



AGENDA

Meeting of the Connect Transit Board of Trustees

April 25, 2017

4:30 P.M.

Board Room

**Connect Transit Operations Facility
351 Wylie Drive, Normal, IL 61761**

- A. Call to Order
- B. Roll Call
- C. Public Comments
- D. Years of Service Award – Brian Orhan Enata
- E. Years of Service Award – Debra Wilson
- F. Award of Financial Reporting Achievement – Patrick Kuebrich
- G. Consent Agenda
 - 1. Approval of Minutes of Previous Meetings of Annual Meeting of March 21, 2017, Regular Meeting of March 21, 2017 and Executive Session of February 28, 2017
 - 2. Disbursements for Month of March, 2017
 - 3. Financial Report for Month of March, 2017
 - 4. Capital and Self Insurance Reserve Fund Balances for month of March, 2017
 - 5. Monthly Statistical Report for month of March, 2017
- H. Old Business
- I. New Business
 - 1. Recommendation for Lobbying Service
 - 2. Illinois State University Universal Access Agreement
- J. General Manager's Report
- K. Trustee's Comments
- L. Executive Session – cite section
- M. Adjournment



March 2017

Financial and Statistical Reports



**Connect Transit
Cash Disbursement Report
March 2017**

Name	Check Number	Date	Amount	Description
A.T.U. - C.O.P.E.	00037767	03-Mar-17	\$153.90	Payroll Deduction
ABC Bus Companies	00037768	03-Mar-17	\$61.00	Bus Parts
Action Roofing, Inc.	00037866	24-Mar-17	\$425.00	Roofing
Advance Auto Parts	00037769	03-Mar-17	\$251.31	Maintenance Supplies
Advance Auto Parts	00037800	09-Mar-17	\$376.00	Maintenance Supplies
Advance Auto Parts	00037824	17-Mar-17	\$761.39	Maintenance Supplies
Advocate Occupational Health	00037867	24-Mar-17	\$60.00	Drug Testing
Airgas USA, LLC	00037770	03-Mar-17	\$240.99	Welding Supplies
Ally Financial	00037801	09-Mar-17	\$205.87	Lease
Ally Financial	00037899	31-Mar-17	\$196.08	Lease
Amalgamated Transit Union Local 752	00037771	03-Mar-17	\$6,532.20	Payroll Deduction
Amalgamated Transit Union Local 752	00037825	17-Mar-17	\$200.00	Payroll Deduction
Ancel, Glink, Diamond, Bush, DiCianni &	00037772	03-Mar-17	\$350.00	Legal Service
Ancel, Glink, Diamond, Bush, DiCianni &	00037900	31-Mar-17	\$450.00	Legal Service
Andrew Johnson	00037773	03-Mar-17	\$872.80	Car Allowance
Anthony Baldonado	00037868	24-Mar-17	\$252.02	Health Insurance Reimbursement
Assurance Agency, Ltd.	00037869	24-Mar-17	\$54,547.00	Insurance
Barker Motor Co.	00037802	09-Mar-17	\$305.30	Bus Parts
Beitz Trucking	00037926	31-Mar-17	\$400.19	Property Damage Expense
Bellas Landscaping	00037774	03-Mar-17	\$2,370.00	Snow Removal
Bellas Landscaping	00037870	24-Mar-17	\$725.00	Snow Removal
Blatt, Hasenmiller, Leibsker & Moore	00037775	03-Mar-17	\$318.65	Payroll Deduction
Blatt, Hasenmiller, Leibsker & Moore	00037863	17-Mar-17	\$319.66	Payroll Deduction
Blatt, Hasenmiller, Leibsker & Moore	00037901	31-Mar-17	\$319.66	Payroll Deduction
Canvas Solutions, Inc.	00037776	03-Mar-17	\$9,367.00	Software Licensing
Cassie Mosier	00037803	09-Mar-17	\$28.00	Travel Reimbursement
Central Illinois Trucks Inc.	00037777	03-Mar-17	\$1,226.28	Bus Parts
Central Illinois Trucks Inc.	00037828	17-Mar-17	\$1,281.72	Bus Parts
Central Illinois Trucks Inc.	00037871	24-Mar-17	\$755.36	Bus Parts
Central Illinois Trucks Inc.	00037902	31-Mar-17	\$44.16	Bus Parts
ChemStation of Indiana	00037829	17-Mar-17	\$385.75	Garage Supplies
CIRBN, LLC	00037872	24-Mar-17	\$347.84	Internet
City of Bloomington	00037804	09-Mar-17	\$669.72	Utilities
City of Bloomington	00037830	17-Mar-17	\$91.35	Utilities
CliftonLarsonAllen LLP	00037831	17-Mar-17	\$150.00	Government Accounting Conference
Comcast	00037778	03-Mar-17	\$409.85	Internet
Comcast	00037903	31-Mar-17	\$409.85	Internet
Corn Belt Energy Corp.	00037779	03-Mar-17	\$4,724.69	Utilities
Corn Belt Energy Corp.	00037873	24-Mar-17	\$3,968.42	Utilities
Cummins Crosspoint	00037832	17-Mar-17	\$1,791.13	Bus Parts
Cummins Crosspoint	00037874	24-Mar-17	\$43.65	Bus Parts
Cummins Crosspoint	00037904	31-Mar-17	\$58.05	Bus Parts
Dish Network	00037875	24-Mar-17	\$157.06	Television Service
Don Owen Tire Service, Inc.	00037833	17-Mar-17	\$18.27	Bus Parts
Ecolane USA, Inc.	00037805	09-Mar-17	\$25,581.00	Software Licensing
Engraving Express	00037834	17-Mar-17	\$61.00	Driver's Uniforms
Evergreen FS	00037780	03-Mar-17	\$14,023.11	Fuel
Evergreen FS	00037835	17-Mar-17	\$14,785.94	Fuel
Evergreen FS	00037876	24-Mar-17	\$13,922.73	Fuel
Evergreen FS	00037905	31-Mar-17	\$14,249.56	Fuel



**Connect Transit
Cash Disbursement Report
March 2017**

Name	Check Number	Date	Amount	Description
Fastenal Company	00037836	17-Mar-17	\$239.89	Bus Parts
Fastenal Company	00037877	24-Mar-17	\$16.55	Bus Parts
Fasteners Etc.	00037781	03-Mar-17	\$38.57	Maintenance Supplies
Fasteners Etc.	00037806	09-Mar-17	\$166.68	Maintenance Supplies
Fasteners Etc.	00037837	17-Mar-17	\$619.85	Maintenance Supplies
Fasteners Etc.	00037878	24-Mar-17	\$288.64	Maintenance Supplies
Fasteners Etc.	00037906	31-Mar-17	\$463.33	Maintenance Supplies
Fred Pryor Seminars	00037907	31-Mar-17	\$199.00	Training
Frontier	00037879	24-Mar-17	\$890.95	Telephone
Frontier	00037908	31-Mar-17	\$41.12	Telephone
Genfare	00037807	09-Mar-17	\$1,997.37	Farebox Passes
Genfare	00037880	24-Mar-17	\$6,645.00	Farebox Passes
Getz Fire Equipment	00037808	09-Mar-17	\$504.90	Building Maintenance
Getz Fire Equipment	00037838	17-Mar-17	\$1,086.05	Building Maintenance
Gillig LLC	00037782	03-Mar-17	\$646.89	Bus Parts
Gillig LLC	00037839	17-Mar-17	\$4,052.43	Bus Parts
Gillig LLC	00037881	24-Mar-17	\$2,193.22	Bus Parts
Gillig LLC	00037909	31-Mar-17	\$1,045.59	Bus Parts
Great Plains Media	00037882	24-Mar-17	\$1,400.00	Radio Advertising
Health Alliance Medical Plans	00037883	24-Mar-17	\$108,514.00	Insurance
Heights Finance Corporation	00037783	03-Mar-17	\$197.96	Payroll Deduction
Heights Finance Corporation	00037864	17-Mar-17	\$265.14	Payroll Deduction
Heights Finance Corporation	00037910	31-Mar-17	\$265.14	Payroll Deduction
Henson Disposal	00037841	17-Mar-17	\$202.00	Garage Overhead
Hodge	00037865	20-Mar-17	\$8,983.65	Walk Behind Floor Scrubber
Hotsy Equipment Company	00037911	31-Mar-17	\$9,195.00	Trailer with Pressure Washer
ICMA 457 Trust	ACH	02-Mar-17	\$21,741.46	Payroll Deduction
ICMA 457 Trust	ACH	16-Mar-17	\$21,807.40	Payroll Deduction
ICMA 457 Trust	ACH	30-Mar-17	\$23,480.01	Payroll Deduction
Idaho Child Support Receipting	00037784	03-Mar-17	\$95.00	Payroll Deduction
Idaho Child Support Receipting	00037842	17-Mar-17	\$95.00	Payroll Deduction
Idaho Child Support Receipting	00037912	31-Mar-17	\$95.00	Payroll Deduction
Illinois Department of Revenue	00037785	03-Mar-17	\$9,540.21	Payroll Deduction
Illinois Department of Revenue	00037843	17-Mar-17	\$8,764.23	Payroll Deduction
Illinois Department of Revenue	00037913	31-Mar-17	\$8,799.85	Payroll Deduction
Illinois State Disbursement Unit	00037786	03-Mar-17	\$1,244.53	Payroll Deduction
Illinois State Disbursement Unit	00037844	17-Mar-17	\$1,559.21	Payroll Deduction
Illinois State Disbursement Unit	00037914	31-Mar-17	\$1,421.74	Payroll Deduction
Interstate Batteries of Mid-Illinois	00037787	03-Mar-17	\$1,157.70	Bus Parts
IWIN	00037845	17-Mar-17	\$336.00	Employee Physicals
Joseph Isaia	00037846	17-Mar-17	\$23.91	Uniform Reimbursement
Joseph Isaia	00037884	24-Mar-17	\$43.49	Uniform Reimbursement
Ken's Oil Service, Inc	00037788	03-Mar-17	\$2,086.13	Bus Parts
Ken's Oil Service, Inc	00037847	17-Mar-17	\$1,472.50	Bus Parts
Ken's Oil Service, Inc	00037915	31-Mar-17	\$202.07	Bus Parts
Kirby Risk Corporation	00037809	09-Mar-17	\$266.94	Bus Parts
Kirby Risk Corporation	00037848	17-Mar-17	\$298.10	Bus Parts
LifeCIL	00037885	24-Mar-17	\$14,394.00	Consulting Fees (2 months)
Lisa Franklin	00037886	24-Mar-17	\$41.30	Uniform Reimbursement
Lynn Cohn	00037810	09-Mar-17	\$5,475.00	Legal Service



**Connect Transit
Cash Disbursement Report
March 2017**

Name	Check Number	Date	Amount	Description
Marty Eckert	00037916	31-Mar-17	\$100.00	Uniform Reimbursement
MaxServices Group	00037811	09-Mar-17	\$1,520.00	Consulting
McKee Environmental, Inc	00037812	09-Mar-17	\$2,360.00	Environmental Services
MH Equipment Co.	00037887	24-Mar-17	\$2,033.08	Garage Maintenance Equipment
Michelin North America, Inc	00037849	17-Mar-17	\$7,325.27	Tires
Midwest Transit Equipment, Inc.	00037789	03-Mar-17	\$314.28	Bus Parts
Miller Janitor Supply	00037850	17-Mar-17	\$217.74	Maintenance Supplies
Miller Janitor Supply	00037888	24-Mar-17	\$568.05	Maintenance Supplies
Minerva Promotions	00037790	03-Mar-17	\$307.00	Uniforms
Motion Industries, Inc.	00037851	17-Mar-17	\$191.38	Bus Parts
Motion Industries, Inc.	00037889	24-Mar-17	\$129.56	Bus Parts
Mutual of Omaha	00037813	09-Mar-17	\$14,494.40	Life, AD&D, STD & LTD
Mutual of Omaha	00037917	31-Mar-17	\$12,028.23	Life, AD&D, STD & LTD
Napa Auto Parts	00037814	09-Mar-17	\$939.33	Bus Parts
National Seating & Mobility	00037890	24-Mar-17	\$1,595.14	Bus Parts
Neuhoff Media	00037852	17-Mar-17	\$1,312.00	Media Promotions
Nicor Gas	00037791	03-Mar-17	\$3,389.63	Utilities
Nicor Gas	00037918	31-Mar-17	\$6,681.53	Utilities
Oberlander Alarm Systems, Inc.	00037919	31-Mar-17	\$207.00	Security Alarm Service Fee
Oil Marketing Equipment, Inc	00037853	17-Mar-17	\$400.00	Annual Inspection
Oklahoma Centralized Support Registry	00037792	03-Mar-17	\$23.07	Payroll Deduction
Oklahoma Centralized Support Registry	00037854	17-Mar-17	\$23.07	Payroll Deduction
Oklahoma Centralized Support Registry	00037920	31-Mar-17	\$23.07	Payroll Deduction
Orkin Pest Control	00037855	17-Mar-17	\$547.04	Pest Control
Pantagraph	00037815	09-Mar-17	\$169.86	Dues & Subscriptions
Pat Kuebrich	00037856	17-Mar-17	\$141.24	Travel Reimbursement
Payroll	ACH	02-Mar-17	\$173,822.69	
Payroll	ACH	16-Mar-17	\$182,628.60	
Payroll	ACH	30-Mar-17	\$183,651.84	
Pinnacle Door	00037857	17-Mar-17	\$161.00	Door Repair
Pipco Companies, LTD	00037793	03-Mar-17	\$1,700.00	Building Maintenance
Ricoh USA, INC	00037816	09-Mar-17	\$215.53	Copier
Ricoh USA, Inc	00037794	03-Mar-17	\$294.03	Copier
Ricoh USA, Inc	00037817	09-Mar-17	\$501.00	Copier
Ricoh USA, Inc	00037921	31-Mar-17	\$158.79	Copier
Ricoh USA, Inc	00037922	31-Mar-17	\$311.39	Copier
Safetylane Equipment Corp.	00037858	17-Mar-17	\$2,285.43	Bus Parts
Sam Leman	00037891	24-Mar-17	\$861.65	Outside Repair
Schrack Environmental	00037927	31-Mar-17	\$1,000.00	Consulting fees
Screen Vision Media	00037795	03-Mar-17	\$700.00	Advertising
Screen Vision Media	00037892	24-Mar-17	\$700.00	Advertising
SFC of Illinois, LLC	00037796	03-Mar-17	\$66.89	Payroll Deduction
Southtown Wrecker Service, Inc.,	00037818	09-Mar-17	\$225.00	Towing
Southtown Wrecker Service, Inc.,	00037923	31-Mar-17	\$635.00	Towing
Staples	00037859	17-Mar-17	\$261.45	Office Supplies
STL Business & Technology Solutions, Inc	00037819	09-Mar-17	\$425.00	Software & Tech Support
STL Business & Technology Solutions, Inc	00037893	24-Mar-17	\$425.00	Software & Tech Support
Town of Normal	00037894	24-Mar-17	\$75.00	Alarm System Service
TransitTalent.com	00037820	09-Mar-17	\$95.00	Advertising- Promotions
Truck Centers, Inc.	00037895	24-Mar-17	\$113.60	Bus Parts
UniFirst Corporation	00037797	03-Mar-17	\$184.23	Cleaning Uniforms & Rugs



**Connect Transit
Cash Disbursement Report
March 2017**

Name	Check Number	Date	Amount	Description
UniFirst Corporation	00037821	09-Mar-17	\$211.73	Cleaning Uniforms & Rugs
UniFirst Corporation	00037860	17-Mar-17	\$184.23	Cleaning Uniforms & Rugs
UniFirst Corporation	00037896	24-Mar-17	\$192.95	Cleaning Uniforms & Rugs
UniFirst Corporation	00037924	31-Mar-17	\$222.95	Cleaning Uniforms & Rugs
United Rentals (North America), Inc	00037897	24-Mar-17	\$814.10	Rental
United States Treasury	ACH	07-Mar-17	\$77,154.62	Federal Tax Payment
United States Treasury	ACH	21-Mar-17	\$66,689.12	Federal Tax Payment
Verizon Wireless	00037822	09-Mar-17	\$390.56	Mobile Data Terminals for SS
Verizon Wireless	00037861	17-Mar-17	\$279.40	Mobile Data Terminals for SS
Visa - Commerce Bank	00037799	06-Mar-17	\$500.27	Advertising- Employment
Visa - Commerce Bank	00037799	06-Mar-17	\$127.23	Bus Parts- DR
Visa - Commerce Bank	00037799	06-Mar-17	\$96.79	Computer Hardware
Visa - Commerce Bank	00037799	06-Mar-17	\$212.46	Computer Software
Visa - Commerce Bank	00037799	06-Mar-17	\$294.12	Shipping/Handling
Visa - Commerce Bank	00037799	06-Mar-17	\$109.96	Software Licensing
Visa - Commerce Bank	00037799	06-Mar-17	\$435.00	Dues & Subscriptions
Visa - Commerce Bank	00037799	06-Mar-17	\$4,861.18	Travel & Meetings
Visa - Commerce Bank	00037799	06-Mar-17	\$88.70	Employee Recognition
Visa - Commerce Bank	00037799	06-Mar-17	\$1,473.73	Safety/Training
Vision Service Plan (IL)	00037823	09-Mar-17	\$675.22	Vision Insurance
Vision Service Plan (IL)	00037925	31-Mar-17	\$662.86	Vision Insurance
WGLT	00037898	24-Mar-17	\$450.00	Radio Advertising
Wilcox Electric & Service, Inc	00037798	03-Mar-17	\$2,220.81	Building Maintenance
William Masters, Inc	00037862	17-Mar-17	\$2,271.92	HVAC
		Total	<u>\$1,223,004.21</u>	

Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2017 Period 9

Division: 98 Operating Profit/Loss

As of: 03/31/2017

Jul-2016 Thru Mar-2017

	March 2017		Year to Date		Approved Budget
Operating Revenue					
Passenger Fares	\$59,930.89	6.78%	\$483,766.48	54.75%	\$883,592.00
ISU Contract Fare	\$43,312.50	8.13%	\$389,812.50	73.17%	\$532,740.00
Other Contract Fares	\$10,833.33	7.94%	\$78,349.19	57.40%	\$136,500.00
Advertising Revenue	\$9,120.00	9.12%	\$86,150.00	86.15%	\$100,000.00
Miscellaneous Revenue	\$10,499.29	524.96%	\$13,493.22	674.66%	\$2,000.00
Total Operating Revenue	\$133,696.01	8.08%	\$1,051,571.39	63.55%	\$1,654,832.00
Operating Expenses					
Operators Wages	\$435,242.83	7.79%	\$3,851,627.25	68.96%	\$5,585,314.00
Maintenance Wages	\$98,739.65	8.68%	\$819,967.29	72.11%	\$1,137,125.00
Administration Wages	\$67,064.96	5.98%	\$708,071.38	63.19%	\$1,120,600.00
Employer Payroll Tax Expense	\$50,571.10	7.94%	\$421,537.71	66.20%	\$636,792.00
Retirement Plan	\$24,113.20	5.48%	\$195,219.65	44.38%	\$439,852.00
Group Insurance	\$103,881.12	6.00%	\$1,049,189.96	60.65%	\$1,730,000.00
Uniform Expense	\$1,167.34	3.19%	\$24,213.61	66.16%	\$36,600.00
Professional Services	\$15,844.00	6.95%	\$121,000.83	53.09%	\$227,936.00
Outside Repair-Labor	\$2,541.13	2.15%	\$94,037.12	79.45%	\$118,365.00
Contract Maintenance Services	\$9,783.62	6.67%	\$127,577.50	86.96%	\$146,700.00
Custodial Services	\$1,597.08	10.30%	\$9,862.84	63.63%	\$15,500.00
Employee Recruiting/Testing/Temp Help	\$896.27	4.27%	\$8,395.47	39.98%	\$21,000.00
Fuel	\$46,509.90	3.62%	\$447,854.50	34.82%	\$1,286,020.00
Lubricants	\$2,301.30	5.20%	\$32,781.58	74.08%	\$44,252.00
Tires	\$7,325.27	7.61%	\$63,371.64	65.85%	\$96,240.00
Bus Repair Parts	\$10,956.40	5.83%	\$139,702.16	74.35%	\$187,900.00
Other Materials & Supplies	\$4,320.23	7.71%	\$19,644.21	35.08%	\$56,000.00
Shelters/Signs/Shop Tools	\$248.24	3.45%	\$12,655.87	175.78%	\$7,200.00
Computer and Office Supplies	\$3,097.13	2.14%	\$100,435.04	69.51%	\$144,500.00
Utilities	\$13,197.01	9.88%	\$92,290.39	69.08%	\$133,600.00
Corporate Insurance	\$21,368.29	7.71%	\$171,946.37	62.07%	\$277,000.00
Dues/Subscriptions/Fees	\$435.00	0.91%	\$30,289.19	63.10%	\$48,004.00
Printing/Marketing/Training	\$19,827.54	7.04%	\$193,556.55	68.76%	\$281,500.00
Total Operating Expenses	\$941,028.61	6.83%	\$8,735,228.11	63.40%	\$13,778,000.00
Operating Assistance					
Operating Deficit	(\$807,332.60)	6.66%	(\$7,683,656.72)	63.38%	(\$12,123,168.00)
City of Bloomington Operating Assistance	\$50,833.33	8.33%	\$457,499.97	75.00%	\$610,000.00
Town of Normal Operating Assistance	\$32,500.00	8.33%	\$292,500.00	75.00%	\$390,000.00
Illinois Downstate Operating Assistance	\$611,668.00	6.82%	\$5,686,868.00	63.36%	\$8,975,200.00
FTA 5307 Operating Assistance	\$117,642.00	5.55%	\$1,251,141.00	59.07%	\$2,117,968.00
Total Operating Assistance	\$812,643.33	6.72%	\$7,688,008.97	63.57%	\$12,093,168.00

Connect Transit
Local Capital and Self-Insurance Fund Balance
March 2017

<u>Local Capital</u>	<u>Commerce Bank - Cash Balance</u>	
03/01/17	Beginning Balance	\$ 1,061,523.09
03/31/17	Additions - Interest Income	\$ 135.24
03/31/17	Ending Balance	<u>\$ 1,061,658.33</u>
Total Reserve Capital Account		<u><u>\$ 1,061,658.33</u></u>

Breakdown of Local Funding in Local Capital #2 (Earmarked Funds):

	<u>FY17 Received</u>	<u>FY17 Receivable</u>
	<u>3/31/2017</u>	<u>3/31/2017</u>
Bloomington	\$ 426,787.47	\$ -
Normal	\$ 330,723.72	\$ -
Total YTD	<u>\$ 757,511.19</u>	<u>\$ -</u>

<u>Local Capital Reserve Fund Balance - Account Value</u>		
03/31/17	Cash Balance	\$ 1,061,658.33
03/31/17	Loans to Operating	\$ 2,980,249.22
03/31/17	Reserve fund for underground storage tank (Cap. I)	\$ (40,000.00)
03/31/17	Ending Balance	<u>\$ 4,001,907.55</u>



March FY2017 Monthly Report

Ridership

	Prior Year	
Ridership Fixed Route	218,586	220,804
Ridership Demand Response	7,349	8,013
Total Monthly % Change Over Prior Year	-5.00	1.30 %
Fixed Route Average Daily Boardings	9,841	9,315
Demand Response Average Daily Boardings	300	315
% On-Time Performance	87.00	93.90 %
Average Boardings per Hour of Service	20.80	17.74
Sunday Fixed Route Ridership		8,654
Sunday Demand Response Ridership		272

State of Good Repair

Fixed Route National Transit Database Major Mechanical System Failures	1	11
Demand Response National Transit Database Major Mechanical System Failures	0	0
Fixed Route Miles Between National Transit Database Major Mechanical System Failures	14,389	11,854
Demand Response Miles Between National Transit Database Major Mechanical System Failures	41,115	40,463
Fixed Route National Transit Database Other Mechanical System Failures (Roadcalls)	21	35
Demand Response National Transit Database Other Mechanical System Failures (Roadcalls)	0	1
Fixed Route Miles Between National Transit Database Other Mechanical System Failures	5,653	3,622
Demand Response Miles Between National Transit Database Other Mechanical System Failures	41,115	20,231
Fixed Route Miles between All National Transit Database Mechanical System Failures	10,246	2,834
Demand Response Miles between All National Transit Database Mechanical System Failures	41,115	20,231
Average % of Buses with Defective Automated Voice Announcements		%

Customer Service

Average Interior Cleanliness Inspection Score		86
National Transit Database Safety-Related Incidents per 100,000 Miles	1.33	0.66
National Transit Database Security-Related Incidents per 100,000 Miles	0.00	0.00
Number of Validated Complaints each month		3
Number of Customer Compliments Received		2
Daily Average of Phone Calls Received for FR		242
Daily Average of Phone Calls Received for DR		119

Efficiency

Revenue/Expense Ratio	14.70	12.12 %
Fixed Route Cost per Unlinked Passenger Trip	\$ 2.93	\$ 3.41
Demand Response Cost per Unlinked Passenger Trip	\$ 21.01	\$ 23.50
% of Preventative Maintenance Performed On-Time	100.00	100.00 %
Fixed Route Maintenance Cost Per Mile (excluding fuel)	\$ 0.73	\$ 1.12
Demand Response Maintenance Cost Per Mile (excluding fuel)	\$ 0.38	\$ 0.71



March Fiscal Year 2017 Year-to-Date Report

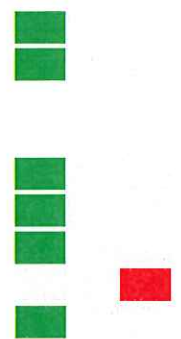
Ridership

	PRIOR YEAR	ACTUAL	GOAL	
Ridership Fixed Route	1,903,195	1,663,949	1,929,840	
Ridership Demand Response	55,955	62,163	57,074	
Total Ridership (year to date)	1,959,150	1,726,112	1,992,456	
Fixed Route Year-to-Date % Change Over Prior Year	-8.10	-12.60	1.40	%
Demand Response Year-to-Date % Change Over Prior Year	-0.80	11.10	2.00	%
Fixed Route Average Daily Boardings	9,531	7,989	9,664	
Demand Response Average Daily Boardings	269	290	274	
% On-Time Performance	84.10	91.50	85.00	%
Average Boardings per Hour of Service	21.91	16.50	22.29	
Sunday Fixed Route Ridership		66,997		
Sunday Demand Response Ridership		696		



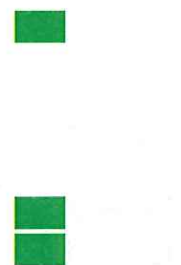
State of Good Repair

Fixed Route National Transit Database Major Mechanical System Failures	42	22		
Demand Response National Transit Database Major Mechanical System Failures	1	0		
Fixed Route Miles Between National Transit Database Major Mechanical System Failures	56,791	62,244	25,000	
Demand Response Miles Between National Transit Database Major Mechanical System Failures	35,019	37,271	24,000	
Fixed Route National Transit Database Other Mechanical System Failures (Roadcalls)	167	279		
Demand Response National Transit Database Other Mechanical System Failures (Roadcalls)	5	9		
Fixed Route Miles Between National Transit Database Other Mechanical System Failures	5,307	3,523	3,000	
Demand Response Miles Between National Transit Database Other Mechanical System Failures	33,244	22,341	3,000	
Fixed Route Miles between All National Transit Database Mechanical System Failures	30,113	32,297	20,000	
Demand Response Miles between All National Transit Database Mechanical System Failures	34,783	25,815	30,000	
Average % of Buses with Defective Automated Voice Announcements				%



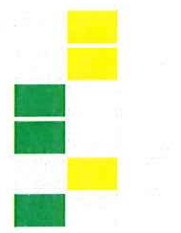
Customer Service

Average Interior Cleanliness Inspection Score		86	80	
National Transit Database Safety-Related Incidents per 100,000 Miles	0.59	0.84		
National Transit Database Security-Related Incidents per 100,000 Miles	0.00	0.00		
Number of Validated Complaints		61		
Number of Customer Compliments Received		16		
Daily Average of Phone Calls Received for FR		280	310	
Daily Average of Phone Calls Received for DR		112	150	



Efficiency

Revenue/Expense Ratio	13.98	10.87	11.25	%
Fixed Route Cost per Unlinked Passenger Trip	\$ 3.28	\$ 4.22	\$ 4.06	
Demand Response Cost per Unlinked Passenger Trip	\$ 27.36	\$ 28.04	\$ 36.52	
% of Preventative Maintenance Performed On-Time	100.00	100.00	100.00	%
Fixed Route Maintenance Cost Per Mile (excluding fuel)	\$ 0.93	\$ 1.20	\$ 1.14	
Demand Response Maintenance Cost Per Mile (excluding fuel)	\$ 0.61	\$ 0.74	\$ 0.82	



Meeting or exceeding goal ■ Within 10% of goal ■ Missing goal by more than 10% ■



MEMO

April 25, 2017

TO: Board of Trustees
 FROM: Isaac Thorne, Interim General Manager
 Subject: Recommendation Federal Lobbying Services

RECOMMENDATION: That a firm fixed price contract in the amount of \$72,000 a year be awarded to Cardinal Infrastructure to provide Connect Transit Federal Lobbying Services. The period of the contract will have a base period of three (3) years.

BACKGROUND: Connect Transit will be applying for discretionary capital and planning grants to fund projects such as bus replacements and transfer point infrastructure. Federal lobbying services will help increase our return on federal dollars through grants and programs, legislation, and regulatory actions. The lobbying services will help Connect Transit maintain and develop relations with our Congressional delegation and Federal agencies to promote and protect the interest of Connect Transit.

DISCUSSION: Two (2) proposals were received from the following vendors: Cardinal Infrastructure and Carmen Group. The proposals were scored based on the following criteria: 40% Qualifications and Experience, 40% Scope of Work, and 20% Cost Proposal.

	Qualifications & Experience	Scope of Work	Cost Proposal	
Proposer #1	40%	40%	20%	Total Score
Cardinal Infrastructure	40	40	20	100
Carmen Group	40	40	17.39	97.39



	Qualifications & Experience	Scope of Work	Cost Proposal	
Proposer #2	40%	40%	20%	Total Score
Cardinal Infrastructure	40	40	20	100
Carmen Group	40	40	17.39	97.39

	Qualifications & Experience	Scope of Work	Cost Proposal	
Proposer #3	40%	40%	20%	Total Score
Cardinal Infrastructure	36	36	20	92
Carmen Group	32	36	17.39	85.39

Overall, Cardinal Infrastructure received the highest score average of 97.33. Their proposal addressed all contract requirements and was technically superior to other proposal that was received.

KEY FEATURES

- Provide a comprehensive and proactive federal relations strategy
- Track pertinent Federal policy and monitor appropriations and authorizing legislation with regular reports to Connect
- Provide strategic guidance on grant writing, conduct grant review and research as needed in order to strengthen Connect Transit grant proposals
- Maintain relations with Congress, meet with Congressional and committee offices, Federal agencies, and administration officials to advance and protect Connect Transit’s interests

FINANCIAL IMPACT: Funds for this agreement will come from local share account. The total cost of the three year contract is \$216,000.

ITEM 12

ILLINOIS STATE UNIVERSITY UNIVERSAL ACCESS AGREEMENT

WILL BE RELEASED VIA ADDENDUM