 8 buses have been received by CATS Maintenance. 7/21/17 P.O. sent to Gillig – 7/17/17 – Pending P.O. / will be issued this week to Gillig for 8 buses. Waiting on Buy Am info from them before sending P.O. The delivery date is 16 months. 4/11/17 – Awaiting approved PR from CEO to issue PO for 8 buses (on hold). 3/21/17 – Update: P.O. pending since board approval in Dec. 2016.P.O. changed to reflect the purchase of 8 buses instead of 12.
Vehicles 3-Electric Buses - Lease for 2 years	Rolling Stock	BYD America	\$308,880	Estimated 03/01/21	Estimated 09/30/23	12/15/20	24 mo lease for BYD 30 ft buses.	Lease started on 2 buses 10/21.. 3 rd bus lease started after repairs completed. 12/15/2020 Board Approved the lease 30 ft buses to resume services downtown. These buses can be charged with CATS' existing charging stations and are similar in most aspects to our existing Electric Fleet. Grant funds are available to assist in paying these leases.
Vehicle Bus Cameras	Rolling Stock bus added ons	Angel Trax	\$291,972	10/01/21	11/01/21	07/20/21	Upgrading old cameras on buses.	Board Approved 07/20/21 for replacing aging bus cameras. Older cameras will be upgraded to match the newer units. This will help provide a safer environment for customers and operators. Recorded data is not generated or stored as required.

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Vehicles Electric Buses (6) (30ft) w/Extended Battery Range and install (7) electric charging stations	Rolling Stock	BYD America 6 Electric Buses and install 7 electric charging stations	First Order 6 buses & 7 Chargers \$4,495,242 Bid Price for one bus \$714,207 and for one charging station \$30,000	11/21	11/26 Contract for up to 16 buses can be used for the next 5 years from the date of award	11/16/21	Allows for up to 16 buses and chargers, 30-foot w/extended battery range and install in-house charging stations. Duration is 5 years from date of award.	Without Federal change in practice, only the first order made in 2021 will be placed with BYD.
W								
Website Re-Design	Website Services	Covalent Logic	\$19,800 Change Order \$16,000 Change Order value Estimate ReDesign \$87,000 plus Hosting Fees \$4,000/yr	08/01/21 08/01/20 01/01/17	07/31/22 07/31/20 3 years w/2 one year renewals available	07/20/21 07/21/20 12/20/16	Extension of contract for added functionality and annual hosting fee. Extension of contract for added functionality and annual hosting fee. Original Website Re-Design - includes Hosting and Software Services	07/20/21 Board approved to extend contract for 2 nd and final option. August 2020 – Exercise optional year 1 hosting fee plus support to increase functionality of the website. July 2017 – launched new website. 12/15/16 – Award approved to Covalent Logic, who scored highest among 3 proposals received. 11/10/16 – RFP has been solicited to multiple potential proposers.