

2250 Florida Boulevard
Baton Rouge, LA 70802
PHONE: 225.389.8920

BOARD MEMBERS

Mark Bellue
President

Erika Green
Vice President

Kahli Cohran
Treasurer

**Antoinette Earthly-
Pierre**
Secretary

Dr. Peter Breaux
Member

Johnathan Hill
Member

Laurence Lambert
Member

Kevin O'Gorman
Member

Linda Perkins
Member



Notice for Public Comments for CATS Board of Commissioners August 18, 2020 meeting

Subject: Notice and Instructions
Meeting: August 18, 2020 Regular Meeting (Virtual)
Category: Notice
Type: Information, Procedural

This notice is in reference to Capital Area Transit System Board of Commissioners' Certification Pursuant to Gubernatorial Proclamation JBE 2020-30 regarding board member participation by telephone or video conference as it relates to the CATS Board of Commissioner Meetings.

Please be advised that, due to the public health emergency caused by the coronavirus disease 2019 (COVID-19) and the "Stay at Home" orders issued by President Trump and Governor Edwards, the CATS Board may, for the duration of this emergency, conduct Board meetings and committee meetings electronically via telephone and/or video conference.

The Regular Meeting scheduled August 18, 2020, will be available via Zoom:

Topic: CATS August Board Meeting
Time: Aug 18, 2020 04:30 PM Central Time (US and Canada)

Join Zoom Meeting
<https://zoom.us/j/98737146812?pwd=dnUvcDNDVF11cnZOOEK2REhFM0RNU>
T09

Meeting ID: 987 3714 6812
Passcode: 116161
One tap mobile
+13126266799,,98737146812#,,,,,0#,,116161# US (Chicago)
+16465588656,,98737146812#,,,,,0#,,116161# US (New York)

Dial by your location
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)

Meeting ID: 987 3714 6812
Passcode: 116161
Find your local number: <https://zoom.us/j/98737146812?pwd=dnUvcDNDVF11cnZOOEK2REhFM0RNU>

Written public comments will be accepted until Section VII (Action Items) of the agenda is reached during the meeting. Individuals wishing to make a

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BOARD MEMBERS

public comment about any of the posted action items or other public comments will need to email catsboard@brcats.com. Upon the closing of the comments, the public comments that have been submitted will be read into the record.



**REGULAR MEETING
OF THE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM
AND
PUBLIC TRANSPORTATION COMMISSION
AUGUST 18, 2020
4:30 pm
Virtual**

AGENDA

- I. CALL TO ORDER: Mr. Mark Bellue**
- II. ROLL CALL: Ms. Amie McNaylor**
- III. APPROVAL OF MINUTES OF JULY 21, 2020 MEETING: Mr. Mark Bellue**
- IV. PRESIDENT’S ANNOUNCEMENTS: Mr. Mark Bellue**
- V. ADMINISTRATIVE MATTERS**
 - 1. Executive and Financial Report: Mr. Bill Deville and Executive Staff**
- VI. COMMITTEE REPORTS AND ANY ACTION THEREON**
 - 1. Finance & Executive: Mr. Mark Bellue**
 - 2. Technical, Policies & Practices: Dr. Peter Breaux (no meeting held)**
 - 3. Audit: Mr. Kahli Cohran (no meeting held)**
 - 4. Planning: Mr. Kevin O’Gorman**
 - 5. Community Relations: Ms. Linda Perkins (no meeting held)**
- VII. ACTION ITEMS**
 - 1. Consideration of authorization to amend the settlement and judgment payment policy to increase the balance threshold for payments in full and to increase the contribution to the fund for 2020**
 - 2. Consideration of authorization to renew tire lease contract with Bridgestone America Tires**
 - 3. Consideration of authorization to extend period for compliance contract with Pierlott & Associates, LLC until March 31, 2021**
- VIII. PUBLIC COMMENT**

IX. ADJOURNMENT

Individuals having questions regarding the meeting should contact Amie McNaylor, 225.389.8920, 2250 Florida Boulevard, Baton Rouge, LA 70802.

Individuals needing special accommodations during this meeting should contact Karen Denman (225) 389-8920, Ext. 1504, 2250 Florida Boulevard, Baton Rouge, LA 70802, no later than 4:00 p.m. on the Monday immediately preceding the Tuesday meeting.

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Member

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Member

Laurence Lambert
Member

Kevin O'Gorman
Member

Linda Perkins
Member

CAPITAL AREA TRANSIT SYSTEM BOARD OF COMMISSIONERS' CERTIFICATION PURSUANT TO GUBERNATORIAL PROCLAMATION 84 JBE 2020

WHEREAS, on March 11, 2020, via Proclamation Number 25 JBE 2020, the Governor of the State of Louisiana declared a Public Health Emergency due to the threat posed to public safety by the COVID-19 outbreak;

WHEREAS, on March 16, 2020, the Governor issued Proclamation Number 30 JBE 2020, entitled *Additional Measures for COVID-19 Public Health Emergency*;

WHEREAS, on May 14, 2020, the Governor issued Proclamation Number 59 JBE 2020, entitled *Renewal of State of Emergency for CO VID-19 Extension of Emergency Provisions*;

WHEREAS, on June 4, 2020, the Governor issued Proclamation Number 75 JBE 2020, entitled *Renewal of State of Emergency for CO VID-19 Extension of Emergency Provisions*;

WHEREAS, on June 25, 2020, the Governor issued Proclamation Number 84 JBE 2020, entitled *Renewal of State of Emergency for CO VID-19 Extension of Emergency Provisions*;

WHEREAS, through Proclamation Number 84 JBE 2020, the Governor renewed the emergency declaration for the COVID-19 emergency and ordered that Louisiana remain in Phase 2 of Resilient Louisiana;

WHEREAS, through Proclamation Number 84 JBE 2020, the Governor further found it was necessary to renew certain other provisions of Proclamation Number 59 JBE 2020 which are necessary to protect the health and safety of the people of Louisiana;

WHEREAS, section two of Proclamation Number 84 JBE 2020 authorizes all local political subdivisions of the State to provide for attendance at essential governmental meetings via teleconference or video conference during the pendency of the emergency;

WHEREAS, section two of said Proclamation further mandates that, before invoking the authority of section two, the public entity is required to certify that it would be unable to operate due to quorum requirements;

WHEREAS, the CATS Board of Commissioners needs to conduct essential business of the transit system;

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BOARD MEMBERS

CATS

CAPITAL AREA TRANSIT SYSTEM

Connecting you to what matters.

WHEREAS, due to underlying health concerns of several members of the CATS Board which could be negatively affected by COVID-19, the CATS Board will not be able to obtain a quorum of the members of the CATS Board and will otherwise be unable to operate due to quorum requirements;

WHEREAS, the CATS Board, therefore, needs to implement the authorization located in section two of Proclamation Number 84 JBE 2020.

NOW THEREFORE, pursuant to the authority contained in Proclamation Number 84 JBE 2020, the CATS Board hereby certifies on this 13th day of August, 2020, that it is unable to obtain an in-person quorum for its meeting scheduled for Tuesday, August 18, 2020, due to the threat of COVID-19, and that, therefore, its members may participate in such meeting via teleconference or video conference. Additionally, all efforts will to be made to provide for observation and input by members of the public. The meeting may be assessed by live stream.



Mark Bellue, President,
CATS Board of Commissioners



Bill Deville, CEO, CATS



CAPITAL AREA TRANSIT SYSTEM

Connecting you to what matters.

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

JULY 21, 2020

4:30 p.m.

**Virtually and at the CATS Administrative
Office Building**

**350 North Donmoor Avenue
Baton Rouge, LA 70806**

MINUTES

I. CALL TO ORDER: Mr. Mark Bellue

Mr. Bellue called the meeting to order.

II. ROLL CALL

All members were present at the meeting, namely Messrs. Bellue (physically present), Breaux, Cohran, Hill, Lambert, and O’Gorman (physically present) and Mss. Green, Perkins, and Pierre. Also present were Mr. Bill Deville, CEO; other CATS staff; Creighton Abadie, CATS attorney; and members of the public.

III. APPROVAL OF MINUTES OF JUNE 23, 2020 MEETING

Mr. Lambert moved to approve the minutes of the June 23, 2020, meeting and Mr. Hill seconded the motion. Mr. Bellue invited public comment and there was none. The motion passed unanimously with no abstentions.

IV. PRESIDENT’S ANNOUNCEMENTS

Mr. Bellue read the agenda into the record and noted that public comments would be accepted via email at catsboard@brcats.com until the beginning of the action items section of the agenda. He noted that all public comments would be read into the record.

V. ADMINISTRATIVE MATTERS

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

Mr. Deville shared that the agency continues to waive fares and enforce limited seating and rear entry for those without mobility impairments. The agency continues to monitor COVID-19 status, daily ridership trends, and local news conferences and announcements from elected officials.

Mr. Deville noted that Governor Edwards announced the continuation of Phase 2 for COVID recovery and the agency's protocols would continue as they are.

Ms. Williams noted that there are currently 145 total operators. There are 111 active operators. The remaining operators are out as a result of COVID-19, FMLA, and Workers' Comp.

Ms. Williams shared that ridership for June was 110,415, which is slightly higher than ridership in May 2020 but still less than June 2019. The on-time performance was 64.01%. The percentage of trips operated in June was 97.71%. The agency operated 196,474 miles. There were 2.0 preventable accidents per 100,000 miles in June and 7,557 mean miles between road calls.

Ms. Williams informed the members that operations will be working to improve performance measures.

Ms. Thomas shared that the role of Facilities/Contracts Manager, along with Buildings and Grounds, has been moved to Administration, and the Custodial Staff has moved to the Maintenance Department. This will improve efficiency, increase effectiveness, and streamline processes. The Facilities Manager will be able to work more closely with Procurement and employees covered under the Collective Bargaining Agreement will be under Operations.

The current operator training class has 13 cadets who have completed their third party testing, received their CDLs, and are with the line instructors. There is one cadet still in training and six that have joined Operations full time. The cadets will have a thorough review of the employee handbook.

The following positions are being advertised at this time: mechanic, bus operator, maintenance supervisor, information technology

analyst, electronics technician, buildings and grounds crew, and planning and capital projects manager.

The COVID-19 Task Force continues to meet and is working with vendors to keep adequate supplies of PPE stocked for the agency. CATS is preparing for a mask giveaway for customers.

To date, the following supplies have been distributed to CATS employees: 4,470 surgical masks; 310 cloth masks; 1,578, 4-ounce bottles of hand sanitizer; 34,450 pairs of gloves; 3,264, 32-ounce bottles of disinfectant; and 87 cases of pull-roll paper towels.

Mr. Deville shared that CATS has been monitoring the ridership daily since the onset of the Stay at Home Order from Governor Edwards. Ridership trends are down, still in the area of 3,000 daily riders versus the 8,000 daily riders pre-COVID.

There will likely be no new service through the end of the year as a result of COVID.

Mr. Deville noted that a major milestone was accomplished with approvals received from both the State Historic Preservation Office and environmental clearance from the FTA.

Mr. Abadie let the members know that that the sale of property for the North Baton Rouge Transit Center has one remaining hurdle in that the resolution adopted by the LSU Board of Supervisors calls for the signature of F. King Alexander, who is no longer at LSU. Mr. Abadie is hopeful the matter will be resolved by September.

Mr. Deville noted that CATS continues meeting with principals involved in the Baker Park and Ride project.

Mr. Cutrone presented the June financials and noted that the total current assets as of June 30, 2020, are \$34,987,294. The total assets are \$56,599,059. The total current liabilities are \$10,856,141 and the total liabilities are \$14,352,099. The total net assets are \$42,246,960, compared to \$43,669,820 in 2019.

The total operating expenses for the month of June are \$2,203,735.

The total CATS-generated operating revenues for the month as of June 30, 2020, are \$70,178. The total non-federal subsidies for the month are \$2,007,609 and the total federal subsidies are \$2,282,411. The net operations balance as of June, 2020, is \$1,927,313.

VI. COMMITTEE REPORTS AND ANY ACTION THEREON

1. Finance and Executive: Mr. Mark Bellue

Mr. Bellue referred the members to the highlights of the minutes of the July 16th meeting and shared the highlights. He noted that all the action items to be presented were recommended for approval by the committee.

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

Dr. Breaux noted the committee did not meet.

3. Audit: Mr. Cohran

Mr. Cohran noted the committee did not meet.

4. Planning: Mr. Kevin O’Gorman

Mr. O’Gorman referred the members to the highlights of the minutes of the July 15th meeting and shared the highlights. He noted that the committee was updated on service planning, BRT, transit centers, and task orders for the on-call consultants.

5. Community Relations: Ms. Linda Perkins

Ms. Perkins noted that the committee had not met since March as a result of COVID-19.

Mr. Cooksey shared that ridership on CATS On Demand has decreased as a result of COVID-19.

Mr. Cooksey noted that CATS On Demand had 3,935 scheduled trips in May. Of those, 112 were cancellations and 157 were no shows, for a total of 3,823 completed trips.

The on-time performance for the month was 84.6%.

VII. ACTION ITEMS

It was noted by Mr. Bellue that no written public comments were submitted.

1. Consideration of authorization to renew website redesign and hosting services contract with Covalent Logic

Ms. McNaylor shared that the website was redesigned by Covalent Logic and they have continued to host the site.

This is the third year of the contract and it allows for a revamp and additional functionalities to be built in the content management of the site.

It was noted that the hosting fee is \$4,000 annually and that a refresh of the site and additional functionality is approximately \$10,000. The agency is asking to renew the contract at a cost not to exceed \$16,000.

Ms. Perkins moved that the CEO is authorized to renew the website redesign and hosting services contract with Covalent Logic for an amount not to exceed \$16,000 and Ms. Pierre seconded the motion. Mr. Bellue invited public comment and there was none. The motion passed unanimously.

It was noted that Thomas Cating is the new Procurement Manager for the agency.

2. Consideration of authorization to execute task order for Atlas Technical Consultants for Program Management

Ms. Thomas noted that they will work with CATS to develop procedures and standards used to govern overall management of the project, which will include project initiation, document controls and reporting, communications controls, schedule management, budget management, and project identification and prioritization.

It was noted they will work to augment CATS staff as well as to provide program management.

Ms. Perkins moved that the CEO is authorized to execute a task order with Atlas Technical Consultants for program management services through July 21, 2021, at a cost not to exceed \$354,770 and Mr. Cohran seconded the motion. Mr. Lambert abstained. Mr. Bellue invited public comment and there was none. The motion passed with one abstention.

3. Consideration of authorization to execute task order for HNTB Corporation for Transit Development Plan

Ms. Thomas shared that the task order for HNTB encompasses project management, public/stakeholder engagement coordination,

organizational review, transit vision and strategic plans, proposed capital program, funding strategies, and an implementation plan.

The first task will be primarily focused on transit vision, strategic plans and the proposed capital program.

Ms. Perkins moved that the CEO is authorized to execute a task order with HNTB Corporation for transit development plan services through July 21, 2021, at a cost not to exceed \$350,000 and Mr. Hill seconded the motion. Mr. Lambert abstained. Mr. Bellue invited public comment and there was none. The motion passed with one abstention.

4. Consideration of authorization to execute task order for The Goodman Corporation for Microtransit implementation

Ms. Thomas shared that The Goodman Corporation will be working on project management and final report production, review of accessible transit conditions, stakeholder engagement/public outreach, developing accessible transit options, and the implementation plan.

The first project to be undertaken will be to rework and rebid the microtransit service project. This will be done with a proprietary tool developed by Cambridge Systematics.

Ms. Perkins moved that the CEO is authorized to execute a task order with The Goodman Corporation for microtransit implementation services through July 21, 2021, at a cost not to exceed \$160,000 and Ms. Pierre seconded the motion. Mr. Lambert abstained. Mr. Bellue invited public comment and there was none. The motion passed with one abstention.

VIII. PUBLIC COMMENT

There were no public comments.

X. ADJOURNMENT

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

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EXECUTIVE STAFF

Bill Deville
Chief Executive Officer



AUGUST 2020 Executive Report Bill Deville and CATS Staff

COVID-19 UPDATES: *Bill Deville*

- The agency continues to waive fares and enforce limited seating and rear entry for those without mobility impairments.
- The agency continues to monitor COVID-19 status, daily ridership trends, and local news conferences and announcements from elected officials.
- The agency's new COVID cases continue to be limited; once the COVID spike retreats, we will resume looking at adding back fares, as well as front door entrance and exiting.
- CATS continues to enforce face coverings for riders in accordance with local and state orders Mayor Broome and Governor Edwards.

OPERATIONS: *Dwana Williams*

- There are 148 total operators, and there are currently 104 active operators working; the remaining operators are out as a result of COVID-19, FMLA, and Workers' Comp.
- See attached June Performance Measures that reflect measures during COVID-19.

COMMUNICATIONS: *Amie McNaylor*

- See attached document for a summary of activity and spending during COVID-19

ADMINISTRATION: *Pearlina Thomas*

- **HUMAN RESOURCES:**
 - Jim Fight resigned on Friday, August 7th, effective immediately. We appreciate his efforts during his time here.
 - CATS is continuing to advance partnerships with BRCC, Southern University, the Louisiana Workforce Commission, and Employ BR to provide professional development and to fill vacancies in the agency.
- **PROCUREMENT:**
 - Monthly contract status report attached
- **COVID-19 Response Task Force:**
 - The task force continues to meet three times weekly, led by Theo Richards.
 - The task force is working closely with vendors to keep adequate supplies of PPE stocked for the agency.
 - A policy has been created that will make its way to the internal policy committee that outlines procedures related to COVID-19 response.
 - CATS is preparing for a mask giveaway for our customers.

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EXECUTIVE STAFF



PLANNING AND PROGRAM DEVELOPMENT: *Bill Deville*

Service:

- The current reduced level of “lifeline” service that was implemented April 5, 2020, is expected to last until December, 2020.
- CATS staff will continue to monitor federal, state, and local covid related safety and security mandates, and will be prepared to make needed changes should they become necessary before the end of the year.
- The September 2020 service pick per the CBA, will be twofold:
 - Tweak certain routes and run time adjustments in response to ridership, route checking, scheduling re-assessment, OTP, stakeholders requests, etc.
 - Provide all operators the opportunity to sign up (operators can pick their routes in order of seniority 3 times a year) for new route/work days, that will operate until the first 2021 CBA service pick is implemented in February, 2021.
- COO, Dwana Williams, Paul Toliver (Ops support once weekly) Arthur Gaudet (Runcutter/Scheduling) and staff, have campaigned together in an effort to review, assess, change, tweak schedules, run cuts, or any changes as needed for improvements to operations and OTP;

Capital:

BRT –

- On-Call Program Manager, Atlas Technical, began kick-off meetings with staff and on-call bench consultants getting accelerated orientation to the following:
 - Plank/Nicholson BRT Corridor project – A major milestone was accomplished with approvals received earlier from both the State Historic Preservation Office and environmental clearance by FTA. Next steps include refining BUILD grant budget and development of the next CEA between CATS and the City-Parish.
 - Florida BRT project – with the City MoveBR and Roads Transfer program awarding design/construction contracts to include Florida Boulevard.

Transit Hubs/Centers –

- East, Cortana – completed.
- On-Call Program Manager, Atlas Technical, began kick-off meetings with staff and on-call bench consultants getting accelerated orientation to the following:
 - Downtown – federal funding is being sought to fund the amenities needed for the relocation of the 2250 and 22nd street CATS Transfer Terminal to the Florida at I-110 site via FTA Bus and Bus Facilities grant application that was submitted last week; other funding is also being sought.
 - North, LSU permanent/EKL temporary site – CATS counsel expects that the LSU Board of Supervisors will pass a new resolution in August authorizing the sale of the property and that the sale shall be completed in September.

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EXECUTIVE STAFF



- South, Mall of Louisiana temporary site – staff is seeking permanent site.
- Baker Park & Ride – CATS continues meetings with principals in this project: CRPC and Mayor Waites. CRPCA and the City of Baker purchased the Park & Ride property and are moving ahead with the Planning study. Please see following link for WHLA rendering of the retail development resulting as TOD (transit oriented development).
- Planning study by the City of Baker and CRPC is next step.

- **Technology –**

Key Technology Needs Status

- Competitive selection and approval of Tyler Technologies as CATS ERP system – completed.
- Competitive selection and approval of Intueor Consulting, Inc., to manage implementation of Tyler Technology Enterprises ERP software suite for CATS completed.
- Seeking Scheduling/AVL System software – SaaS (software as a service licensing by subscription for either or both; this meets needs more quickly with less upfront funding requirements).
 - Plan/Implementation process underway to recreate CATS Planning & Scheduling department (final interviews to replace former Director Planning & Scheduling underway).
 - IT & staff continue to host software demos for AVL and Scheduling software.
- Business Analytics Solicitation is about to begin:
 - Procure an agency wide tool to gather reporting data automatically from the core systems; excel requires too much manual labor, is very time consuming, and is more subject to human error. Additionally, there is not enough data or performance indicators that are produced using excel, which often causes delays and/or errors when responding to federal, state, and local government compliance related reports, like Triennial Reviews, National Transit Data reports, audits, etc.
- Enterprise Asset Management System
 - Under review/funding being sought.
- Customer Service System
 - Procure work rules based customer service application.

CEO NOTES: *Bill Deville*

- With outside counsel leading and working with CATS Covid Task Force group, CATS has included (at Board Vice President's request) a status on CATS first update to its Disaster Policy, adding "Section N".

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EXECUTIVE STAFF

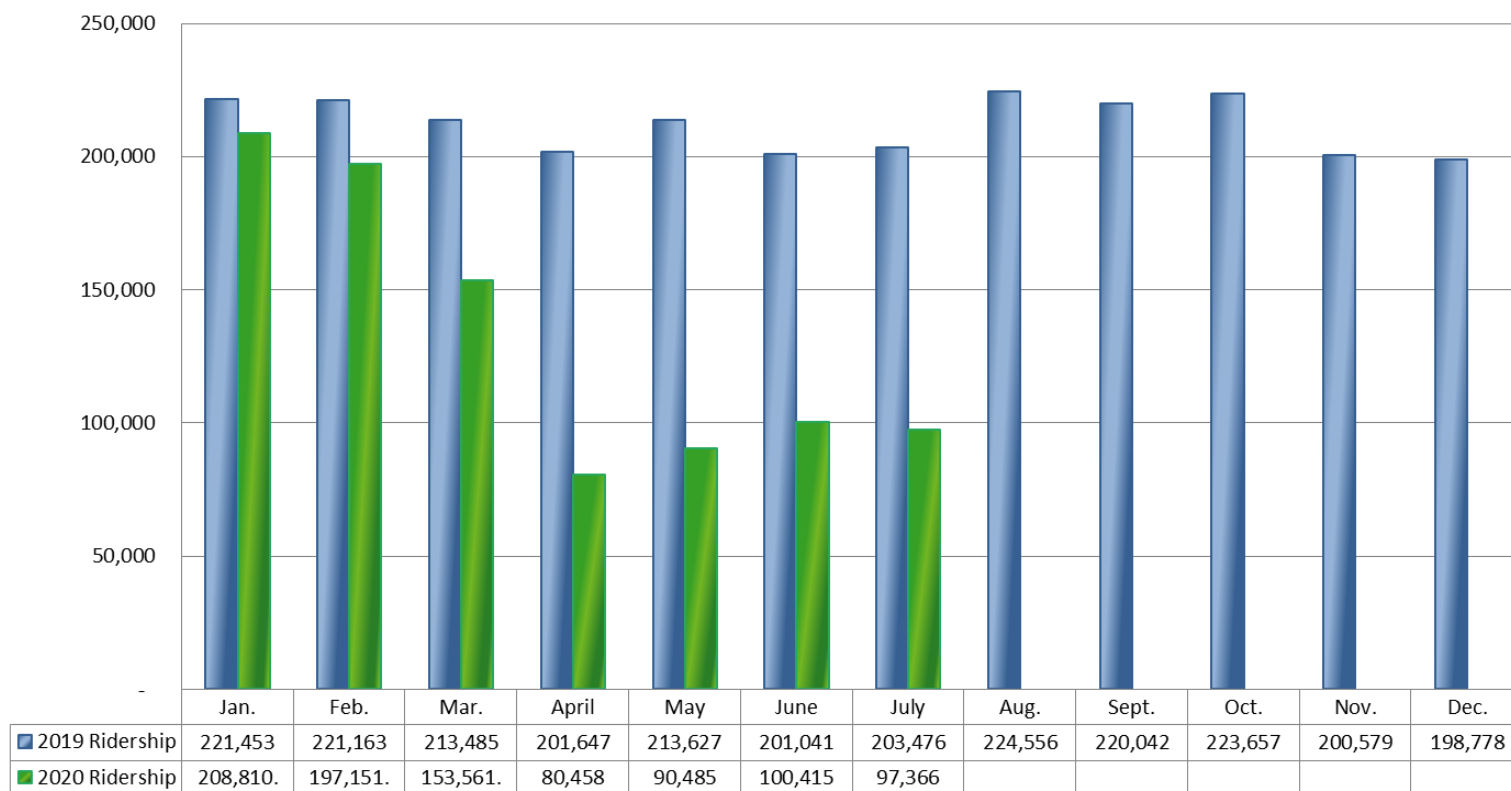


- CATS Procurement staff has completed all On-Call Master Service Agreements (MSA) and has now executed all On-Call Task Orders approved by the board at its July board meeting.
- Atlas Technical has met with CATS CEO and has established an office on-site at Donmoor to begin organizing, creating program and project work flow charts to reflect chain of command flow, and distribute in upcoming project meetings with staff and other on-call bench consultants in its role as Program Manager.
- The Goodman Corporation (Microtransit etc.) has already reached out with its team and is scheduled to meet with staff and Atlas next week.
- HNTB (Transit Development Plan) reached out to begin meeting with staff and Atlas.
- CATS will be working closely with Atlas to prioritize and promptly update and move all programs and projects identified in CATS Strategic Plan (which includes a major Capital Investment Improvement Plan).
- CATS completed its NTD report and submitted to FTA NTD on time.

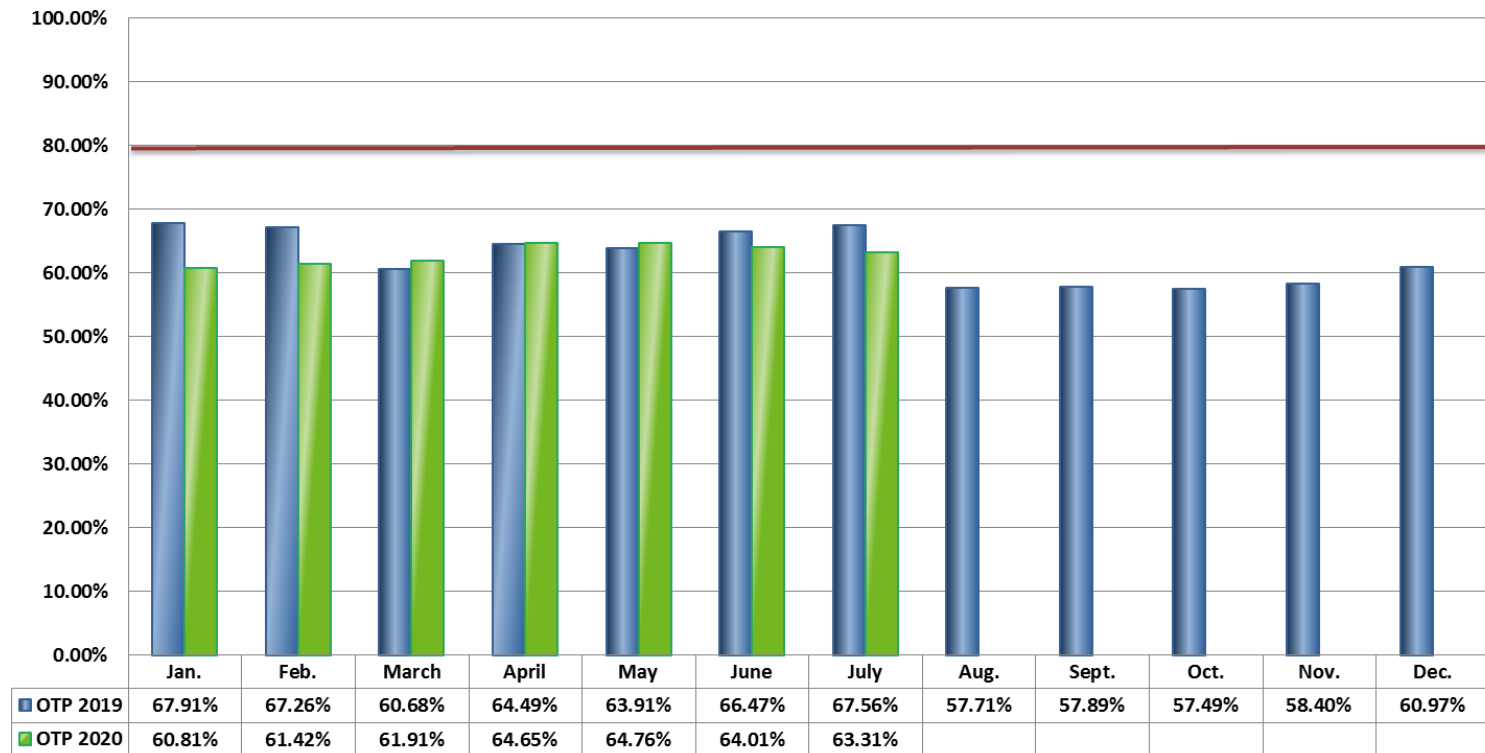
Finance: ***Mr. John Cutrone***

- See attached financial report.

Ridership 2019-2020



On-Time Performance 2019-2020

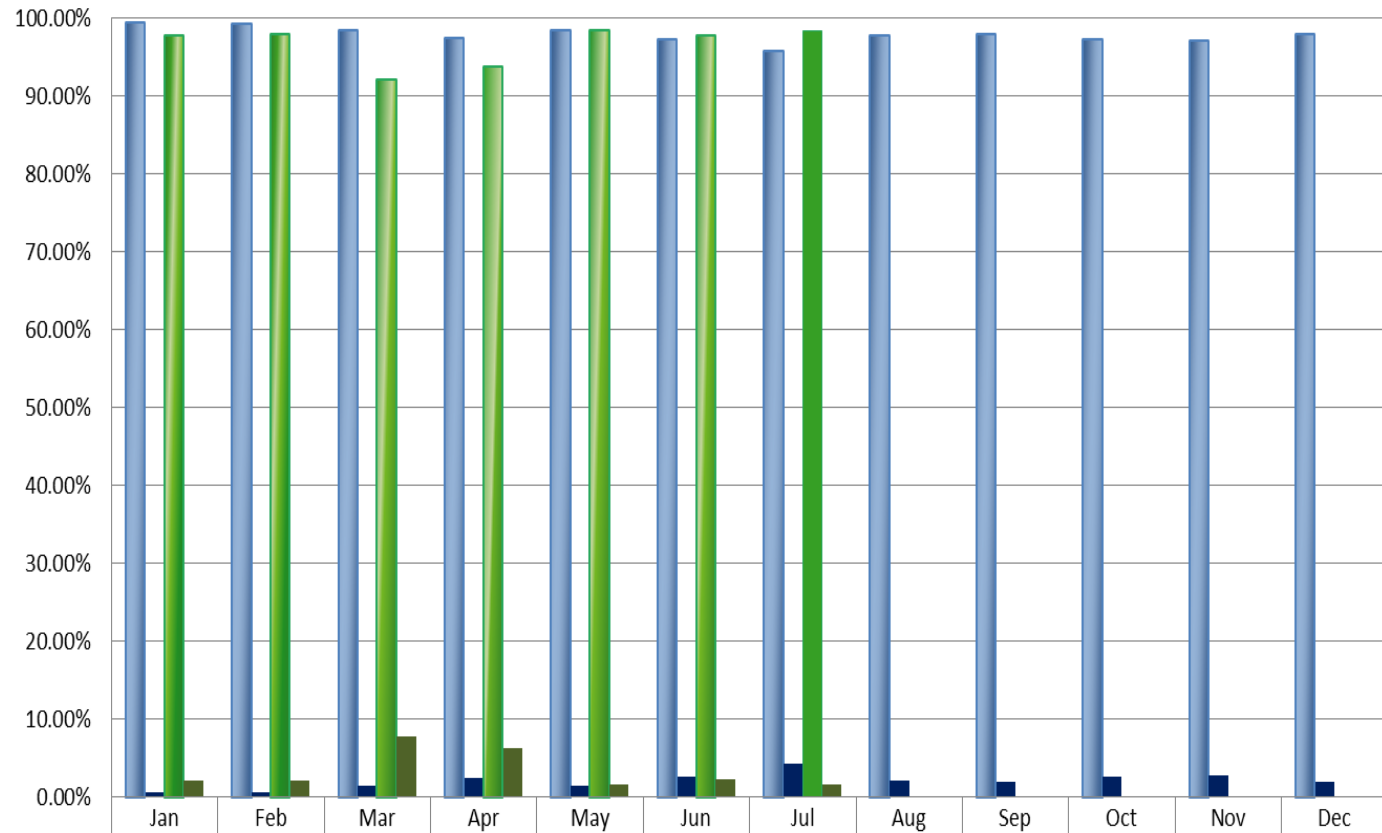


***Target 80% On-Time Performance**

Note: On-Time performance is measured at scheduled timepoints which represent 6.78% of the total system bus stops

% Trips Operated 2019-2020

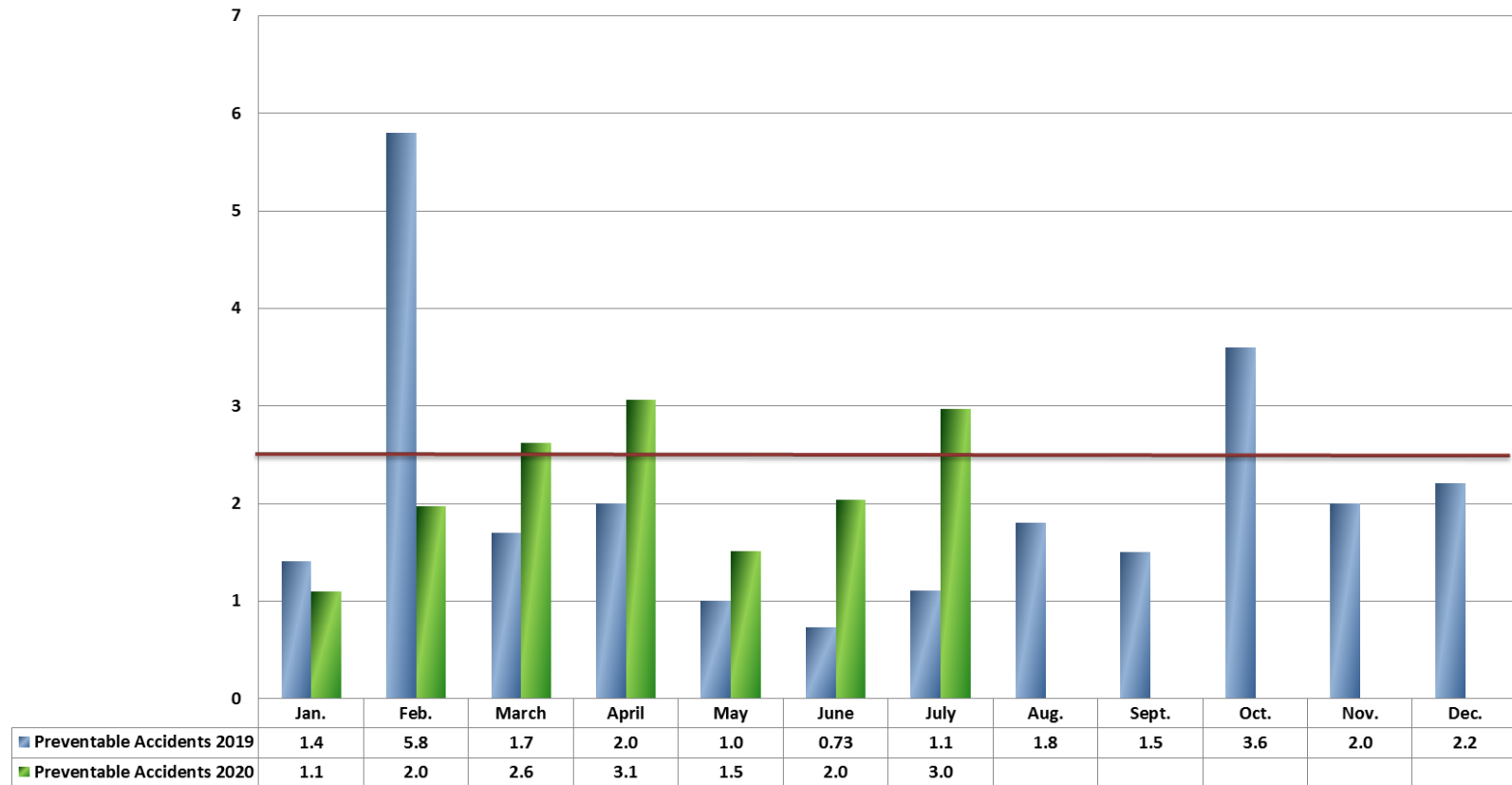
% Trips Operated



2019 % of Scheduled Bus Trips Operated	99.40%	99.30%	98.50%	97.50%	98.50%	97.30%	95.73%	97.80%	98.00%	97.27%	97.11%	97.97%
2019 % Missed Trips	0.60%	0.70%	1.50%	2.50%	1.50%	2.70%	4.27%	2.20%	2.00%	2.73%	2.89%	2.03%
2020 % of Scheduled Bus Trips Operated	97.80%	97.89%	92.13%	93.76%	98.38%	97.71%	98.32%					
2020 % Missed Trips	2.20%	2.11%	7.87%	6.24%	1.62%	2.29%	1.68%					

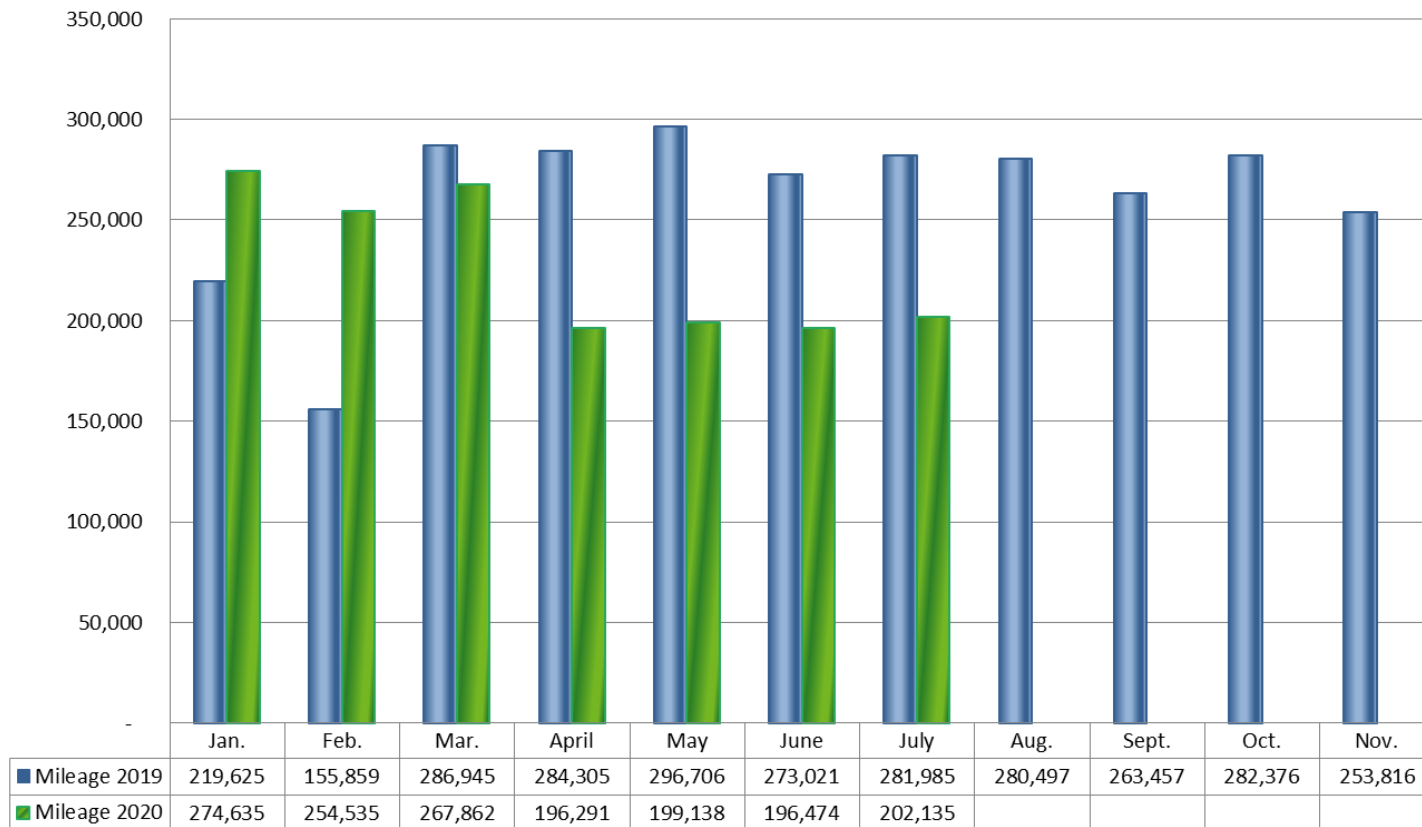


Preventable Accidents per 100,000 Miles 2019-2020



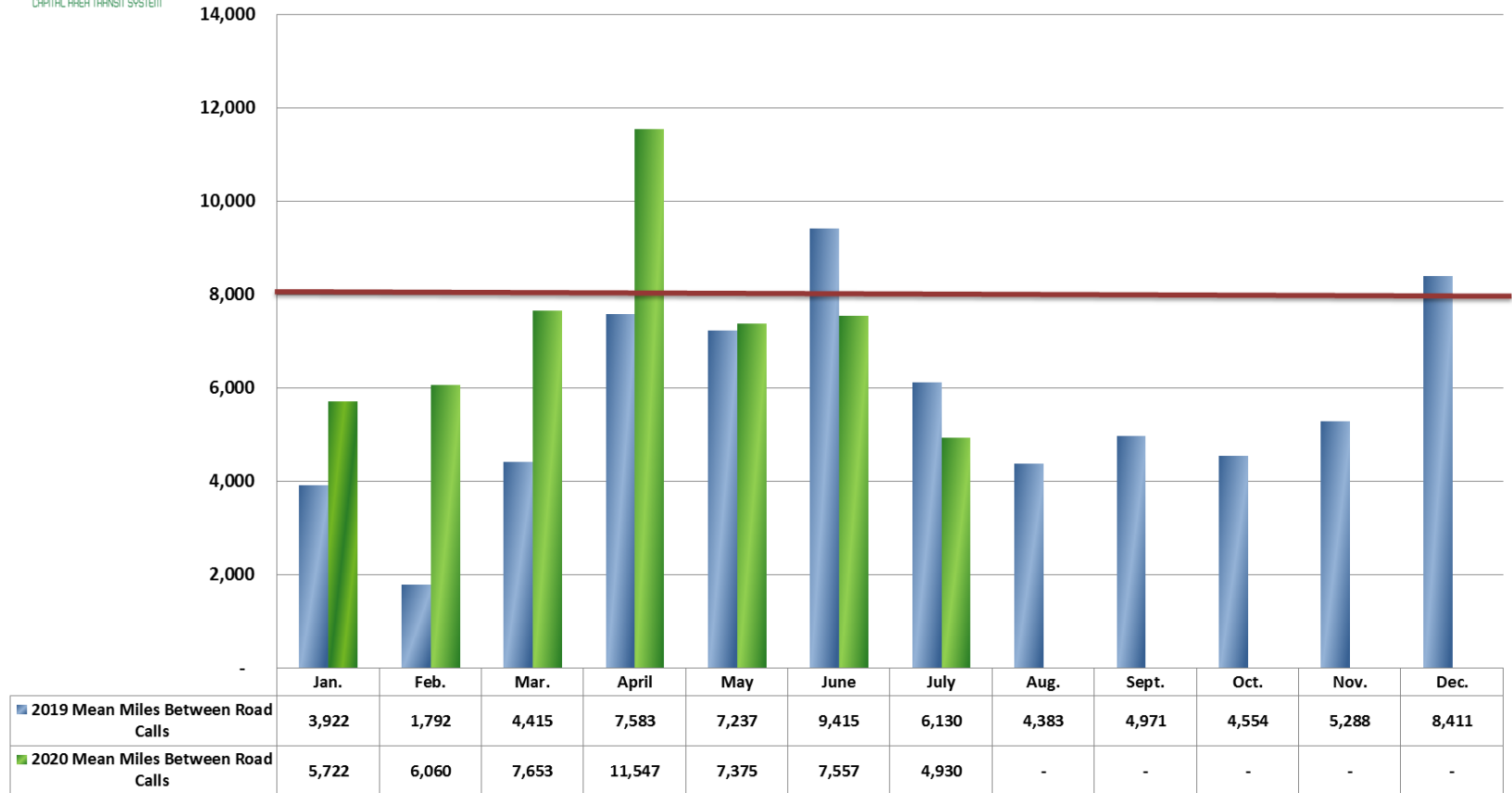
*Target 2.5 Preventable Accidents Per 100,000 Miles

Mileage 2019-2020





Mean Miles Between Road Calls 2019-2020



Capital Area Transit System
Balance Sheet
July, 2020

7/31/2020

7/31/2019

ASSETS

Current Assets:		
Cash and Cash Equivalents	14,717,517	5,106,728
Accounts Receivable	264,287	562,527
Property Tax Receivable	17,122,563	17,300,802
Due from Governments	2,281,493	3,081,675
Notes Receivable	0	0
Interest and Dividends Receivable	0	0
Inventory	276,385	182,613
Prepaid Expenses and Other Assets	168,239	9,792
Total Current Assets:	34,830,484	26,244,139
Restricted Assets:		
Cash and Cash Equivalents	314,704	695,900
Total Restricted Assets:	314,704	695,900
Investments	0	0
Net Pension Asset, Long-Term	496,897	1,466,268
Equipment, Net	20,584,079	26,463,653
Total Assets	56,226,165	54,869,960
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts Payable and Accrued Expenses	49,972	5,859,885
Accrued Payroll and Tax Liabilities	92,329	297,769
Accrued Interest (Bus Lease)	0	0
Note Payable	0	0
Accrued Compensated Absences	751,112	424,440
Claims Payable and Related Liabilities	1,065,376	855,488
Capital Lease Payable	266,864	220,482
Deferred Revenue (Grants/Prop Tax)	7,009,000	0
Other Current Liabilities	0	0
Total Current Liabilities	9,234,652	7,658,064
Long-Term Liabilities		
Note Payable, Less Current Portion	0	0
Accrued Compensated Absences, Less Current Portion	0	0
Capital Lease Payable, Less Current Portion	2,193,983	2,788,983
Estimated Liabilities	1,301,975	3,254,871
Total Long-Term Liabilities	3,495,958	6,043,854
Total Liabilities	12,730,610	13,701,919
Net Assets:		
Investments in Capital Assets, Net of Related Debt	18,123,233	23,454,188
Restricted Cash and Cash Equivalents		
Unrestricted	25,372,322	17,713,853
Total Net Assets:	43,495,555	41,168,041
Total Liabilities And Net Assets	56,226,165	54,869,960

Capital Area Transit System
Statement of Operating Budget vs. Actual
For the Period Ended July 31, 2020

	Current Month			Year to Date			Approved Budget
	Budget	Actual	Variance	Budget	Actual	Variance	
Operating Revenues							
Passenger Paid Fares	154,262	2,961	(151,301)	1,079,834	364,512	(715,322)	1,851,144
Special Transit Fares (Contract)	19,669	2,601	(17,068)	137,683	78,466	(59,217)	236,028
ADA/Paratransit Revenue	0	0	0	0	44,375	44,375	0
Advertising Revenue	45,000	35,369	(9,631)	315,000	265,760	(49,240)	540,000
Interest Income	13,621	3,015	(10,606)	95,347	43,126	(52,221)	163,452
Other Agency Revenue	11,668	0	(11,668)	81,676	139,727	58,051	140,016
Total CATS Generated	244,220	43,946	(200,274)	1,709,540	935,966	(773,574)	2,930,640
Non Federal Revenue							
Hotel/Motel Tax	102,022	95,740	(6,282)	714,154	674,629	(39,525)	1,224,264
Parish Transportation Fund	45,833	0	(45,833)	320,831	275,000	(45,831)	549,996
Property Tax Revenue	1,481,667	1,481,667	0	10,371,669	10,291,802	(79,867)	17,780,004
Total Non Federal	1,629,522	1,577,407	(52,115)	11,406,654	11,241,431	(165,223)	19,554,264
Federal Operating Subsidies							
FTA - Cares Grant	0	2,134,515	2,134,515	0	14,762,491	14,762,491	0
FTA - Preventive Maintenance	256,959	0	(256,959)	1,798,713	179,085	(1,619,628)	3,083,508
FTA - Planning	8,333	0	(8,333)	58,331	41,415	(16,916)	99,996
FTA - Formula	10,924	0	(10,924)	76,468	0	(76,468)	131,088
FTA Capital Projects	258,866	19,114	(239,752)	1,812,062	363,604	(1,448,458)	3,106,392
FTA - Electric Buses	0	0	0	0	0	0	0
Total Federal Operating	535,082	2,153,629	1,618,547	3,745,574	15,346,595	11,601,021	6,420,984
Total Operating Revenues	2,408,824	3,774,982	1,366,158	16,861,768	27,523,991	10,662,223	28,905,888
Operating Expenses							
Labor	919,067	791,043	128,024	6,433,469	5,867,743	565,726	11,028,804
Fringe Benefits	499,328	611,615	(112,287)	3,495,296	4,403,059	(907,763)	5,991,936
Casualty and Liability	101,166	219,770	(118,604)	708,162	1,105,176	(397,014)	1,213,992
Services	209,810	144,475	65,335	1,468,670	912,305	556,365	2,517,720
Purchased Transportation	203,319	124,118	79,201	1,423,233	924,491	498,742	2,439,828
Materials & Supplies	318,424	290,445	27,979	2,228,968	1,961,466	267,502	3,821,088
Utilities	23,666	16,558	7,108	165,662	119,661	46,001	283,992
Miscellaneous Expenses	125,738	91,509	34,229	880,166	537,347	342,819	1,508,856
Leases and Rentals	8,306	7,703	603	58,142	54,307	3,835	99,672
Total Operating Expenses	2,408,824	2,297,236	111,588	16,861,768	15,885,553	976,215	28,905,888
Depreciation	0	229,151	(229,151)	0	1,604,057	(1,604,057)	
NET SURPLUS/(DEFICIT)	0	1,248,594	1,248,594	0	10,034,382	10,034,382	



**MEETING OF THE
FINANCE AND EXECUTIVE COMMITTEE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM AND
PUBLIC TRANSPORTATION COMMISSIONS
AUGUST 13, 2020
Virtually and at CATS
Administrative Office
350 North Donmoor Avenue**

MINUTES

The Finance and Executive Committee met on Thursday, August 13, 2020, at 10:30 a.m. Present at the meeting were members Mark Bellue (physically present), Kahli Cohran, Erika Green, Laurence Lambert, and Antoinette Pierre. Also present were board member Johnathan Hill, Bill Deville, Creighton Abadie, and members of CATS staff.

I. Call to order and establishment of quorum

Mr. Bellue welcomed those assembled and thanked everyone for joining the meeting.

II. President's Announcements

Mr. Bellue let the members know that votes would be counted for those participating via Zoom for the meeting.

He shared that he met with Ms. Green, Mr. Deville, and Mr. Abadie to discuss the tax millage roll forward that would need to be considered at the September meeting, as well as the need to move the September meeting to the fourth Tuesday, September 22nd, to accommodate notices that need to be made to the public.

He asked that board members let him or Ms. McNaylor know if they have a conflict with meeting in-person on September 22nd.

III. Executive Report and Financials

Mr. Deville noted that the agency continues to waive fares and enforce limited seating and rear entry for those without mobility impairments. The agency continues to monitor COVID-19 status, daily ridership trends, and local news conferences and announcements from elected officials.

Mr. Deville let the members know that COVID cases at the agency continue to be limited and that the agency plans to remain in the current lifeline service until Governor Edwards eases restrictions on the state.

Ms. Williams noted that there are currently 145 total operators. There are 104 active operators. The remaining operators are out as a result of COVID-19, FMLA, and Workers Comp.

Ms. Williams let the committee know that ridership for July was 97,366, which is lower than June and remains lower than ridership in 2019. She noted the ridership is expected to increase in August and September with some schools reopening. The on-time performance was 63.31%. Operations is increasing the focus on street supervision in an effort to increase the OTP. Supervisors will be monitoring arrival and departure times, as well as passenger loads at the transfer centers. Supervisors will be providing their feedback on areas for improvement. The percentage of trips operated in July was 98.32%. The agency operated 202,135 miles. There were 3.0 preventable accidents per 100,000 miles in July and 4,930 mean miles between road calls. There were three mirror taps and three additional accidents that contributed to the preventable accidents for the month.

Ms. Williams noted that there was a restructure of shifts in the Maintenance Department in order to add staff to each shift and an additional person joined the Parts Department to assist with ordering parts and keeping inventory stocked.

Ms. McNaylor shared an update on messaging efforts throughout the COVID-19 pandemic. She noted that the agency has been working to reach customers and the community in as many areas as possible to inform them about what CATS is doing to provide safe service.

She noted there have been opportunities with The Advocate – in both print and digital formats – as well as WAFB.com to have paid messaging campaigns that have reached a wide audience of individuals.

Ms. McNaylor let the members know that the agency has been utilizing the CATS website, emails, newsletters, and social media channels to communicate relevant information about service, social distancing, and cleaning efforts.

CATS digital ads have performed exceptionally well on theadcovate.com, with an engagement rate more than twice the national average.

She shared that the agency has also continued to use shelters, buses, and the terminal to share information with customers.

There was discussion concerning the best ways to reach customers and the community and whether the digital format was the best method. Ms. McNaylor informed the members that a survey was conducted of both customers and residents; one of the sections of the survey focused on the preferred method to receive news and information. Many of the respondents indicated they received the majority of their news via social media and print advertising. Others prefer to receive news from digital sources and television outlets.

She noted that the Communications Department is working with the CEO to explore opportunities to continue reaching the community in various ways to ensure the message reaches the maximum audience possible.

Mr. Deville informed the members that CATS suffered its first loss related to COVID-19; Mr. Jeffrey Moore, who worked in the Maintenance Department, passed away due to complications from the virus.

Mr. Deville reported that Jim Fight resigned his position effective immediately on August 7th, and he noted that the agency appreciated his efforts during his time here.

It was noted that the COVID-19 Response Task Force continues to meet multiple times weekly and Mr. Richards is working to complete a policy that will outline procedures related to COVID-19.

Mr. Deville informed the members that the current essential lifeline service that was implemented on April 5th will likely remain in service through the end of the year.

The run-pick scheduled for September will be an opportunity to address some schedule deficiencies where some schedules will be tightened; that additional time will be allocated to “recovery time” for the operators.

Mr. Gaudet shared that he has been working with Operations to evaluate the schedules and it appears that many issues are the result of on-street management.

He noted that RouteMatch seems to be delivering faulty data that is being currently used; this is creating more issues with the service. He shared

that, according to the software, there are many trips that are more than 11 minutes early, and this does not seem to be accurate information.

Mr. Gaudet noted that the routes previously requested to be reinstated or increased would not be addressed in the September run-pick. He informed the members that there is no service scheduled for the Southern University Shuttle. Ms. Williams noted there are four local routes that pass through the campus.

There was discussion of increasing the passenger capacity on the vehicles and Mr. Deville noted that it would likely begin when operator barriers are delivered and installed and this is expected to occur in September. This will allow the capacity to increase to 15 on the buses. He noted that microtransit service will also be able to service the Southern University area when it is operational.

Mr. Deville reported that CATS was able to submit its NTD information on time.

Mr. Cutrone presented the July financials and noted that the total current assets as of July 31, 2020, are \$34,830,484. The total assets are \$56,226,165. The total current liabilities are \$9,234,652 and the total liabilities are \$12,730,610. The total net assets are \$43,495,555.

The total operating expenses for the month of July are \$2,297,236.

The total CATS-generated operating revenues for the month as of July 31, 2020, are \$43,946. The total non-federal subsidies for the month are \$1,577,407 and the total federal subsidies are \$2,153,629. The net operations balance as of July 31, 2020, is \$1,248,594.

- IV. Recommend approval to amend the settlement and judgment payment policy to increase the balance threshold for payments in full and to increase the annual contribution to the fund for 2020

Mr. Abadie informed the members that all settlements are paid quarterly, and when a settlement balance reaches \$2,000 or less, it is paid in full. By increasing this threshold to \$5,000, over 30 settlements will be paid in full.

Mr. Cutrone noted that there are administrative costs for both CATS and Mr. Abadie involved with each quarterly payment and increasing the threshold would reduce costs.

If the threshold is increased, the funds required pay the balances due would exceed the current quarterly contribution balance. Messrs. Cutrone and Abadie are recommending that the budget for this quarter only be

increased from \$75,000 to \$150,000 to enable CATS to pay in full all settlements with balances of \$5,000 and below while leaving funds available to make payments on the remaining settlements.

Mr. Cohran moved that the full board approve the increase the budget for the settlement payment fund for this quarter only from \$75,000 to \$150,000 and to increase the threshold of settlement balances that are paid in full from \$2,000 and \$5,000. Mr. Bellue seconded the motion. Mr. Bellue invited public comment and there was none. The motion passed unanimously with no abstentions. Ms. Green was not present for the vote.

V. Recommend approval to renew tire lease contract with Bridgestone America Tires

Mr. Godwin shared that CATS has contracted with Bridgestone America Tires for three years for tire leasing; this is the first of two, one-year renewals available on the contract. The renewal is not to exceed \$200,000.

Mr. Lambert moved that the full board approve the renewal with Bridgestone America Tires for one year and an amount not to exceed \$200,000. Mr. Cohran seconded the motion. Mr. Bellue invited public comment and there was none. The motion passed unanimously with no abstentions. Ms. Green was not present for the vote.

V. Recommend approval to extend period of contract for compliance support with Pierlott & Associates, LLC until March 31, 2021

Mr. Deville reported that the work being done by Pierlott & Associates was halted as a result of COVID-19 when travel became untenable.

The contract with the firm has expired and it is necessary to add more time. There will be no additional costs associated with the contract.

Mr. Deville recommended that the contract be extended to March 31, 2021 to allow for ample time to complete the work within the current virus-mandated restraints.

Mr. Cohran moved that the full board approve the extension of time only for Pierlott & Associates for compliance support and Ms. Pierre seconded the motion. Mr. Bellue invited public comment and there was none. The motion passed unanimously with no abstentions. Ms. Green was not present for the vote.

There being no further business, the meeting adjourned.



**MEETING OF THE
504/COMMUNITY RELATIONS COMMITTEE
BOARD OF COMMISSIONERS
CAPITAL AREA TRANSIT SYSTEM AND
PUBLIC TRANSPORTATION COMMISSIONS
AUGUST 12, 2020
350 North Donmoor, Baton Rouge, LA**

MINUTES

The 504/Community Relations Committee met on Wednesday, August 12, 2020, at 10:30 a.m. Present at the meeting were Linda Perkins Johnathan Hill, Bill Deville, Dwana Williams, members of CATS staff, and Walter “Lenny” Cooksey of MV Transportation.

I. Introduction

Ms. Perkins welcomed those assembled and thanked them for coming.

She held a moment of silence for those suffering from COVID-19 and those who have passed from the disease.

There was a moment of silence for the passing of CATS employee Jeffrey Moore.

Ms. Perkins shared that Ms. Thomas had been involved in an accident and requested that those assembled keep Ms. Thomas in their prayers.

II. MV Transportation Report –

Mr. Cooksey shared that CATS On Demand is performing well despite the challenges faced by the pandemic.

Mr. Cooksey noted that CATS On Demand had 4,486 scheduled trips in July. Of the scheduled trips, 4,468 were completed; 18 were cancellations and 126 were no-shows.

Mr. Cooksey noted that 38% of the trips were subscription and 62% were demand trips.

Mr. Cooksey shared that there were zero valid complaints for the month.

Mr. Cooksey noted that the on-time performance for the month was 92.8%.

It was noted that there were no road calls for the month.

Mr. Cooksey noted that he was extremely pleased to see the trend of cancellations and no-shows decreasing continually.

He noted that MV has three operators in training that will bring the workforce to full capacity. Operators are currently being hired as part-time workers and will be transitioned to full-time when service increases.

There has been a delay dealing with the State in getting background checks and information during the hiring process as a result of agencies being closed due to COVID-19.

It was noted that subscription trips are those that are scheduled ahead of time and are pre-set in the scheduling system; these include patients who go to clinics for scheduled appointments. Demand trips are those that are scheduled on an as-needed basis.

III. Certifications – Lavonshell Gordon

Ms. Gordon shared the certification numbers for July for CATS On Demand. There were 12 applicants certified, 25 were temporary certifications and no one was deemed ineligible during the month. There were zero recertifications for the month.

All applicants are being temporarily approved as there are no interviews being conducted right now. When there are fewer restrictions related to COVID, interviews and recertifications will resume.

IV. Customer service – Dwana Williams

Ms. Williams shared that there were 33 contacts for the month of July and 14 were deemed valid complaints.

There were three complaints for courtesy, three pass-ups, and eight performance complaints for the month. There were two commendations.

There was discussion of the nine passenger limit on the vehicles and it was noted that the majority of customers have been very understanding of the limitation imposed as a result of social distancing.

It was noted that the dispatchers are in communication with the customer care representatives throughout the day when there are vehicle issues, breakdowns, etc. so they may be communicated to the customers.

When there are issues, customers can either check Route Shout or call customer care for information.

There were 23, 612 total calls in the month of July, with an average of 895.42 calls daily and an average wait time of 58 seconds.

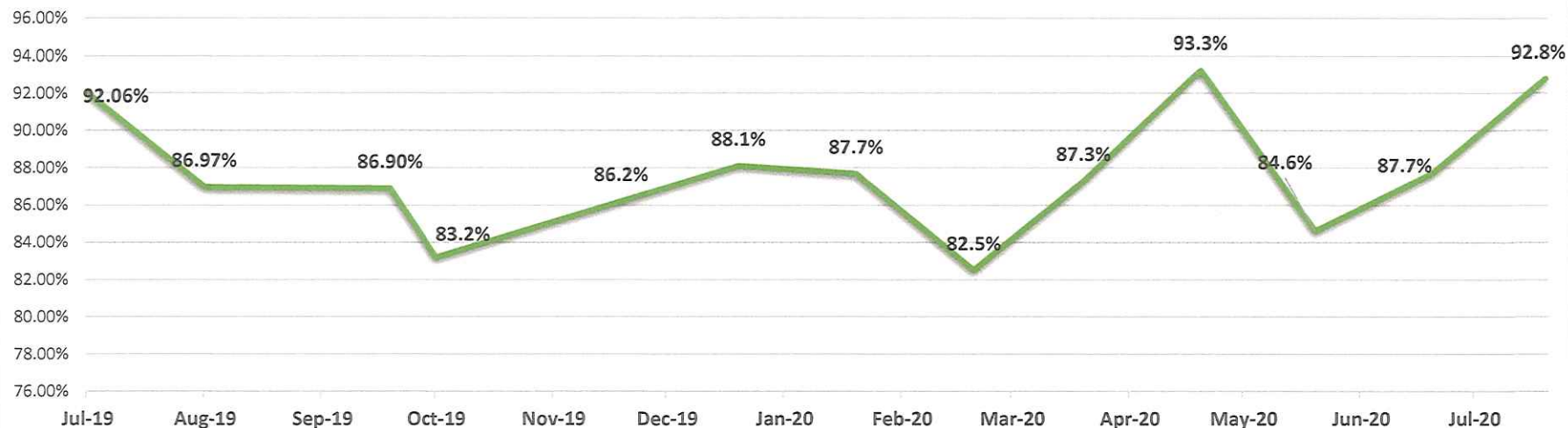
It was noted that there are currently 104 active operators and 82 are needed for full lifeline service; the remaining operators are on the extra board. The agency will remain in lifeline service until the end of the year.

V. Council on Aging Update – COA Representative

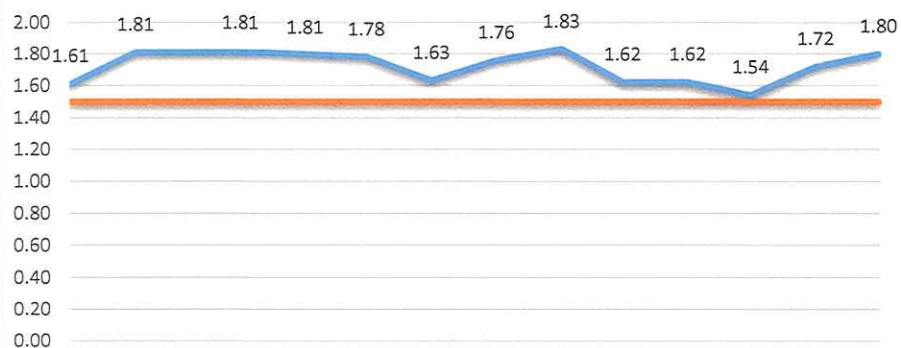
Mr. Deville shared that Ms. Thomas is still working with the COA as well as other organizations on partnerships that will be mutually beneficial.

There being no further business, the meeting adjourned.

On-Time Percentage

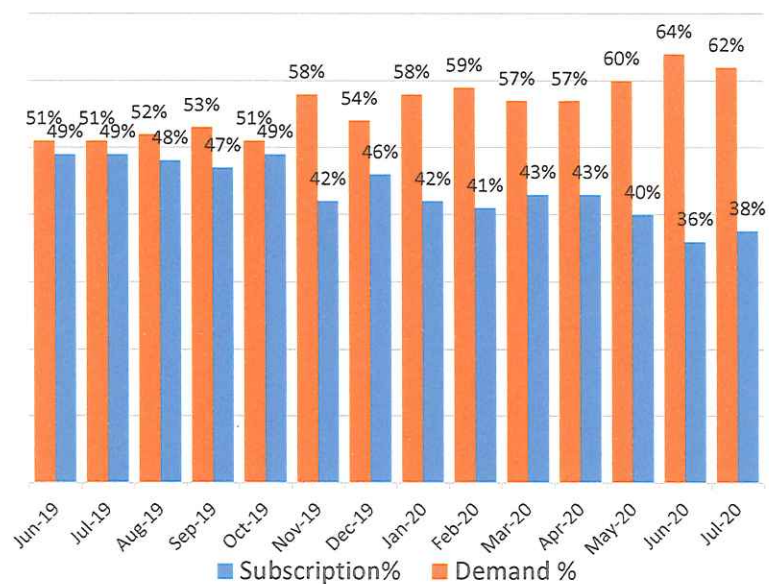


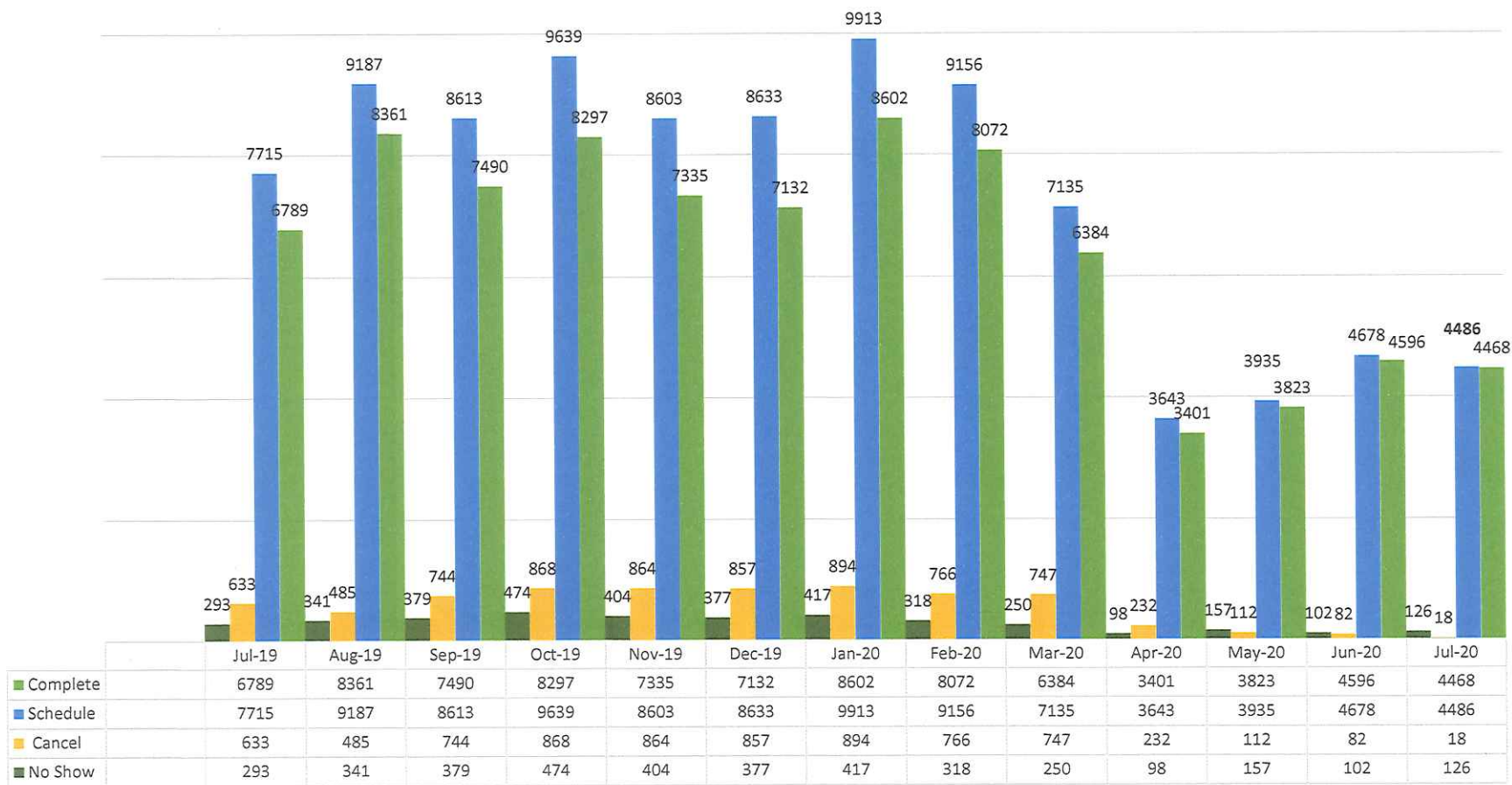
PPH PRODUCTIVITY

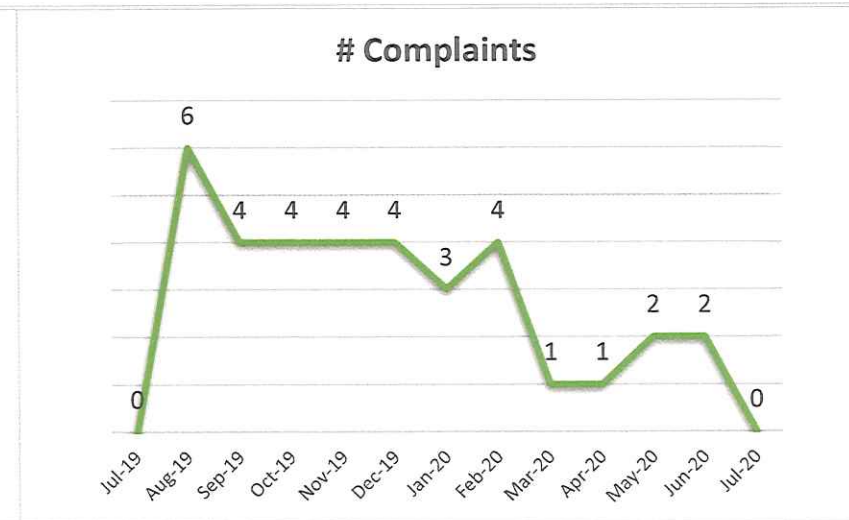
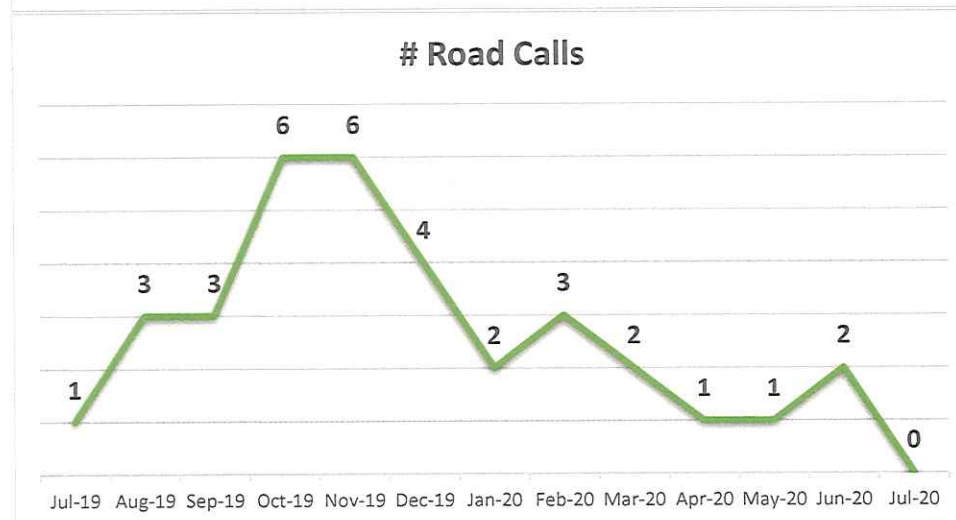
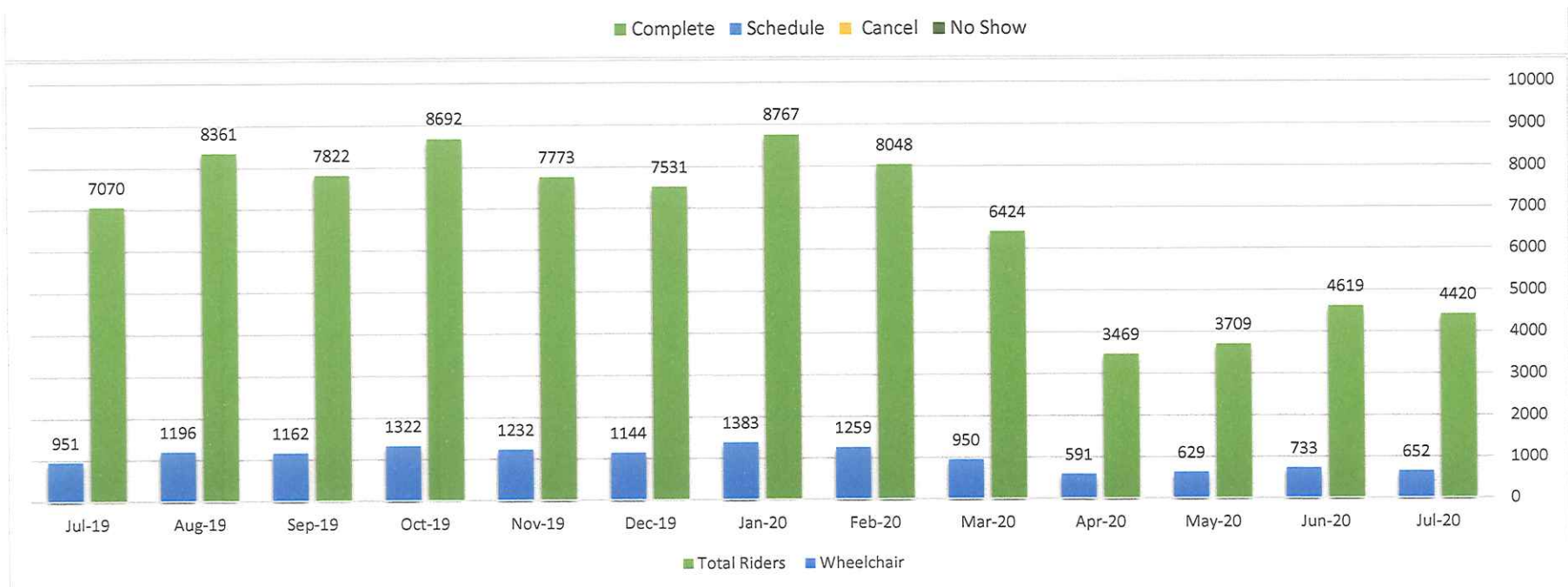


	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20
PPH	1.80	1.72	1.54	1.62	1.62	1.83	1.76	1.63	1.78	1.81	1.81	1.81	1.61
Goal 1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.50	1.50	1.50

PPH Goal 1.5







2250 Florida Boulevard
Baton Rouge, LA 70802
PHONE: 225.389.8920



CATS BOARD APPROVAL REQUEST:

Contract/P.O. #2020258

Date: August 4, 2020

Department requesting approval: Maintenance

Project Manager: James Godwin

Project/Contract: 1st Renewal for Bridgestone- Tire lease contract

Project/Contract Date(s): Septemeber 1, 2020 thru August 31, 2021.

Renewal options (Yes/No): Yes, allowed, one more year

If yes, what year/option: 1st year of renewal, orig. PO#2017056

Budgeted project (Yes/No): Yes

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

Project/Contract Summary: **Ref: ITB 2017-Tires-004**

CATS and Bridgestone America Tires entered into a three year contract with up to two (2), 12 months annual renewals, with the board approval. The first three years of the contract was not to exceed \$600,000.00. Capital Area Transit System desires to renew this contract for additional 12 months (1st renewal).

Project/Contract Amount: Not to exceed \$200,000.00

Project Manager approval

Supervisor approval

Procurement approval

CEO approval

Rhonda Kimbel
Procurement Analyst
rkimbel@brcats.com



Pierlott & Associates, LLC

Management Consulting

August 7, 2020

Mr. William J. "Bill" Deville
Chief Executive Officer
Capital Area Transit System
2250 Florida Boulevard
Baton Rouge, LA 70802

Subject: Status Update for CATS Compliance Support

Dear Bill:

In response to your request for Pierlott & Associates to continue our efforts to complete the Compliance Support activities, I am providing you with a status update of where the project stood back in March 2020, when activities were suspended due to the COVID-19 pandemic. **In order to complete the remaining tasks, we suggest an extension of our original contract through December 31, 2020.**

The original effort included four independent tasks. The project budget status as of February 29, 2020 was as follows:

Tasks	Level of Effort		
	Budget	Completed	Remaining
Task 1: FY2019 FTA Comprehensive Oversight Review Compliance Assistance	352	352	0
Task 2: DBE Program Improvements	344	0	344
Task 3: Corrective Action Support	144	144	0
Task 4: Post-Review Assistance for the FY2019 FTA Oversight Review	224	224	0
TOTAL HOURS	1,064	720	344
TOTAL COSTS	\$144,349	\$101,525	\$42,824

As show in the above, the remaining task activities to be completed are in Task 2, DBE Improvements. The work plan for Task 2 is presented below.

Task 2: DBE Program Improvements

In this task we will provide assistance to CATS in implementing the recommendations identified in the DBE evaluation as a part of this task. We have divided this effort into the following subtasks.

- 2.1 Assist Implementation of Recommendations for DBE Program – In a recent evaluation of CATS' DBE Program, a number of recommendations were developed that were designed to improve the program. Seven recommendations were developed. In brief, these recommendations were:
- Recommendation No. 1: CATS should prepare a DBE shortfall analysis for FY2017. This should be a detailed analysis of the reasons for the difference between the overall goal and CATS' awards and commitments in FY2017.
 - Recommendation No. 2: CATS should develop an annual DBE goal achievement plan for FY2019 that identifies the FTA-funded contracting opportunities for the coming year and projects what portion of their overall goal will be met using race-neutral means, and what portion will be met using race-conscious means (i.e., using contract goals). Schedules should be developed for upcoming procurements in order to ensure effective DBE implementation.
 - Recommendation No. 3: CATS should develop a plan to implement the race-neutral measures that are identified in its DBE Program.
 - Recommendation No. 4: CATS should create a DBE page on the agency's website.
 - Recommendation No. 5: CATS should develop a DBE presentation that provides guidance to prime contractors and subcontractors as it relates to the agency's DBE program. The presentation should be delivered at all pre-solicitation meetings, and posted on the agency's website.
 - Recommendation No. 6: For the next three-year DBE goal period (i.e., FY2020 – FY2022), CATS should ensure that both Step 1 and Step 2 of the DBE goal calculation methodology are conducted to adjust the weighted base figure and determine if a race-conscious portion of the overall goal is warranted.
 - Recommendation No. 7: In light of the increased capital program over the next five years, CATS should evaluate whether the existing resources dedicated to the DBE Program will be sufficient for successful program implementation. Considering the number of capital projects, some of which

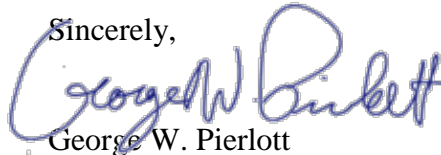
include construction activities, the need for DBE monitoring and enforcement will be significantly greater than it has been in the past.

- 2.2 Prepare DBE Program Implementation Plan – We propose to develop a specific work plan and schedule for implementing each of these seven recommendations. As part of this effort we envision assisting CATS with revising and or developing procedures, checklists, schedules, and templates in order to address the specific requirements of each recommendation.

In order to complete these activities, we suggest an extension of our original contract through to December 31, 2020.

If you have any questions on the items discussed above, please feel free to contact me at (609) 304-6253, or george@pierlottassociates.com. We look forward to the opportunity of working with you on this assignment.

Sincerely,

A handwritten signature in blue ink that reads "George W. Pierlott". The signature is fluid and cursive, with the first name "George" being the most prominent.

George W. Pierlott
Principal

JULY 2020 GENFARE RECORDED RIDERSHIP AND REVENUE PER ROUTE BY TYPE OF DAY

Route Number	Route Name	RIDERSHIP				REVENUE			TOTAL	
		Weekday	Saturday	Sunday		Weekday	Saturday	Sunday	Ridership	REVENUE
8	Gus Young Ave / BRCC	2,227	296	138		Free service	Free service	Free service	2,661	\$0.00
10	Scenic Hwy / Southern University	1,741	46	121		Free service	Free service	Free service	1,908	\$0.00
11	Northside Circulator	3,166	386	90		Free service	Free service	Free service	3,642	\$0.00
12	Government St / Jefferson Hwy	2,626	257	175		Free service	Free service	Free service	3,058	\$0.00
14	Thomas Delpit Dr / Roosevelt St	2,620	296	272		Free service	Free service	Free service	3,188	\$0.00
15	Glen Oaks / Blount Rd / Crestworth	1,433	176	92		Free service	Free service	Free service	1,701	\$0.00
16	Capitol Park Shuttle	No service	No service	No service		No service	No service	No service	0	\$0.00
17	Perkins Rd	3,991	525	231		Free service	Free service	Free service	4,747	\$0.00
18	Cortana Transit Center / Tigerland	2,112	495	287		Free service	Free service	Free service	2,894	\$0.00
20	N. Acadian Thwy	4,058	457	611		Free service	Free service	Free service	5,126	\$0.00
21	Fairfields Ave	4,513	586	245		Free service	Free service	Free service	5,344	\$0.00
22	Winbourne Ave	3,086	372	218		Free service	Free service	Free service	3,676	\$0.00
23	Foster Dr	1,990	250	135		Free service	Free service	Free service	2,375	\$0.00
41	Plank Rd	7,876	839	502		Free service	Free service	Free service	9,217	\$0.00
44	Florida Blvd	11,220	1,757	963		Free service	Free service	Free service	13,940	\$0.00
46	Cortana Transit Center / L'auberge Casino & Hotel	3,174	429	229		Free service	Free service	Free service	3,832	\$0.00
47	Highland Rd / LSU	7,929	1,037	350		Free service	Free service	Free service	9,316	\$0.00
54	N. Airline Hwy / Southern University	3,241	404	245		Free service	Free service	Free service	3,890	\$0.00
57	Sherwood Forest Blvd / Greenwell Springs Rd / Siegen Ln	5,716	771	557		Free service	Free service	Free service	7,044	\$0.00
58	Coursey Blvd / O'Neal Ln / Ochsner	2,958	223	347		Free service	Free service	Free service	3,528	\$0.00
59	East Florida Blvd / O'Neal Ln / Ochsner	2,371	355	414		Free service	Free service	Free service	3,140	\$0.00
60	Medical Circulator	523	47	17		Free service	Free service	Free service	587	\$0.00
70	CATS Terminal / Southern University / Baker	2,085	299	168		Free service	Free service	Free service	2,552	\$0.00
72	Florida Blvd LIMITED	No service	No service	No service		No service	No service	No service	0	\$0.00
80	Southern University Shuttle	No service	No service	No service		Free service	No service	No service	0	\$0.00
										\$0.00
										\$0.00
	Total	80,656	10,303	6,407		\$0.00	\$0.00	\$0.00	97,366	\$0.00

RIDERSHIP PER ROUTE BY MONTH YEAR-TO-DATE FOR JULY 2020 W/ LSU TIGER TRAILS

ROUTE NUMBER	ROUTE NAME	January	February	March	April	May	June	July	Total
8	Gus Young Ave / BRCC	2,795	3,253	2,275	1,896	2,358	2,579	2,661	17,817
10	Scenic Hwy / Southern University	7,425	7,648	5,623	1,999	1,718	1,886	1,908	28,207
11	Northside Circulator	3,640	4,092	2,922	2,774	3,241	3,578	3,642	23,889
12	Government St / Jefferson Hwy	7,328	6,667	5,944	2,022	2,932	3,538	3,058	31,489
14	Thomas Delpit Dr / Roosevelt St	5,404	4,355	4,469	2,625	2,798	3,212	3,188	26,051
15	Glen Oaks / Blount Rd / Crestworth	2,874	2,522	2,039	1,553	1,966	2,268	1,701	14,923
16	Capitol Park Shuttle	85	107	12	3	0	0	0	207
17	Perkins Rd	10,567	9,755	7,962	3,355	3,696	4,282	4,747	44,364
18	Cortana Transit Center / Tigerland	8,013	7,100	5,590	2,998	2,851	3,087	2,894	32,533
20	N. Acadian Thwy	9,843	8,830	7,238	4,510	5,167	5,816	5,126	46,530
21	Fairfields Ave	7,667	7,121	5,184	4,441	4,987	5,149	5,344	39,893
22	Winbourne Ave	7,597	8,082	6,264	2,753	3,271	3,637	3,676	35,280
23	Foster Dr	4,980	4,166	3,549	1,996	1,747	1,746	2,375	20,559
41	Plank Rd	20,580	18,950	13,993	7,906	8,317	8,597	9,217	87,560
44	Florida Blvd	27,321	26,347	21,148	12,002	14,032	14,837	13,940	129,627
46	Cortana Transit Center / L'auberge Casino & Hotel	6,980	6,743	5,163	3,148	3,548	4,338	3,832	33,752
47	Highland Rd / LSU	25,105	24,055	17,072	7,187	7,955	9,112	9,316	99,802
54	N. Airline Hwy / Southern University	11,603	10,692	8,345	3,876	4,051	3,919	3,890	46,376
57	Sherwood Forest Blvd / Greenwell Springs Rd / Siegen Ln	15,956	15,530	11,383	5,577	6,974	7,540	7,044	70,004
58	Coursey Blvd / O'Neal Ln / Ochsner	5,384	4,632	3,542	2,478	3,146	4,549	3,528	27,259
59	East Florida Blvd / O'Neal Ln / Ochsner	5,267	5,047	3,892	2,348	2,941	3,424	3,140	26,059
60	Medical Circulator	1,304	969	706	411	726	663	587	5,366
70	CATS Terminal / Southern University / Baker	4,647	4,323	3,999	2,302	2,063	2,658	2,552	22,544
72	Florida Blvd LIMITED	5,612	4,537	4,232	298	0	0	0	14,679
80	Southern University Shuttle	833	1,628	1,015	0	0	0	0	3,476

LSU	Tiger Trails (operated by First Transit)	94,927	123,276	68,559	0	0	2,213	3,767	292,742
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TOTAL UNLINKED TRIPS	303,737	320,427	222,120	80,458	90,485	102,628	101,133	1,220,988
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	January	February	March	April	May	June	July	Total
Number of Weekdays	21	19	22	21	20			103
Number of Saturdays	4	5	4	4	5			22
Number of Sundays	6	5	5	5	6			27
Emergency Days	0	0	0	0	0			0
Total days	31	29	31	30	31			152
Holiday(s)	New Years Day	Mardi Gras		Good Friday	Memorial Day			
	Martin Luther King Jr Day			Lifeline Service				

JULY 2020 COMPARED TO JULY 2019

		2020		2019		DIFFERENCE	
#	ROUTE NAME	RIDERSHIP	REVENUE	RIDERSHIP	REVENUE	RIDERSHIP	REVENUE
8	Gus Young Ave / BRCC	2,661	\$ -	2,683	\$ 1,169.01	-22	\$ (1,169.01)
10	Scenic Hwy / Southern University	1,908	\$ -	6,704	\$ 3,806.94	-4,796	\$ (3,806.94)
11	Northside Circulator	3,642	\$ -	3,505	\$ 2,573.93	137	\$ (2,573.93)
12	Government St / Jefferson Hwy	3,058	\$ -	7,794	\$ 3,330.57	-4,736	\$ (3,330.57)
14	Thomas Delpit Dr / Roosevelt St	3,188	\$ -	4,835	\$ 2,890.51	-1,647	\$ (2,890.51)
15	Glen Oaks / Blount Rd / Crestworth	1,701	\$ -	2,751	\$ 1,934.25	-1,050	\$ (1,934.25)
16	Capitol Park Shuttle	0	\$ -	50	Free service	-50	
17	Perkins Rd	4,747	\$ -	10,446	\$ 5,447.03	-5,699	\$ (5,447.03)
18	Cortana Transit Center / Tigerland	2,894	\$ -	7,692	\$ 4,677.72	-4,798	\$ (4,677.72)
20	N. Acadian Thwy	5,126	\$ -	10,141	\$ 6,103.29	-5,015	\$ (6,103.29)
21	Fairfields Ave	5,344	\$ -	7,089	\$ 3,910.79	-1,745	\$ (3,910.79)
22	Winbourne Ave	3,676	\$ -	7,050	\$ 4,313.86	-3,374	\$ (4,313.86)
23	Foster Dr	2,375	\$ -	5,490	\$ 3,281.76	-3,115	\$ (3,281.76)
41	Plank Rd	9,217	\$ -	18,990	\$ 10,611.65	-9,773	\$ (10,611.65)
44	Florida Blvd	13,940	\$ -	29,655	\$ 14,359.93	-15,715	\$ (14,359.93)
46	Cortana Transit Center / L'auberge Casino & Hotel	3,832	\$ -	7,322	\$ 5,309.02	-3,490	\$ (5,309.02)
47	Highland Rd / LSU	9,316	\$ -	22,966	\$ 11,823.04	-13,650	\$ (11,823.04)
54	N. Airline Hwy / Southern University	3,890	\$ -	11,156	\$ 6,906.73	-7,266	\$ (6,906.73)
57	Sherwood Forest Blvd / Greenwell Springs Rd / Siegen Ln	7,044	\$ -	15,549	\$ 11,378.85	-8,505	\$ (11,378.85)
58	Coursey Blvd / O'Neal Ln / Ochsner	3,528	\$ -	4,436	\$ 2,420.46	-908	\$ (2,420.46)
59	East Florida Blvd / O'Neal Ln / Ochsner	3,140	\$ -	5,350	\$ 3,772.72	-2,210	\$ (3,772.72)
60	Medical Circulator	587	\$ -	1,134	\$ 482.20	-547	\$ (482.20)
70	CATS Terminal / Southern University / Baker	2,552	\$ -	4,830	\$ 3,267.19	-2,278	\$ (3,267.19)
72	Florida Blvd LIMITED	0	\$ -	5,616	\$ 2,068.23	-5,616	
80	Southern University Shuttle	0	\$ -	242	Free service	-242	\$ -

TOTAL RIDERSHIP & REVENUE	97,366	\$ -	203,476	\$115,839.68	-106,110	-\$113,771.45
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CATS Procurement Listing for CATS Board

August 18 2020

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
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	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 notification 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- AmenitiesDesign-005	A&E Design Services	Reich Landscape Architecture	Approx Cost \$180,000	6/20/19	6/19/2024	06/15/19	RFQ for Design Services for Transit Amenities and Related Equipment	8/9/19- Executed Contract 4/17/19 – Proposals were received by Procurement, and PEC evaluated proposals and recommend an award at the June 2019 Board meeting for \$180,000. 3/28/19 – RFQ was solicited. Proposals due at 10:00am on 4/17/19. Will include Shelters, Kiosks, Landscapes, etc. Design consultant will also assist CATS with the construction bids in determining the lowest responsive bidder in meeting the technical specifications.
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.
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 3/1/19 thru 2/29/20	Extension from 03/01/2020 Renewal: 3/1/19	Extension until 12/31/2020. 2/29/20	06/23/20	Board Approved renewal period of 3/1/18 – 2/28/19 (<i>original 5 year contract for Adjustor Claim Services, Investigations, Fleet Liability and Workers Comp claims</i>). Seeking renewal thru 2/29/20	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.

CATS Procurement Listing for CATS Board

August 18 2020								
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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
Compliance Assistance FY2019 FTA Comprehensive Oversight Review	Consulting Services	Pierlott & Associates	\$144,349 current value after Amendment of \$96,492	12-24-18	Previously Extended to 04/30/20	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 6 th extension	\$25,000 Estimated for 3 years	5/1/20 Extension from 05/01/2020	12/31/20 Extension until 12/31/2020.	6/23/20	FTA mandated Third Party Administrator services for Drug & Alcohol /substance abuse services for safety sensitive employees. Witten Contract PO 2019052	Targeting making award by 10/20. 06/23/20 Board Approved. Period Extension thru 12/31/20 allowing time to formulate <u>new RFP</u> . 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.
Fuel Diesel and Gasoline Joint C-P & CATS Contract Approved thru 3/31/2021 5 th renewal	Materials City Parish	Mansfield Oil (was assigned by FuelTrac) Via City Parish solicitation. Contract for Diesel and Gasoline	Approx. annual cost \$1.9m Oil Price Info Serv OPIS + \$ 0.039 adm fee + tax = price per gal (ppg)	3/31/20 Initial start date of contract 11/01/14 C-P Metro Council approved award to FuelTrac on 8/13/14	03/31/21 5 th renewal PO2020079 Current 2 year contr w/5 one year renewals available thru 2021		City Parish included CATS in 2014 fuel solicitation as a separate entity to participate in the fuel dispensing system.	Renewal - 2/7/20 - See Board Request Listing for this annual renewal. 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. This will go to March Board. 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								

CATS Procurement Listing for CATS Board

August 18 2020

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
Graphic Design Services	Service	Rockit Science	\$160,000 Maximum 1 st Renewal \$125,000 Maximum per year	10/1/19 10/1/18	9/30/20 9/30/19	9/17/19	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.	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	ARRCO Power Systems	\$92,117	Delivery expected 08/17/20	Delivery expected early August 2020	6/23/20	150 KW Generator & 350 KW Generator at 2250 Florida Blvd. Power Office and Fueling Station. Switch for 350 Donmoor.	Deliver anticipated 7/31/20. Grant available to fund. 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	TBD for installation	\$43,800	Early August	Estimated less than 14 days after start date, weather permitting	6/23/20	150 KW & 350 KW Generator at 2250 Florida Blvd. Power Office and Fueling Station. Switch only install at Donmoor.	Award made 7/31//20. Grant available to fund. Allows continued operations in the event of a power outage. Generators and Installation was estimated at \$170,000.Final anticipated to be \$135,917.
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	2/19/19 – Board approved new 3-year contract. No changes from last year.
O								
Oil Products (Motor oils) and Antifreeze	Materials ITB	Miguez Fuel (\$49,169.90) Petro Choice (\$40,390.00) Sun Coast (\$17,398.00)	2020 renewals are all under \$50k per vendor.	1/1/2020	12/31/20	CATS CEO is able to approve, as threshold is below Board amount of \$50,000 for each contract	Current contracts will expire 12/31/2020. 2017 Contract Renewal options available up to four (4) successive one (1) year periods or through 1/16/22. Price adjustment based on the PPI at time of the renewal. Vendor needs to provide PPI calculations for increase.	4/14/20 – All 3 PO's emailed to Vendors. (CEO approved) 4/16/19 – Board approved. 4/2/19 – ITB for antifreeze and motor oil to be awarded, where the antifreeze will be awarded to Miguez Fuel (for a total of \$15,000), who currently contracts with CATS for hydraulic turbine oil, diesel exhaust fluid (at a total of \$36,670). Contract for remainder of CY2019 will be <u>\$51,670</u> . Motor Oil will be awarded to Petro Choice for a total of \$34,620, within the CEO's threshold of \$50,000.

CATS Procurement Listing for CATS Board

August 18 2020

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Service Description	Contr Type	Vendor Name	Amt	Start Date	End Date	Board Approved	Services/ Product Provided	Notes / Comments
On-Call Services RFP PR # 2019-On-CallServices-0	Consulting	Atlas Technical Consultants HNTB The Goodman Corporation Intueor Consulting SJB Group, LLC WSP USA, Inc. VE Group, LLC Vinformatix				07/21/20	CATS issued RFP for non-A&E on-call services on 3/28/2019 Proposers agreed to extend binding period through 11/12/19 as CATS needs more time for evaluating them	The first Task Orders for each of the noted firms are being officially documented in the month of August 2020. Estimated Values noted below. Board Approved 3 Consulting Firms with not to exceed values. 07/21/20. Atlas Technical Consultants <\$350,000 HNTB <\$354,770 The Goodman Corporation <\$160,000
P								
Paratransit Services ADA	Service	MV Transp.	3 year contract amount \$6,975,000	5/6/18 3 yr contract w/ 2 one year renewals	4/30/21 (potential 5 year contract thru 2023)	2/20/18	Contracted Para-Transit Service Provider	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	Contract Amended. Current value \$125,000, 6/20.
S								
Security Guard Services	Service	Weiser Security Services, Inc.	Approx. \$237,000 annual cost	2 nd of 2 renewals 1/1/19 1 st of 2 one-year renewals	12/31/20	1/21/2020	24 /7 - Security Guard Services at CATS 2250 Florida Blvd. location.	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)	Estimated 08/124/20	6/30/25 (potential 8 year contract thru 2028)	12/17/19	ERP Software	Contract under review by CATS. Board Approved on 12/17/19. Intent to Award 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 ERP Implementation Services	Service	Intueor Consulting	\$147,500	07/01/20	12/31/21	6/23/20	ERP Software Implementation Services –	Contract under review by CATS. 5/5/20-3 Bids were opened and evaluated, 4/7/20- RFP Effort Started.
Software RouteMatch Services	Service	RouteMatch	One year of tech support, warranties, & maintenance coverage \$117,500	8/1/20	7/31/21	6/23/20	Tech Support, Maintenance & Warranty Coverage for AVL, APC & AVA Sys	Period Ending 07/31/21 has been paid, 07/31/20. Negotiated down to \$117,500/yr. 1 Option year, at 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	\$600,000 (est cost for 3 years) ----- 1 st option year estimated cost is \$200,000 per year	9/1/17 Current Contract with Goodyear is thru 8/17/17	8/31/20 Initial Contract for 3 years w/ 2 one year renewals through 8/31/22	1/21/20	Tire lease for buses	Requesting Board Approval to exercise 1 st of 2 one year options. Estimated \$200,000 for 1 year. 1/24/2020- Order has been placed. 1/21/2020- Board approved. 1/10/20- Submit Board approval request.
V								
Vehicles (21) ADA Paratransit Vans Driver Protection Systems	Materials	Creative Bus Sales State Contract	\$25,560	06/11/20	07/31/20	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.

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
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	Total Bid Price for 3 buses and 3 charging stations \$2,381,245 Approx unit cost for one bus and one charging station \$791,748	12/20/2019 – 2nd order 01/16/18	12/20/20 – 2nd order 01/16/23 Contract can be used for the next 5 years from the date of award	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.	12/20/19 – 2nd order for 3 buses-Board Approved and buses ordered expected to arrive by 12/20. 1/16/18 – Board approved award to BYD for 1st 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	Order placed 6/24/20. Anticipated receipt September.
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	Order placed 6/26/20. 6/23/20 Board Approved. Cares Act Funded. Anticipated September receipt.
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. Anticipated delivery early Augst.
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	July 2020 - Optional year 1 hosting fee plus support to increase functionality of the website. July 2017 – launched new website. 12/15/16 – Award approved by F&E to Covalent Logic, who scored highest among 3 proposals received. 11/10/16 – RFP has been solicited to multiple potential proposers. Proposals will be due by November 30th. Contract Award Recommendation is scheduled to be on 12/20/16 Board meeting agenda.