



Mission:

Connect Transit provides safe, reliable transportation and access to opportunity to strengthen and enrich individual lives, our community, the economy, and the environment.

Due to the COVID-19 Pandemic, Connect Transit Trustees may remotely participate in this meeting. Written comments may be submitted via regular mail, email, or in-person. Comments sent via email should be sent to: trustees@connect-transit.com. Connect Transit will read public comments received in writing which were received at least two (2) hours prior to the meeting. Those attending in-person will be given an opportunity to offer public comment. If you are experiencing COVID-19 symptoms, please do not attend the meeting. Anyone attending in person is required to wear a face covering.

AGENDA

**Meeting of the Connect Transit Board of Trustees
February 22, 2022 – 4:30 P.M.**

Connect Transit Board Room, 351 Wylie Drive, Normal, IL 61761

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Public Comments
- E. Consent Agenda
 - a. Approval of January 25, 2022, Regular Meeting Minutes
 - b. Approval of February 8, 2022, Strategic Planning Meeting Minutes
 - c. Financial Information for January 2022
 - d. Monthly Statistical Reports for January 2022
 - e. Cardinal Infrastructure Federal Report
 - f. Cornerstone – Illinois Weekly Update
- F. New Business
 - a. 2021 Connect Transit Onboard Customer Satisfaction Survey (Informational)
 - b. Recommendation for Interior & Exterior Bus Advertising Services: FY22-RFP-002
- G. Chairman's Report
 - a. Discussion of Ad-Hoc Committees of the Board
- H. General Manager's Report
 - a. Recruiting and Training Update
 - b. COVID and Vaccination Update
 - c. Strategic Plan – Next Steps
 - d. Presentation to Board – Intro to Connect Transit as shared with elected officials
- I. Trustee Comments
- J. Executive Session
 - a. ILCS 120/2(c)(5) – Property Acquisition
- K. Adjournment



January 2022

Financial and Statistical Reports



Connect Transit Cash Disbursement Report January 2022

Name	Check Number	Date	Amount	Description
A.T.U. - C.O.P.E.	00054974	14-Jan-22	\$128.81	Payroll Deduction
ABC Bus Companies	00054904	03-Jan-22	\$657.96	Bus Parts
ABC Bus Companies	00054975	14-Jan-22	\$635.27	Bus Parts
ABC Bus Companies	00055006	21-Jan-22	\$1,524.92	Bus Parts
Ace-Hi Glass Co.	00055007	21-Jan-22	\$200.00	Glass
Advance Auto Parts	00054905	03-Jan-22	\$15.39	Maintenance Supplies
Advance Auto Parts	00054941	07-Jan-22	\$218.98	Maintenance Supplies
Advance Auto Parts	00054976	14-Jan-22	\$114.46	Maintenance Supplies
Advance Auto Parts	00055008	21-Jan-22	\$108.77	Maintenance Supplies
Advance Auto Parts	00055047	28-Jan-22	\$14.77	Maintenance Supplies
Airgas USA, LLC	00054906	03-Jan-22	\$205.95	Welding Supplies
Airgas USA, LLC	00055009	21-Jan-22	\$212.69	Welding Supplies
Amalgamated Transit Union Local 752	00054977	14-Jan-22	\$6,185.00	Payroll Deduction
Amalgamated Transit Union Local 752	00055048	28-Jan-22	\$150.00	Payroll Deduction
Amazon Capital Service	00054907	03-Jan-22	\$41.76	Office Supplies
Amazon Capital Service	00054942	07-Jan-22	\$585.16	Building Maintenance & Office Supplies
Amazon Capital Service	00054978	14-Jan-22	\$2,227.23	Cleaning Supplies, Garage Equipment, Office Supplies & Safety/Training
Amazon Capital Service	00055010	21-Jan-22	\$22.98	Office Supplies
Amazon Capital Service	00055049	28-Jan-22	\$301.16	Material & Supplies & Office Supplies
Ancel, Glink, Diamond, Bush, DiCianni &	00055011	21-Jan-22	\$650.00	Legal Service
Anthony Baldonado	00054908	03-Jan-22	\$143.44	Tool Reimbursement
Anthony Hayes	00054943	07-Jan-22	\$39.94	Uniform Reimbursement
Anthony Hayes	00055050	28-Jan-22	\$21.90	Uniform Reimbursement
Aramark Uniform Services	00054909	03-Jan-22	\$396.99	Cleaning Uniforms & Rugs
Aramark Uniform Services	00054944	07-Jan-22	\$895.06	Cleaning Uniforms & Rugs
Aramark Uniform Services	00054979	14-Jan-22	\$417.35	Cleaning Uniforms & Rugs
Aramark Uniform Services	00055012	21-Jan-22	\$423.43	Cleaning Uniforms & Rugs
Aramark Uniform Services	00055051	28-Jan-22	\$388.85	Cleaning Uniforms & Rugs
Assurance Agency, Ltd.	00055013	21-Jan-22	\$2,316.00	Insurance
Awarity	00054980	14-Jan-22	\$299.00	Advertising
Bellas Landscaping	00054981	14-Jan-22	\$2,000.00	Snow Removal
Birkey's Farm Store, Inc	00054945	07-Jan-22	\$684.12	Bus Parts
Birkey's Farm Store, Inc	00054982	14-Jan-22	\$1,539.56	Bus Parts
Blitt and Gaines, P.C.	00054910	03-Jan-22	\$81.26	Payroll Deduction
Blue Cross and Blue Shield of Illinois	00055014	21-Jan-22	\$111,099.10	Insurance
Blue Springs, Inc	00054983	14-Jan-22	\$225.00	Portable Restrooms
Brett Knisley	00054946	07-Jan-22	\$168.55	Tool Reimbursement
Brink's Incorporated	00055015	21-Jan-22	\$290.09	Armored Services
Cardinal Infrastructure	00054947	07-Jan-22	\$6,000.00	Consulting
Central Illinois Trucks Inc.	00054948	07-Jan-22	\$2,590.69	Bus Parts
Central Illinois Trucks Inc.	00055017	21-Jan-22	\$4,119.23	Bus Parts
Central Illinois Trucks Inc.	00055052	28-Jan-22	\$3,981.47	Bus Parts
Central States Bus Sales, Inc	00054984	14-Jan-22	\$180.68	Bus Parts
CHARLIE BUSSE	00054911	03-Jan-22	\$200.00	Boot Reimbursement
Childers Door Service of Central IL, LLC	00055018	21-Jan-22	\$1,305.92	Building Maintenance
Christopher O. Sharkey II	00054912	03-Jan-22	\$475.00	Tool Reimbursement
CIRBN, LLC	00055053	28-Jan-22	\$147.13	Internet
City of Bloomington	00054913	03-Jan-22	\$462.66	Utilities
City of Bloomington	00054985	14-Jan-22	\$130.41	Utilities
City of Bloomington	00055054	28-Jan-22	\$479.33	Utilities
Clark Baird Smith, LLP	00054986	14-Jan-22	\$765.00	Legal Service
Clean Exhaust Specialist	00054914	03-Jan-22	\$1,517.68	Bus Parts
Clean Exhaust Specialist	00054949	07-Jan-22	\$1,227.68	Bus Parts
Clean Exhaust Specialist	00055019	21-Jan-22	\$813.00	Bus Parts
Commerce Bank	ACH	03-Jan-22	\$17.62	Loan Interest
Commerce Bank	ACH	10-Jan-22	\$238.03	Bank Fee
Corn Belt Energy Corp.	00055020	21-Jan-22	\$2,799.25	Utilities
Corn Belt Energy Corp.	00055055	28-Jan-22	\$2,183.37	Utilities
Cornerstone Government Affairs	00055021	21-Jan-22	\$3,958.33	Consulting
Cummins Sales and Service	00054950	07-Jan-22	\$767.92	Bus Parts
David White	00055022	21-Jan-22	\$200.70	Safety/Training
Don Owen Tire Service, Inc.	00054915	03-Jan-22	\$773.51	Bus Parts
Don Owen Tire Service, Inc.	00054951	07-Jan-22	\$95.00	Bus Parts



Connect Transit Cash Disbursement Report January 2022

Name	Check Number	Date	Amount	Description
Don Owen Tire Service, Inc.	00055023	21-Jan-22	\$470.19	Bus Parts
Don Owen Tire Service, Inc.	00055056	28-Jan-22	\$23.77	Bus Parts
Eagle Automotive	00054916	03-Jan-22	\$344.83	Bus Parts
Eagle Automotive	00054952	07-Jan-22	\$54.38	Bus Parts
Eagle Automotive	00055057	28-Jan-22	\$28.51	Bus Parts
Edelman Electric, Inc.	00054987	14-Jan-22	\$4,494.01	Building Maintenance
Evergreen FS	00054917	03-Jan-22	\$2,170.10	Fuel
Evergreen FS	00054953	07-Jan-22	\$3,148.36	Fuel
Evergreen FS	00055058	28-Jan-22	\$2,680.30	Fuel
Ezequiel Marquez Rosales	00055024	21-Jan-22	\$200.00	Tool Reimbursement
Fastenal Company	00054918	03-Jan-22	\$13.75	Bus Parts
Fasteners Etc.	00054919	03-Jan-22	\$352.94	Maintenance Supplies
Fasteners Etc.	00054954	07-Jan-22	\$151.96	Maintenance Supplies
Frontier	00055059	28-Jan-22	\$46.42	Telephone
Genfare	00054955	07-Jan-22	\$277.66	Software and Hardware
Genfare	ACH	13-Jan-22	\$46.25	Fare Refund
Genfare	ACH	14-Jan-22	\$80.00	Fare Refund
Genfare	ACH	18-Jan-22	\$40.00	Fare Refund
Genfare	ACH	24-Jan-22	\$40.00	Fare Refund
Genfare	00055060	28-Jan-22	\$303.05	Software and Hardware
Genfare	ACH	28-Jan-22	\$40.00	Fare Refund
Gillig LLC	00054956	07-Jan-22	\$301.59	Bus Parts
Global Equipment Company	00054920	03-Jan-22	\$1,677.59	Garage Supplies
Great Plains Media	00054921	03-Jan-22	\$4,880.00	Radio Advertising
Great Plains Media	00054957	07-Jan-22	\$2,480.00	Radio Advertising
Greatland Corporation	00055025	21-Jan-22	\$167.43	Office Supplies
ICMA- 457 Retirement Trust	ACH	13-Jan-22	\$33,357.92	Payroll Deduction
ICMA- 457 Retirement Trust	ACH	27-Jan-22	\$41,513.94	Payroll Deduction
Illinois Department of Revenue	00054922	03-Jan-22	\$13,118.86	Payroll Deduction
Illinois Department of Revenue	00054988	14-Jan-22	\$13,686.16	Payroll Deduction
Illinois Department of Revenue	00055061	28-Jan-22	\$13,330.99	Payroll Deduction
Illinois State Disbursement Unit	00054923	03-Jan-22	\$171.30	Payroll Deduction
Illinois State Disbursement Unit	00054989	14-Jan-22	\$171.30	Payroll Deduction
Illinois State Disbursement Unit	00055062	28-Jan-22	\$246.54	Payroll Deduction
Indiana State Collection Unit (INSCCU)	00054924	03-Jan-22	\$70.00	Payroll Deduction
Indiana State Collection Unit (INSCCU)	00054990	14-Jan-22	\$70.00	Payroll Deduction
Interstate Batteries of Mid-Illinois	00054958	07-Jan-22	\$1,259.70	Bus Parts
JG Stewart	ACH	24-Jan-22	\$143,040.00	Bus Stop Improvements
Jordan Baize	00054925	03-Jan-22	\$375.00	Tool Reimbursement
Judd Fink	00054926	03-Jan-22	\$200.00	Tool Reimbursement
KCN Solutions	00054991	14-Jan-22	\$1,480.00	Building Maintenance
KCN Solutions	00055026	21-Jan-22	\$840.00	Building Maintenance
Ken's Oil Service, Inc	00054927	03-Jan-22	\$18,018.26	Bus Parts, Fuel & Lubricants
Ken's Oil Service, Inc	00054959	07-Jan-22	\$19,369.21	Bus Parts, Fuel & Lubricants
Ken's Oil Service, Inc	00055027	21-Jan-22	\$42,496.60	Bus Parts, Fuel & Lubricants
Kurt Kisandi	00054928	03-Jan-22	\$38.68	Building Maintenance
Lewis, Yockey & Brown, Inc	00054929	03-Jan-22	\$4,776.00	Bus Stop Improvements
Lewis, Yockey & Brown, Inc	00054992	14-Jan-22	\$3,000.00	Bus Stop Improvements
Luminator Technology Group, Inc.	00055028	21-Jan-22	\$739.37	Bus Parts
Marsha L Combs-Skinner	00054993	14-Jan-22	\$600.00	Payroll Deduction
Marsha L Combs-Skinner	00055063	28-Jan-22	\$600.00	Payroll Deduction
Matco Tools	00055029	21-Jan-22	\$81.86	Shop Tools
McLean County Chamber of Commerce	00055030	21-Jan-22	\$1,250.00	Travel & Meetings
McLean County Regional Planning	00054994	14-Jan-22	\$22,500.00	Consulting
Menards	00054960	07-Jan-22	\$93.96	Building Supplies
Menards	00055031	21-Jan-22	\$117.96	Building Maintenance
Michelin North America, Inc	00055032	21-Jan-22	\$4,362.53	Tires
Miller Janitor Supply	00054930	03-Jan-22	\$59.70	Maintenance Supplies
Miller Janitor Supply	00054961	07-Jan-22	\$97.05	Maintenance Supplies
Miller Janitor Supply	00054995	14-Jan-22	\$263.90	Maintenance Supplies
Miller Janitor Supply	00055033	21-Jan-22	\$535.00	Maintenance Supplies
Miller Janitor Supply	00055064	28-Jan-22	\$718.74	Maintenance Supplies
Minerva Promotions	00055034	21-Jan-22	\$152.00	Uniforms
Minerva Promotions	00055065	28-Jan-22	\$424.75	Uniforms



Connect Transit Cash Disbursement Report January 2022

Name	Check Number	Date	Amount	Description
Morris Avenue Garage	00055035	21-Jan-22	\$70.00	Vehicle Inspection
Mutual of Omaha	00055066	28-Jan-22	\$16,078.49	Life, AD&D, STD & LTD
Napa Auto Parts	00054931	03-Jan-22	\$256.96	Bus Parts
Neuhoff Media	00054962	07-Jan-22	\$919.50	Advertising
Nicor Gas	00054932	03-Jan-22	\$8,551.74	Utilities
Oberlander Alarm Systems, Inc.	00055036	21-Jan-22	\$218.40	Security Alarm Service Fee
Payroll	ACH	13-Jan-22	\$212,990.31	
Payroll	ACH	27-Jan-22	\$214,929.65	
Personal Finance Company LLC	00054933	03-Jan-22	\$80.00	Payroll Deduction
Personal Finance Company LLC	00054996	14-Jan-22	\$80.00	Payroll Deduction
Personal Finance Company LLC	00055067	28-Jan-22	\$80.00	Payroll Deduction
Piercy Auto Body	00055037	21-Jan-22	\$1,404.53	Outside Repair
Piercy Auto Body	00055068	28-Jan-22	\$1,790.38	Outside Repair
Pinnacle Door	00054963	07-Jan-22	\$185.00	Door Repair
Pinnacle Door	00055038	21-Jan-22	\$551.30	Door Repair
Pitney Bowes Global Finance Services LLC	00054997	14-Jan-22	\$322.14	Office Equipment
Premier Staffing Solution, LLC	00054998	14-Jan-22	\$9,703.36	Staffing
Premier Staffing Solution, LLC	00055039	21-Jan-22	\$2,516.96	Staffing
Premier Staffing Solution, LLC	00055069	28-Jan-22	\$2,541.25	Staffing
Proterra, Inc.	00055078	31-Jan-22	\$1,589,156.00	Electric Buses
Purchase Power	00054964	07-Jan-22	\$6.98	Postage
Purchase Power	00055070	28-Jan-22	\$158.99	Postage
Republic Services # 368	00054934	03-Jan-22	\$334.36	Garbage Disposal
Republic Services # 368	00055071	28-Jan-22	\$335.76	Garbage Disposal
Safety-Kleen Systems, Inc	00055072	28-Jan-22	\$293.18	Solvent Tank
Sam Leman	00054965	07-Jan-22	\$234.38	Outside Repair
Shelly Perry	00054999	14-Jan-22	\$345.83	Office Equipment
Steven Burch	00054966	07-Jan-22	\$65.22	Driver's Uniforms
Stratus Networks	00054967	07-Jan-22	\$2,461.08	Internet
SumnerOne, Inc.	00054935	03-Jan-22	\$881.24	Copier Lease
SumnerOne, Inc.	00055073	28-Jan-22	\$874.76	Copier Lease
Sunbelt Rentals	00055000	14-Jan-22	\$620.05	Machine Rentals
Syncromatics Corporation	00055074	28-Jan-22	\$4,800.00	Hardware
Tanner Bagley	00054936	03-Jan-22	\$200.00	Tool Reimbursement
The Aftermarket Parts Company LLC	00054968	07-Jan-22	\$249.69	Bus Parts
The Aftermarket Parts Company LLC	00055001	14-Jan-22	\$419.60	Bus Parts
The Aftermarket Parts Company LLC	00055040	21-Jan-22	\$774.27	Bus Parts
The Aftermarket Parts Company LLC	00055075	28-Jan-22	\$637.42	Bus Parts
Thomas Sales & Marketing, Inc.	00055002	14-Jan-22	\$2,245.07	Architecture and Engineering
Timothy Swaim	00054969	07-Jan-22	\$50.00	Advertising
TLR Associates	00054970	07-Jan-22	\$960.00	Consulting
Town of Normal	00054937	03-Jan-22	\$509.92	Utilities
TransitTalent.com	00055041	21-Jan-22	\$115.00	Public Notices
TransitTalent.com	00055076	28-Jan-22	\$115.00	Public Notices
TransTrack Systems, Inc.	00055003	14-Jan-22	\$9,800.00	Consulting
TRAVELERS	00054971	07-Jan-22	\$3,958.09	Property Damage
Twin City Electric	00055042	21-Jan-22	\$366.50	Electric / HVAC
Twin City Electric	00055077	28-Jan-22	\$98.50	Electric / HVAC
Uline	00055004	14-Jan-22	\$393.82	Office Supplies
Uline	00055043	21-Jan-22	\$262.36	Office Supplies
United States Treasury	ACH	04-Jan-22	\$72,743.46	Federal Tax Payment
United States Treasury	ACH	18-Jan-22	\$75,219.26	Federal Tax Payment
UPS	00054938	03-Jan-22	\$12.30	Shipping
USSC Group	00055044	21-Jan-22	\$590.01	Bus Parts
Verizon Wireless	00054939	03-Jan-22	\$2,931.85	Mobile Data Terminals for SS
VISA-Commerce Bank	00054972	07-Jan-22	(\$135.51)	Cash Back Rebate
VISA-Commerce Bank	00054972	07-Jan-22	\$0.00	Redemption Credit
VISA-Commerce Bank	00054972	07-Jan-22	\$13.00	Legal
VISA-Commerce Bank	00054972	07-Jan-22	\$3,575.28	Advertising- Employment
VISA-Commerce Bank	00054972	07-Jan-22	\$151.35	Office Supplies
VISA-Commerce Bank	00054972	07-Jan-22	\$180.00	Computer Hardware
VISA-Commerce Bank	00054972	07-Jan-22	\$764.24	Computer Software
VISA-Commerce Bank	00054972	07-Jan-22	\$430.33	Software Licensing
VISA-Commerce Bank	00054972	07-Jan-22	\$331.50	Trustees Expense
VISA-Commerce Bank	00054972	07-Jan-22	\$70.00	Cable
VISA-Commerce Bank	00054972	07-Jan-22	\$6,936.30	Travel & Meetings



Connect Transit
Cash Disbursement Report
January 2022

Name	Check Number	Date	Amount	Description
VISA-Commerce Bank	00054972	07-Jan-22	\$1,087.70	Safety & Training
VISA-Commerce Bank	00054972	07-Jan-22	\$303.46	Misc
Vision Service Plan (IL)	00055045	21-Jan-22	\$98.27	Vision Insurance
WGLT	00054973	07-Jan-22	\$500.00	Radio Advertising
Wherry Machine and Welding, Inc	00054940	03-Jan-22	\$187.19	Outside Repair
William Masters, Inc	00055005	14-Jan-22	\$301.00	HVAC
William Masters, Inc	00055046	21-Jan-22	\$573.50	HVAC
		Total	\$2,840,658.41	

Bloomington Normal Public Transit

Balance Sheet

Division: 99 Board Reports

As of: 1/31/2022

Fiscal Year: 2022 Period: 7 Jan-2022

Assets

Current Assets

Checking and Savings	\$7,175,045.84
Accounts Receivable	\$421,466.78
Inventory Asset - Fuel	\$63,154.44
Inventory Asset - Parts	\$266,053.93
Inventory Asset - Tires	\$0.00
Other Current Assets	\$424,160.58

Total Current Assets \$8,349,881.57

Fixed Assets \$20,487,815.72

Total Assets \$28,837,697.29

Liabilities & Equity

Liabilities

Accounts Payable	\$248,842.12
Payroll Liabilities	\$1,256,601.02
Contracts	\$0.00
Due to Illinois Funds Account	\$0.00
Deferred Revenue	\$116,256.47
Deficit Funding Advance	\$0.00

Total Liabilities \$1,621,699.61

EQUITY

Fixed Asset Equity	\$12,483,532.77
Unreserved Fund Equity	\$6,750,412.62
Underground Petroleum Storage	\$20,000.00

Total Equity \$19,253,945.39

Retained Earnings \$7,962,052.29

Total Liabilities & Equity \$28,837,697.29

Bloomington Normal Public Transit Income Statement With Approved Budget

From Fiscal Year: 2022	From Period 7	Division: 98 Operating Profit/Loss		As of: 1/31/2022
Thru Fiscal Year: 2022	Thru Period 7	Jan-2022	Jul-2021 Jan-2022	Approved Budget
Operating Revenue				
Passenger Fares		\$29,279.69	7.85%	\$343,302.26
ISU Contract Fare		\$48,178.00	7.94%	\$337,246.00
Other Contract Fares		\$10,570.95	6.61%	\$100,664.66
Advertising Revenue		\$12,810.00	12.81%	\$63,205.00
Miscellaneous Revenue		\$453.20	18.13%	\$20,277.82
Total Operating Revenue		\$101,291.84	8.15%	\$864,695.74
Operating Expenses				
Operators Wages		\$528,233.69	8.14%	\$4,000,786.27
Maintenance Wages		\$86,732.87	6.68%	\$656,271.51
Administration Wages		\$65,931.87	6.15%	\$482,954.15
Employer Payroll Tax Expense		\$65,711.72	9.13%	\$407,393.75
Retirement Plan		\$29,454.38	6.87%	\$212,734.05
Group Insurance		\$136,038.75	7.59%	\$904,352.89
Uniform Expense		\$1,945.84	5.12%	\$18,931.17
Professional Services		\$34,436.88	11.04%	\$282,021.40
Outside Repair-Labor		\$3,644.78	4.05%	\$17,616.79
Contract Maintenance Services		\$19,349.37	15.60%	\$114,380.05
Custodial Services		\$1,654.32	9.73%	\$12,668.95
Employee Recruiting/Testing/Temp Help		\$17,730.52	110.82%	\$35,270.19
Fuel		\$66,213.92	7.47%	\$470,889.52
Lubricants		\$2,182.24	4.85%	\$16,067.40
Tires		\$5,399.01	6.00%	\$25,037.03
Bus Repair Parts		\$25,071.14	7.83%	\$217,661.66
Other Materials & Supplies		\$5,093.49	6.70%	\$37,053.92
Shelters/Signs/Shop Tools		\$281.86	1.04%	\$7,201.05
Computer and Office Supplies		\$11,186.30	4.17%	\$122,510.20
Utilities		\$20,169.91	14.94%	\$98,043.49
Corporate Insurance		\$35,494.40	8.51%	\$271,675.36
Dues/Subscriptions/Fees		\$155.00	0.30%	\$14,366.38
Printing/Marketing/Training		\$7,567.49	2.63%	\$134,756.27
Total Operating Expenses		\$1,169,679.75	7.80%	\$8,560,643.45
Operating Assistance				
Operating Deficit Before Subsidies and Grants		(\$1,068,387.91)	7.77%	(\$7,695,947.71)
City of Bloomington Operating Assistance		\$63,333.33	8.33%	\$443,333.31
Town of Normal Operating Assistance		\$32,500.00	6.63%	\$227,500.00
Illinois Downstate Operating Assistance		\$753,194.00	7.79%	\$5,509,109.00
FTA 5307 Operating Assistance		\$302,682.00	11.16%	\$2,081,948.00
Total Operating Assistance		\$1,151,709.33	8.45%	\$8,261,890.31
				\$15,000,000.00
				(\$13,757,500.00)
				\$760,000.00
				\$490,000.00
				\$9,664,200.00
				\$2,711,300.00
				\$13,625,500.00

Fixed Route

January		Current Month	Prior Month	% Change	Month in Prior Year	% Change	Year to Date	Prior YTD	% Change
Total Ridership		73169	115351	-36.57%	114725	-36.22%	952932	874739	8.94%
Total Service Hours		7886	8276	-4.71%	8877	-11.16%	60204	62239	-3.27%
Total Service Miles		96996	102048	-4.95%	110414	-12.15%	745214	781706	-4.67%
# Operations Employees									
Operators									
Operators In Training									
# Maintenance Employees									
Mechanics									
# Administrative Employees									
# Revenue Vehicles		35	36	-2.78%	37	-5.41%	42	38	10.53%
Total Miles/Revenue Vehicle		2771	2835	-2.23%	2984	-7.13%	17743	20571	-13.75%
SYSTEM: EFFICIENCIES									
Percent Farebox Recovery		9.06%	8.97%	1.03%	4.64%	95.10%	10.57%	5.52%	91.35%
Subsidy/Passenger		\$11.16	\$8.66	28.91%	\$8.58	30.03%	\$6.16	\$6.56	-6.04%
Work Compensation Hours									
TRANSPORTATION: EFFICIENCIES									
Operator Pay Hours/Service Hours									
Percent Operator Overtime									
Percent Unscheduled Operator Absences									
TRANSPORTATION: EFFECTIVENESS									
Percent On-Time Trips		96%	96%	0.00%	96%	0.00%	94%	95%	-1.19%
Valid Complaints per 100K Passengers		1.37	0.87	57.65%	4.36	-68.64%	1.05	3.09	-66.00%
Passenger Accidents/100K Passengers		1.37	5.20	-73.72%	2.61	-47.73%	1.99	3.20	-37.71%
Vehicle Collisions/100,000 Miles		2.06	3.92	-47.40%	3.62	-43.08%	2.55	2.43	4.90%

Fixed Route

January		Current Month	Prior Month	% Change	Month in Prior Year	% Change	Year to Date	Prior YTD	% Change
MAINTENANCE: EFFICIENCIES									
	Vehicle Maintenance Expense/Total Miles	\$0.64	\$0.73	-12.75%	\$0.74	-14.25%	\$0.66	\$0.71	-6.75%
	Percent Maintenance Overtime								
	Parts Expense/Total Miles	\$0.24	\$0.26	-6.67%	\$0.34	-29.15%	\$0.25	\$0.29	-14.43%
MAINTENANCE: EFFECTIVENESS									
	Miles/Road Call	2788.57	2434.24	14.56%	10112.27	-72.42%	3088.84	7436.87	-58.47%
	Actual/Scheduled Inspections	100.00%	100.00%	0.00%	100.00%	0.00%	100.00%	100.00%	0.00%
	Average Bus Cleanliness Score								
GREEN TECHNOLOGY									
	Solar Energy Created (MWh)								
	Facility Electric Usage (MWh)								
	Facility Electric Costs								



Connect Mobility

January		Current Month	Prior Month	% Change	Month in Prior Year	% Change	Year to Date	Prior YTD	% Change
Total Ridership		5532	5909	-6.38%	4084	35.46%	40992	30644	33.77%
Total Service Hours		3073	3096	-0.74%	2420	26.98%	20241	16390	23.50%
Total Service Miles		34014	34293	-0.81%	24451	39.11%	232481	175863	32.19%
# Operations Employees									
Operators									
Operators In Training									
# Maintenance Employees									
Mechanics									
# Administrative Employees									
# Revenue Vehicles		17	17	0.00%	18	-5.56%	19	18	5.56%
Total Miles/Revenue Vehicle		2001	2017	-0.81%	1358	47.29%	12236	9770	25.24%
SYSTEM: EFFICIENCIES									
Percent Farebox Recovery		2.60%	4.31%	-39.74%	2.17%	19.82%	4.24%	2.27%	87.16%
Subsidy/Passenger		\$45.32	\$52.33	-13.39%	\$71.27	-36.40%	\$44.34	\$55.44	-20.02%
Work Compensation Hours									
TRANSPORTATION: EFFICIENCIES									
Operator Pay Hours/Service Hours									
Percent Operator Overtime									
Percent Unscheduled Operator Absences									
TRANSPORTATION: EFFECTIVENESS									
Percent On-Time Trips		99%	98%	1.02%	99%	0.00%	98%	99%	-0.59%
Valid Complaints per 100K Passengers		0.00	0.00	-	24.49	-100.00%	4.88	9.79	-50.16%
Passenger Accidents/100K Passengers		0.00	0.00	-	24.49	-100.00%	12.20	19.58	-37.70%
Vehicle Collisions/100,000 Miles		5.88	2.92	101.64%	4.09	43.77%	3.44	3.41	0.86%



Connect Mobility

January		Current Month	Prior Month	% Change	Month in Prior Year	% Change	Year to Date	Prior YTD	% Change
MAINTENANCE: EFFICIENCIES									
	Vehicle Maintenance Expense/Total Miles	\$0.49	\$0.78	-37.80%	\$0.99	-50.52%	\$0.62	\$0.71	-12.18%
	Percent Maintenance Overtime								
	Parts Expense/Total Miles	\$0.01	\$0.14	-95.75%	\$0.02	-68.70%	\$0.08	\$0.08	-5.18%
MAINTENANCE: EFFECTIVENESS									
	Miles/Road Call	33592.00	33817.00	-0.67%	22563.00	48.88%	46648.80	55715.33	-16.27%
	Actual/Scheduled Inspections	100.00%	100.00%	0.00%	100.00%	0.00%	100.00%	100.00%	0.00%
	Average Bus Cleanliness Score								
GREEN TECHNOLOGY									
	Solar Energy Created (MWh)								
	Facility Electric Usage (MWh)								
	Facility Electric Costs								

System Totals

January		Current Month	Prior Month	% Change	Month in Prior Year	% Change	Year to Date	Prior YTD	% Change
Total Ridership		78701	121260	-35.10%	118809	-33.76%	993924	905383	9.78%
Total Service Hours		10959	11372	-3.63%	11297	-2.99%	80445	78629	2.31%
Total Service Miles		131010	136341	-3.91%	134865	-2.86%	977695	957569	2.10%
# Operations Employees		110	107	2.80%	104	5.77%	120	109	10.09%
Operators		92	89	3.37%	87	5.75%	102	91	12.09%
Operators In Training		4	1	300.00%	0	-	14	7	100.00%
# Maintenance Employees		20	21	-4.76%	18	11.11%	24	19	26.32%
Mechanics		8	8	0.00%	10	-20.00%	9	11	-18.18%
# Administrative Employees		10	12	-16.67%	11	-9.09%	14	15	-6.67%
# Revenue Vehicles		52	53	-1.89%	55	-5.45%	61	56	8.93%
Total Miles/Revenue Vehicle		4772	4852	-1.64%	4343	9.89%	29979	30341	-1.19%
SYSTEM: EFFICIENCIES									
Percent Farebox Recovery		7.61%	7.90%	-3.68%	4.09%	86.20%	9.15%	4.80%	90.63%
Subsidy/Passenger		\$13.56	\$10.79	25.74%	\$10.74	26.30%	\$7.73	\$8.21	-5.79%
Work Compensation Hours		288	398	-27.64%	160	80.00%	1672	1405	19.00%
TRANSPORTATION: EFFICIENCIES									
Operator Pay Hours/Service Hours		148.08%	142.86%	3.65%	178.29%	-16.95%	141.39%	145.15%	-2.60%
Percent Operator Overtime		3.19%	2.45%	30.04%	1.22%	161.90%	4.32%	2.96%	45.78%
Percent Unscheduled Operator Absences		6.60%	6.30%	4.89%	4.35%	51.89%	7.18%	3.79%	89.26%
TRANSPORTATION: EFFECTIVENESS									
Percent On-Time Trips									
Valid Complaints per 100K Passengers		1.27	0.82	54.08%	5.05	-74.84%	1.21	3.31	-63.56%
Passenger Accidents/100K Passengers		1.27	4.95	-74.32%	3.37	-62.26%	2.41	3.76	-35.70%
Vehicle Collisions/100,000 Miles		3.05	3.67	-16.74%	3.71	-17.65%	2.76	2.61	5.78%

System Totals

January		Current Month	Prior Month	% Change	Month in Prior Year	% Change	Year to Date	Prior YTD	% Change
MAINTENANCE: EFFICIENCIES									
	Vehicle Maintenance Expense/Total Miles	\$0.60	\$0.74	-19.28%	\$0.78	-23.41%	\$0.65	\$0.71	-8.06%
	Percent Maintenance Overtime	6.13%	2.07%	195.52%	0.29%	2008.27%	4.64%	1.88%	147.43%
	Parts Expense/Total Miles	\$0.18	\$0.23	-19.78%	\$0.29	-35.92%	\$0.21	\$0.26	-17.85%
MAINTENANCE: EFFECTIVENESS									
	Miles/Road Call	3,696.46	3,181.45	16.19%	11,149.83	-66.85%	3,977.82	8,816.26	-54.88%
	Actual/Scheduled Inspections	100.00%	100.00%	0.00%	100.00%	0.00%	100.00%	100.00%	0.00%
	Average Bus Cleanliness Score	92.50%	86.25%	7.25%	93.00%	-0.54%	87.78%	94.29%	-6.90%
GREEN TECHNOLOGY									
	Solar Energy Created (MWh)	13.01	0	-	0	-	13.01	0	-
	Facility Electric Usage (MWh)	29.5	26.4	11.74%	33.6	-12.20%	191.3	245.8	-22.17%
	Facility Electric Costs	3115.43	2799.25	11.30%	3382.54	-7.90%	22056.58	24878.53	-11.34%



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Federal Update for Connect Transit
Prepared by Cardinal Infrastructure
February 22, 2022 Board Meeting
Prepared February 15, 2022

Appropriations

The current continuing resolution (CR) for government funding expires February 18, 2022. On February 8th, the House passed, in a vote of 272-162, a CR to keep the government funded through March 11, 2022, as the larger appropriations package is still under negotiation. Senate Majority Leader Schumer said the stop-gap funding measure will be taken-up before the expiration of the current CR. This will be the third CR to keep the government funded since the beginning of FY 2022 in October.

Congressional leaders reached an overall agreement to increase defense and non-defense budgets, making progress toward an agreement on an omnibus funding package before the March 11 CR expires. While an overall framework is in place, there are still several policy riders and allocations among domestic programs to negotiate.

Budget Reconciliation

While both Senator Manchin (D-WV) and other Democrats have mentioned that there are no formal talks going on to revive the bill, it appears that some have indicated they would be willing to salvage the parts of the Build Back Better (BBB) Act that Senator Manchin has said he would support.

Some prefer Senator Manchin put forward a proposal of a pared-back BBB, but as of now it does not appear that he will make the first move. Senator Manchin continues to state that the current BBB is dead, and that any narrower version of the bill would need to go through regular order (a lengthier but the typical legislative process that emphasizes the role of committees and requires that the legislation has relevant committee hearings and markups). His comments indicate there is still a very long road ahead and that it will likely be months before anything passes on this front if at all.

In its current form, the bill provides, among other funding provisions, \$9.75 billion for the newly created Affordable Housing Access Program Competitive grants program, to be issued jointly by the Federal Transit Administration (FTA) and the Department of Housing and Urban Development to support access to affordable housing and the enhancement of mobility, including the purchase of vehicles and related infrastructure, for residents in disadvantaged communities or neighborhoods, in persistent poverty communities, or for low-income riders generally.

Infrastructure Law Implementation

Politico published an article on implementation of the Infrastructure Investment and Jobs Act and the impacts of a delayed FY 2022 appropriations bill beyond a CR. U.S. DOT Undersecretary for Policy, Carlos Monje, speaking at a virtual congressional briefing, noted that the federal government is still operating under FY 2021 funding levels in the CR - meaning that increased program authorization levels cannot yet be fully realized until a full year appropriations bill is enacted.

According to Monje, this is putting constraints on U.S. DOT staffing needs as well as slowing down the rollout of new transit programs. Without a FY 2022 appropriations bill in place “there could be policy disagreements

between the House and Senate on program details and DOT would have to change the contours of a grant program midstream.”

That said, some programs, like bus discretionary grants, benefited from advanced appropriations in the infrastructure bill and solicitations for funding can advance despite the timing of FY 2022 appropriations - though the *total* amount of funding available is still subject to funding provided in the appropriations bill.

FTA Apportionment

The FTA issued a partial year apportionment because of funding under the Further Extending Government Funding Act, which provided partial-year spending authority through February 18, 2022. The apportioned amounts also included advanced appropriations under the Infrastructure Investment and Jobs Act for the State of Good Repair and the Enhanced Mobility of Seniors and Individuals with Disabilities formula programs. Full-year formula funding will be available once Congress passes an FY 2022 appropriations bill.

Charging and Fueling Infrastructure

The Biden-Harris Administration announced it has begun the process of distributing \$5 billion in formula funds over five years to help states develop electric vehicle charging station networks along designated Alternative Fuel Corridors. U.S. DOT also released guidance for state departments of transportation related to implementation of the program, known as the National Electric Vehicle Infrastructure (NEVI) Formula Program.

The NEVI Formula Program will provide dedicated funding to states to strategically deploy EV charging infrastructure and establish an interconnected network to facilitate data collection, access, and reliability. State plans must be submitted to the Joint Office of Energy and Transportation by August 1, 2022. U.S. DOT also published the Request for Nominations for the 6th round of alternative fuel corridor designations.

This \$5 billion in state formula funding will be complemented by the availability of an additional \$2.5 billion for the Charging and Fueling Infrastructure discretionary grant program. This program will make competitive grants to improve public access to EV charging, hydrogen, propane, and natural gas fueling stations, along designated alternative fuel corridors.

Executive Order on Project Labor Agreements

On February 4th, the President issued an Executive Order on Use of Project Labor Agreements (PLA) for Federal Construction Projects. The Executive Order instructs Federal agencies to require “every contractor or subcontractor engaged in construction” on Federal construction projects costing the Federal Government \$35 million or more to “agree, for that project, to negotiate or become a party to” a PLA with “one or more appropriate labor organizations.”



GOVERNOR'S HIGHLIGHTS:

New Credit Report: Fitch Credit Ratings hinted that it may be considering a credit upgrade for Illinois. Fitch referenced Illinois' more "normal fiscal decision-making process, including on-time budgets that address fiscal challenges primarily with sustainable measures." Fitch also noted Illinois benefited from a significant influx of federal aid and has thus far allocated those funds towards non-recurring expenditures thus avoiding a fiscal cliff. In addition, Illinois has made substantial progress paying down its bill backlog. Fitch also noted that Illinois is on track to fulfill its statutorily required pension obligation in the proposed FY 23 budget. Read the full report [here](#).

COVID-19 Update: The Illinois Department of Public Health's emergency rules governing COVID mitigations in schools expired on Sunday, February 13. By law, emergency rules are effective for only 150 days. On Monday night, the Illinois Department of Public Health reissued emergency rules requiring schools to continue to implement COVID-19 protocols regarding masking, testing and exclusion. But on Tuesday, the bipartisan Joint Committee on Administrative Rules voted 9-0 to reject the Illinois Department of Public Health's latest emergency rule, thus prohibiting it from taking effect. Legislators on the Commission cited ongoing litigation as the reason the Department is prohibited from moving forward with the rule at this time. Governor Pritzker responded by saying schools should continue with COVID mitigations because his Executive Order remains in effect despite the fact that the emergency rule was prohibited. Capitol News has more [here](#) and [here](#).

As you will recall, on February 4th, a circuit court judge overturned the Governor's COVID mitigations for schools. The Governor appealed that decision and late Thursday, the Fourth District Appellate Court dismissed the Governor's appeal of a lower court's ruling against his mask mandate in schools, calling the request "moot" after JCAR objected to the latest emergency rule. The court wrote in its ruling "Thus, none of the rules found by the circuit court to be null and void are currently in effect. Accordingly, for the following reasons, we dismiss defendant's appeal because the expiration of the emergency rules renders this appeal moot." The Governor continues to argue his Executive Order remains in effect for the schools not subject to the court's decision. Read the court's ruling [here](#).

2022 ELECTION UPDATE:

Charise Williams, the former chief of staff for the Illinois Criminal Justice Information Authority, is joining the crowded Democratic primary field vying for the 1st Congressional District.

Plainfield Village Trustee Harry Benton announced he will seek the Democratic nomination in the 97th House district. Benton lost in 2020 to incumbent Republican Representative Mark Batinick who is not seeking reelection this year. Michelle Smith and Thomas McCullagh are competing in the Republican primary to replace Batinick.

Bartlett Mayor Kevin Wallace is challenging freshman Representative Maura Hirschauer in the 49th House District.

Brett Nicklaus, a Dixon businessman, is challenging Senator Win Stoller in the Republican primary for state Senate in 37th District.

Woodford County Chief Deputy Sheriff Dennis Tipsword is seeking the Republican nomination for the open 105th House District.

McLean County Board Member Sharon Chung is running as a Democrat in the open 91st House District. She will face fellow Democrat Karla Bailey-Smith who ran an unsuccessful campaign for the seat in 2020 against Representative Keith Sommer.

Springfield attorney Kent Gray is circulating petitions to challenge Representative Tim Butler in the primary.

Consultant Joe Alexander is seeking the Republican nomination in the open 87th House District.

In the 55th House District, Republican business owner Michael Lupo will challenge Representative Marty Moylan in November.

102nd GENERAL ASSEMBLY:

The Illinois General Assembly met in person for session this week, the first time that both chambers have been in session at the same time since the beginning of January. The Senate canceled session for Friday as another winter storm set its sights on Illinois. Given this week's committee deadline, the Illinois House was in session Tuesday through Friday. Friday, February 18th is the deadline to pass substantive House Bills out of House committees. Watch for deadline extensions on a case-by-case basis.

The Illinois Senate approved [SB 670](#) (Glowiak/Hilton), directing that a maximum of four weeks can lapse before the Illinois Department of Financial and Professional Regulation completes the licensing process for professions. The bill now heads to the House.

[SB 2951](#) (Hunter) received unanimous approval by the Senate. The measure not only extends the income tax credit for certain hospitals but also exempts the personal property tax credit from automatic sunset provisions. SB 2951 now heads to the House.

The following bills were advanced by House committees:

[HB 5107](#) (Davis), allowing Chicago Public Schools principals to unionize.

[HB 209](#) (Mussman) bans the use of latex gloves in food service, with respect to preparing and handling food.

[HB 3067](#) (Gong-Gershowitz) prohibits stores from selling or distributing disposable polystyrene foam food service containers.

The provisions of [HB 4116](#) (Morgan) prohibit employers from refusing the hiring of individuals or disciplining of employees whose drug tests show the presence of tetrahydrocannabinol (THC). As amended, the bill permits discharge based on THC-positivity if the employee: works in a safety sensitive position; demonstrates impairment; or has test results such that the THC exceeds the limits under specified provisions of the Illinois Vehicle Code.

Under [HB 4645](#) (Greenwood), healthcare professionals, medical facilities, or behavioral health providers can apply to the Department of Public Health for loan repayment assistance. The measure creates the Equity and Representation in Health Care Act; the Equity and Representation in Health Care Workforce Repayment Program; and the Equity and Representation in Health Care Workforce Scholarship Program.

[HB 4795](#) (Moeller) requires the Environmental Protection Agency to create a take back program for firefighting foam containing PFAS.

[HB 5445](#) (Wang Stoneback) requires the Director of the State Police to appoint (within 60 days of the effective date) the Commission on Implementing the Firearms Restraining Order Act.

[HB 5566](#) (Robinson) requires the Illinois Environmental Protection Agency, subject to appropriation, to provide grants to municipalities to provide filters for areas with lead service lines whose areas do not have a plan to replace the lead service lines.

[HB 4608](#) (Delgado) requires the Chicago Metropolitan Agency for Planning and its MPO Policy Committee, in coordination with the Regional Transportation Authority, to develop and submit a report of legislative recommendations regarding changes to the recovery ratio, sales tax formula and distributions, governance structures, regional fare systems, and any other changes to State statute, Authority, or Service Board enabling legislation, policy, rules, or funding that will ensure the long-term financial viability of a comprehensive and coordinated regional public transportation system that moves people safely, securely, cleanly, and efficiently and supports and fosters efficient land use.

Legislative Inspector General: The Honorable Michael P. McCuskey was appointed this week to serve as Legislative Inspector General - [SJR 48](#) (Harmon/West). Republicans in both chambers objected to the process in which McCuskey was appointed, arguing the process ran counter to state law. The bipartisan Legislative Ethics Commission is tasked with recommending a candidate to serve as the Legislative Ethics Commission; however, the LEC has not reached a consensus on a candidate. Democratic leaders argued that the office is too important to leave vacant and advanced McCuskey's appointment without LEC approval. The appointment passed along partisan lines. Capitol News has more [here](#).

Senate Terms: The Illinois Senate holds elections on staggered terms. In accordance with the Illinois Constitution every ten years Illinois Senators are required to divide the chamber’s term sequence into three groups: 4-4-2; 4-2-4 or 2-4-4. The term “lottery” was conducted on Tuesday. The new terms are [here](#).

COMING UP:

Both chambers are scheduled to be in session February 22 - 25. Friday, February 25 is the 3rd Reading deadline in the Senate. Friday, March 4 is the 3rd Reading deadline in the House.

2022 Key Session Deadlines:

- February 18: Deadline - Substantive House Bills out of Committee
- February 25: Deadline - Third Reading Substantive Senate Bills
- March 4: Deadline - Third Reading Substantive House Bills
- March 25: Deadline - Committee deadline for bills in opposite Chamber
- April 1: Deadline - Third Reading deadline for bills in opposite Chamber
- April 8: Adjournment



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MEMO

DATE: February 22, 2022

TO: Board of Trustees

FROM: Brady Lange, Procurement Director

CC: David Braun, General Manager

Subject: Recommendation for Interior & Exterior Bus Advertising Services: FY22-RFP-002

Recommendation:

Authorize the General Manager to award a contract for interior and exterior bus advertising services to Houck Transit Advertising for a base term of three (3) years with two (2) options for two (2) years each.

Background:

In the past, Connect Transit marketing staff has sold advertising on buses. This required a significant investment of time and resources. When taking staff labor costs into consideration, the advertising program did not produce revenue for Connect Transit. For reference, the five-year advertising revenue history is provided below. Management has recognized that utilizing an outside advertising agency will provide more revenue and allow the Connect Transit Marketing Department to concentrate on other areas.

Fiscal Year	Annual Revenue
2017	\$106,575.00
2018	\$70,251.00
2019	\$99,101.26
2020	\$92,051.14
2021	\$86,478.18
2022 (through December)	\$44,405.00

Discussion:

On January 10, 2022, Connect Transit released a Request for Proposal (RFP) seeking proposals for interior and exterior bus advertising services. The scope of work for this RFP specifically defines

roles and responsibilities of both the contractor and Connect Transit staff. The contractor will be responsible for coordinating all aspects of the bus advertising program to include providing back-office administrative duties, durable exterior grade advertising signs, and installation of advertising materials on Connect Transit buses. The contractor will coordinate closely with Connect Transit's Marketing Manager to assist in marketing the advertising program, approving advertisements before they are installed, and submitting revenue reports for Connect Transit's review. The contractor will also coordinate with Connect Transit's Maintenance Department for availability of vehicles for ad installation.

The RFP requested contractors to provide a compensation proposal that included a percentage of all revenue that they will pay to Connect Transit. Additionally, the proposers were asked to provide a minimum annual guarantee of revenue for each full calendar year of the contract. The proposers will pay Connect Transit whichever is higher between a percentage of annual revenue or the guaranteed annual revenue.

Connect Transit also retains the right to utilize unsold space for public, educational, charitable or Connect Transit promotions.

Two proposals were received in response to the RFP. Staff evaluated the proposals based on the qualifications and advertising experience of the firm, the proposed approach and method for accomplishing the scope of work, and the compensation proposal submitted. A summary of evaluations is detailed below.

Proposer	Qualifications & Advertising Experience 25%	Approach to Scope of Work 25%	Compensation Proposal 50%	Total Weighted Score
Houck Transit Advertising	29	25	30	28.5
Mesmerize	26	28	26	26.5

Based on the evaluation data, staff is recommending that Houck Transit Advertising be awarded the contract. Houck Transit Advertising is headquartered in St Paul, MN and has contracts with various Illinois transit agencies including Danville, Decatur, Macomb, Peoria, and Springfield. They also service agencies throughout the Midwest. They have considerable experience specifically relating to transit advertising and are well positioned to take on Connect Transit as a client.

Financial Impact:

Connect Transit will not incur any expenses related to this contract. Houck Transit Advertising has proposed the percentage of revenue and the guaranteed revenue as detailed below. Of note, the

Recommendation for Interior & Exterior Bus Advertising Services

FY22-RFP-002

February 22, 2022

Page 3 of 3

guaranteed revenue to Connect Transit exceeds prior years of advertising revenue with no additional expenses incurred.

	Minimum Guarantee	Connect Transit Percentage of Revenue
Contract Year 1	\$115,000	56%
Contract Year 2	\$117,300	56%
Contract Year 3	\$119,600	56%
Option Year 4	\$121,900	56%
Option Year 5	\$126,500	56%
Option Year 6	\$128,800	56%
Option Year 7	\$133,400	56%