



Connecting you to what matters.

**REGULAR MEETING
OF THE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM
AND
PUBLIC TRANSPORTATION COMMISSION
June 15, 2021
4:30 p.m.
CATS Administrative Building & Virtual
350 North Donmoor
Baton Rouge, Louisiana 70806**

- I. CALL TO ORDER: Ms. Erika Green**
- II. ROLL CALL: Mr. Theo Richards**
- III. APPROVAL OF BOARD MINUTES OF APRIL 20, 2021 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. Kahli Cohran**
 - 4. Planning: Mr. Kahli Cohran**
 - 5. Community Relations: Ms. Linda Perkins**
- VII. ACTION ITEMS**
 - 1. Consideration of approval of HNTB Task 3-Comprehensive Operational Analysis**
 - 2. Consideration of approval of Atlas Technical Consultants Task Order 2–18-month extension**
 - 3. Consideration of approval to update the HVAC System at 2250**
 - 4. Consideration of approval to purchase ASA 5505 Firewall Replacement**
 - 5. Consideration of approval of renegotiated RouteMatch Annual Warranty Cost**
 - 6. Consideration of authorization to negotiate and enter into contract with Cubic Transportation Systems for the contactless fare collection system as a part of the COVID-19 Mitigation Research Grant.**
- VIII. ADJOURNMENT**

**Individuals having questions regarding the meeting should contact
Theo Richards, 225.389.8920, 350 North Donmoor, Baton Rouge, LA 70806.**

**Individuals needing special accommodations during this meeting should contact
Karen Denman (225) 389-8920, Ext. 1504, 350 North Donmoor, Baton Rouge, LA 70806,
no later than 4:00 p.m. on the Monday immediately preceding the Tuesday meeting.**



CAPITAL AREA TRANSIT SYSTEM

Connecting you to what matters.

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

April 20, 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 Green, Hill, Perkins, Bellue, and Cohran. Virtually Breaux and Lambert. Also present were Mr. Bill Deville, CEO; other CATS staff; and members of the public.

III. APPROVAL OF MINUTES OF MARCH 16, 2021 MEETING: Ms. Erika Green

Ms. Perkins moved to approve the minutes of the March 16, 2021 meeting and Mr. Bellue seconded the motion. Ms. Green invited public comment and there was none. The motion carried unanimously with no abstentions.

IV. APPROVAL OF MINUTES OF MARCH 30, 2021 RETREAT: Ms. Erika Green

Ms. Perkins moved to approve the minutes of the March 30, 2021 meeting and Ms. Green seconded the motion. Ms. Green invited public comment and there was none. The motion carried unanimously with no abstentions.

IV. PRESIDENT'S ANNOUNCEMENTS: Ms. Erika Green

Ms. Green noted that board meetings would be hybrid moving forward.

Ms. Green welcomed Ashley Mitchell has been hired as the new Human Resources Director.

V. ADMINISTRATIVE MATTERS

1. Executive and Financial Report: Mr. Bill Deville and Executive Staff

Mr. Deville let the board know that the governor announced that the state has moved into Phase 3 and this will be in effect until at least April 28th. CATS will resume fare collection on May 16, 2021.

Ms. Williams noted that there are currently 130 total operators. There are 112 active operators. There are 18 inactive operators who are out for various reasons.

The March Operations challenge winners for OTP are Al Weeden, Aaron Williams, Gloria Banks, Quinatora Gray, and Sophia Spruel.

The March Maintenance challenge winner for productivity is James Scott.

The March Customer Service challenge for least abandoned calls is Emily Maten.

The March Customer Care Top Performer is Emily Maten.

Ms. Williams let the members know that ridership for February was 102,631. The on-time performance for the month was 74.01%. The percentage of trips operated in March was 97.76%. The agency operated 208,837 miles, which is indicative of the service provided. There were 1.0 preventable accidents per 100,000 miles in February, and there were 8,353 mean miles between road calls.

Ms. Soileau noted CATS is working with the bike ped plan and CRPC.

CATS scheduled to meet with HNTB next week to discuss the BRT.

Planning is scheduled to meet with the architects tomorrow to discuss the Baker Transit Center.

Ms. Thomas noted that CATS had 15 employees completed the business writing 101 course in partnership with BRCC.

The AIM Grant is now in phase two with a go live in May.

The Covid mitigation grant is still under review.

Lastly, CATS time filed their DBE Goals with FTA.

Mr. Cutrone presented the March financials and noted that the total current assets as of March 31, 2021, are \$43,426,791. The restricted cash assets \$3,459,776. The total assets are \$67,000,525. The total current liabilities are \$21,371,524. The total net assets are \$45,628,731.

The total operating expenses for the month of March are \$1,816,056.

The total CATS-generated operating revenues for the month as of March 31, 2021, are \$60,271. The total non-federal subsidies for the month are \$1,739,586.

The total operating revenues as of March 31, 2021 are \$3,860,571.

CATS received \$3,687,479 through the CRRSAA federal grant.

The operations expenses were \$2,051,950. The surplus for the month of March was \$1,579,469 with a year-to-date surplus of \$1,289,902.

VI. COMMITTEE REPORTS AND ANY ACTION THEREON

1. Finance and Executive: Ms. Erika Green

Ms. Green referred the members to the minutes of the April 15th meeting in their packets. She reviewed the highlights and noted that the committee recommended all items to be approved by the full board.

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

Dr. Breaux noted that the committee did not meet.

3. Audit: Mr. Cohran

Mr. Cohran noted that the committee did not meet. However, he had conversations with Controne and P&N regarding the audit.

4. Planning: Vacant.

Ms. Green noted that the committee did not meet.

5. Community Relations: Ms. Linda Perkins

Ms. Perkins referred the members to the minutes of the Wednesday April 14th meeting in their packets. Ms. Perkins welcomed Lesile Barnes, with MV, to give the paratransit report.

Ms. Barnes shared that there were 4,248 scheduled trips for February. There was three complaint, and there were two road calls for the month.

On-time performance for the month was 83%.

VII. ACTION ITEMS

1. Consideration of approval to dispose of surplus vehicles

Ms. Soileau explained the needed of disposing the surplus vehicles. There was discussion about the method of disposing the surplus vehicles and amount of proceeds collected on sale.

Mr. Hill moved that dispose of surplus vehicles. Ms. Perkins seconded the motion. Ms. Green invited public comment and there was none. The motion carried.

2. Consideration of renewal of automated fuels and oils dispensing services contract with Mansfield Oil Company of Gainesville, Inc.

Mr. Godwin explained this contract renewal was established in 2014 in partnership with the City of Baton Rouge.

Ms. Perkins moved the renewal of automated fuels and oils dispensing services contract with Mansfield Oil Company of Gainesville, Inc. Ms. Perkins seconded the motion. Ms. Green invited public comment and there was none. The motion carried.

3. Consideration of authorization to enter a new legal services contract with Breazeale, Sachse & Wilson, LLP (This matter might possibly be

discussed in Executive Session. As required by the Open Meeting Law, this notice is hereby given that an open meeting would have a detrimental effect on pending litigation/employment arbitrations and negotiations with respect to the collective bargaining agreement.)

Public comment was given by Stanley Smalls. Smalls stated he submitted his concerns about M. Foster on March 28th. He expressed concern about close session for this action item.

Ms. Perkins moved to go into executive session. Mr. Cohran seconded the motion. Ms. Green invited public comment and there was none. The motion carried.

Board of Commissioners entered executive sessions.

Board of commissioners meeting ended executive session and resumed the meeting at 6:17 pm.

Mr. Bellue moved to amend the current motion to authorize Breazeale, Sachse & Wilson, LLP for litigation services with an up to \$300 per hour rate for one month. No second was provided. Motion failed.

Mr. Cohran moved to authorize new legal services contract with Breazeale, Sachse & Wilson, LLP. Ms. Perkins seconded the motion. Ms. Green invited public comment and there was none. The motion carried.

Public comments were provided by S. Smalls

4. VIII. ADJOURNMENT

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

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Baton Rouge, LA 70802
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EXECUTIVE STAFF

Bill Deville
Chief Executive Officer

June 2021 Executive Report Bill Deville and CATS Staff

COVID-19 UPDATES: *Bill Deville*

- Our condolences to the families of Ernest Stephens, former President of AFL-CIO Baton Rouge office; and former Governor Buddy Roemer, both passed in the last couple of weeks;
- On May 14th, Gov. John Bel Edwards announced that based on the recommendations by the CDC and in consultation with the Louisiana Dept. of Health, those who are fully vaccinated no longer have to wear masks indoors except in certain situations including: educational facilities, public transit, correctional settings, and health care facilities as regulated by LDH.
- Rear door entering and exiting, as a result of Covid-19, have been discontinued, and with driver stations on all CATS buses fully protected with plexiglass and face masks still mandatory according to the order by the Governor and LDH, front door boarding and fare collections were successfully resumed in May.
- City and State Offices Closed in Ascension, Calcasieu, East Baton Rouge, and Iberville Parishes Tues., due to May 18th storms and flooding; CATS continued service and was able to rescue flooded victims at the request of the Mayor's MOHSEP offices.

OPERATIONS: *Dwana Williams*

- There are 124 total operators, 109 active; 15 inactive.
- The May Operations challenge winners for OTP are Gloria Banks, Re'ena Byrd, Michael Brown, Demetrius LaMark and Janice Kinchen.
- The May Maintenance challenge winner for productivity is Kenny Brooks.
- The May Customer Service challenge for least abandoned calls is Darlene Paul.
- The May 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.
 - The next step in the Transit Development Plan is the COA. This is even more critical as we come out of the Pandemic and try to understand what has stayed the same and what has changed from how people are traveling, what businesses have closed, new businesses that have opened, and those businesses that have chosen to work from home rather than bring employees back into an office setting. The COA will

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include origin/destination study, extensive public outreach, analysis of routes and possible restructuring of routes, how the BRT system will fit with the transit network, examining all service delivery options and future expansion (which also includes the possibility of commuter rail service from New Orleans). Also included in this study is a feasibility study for an operations/administration/maintenance facility and for the terminal at 2222 Florida. It is anticipated that this study will take about a year to complete.

- Service Change.
 - Staff is beginning to discuss the September service change and because the COA will be underway, this change will focus on schedules and frequency. It is hoped that we can increase peak frequencies on select routes.
- CRPC and Atlas Planning staff are doing a Service Equity Analysis for downtown Baton Rouge and Baker.
- An RFP is being assembled for microtransit service for the City of Baker. This is a pilot program and staff believe this is the ideal setting to implement this service, and analyze and evaluate the service before the decision is made to implement this in other areas.
- The Capital Improvement Plan has been finalized. The Board will receive a copy for information and review. This plan is a living document and will be refined yearly for accuracy and relevance.
- The Title VI plan is currently being updated and will require board approval in July 2021. This also includes how CATS will translate key documents for those passengers who have limited English proficiency.

ADMINISTRATIVE UPDATES: *Pearlina Thomas*

- May 19, 2021, CATS CAO, served as Team Lead for the APTA Virtual Fly In with Congressman Garret Graves. We urged Congress to significantly increase investment in public transit and passenger rail to modernize these systems and meet the mobility demands of our communities.
- May 21, 2021, we held our inaugural Health and Welfare Committee meeting. The Health and Welfare Committee was formed as a part of the Health and Welfare Mediation between CATS and the ATU. In our first meeting we discussed the following items: 1) holding on to the Medical Loss Ratio (MLR) rebates received by CATS that are currently in escrow, adding any MLR rebate received for 2020, and using these funds to pay down the premium for the 2022 Health Insurance Plan, 2) expanding the use of the Benny Cards to include dental and vision, 3) set the next meeting in August, and 4) set the committee officers: Pearlina Thomas, Chairperson, George DeCuir, Vice Chair, with Anthony Garland and a HR Representative as members.
- AIM Grant Two-Way Messaging Project;

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- Phase one of the QR Code is complete and live. We are approving the final design of customer signage and anticipate installation completed by the end of June. The customer will be able to get bus arrival, departure, etc from the actual stop. The full project is slated to launch in the fourth quarter.
- COVID-19 Mitigation Research Grant Contactless Payment Project Presentation at June Board meeting;
 - We have identified a scope of work to advance the contactless payment project. We are asking the Board to give approval for the CEO to negotiate and enter into a contract with Cubic Transportation Systems.
- June 7, 2021, CATS partnered with Walgreens and Healthy Blue to provide free COVID-19 vaccinations and food boxes at the terminal from 10:00 AM – 2:00 PM. During this event 35 people were vaccinated, five (5) of which are CATS employees.
- CATS is finalizing the memorandum of understanding (MOU) with Baton Rouge Community College (BRCC) to advance our Workforce Solutions Program.
- Upcoming Community Partnering Events – Look for event flyers on CATS Social Media
 - June 25, 2021, Metro Council District 7 Pedaling for Peace
 - June 26, 2021, Metro Council District 7 “Meet Your Neighbors” Block Party
 - July 24, 2021, Metro Council District 7 Back to School Drive
 - July 31, 2021, Metro Council District 7 Health and Fitness Expo

TECHNOLOGY: *Bill Deville*

- The Tyler Technology Enterprise System
 - The implementation of CATS’ new ERP system, Tyler Munis, is still on track to go live with Phase 1 Financials during the 4th quarter of 2021. We are currently in the final stages of data conversion and system configuration which is planned to be completed by the end of the month. Shortly following, we will begin user acceptance testing and end-user training in preparation for system go-live.
- Planning and Operations, along with AVL and Maintenance 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.

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- An enterprise asset management system is being looked into by Planning and Finance, along with secured funding.

COMMUNICATIONS: Amie McNaylor

- The assembled Communications team for CATS Connects met to discuss the media outreach that will take place over the coming months. A summary will be provided when it is completed.
- Surveys for residents, stakeholders, and customers are complete and the communications staff is creating an executive summary of key takeaways that will be shared.
- Photos and videos will be taken of the three new electric buses now that Buy America paperwork has been completed. A press release will be sent to announce the arrival of the three new buses.

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.
- The State transit providers have provided an amendment to HB 2. Louisiana Public Transit Association requests your support for the amendment to HB 2 that will authorize a pool of \$75,000,000 to be allocated to the State's major public transit agencies. The major transit agencies throughout the State serve one-fourth of the State's population yet receive almost no state capital funding. In contrast, peers in other states receive an average of 15% of their capital funds from their respective states. If approved, CATS could get roughly as much as \$10million in State Capital Outlay funding over a three year period;
- CATS staff and BSWllp labor counsel, may be nearing a new CBA agreement with ATU; once terms are agreed upon, ATU will have 30 days to get the new CBA ratified by ATU membership; subsequently, the new CBA will be brought to the board for approval at it's next regularly scheduled board meeting;
- The BYD “Buy America” audit has been completed for the three new BYD Electric buses and are now ready for service;
- CATS continues to update its service education information and materials needed for its “Communications Action Plan”, now called “CATS Connect”. The CATS Connect outreach education campaign plan will be carried out by the CEO and his management team with guidance and support from Atlas/Emergent Method/Clay Young Enterprises.

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- Clay Young Companies is working with staff and Emergent Method to plan a CATS CONNECT education campaign meeting for an initial group of religious church leaders within the next week or two;
 - Timeline for October 9th vote:
 - **First week in May**, Letters of support campaign underway; to date letters of support obtained from mayors of both Baton Rouge and Baker; staff is proceeding to obtain more signature support via calls, emails, and meetings, to/with State Senators and State Representatives and other key stakeholders in BR; to notify them that the “CATS Connects Renewal will go on the October 9, 2021 Special Election ballot.
 - **April 21, 2021**, State Bond Commission Application was submitted on time.
 - **April 21, 2021**, Notice of the Public Meeting will be submitted to the Official Journal of Record. – Done on time;
 - **May 11, 2021**, “Media Car Wash” scheduled;
 - **May 11, 2021**, CATS Connect press release regarding CATS decision to put millage renewal on October 9th
 - **May 18, 2021**, public meeting date was **cancelled** due to severe weather;
 - **June 14, 2021**, Monday, at 4:30 PM, CST, **rescheduled**, The Board of Commissioners of the Capital Area Transit System (“the Board”) will meet in an open and public session at the regular meeting place, 350 Donmoor Ave, Baton Rouge Louisiana to hear public comments on the CATS Connects Renewal Proposition.
 - **May 18, 2021**, CATS Board meeting originally scheduled to follow immediately after the public meeting was **cancelled** due to severe weather;
 - **June 14, 2021**, is the date the board meeting was **rescheduled** to consider and approve a Resolution authorizing the calling of an election to be held on October 9, 2021.
 - **Consequently, the May 20, 2021**, State Bond Commission Meeting date to consider approval of the CATS Connects Renewal Proposition application **was changed to June 15, 2021**, in order to receive the Certified Resolution from CATS Board.
 - **June 16, 2021**, Secretary of State Filing Deadline

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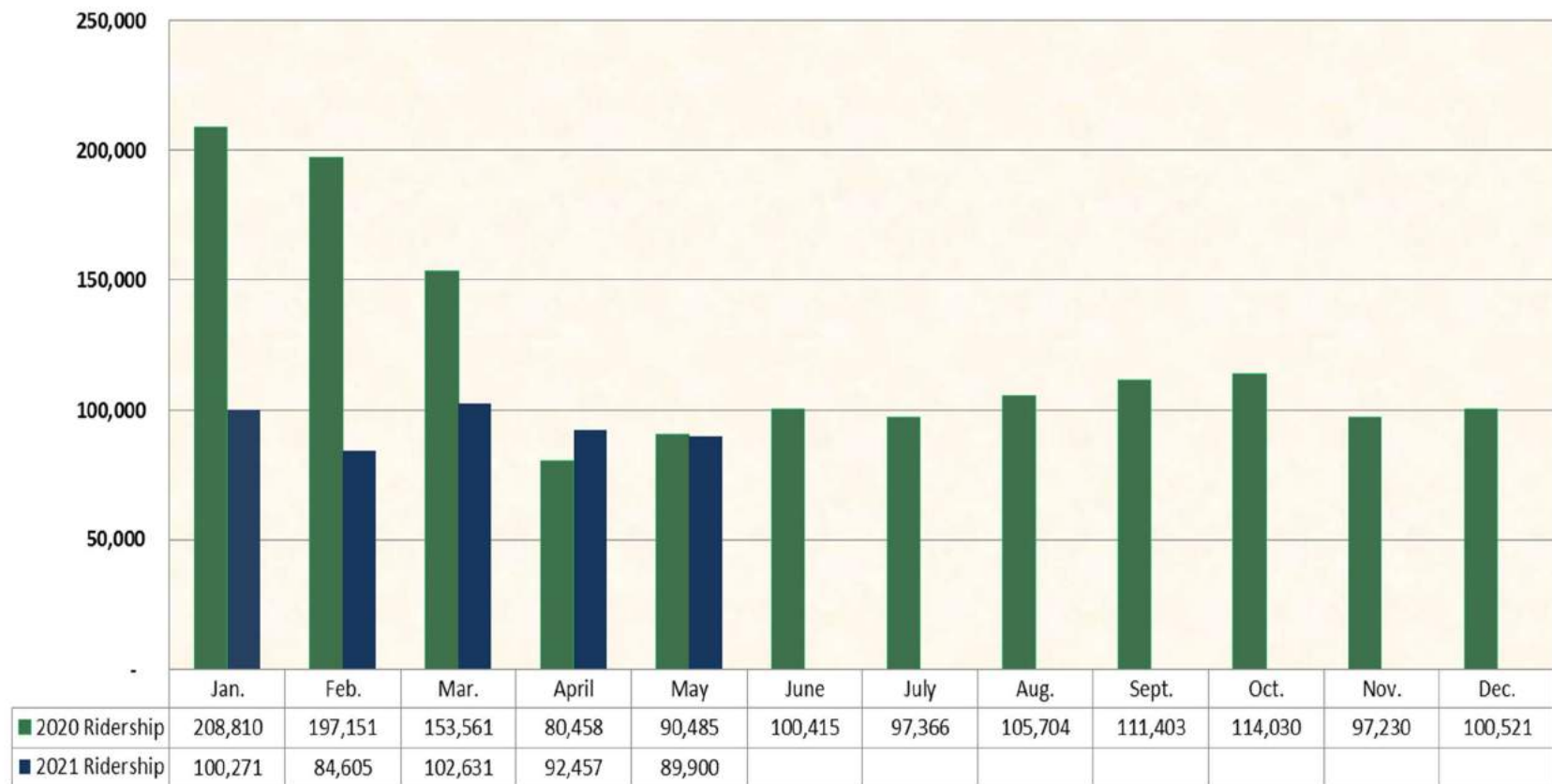
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- **August 25, 2021,** Official Journal Publication Deadline for Proposition / Ballot Language
 - Tax expires in March 2022

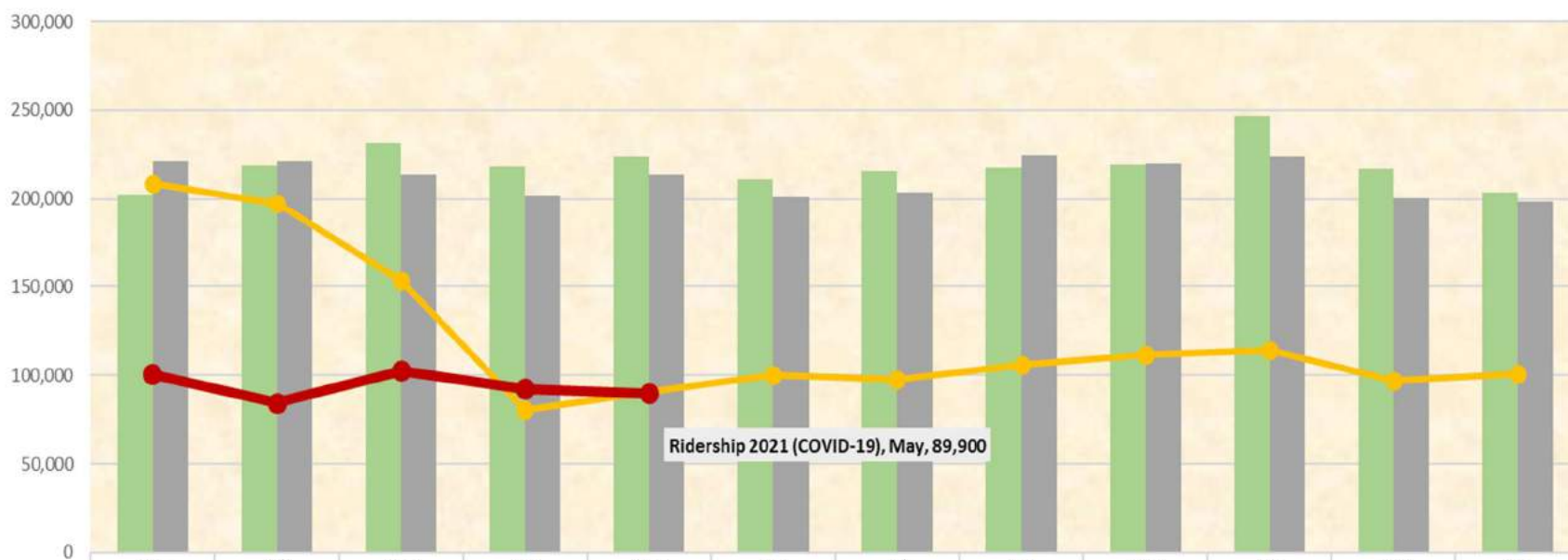
Finance: *John Cutrone*

- See attached financial report for the month.

Monthly Ridership 2020-2021

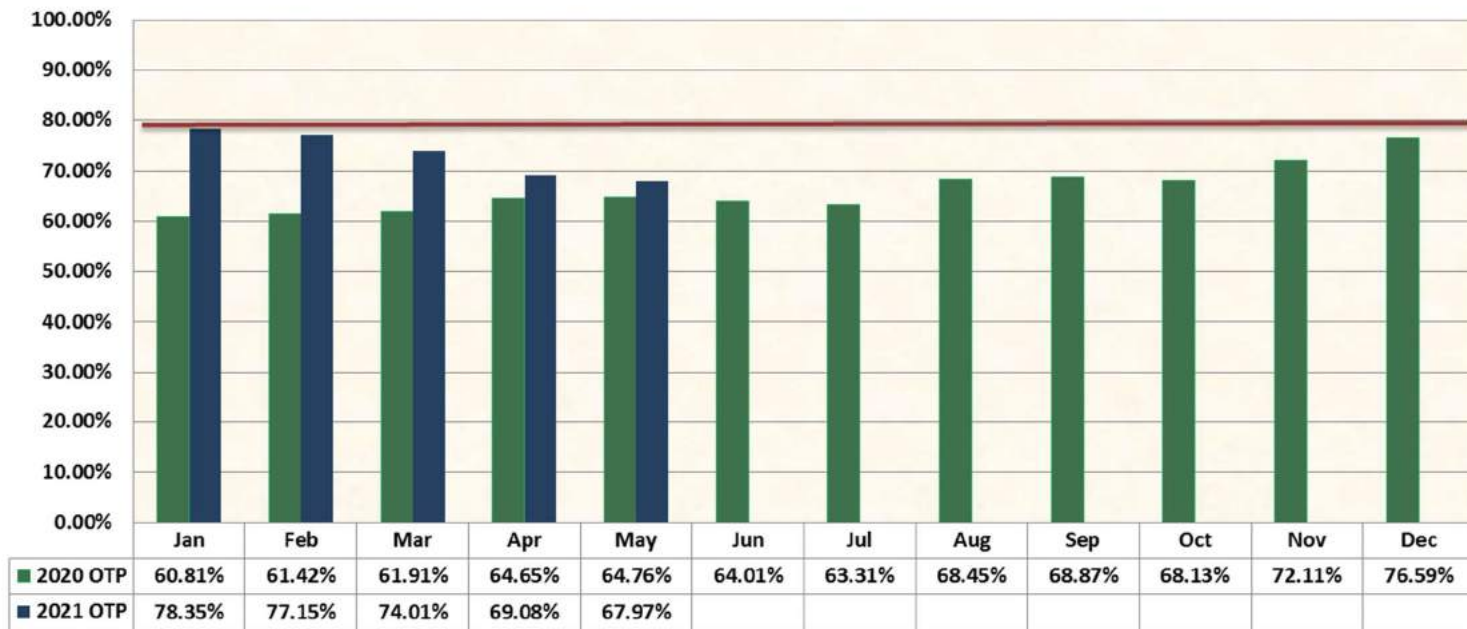


Monthly Ridership 2018-2021



	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							

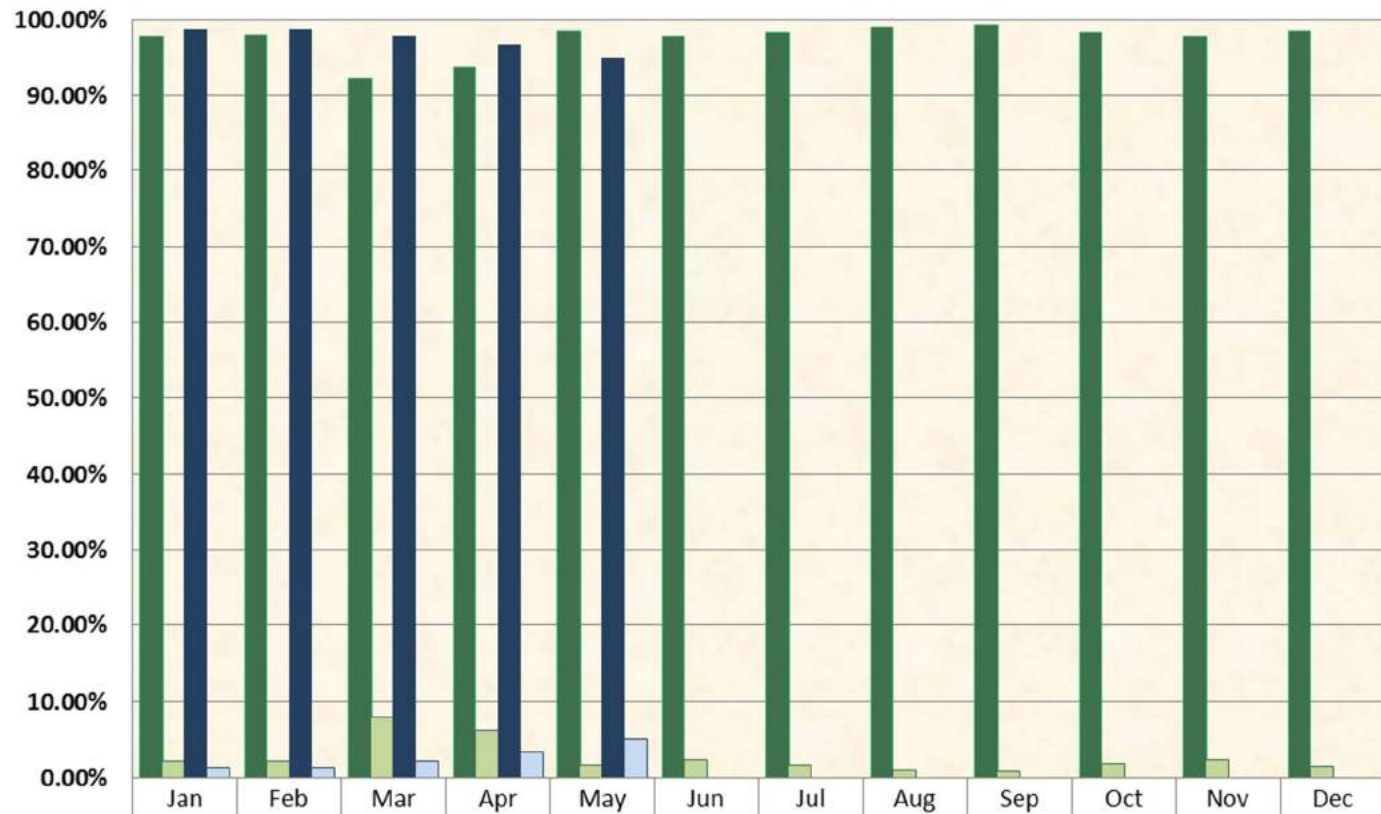
On-Time Performance 2020-2021



*Target 80% On-Time Performance

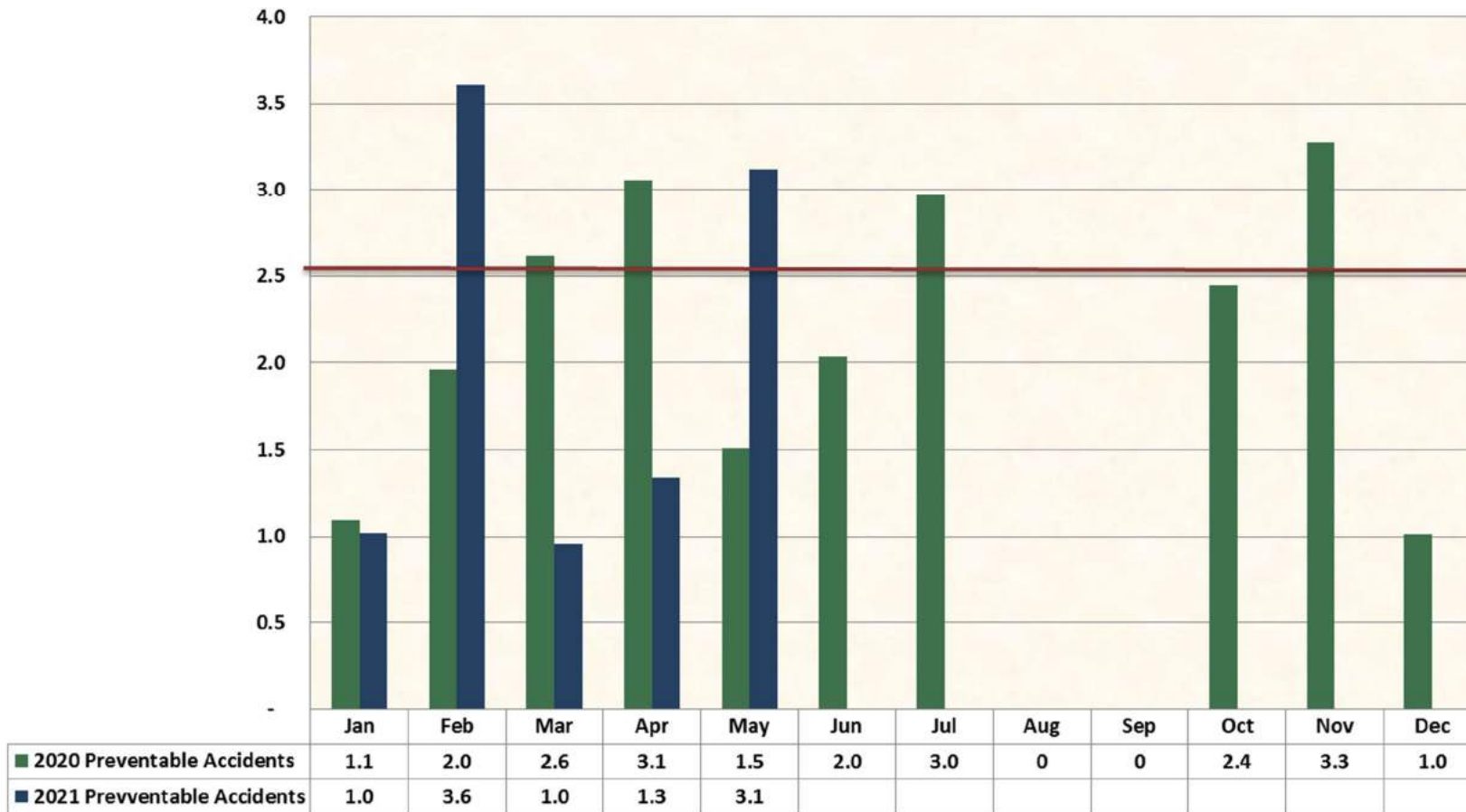
Note: On-Time performance is measured at scheduled timepoints which represent 4.89% of the total system bus stops

% Trips Operated 2020-2021



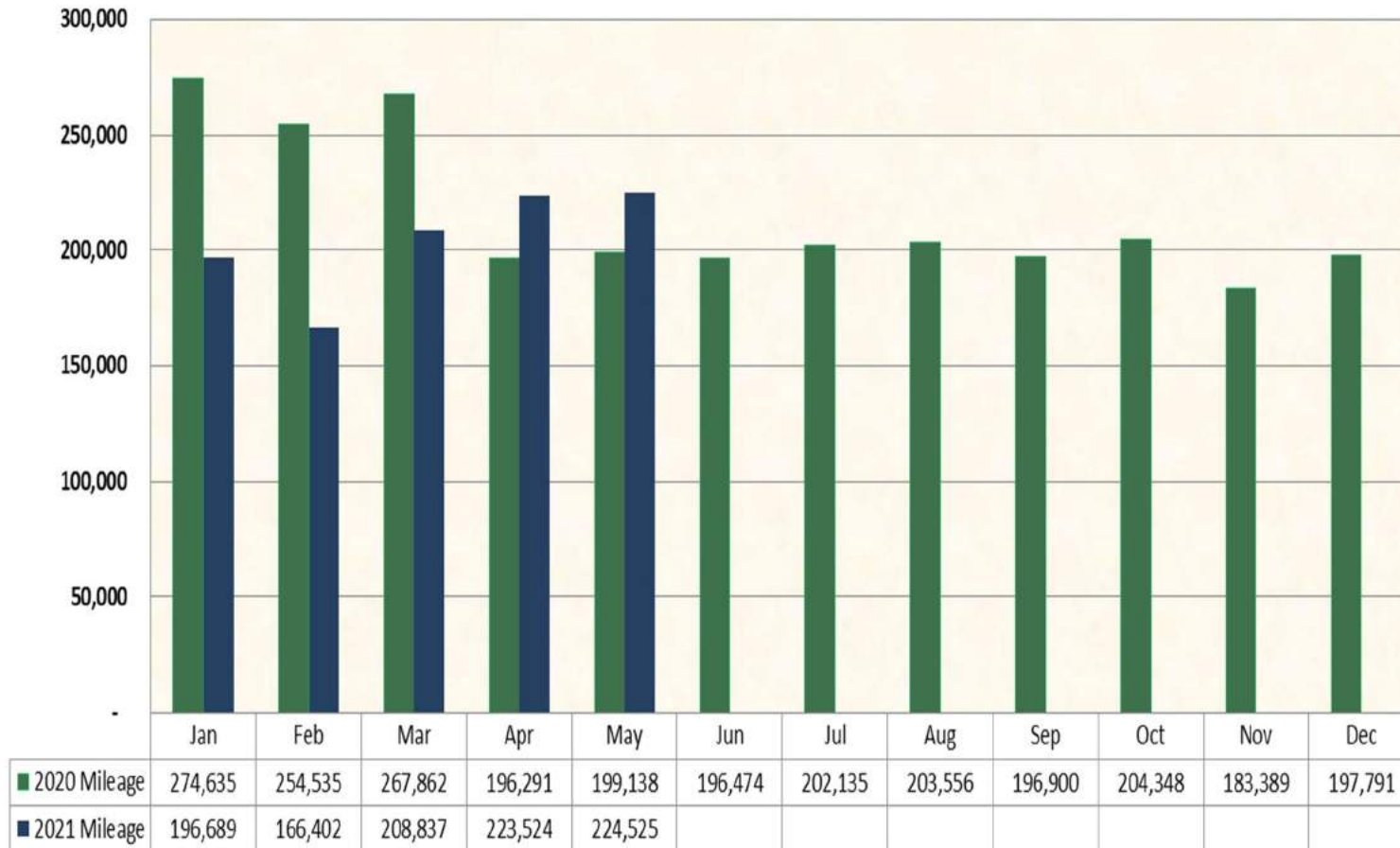
■ 2020 % Operated Trips	97.80%	97.89%	92.13%	93.76%	98.38%	97.71%	98.32%	98.97%	99.21%	98.24%	97.68%	98.49%
■ 2020 % Missed Trips	2.20%	2.11%	7.87%	6.24%	1.62%	2.29%	1.68%	1.03%	0.79%	1.76%	2.32%	1.51%
■ 2021 % Operated Trips	98.67%	98.64%	97.76%	96.67%	94.93%							
■ 2021 % Missed Trips	1.33%	1.36%	2.24%	3.33%	5.07%							

Preventable Accidents per 100,000 Miles 2020-2021

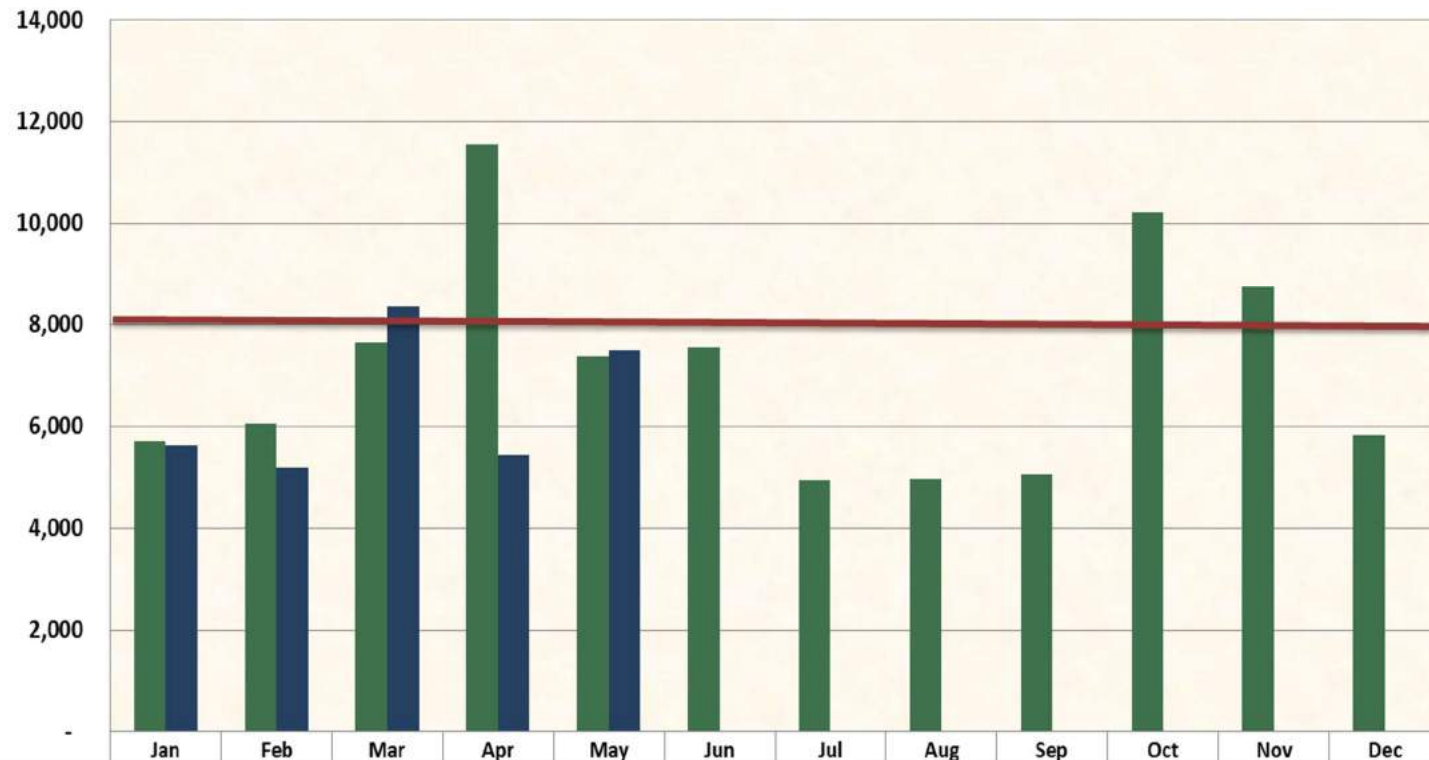


*Target Below 2.5 Preventable Accidents Per 100,000 Miles

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							

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

5/31/2021 5/31/2020

ASSETS

Current Assets:		
Cash and Cash Equivalents	15,302,783	5,168,493
Accounts Receivable	440,800	267,048
Property Tax Receivable	18,323,578	17,350,395
Due from Governments	6,361,958	10,872,516
Inventory	583,397	356,689
Prepaid Expenses and Other Assets	123,560	83,995
Total Current Assets:	41,136,076	34,099,135
Restricted Assets:		
Cash and Cash Equivalents	3,304,671	301,017
Total Restricted Assets:	3,304,671	301,017
Net Pension Asset, Long-Term	496,897	496,897
Equipment, Net	19,094,574	21,001,612
Total Assets	64,032,219	55,898,661

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable and Accrued Expenses	564,323	(70,507)
Accrued Payroll and Tax Liabilities	474,497	97,877
Accrued Compensated Absences	720,381	751,112
Claims Payable and Related Liabilities	1,065,376	1,065,376
Capital Lease Payable	280,748	266,864
Deferred Revenue (Grants/Prop Tax)	11,985,296	9,972,334
Total Current Liabilities	15,090,620	12,083,055
Long-Term Liabilities		
Capital Lease Payable, Less Current Portion	1,585,098	2,193,983
Estimated Liabilities	1,301,975	1,301,975
Total Long-Term Liabilities	2,887,073	3,495,958
Total Liabilities	17,977,693	15,579,013
Net Assets:		
Investments in Capital Assets, Net of Related Debt	17,228,729	18,540,765
Restricted Cash and Cash Equivalents	3,304,671	301,017
Unrestricted	25,521,125	21,477,865
Total Net Assets:	46,054,526	40,319,647
Total Liabilities And Net Assets	64,032,219	55,898,661

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

	Current Month				Year to Date				Approved Budget
	Budget	Actual	Variance	% Var	Budget	Actual	Variance	% Var	
Operating Revenues									
Passenger Paid Fares	93,362	39,454	(53,908)	-57.74%	186,724	39,002	(147,722)	-79.11%	840,258
Special Transit Fares (Contract)	10,900	2,601	(8,299)	-76.14%	32,700	13,005	(19,695)	-60.23%	109,000
ADA/Paratransit Revenue	6,560	0	(6,560)	-100.00%	13,120	0	(13,120)	-100.00%	59,040
Advertising Revenue	39,667	40,938	1,271	3.20%	198,335	198,650	315	0.16%	476,004
Interest Income	4,997	162	(4,835)	-96.76%	24,985	5,051	(19,934)	-79.78%	59,964
Other Agency Revenue	18,950	1,366	(17,584)	-92.79%	94,750	56,888	(37,863)	-39.96%	227,400
Total CATS Generated	174,436	84,521	(89,915)	-51.55%	550,614	312,594	(238,020)	-43.23%	1,771,666
Non Federal Revenue									
Hotel/Motel Tax	74,959	87,224	12,265	16.36%	374,795	448,912	74,117	19.78%	899,508
Parish Transportation Fund	45,833	45,833	0	0.00%	229,165	229,167	2	0.00%	549,996
Property Tax Revenue	1,466,667	1,606,667	140,000	9.55%	7,333,335	7,753,333	419,998	5.73%	17,600,004
Total Non Federal	1,587,459	1,739,724	152,265	9.59%	7,937,295	8,431,412	494,117	6.23%	19,049,508
Federal Operating Subsidies									
FTA - Formula Grants/PM	612,592	166,598	(445,994)	-72.80%	3,062,960	4,553,459	1,490,499	48.66%	7,351,102
FTA - Capital Projects (Project Admin)	26,667	0	(26,667)	-100.00%	133,335	158,058	24,723	18.54%	320,004
FTA - Planning	0	110,515	110,515	0.00%	171,500	214,210	42,710	24.90%	686,000
Total Federal Operating	639,259	277,113	(362,146)	-56.65%	3,367,795	4,925,728	1,557,933	46.26%	8,357,106
Total Operating Revenues	2,401,154	2,101,357	(299,797)	-12.49%	11,855,704	13,669,734	1,814,030	15.30%	29,178,280
Operating Expenses									
Labor	965,006	830,815	134,191	13.91%	4,700,513	4,062,338	638,175	13.58%	11,329,365
Fringe Benefits	539,263	507,479	31,784	5.89%	2,626,739	2,650,820	(24,081)	-0.92%	6,382,219
Casualty and Liability	128,917	159,006	(30,089)	-23.34%	644,585	539,397	105,188	16.32%	1,547,000
Services	233,729	265,230	(31,501)	-13.48%	1,168,645	1,052,200	116,445	9.96%	2,804,718
Purchased Transportation	162,500	152,608	9,892	6.09%	812,500	899,693	(87,193)	-10.73%	1,950,000
Materials & Supplies	303,751	227,551	76,200	25.09%	1,518,755	1,131,447	387,308	25.50%	3,645,000
Utilities	14,583	29,421	(14,838)	-101.75%	72,915	66,754	6,161	8.45%	175,000
Miscellaneous Expenses	104,168	41,402	62,766	60.25%	520,834	391,868	128,966	24.76%	1,250,040
Leases and Rentals	7,911	7,703	208	2.63%	39,555	39,641	(86)	-0.22%	94,938
Total Operating Expenses	2,459,828	2,221,215	238,613	9.70%	12,105,041	10,834,158	1,270,883	10.50%	29,178,280
Net SURPLUS/(DEFICIT) Before Depreciation	(58,674)	(119,858)	(61,184)	104.28%	(249,337)	2,835,576	3,084,913	1237.25%	0
Depreciation	0	230,710	(230,710)	0.00%	0	1,214,879	(1,214,879)	0.00%	
NET Operating SURPLUS/(DEFICIT)	(58,674)	(350,568)	(291,894)	497.48%	(249,337)	1,620,697	1,870,034	750.00%	0



**MEETING OF THE
FINANCE AND EXECUTIVE COMMITTEE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM AND
PUBLIC TRANSPORTATION COMMISSIONS**

June 10, 2021

10:30 am

**Virtually and at the
CATS Administrative Office
350 North Donmoor Avenue**

MINUTES

The Finance and Executive Committee met on Thursday, June 10, 2021, at 10:30 a.m. Present at the meeting were members President Erika Green (virtually), Vice President Kahli Cohran (in-person), and Laurence Lambert (virtually). Also present were Bill Deville and members of CATS staff.

I. Call to Order and Establish of Quorum

The meeting was called to order by Board President Green, Theo Richards, Board Administrator called roll to identify a quorum of the committee was established.

II. President's Announcements

President Green announced she is happy to be back for this meeting after the May 18th Board meeting was canceled due to a weather emergency. She thanked the staff for assisting the City of Baton Rouge during that weather emergency. President Green announced that Wednesday, June 9, 2021, the Metro Council approved the appointment of Parry "Matt" Thomas to serve on the CATS Board of Commissioners to replace Peter O'Gorman who resigned earlier this year.

On a much somber note, President Green mentioned, a number of CATS employees are a part of the union (ATU Local 1546) and the AFL-CIO who is the union for the City. Last week we loss a great **man** Ernest Stephens, who served as the Political Director for the Baton Rouge Chapter of the AFL-CIO for many years. CATS sent a condolence proclamation that was signed by President Green and Bill Deville, CEO. Mr. Stephens worked very closely with a lot of CATS employees and staff. Many of whom were at the

funeral services that were also attended by President Green. President Green thanked the Administrative Staff, especially Theo Richards and Pearlina Thomas for preparing, framing and delivering the condolence proclamation to the Stephens family who appreciated this gesture of support.

III. Executive Report and Financials

Mr. Deville began the Executive Report concurring with President Green with offering condolences to the Stephens' family and the family of former Governor Buddy Roemer. COVID-19 updates – on May 14th, Governor John Bel Edwards announced that based on the recommendations by the CDC and in consultation with the Louisiana Department of Health and Hospitals (L-DHH), those who are fully vaccinated no longer have to wear masks indoors except in certain situations including: education facilities, public transit, correctional settings, and health care facilities as regulated by L-DHH. Therefore, rear door entering as a result of COVID-19 has been discontinued and the suspension of fare collection ended with the return of front door entry of the buses.

City and State offices closed in Ascension, Calcasieu, East Baton Rouge, and Iberville Parishes Tuesday, May 18th due to stormy weather and flooding. CATS continued service and were able to rescue flooded victims at the request of the Mayor's Office of Homeland Security and Emergency Response.

Operations Updates – Dwana Williams, Chief Operations Officer

Ms. Williams announced there are 124 total operators, 109 active and 15 inactive. The May Operation's challenge winners for On Time Performance (OTP) are Gloria Banks, Re'ena Byrd, Michael Brown, Demetrius LaMark, and Janice Kinchen. The May Maintenance challenge winner for productivity is Kenny Brooks. The May Customer Service challenge for least abandoned calls is Darlene Paul and the Customer Care Top Performer is Kimberly Celestine.

Performance measures for the month: our ridership for the month was at 89,900, which is less than this time last year and less than the previous month. We know this is due to inclement weather. Ms. Williams noted we have been holding steady at 31,000 from week to week. Our OTP for the month, we had a minor setback. For the month of May we were at 67.97%, that's due to inclement weather and man power issues. We have a cadet that came out of training last week and we a couple more cadets slated to come out of training in the next couple of weeks. Another set-back we have is in maintenance with our fleet and getting some of the major parts we need like motors and transmissions. While we are working through this we have our three electric buses went into revenue service Monday and we're hoping to have our three lease vehicles in service in July.

Nationwide agencies are struggling to get parts due to COVID-19 effects on production facilities. We are hoping the new cadets will make a difference with the man power

issues and we are starting a new class of cadets July 6th. We're hoping for a better OTP for the month of June.

Percentage of trips operated was affected by weather, manpower and fleet issues, but we were still able to operate at 94.92%.

Preventable accidents were up for the month. Most of the preventable accidents for the month were mirror taps. Those operators are in training with our training manager to correct some of those issues we have on the street.

Our millage for the month was up higher than this time last year and higher than this time last month because we have 31 days in the month of May.

Lastly, our mean miles between road calls we're higher than this time last year and extremely higher than this time last month due to less road calls this month.

Planning and Program Development Updates: Cheri Soileau, Director of Planning
Ms. Soileau indicates, later we will talk briefly about the comprehensive operational analysis. You heard this presentation last month at the F&E, but it's had slight changes to the scope.

I want to bring to your attention that we are updating our Title VI Program. The FTA requires Board approval and some other things. You will see the finalized document in July.

The RFP on the Baker Micro Transit Project is pretty well completed. We hope to have it on the street in the next week or two. With the Board approval in September, we hope to have it operational by the end of October early November.

We are looking at minor service changes because of the COA. The focus for the next year will be the COA and implementing it through our entire system.

Administrative Updates: Pearlina Thomas, Chief Administrative Officer

Ms. Thomas reported that May 19, 2021 she served as team lead for the American Public Transportation Association (APTA) Virtual Fly In with Congressman Garret Graves. We urged Congress to significantly increase investment in public transit and passenger rail to modernize these systems and meet the mobility demands of our communities.

May 21, 2021, we held our inaugural Health and Welfare Committee meeting. The Health and Welfare Committee was formed as a part of the settlement of the Health and Welfare Arbitration between CATS and the ATU. In our first meeting we discussed the following items: holding the Medical Loss Ratio (MLR) rebates received by CATS that are currently in an escrow account, adding any MLR rebate received in 2020 to this escrow account, and using these funds to pay down the 2022 Health Insurance Plan Premium. The MLR rebates are distributed the following year, so we will not know until September if CATS receive a MLR rebate for 2020. Expanding the use of the Benny Cards to include dental and vision. Previously benny cards were only available for

medical use. The expanded use to include dental and vision became effective June 1st but was made retroactive to January 1, 2021, so employees can submit receipts for reimbursement for vision and dental services they paid for earlier this year through the benny card.

The Two-Way Messaging Project that is funded by the AIM Grant phase one with the QR Code is complete and live. We are approving the final design of customer signage and anticipate installation to be completed by the end of June. The customers will be able to get bus arrival, departure, etc. from the actual stop. The full project is slated to launch in the fourth quarter.

For the COVID-19 Mitigation Research Grant Contactless Payment project we will have a presentation at the June Board meeting with some of our partners present. We have identified a scope of work to advance the contactless payment project. We are asking the Board to give approval for the CEO to negotiate and enter into a contract with Cubic Transportation Systems at the June Board meeting. We are happy to have identified a partner that can provide the scope, product and services to deliver contactless payment to CATS fix route fleet in the grant award for this project from the FTA.

June 7, 2021, CATS partnered with Walgreens and Healthy Blue to provide free COVID-19 vaccinations and food boxes at the terminal from 10:00 AM – 2:00 PM.

During this event 35 people were vaccinated, five (5) of those vaccinated were CATS employees. We continue to make available opportunities for CATS employees to receive the COVID-19 vaccination through our healthcare partners.

We have worked with our General Counsel to finalize our Memorandum of Understanding (MOU) with Baton Rouge Community College to advance our Workforce Solutions Program. We will have a presentation on this program at the Board meeting as well.

We have a number of upcoming community events. We were asked by Mayor Pro Tem LaMont Cole; whose Council District is District 7 to partner on number community events he has coming up. We are excited to hear Dwana and Operations are putting together participate that will join our team for Pedaling for Peace, that will be June 25, 2021. The next day Councilmember Cole is host a Meet Your Neighbor Block Party where CATS is a sponsor for that. We are providing water and we will have a table set up to talk about the Agency. July 24, 2021, he is hosting a Back to School drive to give away school supplies and on July 31, 2021, Councilmember Cole will host a Health and Fitness Expo. Last year during the pandemic we started a Wellness Committee that focused on healthy eating and exercise. We are looking to revamp this group to get people back to moving and being healthy.

Technology: Bill Deville, CEO

The Tyler Technology Enterprise System we've moved out of the configuration and power user training and now are in the user acceptance testing. Next week will be the

train the trainee a special training on delivering in-house training on Munis software. In a couple of weeks, preproduction cutover assistance begins where we will be working on readying our existing workflow, roles users, etc. for import into our production in preparation for the go-live on August 2nd.

Paul Simon, IT Manager – we're about to enter into a crucial time from now until the end of this month so we're probably about 85% for the go-live hopefully the first week in August.

Communications: Amie McNaylor, Director of Communications

The assembled communications team for CATS Connect met earlier this week to discuss media out reach that will take place over the next couple of months. A plan will be put together and shared once it is complete.

The consultant completed the residents, stakeholders and customer surveys. An executive report of the key takeaway will be shared after it is prepared.

The Buy America paperwork is now complete. Ms. McNaylor will get with Maintenance and Operations to take photos of the new electric buses. CATS is working with BYD to produce a video that can be shared by both CATS and BYD that will talk about transiting CATS to a hybrid fleet with adding more electric buses. A press release will go out once the photos of the new electric buses are made available.

Deville added, in addition the information in the Communications updates, Clay Young Enterprise facilitated a Media Car Wash a couple of weeks ago that was very successful. We are working with the group to set up some more media meetings.

We are hopeful this will be a good announcement in corporation with state transit partners we have provided an amendment to House Bill 2 that will authorize a pool of \$75 million out of the CARES Congressional Allocations to the State for major and rule transit agencies. The major transit agencies throughout the state serve over ¼ of the state's population with little to no allocated / dedicated state capital funding. In other states peer agencies receive almost 15% of their respective state's capital funds. If this Mass Transit amendment to the capital outlay funds is approved, CATS will get roughly as much as \$10mil in state capital outlay funding over a three year period.

Also a reminder June 14th at 4:30 PM is the Public Meeting on the dedicated CATS Millage renewal with a Special Board Meeting immediately following. The public meeting and the board meetings next week will have a virtual option.

Finance: John Cutrone, Comptroller

Looking at the Financial Statement for the month of May our current assets were \$41,136,076, restricted cash assets were \$64,032,219, our current liabilities were \$15,090,620. Both our long term and short term assets came up to \$17,977,693, bringing our assets and liabilities to \$46,054,526.

Moving on to the Income Statement for the month of May, operational revenue was \$84,521 compared to a budgeted amount of \$174,436. We have only collected fares for half the month starting fare collection May 16th, so that was the reason for the shortfall in passenger paid fares. We received state and federal subsidies of \$1,739,724. Total revenue came out to \$2,101,357 compared to \$2,401,154 budgeted. Some of the capital projects did not come on as was projected with start dates and hire dates. That's why some are a little bit behind on the federal draw downs. The expenses were not there for them to draw down on.

Moving on to the operational expenses for the month came out to \$2,221,215, compared to a budget of \$2,159,828 bringing a net profit that created a variance of \$119,858 shortfall for the month and a \$2,835,576 surplus for the year.

IV. Recommended approval of HNTB Task 3- Comprehensive Operational Analysis

Cheri Soileau – You have seen this at F&E last month. The only thing is we reduced the scope a little bit to take out the feasibility study for the maintenance and operations facility to keep that as an opportunity for other sources as well as to spread the work a little bit more. You've also been emailed a very detailed scope of the comprehensive organizational analysis that is about a year project. With COVID things have changed and the COA gives us a broader understanding of where the Agency is going.

Com. L. Lambert interjected for a point of clarification... since the item was approved last month and it is reduction of scope and fees, do we have to reapprove it this month?

Deville stated if there is a reduction in the scope and amount there is no requirement to reapprove the item.

CS- this is just FYI so you guys will know what we are doing with this project.

LL – So we don't need to take any action on this agenda item since we already approved it last month?

CS – Exactly, this is just FYI.

Vice President K. Cohran – Strike the “recommend approval” as a term and move on without any action.

LL – Well it moves to the full Board with a recommendation of approval from last month's F&E committee meeting.

President E. Green – so we are taking no action on Item IV today and this item, with its changes, is moving on to the Board with the recommended approval from the May 13th F&E Committee meeting.

V. Recommended approval of Atlas Technical Consultants Task Order 2 for an 18 month extension

Cheri Soileau – Atlas is our Program Manager. In your package you can see what they've done and you have received additional emails, so this is the next 18 months. Understand it's a not to exceed contract. It does not mean we are going to spend it all. As these projects get going we anticipate the contract to start dwindling down as I said in my email, as we bring on key personnel because they are staff augmentation as we bring on fulltime personnel for CATS. It allows me a little bit of breathing room to build a Planning Department. Also included in Atlas' contract is Emergent Methods and other specialized folks that we might need on an on call bases that we don't need fulltime.

Deville – We have roughly about a \$100mil Capital Improvement Plan over the next ten years. Cheri is a qualified Planner but she cannot do it all. Like others in the industry we hired a Program Manager to manage the on call consultants to help us move things forward. The amount we have it like a bell curve. It's going up over the next several months but it will go down a little bit later like 2023 – 2024 as we get situated with our staff and we move forward with these projects.

President E. Green – opens the floor to questions or comments from the public.

Stanley Smalls (ATU) – The original contract was for \$354,700 and you're asking for another \$848,646, so that would that would be like over \$1.2mil for this contract?

CS – Yes, it would be, but this task order is for 18 months.

S. Smalls – Is there a break down to show how this money will be allocated? Where are these funds coming from? What Budget?

CS – 5307 Funds, we have 5307 planning funds line item. We have two staff planners and a program manager who is helping to oversee these programs and Emergent Methods and if we need to pull in anybody else we can.

S. Smalls – How is the money allocated? You're asking for \$848,648 on an as need base? For example you're allocating \$76k for this but how is the money being spent? Is this just one pot and a free for all as needed?

E. Green – I may be able to help with that because I think I have similar concerns. You can combine his question with my question. I hear what you're saying we have project managers and we have additional companies. Then you said anybody else that we need. Is that a general way that we do contracts, that we just leave it a blanket open space for whoever? I'm not looking at the contract, but I'm wondering if those additional people would extend you?

Deville – see if I can put it into perspective. You may recall the Board approved on call contracts over a year ago. The purpose of bringing on call contracts is where the Agency does not have staff to carry out task with subject matter expertise like engineers, planners, etc. The other thing is to save time because it's taking us a while to get things put in terms of getting funding. Now that we do have enough funding to get the projects underway we are using the on call contracts with their Master Service Agreement (MSA) with the companies who have provided their skill sets and the price offered in their on call proposal and pull them as we need to. Now we're looking at the 10 year Capital Improvement Plan that was just approved and we're looking at which projects have prioritized.

CS – It's as needed, like the Title VI Plan that we're looking at. It has to be updated and that's a bit bigger than I anticipated so we have a Planner working on that to help because we have deadlines that we have to meet with the Feds and everything. We have pieces of projects moving forward that I guess I can't do it all.

K. Cohran – It seems we have a MSA for on call and that MSA includes a menu of services they can provide. Its kinds rolled up and summarized where it says task order two will be in effect for 18 months and will allow Atlas to continue with as-needed staff augmentation for project planning, management support, technical assistance and public outreach. It seems the task have been identified. Yet you're able to pull from that menu to utilize on as needed bases. I would assume there was some type of level process effect that has been developed that gave you a number to help you come up with the \$800k number. Maybe in the interim between now and the Board meeting you can provide it to the Board to help the Board kin of wrap their minds around what you are allocating these funds to, but for me personally, I follow what was going on and I'm good with it, but I think that's what they are asking. Where is this being allocated? You identified it in the summation but you have the MSA to go to and pull from as well.

CS – we can have that before the Board meeting. Where it's augmentation of personnel, where Emergent Methods is coming in and some of the other services and task.

K. Cohran – made a motion to approve the recommendation of Atlas Technical Consultants Task Order 2 for an 18 month extension.

E. Green – seconded the motion with the stipulation that she receives the additional information on the allocation breakdown.

L. Lambert – Abstained from voting this matter, Agenda Item V.

VI. Recommended approval of updating HVAC System at 2250

Theo Richard made the point that this agenda item was taken up and approved at the May 13th F&E Committee, since there are no changes item, Mr. Richard suggested the Board President take the same course of action that was taken on Agenda Item IV.

E. Green – thank you Mr. Richard. This item will move forward to the Board with the recommended approval from the May 13th F&E Committee meeting.

VII. Recommended approval to purchase ASA 5505 Firewall Replacement

Paul Simon – CATS IT Department request approval to purchase the CISCO ASA 5505 Firewall Replacement. The present device has been in service since 2014. It's the first generation firewall. We want to replace it with the third generation the 1120 New Generation Firewall. This will be deployed in all of CATS facilities. All of the networking is under State Contract. Transformyx has been the provider along with configuration and maintenance of the system. This price includes a three year support warranty for both devices and software. This is long overdue. The ASA will be ending sale and out of service next year.

Deville – It's my understanding that this is CISCO's most advance protection, this is critical with all of the breaches to systems are happening else ware.

PS – Yes, in addition to the hardware we are providing three components of software to the system. This will help the IT department sleep better at night. This contract is not to exceed \$74,424.12

No public comment. No comment from the Board

E. Green - Being with the City I understand having secure firewalls and spyware is very important. So I will make a motion to approve the purchase of the ASA 5505 Firewall Replacement.

Seconded by K. Cohran, there were no objections, the motion pass.

VIII. Recommended approval of renegotiated Route Match Annual Warranty Cost

Micah Anthony – The CATS Maintenance Department is requesting approval of the annual Route Match warranty and support contract. This has been negotiated for a considerable discount for 2020-2021 and holding that cost for the 2021-2022 period. CATS successfully secured this price with Route Match due to software and hardware deficiencies as well as milestone shortcomings. Route Match agreed to the following 2020-2021 and 2021-2022 annual fees. The original negotiated amount was for \$212,000 for 2020. This discount was locked in for 2 years as well as the promise of deliverables and repairs of the outstanding deficiencies. We are requesting the CATS Board of Commissioners to approve the reduced amount of \$117,500 for the 2021-2022 Route Match Annual Technical Support Maintenance Warranty of the AVL, AVA and APC system. This project amount is not to exceed \$117,500.

No public comment.

K. Cohran – do we have a strategy, not now, but maybe you can present to the planning committee a strategy on scheduling software.

MA – with Mr. Deville, I and the Planning Department are putting together a project that will go out for bid for that.

E. Green – made a motion to approve the renegotiated Route Match Annual Warranty Cost.

L. Lambert – seconded the motion. There were no objections or abstentions, the motion pass.

IX. Recommended authorization to negotiate and enter into a contract with Cubic Transportation Systems for the contactless fare collection system as a part of the COVID-19 Mitigation Research Grant.

Pearlina Thomas – This item has come before the Board before. There were a number of questions regarding the previous vendor we selected when CATS applied for the COVID-19 Mitigation Research Grant. This was a \$10mil grant program through the FTA where CATS was awarded \$337,000 for this contactless payment project. Our previous vendor could not reduce their scope enough to get to a place that fit into the grant award along with some other concerns.

Once an Agency receives an award of grant funds, especially a competitive grant award you start receiving presentations and demos from vendors who can provide that service described in the project scope of your grant proposal. After several meetings with the FTA and presenting a statement of explanation we were allowed to switch our vendor

for this project. Cubic Transportation System provides this service all over the country. Right now it's the contactless payment system used in Shreveport and New Orleans is also looking at this contactless payment system.

CATS will receive a contactless payment system that will allow customers to pay through an app on their phones and smart watch. We will also have various platforms that will allow customers to purchase cards similar to a Metro card that will hold the funds on the card until the funds are used, similar to a gift card, unlike our current monthly passes that expire in 31 days after activation of the card regardless of one use or the customer using the card every day. In the amount we are asking the Board to approve, which does not exceed the grant amount, not to exceed \$215,000 includes the app development, QR Code development, various payment platforms, the infrastructure support for the contactless payment system, the hardware, the installation, the service fees are all covered for two years. Once we purchase the equipment CATS owns the equipment. This project covers all of our fixed route buses, the buses we have on order and the lease buses. There is a revenue sharing opportunity from the advertising revenue generated through the app. We are looking to have the proceeds from the revenue sharing to cover the service fees for years three, four and five. Therefore, we are asking for the approval of a two year contract with three – one year renewal options. This grant is 100% funded and requires no local match.

In addition to the contactless payment system, we wrote a public relations/information campaign into our grant proposal. CATS named Clay Young Enterprise as our PR partner in the grant proposal.

K. Cohran – is Clay Young included as a part of the \$215K

PT – It's covered by the grant but the Clay Young contract is external from the \$215k.

S. Smalls – Have you factored in the cost of replacing or moving the devices to new buses considering your aging fleet?

PT – the devices will be installed by our maintenance department, so there is no additional cost.

K. Cohran made a motion for approval to negotiation and enter into a contract with Cubic Transportation Systems for the contactless fare collection system as a part of the COVID-19 Mitigation Research Grant.

The motion was seconded by the Chair E. Green. There were no oppositions or abstentions, the motion pass.

The Chair made a motion to adjourn the meeting. The meeting was adjourned.



**MEETING OF THE
504/COMMUNITY RELATIONS COMMITTEE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM AND
PUBLIC TRANSPORTATION COMMISSIONS
June 9, 2021
Virtually via Zoom and
350 North Donmoor, Baton Rouge, LA**

MINUTES

The 504/Community Relations Committee met on Wednesday, June 9, 2021, at 10:30 a.m. Present at the meeting was Linda Perkins; also present were Bill Deville, members of CATS staff, and Representatives of MV Transportation.

I. Introduction

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

II. MV Transportation Report – Representative Leslie Barnes

Ms. Barnes reported that scheduling is now being done in Baton Rouge.

Ms. Barnes reported that scheduled trips for May were 6,421, an increase from April.

There was a spike in complaints due to eligibility issues; they are in the process of cleaning up these issues. Therefore, these issues were not chargeable.

There was one road call; a vehicle was towed due to an accident.

There has been a steady decrease in OTP due to many factors: training, dispatching the correct way. There is a new operations manager who will be training dispatch and reaching out to operations on manning trips in Trapeze.

Demand service was 64% versus subscription service of 36%. Passengers per hour is trending at 1.6%.

Ms. Perkins asked if we could get a breakdown of complaints. Ms. Barnes responded, yes, MV has their own complaint system to identify the complaint,

document how the complaint was investigated, and the outcome. She will discuss the process with CATS and produce a monthly report.

III. Certifications – Karen Denman

Ms. Denman reported that for the month of May, 102 applications were sent out, and eleven (11) temporary certifications were issued.

There has been an issue with expired cards; however, CATS and MV are addressing this issue. In some instances, temporary ridership is being granted while issues are being resolved.

Mrs. Perkins asked if we are back to normal as far as certifications. She was informed that CATS is working with MV to get vehicles to pick up clients, once they are fully staffed.

Ms. Denman noted that she had been in conversation with the ARC; all of their workers have not returned and they are trying to determine the best way to serve them. They have two locations, Dallas Drive, and Jefferson Hwy; 4-5 vehicles would be needed for transport.

IV. Customer service / Complaints – Angella Wynn

Ms. Wynn shared that there were 20 contacts for the month of May, of which 2 were valid; both were pass ups by two senior operators. Both were counseled by Customer Service and ADA. Total contacts and call-ins have decreased. There was 1 commendation for the month of May.

Customer Service – Call Center – Jimmy Thomas

Mr. Thomas noted that with collaborative efforts and incentives, the call center is experiencing upward trends, and increased productivity. The call center received 21,508 calls, of which 20,078 were answered yielding a 94% performance level for the call center and a 6% abandonment rate.

Ms. Perkins asked if there was a process to address lagging productivity. Mr. Thomas stated that calls are monitored daily, meet with staff to discuss productivity, inform the reps of their daily numbers.

Ms. Perkins suggested that reps be given a card that can be posted, that reminds them of steps to follow.

V. Council on Aging update – Karen Denman

Ms. Denman reported that there were no new updates.

VI. CATS Engagement update – Pearlina Thomas

Ms. Thomas noted that she would add a Community Events calendar to Microsoft Teams.

Ms. Thomas noted that CATS will be assisting Boy Scouts of America with transportation for Camp Character, a program for inner city youth

June 7, 2021, CATS partnered with Walgreens and Healthy Blue to provide free COVID-19 vaccinations and food boxes at the terminal from 10:00 AM – 2:00 PM. During this event 35 people were vaccinated, five (5) of which are CATS employees.

Reported by Ms. Thomas:

- June 25, 2021, Metro Council District 7 Pedaling for Peace**
- June 26, 2021, Metro Council District 7 “Meet Your Neighbors” Block Party**
- July 24, 2021, Metro Council District 7 Back to School Drive**
- July 31, 2021, Metro Council District 7 Health and Fitness Expo**
- Reinstate agency exercise group – Wellness program**
- Adoption of a nursing home**
- Formation of an internal committee to address community issues – CATS Care Committee**

Mr. Deville noted that Senator Regina Barrow has reached out for assistance with an event.

Ms. Perkins inquired as to the status of employee vaccinations. Ms. Thomas stated that CATS cannot legally mandate that employees be vaccinated, however, they can encourage. A great majority of employees have already been vaccinated.

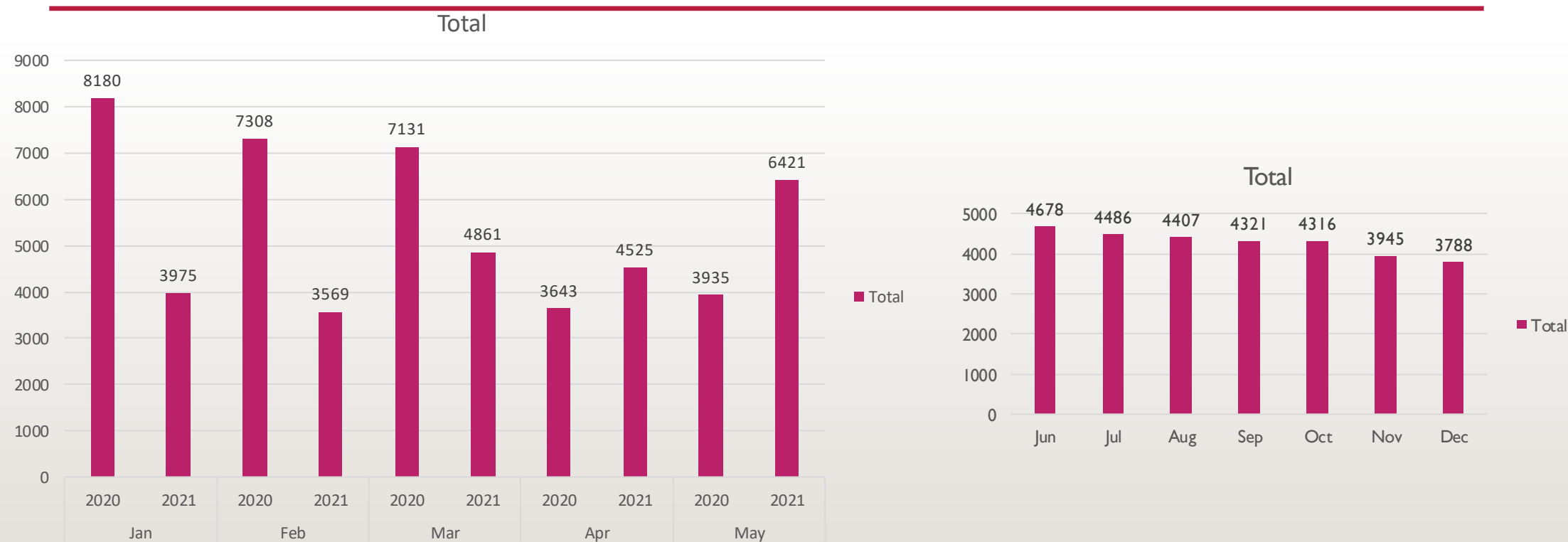
Mr. Deville stated that in comparison to other properties, CATS has not had many COVID-19 cases.

The being no other questions or business, the meeting was adjourned.

MV TRANSPORTATION

12 MONTH ROLLING SERVICE REPORT

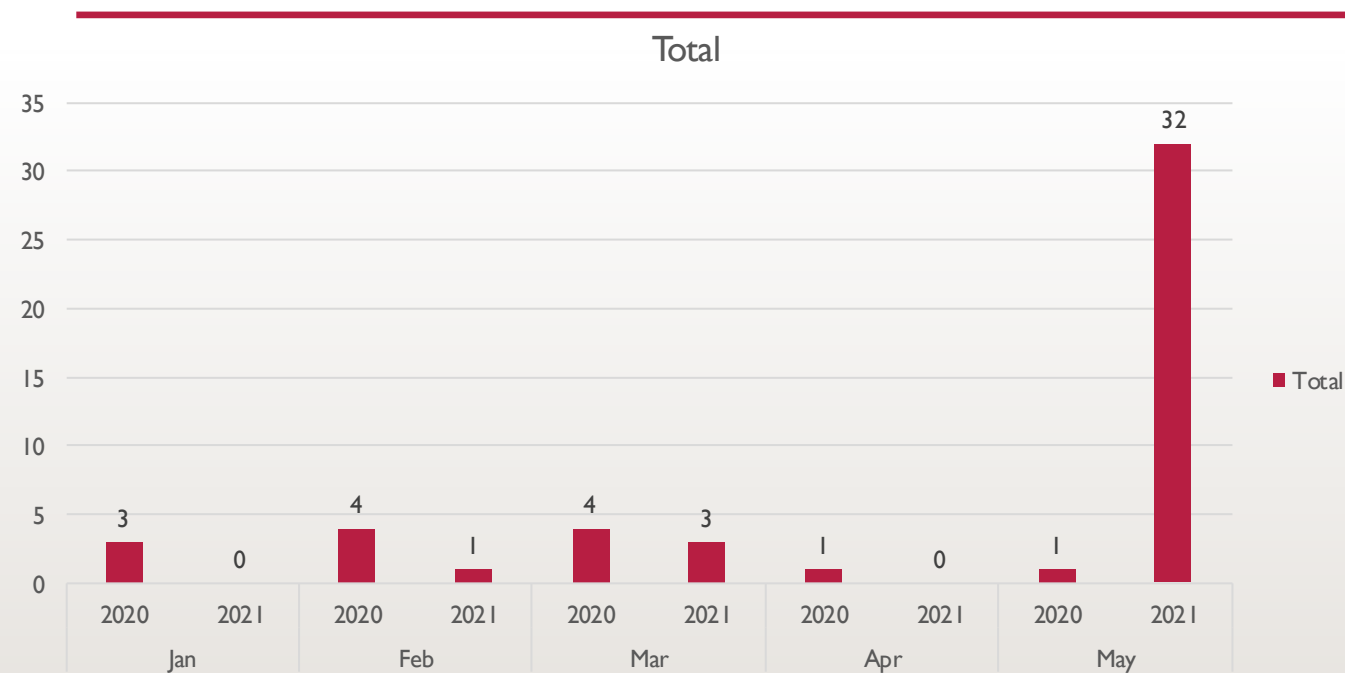
SCHEDULED TRIPS 2020 VS 2021



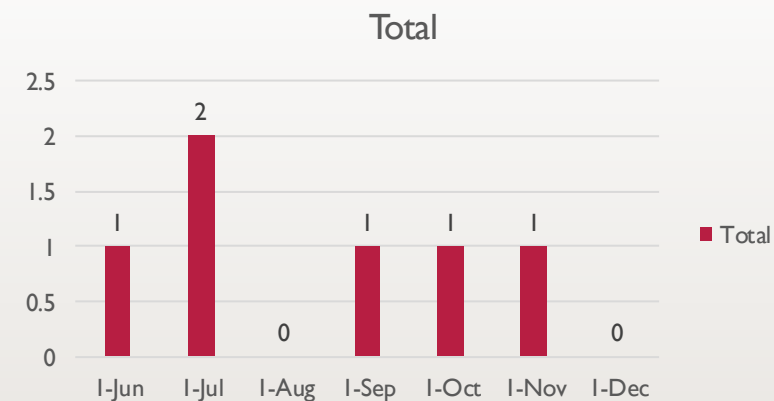
JAN-MAY 2020 VS 2021

12 MONTH ROLLING

COMPLAINTS 2020 VS 2021

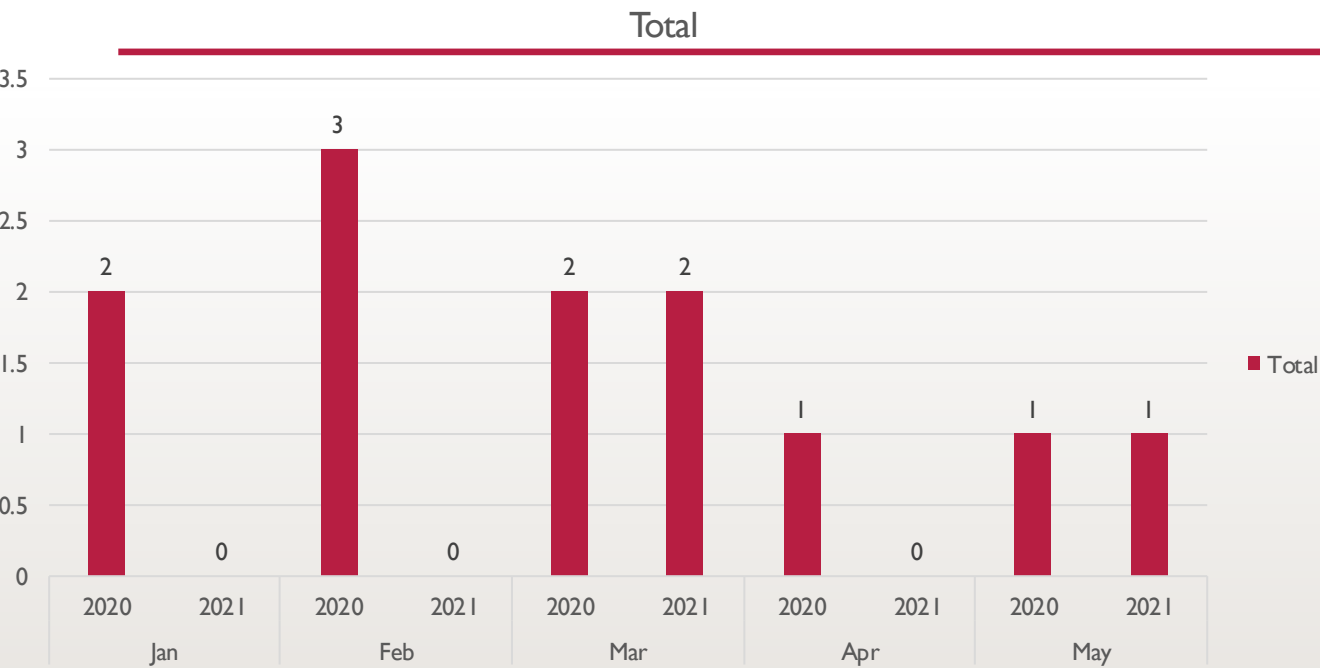


JAN-MAY 2020 VS 2021

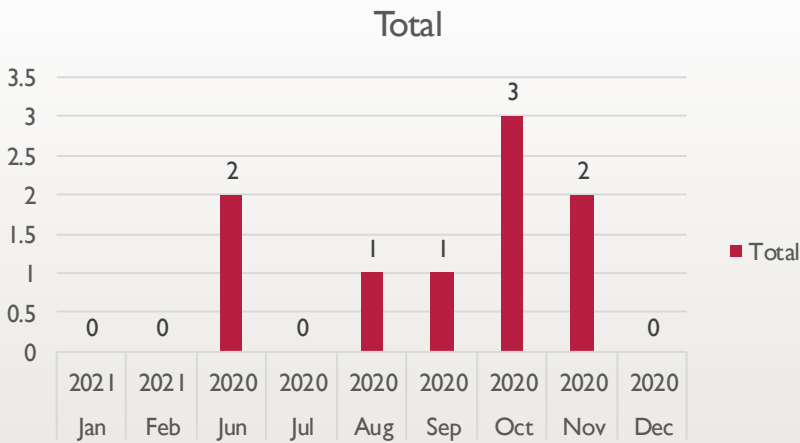


12 MONTH ROLLING

ROAD CALLS 2020 VS 2021

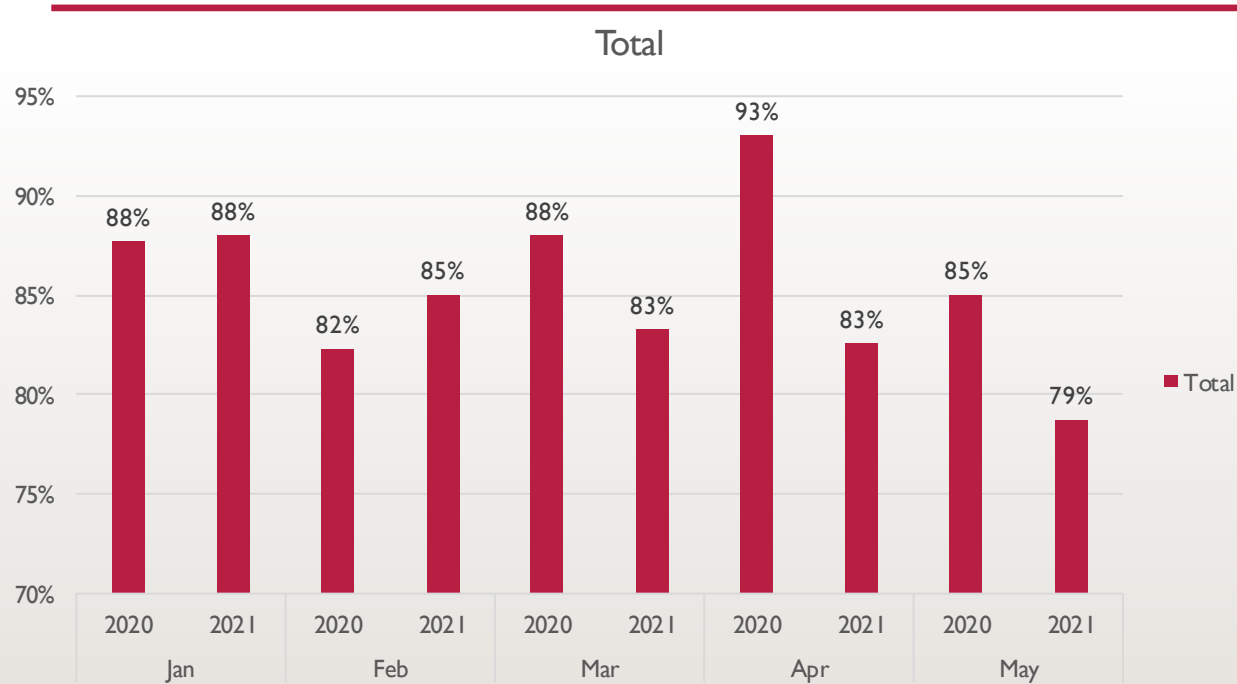


JAN –MAY 2020VS 2021

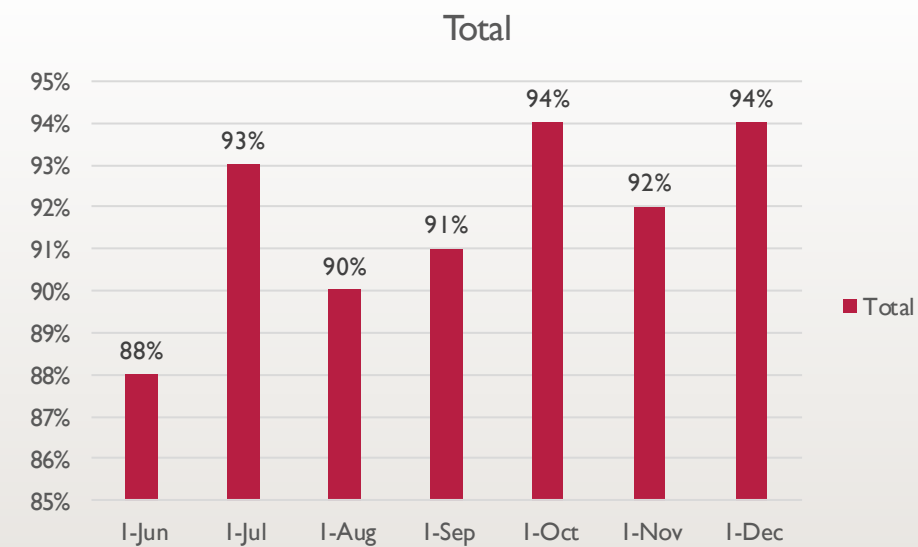


12 MONTH ROLLING PERIOD

ON TIME PERFORMANCE 2020 VS 2021

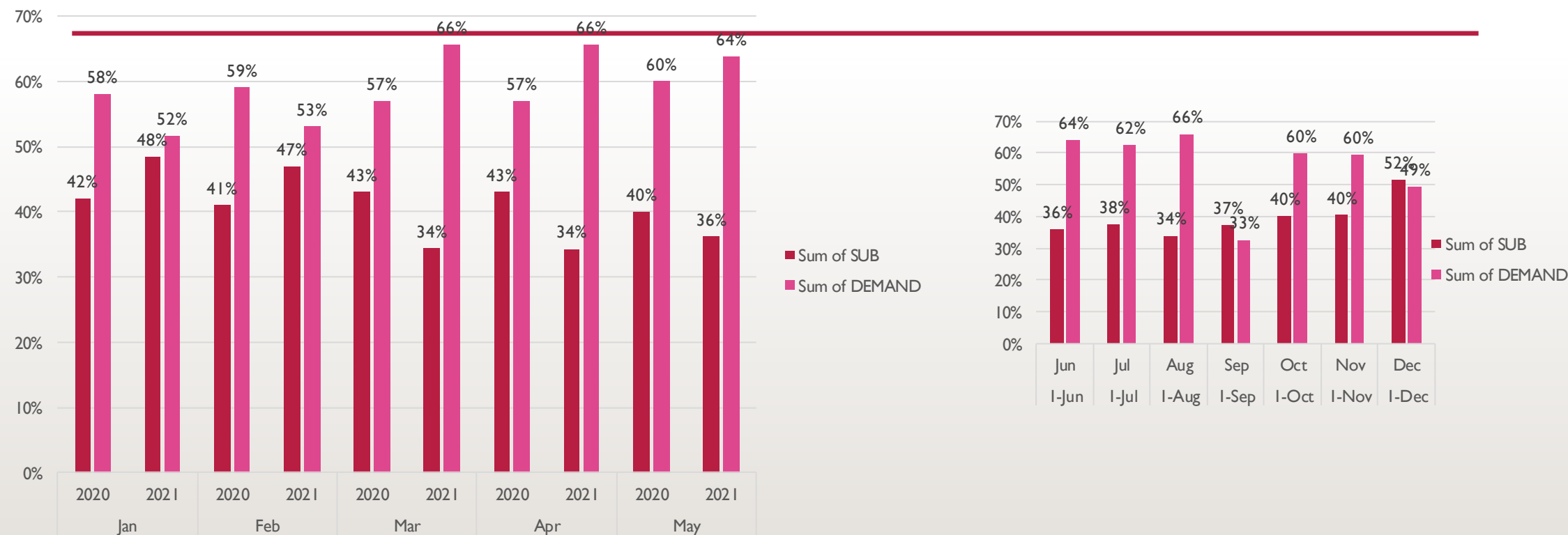


JAN –MAY 2020 VS 2021



12 MONTH ROLLING PERIOD

SUBSCRIPTIONS/DEMAND 2020 VS 2021



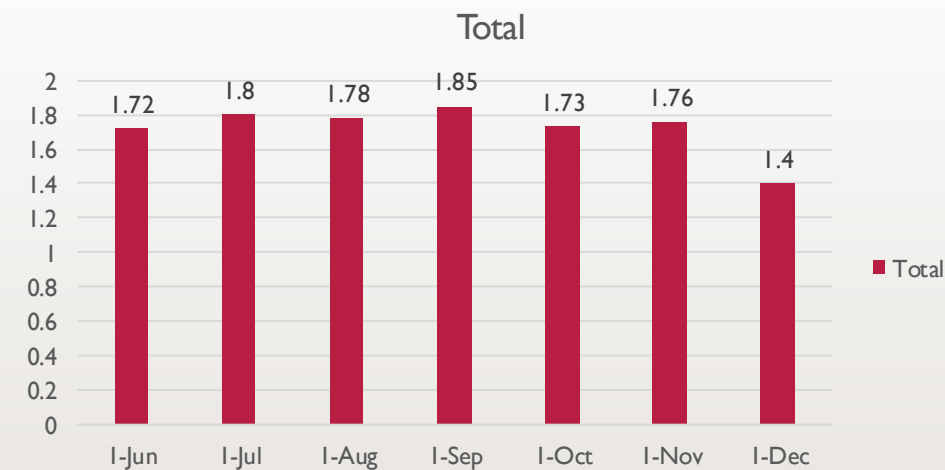
JAN – MAY 2020 VS 2021

12 MONTH ROLLING

PPH – GOAL 1.5



JAN-MAY 2020VS 2021



12 MONTH ROLLING

2250 Florida Boulevard
Baton Rouge, LA 70802
PHONE: 225.389.8920



CATS BOARD APPROVAL REQUEST:

Date: June 15, 2021

Department Requesting Approval: Planning

Project Manager: Cheri Soileau, AICP

Project: HNTB Task Order #3

Contract/P.O.: #2020-02

Budget/Project: \$585,000

Project/Task Order Date: June 1, 2021-June 1, 2022

Renewal Options (Yes/No): No

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

Project Summary:

HTNB, under Task Order 1, has been undergoing the Transit Development Plan which is the first step in evaluating the financial, capital, and transportation components of the system. The Strategic Plan, draft Capital Improvement Plan has been developed and a transit development overview is completed. This overview allows staff to have a comprehensive understanding of the system.

The next step is a Comprehensive Operational Analysis (COA) that will look at the current transit system network and service delivery. This project will then provide data regarding the riders, including origin/destination studies, a robust public outreach component, and an analysis of the service area to help create a network that stays within the fiscal constraints and leverages current resources to provide efficient and effective service.

Funding for this will be from the FY 2020 5307 grant. There is a line item for General Development/Comprehensive Planning in the amount of \$950,000, which provides enough funding for the project.

Attached is the Scope of Work that outlines the activities for the COA.

Project Task Order Amount: Not to Exceed \$585,000

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CATS

CAPITAL AREA TRANSIT SYSTEM

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Cheri L Sobel

Project Manager Approval

Michael D. Allen

Supervisor Approval

Thomas Ceting

Procurement Approval

John Catron

Finance Approval

Michael D. Allen

CEO Approval

CATS COA Scope Outline

1. Project Management
 - a. Opening Kick Off Meeting
 - b. Ongoing Project Management
2. Public and Stakeholder Outreach
 - a. Board Engagement and Education
 - b. Staff Engagement
 - i. Operations Staff Interviews
 - ii. Staff Focus Group
 - iii. Scenario Development Workshop
 - c. Community and Stakeholder Outreach
 - i. Project Branding
 - ii. Interviews
 - iii. Web-based engagement
 - iv. Social Media
 - v. Public Outreach
 - vi. Workshops
3. Existing Conditions
 - a. Data Collection
 - b. Peer Analysis
 - c. Origin Destination Survey – **ETC**
 - d. APC Data – **Rental**
 - e. AVL Data
 - f. Evaluation of Services
 - g. Latent Demand Analysis
4. Operational Analysis & Assessment
 - a. Organizational Review
 - i. Operators
 - ii. Supervisors
 - iii. Dispatch
 - iv. Operations Management
 - b. Technology Review
 - c. SOP Review
5. Technology Assessment
 - a. Fixed Route
 - b. Paratransit
 - c. Micro-Transit
6. Reliability and On Time Performance Plan
 - a. On Time Performance Review
 - b. Low Cost & Short Term (1 Year) Improvement Plan
7. Service Guidelines and Standards
 - a. Route Design
 - i. Local Bus
 - ii. BRT

- b. Scheduling
- c. Stop Amenities
 - i. Shelters
 - ii. Benches
 - iii. Policy
- d. Rider Information
- e. Performance standards & corrective measures
- 8. Transit Costing Model**
 - a. Financial Model
 - b. Review Route Performance Data
 - c. Refine Operating Cost Model
 - d. Update Financial Projections
 - e. Develop Cost Estimates for Service Changes
 - f. Funding Scenarios
 - i. Operations
 - ii. Future Grants
- 9. 2222 Transfer Facility Assessment**
 - a. Definition of Current Conditions
 - i. Facilities Inventory
 - ii. Evaluation of Existing Facilities
 - b. Definition of Future Conditions
 - c. Define Future Transfer Facility
 - d. Evaluate Site Options
 - e. Refinement of the Preferred Approach
 - f. Implementation Plan
 - g. Final Documentation
- 10. Transit Center Assessment**
 - a. Needs Assessment
 - i. Cortana
 - ii. East BR
 - iii. South BR
 - iv. Baker
- 11. Fixed Guideway Planning**
 - a. BRT Integration
 - b. Future CRT Integration
 - c. Identification of future BRT routes
- 12. Future Service Plan**
 - a. Identify Improvement Opportunities
 - b. Vanpool/Carpool Evaluation
 - c. Alternative Mobility Options
 - d. Commuter Service
 - e. Improvement Opportunity Assessment
 - f. Cost Neutral Service Plan
 - g. Phased Service Plan

- h. Full Build Out Service Plan
- 13. COA Implementation Plan
 - a. Near Term Recommendations (1-3 Years)
 - b. Extended Term Recommendations (4-6 Years)
- 14. Final Documentation
 - a. Service Standards
 - b. Existing Conditions Report
 - c. Service Plan Alternatives

DRAFT

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Baton Rouge, LA 70802
PHONE: 225.389.8920



CATS BOARD APPROVAL REQUEST:

Date: June 15, 2021

Department Requesting Approval: Planning

Project Manager: Cheri Soileau, AICP

Project: Atlas Technical Consultants, LLC Task Order 2

Contract/P.O.: #2020218

Budget/Project: \$848,646

Project/Task Order Date: May 21, 2021- December 21, 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.

The initial budget that was allocated to this contract was \$354,700. It is anticipated that the remainder of Task Order 1 will be exhausted at the end of June 2021. Staff requests execution of Task Order 2. Task Order 2 will be in effect for 18 months and not to exceed \$848,646. This will allow Atlas to continue with as-needed staff augmentation, program planning and

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management support, technical assistance and review, public outreach support, and CIP implementation, especially since the Plank-Nicholson Bus Rapid Transit project will begin mid-2021.

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.

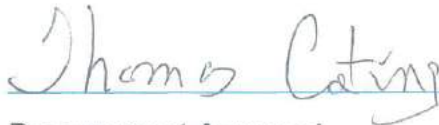
Project Task Order Amount: Not-To-Exceed \$848,646



Project Manager Approval



Supervisor Approval



Procurement Approval



Finance Approval



CEO Approval

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CATS BOARD APPROVAL REQUEST:

Contract / P.O. # TBD

Date: May 04, 2021

Department requesting approval: Maintenance

Project Manager: James Godwin

Project/Contract: Updating the HVAC at 2250 Socicitation:2021-HVAC System-001

Budgeted project (Yes/No): No

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

Project/Contract Summary: CATS went out on an ITB to upgrade the HVAC system at the 2250 Florida location. Being 25 years old, our system began having issues that are costing more every year. The chiller unit has rust and leaks. The HVAC takes R22 Freon in which the EPA started phasing out in 2010. The Control system is broken, as well as now obsolete. The controls must be operated manually.

CATS received two competitive bids. This project covers; replacing the HVAC chiller, the cooling tower, condenser water pump, chilled water pump, cooling tower condenser water air actuators, and the HVAC temperature control system. CATS is requesting that the board approve the HVAC upgrade for the 2250 Florida location.

Project/Contract Amount: Not to exceed \$243,750.00



Project Manager Approval



Supervisor approval



COO



Procurement approval



CEO approval

Rhonda Kimbel
Procurement Analyst
rkimbel@brcats.com

2250 Florida Boulevard
Baton Rouge, LA 70802
PHONE: 225.389.8920



CATS BOARD APPROVAL REQUEST:

Contract / P.O. #

Date: June 7, 2020

Department requesting approval: Information Technology (IT)

Project Manager: Paul Simon

Project/Contract: Purchase ASA 5505 Firewall Replacement

Budgeted project (Yes/No): Yes

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

Project/Contract Summary: Cisco Master Agreement, through State Contract LA#4400021189 – Networking and Services. This will replace CATS present backbone network firewall infrastructure devices, which are end-of-sale and end-of-life for the Cisco ASA 5505. The new Cisco Firepower 1120 NGFW Appliance will be deployment at all CATS facilities locations, along with management software to manage all cybersecurity threats. Also part of the State Contract Agreement, Transformyx will provide configuration and maintenance support. Transformyx has been a partner with CATS since 2014 providing IT support.

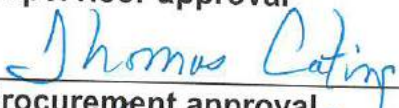
Project/Contract Amount: Not to exceed \$75,424.12




Project Manager Approval



Supervisor approval



Procurement approval



CEO approval

Rhonda Kimbel
Procurement Analyst
rkimbel@brcats.com

brcats.com

2250 Florida Boulevard
Baton Rouge, LA 70802
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CATS BOARD APPROVAL REQUEST:

P.O.

Date: June 7, 2021

Department requesting approval: Innovation

Project Manager: Micah Anthony

Project/Contract Date(s): August 1, 2021 through July 31, 2022

Renewal options (Yes/No): Yes

If yes, what year/option: 2022-2023 Will Need Re-negotiating

Budgeted project (Yes/No): Yes

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

Project/Contract Summary:

The annual cost for the above referenced Automatic Vehicle Location System, (AVL), Automatic Voice Annunciator (AVA) and Automated Passenger Counter (APC) Routematch systems for Technical Support, Maintenance and Warranties have been negotiated for a considerable discount for the 2020-2021 and holding that cost for the 2021- 2022 period. CATS successfully secured the discount with Routematch in 2020 due to software and hardware deficiencies, as well as milestone shortcomings. RouteMatch agreed to the following 2020-2021 and 2021-2022 annual fees. The original invoiced amount was negotiated down from \$212,000.00 in 2020. This discount was locked in for two years, as well as the promise of deliverables and repairs of outstanding insufficiencies.

We are requesting the CATS Board of Commissioners to approve the reduced amount of \$117,500.00 for the 2021-2022 RouteMatch Annual Technical Support, Maintenance, and Warranty of the AVL, AVA, and APC system.

Your consideration is appreciated.

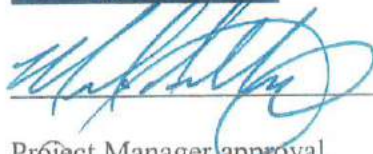
Project/Contract Amount: Not to exceed \$117,500.00

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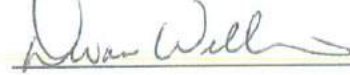
CATS

CAPITAL AREA TRANSIT SYSTEM

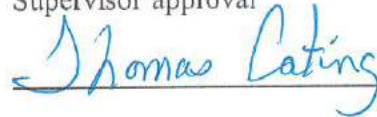
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Project Manager approval



Supervisor approval



Procurement approval



CEO approval

Routematch by Uber

Routematch Software, LLC
Tax ID: 45-2847441

Bill To:
Capital Area Transit System
2250 Florida Blvd.
BATON ROUGE, LA 70802

Invoice Number
5361
Billing Date
07-May-2021
Terms
30 NET
Due Date
06-Jun-2021
Purchase Order Number

Additional Comments

Item Num	Description	Quantity	Unit Price	Amount
1	Technical Support & Maintenance - Annual Technical Support - Annual Warranty for AVA Hardware, Dilax, APC, Feeney Modern - August 1st, 2021 - July 31st, 2022	1	25,766.16	25,766.16
2	Technical Support & Maintenance - Annual Technical Support - Core System - August 1st, 2021 - July 31st, 2022	1	39,733.84	39,733.84
3	Other - Annual SMS Text Data Plan - August 1st, 2021 - July 31st, 2022	1	2,000.00	2,000.00
4	Hosting - Annual Hosting Fees - August 1st, 2021 - July 31st, 2022	1	50,000.00	50,000.00

SubTotal 117,500.00
Tax 0.00
Total 117,500.00

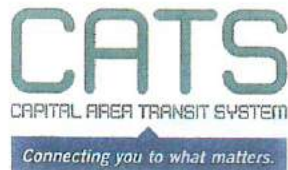
Payment Remittance Instructions:
Send Remittance Info To: ar-routematch@uber.com

For Bank Transfers:
Bank Name: Citibank
Account Name: Routematch Software LLC
Account Number: 7087000000000001
ABA/Routing Number: 031100209
Swift/BIC: CITIUS33DEL

Payments and Credits 0.00
**Outstanding balance as
of 07-May-2021 in USD** 117,500.00

For Check Payments (Exceptions Only) - Mail To:
Routematch Software LLC
P. O. Box 743038
Los Angeles, CA 90074-3038

2250 Florida Boulevard
Baton Rouge, LA 70802
PHONE: 225.389.8920



EXECUTIVE STAFF

Pearlina Thomas
Chief Administrative Officer
pthomas@brcats.com

CATS BOARD APPROVAL REQUEST:

Contract Number: TBD

Date: June 15, 2021

Department requesting approval: Business Development

Project Manager: Pearlina Thomas

Project/Contract: Contactless Fare Payment Implementation – The Public Transportation COVID-19 Mitigation Research Demonstration Grant Program

Project/Contract Date(s): July 2021 – July 2023

Renewal options (Yes/No): Yes

If yes, what year/option: Two (2) Year Contract with Three (3) – One Year Renewal Options

Budgeted project (Yes/No): No

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

Project/Contract Summary: Cubic Transportation Systems, Inc. will provide the infrastructure to support contactless fare payment CATS fixed route buses. Umo Bus Validator will be placed near the current fare box to accept passenger payments. Acufare's versatility will allow CATS passengers to pay fares without touching anything.

Project History: The Federal Transportation Administration initiated a Ten Million Dollar (\$10,000,000) Public Transportation COVID-19 Research Demonstration Grant Program to provide transit agencies resources to mitigate the spread of COVID-19 and other communicable diseases. CATS was awarded a \$337,000 grant with no local match required. Cubic Transportation System will provide CATS with Umo Pass Readers, Reader Installation Kits Launch Services, and Equipment Installation of the contactless payment

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EXECUTIVE STAFF

system for the fixed route fleet to help grow ridership and improve the public transit experience for CATS customers.

Project Award Recommendation: Cubic Transportation Systems, Inc.

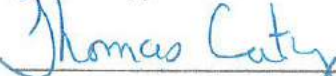
Project/Contract Amount: Not to exceed \$215,000.00

 Pearlina Thomas

Project Manager Approval



Finance approval



Procurement approval



CEO approval

CATS Procurement Listing for CATS Board

**June 15th
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
A								
A&E Design Services BRT Stations Plank Rd & Fla Blvd. PR #775	A&E Design Services	SJB Group, LLC	Approx Cost \$323,000	Estimated Date: TBD (18 mo)	Estimated Date: TBD (18 mo)	11/13/18	RFQ for Design Services for BRT Stations on Plank Rd & Fla Blvd. to include new transit facilities	Future BRT work will not be completed via this contract. Stop work issued 03/20/20. 11/8/18 – F&E Committee approved to move to full Board. 10/25/18 – CATS received final offer in the amount of \$322,544.55 from SJB. 10/10/18 – Evaluations still ongoing. 8/2/18 – New RFQ is advertised and notifications sent to vendor list, posted on CATS website. Proposal Opening Date: 8/29/18.
A&E Design Services Transit Amenities & Related Equip PR #934 RFQ 2019- Amenities Design-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	Future BRT work will not be completed via this contract. 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.
A&E Design Services NBR Transit Ctr PR #1307	A&E Design Services	TBD	Approx Cost TBD	TBD	TBD	TBD	RFQ for Design Services for the North Baton Rouge Transit Center	4/1/19 – <i>On hold</i> at this time per CATS Management. Firm to undertake the development of a series of 4 major bus transfer centers, where NBR Transit Center is one. To feature bus parking bays, canopy structures, driver's lounge, enclosed passenger facilities, bike racks, trash receptacles, lighting, safety bollards, kiosks and ticket machines, etc.
Audit Services CATS & Pension External Audit Services	Service Contract	Postlethwaite & Netterville	\$279,500	Jan 2019	Dec 2021	06/23/20	External Audit Services	Contract executed 06/20. 06/23/20 Board Approved. Additional \$63,000 for CATS CYE 2019 to initial \$32,000 for <u>new total of \$95,000</u> . 7/16/19 – Board approved additional \$119,500 for CATS CYE 2018 to initial \$31,500 for <u>new 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.

CATS Procurement Listing for CATS Board

June 15th
2021

Yellow = Action Item / needs Board Approval now

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
C								
Claims Adjuster Bus Fleet Liability & Worker Comp	Service Contract New RFP	Brown Claims Management Group Adjuster Claim Services Bus 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	12/15/20 Board approved extension until 12/31/21. New RFP to be developed. 06/23/20 Board Approved to extend. Period Extension thru 12/31/20 allowing time to formulate <u>new RFP</u> 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.
Compliance Assistance FY2019 FTA Comprehensive Oversight Review	Consulting Services	Pierlott & Associates	\$144,349 current value after Amendment of \$96,492	12-24-18	Extended to 03/31/21	05/21/19	Consultant to assist with preparing FTA Triennial 2019 to include tasks: Corrective Action Support, Post-Review Assistance for Oversight Review	08/18/20 – Contract Extension for Period ending 03/31/21. No increase in contract value. 11/18/19- Contract Extended for Period of Performance only until 04/30/20. 05/21/19 Board approved funds of \$96,492. Original value of \$47,857 was executed on 2/05/19 by CEO.
D								
Drug & Alcohol 3rd Third Party Adm D & A Services for Safety Sensitive	Services New RFP	IHSN 6th 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	Extension Approved. Targeting making award by 05/21. 06/23/20 Board Approved. Period Extension thru 12/31/20 allowing time to formulate new RFP. Estimated cost to be \$25,000 for a 3 year contract. 3/18/19 CATS extended 12-month renewal with IHSN with only a \$0.50 increase on drug tests. Contract originated in 2012.
F								
Financing Bus Finance Lease /Purchase (10 Gillig Buses)	Bus financing for 7 years through 2024	Banc of America Public Capital Corp (Scottsdale, AZ)	Finance 10 Gillig Diesel Buses for 7 years.	04/17	10/24	3/21/17	Capital Bus Lease/Purchase Finance 10 Gillig Buses Pay over 7 year period. Total Cost: \$4,217,800 2 payments of \$328,137 per year = \$656,273 per yr	3/21/17 – Board approved financing of 10 Gillig buses. 3/16/17 - F&E approved item to move to full board for approval. Financing is for 10 Gillig Buses. 2/8/17 – RFP solicited to multiple financial institutions. Proposals due back 3/2/17. Inquiries due here by 2/20/17 with our responses out via Addendum on 2/23/17.

CATS Procurement Listing for CATS Board

June 15th
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
Fuel Diesel and Gasoline Joint C-P & CATS Contract Approved thru 10/31/2021 7 th 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.	Board approved 04/20/21 for Services thru 10/31/21 Via a City Parish contract. Period 7 months. Renewed- 2/7/20 for 1 year. 3/19/19 – Board approved. Renewal contract sent out. 3/14/19 – F&E Approved. 2/8/19 – City Parish has renewed for one year and notified CATS. 10/3/18 – Received notification that Mansfield Oil was assigned contract by FuelTrac, approved by City Parish. 3/26/18 – Contract was finalized and signed with Fueltrac and the C-P Purchase was copied on all correspondence. 3/20/17 – Board Approved for renewal period of 4/1/18 thru 3/31/19. See CEO Letter Recommending Renewal Contract. 3/21/17 – Board approved renewal of contract. 3/21/17 – Contract needs Board Approval for renewal period of 4/1/17 thru 3/31/18. See CEO Letter Recommending Renewal Contract.
G								
Graphic Design Services	Service	Rockit Science	\$160,000 Maximum 2 nd Renewal \$160,000 Maximum 1 st Renewal \$125,000 Maximum per year	10/1/20 10/1/19 10/1/18	9/30/21 9/30/20 9/30/19	9/22/20 9/17/19 09/18/18	Assist CATS in creating and executing marketing programs, incl. marketing strategies and designs to increase CATS ridership base, build and maintain a positive brand in the community, and showcase the accomplishments of the Agency.	Board Approved 09/22/20. 9/17/19 – Board approved 1 st renewal through 9/30/20 for Strategic Creative Consulting Services under this contract. 9/18/18 – Board Approved. 7/27/18 - An RFP solicitation was sent to 52 graphic design firms. CATS received 5 proposals which were evaluated by the Proposal Evaluation Committee (PEC). Highest scoring firm is Rockit Science, with contract award recommendation to be in the amount of \$125,000 for 12 months, with the option for up to four (4) twelve-month renewals.
Generators-Procurement	Materials State Contract	ARCCO Power Systems	\$92,117	Delivery expected 08/17/20	Generators 08/31/20 350 Donmoor Switch Pending delivery	6/23/20	150 KW Generator & 350 KW Generator at 2250 Florida Blvd. Power Office and Fueling Station. Switch for 350 Donmoor.	Delivered and installed 2 generators 08/20. Grant funded. Allows continued operations in the event of a power outage. Generators and Installation est. \$170,000. Final cost anticipated to be \$135,917.
Generators – Installation	Public Works Bid	Finisher LLC installation	\$46,200	08/17/20	2 Generators 08/31/20 Switch Pending delivery	6/23/20	Install 150 KW & 350 KW Generator at 2250 Florida Blvd. tp power Office and Fueling Station. Switch only install at Donmoor.	Generator Installation completed 08/20. Switch at Donmoor installed. Award made 7/31/20. Grant available to fund. Allows continued operations in the event of a power outage.

CATS Procurement Listing for CATS Board

**June 15th
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
H								
HVAC Upgrade 2250 Florida Blvd	Public Works Bid	Metro Mechanical	\$243,750	TBD	TBD		Upgrade HVAC System at 2250 Florida Blvd	Approval being request by Board. Project to be completed 140 days after Award is received by vendor.
I								
Insurance Auto Physical Damage Policy	Services	Stone Agency	\$74,900	9/20	09/21	09/22/20	Auto damage including terrorism coverage	Board Approved so Accounting has addressed this matter.
Information Technology ASA Firewall	Materials & Services State Contract	Transformyx	\$75,424	8/21	08/24		Networking and Services for Firewall replacement	Requesting Approval for Networking and Services for Firewall Replacement. Hardware and software.
L								
Legal Services <i>Contract is thru 5/18/20</i>	Services	Abadie Law Firm, APLC	Monthly Retainer Fee + hourly rates apply.	5/19/19	5/18/22	02/19/19	Three (3) year Legal Services Contract Approved by CATS board on 2/19/2019	Contract terminated 02/13/21.
Legal Services Employment Law	Services	Breazeale, Saches & Wilson, LLP	\$125,000	04/08/20	04/08/21	11/17/20	Contract Increase by \$75,000 Legal Services relating to Employment and Labor Matters. PO2020177	04/18/21 New contract is being formulated for consideration. 11/17/20 Board Approved Contract increase by \$75,000. Services to include: Employment Law, including legal services with ongoing dealings with the Amalgamate Transit Union (Local 1546) in negotiating and administering of the collective bargaining agreements with its employee's union, grievance and interest arbitrations, civil rights, ADA, wage and hour, and other employment claim. Other services will be supplies per direction of the CEO.

CATS Procurement Listing for CATS Board

**June 15th
2021**

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
O								
Oil Products	Materials ITB	Lard Oil (\$70,045.00)	\$70,045	1/1/2021	12/31/21	12/15/20	Antifreeze, Synthetic Transmission fluid and Diesel Exhaust Fluid	Board Approved. Prior year vendor is being replaced.
		Central Oil (\$36,204.00)	\$36,204	1/01/21	12/31/21		Gear Oil, Motor Oil and Wheel Grease	12/01/20 – Bid Opening. Provided here for the Boards information since this went out in one Invitation to Bid but awarded to 2 different vendors based on the lowest bid for specific products.
On-Call Services RFP PR # 2019-On-CallServices-	Consulting	The Goodman Corporation	\$160,000	08/01/20	07/31/21	07/21/20	TO 001 Sub-Area Planning approach for transit options	Task order 001 issued for \$160,000.. Board Approved up to \$160,000. This task includes technical analysis, public outreach, alternatives, and implementation plan for micro-transit service.
On-Call Services RFP PR # 2019-On-CallServices-	Consulting	Atlas Technical Consultants	\$354,770	08/03/20	12/31/21	07/21/20	TO 001 for Program Management. General Administrative Support, Project Development, Delivery and Planning Services for 5 year Capital Improvement and Investments Plan	Period of Performance Extended to 12/31/21. Task order 001 issued for \$354,770. Board Approved up to \$354,770. This task will provide administrative support for project development & planning for capital improvement plan.
On-Call Services RFP PR # 2019-On-CallServices-	Consulting	Atlas Technical Consultants	\$848,646	05/21/21	12/21/22		TO 002 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 12/31/22. This task will provide administrative support for project development & planning for capital improvement plan.
On-Call Services RFP PR # 2019-On-CallServices-0	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.
On-Call Services RFP PR # 2019-On-CallServices	Consulting	HNTB	\$78,104	10/20/20	07/21/21	10/20/20	TO 002 Rider, Non-Rider Transit Stakeholder Surveys	10/20/20 Approved by Board. Task Order 002 issued 10/28/20.
On-Call Services RFP PR # 2019-On-CallServices	Consulting	HNTB	\$585,000	06/01/21	06/01/22		TO 003 Comprehensive Operational Analysis	Includes a comprehensive operational analysis of CATS bus routes.

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P								
Paratransit Services ADA	Service	MV Transp.	NTE \$2,324,667 1 st year option 3 year contract amount \$6,975,000	05/06/21 5/6/18 3 yr contract w/ 2 one year renewals	05/05/22 5/6/21 (potential 5 year contract thru 2023)	03/16/21 2/20/18	Contracted Para-Transit Service Provider	03/16/21-Board Approved 1 st of 2 one year renewals effective 05/6/21. 03/16/21-Board Approved Hourly Rate Adjustment for Modified Services in 2020. 11/17/20 Board did not make a motion to provide a temporary Rate Adjustment. 2/20/18 – Board approved award to MV. 1/16/18 – Board deferred until Feb Board meeting. 1/12/18– F&E meeting Based on the Proposal Evaluation Committee results; CATS recommends an award of contract to MV Transportation as CATS paratransit services contractor.
Planning and Scheduling	Consulting	Arthur Gaudet	\$125,000	02/01/20	02/01/21	6/23/20	Planning & Scheduling Assistance	End Date has passed. Contract Amended. Current value \$125,000, 6/20.
S								
Security Guard Services	Service	Weiser Security Services, Inc.	Approx. \$237,000 annual cost	Extension approved & rebid 1 st quarter 2021 2 nd of 2 renewals 1/1/19 1 st of 2 one-year renewals	12/31/21 12/31/20	12/15/20 1/21/2020	24/7 - Security Guard Services at CATS 2250 Florida Blvd. location.	Contract Signed 01/06/21. Rebid early 2021 still pending. 12/15/20 Board Approved to extend for 1 year starting 01/01/21. 3/1/2020 – Contract renewed. 11/13/18 - Board approved 11/8/18 – F&E Committee approved to move to full Board. Board Approved original award on 1/15/16 – Security contract awarded to Weiser Security Services, Inc. 3-year contract with 2 options to renew for 12-months each.
Software ERP System Software	Services	Tyler Technologies Solutions	New price \$822,803.00 first 5 years (Options for 3 years)	08/01/20	7/31/25 (potential 8 year contract thru 2028)	12/17/19	ERP Software	Contract executed by CATS. Board Approved on 12/17/19. Awarded to Tyler Technologies Solution. 12/13/19- Received negotiation prices from Tyler, new price is \$822,803.00 for 5 year term w/option to extend for 3 years. 12/6/19– Emailed letter for Intent to Recommend Award to Tyler Technologies.

CATS Procurement Listing for CATS Board

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
Software RouteMatch Services	Service	RouteMatch	One year of tech support, warranties, & maintenance coverage \$117,500	8/1/21	7/31/22		Tech Support, Maintenance & Warranty Coverage for AVL, APC & AVA Sys	Board Request being presented for Period Ending 07/31/22 based on option year 1 price from 2020. Negotiated down to \$117,500/yr. Same price to 7/31/22 9/17/19 - Board approved 12-month renewal for \$165,052. Renew warranty services contract through 7/31/20. Board Approved on 7/17/18 to renew tech support and warranty coverage for AVL, APC & AVA Systems from 8/1/18 thru 7/31/19.
T								
Tire Lease for Buses (Maintenance) Contract for 3 years thru 8/31/20 w/2 one year renewals thru 8/31/22	Material Supply ITB	Bridgestone Americas Tire Operations, LLC	1 st option year estimated cost is \$204,800 per year \$600,000 (est cost for 3 years) -----	9/01/20 09/1/17	1 st of 2 1 yr options 8/31/21 8/31/20	08/18/20 1/21/20	Tire lease for buses	08/18/20 Board Approved to exercise 1 st of 2 one year options. Extended thru 8/31/21. Estimated \$204,800 for 1 year. 1/24/2020- Order has been placed. 1/21/2020- Board approved. 1/10/20- Submit Board approval request.
Technical Innovation Services	Service	Hitachi	Not To Exceed \$300,000	09/01/20	8/31/21 (2) 1 yr options	09/22/20	Multi-channel messaging with passengers. Mobile ticketing options. System to provide data collection. All to improve the rider's experience.	Board has approved. 80% Funding provided via AIM Grant.
Technical Innovation Services	Service	Cubic Transport Systems, Inc	Not To Exceed \$215,000	7/01/21	06/30/23 (3) 1 yr options		System to improve and grow CATS fixed routes.	Requesting Board Approval 06/15/21. Contactless Fare collection system as part of the Covid-19 Mitigation Research Grant.

CATS Procurement Listing for CATS Board

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments	
V									
Vehicles (21) ADA Paratransit Vans Driver Protection Systems	Materials	Creative Bus Sales State Contract	\$25,560	06/11/20	09/30/20	6/23/20	21 Protective Van Protective Systems to protect drivers	All received in September 2020. Order placed 6/26/20. 6/23/20 Board Approved. Cares Act Funded.	
Vehicles Electric Buses (3) (35ft) w/Extended Battery Range and install 3 electric charging stations	Rolling Stock	BYD America 3 Electric Buses and install 3 electric charging stations	Final Order 3 buses no Chargers \$2,296,240 Bid Price for 3 buses and 3 charging stations \$2,381,245 Approx unit cost for one bus and one charging station \$791,748	12/20/2020 3 rd Order 12/20/2019 – 2 nd order 01/16/18	12/31/23 3 rd Order 12/20/20 – 2 nd order 01/16/23 Contract can be used for the next 5 years from the date of award	11/17/20 12/17/2019 Board Approved 1/16/18 PO Issued on 3/7/18. Delivery to be by Feb 22, 2019	Allows for up to 9 buses, 35 foot w/extended battery range and install in-house charging stations. 3 separate orders of 3.	3 buses from 2 nd order arrived in 2021. PO Issued 11/18/20 for 3 rd and final order. 11/17/20 Board Approved request for 3 rd order for 3 buses. 3 rd Order Deliver anticipated in 2023. 12/20/19 – 2 nd order for 3 buses-Board Approved and buses ordered expected to arrive by 12/20. 1/16/18 – Board approved award to BYD for 1 st order of 03 buses. 1/12/18 - F&E meeting – CATS recommended an award of contract for the purchase of 3 electric 35 foot buses to the lowest priced and responsive bid submitted by BYD. F&E voted to move the item to full board for approval. CATS Received bids from BYD, New Flyer and Proterra.	
Vehicles Electric Bus Charges	Rolling Stock PO Change Order	BYD America 2 Electric charging stations	\$56,667	06/11/20	09/01/20	6/23/20	2 Chargers for BYD Electric Buses	Delivery accepted. Order placed 6/24/20. .	
Vehicles Diesel Buses (7) 35ft Delivery 2023 & 2024 <i>8 buses Delivered Nov/Dec 2018</i> <i>*orders as needed – on going until contract expires</i>	Rolling Stock ITB	Gillig, LLC 35 ft diesel	\$3,489,166 final order. 2021 for 7 buses for delivery in 2023 & 2024 3 rd order. Purchase of 8 buses 56 Buses will be ordered over 5 years thru 2020 36 less 8 = 28 Assignments left on the bid	2021	2024 8 buses delivery in Nov/Dec 2018	1/22/21 Board Approved To purchase 12 buses on 12/20/16 week of 7/17/17	Final 7 Buses- Delivery 2023 and 2024	2 POs issued 1/22/21. 1/21/21 Board Approved purchase of 7 buses to be received in 2023 and 2024. No future orders due to contract expiring 02/21. 1/3/19 – Procurement was notified that all 8 buses have been received by CATS Maintenance. 7/21/17 P.O. sent to Gillig – 7/17/17 – Pending P.O. / will be issued this week to Gillig for 8 buses. Waiting on Buy Am info from them before sending P.O. The delivery date is 16 months. 4/11/17 – Awaiting approved PR from CEO to issue PO for 8 buses (on hold). 3/21/17 – Update: P.O. pending since board approval in Dec. 2016. P.O. changed to reflect the purchase of 8 buses instead of 12.	

CATS Procurement Listing for CATS Board

June 15th
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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
Vehicles Bus Driver Protective Systems	Materials	Gillig, LLC 28 Driver Protection Systems	\$137,400	06/11/20	08/31/20	6/23/20	28 Driver Protective Systems for Diesel Buses	Delivered 11/30/20. 6/23/20 Board Approved. Cares Act Funded.
Vehicles ADA Paratransit Vans 12- passenger Elkhart	Rolling Stock	Creative Bus Sales – State Contract	\$265,130	1/31/2020	07/31/20	1/21/2020	To purchase (4) Elkhart Coach EC-II ADA Paratransit Vans, 12 – passenger to replace currently operated and maintain goal plan for an average 3 years.	All received in September 2020. Change Order of \$5,005 approved by Board 6/23/20. Order placed for this CO 06/26/20. 1/24/2020- Order has been placed. 1/21/2020- Board approved. Note: Barriers added via Care Act for these 4 units. CO for \$5,005 reflected in amount to the left.
Vehicles Support SUVs 5- Chevrolet Traverse support vehicles	Rolling Stock	Gerry Lane Chevrolet	\$124,832	9/23/2020	12/31/20	09/22/20	To purchase (5) Chevrolet Traverse SUVs to replace (5) 2009 Dodge Ntro support vehicles.	Vehicles now in service. Order placed 09/23/20 with a 90 day delivery promised. Grant available for these replacement units
Vehicles 3-Electric Buses - Lease for 2 years	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 contract under review for finalization and award. Buy America documentation provided. 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.
W								
Website Re-Design	Website Services	Covalent Logic	\$16,000 Change Order value Estimate ReDesign \$87,000 plus Hosting Fees \$4,000/yr	08/01/20 01/01/17	07/31/21 07/31/20 3 years w/2 one year renewals available	07/21/20 12/20/16	Extension of contract for added functionality and annual hosting fee. Original Website Re- Design - includes Hosting and Software Services	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. Contract Award Recommendation is scheduled to be on 12/20/16 Board meeting agenda.

2020 Contracts Authorized by CATS CEO

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

June 2021

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
Advisor to Senior Management for Strategic Guidance	S W Leader, Inc.	\$50,000	6/01/20	6/01/21	06/20	Advisor to CATS Senior Management relating to Strategic Guidance & Planning PO 2020212	CEO will direct consultant to work in coordination with CATS Transit Planner/Scheduler and Micro transit Project Manager, and COO staff, to review for immediate implementation during remainder of the COVID-19 (Coronavirus) pandemic and post pandemic period
Advisor to Senior Management for Strategic Guidance	Aries 2.0 Management Group, LLC	\$50,000	4/10/20	4/10/21	04/20	Advisor to Senior Management for Strategic Guidance PO 2020173	Develop internal framework with management staff to include courses of action, timelines, progress milestones and monitoring processes to address CATS' mission critical objectives. Interface with CATS' Senior Management Team by providing on call services on as needed bases to achieve mission objectives
Consultant to CATS CEO	New Age Industries	\$50,000	3/1/20	12/31/20	03/20	Professional Services - Paul Tolliver (Consultant to CATS/CEO) PO 2020117	Senior Advisor to CATS Senior Management in the areas of: Technology, Operations, BRT Programing, Capital Improvement Program and other duties assigned by the CEO
Federal Grants Guidance	Stephanie Pulley	\$50,000	4/7/20	4/7/21	04/20	Federal Grants Strategic Guidance PO 2020151	Services will include grant strategic guidance, as well as procurement and accounting strategies
Federal Grants Strategic Guidance	Sullivan Bosworth LLC	\$50,000	2/10/20	2/10/21	02/20	Federal Grants Strategic Guidance PO2020073	Strategic Guidance for grant identification and grant management processes
Government Relations Consulting	Southern Strategy Group of LA	\$50,000	1/1/21	12/31/21	03/08/21	Services relating to Governmental Affairs, Relations and Educational Services (lobbying) PO 2020010	Support and strategy guidance for Governmental Relations and Educational Services

2020 Contracts Authorized by CATS CEO

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

June 2021

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
Legal Services To Amend and Create Policies and Procedures	Broussard Dispute Resolutions	\$50,000	5/1/20	4/30/21	05/20	Legal Services to amend & create Policies & Procedures Agreements. PO#2020176	Provider of legal services to representation in the following areas: Employment: render legal services to CATS on amending and creating policies and procedures for CATS Human Resources and Operations as it relates to the current COVID-19 pandemic to assure compliance with Local, State and Federal Employment Laws and CATS responsibility to and engaging with employees; Public Transit Employment Regulatory Requirement, which includes assisting CATS to secure the maximum benefit from and adherence to federal and state subsidy programs with respect to Laws, Acts, Bills and/or any Legislative actions in response to the COVID-19 (Coronavirus) Pandemic, and adherence to federal, state, and local legal employment regulatory requirements. Additional services at the request of the CEO
Consultant to CATS CEO. Support for Maintenance, Operations including Bus Inspection	ESA Management & Engineering Consultant	\$50,000	12/24/19	12/24/21	12/19	<i>Support for Maintenance, Operations including Bus Inspection</i>	Support required to ensure rolling stock needs are assessed and requirements in the procurement process are followed and properly documented
Executive Search Services for CATS Human Resources Director	Gallagher Benefits Services, Inc.	\$27,850	09/01/20	11/30/20	09/20	<i>6 step search process to bring qualified candidates to CATS for the hire of a Human Resources Director</i>	Scope expanded requiring amendment of \$1,600. Search has been extended into 2021. Due to the level of this position, this effort has been outsourced.

2020 Contracts Authorized by CATS CEO

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

June 2021

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
Human Resources Consultant	Amy Tullos Cannon	\$41,800	09/21/20	03/20/21	09/20	Support and guidance relating to Human Resources	Contract completed. Need generated by the departure of the CATS Human Resources Director. Relation can be terminated if warranted with short notice
Compliance Training, NTD Support and Procurement periodic on demand support	The Goodman Corporation	\$49,500	08/01/20	03/31/21	10/06/20	Compliance, Procurement and NTD Support	Closeout underway. Temporary Support as workload has increased to ensure CATS addresses matters before we move forward with increased work efforts
Litigation Support Services	Lyons Research Group	\$50,000	02/19/21	02/19/22	02/19/21	Support Litigation as directed by CATS	Support with investigations as directed by CATS.
Legal Services as required by CATS	Law Office of Derrick Moore	\$50,000	01/04/21	01/04/22	03/02/21	Legal services including but not limited to: fleet liability, procurement law, public transit regulations, settlement, judgements and general services	Legal support for various transit matters.
Planning-Key Performance Indicator	HDR Engineering	\$49,973	10/28/20	03/12/21	10/28/20	Service Planning Metrics & Industry Performance Measures	Closeout process underway. Effort Completed. Deliverables are: Service Planning Technical Memorandum, Service Standard Document and Project Management Meeting as well as support with documents relating to meetings.

2020 Contracts Authorized by CATS CEO

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

June 2021

Description	Vendor Name	Amount	Start Date	End Date	CEO Approved	Services Provided	Comments
<i>Court Reporting Services</i>	Baton Rouge Court Reporting	\$43,500	01/01/21	12/31/21	02/08/21	<i>Transcription Services for board meeting, negotiation, arbitrations and as required.</i>	
<i>2021 Dodge 2500 4X4 Crew Cab for Maintenance Department</i>	All Star Dodge, Chrysler, Jeep	\$43,153	03/17/21	03/25/21	03/17/21	<i>2021 Dodge 2500 4X4 Crew Cab for Maintenance Department</i>	Grant funded. LA-2019-30. PO has been issued.
<i>Community Engagement and Public Relations</i>	Clay Young Enterprises	\$50,000	03/25/21	03/24/22	03/25/21	<i>Messaging and community relations plan and implementation</i>	Various services to maximize Media and Branding Strategy.
<i>Professional Development for CATS Management</i>	Insight Strategies	\$49,500	05/18/21	11/17/21	05/17/21	<i>Employee Assessment & Leadership Professional Development Training</i>	Complete assessment for CATS Managers and develop course and deliver of workshops.