

2250 Florida Boulevard
Baton Rouge, LA 70802
PHONE: 225.389.8920



EXECUTIVE STAFF

Bill Deville
Chief Executive Officer

Rod Goldman
Chief Operating Officer

Darrell Brown
Chief Administrative Officer

EXECUTIVE REPORT

November 2017

Bill Deville and Executive Staff

HUMAN RESOURCES: *Trina Bowie*

- CATS made the following hires in October: Operations – 1 Bus Operator and 22 Operator Trainees, and 1 Intern.
- CATS conducted new hire training classes on October 2nd and October 30th.
- CATS will be hosting a Veteran's Day ceremony on November 9th to recognize CATS employees who have served in the armed forces.
- CATS will be conducting open enrollment for health insurance November 13-17th.

OPERATIONS AND MAINTENANCE: *Rod Goldman*

- Operations now has 134 Operators on the roster; 123 are active.
- The Operators of the Month for October were Debra Taylor and Paula King.
- See attached Performance Measures

PLANNING: *Bill Deville*

SERVICE PLANNING – *Rod Goldman*

- The process to create the scope and funding requirements necessary for CATS to have its **Comprehensive Operational Analysis (COA)** process is underway, with the solicitation expected to be completed by the fourth quarter of 2017. The timeline for the procurement, contract award/notice to proceed, time needed by the staff and the COA consultant to execute the scope of work, and **time needed for CATS staff to implement COA recommendations** is being examined in the SMART Strategic Plan. **Notice to Proceed is expected in the first quarter 2018, with the Consultant needing the following six months to complete the COA.**

FACILITIES PLANNING: *James Baker*

- **Transit Hubs**
- **North Baton Rouge Hub** – FTA has made additional inquiries regarding previous use of the LSU property, specifically potential contamination, and is advising CATS to undertake a Phase One Environmental Site Assessment (ESA) before completing the purchase. This Phase One ESA is required to determine if any hazardous materials need to be mitigated or removed.
- CATS has identified several environmental consultants able to perform the ESA work required. CK Associates has submitted a proposal offering a review of readily available environmental information and render an opinion. They project a cost of \$5,000 and duration of approximately 30 days to complete the work.
- Management continues work with Rex Cabaniss, Planning and Design director of WHLC Architecture, to produce several design renderings of the North Baton Rouge Transit Hub Project.

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- **South Baton Rouge Hub** – Staff is in ongoing discussions with Baton Rouge Health District officials regarding their infrastructure implementation plan, which recommends transit improvements. The development of the new Our Lady of the Lake Children’s Hospital and the associated public roadway improvements offer CATS an opportunity to incorporate a transit transfer center to serve the Health District. CATS is also exploring the installation of rider amenities at the temporary Mall of Louisiana hub; BRHD Executive Director introduced CATS staff to the lead Architect for its Facilities Planning projects, and has invited the CEO and staff to their October Facilities Planning meeting to collaborate with and include CATS transit planning.
- **East Baton Rouge Hub** –Identifying a suitable, available, affordable and acceptable site to accommodate the East Baton Rouge hub operations and its facilities continues to be a challenge. In the interim, Management is proposing a series of operational and capital improvements to the existing hub serving the Cortana Mall at Walmart. These improvements, when complete, will ensure operational efficiency and offer more passenger comfort and safety. CATS has met with City Parish administration leaders and received authorization to seek engineering and technical assistance from DPW to provide planned capital improvements as discussed with the CATS Board Planning Committee for the current temporary Cortana hub site.
- Management is in discussions with a firm to provide design and engineering services to make improvements to the Cortana/Wal-Mart and Earl K. Long interim hub locations. DPW has agreed to provide design reviews, complete construction inspections, and expedite the permitting process. Subject to the City’s and DOTD’s permitting processes, these projects could commence revenue service in the first quarter of 2018.
- **Downtown Hub** – Management continues to explore suitable sites to adequately accommodate the CATS downtown transit hub operations. Consideration is given to possible locations that can accommodate short term—1-5 years—and long term operations. Additionally, CATS management investigating the possibilities of reimagining the existing hub site at 2222 Florida Boulevard.
- **Office Facilities** –The need for additional office space is becoming more and more acute, especially administrative facilities. Management is exploring several office lease options to address this issue.

BUS RAPID TRANSIT

- Phasing in of the CATS modified BRT plans, including both the **Plank Road and the Florida Boulevard routes** are in development stages. CATS plans to utilize electric buses for both these BRT routes.
- Staff is looking into conceptual design models, cost estimates, grant and foundation funding and match requirements, federal and local governmental compliance milestones, and timelines for the station stops, including rights-of-way inspections for space needed for the more elaborate shelters and potentially needed allocation space for

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Transportation Network Companies (TNC) like Uber, and ride share entities such as bike share as well as potential joint corridor land use projects with the City Parish and/or DOTD.

- Phasing in process of modified BRT will begin with delivery of the electric buses and the installation of BRT shelters; this will be followed by a procurement process for modified BRT stations, and signal preemption will follow. CATS will continue seeking funding for the projects throughout the process.
- **Plank Road BRT** – in conjunction with and supportive of the Mayor’s proposed transportation plan, CATS management is looking to invest in new electric buses and undertake substantial infrastructure improvements. These capital investments undertaken over the next three (3) years would total in excess of \$5 million.
- **Florida Boulevard BRT** – also in conjunction with and supportive of the Mayor’s proposed transportation plan, CATS management is undertaking planning to introduce a high-quality BRT along Florida Boulevard. The six (6) mile route, anchored by a transit hub at or near Cortana Mall and a transit hub located in downtown will be served with limited transit stops and will feature new in-bound and out-bound station stops. New electric buses will also be used for this service. On-demand service is envisioned with TNCs such as Uber. All stations will feature distinctive transit shelters, passenger queuing/waiting areas, bike share stations, information e-kiosks, fare vending machine, charging stations, green infrastructure and landscaping.

CEO-EXECUTED CONTRACTS: *Bill Deville*

- No contracts under \$50,000 were executed in October.

CEO NOTES: *Bill Deville*

FINANCE:

- The Financial Edge Software Phase One implementation is slated for the fourth quarter, with a go live on January 1, 2018.
- Finance and the CEO are working to complete the CY2018 Operating and Capital Budgets and it will be presented to the Board for adoption in December.