



**REGULAR MEETING  
OF THE  
BOARD OF COMMISSIONERS  
CAPITAL AREA TRANSIT SYSTEM  
AND  
PUBLIC TRANSPORTATION COMMISSION  
November 16, 2021  
4:30 p.m.  
CATS Administrative Building & Virtual  
350 North Donmoor  
Baton Rouge, Louisiana 70806**

**AGENDA**

- I) CALL TO ORDER: Ms. Erika Green**
- II) ROLL CALL: Mr. Theo Richards**
- III) APPROVAL OF MINUTES OF October 19, 2021 BOARD MEETING: Ms. Erika Green**
- IV) PRESIDENT’S ANNOUNCEMENTS: Ms. Erika Green**
- V) ADMINISTRATIVE MATTERS**
  - 1. Executive and Financial Report: Mr. Bill Deville and Executive Staff**
- VI) COMMITTEE REPORTS AND ANY ACTION THEREON**
  - 1. Finance & Executive: Ms. Erika Green**
  - 2. Technical, Policies & Practices: Dr. Peter Breaux (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. Consideration of approval of the Unarmed Security Services Contract**
  - 2. Consideration of approval of the 2022 Health Benefits Contract**
  - 3. Consideration of approval of the purchase of six 30-foot BYD Buses**
  - 4. Consideration of approval of the HDR Approval Feasibility Study Operations/Administration/Maintenance Task Order**

5. Consideration of approval of the Insurance of the Lease Buses
6. Consideration of approval of the 2<sup>nd</sup> year contract renewal for Hitachi two-way message services
7. Consideration of approval of the Atlas Technical Consultants, LLC Task Order 3

## VIII) ADJOURNMENT

Capital Area Transit System is inviting you to a scheduled Zoom meeting.

Topic: November CATS Board Meeting

Time: Nov 16, 2021 04:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84059749401?pwd=aU95eDIQYWtndGxGYmdmckFPUENiUT09>

Meeting ID: 840 5974 9401

Passcode: 971170

One tap mobile

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CAPITAL AREA TRANSIT SYSTEM

*Connecting you to what matters.*

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

**October 19, 2021**

**4:30 p.m.**

**Virtually and at the  
CATS Administrative Building  
350 North Donmoor  
Baton Rouge, LA 70806**

**MINUTES**

**I. CALL TO ORDER: Ms. Erika Green**

**Ms. Green called the meeting to order.**

**II. ROLL CALL: Mr. Theo Richards**

**Members present at the meeting were Commissioner Thomas, Perkins, Green, Bellue and Hill. Virtually Breaux and Cohran. Also present were Mr. Bill Deville, CEO; other CATS staff; and members of the public.**

**III. APPROVAL OF MINUTES OF September 21, 2021 BOARD MEETING: Ms. Erika Green**

**Ms. Perkins moved to approve the minutes of the September 21, 2021 meeting and Mr. Hill seconded the motion. Ms. Green invited public comment and there was none. The motion carried unanimously with no abstentions**

**V. PRESIDENT'S ANNOUNCEMENTS: Ms. Erika Green**

**No announcements were provided this month.**

**VI. ADMINISTRATIVE MATTERS**

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

**Mr. Deville stated we will start with the Operations Report since there are no new COVID updates. We are continuing to follow all COVID guidelines we are required to comply with.**

**OPERATIONS: Dwana Williams**

**Operations Report, Dwana Williams, COO (DW) – Currently there are 113 total operators, 97 active and 16 are inactive. The September Operations challenge winners for on time performance (OTP) are Janice Kinchen, Latesha Carline, Vernon Gilliam, Al Weeden, Cynthia V. Johnson, the September Maintenance challenge winners winner for productivity is James Scott, the September Customer Service challenge winner for least abandon calls is Michelle Scott and Customer Care to Performer is Kimberly Celestine.**

**If you refer to your attached performance measures you will see our ridership for the month was 82,766, which is less than the previous month due to Hurricane Ida. We also operated 5 reduced days due to the hurricane as we observed Labor Day. Daily ridership on Sunday was at 2600 and weekday ridership was at 3500. Our OTP for the month is lower than this time last year and the previous month. Again this can be attributed to Hurricane Ida for the first couple of weeks of September due to downed power lines and traffic light outages. We also have more traffic in the City due to those residing in our area and as I mentioned last meeting our September Operator class was moved to October 11<sup>th</sup>. Due to the back log on back ground checks that class has been pushed back to October 25<sup>th</sup>. I'm happy to report we will have a cadet class of 14 when that class starts.**

**Our percentage of trips operated again we can attribute that to Hurricane Ida and some of the factors that affected our OTP, we operated at 92% for the month. Preventable accidents for the month for 100,000 miles, we were up from this time last year and less than this time last month, and just a little below our target of 8000.**

**We have one new mechanic that started this past Monday and held two interviews this past Tuesday and I would also like to welcome Mr. Kelvin Ridgley, our new Maintenance Director,**

who started September 27<sup>th</sup> and we look forward to working with him.

Lastly, I want to give appreciation to our customers who trust us to connect them to what matters. We know that there have been some challenges for them out there on the street along with some of the issues we've had to face and we want them to know that we care and appreciate them. I would also like to send out a thank you to our essential and front line employees who have continued their hard work and dedication during these difficult times.

**PLANNING AND PROGRAM DEVELOPMENT: Cheri Soileau**

The Comprehensive Operational Analysis (COA) is moving forward. We are collecting data. Kinetics that is a sub to HNTB will be here next week. HNTB will be here from November 3rd – 5th again looking at additional traditions and collecting data. We are working on a landing page for the Smart CATS which is what we are calling the initiative. Once it is live we will send out a link for everybody it will be connected to our BRCATS.com website. The Microtransit Project we will talk about later. Plank Nicholson Bus Rapid Transit (BRT) we have the detailed schedule from HNTB we are going to begin to look at public involvement sometime in December as we get closer to some of these deadlines. I will be sharing them with you updates as the work begins. The other thing I want to talk about is the Operations, Administration and Maintenance Facility Feasibility Study, which you will see us coming to you next month. It's a task order with one of our on-call consultants, HDR. This is a study to determine what we are going to do with our facility. The CATS facility to buy everyone in under one place so it's operations, administrations, and maintenance looking at a 25-30 year planning horizon so when we build it we build it for a long time. I know the Federal Government has requirements when you use Federal dollars to build one of these types of facilities. I wanted to bring this to your attention now. We are also going to be going out with an RFP to schedule software and CAD/AVL software so we're excited we've got some exciting projects coming up.

**ADMINISTRATIVE UPDATES: Pearlina Thomas**

**Shelter signage is printed, and posting is underway. Customers will be able to access real time information via QR Code from their smartphone or by texting a short code.**

**The Public Relations – the video shoot to demonstrate the CATS, Hitachi and Syniverse partnership is being scheduled in the next few weeks. Hitachi and Syniverse plan to use this video in their marketing to show their partnership with CATS. The story boards for the video were shared at the Planning Committee Meeting.**

**Phase Two is underway now and should be wrapped up at the end of the Third Quarter. This will allow CATS to have two-way communications with customers.**

**CATS Customer Service and Dispatch received some virtual training on the two-way messaging system. Hitachi is planning an on-site two-day workshop at CATS in the next month.**

**Phase One is underway, which includes vehicle inspection and pilot testing.**

**We have received 10 Readers and will begin the prototype installation.**

**Technical meeting including maintenance and IT are underway.**

**The Public Relations Campaign is underway with a Media Launch Wednesday, October 27, 2021. The Cubic Transportation System's team will join CATS and our local public relations partners, in person, for the media launch and promotional announcement of this project.**

**Our Business Development Campaign for the Umo Rewards – Revenue Sharing Program is in development.**

**CATS Cares participated in a number community events in the month of July.**

#### **COMMUNICATIONS:**

**There's a dedicated web page, contact etc., including a message from the CEO, Mayor Broome, Mayor Waites is underway. Coletta Barrette and Chris Tyson with Build BR also gave video testimonials. The paid and cable run earned media television communications will run from October 4<sup>th</sup> –**

November 13<sup>th</sup>, radio run dates from Oct 27<sup>th</sup> – Nov 13<sup>th</sup>. I would also like to announce that Clay Young arranged for some of the executive staff to attend some churches. Sunday we attend Oasis Christian Church where our CAO spoke and it was well received. Afterwards Bishop Wallace urged the importance of the election. The previous week we were at the New Beacon Light Church for the 8:00 AM worship service where there is a great congregation there as well and Pastor Williams too urged support of the millage renewal.

**TECHNOLOGY: Bill Deville, Paul Simon**

The technology enterprise system is still on track with the go live for phase one scheduled with financials for the 4<sup>th</sup> quarter 2021. Finance is completely the user acceptance testing and have begun user training. The HR phase is currently underway.

**Finance: John Cutrone**

Current Assets \$33,088,112, Restricted Assets \$3,306,895, Liabilities Amount to \$11,575,264, Current Liability \$9,300,030, bringing our Assets and Liabilities to \$45,681,261, moving on to the Income Statement, we had additional cost attributed to Hurricane Ida and also for the advertising for the election coming up. Looking at the Operational expenses we had Operational Revenue \$125,897 compared to a budget of \$174,436. Our local subsidies amount to \$1,739,586 our Federal Subsidies amount to \$443,151, bringing our total revenues to \$2,308,633 compared to a budget of \$2,572,654. Our Operational expenses for the month were \$2,588,822 compared to a budget of \$2,411,309 bringing a variance of \$177,513, the variance are mainly attributed to service expenses and miscellaneous expenses. We had extra cost with Hurricane Ida in fuel cost. There was shortage at that time we had to do pretty costly advertising with the election and the bus wraps for the campaign push kick off. For the month we ended up with a shortfall before depreciation of \$509,340 compared to a budget of \$161,345, year to date we scheduled a surplus of \$240,641 compared to a budget of \$43,995 shortfall.

**BD if there are no questions Madame President, this concludes our Executive Report.**

## **VII. COMMITTEE REPORTS AND ANY ACTION THEREON**

### **1. Finance and Executive: Ms. Erika Green**

**Ms. Green referred the members to the minutes of the October 19 meeting in their packets and reviewed the highlights.**

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

**Dr. Breaux noted the committee did meet on.**

### **3. Audit: Mr. Thomas**

**Mr. Cohran and Mr. Thomas noted the committee did not meet.**

### **4. Planning: Mr. Cohran.**

**Ms. Cohran noted the minutes were in the packet.**

### **5. Community Relations: Ms. Linda Perkins**

**Ms. Perkins noted the committee did meet on and the minutes for October 13, 2021.**

**Ms. Barnes was presented the MV Report.**

## **VIII. ACTION ITEMS**

### **1. Consideration of approval for the CATS Microtransit Pilot Project**

**Ms. Soileau explained the approval for the CATS Microtransit Pilot Project**

**Ms. Perkins moved the approval for the approval for the CATS Microtransit Pilot Project. Mr. Thomas seconded the motion. Ms. Green invited public comment and there was none. A roll call vote was held. In favor, Bellue, Cohran, Green, Hill, Thomas, Breaux, & Perkins. Against – none Abstain - none. The motion carried.**

### **2. Consideration of approval for the Disposal of Non-revenue vehicles (supervisor vehicles)**

**Ms. Soileau explained the approval for the Disposal of Non-revenue vehicles.**

**Ms. Perkins moved the approval for the approval for the CATS Disposal of Non-revenue vehicles. Mr. Hill seconded the motion. Ms. Green invited public comment and there was none. A roll call vote was held.**



**In favor, Bellue, Cohran, Green, Hill, Thomas, Breaux, & Perkins.  
Against – none Abstain - none. The motion carried.**

**IX. ADJOURNMENT**

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

DRAFT

EXECUTIVE STAFF

**November 2021  
Executive Report  
Bill Deville and CATS Staff**

**COVID-19 UPDATES: *Bill Deville***

- **On October 26<sup>th</sup>**, Gov. John Bel Edwards **ended** the extended Louisiana's statewide indoor mask mandate of October 6<sup>th</sup>, that was set for four weeks, until Oct. 27; Local governments and private businesses may choose to continue to require and enforce mask requirements under the governor's revised order;
- **Mass Transit users are still required to wear masks under national and local government mandates;**
- CATS continues to comply in accordance with PROCLAMATION NUMBER 137 JBE 2021, COVID-19 PUBLIC HEALTH EMERGENCY MITIGATION MEASURES STATEWIDE MASK MANDATE, and the CDC order as found at: [https://www.cdc.gov/quarantine/pdf7Mask-Order-CDC GMIT 01-29-21-p.pdf](https://www.cdc.gov/quarantine/pdf7Mask-Order-CDC%20MIT%201-29-21-p.pdf).
- Rear door boarding ended and fare collections were successfully resumed in May.
- CATS has completed its employee Covid 19 Vax survey, reviewed the results; and is now apply everchanging revised and updated government requirements to its policies, as it prepares for the December TPP board committee meeting; even as frequent changes to Covid requirements by the government continue frequently, CATS is finalizing ways to plan, develop, and implement policies and procedures it can trigger for the remainder of this Covid pandemic period, or future ones - targeting a vaccination and testing procedure that allows CATS to continue its mandated essential transit services while complying with Federal, State, and Local regulations (literally as they change with frequency due to the new Covid variant);

**OPERATIONS: *Dwana Williams***

- There are 112 total operators, 100 active; 12 inactive.
- The October Operations challenge winners for OTP are Janice Kinchen, LaTasha Carline, Vernon Gilliam, Al Weeden, Cynthia V. Johnson.

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**EXECUTIVE STAFF**



- The October Maintenance challenge winner for productivity is James Scott.
- The October Customer Service challenge for least abandoned calls is Michelle Scott.
- The October Customer Care Top Performer is Kimberly Celestine.
- See attached Performance Measures that reflect measures for the month.

**PLANNING AND PROGRAM DEVELOPMENT: *Cheri Soileau***  
**SERVICE:**

- Comprehensive Operational Analysis (COA)
  - HNTB site visit
    - Met with Operations staff and evaluated terminal area (Florida) and Board members
    - Press Release announcing study-November 1
    - SmartCATS “live” on CATS’ website
- North Baton Rouge/Baker Microtransit Pilot Project
  - Working on contract documents
- Plank-Nicholson Bus Rapid Transit
  - BRT tour-November 8 for stakeholders and press
  - January 2022-Public Outreach
  - Involvement with PM and calls with FTA on a regular basis
- Operations, Administration, and Maintenance Facility Feasibility Study
  - Study to determine future needs of CATS
  - Evaluating location and facility to move all departments to one facility
  - Planning horizon: 25-30 years to ensure property can grow with CATS’ needs
  - Will be bringing this forward in November for Board approval for Task Order 2.
  - On-Call consultant HDR will conduct the study, including evaluate the feasibility of re-using 2250 Florida Boulevard and purchase property to construct new facility.
- Grants
  - Two separate grant applications
    - Route Restoration
      - Planning grant (100%)
      - Concentrating on Florida Boulevard corridor
      - Partnership with Build Baton Rouge

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- Building on the Areas of Persistent Poverty Grant
  - 5339 Bus and Bus Facilities competitive grant
    - Two facilities (construction)
      - Ops/Administration/Maintenance Facility
      - Possible East Baton Rouge Transit Center
      - Positioning CATS for better transfer options, access to Airline, and, in the future, regional expansion and growth

**ADMINISTRATIVE UPDATES: *Pearlina Thomas***

- **AIM Grant Two-Way Messaging Project**
  - Shelter signage is printed, and posting is underway. Customers will be able to access real time information via QR Code from their smartphone or by texting a short code.
  - The Public Relations – the promotional video demonstrate the CATS, Hitachi and Syniverse partnership, with Mr. Deville was shot Wednesday, November 10<sup>th</sup>.
  - Phase Two which allow CATS to have two-way communications with customers wrapping up.
  - CATS Customer Service and Dispatch received some virtual training on the two-way messaging system. Hitachi is planning an on-site two-day workshop at CATS December 14<sup>th</sup> – 16<sup>th</sup>.
- **COVID-19 Mitigation Research Grant Contactless Payment Project**
  - Phase One is underway, which includes vehicle inspection and pilot testing.
  - The 10 Reader prototypes are installed. The Maintenance Department indicated the reader installation is simple and efficient.
  - Technical meeting including maintenance and IT are underway.
  - The Public Relations Campaign is underway with a Media Launch that was scheduled Wednesday, October 27, 2021, was canceled due to inclement weather.

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- Thank you to Clay Young for getting me set up to speak about the Contactless Payment project and plug our upcoming educational campaign for this exciting new technology at CATS.
- Our Business Development Campaign for the Umo Rewards – Revenue Sharing Program is in development.
- **CATS Cares Community Engagement, we participated in the following events in September 2021:**
  - October 3, 2021, we attended and I spoke at Beacon Light Church as a part of the Educational Campaign for the CATS Millage Renewal
  - October 10, 2021, we attended and I spoke at Oasis Church, as a part of the Educational Campaign for the CATS Millage Renewal.
  - October 15, 2021, CATS Annual Community Health Fair, Friday, from 9:00 AM – 12:00 PM at 2250 Florida Blvd.
  - October 16, 2021, East Baton Rouge Public Schools System Community event from 2:00 PM – 6:00 PM in Scotlandville
  - October 23, 2021, Southern University Homecoming Parade and Tailgating starting at 7:00 AM
  - October 27, 2021, met with Mayor Waits and Chief Carl Dunn to discuss the strategy for CATS Cares Community Engagement efforts in Baker.
  - October 28, 2021, I served as a guest judge for the Helix Mentorship STEAM Academy Homecoming Talent Show.
  - October 30, 2021, City of Baker Trunk or Treat at Achievement Academy
  - October 31, 2021, I spoke at St. Joseph Baptist Church on the CATS Millage Renewal Educational Campaign
  - October 31, 2021, I spoke at Rose Hill Baptist Church as a part of the CATS Millage Renewal Educational Campaign
  - October 31, 2021, Trunk or Treat and Fall Festival with BRPD, Build BR, and the Bridge Agency
  - October 31, 2021, Field of Screams Trick or Treat Fest at Southern University
  - November 7, 2021, I spoke at Evergreen Baptist Church for the CATS Millage Renewal Educational Campaign

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## EXECUTIVE STAFF



- November 7, 2021, Mr. Deville and I were guest on the Baton Rouge NAACP Sunday Radio Show WTQT 106.1 FM to talk about the CATS Millage Renewal
- November 10, 2021, CATS Human Resources Department hosted a celebration to honor CATS employees who are veterans for their service to our country.
- November 11, 2021, we participated in a mixer where a large number of local influencers used their social media platforms to show support for the CATS Millage Renewal.
- November 12, 2021, we partnered with Health Blue, Walgreens, and other community partners with mini health fair to offer free flu vaccines to CATS employees and the public.
- **Upcoming events for CATS Cares:**
  - November 15, 2021, Gallagher Benefits Specialist will be available to educate CATS employees on the 2022 Health Insurance Plan recommendations form 8:00 AM – 11:00 AM and again form 1:00 PM – 4:00 PM at 2250 Florida Blvd.
  - November 16<sup>th</sup> from 9:00 AM – 12:00 PM, November 17<sup>th</sup> 12:30 PM – 3:30 PM and November 18<sup>th</sup> 9:00 AM – 12:00 PM, CATS has partnered with Ochsner Health Systems to provide Bio Metric Health Screenings and Flu Vaccines
  - Scheduling of Open Enrollment for the 2022 Health Insurance Plan is being finalized now. The dates and times for Open Enrollment will be announced this week.

### **TECHNOLOGY: *Bill Deville Paul Simon***

- The Tyler Technology Enterprise System
  - The implementation of CATS' new ERP system, Tyler Munis, is going live the week of December 1<sup>st</sup> and Phase 2 HCM(Human Resource) in the second quarter of 2022. On the HCM(HR) phase, we are currently running data conversions.
  - IT staff was invited to attend the Board Planning Committee to provide a brief update, and to answer any questions; upon Chairman Cohran's request, IT will compose a total and all-inclusive "technology" status report update, on the agency wide Enterprise system, as well as

the Operations and Planning AVL, Scheduling, Business Intelligence, and TAM (Transit Asset Management) tech systems etc. and schedule to present it at the December Board Planning Committee meeting;

- Planning, Grants, and Operations, along with AVL, Maintenance, and IT staff are seeking solutions and grant funding for scheduling/AVL software.
- 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.
- CATS Connects Communications Update:
  - Public Outreach:
    - Letters to stakeholders, allies, pastors, Mayors, and Baton Rouge legislators
    - July - September CATS Connects newsletters sent to all CATS stakeholders
    - City of Baker newsletter and e-blast
    - 6,500 push cards to partners and networks throughout Baton Rouge
      - Businesses in Scotlandville area
      - Businesses along Plank Road
      - Community centers
      - Public Libraries
    - Paratransit direct mail piece to be mailed Oct. 22
    - Letters from employers to employees across retail, healthcare, hospitality, and restaurant industries (underway)



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- Allies secured for CATS Connects (more pending):
  - Mayor-President Sharon Weston Broome
  - Mayor Darnell Waites
  - East Baton Rouge Parish Metropolitan Council
  - Baton Rouge Area Chamber
  - Capital Area United Way
  - Build Baton Rouge
  - Our Lady of the Lake
  - Visit Baton Rouge
  - Louisiana Restaurant Association
  - Healthy BR
  - LA Restaurant Association
  - Arts Council of Greater Baton Rouge
  - Cristo Rey
  - YWCA of Greater Baton Rouge
  - BREC
  - Downtown Development District
  - Civil Solutions
  - UREC
  - Forum 225
  - Mid City Redevelopment Alliance
  - The BRidge Agency
  - CADA V
  - Gardere Initiative
- Public Education Materials:
  - Presentations for stakeholder meetings
  - Economic impact study
  - Educational materials for public distribution:
    - Economic Impact summary
    - “By the Numbers” one-pager
    - “Promises Kept” one-pager
    - “What’s at Stake” one-pager
    - Pillars for the next ten years summary
    - Proposition overview summary



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- 2021 survey results summary (rider and resident/stakeholder surveys)
- Digital Media:
  - Social media plan and content
  - Digital social media ads (paid and sponsored) underway (Google, Youtube, and Facebook)
  - Dedicated webpage for CATS Connects campaign and resource library for stakeholders
  - Stakeholder videos and testimonials:
    - Message from the CEO
    - Mayor Broome
    - Mayor Waites (underway)
    - Coletta Barrett, Our Lady of the Lake
    - Chris Tyson, Build Baton Rouge
- Paid and Earned Media:
  - Television and cable run dates 10/4 – 11/13
  - Radio run dates 9/27 – 11/13
  - The Advocate paid content
  - Business Report Annual Report
  - Front page story in The Advocate
  - Opinion piece from Stephanie Riegel, Business Report
  - Supported stakeholders with four letters to the editor
  - Press releases for campaign launch, economic impact study, and ballot language approval

**CEO NOTES: *Bill Deville***

- In cooperation with the City Parish and State, CATS continues to assist in getting all eligible citizens to “certain group vaccinations sites”, using existing routes.
- BSWIlp labor counsel for CATS, General Counsel, and Staff leadership, while very close to concluding negotiations, formally acknowledged that both parties (ATU & Management) agreed that an impasse was reached; meanwhile, counsels and leadership continue to seek a path to a mediated resolution with binding arbitration pending;

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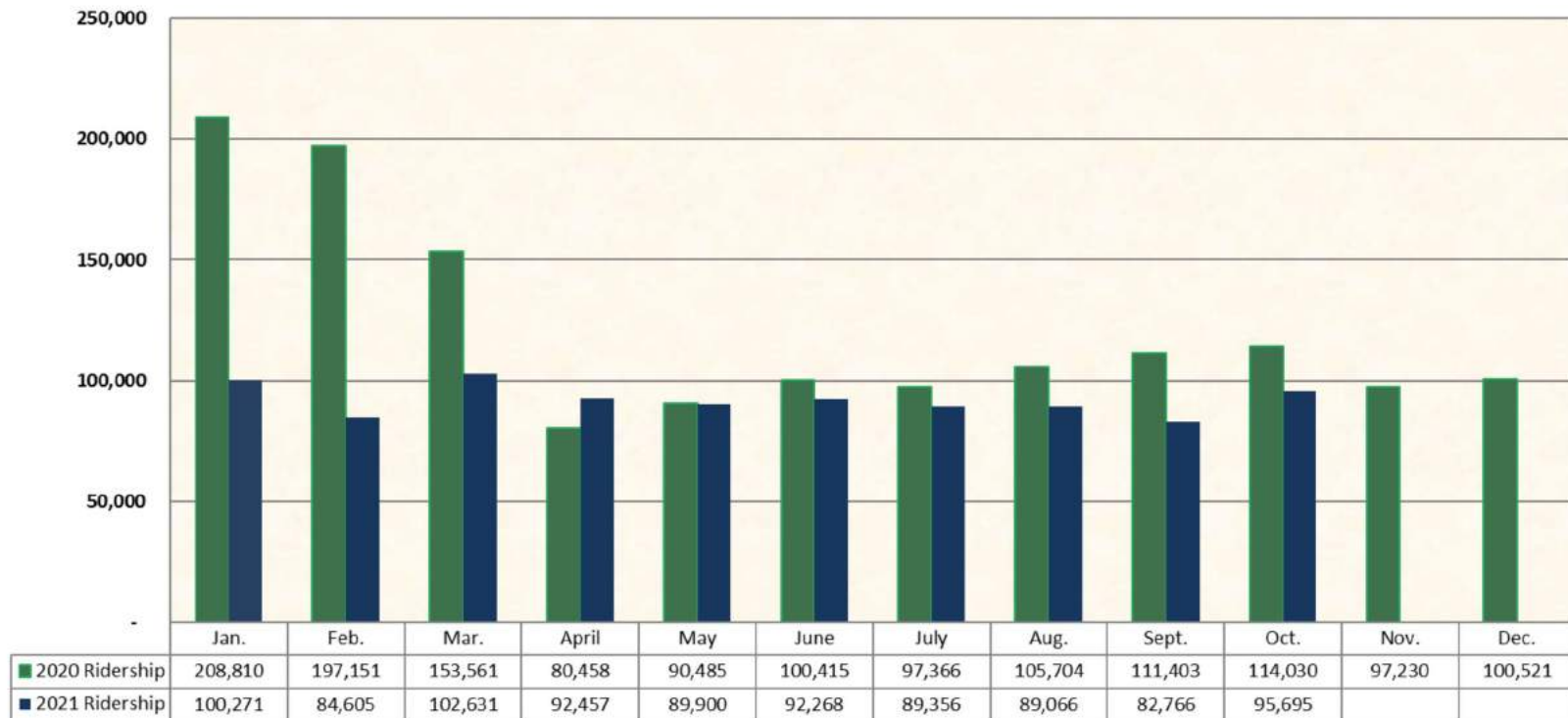


- CATS worked its Referendum Renewal education campaign as planned by initially researching, gathering, and presenting all of the accomplishments over the last ten years; and presenting a vision and plans for the next ten years; by working hard early on to obtain support and endorsements by elected officials, civic leaders, and media, and focusing on CATS strong economic impact; and by tailoring the info campaign to escalate late, targeting those likely to vote, for an expected light voter turnout.
- Timeline for November 13th Millage Referendum Renewal election:
  - **November 13, 2021**
  - Tax expires in March 2022
  - **Baton Rouge: Yes 59% No 41%**
  - **Baker: Yes 68% No 32%**

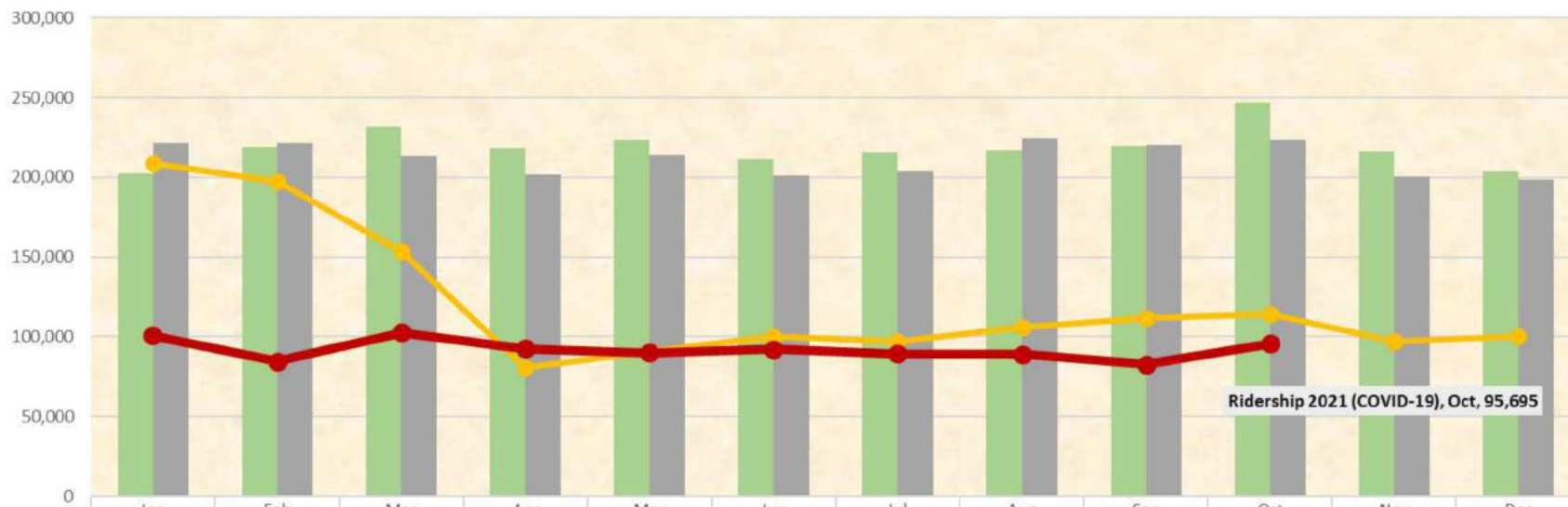
**Finance: *John Cutrone***

- See attached financial report for the month.

## Monthly Ridership 2020-2021

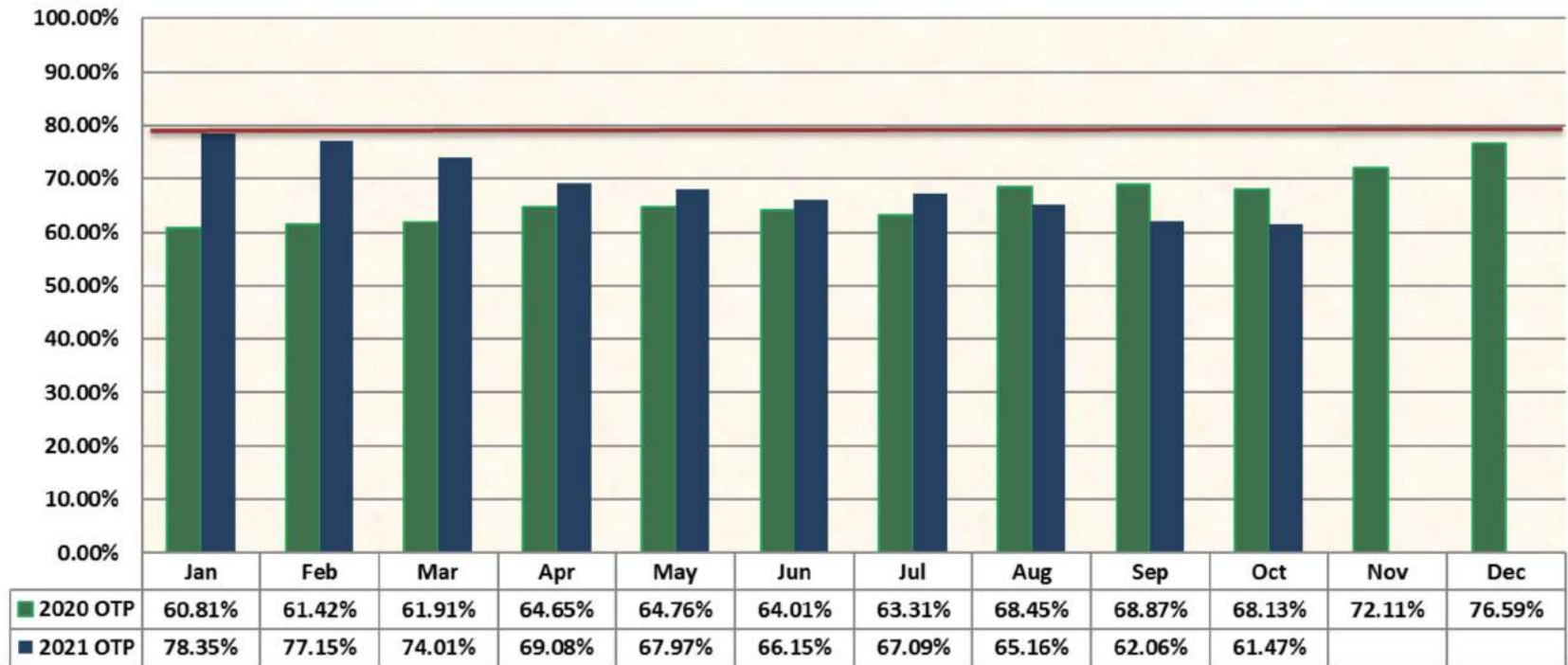


## Monthly Ridership 2018-2021



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Ridership 2018	202,296	219,091	231,324	218,241	223,663	211,464	215,967	217,291	219,337	246,615	216,649	203,627
Ridership 2019	221,453	221,163	213,485	201,647	213,627	201,041	203,476	224,556	220,042	223,657	200,579	198,778
Ridership 2020 (COVID-19)	208,810	197,151	153,561	80,458	90,485	100,415	97,366	105,704	111,403	114,030	97,230	100,521
Ridership 2021 (COVID-19)	100,271	84,605	102,631	92,547	89,900	92,268	89,356	89,066	82,766	95,695		

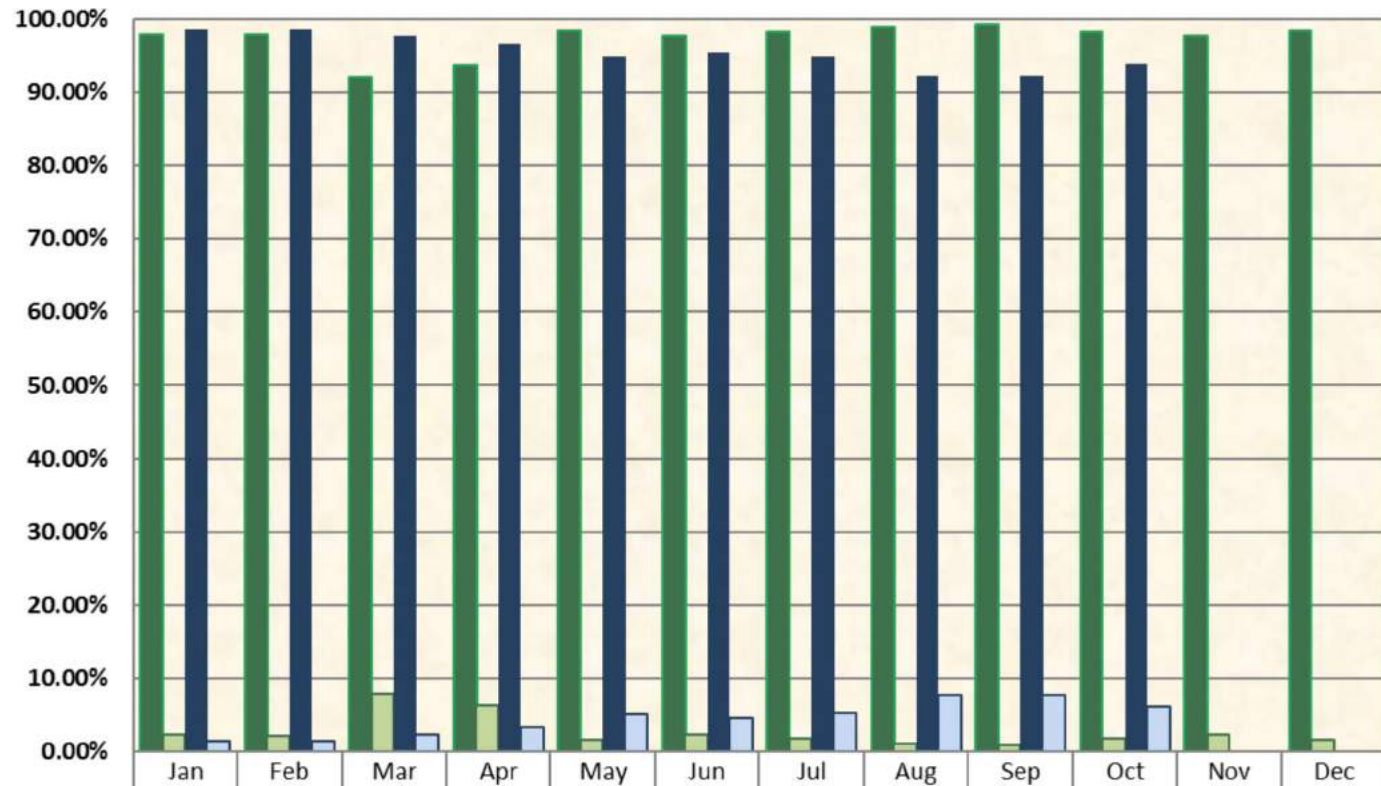
## On-Time Performance 2020-2021



\*Target 80% On-Time Performance

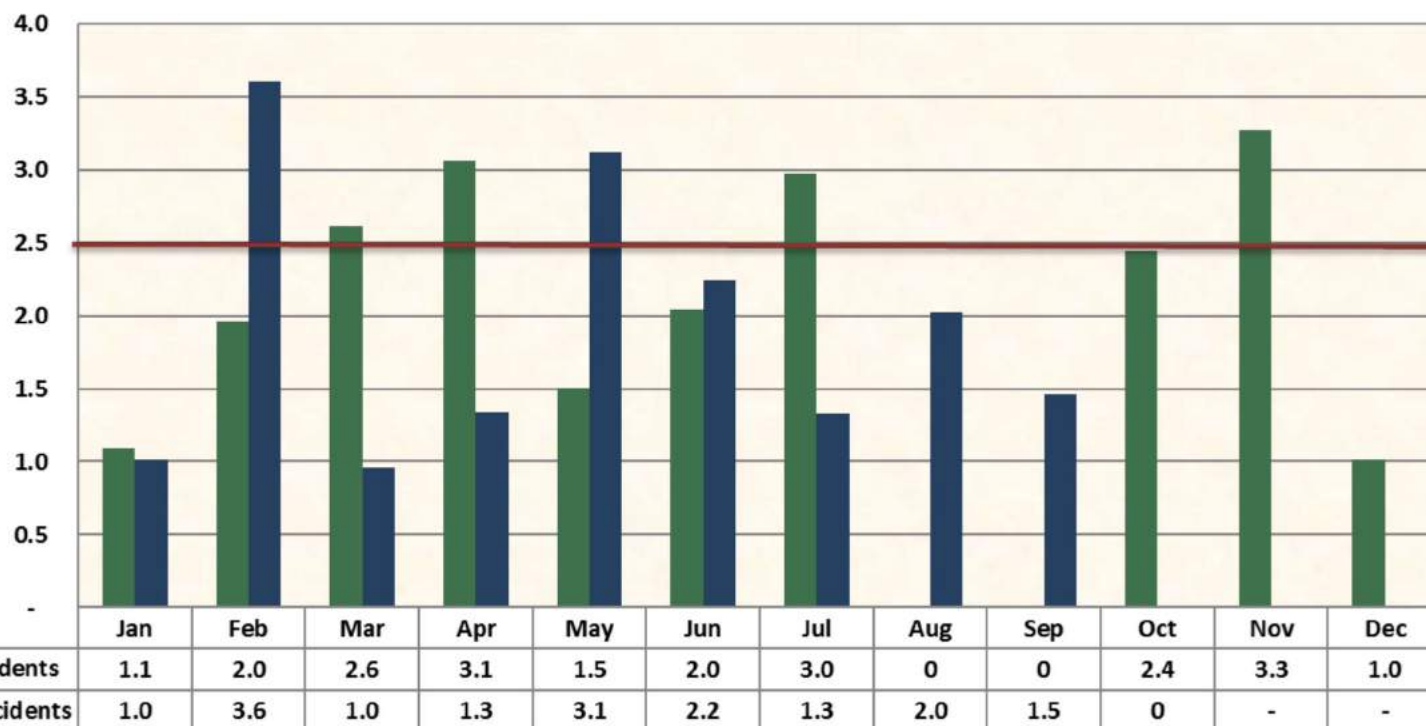
*Note: On-Time performance is measured at scheduled timepoints which represent 4.89% of the total system bus stops*

## % Trips Operated 2020-2021



2020 % Operated Trips	97.80%	97.89%	92.13%	93.76%	98.38%	97.71%	98.32%	98.97%	99.21%	98.24%	97.68%	98.49%
2020 % Missed Trips	2.20%	2.11%	7.87%	6.24%	1.62%	2.29%	1.68%	1.03%	0.79%	1.76%	2.32%	1.51%
2021 % Operated Trips	98.67%	98.64%	97.76%	96.67%	94.93%	95.44%	94.84%	92.26%	92.30%	93.87%		
2021 % Missed Trips	1.33%	1.36%	2.24%	3.33%	5.07%	4.56%	5.16%	7.74%	7.70%	6.13%		

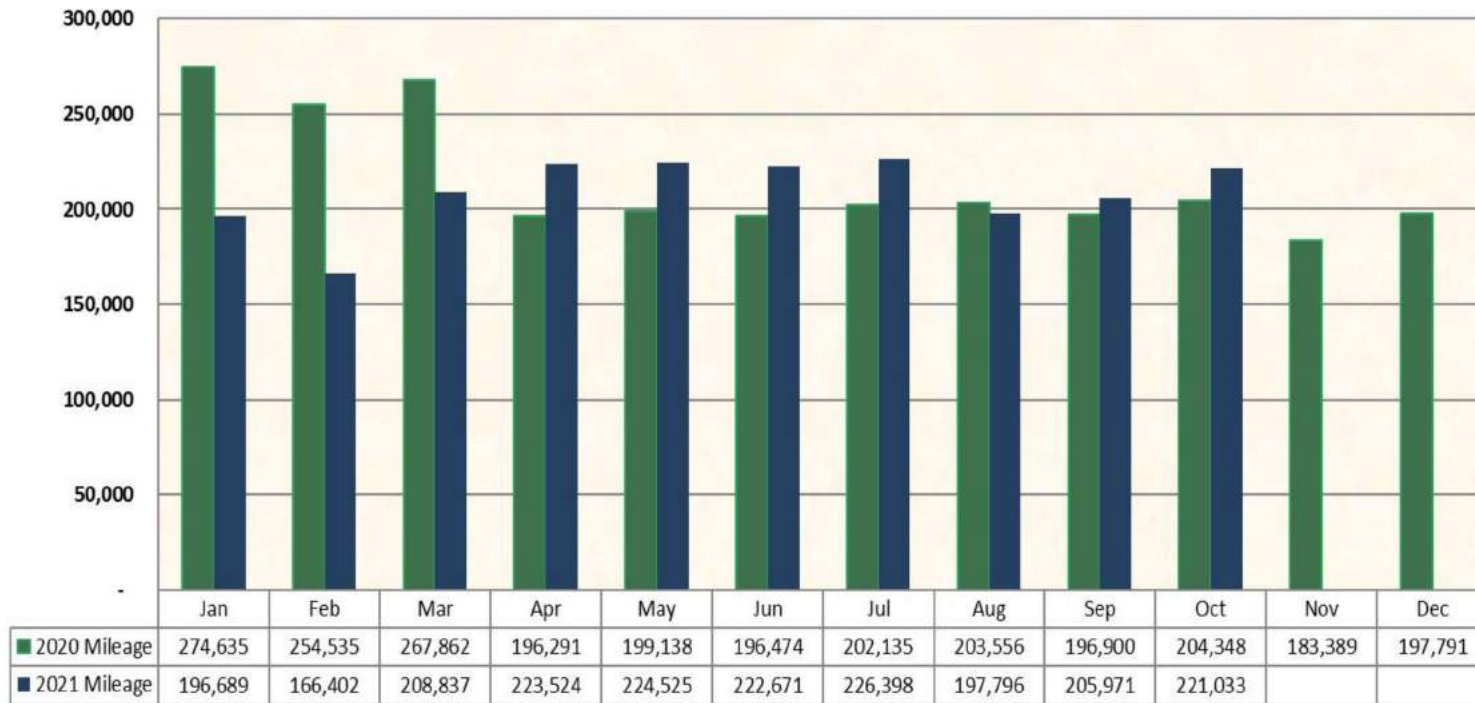
## Preventable Accidents per 100,000 Miles 2020-2021



\*Target Below 2.5 Preventable Accidents Per 100,000 Miles

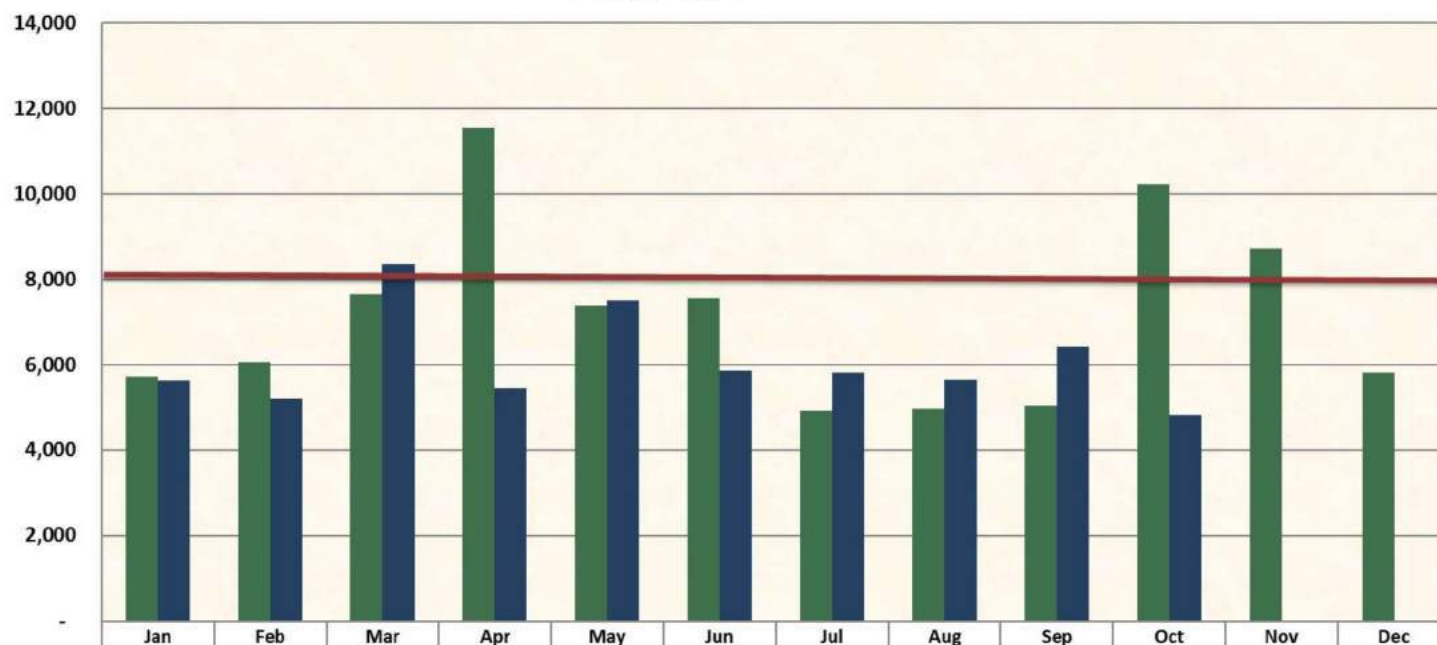


## Mileage 2020-2021





## Mean Miles Between Road Calls 2020-2021



■ 2020 Mean Miles Between Road Calls	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
■ 2021 Mean Miles Between Road Calls	5,722	6,060	7,653	11,547	7,375	7,557	4,930	4,965	5,049	10,217	8,731	5,817
	5,620	5,200	8,353	5,452	7,484	5,860	5,805	5,651	6,437	4,805		

# OCTOBER 2021 GENFARE RECORDED RIDERSHIP AND REVENUE PER ROUTE BY TYPE OF DAY

Route Number	Route Name	RIDERSHIP				REVENUE			TOTAL	
		Weekday	Saturday	Sunday		Weekday	Saturday	Sunday	Ridership	REVENUE
8	Gus Young Ave / BRCC	1,288	292	222		\$ 645.45	\$ 164.63	\$127.76	1,802	\$937.84
10	Scenic Hwy / Southern University	1,402	145	207		\$ 805.63	\$ 60.35	\$100.87	1,754	\$966.85
11	Northside Circulator	1,901	287	234		\$ 1,125.14	\$ 143.84	\$140.83	2,422	\$1,409.81
12	Government St / Jefferson Hwy	2,596	290	149		\$ 1,140.21	\$ 172.39	\$82.84	3,035	\$1,395.44
14	Thomas Delpit Dr / Roosevelt St	2,033	309	179		\$ 1,168.18	\$ 185.85	\$84.85	2,521	\$1,438.88
15	Glen Oaks / Blount Rd / Crestworth	2,066	233	224		\$ 1,714.70	\$ 160.14	\$185.31	2,523	\$2,060.15
16	Capitol Park Shuttle	No service	No service	No service		No service	No service	No service	0	\$0.00
17	Perkins Rd	4,052	800	367		\$ 2,347.44	\$ 446.13	\$204.76	5,219	\$2,998.33
18	Cortana Transit Center / Tigerland	3,143	499	346		\$ 2,076.85	\$ 321.27	\$236.16	3,988	\$2,634.28
20	N. Acadian Thwy	3,924	601	439		\$ 2,569.93	\$ 467.68	\$259.97	4,964	\$3,297.58
21	Fairfields Ave	3,637	469	252		\$ 2,002.46	\$ 281.09	\$108.50	4,358	\$2,392.05
22	Winbourne Ave	2,954	519	307		\$ 1,889.71	\$ 309.56	\$185.13	3,780	\$2,384.40
23	Foster Dr	1,438	170	155		\$ 1,155.41	\$ 119.38	\$129.91	1,763	\$1,404.70
41	Plank Rd	6,045	1,141	747		\$ 3,547.58	\$ 563.30	\$392.12	7,933	\$4,503.00
44	Florida Blvd	11,809	1,954	926		\$ 6,287.13	\$ 1,022.75	\$521.09	14,689	\$7,830.97
46	Cortana Transit Center / L'auberge Casino & Hotel	1,186	192	148		\$ 1,034.33	\$ 134.97	\$106.19	1,526	\$1,275.49
47	Highland Rd / LSU	10,669	1,316	1,202		\$ 5,681.47	\$ 624.28	\$660.24	13,187	\$6,965.99
54	N. Airline Hwy / Southern University	3,368	481	423		\$ 2,336.43	\$ 238.46	\$251.57	4,272	\$2,826.46
57	Sherwood Forest Blvd / Greenwell Springs Rd / Siegen Ln	5,915	958	588		\$ 4,759.10	\$ 611.16	\$427.27	7,461	\$5,797.53
58	Coursey Blvd / O'Neal Ln / Ochsner	2,546	283	220		\$ 1,807.19	\$ 164.05	\$291.67	3,049	\$2,262.91
59	East Florida Blvd / O'Neal Ln / Ochsner	1,614	317	128		\$ 1,323.78	\$ 174.04	\$73.67	2,059	\$1,571.49
60	Medical Circulator	568	116	31		\$ 343.92	\$ 88.21	\$22.85	715	\$454.98
70	CATS Terminal / Southern University / Baker	2,172	273	230		\$ 1,515.92	\$ 174.17	\$125.51	2,675	\$1,815.60
72	Florida Blvd LIMITED	No service	No service	No service		No service	No service	No service	0	\$0.00
80	Southern University Shuttle	No service	No service	No service		No service	No service	No service	0	\$0.00
										\$58,624.73
	Total	76,326	11,645	7,724		\$47,277.96	\$6,627.70	\$4,719.07	95,695	\$58,624.73

**RIDERSHIP PER ROUTE BY MONTH YEAR-TO-DATE FOR OCTOBER 2021**

ROUTE NUMBER	ROUTE NAME	January	February	March	April	May	June	July	August	September	October	November	December	Total
8	Gus Young Ave / BRCC	2,719	1,654	2,361	2,201	2,386	2,005	1,782	1,694	1,787	1,802			20,391
10	Scenic Hwy / Southern University	2,624	2,257	3,106	1,833	2,021	1,999	1,708	2,501	1,855	1,754			21,658
11	Northside Circulator	4,210	2,972	3,603	3,056	1,901	2,225	2,166	2,201	2,188	2,422			26,944
12	Government St / Jefferson Hwy	3,525	2,551	3,191	2,698	2,623	3,298	2,816	2,577	2,476	3,035			28,790
14	Thomas Delpit Dr / Roosevelt St	3,578	3,920	4,399	3,261	2,052	2,119	2,178	1,970	2,037	2,521			28,035
15	Glen Oaks / Blount Rd / Crestworth	2,143	2,068	2,582	2,960	3,457	3,328	3,079	1,778	2,361	2,523			26,279
16	Capitol Park Shuttle	0	0	0	0	0	0	0	0	0	0			0
17	Perkins Rd	3,606	3,871	5,000	5,272	5,416	4,881	4,960	4,591	7,601	5,219			50,417
18	Cortana Transit Center / Tigerland	3,128	2,483	2,802	3,202	3,135	3,523	3,161	3,452	3,105	3,988			31,979
20	N. Acadian Thwy	6,542	6,011	6,719	5,749	5,026	4,938	5,056	5,055	4,553	4,964			54,613
21	Fairfields Ave	5,716	5,044	5,155	4,447	4,366	4,030	3,819	3,852	3,228	4,358			44,015
22	Winbourne Ave	5,177	4,168	4,692	3,844	3,673	3,486	3,267	3,064	3,308	3,780			38,459
23	Foster Dr	2,191	2,070	2,111	2,302	1,750	1,846	1,861	2,689	1,540	1,763			20,123
41	Plank Rd	7,433	7,207	8,968	7,859	8,266	9,452	8,147	7,698	6,354	7,933			79,317
44	Florida Blvd	11,953	9,798	12,971	14,525	14,124	14,592	14,803	16,527	11,821	14,689			135,803
46	Cortana Transit Center / L'auberge Casino & Hotel	3,814	3,236	3,648	1,571	1,039	1,050	1,159	1,265	989	1,526			19,297
47	Highland Rd / LSU	7,479	6,445	8,661	9,132	9,600	10,909	10,675	10,117	11,152	13,187			97,357
54	N. Airline Hwy / Southern University	4,638	3,546	4,198	2,913	3,743	4,425	4,173	3,995	3,692	4,272			39,595
57	Sherwood Forest Blvd / Greenwell Springs Rd / Siegen Ln	6,580	6,010	7,248	7,282	7,088	6,750	6,770	6,214	5,576	7,461			66,979
58	Coursey Blvd / O'Neal Ln / Ochsner	5,123	3,610	4,662	3,084	2,963	2,595	2,822	2,796	2,785	3,049			33,489
59	East Florida Blvd / O'Neal Ln / Ochsner	4,163	2,767	3,176	1,927	2,142	1,823	1,794	1,925	1,579	2,059			23,355
60	Medical Circulator	773	601	714	801	831	879	771	754	542	715			7,381
70	CATS Terminal / Southern University / Baker	3,156	2,316	2,664	2,628	2,298	2,115	2,389	2,351	2,237	2,675			24,829
72	Florida Blvd LIMITED	0	0	0	0	0	0	0	0	0	0			0
80	Southern University Shuttle	0	0	0	0	0	0	0	0	0	0			0

<b>TOTAL UNLINKED TRIPS</b>	<b>100,271</b>	<b>84,605</b>	<b>102,631</b>	<b>92,547</b>	<b>89,900</b>	<b>92,268</b>	<b>89,356</b>	<b>89,066</b>	<b>82,766</b>	<b>95,695</b>	<b>0</b>	<b>0</b>	<b>919,105</b>
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	January	February	March	April	May	June	July	August	September	October	November	December	Total
Number of Weekdays	19	17	23	21	20	22	22	20	21	21			206
Number of Saturdays	5	4	4	4	5	4	5	4	4	5			44
Number of Sundays	7	4	4	5	6	4	4	4	5	5			48
Emergency Days	0	2	0	0	0	0	0	3	0	0			5
Total days	31	27	31	30	31	30	31	31	30	31	0	0	303

**RIDERSHIP PER ROUTE BY MONTH YEAR-TO-DATE FOR OCTOBER 2021**

ROUTE NUMBER	ROUTE NAME	January	February	March	April	May	June	July	August	September	October	November	December	Total
8	Gus Young Ave / BRCC	2,719	1,654	2,361	2,201	2,386	2,005	1,782	1,694	1,787	1,802			20,391
10	Scenic Hwy / Southern University	2,624	2,257	3,106	1,833	2,021	1,999	1,708	2,501	1,855	1,754			21,658
11	Northside Circulator	4,210	2,972	3,603	3,056	1,901	2,225	2,166	2,201	2,188	2,422			26,944
12	Government St / Jefferson Hwy	3,525	2,551	3,191	2,698	2,623	3,298	2,816	2,577	2,476	3,035			28,790
14	Thomas Delpit Dr / Roosevelt St	3,578	3,920	4,399	3,261	2,052	2,119	2,178	1,970	2,037	2,521			28,035
15	Glen Oaks / Blount Rd / Crestworth	2,143	2,068	2,582	2,960	3,457	3,328	3,079	1,778	2,361	2,523			26,279
16	Capitol Park Shuttle	0	0	0	0	0	0	0	0	0	0			0
17	Perkins Rd	3,606	3,871	5,000	5,272	5,416	4,881	4,960	4,591	7,601	5,219			50,417
18	Cortana Transit Center / Tigerland	3,128	2,483	2,802	3,202	3,135	3,523	3,161	3,452	3,105	3,988			31,979
20	N. Acadian Thwy	6,542	6,011	6,719	5,749	5,026	4,938	5,056	5,055	4,553	4,964			54,613
21	Fairfields Ave	5,716	5,044	5,155	4,447	4,366	4,030	3,819	3,852	3,228	4,358			44,015
22	Winbourne Ave	5,177	4,168	4,692	3,844	3,673	3,486	3,267	3,064	3,308	3,780			38,459
23	Foster Dr	2,191	2,070	2,111	2,302	1,750	1,846	1,861	2,689	1,540	1,763			20,123
41	Plank Rd	7,433	7,207	8,968	7,859	8,266	9,452	8,147	7,698	6,354	7,933			79,317
44	Florida Blvd	11,953	9,798	12,971	14,525	14,124	14,592	14,803	16,527	11,821	14,689			135,803
46	Cortana Transit Center / L'auberge Casino & Hotel	3,814	3,236	3,648	1,571	1,039	1,050	1,159	1,265	989	1,526			19,297
47	Highland Rd / LSU	7,479	6,445	8,661	9,132	9,600	10,909	10,675	10,117	11,152	13,187			97,357
54	N. Airline Hwy / Southern University	4,638	3,546	4,198	2,913	3,743	4,425	4,173	3,995	3,692	4,272			39,595
57	Sherwood Forest Blvd / Greenwell Springs Rd / Siegen Ln	6,580	6,010	7,248	7,282	7,088	6,750	6,770	6,214	5,576	7,461			66,979
58	Coursey Blvd / O'Neal Ln / Ochsner	5,123	3,610	4,662	3,084	2,963	2,595	2,822	2,796	2,785	3,049			33,489
59	East Florida Blvd / O'Neal Ln / Ochsner	4,163	2,767	3,176	1,927	2,142	1,823	1,794	1,925	1,579	2,059			23,355
60	Medical Circulator	773	601	714	801	831	879	771	754	542	715			7,381
70	CATS Terminal / Southern University / Baker	3,156	2,316	2,664	2,628	2,298	2,115	2,389	2,351	2,237	2,675			24,829
72	Florida Blvd LIMITED	0	0	0	0	0	0	0	0	0	0			0
80	Southern University Shuttle	0	0	0	0	0	0	0	0	0	0			0

LSU	Tiger Trails (operated by First Transit)	20,031	18,662	26,208	22,706	5,651	8,446	7,828	29,786	58,970	62,799			261,087
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	TOTAL UNLINKED TRIPS	120,302	103,267	128,839	115,253	95,551	100,714	97,184	118,852	141,736	158,494	0	0	1,180,192
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	January	February	March	April	May	June	July	August	September	October	November	December	Total
Number of Weekdays	19	17	23	21	20	22	22	20	21	21			206
Number of Saturdays	5	4	4	4	5	4	4	4	4	5			44
Number of Sundays	7	4	4	5	6	4	4	4	5	5			48
Emergency Days	0	2	0	0	0	0	0	3	0	0			5
Total days	31	27	31	30	31	30	31	31	30	31	0	0	303

**OCTOBER 2021 COMPARED TO OCTOBER 2020**

#	ROUTE NAME	2021		2020	
		RIDERSHIP	REVENUE	RIDERSHIP	REVENUE
8	Gus Young Ave / BRCC	1,802	\$ 937.84	2,920	\$ -
10	Scenic Hwy / Southern University	1,754	\$ 966.85	3,121	\$ -
11	Northside Circulator	2,422	\$ 1,409.81	5,244	\$ -
12	Government St / Jefferson Hwy	3,035	\$ 1,395.44	3,908	\$ -
14	Thomas Delpit Dr / Roosevelt St	2,521	\$ 1,438.88	4,025	\$ -
15	Glen Oaks / Blount Rd / Crestworth	2,523	\$ 2,060.15	2,480	\$ -
16	Capitol Park Shuttle	0	\$ -	0	\$ -
17	Perkins Rd	5,219	\$ 2,998.33	5,117	\$ -
18	Cortana Transit Center / Tigerland	3,988	\$ 2,634.28	2,816	\$ -
20	N. Acadian Thwy	4,964	\$ 3,297.58	9,265	\$ -
21	Fairfields Ave	4,358	\$ 2,392.05	6,256	\$ -
22	Winbourne Ave	3,780	\$ 2,384.40	5,238	\$ -
23	Foster Dr	1,763	\$ 1,404.70	1,677	\$ -
41	Plank Rd	7,933	\$ 4,503.00	8,121	\$ -
44	Florida Blvd	14,689	\$ 7,830.97	13,230	\$ -
46	Cortana Transit Center / L'auberge Casino & Hotel	1,526	\$ 1,275.49	3,968	\$ -
47	Highland Rd / LSU	13,187	\$ 6,965.99	10,136	\$ -
54	N. Airline Hwy / Southern University	4,272	\$ 2,826.46	5,185	\$ -
57	Sherwood Forest Blvd / Greenwell Springs Rd / Siegen Ln	7,461	\$ 5,797.53	8,767	\$ -
58	Coursey Blvd / O'Neal Ln / Ochsner	3,049	\$ 2,262.91	5,033	\$ -
59	East Florida Blvd / O'Neal Ln / Ochsner	2,059	\$ 1,571.49	3,609	\$ -
60	Medical Circulator	715	\$ 454.98	795	\$ -
70	CATS Terminal / Southern University / Baker	2,675	\$ 1,815.60	3,119	\$ -
72	Florida Blvd LIMITED	0	\$ -	0	\$ -
80	Southern University Shuttle	0	\$ -	0	\$ -

**Capital Area Transit System  
Balance Sheet  
October, 2021**

**10/31/2021      10/31/2020**

**ASSETS**

<b>Current Assets:</b>		
Cash and Cash Equivalents	5,991,013	9,584,249
Accounts Receivable	633,108	307,340
Property Tax Receivable	19,085,059	16,866,018
Due from Governments	3,271,829	1,600,305
Inventory	1,103,181	160,101
Prepaid Expenses and Other Assets	112,842	177,488
<b>Total Current Assets:</b>	<b>30,197,032</b>	<b>28,695,501</b>
<b>Restricted Assets:</b>		
Cash and Cash Equivalents	3,306,895	3,327,679
<b>Total Restricted Assets:</b>	<b>3,306,895</b>	<b>3,327,679</b>
Net Pension Asset, Long-Term	676,430	496,897
Equipment, Net	19,982,502	20,262,278
<b>Total Assets</b>	<b>54,162,860</b>	<b>52,782,355</b>

**LIABILITIES AND NET ASSETS**

<b>Current Liabilities</b>		
Accounts Payable and Accrued Expenses	540,832	245,199
Accrued Payroll and Tax Liabilities	424,576	121,298
Accrued Compensated Absences	850,652	751,112
Claims Payable and Related Liabilities	906,118	1,065,376
Capital Lease Payable	280,748	266,864
Deferred Revenue (Grants/Prop Tax)	3,951,962	2,563,999
<b>Total Current Liabilities</b>	<b>6,954,888</b>	<b>5,013,847</b>
<b>Long-Term Liabilities</b>		
Capital Lease Payable, Less Current Portion	1,585,098	2,193,983
Estimated Liabilities	690,136	1,301,975
<b>Total Long-Term Liabilities</b>	<b>2,275,234</b>	<b>3,495,958</b>
<b>Total Liabilities</b>	<b>9,230,122</b>	<b>8,509,806</b>
<b>Net Assets:</b>		
Investments in Capital Assets, Net of Related Debt	18,116,657	17,801,432
Restricted Cash and Cash Equivalents	3,306,895	327,679
Unrestricted	23,509,186	26,143,439
<b>Total Net Assets:</b>	<b>44,932,738</b>	<b>44,272,550</b>
<b>Total Liabilities And Net Assets</b>	<b>54,162,860</b>	<b>52,782,355</b>

**Capital Area Transit System**  
**Statement of Operating Budget vs. Actual**  
**For the Period Ended October, 2021**

	Current Month				Year to Date				Approved Budget
	Budget	Actual	Variance	% Var	Budget	Actual	Variance	% Var	
<b>Operating Revenues</b>									
Passenger Paid Fares	93,362	81,876	(11,486)	-12.30%	653,534	400,601	(252,933)	-38.70%	840,258
Special Transit Fares (Contract)	10,900	5,976	(4,924)	-45.17%	87,200	32,760	(54,440)	-62.43%	109,000
ADA/Paratransit Revenue	6,560	6,339	(221)	-3.37%	45,920	31,172	(14,748)	-32.12%	59,040
Advertising Revenue	39,667	80,599	40,932	103.19%	396,670	468,537	71,867	18.12%	476,004
Interest Income	4,997	333	(4,664)	-93.34%	49,970	6,911	(43,059)	-86.17%	59,964
Other Agency Revenue	18,950	36,169	17,219	90.87%	189,500	250,215	60,715	32.04%	227,400
<b>Total CATS Generated</b>	<b>174,436</b>	<b>211,291</b>	<b>36,855</b>	<b>21.13%</b>	<b>1,422,794</b>	<b>1,190,196</b>	<b>(232,598)</b>	<b>-16.35%</b>	<b>1,771,666</b>
<b>Non Federal Revenue</b>									
Hotel/Motel Tax	74,959	87,086	12,127	16.18%	749,590	1,079,340	329,750	43.99%	899,508
Parish Transportation Fund	45,833	45,833	0	0.00%	458,330	458,333	3	0.00%	549,996
Property Tax Revenue	1,466,667	1,606,667	140,000	9.55%	14,666,670	15,786,667	1,119,997	7.64%	17,600,004
<b>Total Non Federal</b>	<b>1,587,459</b>	<b>1,739,586</b>	<b>152,127</b>	<b>9.58%</b>	<b>15,874,590</b>	<b>17,324,340</b>	<b>1,449,750</b>	<b>9.13%</b>	<b>19,049,508</b>
<b>Federal Operating Subsidies</b>									
FTA - Formula Grants/PM	612,592	384,697	(227,895)	-37.20%	6,125,920	5,922,523	(203,397)	-3.32%	7,351,102
FTA - Capital Projects (Project Admin)	26,667	53,333	26,666	100.00%	266,670	460,582	193,912	72.72%	320,004
FTA - Planning	0	19,416	19,416	0.00%	514,500	391,905	(122,595)	-23.83%	686,000
<b>Total Federal Operating</b>	<b>639,259</b>	<b>457,446</b>	<b>(181,813)</b>	<b>-28.44%</b>	<b>6,907,090</b>	<b>6,775,010</b>	<b>(132,080)</b>	<b>-1.91%</b>	<b>8,357,106</b>
<b>Total Operating Revenues</b>	<b>2,401,154</b>	<b>2,408,323</b>	<b>7,169</b>	<b>0.30%</b>	<b>24,204,474</b>	<b>25,289,546</b>	<b>1,085,072</b>	<b>4.48%</b>	<b>29,178,280</b>
<b>Operating Expenses</b>									
Labor	965,006	1,039,818	(74,812)	-7.75%	9,463,285	8,189,132	1,274,153	13.46%	11,329,365
Fringe Benefits	539,263	585,566	(46,303)	-8.59%	5,288,274	5,439,507	(151,233)	-2.86%	6,382,219
Casualty and Liability	128,917	167,696	(38,779)	-30.08%	1,289,170	1,260,122	29,048	2.25%	1,547,000
Services	233,729	455,298	(221,569)	-94.80%	2,337,290	2,979,650	(642,360)	-27.48%	2,804,718
Purchased Transportation	162,500	155,109	7,391	4.55%	1,625,000	1,685,407	(60,407)	-3.72%	1,950,000
Materials & Supplies	303,751	334,386	(30,635)	-10.09%	3,037,510	2,607,820	429,690	14.15%	3,645,000
Utilities	14,583	22,906	(8,323)	-57.08%	145,830	180,956	(35,126)	-24.09%	175,000
Miscellaneous Expenses	104,168	76,766	27,402	26.31%	1,041,674	896,805	144,869	13.91%	1,250,040
Leases and Rentals	7,911	7,703	208	2.63%	79,110	70,453	8,657	10.94%	94,938
<b>Total Operating Expenses</b>	<b>2,459,828</b>	<b>2,845,248</b>	<b>(385,420)</b>	<b>-15.67%</b>	<b>24,307,143</b>	<b>23,309,853</b>	<b>997,290</b>	<b>4.10%</b>	<b>29,178,280</b>
<b>Net SURPLUS/(DEFICIT) Before Depreciation</b>	<b>(58,674)</b>	<b>(436,925)</b>	<b>(378,251)</b>	<b>644.67%</b>	<b>(102,669)</b>	<b>1,979,693</b>	<b>2,082,362</b>	<b>2028.23%</b>	<b>0</b>
Depreciation	0	229,151	(229,151)	0.00%	0	2,487,575	(2,487,575)	0.00%	
<b>NET Operating SURPLUS/(DEFICIT)</b>	<b>(58,674)</b>	<b>(666,076)</b>	<b>(607,402)</b>	<b>1035.22%</b>	<b>(102,669)</b>	<b>(507,882)</b>	<b>(405,213)</b>	<b>-394.68%</b>	<b>0</b>



**MEETING OF THE  
PLANNING COMMITTEE  
BOARD OF COMMISSIONERS  
CAPITAL AREA TRANSIT SYSTEM AND  
PUBLIC TRANSPORTATION COMMISSIONS  
November 9, 2021  
2:00 p.m.  
Virtually and  
350 North Donmoor Avenue  
Baton Rouge, Louisiana 70806**

**MINUTES**

The Planning Committee met on Tuesday, November 9, 2021, at 2:00 p.m. The board members, Laurance Lambert, Johnathan Hill, and Kahli Cohran, were present at the meeting. Also present were Bill Deville, Atlas Technical Consultants, a member of HNTB, members of CATS staff, and District 10 Councilwoman Carolyn Coleman. There was a quorum.

**I. MICROTRANSIT UPDATE**

- As of now, staff is working on the contract for the complete turn-key pilot project with VIA as the vendor. It's a 12-week process to get the program running and operational. March is the anticipated time for launch. As more progression is made, more updates will be forthcoming.

**II. COA UPDATE**

- HNTB project manager Bobby Hosack, AICP, displays the GIS database that obtains origin/destination points compiled from ridership surveys. Hosack mentioned to the Committee that HNTB is still in the existing conditions data collection phase of the Comprehensive Operations Analysis.
- All survey data will be taken into account as a weighted total will be calculated into the findings. Once that step has taken place, we will have more of an idea of where our riders are going, how often, etc.
- HNTB visited the agency and its operations last week. They gathered necessary information in person that is needed to conduct the COA. Within a month, they'll be back to present their progress and recommendations.

**III. TECHNOLOGY UPDATE**



- **Munis by Tyler Technologies is a completely integrated Enterprise Resource Planning software. CATS staff stated that the software would go live on December 1, 2021. All of CATS Human Capital Management, all the software for the critical functions of the agency will be operated by this software.**
- **Board Vice President Cohran stated that he would like to see some presentations. Still, because this item was not placed on the agenda, more information will be provided before launching on December 1, 2021.**

#### **IV. BRT UPDATE**

- **On Monday, November 8, CATS held a “Ride Along” for the BRT line. Elected officials, representatives from DOTD, and other stakeholders were in attendance.**

#### **V. November Board Items**

- Administration/Ops/Maintenance Facility feasibility study**
- Atlas Technical Consultants – Task Order 3**

- Staff is asking for comments before the task order is submitted to the entire Board of Commissioners for review and approval at the Board Meeting on November 16, 2021.**
- Atlas Consultants displays a presentation that has each task order broken down.**
  - Committee states that they would like a more in-depth breakdown of each line item to take a deeper dive into the projects and their estimated costs.**
- The presentation displayed all of the current projects and tasks that have been managed and/or will be managed within the upcoming year, along with 2022 Initiatives.**
  - The staff augmentation, grant research and application, and on-call services are all critical for the agency.**
- If successful Persistent Poverty Grant is awarded, it will be used in place of 5307 Planning Grant funds.**
- If successful Route Restoration Grant is awarded, it will be used in 5307 Planning Grant funds.**
- Committee members inquired about the long-awaited time for hiring permanent positions. Staff explained that with limited time-sensitive projects matriculating along with other critical efforts, there is not enough funding to allow the agency to flourish progressively and find permanent staff who doesn’t possess the needed talent.**

## **VI. GRANTS UPDATE**

- **Areas of Persistent Poverty Grant**
  - **Submitted September 7, 2021**
    - **To help the agency identify barriers and propose solutions through planning and equity-focused public involvement**
- **Route Restoration Grant Program**
  - **Due November 15, 2021**
    - **Help the agency increase ridership, reduce travel times, and make service adjustments to increase the quality or frequency of transit services to disadvantaged communities that are in desperate need**
- **Bus and Bus Facilities Competitive Grant 5339**
  - **Due November 19, 2021**
    - **Capital programming that prioritizes the federal government equity initiative (Justice40) leverages local improvement programs in underserved areas of East Baton Rouge.**

**There being no further business, the meeting was adjourned at 3:33 p.m.**



**MEETING OF THE  
504/COMMUNITY RELATIONS COMMITTEE  
BOARD OF COMMISSIONERS  
CAPITAL AREA TRANSIT SYSTEM AND  
PUBLIC TRANSPORTATION COMMISSIONS  
November 10, 2021  
Virtually via Zoom and  
350 North Donmoor, Baton Rouge, LA**

**MINUTES**

**The 504/Community Relations Committee met on Wednesday, October 13, 2021, at 10:30 a.m. Present at the meeting was Linda Perkins and Johnathan Hill. Also present were Bill Deville, members of CATS staff, and Representatives of MV Transportation.**

**I. Introduction**

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

**II. MV Transportation Report – Representative Leslie Barnes**

**LB – The total scheduled trips for the month of October were 6477 vs. last year at 4316. The number of complaints we received in the month of October was six vs. four last month. We have seen an increase in complaints due to the manpower issue that we've been facing. I know we spoke last meeting that we had hired 12 new operators that were in training. Of those 12 we ended up losing five of the trainees. Along with our training program, in between the classroom, and BTW, and the vetting process takes three weeks, so that played a major effect on the route shout with getting the routes out as we anticipated for last month, so we did see an increase in the complaints from last month.**

**Commissioner Johnathan Hill (Cm. H) – asked Ms. Barnes to clarify what she said, because he thought he heard her say she lost their training program.**

**LB – No, we did not lose the training program. The total time for the training program for new operators is three weeks. In between the classroom, the BTW and observation, all of the required hours they have, so as where we thought we were going to be able to push those out in to active duty, we were pushed back a**

little bit because of the training course going to three weeks, so they were not able to go into active duty until the process is complete.

For Road Calls in October we didn't have any. In October I've been working closely with Derek and my safety manager so we have seen an improvement with the amount of vehicles we have out of service.

The On Time Performance (OTP) we were at 715 for October. It was a decline from September. I imagine that was due to the manpower shortage. I know last month we had a tentative date of November 1<sup>st</sup> to get those done. We were not able to get the 12 new operators we have so that affected the OTP with losing those trainees. We gave a tentative date of having enough employees to do the recertifications of November 1<sup>st</sup> but with losing the operators we put a hold on that so we are going to try to restructure and see if we can schedule recertifications for the middle of November. Currently we have three operators in training, two scheduled to go into service at the end of this week and the other one scheduled to go into service next week, so that should be able to help us with getting the recertifications started.

Our subscription vs. demand for this month we are still maintaining a 37 for subscriptions and 63 for demand so we did see an increase for the amount of subscriptions we have. We are working on a campaign to get that number increased vs. them having to book trips daily.

The next our passenger per hours, again we ended at a 1.78. It increased as you know when the OTP is a little lower the passenger per hour increases as we are trying to get them all transported.

Dwana Williams, COO (DW) – I want to comment MV for increasing their scheduled trips even with their manpower shortage.

LB- In April we were averaging 190 to 200 trips a day and we are averaging about 230 trips a day now, so we are improving. With the voting that is going on this Saturday, we gave the passengers the information about voting. We have a reservationist and an operator on standby this Saturday to book same day trips in case people need rides to the poles.

Cm H – What are the OTP goals?

LB – 98%

Cm P – After all the new operators are trained, will MV then be fully staffed?

LB – No, right now our operator count is at 22 of those 22 we have 5 part timers that only work the weekend. The goal is to have 25 fulltime operators so right now we are about 8 short. Once those 3 go into revenue that will take us to 20

and we will just be 5 short. Our Operations Manager does have 5 interviews set up for this week. We've still heavily recruiting to get to that 25 full time operators to maintain and bring that OTP up and the service overall as well.

**Cm P – What is the target date to be fully staffed?**

**LB – I want to say today but it depends on how the interviews go, making sure everyone is fully qualified, we want to give a tentative date of by the end of November.**

**Cm H – You said you lost 5 in training, do you know why?**

**LB – two of them had jobs where we needed them for service did not a line with their schedule for their primary job. One of them had some concerns with the training itself. MV just implemented a new training module. The other two I was not able to contact. I try to reach out and follow up when an employee leaves during the training process to see if there was anything we can do differently, which is how I got the other three explanations.**

### **III. Certifications – Karen Denman**

**For the month of October there were 15 applications that were mailed out to individuals. There were 39 individuals that mailed in applications that were granted temporary ridership and two individuals that were recertified that just sent in applications we just updated their ID cards. Once MV gets their operators up and can dedicate an operator we will start to schedule certification appointments. We will come in on Saturday if we have to get as many people in as we can.**

**Cm P – Are we able to handle on a daily bases all of the people who need service?**

**KD – There are times when it is a struggle.**

**Cm P – Are we not able to meet the need or request for service due to the manpower shortage?**

**KD – There may be late, especially going back to pick them up form an appointment, especially whit the number of operators that she have on staff, they will call the customer to let them know your driver is going to be running behind schedule.**

**DW – But they are being serviced.**

**Cm P – That's what I wanted to reiterate and make sure everyone is being serviced.**

**Cm H – I've heard it three times today, what's BTW?**

**KD – Behind the Wheel**

**Cm H – When microtransit comes on board in the north Baton Rouge area, will this impact paratransit in a good way?**

**KD – I would say if we travel train with them we may be able to tell the riders they can use microtransit to get to their destination quicker than paratransit can do.**

**IV. Customer service / Complaints – Angella Wynn**

**DW – Jimmy Thomas has moved on to the Training Department, we now have Ms. Sylvia in that role. I will tell Theo to update the agenda moving forward.**

**Angella Wynn (AW) – If you can go over to page number 4 in your packet, we will go over the monthly customer service monthly contacts you will see charts on there you have for the month October there were 36 complaints, but out of the 36 only 3 of them were valid and those 3 that were valid were due to late buses. We had no pass ups, no courtesy issues, so I'm just pleased.**

**Cm P – That's a definite improvement. What were the reasons for the late buses?**

**AW – traffic – mostly traffic from what I can tell.**

**LP – If we can't control it, we're not going to claim it, so that is a definite improvement.**

**AW – we also had 4 accommodations, 2 great accommodations for operators and 2 great accommodations for customer service as well, so we're just going to keep going higher and higher. The other charts are just to show where we were in 2020 to where we are now.**

**Cm H – so on the customers service contracts there were 39 but only 23 were valid and those were due to a late bus?**

**AW – Yes.**

**Cm H – so in validity only given where it is a negative vs. a positive?**

**AW – we count every contact that is a complaint, we take it serious so we take those and we investigate of the 39 only three were valid and the other 36 were just complaints.**

**Cm H – so the other 36 were just complaints, so the contacts can be good or bad?**

**AW – Yes**

**DW – We agreed years ago that we wanted to keep all complaints that came in, but wanted to investigate those issues that they complained about to see if they were valid to know what we needed to do to handle them accordingly.**

**Cm H – So if I take the total number of customer complaints, we are in the -40 over accommodations?**

**AW – Yes**

**Cm H – I'm just curious because you all used the work valid. If someone calls in and gives a startling report that the operator did everything perfect, I don't want that to me invalid. Now on the chart you gave us... I just want to understand it. There were no pass ups in the month of 2021.**

**AW – No valid pass ups. The ones that were called in, I did go back and investigate them, either no one was at the stop when the bus passed there or it was just invalid, no one was there, but they were not passed up as they stated on the call once I watched the videos.**

**V. Council on Aging update – Karen Denman**

**Ms. Denman reported that there were no new updates.**

**VI. CATS Engagement update – Pearlina Thomas**

**PT-Today we have two Veterans Day celebrations at 2250 Florida, one is at 11:00 AM and the second one starts at 3:00 PM to accommodate the shift change. This is to acknowledge our veterans, some entertainment and a short program. I do not have the program itself to tell you everything that will be going on, but you want to stop by for your all American meal of a hamburger or a hot dog, that's today.**

**Friday, November 12<sup>th</sup> at the terminal we are partnered with Walgreens, Health Blue and other community partners for a mini health fair to provide free flu vaccines for CATS employees and the public.**

**Tomorrow, Thursday, November 11<sup>th</sup> we have a mixer, tomorrow night with Influencers to get out a final push to the poles for the election, which is this**

**Saturday, November 13<sup>th</sup>. There also a mixer Friday night, November 12<sup>th</sup>, sponsored by the Mayor Pro Temp we were invited to participate in at the River Center Library.**

**For Election Day this Saturday, our headquarters will be at 3313 Government Street. This will our canvassers and grounds games people to have a place to refresh themselves, grab a bite to eat and pick up more materials if they need them.**

**We are working on finalizing a format for an events calendar and creating a landing page for CATS Cares on the brcats.com website, so people can see what's coming up with our events because we are continuing our community engagement beyond the election.**

**Cm H – I don't have a question, but more of a comment, because I've sat in those Monday meetings with both teams with CATS Cares and CATS Connect and I think CATS Cares has a piece of the community as well.**

**PT – CATS Cares is the community. CATS Cares is the internal and external community engagement platform for the Agency.**

**Cm H – CATS Connect does some outreach as well or are they strictly dealing with the election?**

**PT – A lot of things CATS Cares dies are reported through CATS Connect, but CATS Connect does some outreach. CATS Connect as far as the election goes was responsible for the commercials and that sort of media stuff was supposed to go out. I don't watch television, so I don't have their schedule so can't tell you if they were seen or not or how they were running. I'm literally sending an email right now about this because I was questioned about television ads this morning.**

**Cm P – Who administers CATS Connect or who is running CATS Connect, because if you're talking about commercial, I haven't seen one.**

**PT – Emergent Methods is the lead on CATS Connect.**

**Cm P – Emergent Methods, when they had an update to the Boardmembers I already voiced my opinion because I think what they have done has been unacceptable an inexcusable as for as the campaign because I've been approached by too many people and I have not seen much of nothing in reference to this CATS Campaign. I've been talking about it for the past two years, but I've seen nothing and I have people approach me and the election is this Saturday and they still haven't seen anything. This election campaign was poorly constructed, poorly ran and everything else. When I'm telling people to**



please vote and they don't even know CATS has a millage renewal going on. They have not seen anything on television, nothing on the radio or whatever. I listen to Sirius XM, so I don't know about the radio, but I know I haven't seen any commercials.

DW – Well it's on Q 106.5 because I hear it around 7:30 AM.

Cm P – a lot of people don't listen to Q106.5 – too many people have not heard anything about the election.

PT – With CATS Cares we've been focusing on the grounds game with getting people on the street with canvassing and stuff like that, but we only started about 2 or 2 ½ weeks ago. We were able to get moving with that and get some CATS Cares spots on the radio.

Cm P – I'm not knocking what you are doing Pearlina, but I have a serious problem, I'm in Baker so I voiced my opinion and the Mayor of Baker is totally dissatisfied with the way this campaign was run because nothing was done there. I early vote and there was nothing in Baker. We had not gotten a push card or a mailer, no TV commercials, no radio or anything. I mean zero. This is why I wanted to know who is running it because I think they missed the mark. I also want to make a statement in reference to the BRP Ride along. I think Theo set it up.

DW – I think it was Theo and Emergent Methods who set it up.

Cm P – I only wish some of the information we received on the BRT Ride along was provided earlier to the public, months ago in reference to the tax millage because it was so very informative. They has some excellent bullet points, I just wish that the City of Baton Rouge and the City of Baker could have been exposed to what we learned and what they talked about on the bus tour Monday.

Cm H – so you were on the tour?

Cm P – Yes

DW – We were looking for you.

Cm H – I didn't get invited.

Cm P – they sent it out in an email.

Cm H – I never received that email. I want to go back to the CATS Connect piece... maybe they should be sharing in this meeting as well.

PT – CATS Connect was created for the campaign.

**Cm P – so after the election we will not hear form CATS Connect anymore?**

**PT – That's my understanding is CATS Connect was created for the campaign. That does not mean you will not see Emergent Methods involved in communications for the Agency. In the Planning meeting the other day they mentioned staff augmentation until us being on a new Director of Communications. It's my appreciation CATS Connect was specifically created for the campaign, but I'll ask that question and get clarity for you.**

**Cm P – Maybe CATS Cares will be the only one to continue to go on because I don't think Emergent Methods and CATS Connect did a good job with the campaign at all.**

**If there's nothing else the meeting is adjourned.**

2250 Florida Boulevard  
Baton Rouge, LA 70802  
PHONE: 225.389.8920



## CATS BOARD APPROVAL REQUEST:

**Contract/P.O. #** \_\_\_\_\_

**Date:** November 16, 2021

**Department requesting approval:** CATS CAO/Project Mgr.

**Project Manager:** Pearlina Thomas

**Project/Contract:** Security Guards Services – Unarmed

**Project/Contract Date(s):** January 1, 2022 through December 31, 2022

**Renewal options (Yes/No):** Yes, up to 4, twelve (12) month contracts

**If yes, what year/option:** 1<sup>st</sup> year of contract

**Budgeted project (Yes/No):** Yes

**Grant(s) Funded (Yes/No):** Yes- TBD

**Project/Contract Summary:** This is the award recommendation for this contract. The Capital Area Transit System desires to obtain Security Guards Services (Unarmed) for an initial one (1) year Contract with up to four (4), 12-month annual renewal options available, for a possible 5-year contract.

### **Procurement Processes:**

The RFP solicitation was advertised in The Advocate (official journal) and in the Weekly Press (DBE Publication) on August 10 and August 12, 2021. The RFP was also emailed directly to 13 Security Guard Service firms. On September 13, 2021, CATS Procurement received two (2) proposals in response to the RFP and one was deemed to be non-responsive.

### **Proposal Evaluation Committee Member Selection:**

The Proposal Evaluation Committee (PEC) was comprised of five (5) CATS staff members and one (1) member from outside of CATS staff, who were selected by the Project Manager, based on their background and/or expertise in various aspects of the solicitation requirements.

### **Proposal Evaluation Committee Review:**

The CATS PEC members were advised to base their comments and scores on the criteria set forth in the RFP. Procurement and the PEC met to go over findings in the proposal submitted.

Pearlina Thomas  
CATS CAO/Project Mgr.  
[pthomas@brcats.com](mailto:pthomas@brcats.com)

[brcats.com](http://brcats.com)

2250 Florida Boulevard  
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# CATS

CAPITAL AREA TRANSIT SYSTEM

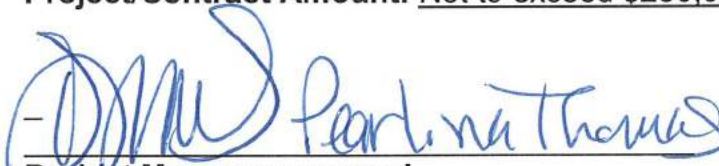
Connecting you to what matters.

The prices were presented to the Project Manager. Procurement applied the formula for evaluation purposes. The budgeted amount for this project is \$250,000.00 for the 1-year term. The Project Manager and Procurement deems the proposed price to be fair and reasonable.

**Proposal Evaluation Committee (PEC) Recommendation:**


Given the above, awarding the contract to Diamond Security Services is in CATS best interest.

**Project/Contract Amount:** Not to exceed \$250,000.00 (1<sup>st</sup> year)

  
\_\_\_\_\_  
Project Manager approval

  
\_\_\_\_\_  
Comptroller approval

  
\_\_\_\_\_  
Procurement approval

  
\_\_\_\_\_  
CEO approval



2250 Florida Boulevard  
Baton Rouge, LA 70802  
PHONE: 225.389.8920



## CONTACT

**Pearlina Thomas**  
Chief Administrative Officer  
[pthomas@brcats.com](mailto:pthomas@brcats.com)

TO: William Deville, CEO  
FROM: The Health and Welfare Committee Trustees

RE: RECOMMENDATION TO Approve CATS 2022 Health Benefits Plan  
with Blue Cross Blue Shield

March 26, 2021 CATS and the ATU reached a settlement agreement in the Health and Welfare Grievance Arbitration, which among other things, created the Health and Welfare Committee (H&WC) (see settlement agreement). Together the H&WC made efforts to improve the quality of CATS health insurance benefits, to control claims and contain costs. With Arthur J. Gallagher (Gallagher), the H&WC considered many proposed plan options.

Based on the advice of Gallagher, the independent assessments made by the H&WC Trustees and other pertinent factors, the CATS Board of Commissioners (Board) is asked to recommend approval of coverage with Blue Cross Blue Shield. The proposed terms can be summarized as follows:

- CATS will maintain its fully insured plan.
- CATS will offer plan participants a series of additional benefits and plan enhancements such as identity protection, lower co-pays when choosing top performing medical professionals and others.
- The healthcare network will in effect expand, giving participant more options and ways to save money.
- The cost of participating in the plan will be the same as it is currently.
- If approved at this Board meeting, participants will need to select or confirm their choice of coverage at the next open enrollment which is tentatively slated for the last week of November or the first week of December 2021.
- Recommends the Board authorize CATS to use the Medical Loss Ratio Rebates of \$123,185.20, in escrow to pay down the \$128,270, 2022 Health Insurance Plan Premium Increase, which will leave a premium increase balance of \$5,084.80 that will be subject to the 70/30 split (employer/employee respectively) as tentatively agreed (T/A) during the negotiations for the Collective Bargaining Agreement.

2250 Florida Boulevard  
Baton Rouge, LA 70802  
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## CONTACT

- Continue the expanded use of the Benny Cards to include Health, Visions and Dental out of pocket expenses.
- It is expected that CATS will be able to continue budgeting approximately \$2.1 million for these and related benefits under the proposed renewal terms.

Attached is a brief explanation of the reasons for recommending the Insurance Provider change to Blue Cross Blue Shield and a draft summary of proposed plan cost prepared by Gallagher.





# 2022 Employee Benefits Renewal

## Capital Area Transit System

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# Renewal Summary

## 2022 Plan Year

Coverage	Carrier	Renewal Date	Rate Action
Medical	United Healthcare	01/01/2022	18.00% increase
Dental	United Healthcare	01/01/2022	0% change
Vision	United Healthcare	01/01/2023	Rate Guarantee through 12/31/2022
Life and AD&D	Equitable Financial Life Insurance Company of America	01/01/2023	Rate Guarantee through 12/31/2022
Voluntary Life and AD&D	Equitable Financial Life Insurance Company of America	01/01/2023	Rate Guarantee through 12/31/2022
Voluntary Long Term Disability	Equitable Financial Life Insurance Company of America	01/01/2023	Rate Guarantee through 12/31/2022
Voluntary Short Term Disability	Equitable Financial Life Insurance Company of America	01/01/2023	Rate Guarantee through 12/31/2022





**Gallagher**

Insurance | Risk Management | Consulting

# Medical Plans



# Medical Plans Current/Renewal Summary- Blue Cross Blue Shield LA

		CURRENT UnitedHealthcare		MARKET OPTION 3 BlueCross BlueShield of Louisiana	
		Plan BY2Z MOD / DI	Plan BY4M MOD / DI	HMO Copay 80 \$2000C	Blue POS Copay 80/60 \$2000F
PLAN DESIGN*					
In-Network Benefits		Navigate	Choice Plus		
Calendar Year (CY) Deductible (Individual / Family)		\$4,000 / \$8,000	\$2,000 / \$4,000	\$2,000 / \$6,000	\$2,000 / \$6,000
CY Out-of-Pocket Max (Individual / Family)		\$6,250 / \$12,500	\$6,000 / \$12,000	\$5,750 / \$11,500	\$5,750 / \$11,500
Coinsurance (member pays after deductible)		20%	20%	20%	20%
Preventive Care		Covered 100%	Covered 100%	Covered 100%	Covered 100%
Primary Care Visit		\$40 Copay	\$30 Copay	\$40 Copay	\$40 Copay
Specialist Visit		\$80 Copay	Designated Network: \$60 Copay, network: - \$90 Copay	\$55 Copay	\$55 Copay
Urgent Care		\$100 Copay	\$100 Copay	\$55 Copay	\$55 Copay
Emergency Room		\$350 Copay	20% after deductible	\$350 Copay (Waived if admitted)	\$350 Copay (Waived if admitted)
Inpatient Hospital		\$500 POD then 20% after deductible	\$500 POD then 20% after deductible	20% after deductible	20% after deductible
Outpatient Surgery		\$500 POD then 20% after deductible	\$500 POD then 20% after deductible	20% after deductible	20% after deductible
Diagnostic Test (X-ray, blood work)		Free Standing/Office: Covered 100%; Hospital: 20%	Free Standing/Office: Covered 100%; Hospital: 20%	20% after deductible	20% after deductible
Imaging (CT/PET scan, MRI)		\$500 POD then 20% after deductible	\$500 POD then 20% after deductible	20% after deductible	20% after deductible
Prescription Drug Benefit					
Deductible (Individual / Family)		\$250 / \$750	\$250 / \$750	N/A	N/A
Tier I / Tier II / Tier III		\$15 / \$35 / \$75	\$15 / \$35 / \$75	\$7 / \$30 / \$70	\$15 / \$40 / \$70
Specialty		N/A	N/A	10% to max \$150	10% to max \$150
Out-of-Network Benefits					
CY Deductible (Individual / Family)		N/A	\$4,000 / \$8,000	N/A	\$4,000 / \$12,000
CY Out-of-Pocket Max (Individual / Family)		N/A	\$8,000 / \$16,000	N/A	\$11,500 / \$23,000
Coinsurance (member pays after deductible)		N/A	40%	N/A	40%
COST ANALYSIS					
PEPM Rates - Enrollment per Renewal document		Plan 1	Plan 2	HMO Copay 80 \$2000C	Blue POS Copay 80/60 \$2000F
Employee (EE) Only		36	83		
EE + Spouse		2	9	\$713.46	\$740.81
EE + Child(ren)		1	21	\$1,426.92	\$1,481.62
EE + Family		3	4	\$1,319.90	\$1,370.50
Total Enrollment		42	117	\$2,033.36	\$2,111.31
Estimated Monthly Premium			\$31,114	\$35,958	\$112,048
Estimated Annual Premium			\$373,367	\$1,274,434	\$1,344,571
Total Combined Annual Cost					
Estimated Annual Premium					
Dollar Difference					
Percent Change					
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# Non-Medical Plans

# Dental Plan Summary of Market Options

	CURRENT		MARKET OPTION 3				MARKET OPTION 4			
	UnitedHealthcare		Sunlife				Humana			
	Carrier Name Plan Name	Base Plan 6P158	Buy Up Plan P8755	Low Plan	High Plan	Low Plan	High Plan	Low Plan	High Plan	High Plan
Calendar Year (CY) Deductible (Individual / Family)	Network	INN Options PPO 201 \$50 / \$150 \$1,000	INN Options PPO 301 \$50 / \$150 \$1,500	INN \$50 / \$150 \$1,500	INN \$50 / \$150 \$1,500	INN \$50 / \$150 \$1,500	INN \$50 / \$150 \$1,500	INN \$50 / \$150 \$1,500	INN \$50 / \$150 \$1,500	INN \$50 / \$150 \$1,500
Annual Maximum										
Coinurance** (member pays after deductible)										
Preventive Services		100%	100%	100%	100%	100%	100%	100%	100%	100%
Basic		80%	80%	80%	80%	80%	80%	80%	80%	80%
Periodontics		50%	80%	80%	80%	80%	80%	80%	80%	80%
Endodontics		50%	80%	80%	80%	80%	80%	80%	80%	80%
Major		50%	50%	50%	50%	50%	50%	50%	50%	50%
Orthodontics		Not Covered	50%	50%	50%	50%	50%	50%	50%	50%
Maximum Age		N/A	Child to age 19	Child to age 19	Child to age 26	Child to age 26	Child to age 26	Child to age 19	Child to age 19	Child to age 19
Lifetime Max		N/A	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
PEPM Rates - Enrollment per [Renewal 2022]										
Employee (EE) Only	Plan 1	Plan 2	Base Plan 6P158	Buy Up Plan P8755	Low Plan	High Plan	Low Plan	High Plan	Low Plan	High Plan
EE + Spouse	50	70	\$15.78	\$23.23	\$15.15	\$22.30	\$15.46	\$22.77	\$15.46	\$22.77
EE + Child(ren)	4	7	\$33.65	\$47.19	\$32.30	\$45.29	\$32.98	\$46.25	\$32.98	\$46.25
EE + Family	1	24	\$41.88	\$59.53	\$40.20	\$57.14	\$41.04	\$58.34	\$41.04	\$58.34
Total Enrollment	4	8	\$55.34	\$83.49	\$53.13	\$80.13	\$54.23	\$81.82	\$54.23	\$81.82
Estimated Monthly Premium			\$1,187	\$4,053	\$1,139	\$3,890	\$1,163	\$3,972	\$1,163	\$3,972
Estimated Annual Premium			\$14,242	\$48,637	\$13,673	\$46,685	\$13,955	\$47,668	\$13,955	\$47,668
Total Combined Annual Cost										
Estimated Annual Premium										
Dollar Difference										
Percent Change										
Total Combined Annual Premium			\$62,879		\$60,358		\$61,623		\$61,623	
Dollar Difference										
Percent Change										

The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.



# Vision Plan Current/Renewal Summary – United Healthcare

PLAN DESIGN*		Carrier Name Plan Name	CURRENT / RENEWAL UnitedHealthcare V1103 Plan	
		Network Name	INN	OON
Exam (including eyewear exam)				
Frequency			12 Months \$10 Copay	12 Months Up to \$40
Benefit				
Lenses				
Materials Copay			\$25 Copay	12 Months Up to \$40
Frequency			12 Months	Up to \$40
Single			\$25 Copay	Up to \$60
Bifocal			\$25 Copay	Up to \$80
Trifocal			\$25 Copay	N/A
Standard Progressive			\$25 Copay	N/A
Frames				
Frequency			12 Months	12 Months Up to \$45
Allowance			Up to \$130 plus 30% off	
Contact Lenses				
Frequency			12 Months	12 Months
Allowance			Formulary - Up to 6 boxes; Non-Formulary - Up to \$150 Covered in full	Up to \$150 Up to \$210
Medically Necessary				
Separate Fitting Allowance			Fitting and Evaluation and Contact Lenses combined if from the Covered Contact Lens Formulary to a maximum of a \$150 allowance for Contact Lenses that are not on the Formulary.	Up to \$150
Lasik			15% off standard prices or 5% off promotional prices	N/A
<b>COST ANALYSIS</b>				
PEPM Rates - Enrollment per [AMP]		Enrollment	V1103 Plan	
Employee (EE) Only		119	\$6.12	
EE + Spouse		16	\$12.21	
EE + Child(ren)		19	\$13.12	
EE + Family		24	\$20.51	
Total Enrollment		178		
Estimated Monthly Premium			\$1,665	
Estimated Annual Premium			\$19,982	
		Dollar Difference Percent Change		

The information contained herein is subject to the disclosures and disclaimers on the Disclaimers page of this presentation.

# Thank you!

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Baton Rouge, LA 70810



**Gallagher**

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## Health and Welfare Committee Trustees Meeting Minutes November 8, 2021

Monday, November 8, 2021, the Health and Welfare Committee Trustees met to again review the 2022 Health Insurance Plan proposals and prepare recommendations to the Board for the November 16, 2021, Board meeting.

The Health and Welfare Committee (Committee) Trustees are Pearlina Thomas, Chair, George DeCuir, Vice Chair, Trina Bowie and Anthony Garland, Members.

The Committee voted to accept the recommendation from Gallagher to approve the Blue Cross Blue Shield 2022 Health Insurance Plan Proposal to move forward for Board approval. George DeCuir made the Motion, Trina Bowie - Seconded, no objections or abstentions

The Committee voted to use the \$123,185.20 in escrow from the Medical Loss Ratio (MLR) Rebate to offset the \$128,270, 2022 Health Insurance Plan Premium increase that will leave a deficit balance of \$5,084.80, which will be subject to the 70/30 split. Trina Bowie made the Motion, George DeCuir - Seconded, no objections or abstentions.

Mr. Garland wanted to have it in the record that the expanded use of the Benny Card to include the Dental and Vision as well as Medical were a part of the Health and Welfare Arbitration Settlement and should remain in place for the employees moving forward. There was no discussion of increasing the amount available to the employees on the Benny Cards.

Mr. DeCuir mentioned he is encouraging people to use the Teledoc system and to use their primary care physician, opposed to Urgent Care and Emergency Room visits, as a way to try to reduce future health insurance premium increases. In addition we discussed ways to increase participation in the upcoming Biometric Health Fair (November 16-18, 2021).

The meeting was adjourned with a Motion from Anthony Garland that was seconded by George DeCuir.

<b>CATS Medical Loss Ratio Rebate</b>			
<b>Year of MLR Rebate</b>	<b>Year MLR Rebate is Paid</b>	<b>Y/N MLR Rebate is Received</b>	<b>Amount of MLR Rebate</b>
<b>2012</b>	NO Rebate	NO	<b>\$0.00</b>
<b>2013</b>	2014	YES	<b>\$5,653.71</b>
<b>2014</b>	2015	YES	<b>\$947.09</b>
<b>2015</b>	NO Rebate	NO	<b>\$0.00</b>
<b>2016</b>	NO Rebate	NO	<b>\$0.00</b>
<b>2017</b>	2018	YES	<b>\$2,027.27</b>
<b>2018</b>	2019	YES	<b>\$46,245.65</b>
<b>2019</b>	2020	YES	<b>\$41,449.73</b>
<b>2020</b>	<b>MLR Rebate Not Issued at this time</b>		<b>\$26,861.75</b>
	<b>Total</b>		<b>\$123,185.20</b>



**Settlement Agreement - Capital Area Transit System**  
**Health & Welfare Grievance**  
**With Amalgamated Transit Union Local 1546**

The Capital Area Transit System (Baton Rouge) (CATS) and Amalgamated Transit Union Local 1546 (ATU) are parties to a Collective Bargaining Agreement in which a grievance over Health Welfare Insurance and related issues has arisen. In accordance with the Collective Bargaining Agreement, the issues are to be presented before arbitrator John Doern on Wednesday, March 31, 2021.

The parties have met, discussed, and exchanged documents and resolve the matter as follows:

- 1.) The parties agree that the Collective Bargaining Agreement calls for, "The Agency and the Union to establish a health and welfare board, the trustees of which shall have responsibility over the health and welfare program." The board shall be comprised of two (2) Agency representatives and two (2) Union members appointed by the Union president. Should the need arise to change the insurance provider, the new carrier shall be chosen by the Agency and the Union.
- 2.) The Parties acknowledge that the Trustees to the plan are Mr. Anthony Garland and Mr. Curtis Howard for the ATU and Mr. Bill Deville and Ms. Pearlina Thomas for CATS.
- 3.) The parties agree that, upon the signing of this agreement, the Trustees shall meet at such times as either party deems necessary but not less than once per quarter.
- 4.) The Trustees shall elect from amongst themselves a Chair and Co-Chair, one (1) from the Management Trustees and one (1) from the Union Trustees. The Chair shall alternate year to year.
- 5.) All voting of the Trustees shall be block voting with Labor and Management each having one (1) vote.
- 6.) The parties have identified Affordable Care Act Rebates in the following amounts (to be verified) and agree that the amounts shall be used in accordance and consistent with the Affordable Care Act.

Year	Amount
2017	\$2,027.27
2018	\$46,245.65
2019	\$41,449.73
Total	\$89,722.65

- 7.) Should it be determined that Rebates in addition to those stated in Paragraph 6 above are available, the parties agree that the Trustees will seek to determine their proper distribution through the Trustees' meetings and deliberations consistent with the Affordable Care Act.
- 8.) The parties also agree that the Trustees shall meet within 48 hours of the signing of this agreement to review the Blue Cross alternative proposal(s) and, if in agreement, change carriers through open enrollment.
- 9.) Upon agreement, signature, and receipt from the employer, the Union agrees to withdraw its grievance on the matter.

For CATS:



Print Name: Pearlina Thomas

Print Title: CAO

Date: March 26, 2021

For the ATU Local 1546:



Print Name: Anthony Garland

Print Title: Trustee - IVP

Date: 3-26-21

Drafts 3/4 - 3/25/21; 4:55 pm

2250 Florida Boulevard  
Baton Rouge, LA 70802  
PHONE: 225.389.8920



## CATS BOARD APPROVAL REQUEST:

**Contract / P.O. #**

**Date:** November, 1<sup>st</sup> 2021

**Department requesting approval:** Maintenance

**Project Manager:** James Godwin

**Project/Contract:** Purchase (6) Six 30' Electric Buses and (7) seven charging station

**Budgeted project (Yes/No):** Yes

**Grant(s) Funded (Yes/No):** Yes


**Project/Contract Summary:** CATS went out on an ITB for 30' electric buses. Solicitation #2021-ElecBus -002. CATS received two competitive bids, one from BYD and Creative Bus Sales. After reviewing both bids, BYD met the scope of work and was the lowest price of the two bidders. The solicitation was for 6 electric buses with chargers with an option to purchase up to (10) ten more within a five year period.

The cost of the bus is \$714,207.06, and cost of the charger is \$30,000.00 for a total cost of \$744,207.06.

CATS is asking the board to approve the purchase of 6 electric buses and seven charging station in the amount of \$4,495,242.36 from BYD.

**Project/Contract Amount:** Not to exceed \$4,495,242.36

  
\_\_\_\_\_  
**Project Manager Approval**

  
\_\_\_\_\_  
**Dir. of Maintenance Approval**

  
\_\_\_\_\_  
**COO Approval**

  
\_\_\_\_\_  
**Procurement Approval**

  
\_\_\_\_\_  
**CEO Approval**

Rhonda Kimbel  
Procurement Analyst  
rkimbel@brcats.com

**BID TAB SHEET**

**Bid Opening /Due Date: October 27, 2021**

**CATS PROCUREMENT DEPARTMENT**

[illegible]



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## **CATS BOARD APPROVAL REQUEST:**

**Date:** November 16, 2021

**Department Requesting Approval:** Planning

**Project Manager:** Cheri Soileau, AICP

**Project:** Operations, Administration, and Maintenance

**Contract/P.O.:**

**Budget/Project:** \$109,571.84

**Project/Task Order Date:** December 1, 2021- May 31, 2022

**Renewal Options (Yes/No):** No

**Grant(s) Funded (Yes/No):** Yes

### **Project Summary:**

Currently, CATS Operations, Human Resources, Training, and Risk Management are located at the main facility, 2250 Florida Boulevard. The remainder of CATS staff is located at a separate facility at 350 North Donmoor. The 2250 facility, built in 1998, is currently in a condition where it is necessary to decide to either remodel the current facility or find property to construct a facility that all CATS staff and operations might be located.

2250 Florida is 23 years old and is in poor condition. HDR, an on-call consultant, has been asked to conduct a feasibility study to determine:

1. Viability of the 2250 Florida site for renovation or remodeling; and
2. Determination of a new facility, combining all offices under one roof and determining the actual needs of operations and maintenance, especially considering the service expansion with bus rapid transit and possibly other service.

The scope for this project includes:

1. Facility assessment/condition
2. Facility programming: Identify growth impact
3. Facility Master Planning: All concepts
4. Final report/recommendation(s)

2250 Florida Boulevard  
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The consultants will, throughout this study, talk to Operations and Maintenance personnel, consider additional buses to be purchased, including electric, additional storage for both maintenance and operations, and evaluate growth, including additional fleet and non-revenue vehicles, for the next 20-25 years.

**Project Task Order Amount:** Not-To-Exceed \$109,571.84

	Total	ARP Funding	Local Match
Feasibility Study	\$109,571.84	\$109,571.84	\$0

**Project Manager Approval**

**Procurement Approval**

**Finance Approval**

**CEO Approval**



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Baton Rouge, LA 70802  
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**CONTACT**

**Pearlina Thomas**  
Chief Administrative Officer  
[pthomas@brcats.com](mailto:pthomas@brcats.com)

**CATS BOARD APPROVAL REQUEST:**

**Contract Number:** 2021068

**Date:** November 16, 2021

**Department requesting approval:** Business Development

**Project Manager:** Pearlina Thomas

**Project:** Accelerated Innovation Mobility Grant Implementation, Incubation Services for the Two-Way Messaging Project. The serviced is intended to grow to support innovation across several facets of CATS operations, specifically: passenger engagement, schedule alignment, full journey visibility and passenger load balance.

**Project Time:** Year Two (2), 1<sup>st</sup> One (1) Year Extension

**Renewal options (Yes/No):** Yes

**If yes, what year/option:** Four (4) one (1) Year Extension Options

**Budgeted project (Yes/No):** Yes

**Grant(s) Funded (Yes/No):** Yes

**Project Award Recommendation to:** Hitachi America, Ltd.

**Project Summary:** To provide the solution as it is today which is integrated into the CAD/AVL system. The current solution has 2 main parts:

- I. Status messaging based on CAD/AVL integration:
  - one time / on request status messages
  - subscription to status updates
- II. Rider Engagement tools:
  - Coupons/Others
  - 2 way messaging
  - Service Announcements
  - Service Reports

**Background:** This Two-Way Messaging Project provides passengers "on demand" messaging responses based on route specific information (e.g.,

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# CATS


CAPITAL AREA TRANSIT SYSTEM

Connecting you to what matters.

## CONTACT

current location of the bus) as provided to the Supplier by the CATS' track and trace service (i.e., data as provided to Supplier by Routematch).

Project Amount: not to exceed amount of \$174,300

 Pearlina Thomas

Project Manager Approval



Comptroller Approval



Procurement approval



CEO approval



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## **CATS BOARD APPROVAL REQUEST:**

**Date:** November 16, 2021

**Department Requesting Approval:** Planning

**Project Manager:** Cheri Soileau, AICP

**Project:** Atlas Technical Consultants, LLC Task Order 3

**Contract/P.O.:** #2020218

**Budget/Project:** \$585,000

**Project/Task Order Date:** December 1, 2021-December 1, 2022

**Renewal Options (Yes/No):** No

**Grant(s) Funded (Yes/No):** Yes

### **Project Summary:**

Atlas Technical Consultants has been the on-call program manager for CATS since July 2020. The support given include the following:

- Capital projects review, coordination, and prioritization of projects.
- Capital projects funding review and gap analysis to include funding sources and project allocation of those financial resources.
- Rolling Stock inventory review and procurement replacement forecast.
- On-Call Consultant task order coordination and participation of Strategic Plan Updates, Transit Development Plan, Micro-transit Study, and Service Planning Metrics for CATS service network.
- Bus Rapid Transit (BRT) project coordination and participation of project agency Cooperative Endeavor Agreements, CATS local and grant funding allocations, and technical review and coordination of North Transit Center and BRT stations.
- Stakeholder coordination with City-Parish East Baton Rouge, City of Baker, and the Capital Region Planning Commission MPO for CATS' initiatives.
- Public Outreach and Strategic Communication Services for CATS Connect education campaign.
- Assistance with strategies for three (3) grants-Areas of Persistent Poverty, Route Restoration, and 5339 Bus and Bus Facilities Competitive grants.

Task Order 2 will be exhausted at the end of November 2021. Staff requests execution of Task Order 3. Task Order 3 will be in effect for 12 months and not

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to exceed \$585,000. This will allow Atlas to continue with as-needed staff augmentation, program planning and management support, technical assistance and review, public outreach support, and CIP implementation, especially since the Plank-Nicholson Bus Rapid Transit project will begin public outreach early 2022.

This is an on-call contract and can be terminated, per the Master Services Agreement, with a 30-day notice or if the services are no longer needed.

**Project Task Order Amount:** Not-To-Exceed \$585,000

	Total	ARP Funding	Local
Task Order 3	\$585,000	\$585,000	\$0

A handwritten signature in blue ink, reading "Cheri L Soileau", written over a horizontal line.

**Project Manager/Planning Director Approval**

A handwritten signature in blue ink, reading "Thomas Catron", written over a horizontal line.

**Procurement Approval**

A handwritten signature in blue ink, written over a horizontal line.

**Finance Approval**

A handwritten signature in blue ink, written over a horizontal line.

**CEO Approval**



## CATS Procurement Listing for CATS Board

**November 16th  
2021**

**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
<b>A</b>								
<b>A&amp;E Design Services</b> 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.
<b>Audit Services CATS &amp; Pension</b> External Audit Services	Service Contract	Postlethwaite & Netterville	Contract Value with increase for CYE 2020 \$329,300	Jan 2019	Dec 2021	08/17/21	External Audit Services	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.
<b>C</b>								
<b>Claims Adjuster Bus Fleet Liability &amp; Worker Comp</b>	Service Contract New RFP	Brown Claims Management Group Adjuster Claim Services Bus Liab&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  12/31/2020  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 11/10/21, a new RFP being developed. 1 <sup>st</sup> attempt to bid 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.

## CATS Procurement Listing for CATS Board

**November 16th  
2021**

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
<b>D</b>								
<b>Drug &amp; Alcohol 3<sup>rd</sup> Third Party Adm</b> D & A Services for Safety Sensitive	Services New RFP	IHSN  6 <sup>th</sup> extension	\$25,000 Estimated for 3 years	5/1/20  Extension from 05/01/2020	Extension until 12/31/21 Extension until 12/31/20	12/15/20  6/23/20	Extension allowing rebid 2021. FTA mandated Third Partying Administrator services for Drug & Alcohol /substance abuse services for safety sensitive employees. PO 2019052	Notice given to IHSN, contract ends 12/31/21. Executed agreement via state contract with Applyafor 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.
<b>F</b>								
<b>Financing Bus Finance Lease /Purchase</b> (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.
<b>Fuel Diesel and Gasoline</b> Joint C-P & CATS Contract Approved thru 10/31/2021  7 <sup>th</sup> renewal	Materials City Parish	Mansfield Oil  (was assigned by FuelTrac) Via City Parish solicitation. Contract for Diesel and Gasoline	Approx. annual cost \$1,000.000 for period noted  Oil Price Info Serv OPIS + \$ 0.039 adm fee + tax = price per gal (ppg)	4/01/21  Initial start date of contract 11/01/14 C-P Metro Council approved award to FuelTrac on 8/13/14	10/31/21 Final renewal  PO2020079 Current 2 year contr w/5 one year renewals available thru 2021	04/20/21	City Parish included CATS in 2014 fuel solicitation as a separate entity to participate in the fuel dispensing system.	<b>City Parish has communicated to CATS that this contract will be extended "as is" until 12/31/21.</b> 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.

## CATS Procurement Listing for CATS Board

**November 16th  
2021**

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<b>G</b>								
<b>Graphic Design Services</b>	Services	Rockit Science	\$160,000 Maximum 3rd Renewal	10/1/21	9/30/22	09/21/21	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 <sup>rd</sup> Renewal 09/21/21.
			\$160,000 Maximum 2 <sup>nd</sup> Renewal	10/1/20	9/30/21	9/22/20		Board Approved 09/22/20.
			\$160,000 Maximum 1 <sup>st</sup> Renewal	10/1/19	9/30/20	9/17/19		9/17/19 – Board approved 1 <sup>st</sup> renewal through 9/30/20 for Strategic Creative Consulting Services under this contract.
			\$125,000 Maximum per year	10/1/18	9/30/19	09/18/18		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.
<b>H</b>								
<b>HVAC Upgrade 2250 Florida Blvd</b>	Public Works Bid	Metro Mechanical	\$243,750	06/28/21	11/14/21	06/15/21	Upgrade HVAC System at 2250 Florida Blvd	Work began 06-28-21. Approved by Board. Project to be completed 140 days after Award is received by vendor.
<b>I</b>								
<b>Information Technology ASA Firewall</b>	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.

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<b>L</b>								
<b>Legal Services Employment Law</b>	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 Amalgamated 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 supplied per direction of the CEO.
<b>M</b>								
<b>Baker Microtransit</b>	Services	River North Transit LLC (VIA)	Estimated \$910,000	11/01/21	11/01/22	10/19/21	Demand Response Ridership Program for the City of Baker.	Anticipated starting service in early 2022.
<b>O</b>								
<b>Oil Products</b>	Materials ITB	Lard Oil (\$70,045.00)  Central Oil (\$36,204.00)	\$70,045  \$36,204	1/1/2021  1/01/21	12/31/21  12/31/21	12/15/20	Antifreeze, Synthetic Transmission fluid and Diesel Exhaust Fluid  Gear Oil, Motor Oil and Wheel Grease	<u>Board Approved for CY 2021. Prior year vendor is being replaced.</u>  12/01/20 – Bid Opening. Provided here for the Board's information since this went out in one Invitation to Bid but awarded to 2 different vendors based on the lowest bid for specific products.
<b>On-Call Services RFP</b> PR # 2019-On-Call Services-	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.
<b>On-Call Services RFP</b> PR # 2019-On-Call Services-	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.

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<b>On-Call Services RFP</b> 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.
<b>On-Call Services RFP</b> PR # 2019-On-CallServices-	Consulting	Atlas Technical Consultants	12 months \$585,000	01/01/22	12/31/22		TO 003 for Program Management. General Admin. Support, Project Development, Delivery and Planning Services for 5-year Capital Improvement & Investment Plan	Task Order 3 will provide administrative support for project development & planning for capital improvement plan.
<b>On-Call Services RFP</b> PR # 2019-On-CallServices-	Consulting	HDR Engineering	\$109,572	11/01/21	05/01/22		Feasibility Study Operations, Admin and Maintenance Facility	Will result in the Final Report and necessary presentations relating to the Facility Site Master Plan and Building Concept along with a Cost Estimate.
<b>On-Call Services RFP</b> 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.
<b>On-Call Services RFP</b> 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
<b>On-Call Services RFP</b> 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.

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<b>P</b>								
<b>Paratransit Services ADA</b>	Services	MV Contract Transp.	NTE \$2,324,667 1 <sup>st</sup> 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 <sup>st</sup> 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.
<b>S</b>								
<b>Security Guard Services</b>	Services	Diamond Security Service	Approx. \$250,000 annual cost	01/01/22	12/31/22		24/7 - Security Guard Services at CATS 2250 Florida Blvd. location.	Rebid Completed 10/2021. Board Request Provided. 1-year contract with 4 options to renew for 12-months each.
<b>Software ERP System Software</b>	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.
<b>Software RouteMatch Services</b>	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.



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<b>T</b>								
<b>Tire Lease for Buses (Maintenance)</b> 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 <sup>nd</sup> option year estimated cost is \$200,000 per year  1 <sup>st</sup> 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  <b>07/18/17</b>	Tire lease for buses	Board Approved 2 <sup>nd</sup> of 2 one year options,        08/18/20 Board Approved to exercise 1 <sup>st</sup> 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.
<b>Technical Innovation Services</b>	Services	Hitachi	Not To Exceed \$170,000  Not To Exceed \$300,000	01/01/22  01/01/21	12/31/22  12/31/21	  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	11/16/21-Requesting Approval for Year 2  Board Approved year one. 09/22/20. 80% Funding provided via AIM Grant.
<b>Technical Innovation Services</b>	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 collectionsystem as part of the Covid-19 Mitigation Research Grant.
<b>V</b>								
<b>Vehicles Electric Buses (3) (35ft) w/Extended Battery Range and install 3 electric charging stations</b>	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 <sup>rd</sup> Order 12/20/2019 – 2nd order  01/16/18	12/31/23 3 <sup>rd</sup> Order 12/20/20 – 2 <sup>nd</sup> 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 <sup>nd</sup> order arrived in 2021. PO Issued 11/18/20 for 3 <sup>rd</sup> and final order. 11/17/20 Board Approved request for 3 <sup>rd</sup> order for 3 buses. 3 <sup>rd</sup> Order Deliver anticipated in 2023. 12/20/19 – 2 <sup>nd</sup> order for 3 buses-Board Approved and buses ordered. 1/16/18 – Board approved award to BYD for 1 <sup>st</sup> 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.

## CATS Procurement Listing for CATS Board

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<b>Vehicles Diesel Buses (7)</b> 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	<b>Gillig, LLC</b> <b>35 ft diesel</b>	\$3,489,166 final order. 2021 for 7 buses for delivery in 2023 & 2024  3 <sup>rd</sup> 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	<b>1/22/21</b>   <b>Board Approved To purchase 12 buses on 12/20/16 week of 7/17/17</b>	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. <b>1/3/19</b> – Procurement was notified that all 8 buses have been received by CATS Maintenance. <b>7/21/17</b> P.O. sent to Gillig – <b>7/17/17</b> – 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. <b>4/11/17</b> – Awaiting approved PR from CEO to issue PO for 8 buses (on hold). <b>3/21/17</b> – <u><b>Update:</b></u> P.O. pending since board approval in Dec. 2016.P.O. changed to reflect the purchase of 8 buses instead of 12.
<b>Vehicles 3-Electric Buses - Lease for 2 years</b>	Rolling Stock	BYD America	\$375,000	Estimated 03/01/21	Estimated 02/28/23	12/15/20	24 mo lease for BYD 30 ft buses.	Lease started on 2 buses. ization 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.
<b>Vehicle Bus Cameras</b>	Rolling Stock bus added ons	AngelTrax	\$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.
<b>Vehicles Electric Buses (6) (30ft)</b> <b>w/Extended Battery Range and install (7) electric charging stations</b>	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	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.	11/16/21 requesting Board Approval for 6 buses and 7 charges to be ordered in 2021.

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<b>W</b>								
<b>Website Re-Design</b>	Website Services	<b>Covalent Logic</b>	\$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 <sup>nd</sup> 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.

## 2021 Contracts Authorized by CATS CEO

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

November 2021

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
<b>Advisor to Senior Management for Strategic Guidance</b>	<b>S W Leader, Inc.</b>	<b>\$50,000</b>	<b>6/01/20</b>	<b>6/01/21</b>	<b>06/20</b>	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
<b>Advisor to Senior Management for Strategic Guidance</b>	<b>Aries 2.0 Management Group, LLC</b>	<b>\$50,000</b>	<b>4/10/20</b>	<b>4/10/21</b>	<b>04/20</b>	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
<b>Consultant to CATS CEO</b>	<b>New Age Industries</b>	<b>\$50,000</b>	<b>7/19/21</b>	<b>12/31/21</b>	<b>07/21</b>	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
<b>Federal Grants Guidance</b>	<b>Stephanie Pulley</b>	<b>\$50,000</b>	<b>4/7/20</b>	<b>4/7/21</b>	<b>04/20</b>	Federal Grants Strategic Guidance PO 2020151	Services will include grant strategic guidance, as well as procurement and accounting strategies
<b>Federal Grants Strategic Guidance</b>	<b>Sullivan Bosworth LLC</b>	<b>\$50,000</b>	<b>2/11/21</b>	<b>2/10/22</b>	<b>09/21</b>	Federal Grants Strategic Guidance PO2021226	Strategic Guidance for grant identification and grant management processes
<b>Government Relations Consulting</b>	<b>Southern Strategy Group of LA</b>	<b>\$50,000</b>	<b>1/1/21</b>	<b>12/31/21</b>	<b>03/08/21</b>	Services relating to Governmental Affairs, Relations and Educational Services (lobbying) PO 2020010	Support and strategy guidance for Governmental Relations and Educational Services

## 2021 Contracts Authorized by CATS CEO

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

November 2021

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
<b>Legal Services-To Amend and Create Policies and Procedures</b>	<b>Broussard Dispute Resolutions</b>	<b>\$50,000</b>	<b>5/1/21</b>	<b>4/30/22</b>	<b>05/21</b>	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
<b>Consultant to CATS CEO. Support for Maintenance, Operations including Bus Inspection</b>	<b>ESA Management &amp; Engineering Consultant</b>	<b>\$50,000</b>	<b>12/24/19</b>	<b>12/24/21</b>	<b>12/19</b>	Support for Maintenance, Operations including Bus Inspection	Support required to ensure rolling stock needs are assessed and requirements in the procurement process are followed and properly documented
<b>Human Resources Special Advisor &amp; Consulting Services</b>	<b>Trina Bowie</b>	<b>\$50,000</b>	<b>08/01/21</b>	<b>12/31/21</b>	<b>08/02/21</b>	Human Resources Advisor and Consulting Services. Needed in the absence of an HR Director	



## 2021 Contracts Authorized by CATS CEO

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

November 2021

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
<b>Litigation Support Services</b>	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.
<b>Legal Services as required by CATS</b>	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.
<b>Court Reporting Services</b>	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.	
<b>Community Engagement and Public Relations</b>	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.
<b>Professional Development for CATS Management</b>	Insight Strategies	\$49,500	05/18/21	11/17/21	05/17/21	Employee Assessment & Leadership Professional Development Training	Complete assessment for CATS Managers and develop course and deliver of workshops.
<b>Executive Leadership Coaching</b>	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.

## 2021 Contracts Authorized by CATS CEO

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

*November 2021*

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
<i>Develop Strategic Plan to generating New Sources of Revenue for CATS</i>	Supreme Solutions	\$50,000	07/12/21	07/11/22	07/12/21	<i>Identify Sources, develop plan, present marketing tools and strategies to grow CATS revenue</i>	
<i>Professional Services to promote Contactless Payment Project</i>	Broad Innovation Marketing Firm	\$50,000	08/01/21	07/31/22	08/01/21	<i>Community Engagement and Outreach regarding COVID 19 Mitigation Research Grant-Contactless Payment Project</i>	
<i>Community Outreach Support, Plan Coordination and Strategic Implementation</i>	Global Focus Management	\$35,000	09/15/21	12/15/21	09/15/21	<i>Managing Strategies to promote Community Engagement</i>	