



**BOARD OF DIRECTORS MEETING**

200 WEST LOUDON AVE, CONFERENCE ROOM 110  
LEXINGTON, KY 40508

September 18, 2019  
5:00 pm.

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## BOARD OF DIRECTORS MEETING

200 WEST LOUDON AVE, CONFERENCE ROOM 110  
LEXINGTON, KY 40508

September 18, 2019  
5:00 p.m.

## AGENDA

I.	Call to order	5:00
II.	Public Comment on Agenda Items / Public Hearing	5:00 – 5:05
III.	Approval of Board Meeting Minutes, August 21, 2019	5:05 – 5:10
IV.	Chair's Report	5:10 – 5:15
V.	Lextran Monthly Performance Report	5:15 – 5:25
	a. Performance Indicators	
	b. Financial Report	
VI.	Action Items	5:25 – 5:45
	a. Resolution 2019-21 – Fuel	
	b. Resolution 2019-22 – Architectural & Engineering Services	
VII.	Change Order	
VIII.	Old Business	
IX.	New Business	5:45 – 6:00
	a. Veteran Fare Discount Request	
X.	Proposed Agenda Items	6:00 – 6:10
	a. Review of Fiscal Year 2019 Audit	
XI.	Closed Session	6:10
XII.	Adjournment	6:15

## **BOARD OF DIRECTORS MEETING**

### **MINUTES**

**August 21, 2019**

#### **MEMBERS PRESENT**

Christian Motley, Chair (via videoconference)  
Elias Haddad (via videoconference)  
Joseph Smith  
Peggy Henson  
Rick Christman

#### **MEMBERS ABSENT**

George Ward, Vice Chair  
Adrienne Thakur  
Marci Krueger-Sidebottom

#### **STAFF PRESENT**

Carrie Butler, General Manager  
Jill Barnett, Assistant General Manager  
Nikki Falconbury, Director of Finance  
Carla McHale, Director of Human Resources  
John Givens, Director of Risk Management  
Fred Combs, Director of Planning  
Keith Srutowski, Director of Purchasing  
Jim Barrett, Director of Maintenance  
Steve Richardson, Mechanic, Union President  
Kimberley Abdullah, Bus Operator  
Karen Roberts, Bus Operator  
Ashley Lewis, Compliance Coordinator/EEO  
Jason Dyal, Director of Operations  
Alan Jones, IT Coordinator

Jacob Walbourn, McBrayer Law Firm, Board Attorney

#### **OTHERS PRESENT**

Joseph David, Transportation Planner, LFUCG MPO  
Matthew Gidcomb, Kentuckians for the Commonwealth  
Arlen Sandlin, Integrated Engineering  
Justin Augustine, Transdev North America

## **I. CALL TO ORDER**

Ms. Henson called the August 21, 2019 meeting of Lextran's Board of Directors to order at 5:30 p.m. Ms. Henson served as chair of the meeting, as Mr. Motley joined via video conference.

Mr. Walbourn explained that, pursuant to KRS Chapter 61, if the Board members joining via video conference can no longer hear or connection is lost, the meeting will have to be paused until communication can be re-established, or ended if communication cannot be re-established.

## **II. APPROVAL OF MINUTES**

Ms. Henson called for a motion to approve the minutes from July 17, 2019. Mr. Christman made a motion to approve the minutes, and it was seconded by Mr. Smith. The motion carried unanimously.

## **III. PUBLIC COMMENT**

Steve Richardson, Lextran Mechanic and President of Amalgamated Transit Union Local 639, invited the Board members to attend a Union meeting. He also discussed management notifying employees when their Department Of Transportation or Commercial Drivers License is going to expire, so it can be renewed on time.

## **IV. CHAIR'S REPORT**

There was no chair's report.

## **V. ACTION ITEMS**

### **Resolution – 2019-17 – Contract for Office 365 Migration**

Ms. Butler reviewed a resolution authorizing and directing the General Manager to execute an agreement with Next Century Technologies for migration to Office 365. Next Century Technologies received the highest ranking by the evaluation committee and is recommended for contract award per the terms of their proposal and RFP 1911. Mr. Combs answered questions from the Board about the reason for migrating to Office 365, noting that the current server is at its end of life and this change will offer more security features. Ms. Henson called for a motion. Mr. Christman made a motion and Mr. Haddad seconded. The motion carried unanimously.

### **Resolution – 2019-18 – Contract for Technology Consulting Services**

Ms. Butler reviewed a resolution authorizing and directing the General Manager to execute an agreement with IBI Group for ITS consulting services. IBI Group received the highest ranking by the evaluation committee and is recommended for contract award, per the terms of their proposal and RFP 1902. Members of the Board inquired about the importance of the radios and the need for consulting services. It was explained that current radio technology is at end of life and is no longer manufactured, and IBI provides expertise in this area. Ms. Henson called for a

motion. Mr. Haddad motioned to move on Phase 1 only, and Ms. Henson seconded. Mr. Christman opposed, majority approved. The motion carried.

#### Resolution – 2019-19 – Contract Extension for Management Services

Mr. Motley reviewed a resolution authorizing the extension of Lextran's current contract with TransDev for an additional year of management services. Mr. Motley clarified that this is the second extension of the contract, and that there is one more extension available. Ms. Henson called for a motion. Mr. Christman made a motion and Mr. Haddad seconded. The motion carried unanimously.

#### Resolution – 2019-20 – Resolution to approve Title VI program

Mr. Combs presented the Title VI Program Plan Update for 2019 and explained that Lextran must submit a Title VI program to the Federal Transit Administration every three years. The Board inquired about attendance and public comment at the Title VI meetings and asked for a copy of the public comments. Ms. Henson called for a motion. Mr. Christman made a motion and Mr. Haddad seconded. The motion carried unanimously.

### **VI. CHANGE ORDER**

There was no change order report.

### **VII. OLD BUSINESS**

Greyhound is progressing slowly. Lextran will review the lease agreement with LexPark, and then take a tour of the facility to see how Greyhound could be incorporated into the space at the Transit Center.

### **VIII. NEW BUSINESS**

There was no new business.

### **IX. GENERAL MANAGER'S REPORT**

Ms. Butler and Ms. Barnett reviewed the Monthly Performance Report found on pages 63-68 of the August 21, 2019 board packet.

Ms. Falconbury presented the financial statement, found on pages 69-70 of the August 21, 2019 board packet. The most recent price for diesel at the time of the meeting was \$2.00 per gallon.

### **X. PROPOSED AGENDA ITEMS**

- RFP for Architectural & Engineering Services
- RFP for Fuel

- RFP for Parking Lot Re-striping
- Update on IBI Phase 1 change to RFP 1902

## **XI. CLOSED SESSION**

There was no closed session.

## **XII. ADJOURNMENT**

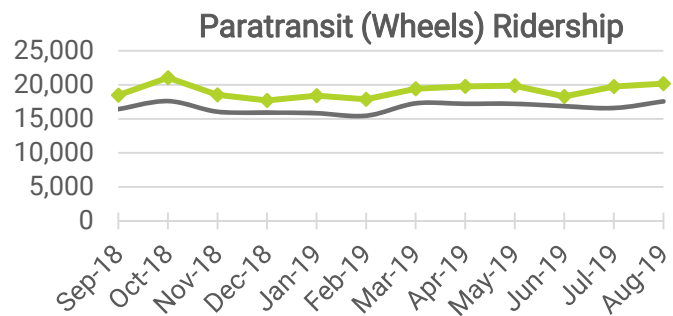
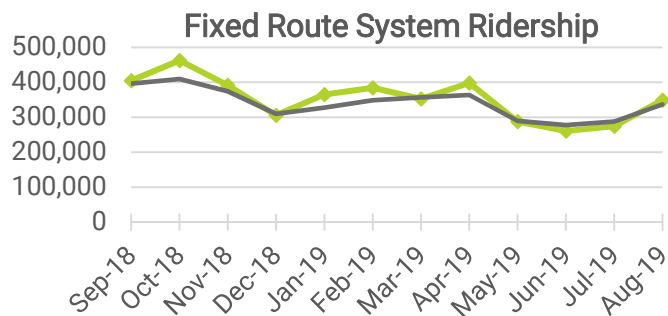
Ms. Henson called for a motion to adjourn the August 21, 2019 meeting of Lextran's Board of Directors. Mr. Christman made a motion and Ms. Henson seconded. The meeting adjourned at 6:49 p.m.

## LEXTRAN MONTHLY PERFORMANCE REPORT – AUGUST 2019

### We serve people and our community with mobility solutions.

On August 14<sup>th</sup>, a recognition event was held to celebrate the Maintenance Department for surpassing 365 days without an OSHA preventable accident. Bus service around the UK campus increased on August 21<sup>st</sup> to prepare for the fall semester, and Lextran provided more than 3,000 passenger trips for the first UK home football game. Also in August, new CNG buses began arriving from GILLIG. The new vehicles are expected to begin revenue service in mid-September following inspection from a GILLIG field service technician.

#### DEMONSTRATE VALUE TO THE COMMUNITY



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
System Production	This Month	FY20 YTD	FY19 YTD	This Month	FY20 YTD	FY19 YTD
Total Ridership	349,355	623,972	630,267	20,172	39,925	37,719
Weekday Ridership	297,154	529,395	547,164	16,889	33,563	32,107
Saturday Ridership	34,203	56,788	45,001	1,906	3,336	2,654
Sunday Ridership	17,998	33,577	33,351	1,377	2,727	2,612
Total Revenue Miles	167,323	315,036	300,161	140,373	281,515	284,672
Total Revenue Hours	17,522	32,753	32,363	11,138	22,389	22,443
Trips per Mile	2.09	1.98	2.10	0.14	0.14	0.13
Trips per Hour	19.94	19.05	19.47	1.81	1.78	1.68

- Fixed route ridership increased 27% over last month due to the start of the UK Fall semester; decreased approximately 2.5% compared to August 2018 likely due to the variation in the number of weekdays vs. weekends.
- Paratransit ridership increased 2% over last month, and increased 1% over the same time last year.

## **Community Involvement**

- Community Resource Fair - CTE – August 1
- First Year Orientation – BCTC Newtown – August 2
- Minority Business Expo – August 2
- Back to School Rally – Winburn – August 3
- Back to School Rally – Gainesway – August 3
- First Year Orientation – BCTC Cooper – August 7
- Winburn Middle School Meet & Greet – August 9
- Health & Info Fair – Lexington Senior Center – August 16
- Bus Wrap Reveal – Christ the King School – August 16
- New Grad Student Orientation – UK – August 21
- Job & Resource Fair – Goodwill New Circle – August 22
- LexMart – UK K-Week – August 25
- UK First Day of Class Welcome at the Stadium Shelter – August 26
- BCTC Community Resource Fair – Leestown – August 28
- Travel Training – August 29

## **Meetings and Updates**

In August, Lextran representatives participated in the following (external) meetings:

- Pedestrian Safety Working Group – August 1
- LFUCG Permit Engineers & Traffic Engineering Meeting – August 1
- FCPS Planning & Brainstorming – August 2
- Planning meeting with Lexington Area MPO – August 7
- Via Creative Board Meeting – August 8
- West End Community Partners – August 8
- Transit Center Curb & Interior tour with LexPark – August 9
- Commission for People with Disabilities – August 12
- Kentuckians for Better Transportation Public Transit Committee – August 13
- Kentucky Public Transportation Association Conference – August 14-15
- Congestion Management Meeting – August 14
- TARC/Dixie Highway BRT Meeting & Visit – August 19
- Eastern State Hospital Transportation Solutions – August 20
- Bluegrass Reentry Council – August 22
- MPO Alternative Transportation Campaign Launch Luncheon – August 26
- Transportation Policy Committee – August 28
- Women Leading Kentucky Luncheon – August 29



## Lextran in the Media

- August 2, 2019 – Amazon fulfillment center evacuated due to hazmat situation  
<https://www.wkyt.com/content/news/Amazon-fulfillment-center-in-Lexington-evacuated-due-to-hazmat-situation-513613481.html>
- August 2, 2019 – USDOT announces \$84.9 M through Lo-No program to expand advanced bus technologies  
<https://www.greencarcongress.com/2019/08/20190802-dot.html>
- August 16, 2019 – Lexington 6th grader wins bus design competition  
<https://www.lex18.com/lexington-6th-grader-wins-bus-design-competition>
- August 22, 2019 – 8 Resources Available to Students Living Off Campus  
<http://uknow.uky.edu/student-and-academic-life/8-resources-available-students-living-campus>
- August 23, 2019 – University Expands Campus Bus Service to Include Saturdays  
<https://uknow.uky.edu/campus-news/yellow-route-now-available-saturdays>
- August 27, 2019 – What's Open, What's Closed on Labor Day 2019  
<https://www.aceweekly.com/2019/08/whats-open-whats-closed-in-lexington-on-labor-day-2019/>
- August 30, 2019 – Lexington Community News – September 2019  
<https://www.aceweekly.com/2019/08/lexington-community-news-september-2019/>

**DELIVER A HIGH-QUALITY PRODUCT**

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
Service Quality	This Month	FY20 YTD	FY19 YTD	This Month	FY20 YTD	FY19 YTD
On-Time Performance	89.40%	90.70%	90.10%	86.83%	88.61%	90.89%
Farebox Recovery	6.71%	7.12%	6.43%	N/A	N/A	N/A
Operating Expenses	\$ 1,682,541	\$3,398,977	\$1,717,686	\$464,506	\$897,193	\$865,991
Per Mile	\$3.38	\$3.24	\$3.62	N/A	N/A	N/A
Per Hour	\$77.69	\$73.07	\$73.82	N/A	N/A	N/A
Customer Service	This Month	FY20 YTD	FY19 YTD	This Month	FY20 YTD	FY19 YTD
Customer Feedback Totals per 100k Trips	28.69	29.32	25.65	15.67	30.63	33.48
Commendations	2.39	4.18	0.67	1.42	3.56	1.42
Discourtesy	9.56	16.14	8.00	3.56	9.97	13.54
Late or Early	2.39	6.57	2.33	4.99	7.12	5.70
Safety	7.77	11.95	4.66	5.70	4.35	5.87
Passed Boarding	2.99	6.57	3.66	0.00	0.00	0.00
Information and Service Requests	0.60	2.39	1.33	0.00	0.00	0.00
Other	2.99	4.78	5.00	0.00	0.00	0.00
Call Length	1:15	2:26	1:23	1:13	1:11	1:16
Calls into the IVR	41,933	80,808	92,441	N/A	N/A	N/A
Time to Abandon	0:27	0:57	0:11	0:52	0:50	1:13

- The number of commendations increased compared to the same time last year, for both fixed route and paratransit services.
- The number of passenger comments received related to passed bus stops (boardings) decreased compared to the same time last year.
- On-time performance is holding steady compared to the same time last year for fixed route, with a slight decrease on the paratransit side.

**MANAGE AND SUSTAIN RESOURCES**

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
Safety	This Month	FY20 YTD	FY19 YTD	This Month	FY20 YTD	FY19 YTD
Preventable Accidents per 100,000 miles	0.60	1.27	1.05	1.22	2.44	1.89
Injury Frequency Rate	41.47	25.27	22.51	N/A	N/A	N/A
Days with No Preventable Accidents	22	50	0	28	57	28
Days of Lost Time	26	96	193	N/A	N/A	N/A
Workers Compensation Claims	9	9	6	N/A	N/A	N/A

- Preventable accidents were down compared to the same time last year.
- The Safety and Maintenance teams celebrated more than 365 days without an OSHA-preventable accident or injury in the Maintenance Department and held two events on August 14<sup>th</sup> to cover multiple shifts. Breakfast and dinner were served along with words of appreciation and thanks.

Performance Indicator	Fixed Route System		
Maintenance	This Month	FY20 YTD	FY19 YTD
Miles between Road Calls	7,606	14,991	11,397
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	100%

- Jamaree Robertson, Nick Swett, and Billy Sturgill (Maintenance Technicians) received their Section 609 Air Conditioning certification in August.
- There were 40 preventive maintenance inspections completed on revenue and non-revenue vehicles.

Performance Indicator	Fixed Route System		
Hiring and Recruiting	This Month	Interviews	New Hires
Open Positions	18	25	1
Operations	14	18	0
Maintenance	2	1	0
Administration	2	6	1
Turnover Rate	1.51%		

Performance Indicator	Fixed Route System	
Training Activities	This Month	FY20 YTD
Smith System Defensive Driving Annual Refresher	6	21
Return to Work Training	5	5
Coaching Sessions	3	4
Customer Service Employee Development Focus Group	30	0

- The interview process began in August to identify candidates for the September bus operator training class.
- New employee classes will begin on September 16 and September 23 for bus operators and one mechanic.

**BALANCE SHEET**  
as of August 31, 2019

	Current Year-To-Date	Last Year-to-Date
<b>Assets</b>		
Current assets		
Operating Cash	\$8,066,546	\$11,926,956
Project Loan Account	\$1,145,044	\$1,145,044
Accounts receivable	\$5,310,110	\$1,454,957
Inventory	\$654,893	\$497,297
Net pension asset	\$2,322,984	\$1,063,260
Work in process	\$324,433	\$110,576
Prepaid	\$919,880	\$951,101
Total Current Assets	\$18,743,890	\$17,149,190
Long term note - Lextran Foundation Inc.	\$8,355,000	\$8,355,000
Net capital and related assets	\$25,174,522	\$28,433,343
<b>Total Assets</b>	<u>\$52,273,412</u>	<u>\$53,937,534</u>
<b>Liabilities</b>		
Current liabilities		
Accounts payable	\$3,999,233	\$2,739,231
Payroll liabilities	\$841,269	\$825,184
Short term note - Fifth Third Bank	\$944,068	\$916,019
Total Current Liabilities	\$5,784,571	\$4,480,433
Long term note - Fifth Third Bank	\$4,745,348	\$5,689,417
<b>Net Position</b>	\$41,743,493	\$43,767,684
<b>Total Liabilities and Net Position</b>	<u>\$52,273,412</u>	<u>\$53,937,534</u>

**STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION**  
**August 2019**  
**FY 2020**

				<b>FY 2019</b>
<b>Revenues</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>
Property taxes	\$199,490	\$185,844	\$13,646	\$185,776
Passenger revenue	\$245,172	\$225,041	\$20,131	\$248,730
Federal funds	\$907,658	\$782,574	\$125,085	\$888,992
State funds	\$0	\$0	\$0	\$0
Advertising revenue	\$260,000	\$263,500	(\$3,500)	\$260,000
Other revenue	\$411,034	\$402,109	\$8,925	\$406,077
<b>Total Revenues</b>	<b>\$2,023,355</b>	<b>\$1,859,068</b>	<b>\$164,287</b>	<b>\$1,989,575</b>
<b>Expenses</b>				
Wages	\$1,545,272	\$1,545,310	(\$38)	\$1,420,588
Fringe benefits	\$836,356	\$932,149	(\$95,793)	\$841,123
Professional services	\$168,763	\$268,869	(\$100,106)	\$260,071
Materials and supplies	\$186,744	\$186,000	\$744	\$200,583
Fuel-Diesel	\$150,755	\$178,548	(\$27,793)	\$168,732
Fuel-Other	\$45,862	\$48,167	(\$2,304)	\$49,294
Utilities - Facilities	\$54,134	\$45,781	\$8,352	\$43,191
Utilities - Electric Bus	\$16,053	\$13,585	\$2,468	\$15,278
Insurance	\$116,586	\$123,000	(\$6,414)	\$117,299
Fuel taxes	\$44,176	\$35,667	\$8,509	\$35,431
Paratransit Expenses	\$1,019,911	\$967,007	\$52,904	\$984,675
Vanpool Expenses	\$4,200	\$5,400	(\$1,200)	\$4,800
Dues and subscriptions	\$27,275	\$6,333	\$20,942	\$28,945
Travel, training and meetings	\$11,083	\$22,708	(\$11,625)	\$13,066
Media advertising	\$49,410	\$35,833	\$13,577	\$12,532
Miscellaneous	\$4,882	\$10,833	(\$5,951)	\$8,953
Interest Expense	\$29,046	\$31,737	(\$2,691)	\$33,639
Leases and rentals	\$135,636	\$135,468	\$168	\$135,304
Depreciation	\$555,411	\$555,411	\$0	\$654,829
<b>Total Expenses</b>	<b>\$5,001,554</b>	<b>\$5,147,805</b>	<b>(\$146,252)</b>	<b>\$5,028,334</b>
<b>Change in Net Position</b>	<b>(\$2,978,199)</b>	<b>(\$3,288,737)</b>	<b>\$310,538</b>	<b>(\$3,038,759)</b>

**Notes:**

Average price of diesel fuel for FY2020 - \$1.95; Latest price of diesel fuel (September 5, 2019) - \$2.00

Latest price of CNG diesel gallon equivalent - \$1.22

**September 18, 2019**

**TO:** The Board of Directors

**FROM:** Carrie Butler, General Manager

**SUBJECT: Resolution to Award a Contract for Fuel**

Attached is a resolution requesting authority to award a contract for fuel.

RFP 1913 was issued July 22, 2019 with proposals received on August 29, 2019. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. Responsive proposals were received from six (6) qualified proposers:

- Heritage Petroleum LLC
- Indigo Energy Partners, LLC
- Key Oil Company
- Lykins Energy Solutions
- Mansfield Oil Company of Gainesville, Inc.
- Petroleum Traders Corporation

An evaluation committee ranked the proposals received. Petroleum Traders Corporation received the highest ranking and is recommended to be awarded the contract per the terms of their proposal and RFP 1913.

Pricing will be as follows:

- Ultra Low Sulfur Diesel Fuel – \$0.0116 below the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY
- Regular Unleaded Gasoline – \$0.0037 below the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY
- Red Dyed Ultra Low Sulfur Diesel Fuel for Generators – \$0.4000 above the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY

The term of the contract awarded will be for one (1) year with four (4) options for an additional year.

If you have any questions or wish to review RFP 1913 or the proposal from Petroleum Traders Corporation, please contact me at 255-7756.

**RESOLUTION****TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE  
URBAN COUNTY GOVERNMENT****MOTION:** \_\_\_\_\_ **SECOND:** \_\_\_\_\_**DATE:** September 18, 2019 **RESOLUTION NO.:** 2019-21

**WHEREAS**, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 1913 for fuel, and;

**WHEREAS**, RFP 1913 resulted in responsive proposals from six (6) qualified proposers, and;

**WHEREAS**, the proposal from Petroleum Traders Corporation was the highest ranked proposal;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) hereby authorizes and directs the General Manager to execute a contract with Petroleum Traders Corporation for fuel as per the terms of RFP 1913 and the proposal submitted by Petroleum Traders Corporation, which are incorporated herein by reference. Pricing will be as follows:

- Ultra Low Sulfur Diesel Fuel – \$0.0116 below the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY
- Regular Unleaded Gasoline – \$0.0037 below the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY
- Red Dyed Ultra Low Sulfur Diesel Fuel for Generators – \$0.4000 above the end-of-day Rack Average price for the date of delivery as published by OPIS for Lexington, KY

The term of the contract awarded will be for one (1) year with four (4) options for an additional year.

\_\_\_\_\_  
Christian Motley – Chairperson\_\_\_\_\_  
Date



# On-Call Architecture and Engineering Services



WE SERVE  
PEOPLE  
AND OUR  
COMMUNITY  
WITH MOBILITY  
SOLUTIONS.

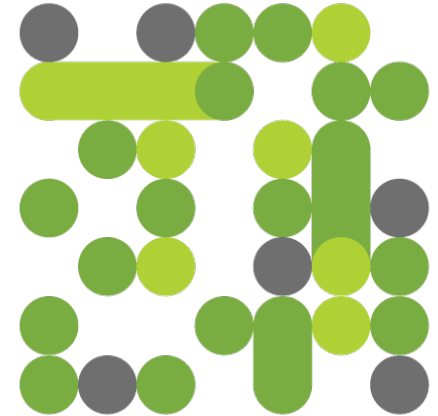


# On-Call Architecture and Engineering Services: Kersey & Kersey

- Provides Lextran with access to licensed architects and engineers from a variety of disciplines to fulfill project goals.
- On-call contract allows Lextran to efficiently tap professional expertise.
- Task-order approach creates individual project agreements, to easily match needs with project budgets.
- Create “shovel-ready” project descriptions, improving Lextran’s competitive advantage for future grant applications.
- There are three currently funded tasks. Future tasks can be added as needed, should funds become available.

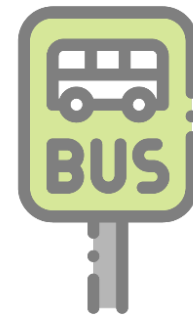
# Task I: Transit Center Improvements

- Creating construction bid documents for the Transit Center improvements
  - Truncated domes along the platform
  - Restroom improvements
  - Lighting improvements
  - Electrical drawings
- Procurement assistance
  - Creating scopes of work and bid packages
  - Advising on contractor selection
- Construction administration on Lextran's behalf
- The Transit Center Improvements have been funded through a Transportation Alternatives Program grant award



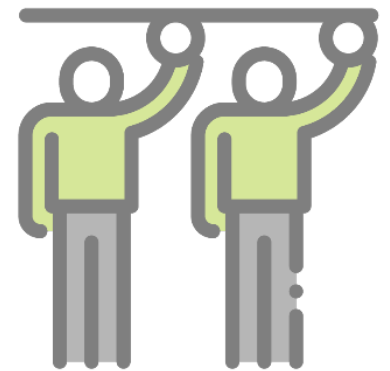
## Task II: RAMP Program

- Creating design documents for construction permits at bus stop locations where engineering work is necessary
- Conducting small-area operational analyses at uniquely challenging bus stop locations
- RAMP Program projects have been funded through competitive 5310 grant awards



# Task III: Canopy Project

- Creating construction bid documents for the Canopy project
  - Green elements such as a green roof, solar panels, water collection, and so forth
  - Infrastructure for depot charging equipment
  - Safety lighting
- Procurement assistance
  - Creating scopes of work and bid packages
  - Advising on contractor selection
- Construction administration on Lextran's behalf
- The Canopy project has been funded through the most recent Low and No Emissions grant award



**September 18, 2019**

**TO:** The Board of Directors

**FROM:** Carrie Butler, General Manager

**SUBJECT: Resolution to Award a Contract for A&E Services**

Attached is a resolution requesting authority to award a contract for Architectural and Engineering Services.

RFP 1904 was issued May 6, 2019 with proposals received on June 19, 2019. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. Responsive proposals were received from four (4) qualified proposers:

- Gresham Smith
- HDR Inc.
- Kersey & Kersey Inc.
- Wendel

An evaluation committee ranked the proposals received. Kersey & Kersey Inc. received the highest ranking and is recommended to be awarded the contract per the terms of their proposal and RFP 1904.

Pricing will be as per the attached rate sheet. The term of the contract awarded will be for two (2) years with three (3) options for an additional year.

If you have any questions or wish to review RFP 1904 or the proposal from Kersey & Kersey Inc., please contact me at 255-7756.

**RESOLUTION****TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE  
URBAN COUNTY GOVERNMENT****MOTION:** \_\_\_\_\_ **SECOND:** \_\_\_\_\_**DATE:** September 18, 2019 **RESOLUTION NO.:** 2019-22

**WHEREAS**, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 1904 for architectural and engineering services, and;

**WHEREAS**, RFP 1904 resulted in responsive proposals from four (4) qualified proposers, and;

**WHEREAS**, the proposal from Kersey & Kersey Inc. was the highest ranked proposal;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) hereby authorizes and directs the General Manager to execute a contract with Kersey & Kersey Inc. for architectural and engineering services as per the terms of RFP 1904 and the proposal submitted by Kersey & Kersey Inc., which are incorporated herein by reference. Pricing will be as per the rate sheet which is attached hereto and incorporated herein by reference. The term of the contract awarded will be for two (2) years with three (3) options for an additional year.

\_\_\_\_\_  
Christian Motley – Chairperson\_\_\_\_\_  
Date



## RATES FOR KERSEY & KERSEY

Position	Kersey & Kersey Rate
Principal	\$240.26
Senior Architect	\$200.46
Architect	\$170.98
Interior Design	\$170.98
Project Manager	\$150.35
Intern Architect	\$130.45
CAD	\$130.45
Administrative	\$85.49
Reimbursable Expenses	Actual cost plus 25%
Mileage	\$0.58 per mile

Position	Palmer Engineering Rate
Principal	\$350.64
Project Manager	\$209.04
Senior Engineer (PE)	\$199.08
Engineer (PE)	\$123.57
Engineer (EIT)	\$90.49
Engineering Technician II	\$147.35
Engineering Technician I	\$88.86
Survey Party Chief	\$150.92
Survey Instrument Man	\$108.27
Administrative Assistant	\$101.59

Position	Abbie Jones Rate
Principal	\$160.38
Senior Engineer (PE)	\$110.18
Staff Engineer (EIT)	\$75.91
1 Person Crew	\$110.18
2 Person Crew	\$120.59
3 Person Crew	\$150.59
Senior Survey (PLS)	\$120.59
Project Surveyor (LSIT)	\$75.91
Rod Person	\$60.60
CADD Tech	\$60.60
Clerical	\$75.91

Position	Element Design Rate
Principal	\$125.12
Landscape Architect	\$100.10
PE/Civil Engineer	\$100.10

Position	Element Design Rate
Landscape Designer	\$85.69
Engineer Intern	\$65.45

Position	Brown & Kubican Rate
Senior Principal	\$225.42
Jr. Principal	\$200.46
Associate Professional Engineer	\$175.50
Senior Professional Engineer	\$145.08
Professional Engineer	\$125.58
Project Manager	\$145.08
Engineer-in-Training	\$100.62
Senior CAD	\$100.62
CAD Technician	\$90.48
Clerical	\$80.34

Position	KLH Engineers Rate
Senior Principal	\$200.39
Principal	\$165.61
Senior Engineer	\$150.49
Lead Engineer	\$125.53
Engineer	\$100.57
Sr. Project Manager	\$150.49
Project Manager	\$125.53
Senior Designer	\$125.53
Lead Designer	\$100.57
Designer	\$89.99
Sr. Field Representative	\$135.36
Lead Field Representative	\$115.69
Administrative Support	\$70.29

Position	ECS Southeast Rate
Chief Engineer	\$265.96
Senior Engineer II	\$172.70
Senior PM	\$162.34
Senior Engineer I	\$138.16
Project Engineer	\$110.53
Welding Inspector	\$120.89
Staff Engineer EIT	\$103.62
Lab Tech	\$65.63
Senior Construction Technician	\$75.99
Clerical	\$58.72

<b>Position</b>	<b>ECS Southeast Rate</b>
Staff Construction Technician	\$62.17
Construction Technician	\$51.81

<b>Position</b>	<b>Wood Rate</b>
Senior Associate	\$160.00
Associate	\$140.00
Senior Professional	\$130.00
Project Professional	\$100.00
Staff Professional II	\$85.00
Project Accountant	\$70.00
Staff Professional I	\$65.00
Technician II	\$60.00
Clerical	\$55.00
Technician I	\$50.00

<b>Position</b>	<b>Connectics Rate</b>
Principal	\$191.51
Director	\$207.47
Senior Project Manager	\$170.99
Project Manager	\$129.95
Modeler	\$91.19
Analyst	\$90.05
Senior Planner/PM	\$164.15
Planner/PM	\$145.91
Planner II	\$98.03
Planner I	\$74.10

<b>Position</b>	<b>Connico Rate</b>
Principal	\$307.44
Associate Principal	\$243.14
Director	\$225.38
Chief Cost Specialist	\$204.86
Senior Cost Specialist	\$176.16
Project Analysis III	\$121.75
Cost Analyst II	\$87.97
Project Analyst I	\$84.37
Admin Specialist	\$94.62