

# **NOTICE AND AGENDA OF PUBLIC MEETING OF THE TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (LEXTRAN) BOARD OF DIRECTORS**

Pursuant to KRS 96.A, the Lextran Board of Directors is to meet monthly. The next meeting will be:  
**Wednesday, December 15, 2021 at 10:00 a.m. EST**  
**Lextran – Room 110**  
**200 West Loudon Avenue**  
**Lexington, KY 40508**

Pursuant to KRS 61.810, the Board may enter into Closed Session, but shall not take any action in a Closed Session.

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation for assistance with the meeting or meeting materials. Please contact Emily Elliott at 859-255-7756. Requests made as early as possible will allow time to arrange accommodation.

## **MEETING INSTRUCTIONS**

The December 2021 Board of Directors meeting will be held in person as well as live-streamed. You may access the livestream on Youtube at:

[bit.ly/lextranmeeting](https://bit.ly/lextranmeeting)

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**BOARD OF DIRECTORS MEETING**

December 15, 2021

10:00 a.m.

**MEETING AGENDA**

- |       |   |               |
|-------|---|---------------|
| I.    | Call to Order & Roll Call                                     | 10:00         |
| II.   | Public Comment on Agenda Items / Public Hearing               | 10:05 – 10:10 |
| III.  | Approval of November Board Meeting Minutes                    | 10:10 – 10:15 |
| IV.   | Chair’s Report  | 10:15 – 10:20 |
| V.    | Lextran Monthly Performance Report & Financials – November    | 10:20 – 10:35 |
| VI.   | Action Items  | 10:35 – 10:40 |
|       | A. Resolution 2021-27 – Independent Audit Services            |               |
| VII.  | Change Order Report   |               |
| VIII. | Old Business  |               |
| IX.   | New Business  | 10:40 – 10:50 |
|       | A. Hybrid Meeting Option                                      |               |
| X.    | Proposed Agenda Items   | 10:50         |
|       | A. Resolution – Establish Reserve Policy                      |               |
|       | B. Resolution – Exercise Option Year for Paratransit Services |               |
| XI.   | Closed Session  | 10:55         |
| XII.  | Adjournment   |               |

**BOARD OF DIRECTORS MEETING****BOARD MINUTES****November 19, 2021****MEMBERS PRESENT**

Harding Dowell, Board Vice Chair  
Dr. Koffi Akakpo  
Judge Lindsay Hughes Thurston (via Webex)  
Christian Motley  
Paul Schoninger  
George Ward

**MEMBERS ABSENT**

Jamie Rodgers

**STAFF PRESENT**

Jill Barnett, General Manager  
Byron Robinson, Assistant General Manager  
Alan Jones, Systems Administrator  
Darryl Sebastian, Bus Operator  
Chris Withrow, Parts Manager/Acting Director of Maintenance  
Emily Elliott, Community Relations Manager  
Fred Combs, Director of Planning, Technology, and Community Relations  
Jason Dyal, Director of Operations  
John Givens, Director of Risk Management  
Nikki Falconbury, Director of Finance and Human Resources  
Rebecca Floyd, Customer Service Supervisor  
Stephanie Hoke, Finance Manager

**OTHERS PRESENT**

Anne-Tyler Morgan, McBrayer, Lextran Counsel

**I. CALL TO ORDER**

Vice Chair Harding Dowell called the November 19, 2021, meeting of the Lextran Board of Directors to order at 10:01 am. Mr. Dowell performed a roll call to determine which members were present. Quorum was achieved.

**II. PUBLIC COMMENT**

There was no public comment.

**III. APPROVAL OF MINUTES**

Mr. Dowell called for a motion to approve the meeting minutes from the October 20, 2021, meeting of the Lextran Board of Directors. Mr. Motley made a motion to approve the minutes and Dr. Akakpo seconded. There motion passed unanimously.

**IV. CHAIR'S REPORT**

There was no Chair's Report.

**V. NOMINATING COMMITTEE REPORT**

Judge Thurston presented a report from the Nominating Committee, and recommended Mr. Harding Dowell for the Board Chair role and Ms. Rodgers for Vice Chair. Judge Thurston noted that Ms. Rodgers was aware of the nomination and will be at the meeting next month.

Mr. Motley made a motion to approve the recommendation from the nominating committee. Mr. Ward seconded and the motion passed unanimously.

**VI. ACTION ITEMS****A. Resolution – 2021-25 – CNG Facility Maintenance & Monitoring Services**

Ms. Barnett reviewed Resolution 2021-25 and requested approval to enter into contract for CNG facility maintenance and monitoring services. Following a request for proposals, two proposals were received from two qualified proposers, and ZeitEnergy LLC is recommended for contract award. Ms. Barnett noted that Zeit is the incumbent provider. The term of the contract award will be for three years with two one-year options for renewal.

Following questions from Mr. Dowell and Mr. Ward, Ms. Barnett explained where the facility was located and the reason for the date of the current contract expiration. Ms. Barnett also clarified the gasoline gallon equivalent (GGE) was comparable to what other agencies pay and is also slightly lower than Lextran's current price. ZeitEnergy LLC is based in Texas, with a locally-based representative assigned to Lextran.

Mr. Dowell requested a motion to approve Resolution 2021-25. Mr. Ward made the motion and Mr. Schoninger seconded. The motion passed unanimously.

**B. Resolution 2021-26 – Nepotism Policy**

Ms. Barnett reviewed resolution 2021-26 and requested approval for adoption of an updated Nepotism Policy. The update expands the application of the policy beyond direct employees to include contracted employees, and expands language to include partners, members of the same household, members of a dating relationship, as well as additional recommendations from legal counsel.

Ms. Barnett stated that Lextran was not aware of anyone in a situation that was in conflict with the updated policy, nor was the policy intended to remove anyone from their current employment. When asked if there was parallel language in the collective bargaining agreement (CBA), Ms. Barnett explained the management rights language within the CBA which allows the Authority to establish policies that might not be listed in the actual CBA. Following questions from Board members, Ms. Morgan stated the policy had been reviewed and discussed by counsel in her firm. She reiterated the language was appropriate and in alignment with typical recommendations.

Mr. Dowell requested a motion to approve Resolution 2021-26. Dr. Akakpo made the motion and Mr. Motley seconded. The motion passed unanimously.

**VII. LEXTRAN PERFORMANCE REPORT & FINANCIALS**

Ms. Barnett shared that Lextran will provide Sunday level service on Thanksgiving Day and expressed excitement about the signing of the federal bipartisan infrastructure deal. The bill contains 107 billion dollars total for public transit over five years and represents the largest federal investment in the history of authorization programs.

Mr. Combs presented the Monthly Performance Report for October 2021 which can be found on pages 17-21 of the November 2021 board packet.

**HIGHLIGHTS FOR OCTOBER:**

- The annual report was submitted to the National Transit Database and returned with no findings from the audit.
- On October 12<sup>th</sup>, another job fair was held with a live broadcast from HANK FM and a Salsaritas food truck.
- Customer Service Appreciation Week (October 4<sup>th</sup>-8<sup>th</sup>) was celebrated with snacks, lunch, and edible arrangements for staff.
- A flu vaccine clinic was held onsite for staff on October 21<sup>st</sup>.
- Employees participated in a Halloween costume contest. Congratulations to Operator Mildred Hunt!

Mr. Combs shared customer commendations for three employees – Bus Operator Rashon Campbell, Customer Service Representative Lisa Lear and Maintenance Employee Lewis George.

Ridership was the second strongest since the pandemic started, but lower than typical October ridership. Paratransit ridership remained mostly flat over the last couple of months.

The on-time performance for both fixed route and paratransit service was lower than desired. Paratransit OTP in October was down to about 75 percent and found to be related to scheduling issues and driver shortage. Customer complaints have increased and that is believed to be associated as well. Assistant General Manager Byron Robinson is drawing on paratransit experience and expertise in an effort to assist WHEELS with performance issues and has implemented a bi-weekly visit with the WHEELS team.

Fixed Route on-time performance was approximately 88 percent, slightly below the goal of 90 percent for the month. Most core routes are performing above 90 percent on-time performance, with some other routes identified for potential schedule tweaks.

Mr. Dowell asked about the scheduling issues identified with Wheels and the control we have over paratransit scheduling. Mr. Robinson stated that we are making suggestions for improvements, looking for easy fixes and working with the software. The contractor ultimately retains control over scheduling.

Mr. Dowell asked about traffic near the UK Campus and roads that are controlled by UK and if we are in regular communication with UK with input on transportation on and near campus. Mr. Combs said Lextran is regularly involved in discussions. Ms. Barnett added that over the last five or more years, Lextran has been very welcomed into the conversation and participated in the last campus Transportation Master Plan.

Mr. Dowell asked about increased frequency on the routes in the campus area, and route frequencies were discussed. Ms. Barnett added that over the years with the evolution of the Red Mile area, Lextran has adjusted route structure including bidirectional service.

## **FINANCIAL REPORT**

Ms. Falconbury presented the October 2021 Finance Report, found on pages 22-23 of the November 2021 board packet. Operating cash for the month ending November was \$11 million dollars and have since received a large property tax payment. Mr. Ward asked how the property taxes looked compared to last year. Ms. Falconbury stated it was about two million dollars more than the first payment last year.

Ms. Falconbury reviewed Lextran revenue and expenses. The property taxes received will be reflected next month. Passenger revenue was over budget by 64,000 dollars. The federal funding is slightly off due to timing issues. Wages are over budget for the month, following the payment of ratification bonus and retro pay for union members following the passage of the Collective Bargaining Agreement last month. They are expected to even out some in coming months. Fuel has increased and is being monitored daily. CNG has also increased slightly in recent months and is a bit over budget. Paratransit expenses are still under budget and we remain under budget overall.

Mr. Motley asked if diversity in the fleet allows for flexibility as fuel prices go up for strategic deployment. Ms. Barnett stated as we have added extended range electric vehicles we have expanded our options of where electric vehicles can be deployed, and as we have the available fleet mix, we can attempt to be strategic in those decisions. However, agencies are limited by FTA in the number of spare vehicles allowed in the fleet. As an example, Ms. Barnett stated that the number of vehicles needed each day would not allow Lextran to hold back all diesel buses and deploy only those buses that are electric and CNG, because nearly all buses are needed for service.

Mr. Ward asked why the numbers for media advertising vary so widely. Ms. Falconbury stated that most of it is timing. Most recent advertising has been focused on hiring and there will be ads promoting service in the future. In prior years, we have also had an external contract for graphics work that contributed to a higher budgeted number. The budgeted number includes some of that work in the event graphics expertise is not available with in house staff.

#### **VIII. CHANGE ORDER**

There were no change order reports.

#### **IX. OLD BUSINESS**

There was no old business.

#### **X. NEW BUSINESS**

Ms. Barnett presented a new business item, indicating brief discussions with Mr. Ward and Mr. Dowell. In recent months the Board has been made aware that Lextran has had difficulty attracting new talent for operators, and that difficulty has also extended to staff-level administrative positions. Years of compensation studies have also revealed a need to close gaps between Lextran rates and competitive market rates. There will be future discussion taking place in finance committee and with the Board chair. A budget amendment will be presented in the coming months with adjustments to paratransit and rising fuel costs.

Mr. Dowell noted the compensation should recognize the value and worth of employees, and the board needs to fulfill fiduciary responsibilities. Dr. Akakpo mentioned that turnover is a nationwide issue and asked that we be mindful of that.

#### **XI. PROPOSED AGENDA ITEMS**

- A. Resolution – Establish Reserve Policy
- B. Resolution – Audit Services

#### **XII. CLOSED SESSION**

There was no closed session.

**XIII. ADJOURNMENT**

Mr. Dowell called for a motion to adjourn the November 19, 2021, meeting of the Lextran Board of Directors. A motion was made by Mr. Motley and seconded by Mr. Schoninger. The meeting was adjourned by consensus at 10:50 a.m.

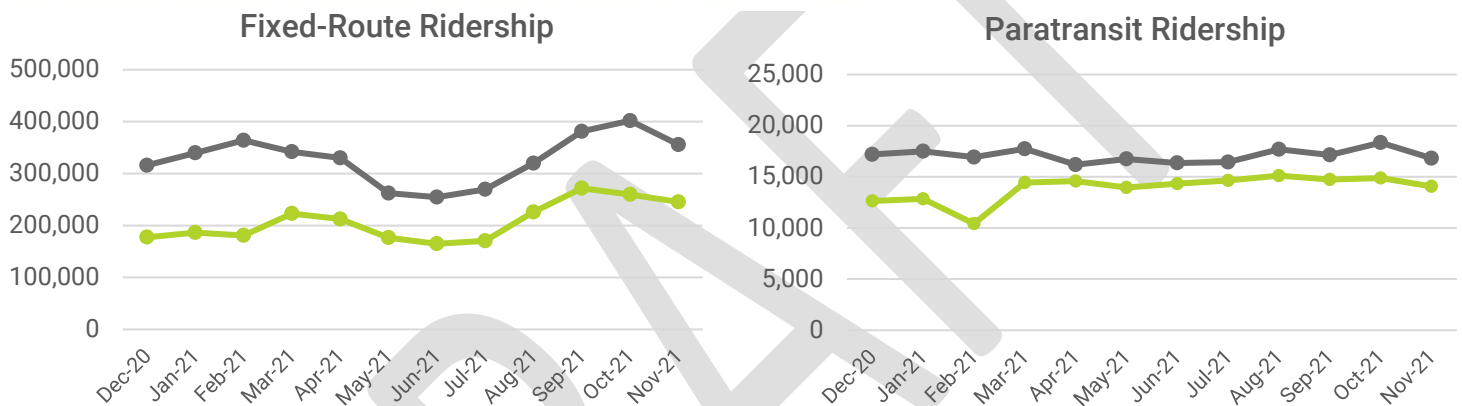


## LEXTRAN MONTHLY PERFORMANCE REPORT – NOVEMBER 2021

We serve people and our community with mobility solutions.

Lextran celebrated Thanksgiving by offering free rides to our community and by providing meals to employees who worked on Thanksgiving Day. Travelin' Tom's Coffee Truck served beverages to employees on November 22 and 23. Local partners from LFUCG distributed surveys for the KYTC Long Range Transportation Plan at the Transit Center. Lextran submitted an application for the FY21 Bus and Bus Facilities competitive grant program. General Manager Jill Barnett and Director of Finance and Human Resources Nikki Falconbury attended the Kentucky Public Transportation Association Conference.

### DEMONSTRATE VALUE TO THE COMMUNITY



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY22 YTD	FY21 YTD	This Month	FY22 YTD	FY21 YTD
<b>System Production</b>						
Total Ridership	245,496	1,173,779	1,067,050	14,057	73,425	66,257
Weekday Ridership	212,875	1,001,268	896,373	11,931	61,406	55,837
Saturday Ridership	19,357	101,815	89,725	1,099	6,651	5,779
Sunday Ridership	11,732	63,344	70,220	909	4,731	4,054
Holiday Ridership	1,532	7,352	10,732	118	637	587
Total Revenue Miles	150,656	748,784	748,843	95,241	520,094	489,532
Total Revenue Hours	17,976	84,445	78,638	8,120	40,784	39,312
Trips per Mile	1.63	1.57	1.42	0.15	0.14	0.14
Trips per Hour	13.66	13.90	13.57	1.73	1.80	1.69

- Fixed-route ridership increased by 10 percent for FY22YTD compared to FY21YTD and by 17 percent for November 2021 compared to November 2020.
- Paratransit ridership increased by 11 percent for FY22YTD compared to FY21YTD and by 12 percent for November 2021 compared to November 2020.

## LEXTRAN IN THE MEDIA

November 4 – Lextran extends Transdev’s contract for five years

<https://www.masstransitmag.com/management/press-release/21245023/transdev-north-america-lextran-extends-transdevs-contract-for-five-years>

November 8 – Lextran General Manager anticipates new buses to come with infrastructure bill passage

<https://www.weku.org/2021-11-08/lextran-general-manager-anticipates-new-buses-to-come-with-infrastructure-bill-passage?fbclid=IwAR07tNgEYvfvfFiL9sihYevWQKXg50aJ9Wpi8nzwm1eCyoBCKL5NH0FG0bZc>

## COMMUNITY INVOLVEMENT/OTHER MEETINGS

- November 1 – BOOkstastic Trunk-or-Treat – Winburn Middle School
- November 1 – Mentor @ Transdev Kickoff
- November 1 – Migrant Network Coalition Meeting
- November 5 – Glow Ride Resource Fair
- November 3-5 – Kentucky Public Transportation Association Conference
- November 9 – Presentation to the American Society of Civil Engineers
- November 10 – Meeting with Councilmember Jennifer Reynolds
- November 11 – Community Travel Training
- November 11 – On the Table Advisory Group Meeting
- November 11 – AIM + IMI Monthly Grantee Peer Exchange
- November 15 – FTA Region 4 Webinar
- November 16 – Guest Lecture to Transportation Engineering students at the University of Kentucky
- November 18 – Mercer Road Discussion with LFUCG and Commerce Lexington
- November 18, 19 - City of Lexington-KYTC Long Range Transportation Plan Surveys at the Transit Center
- November 22 – Coalition for a Livable Lexington
- November 25 – Free Rides for Thanksgiving

**DELIVER A HIGH-QUALITY PRODUCT**

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY22 YTD	FY21 YTD	This Month	FY22 YTD	FY21 YTD
<b>Service Quality</b>						
On-Time Performance	88.40%	89.60%	94.30%	70.58%	80.35%	94.07%
Farebox Recovery	5.07%	4.93%	0.00%	N/A	N/A	N/A
Operating Expenses	\$1,612,654	\$8,317,432	\$8,084,172	\$392,190	\$1,812,293	\$1,952,469
Per Mile	\$3.31	\$3.29	\$3.35	N/A	N/A	N/A
Per Hour	\$61.97	\$69.42	\$72.42	N/A	N/A	N/A
<b>Customer Service</b>	<b>This Month</b>	<b>FY22 YTD</b>	<b>FY21 YTD</b>	<b>This Month</b>	<b>FY22 YTD</b>	<b>FY21 YTD</b>
Customer Feedback Totals per 100k Trips	22.40	24.62	18.93	220.53	170.24	185.64
Commendations	1.22	2.04	0.84	0.00	2.72	22.64
Discourtesy	6.11	6.05	7.59	106.71	69.46	60.37
Late or Early	2.85	1.62	0.94	42.68	36.77	10.56
Safety	2.44	2.73	3.65	71.14	61.29	90.56
Passed Boarding	4.07	6.39	3.56	0.00	0.00	0.00
Information and Service Requests	1.63	1.87	0.84	0.00	0.00	0.00
Other	4.07	3.92	1.50	0.00	0.00	1.51
Call Length	1:10	1:14	1:06	1:14	1:13	1:12
Time to Abandon	0:56	1:01	1:06	1:05	1:03	0:26

- Paratransit on-time performance continued to decrease in November due to driver shortages and scheduling issues. Lextran Assistant General Manager Byron Robinson has continued to support WHEELS to improve service issues.
- Lextran fixed-route on-time performance remained below our goal of 90 percent. Run time adjustments are targeted for January.
- Customer feedback related to discourtesy and safety remained relatively flat in November, while passed boarding complaints decreased compared to October.

**MANAGE AND SUSTAIN RESOURCES**

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY22 YTD	FY21 YTD	This Month	FY22 YTD	FY21 YTD
<b>Safety</b>						
Preventable Accidents per 100,000 miles	1.27	1.40	1.14	1.83	1.51	0.36
Injury Frequency Rate	6.45	6.31	11.40	N/A	N/A	N/A
Days with No Preventable Accidents	28	140	144	28	144	151
Days of Lost Time	30	88	258	N/A	N/A	N/A
Workers Compensation Claims	1	5	9	N/A	N/A	N/A

- Preventable accidents on fixed-route and paratransit continue to be within their targets of 1.75 on fixed-route and 2.0 on paratransit.
- The overall injury frequency rate (IFR) for fixed route remained steady for the year, trending down from FY21 IFR levels.

Performance Indicator	Fixed Route System		
	This Month	FY22 YTD	FY21 YTD
<b>Maintenance</b>			
Miles between Road Calls	7,533	8,320	6,215
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	100%

- Maintenance completed 100% (50 of 50) of scheduled preventive maintenance inspections in November. The maintenance department has maintained a perfect record on preventive inspections since January 2020.

Performance Indicator	Fixed Route System	
	This Month	FY22 YTD
<b>Training Activities</b>		
Electric Bus Training	9	87
Smith System Training	8	22
Customer Service Orientation	8	19
Dispatch Orientation	8	19
Maintenance Orientation	8	19
Accident/Incident Remedial Training	6	23
Return to Work Training	3	16
Supervisor Training	2	2

**Hiring and Recruiting**
**This Month**
**Interviews**
**New**

			Hires
Open Positions	28	23	0
Operations	20	15	0
Maintenance	5	2	0
Administration	3	6	0

Procurement	
Independent Audit Services	December Board Resolution
Transit Center Exterior Project-General Contractor	Upcoming

DRAFT

**FINANCIALS**
**BALANCE SHEET**

as of November 30, 2021

	CURRENT YEAR-TO- DATE	LAST YEAR-TO- DATE
<b>ASSETS</b>		
Current assets		
Operating Cash	\$28,744,099	\$12,676,635
Accounts receivable	\$554,178	\$2,117,016
Inventory	\$713,199	\$682,301
Work in process	\$2,905,042	\$802,620
Prepaid	\$785,533	\$746,507
Total Current Assets	<u>\$33,702,051</u>	<u>\$17,025,079</u>
Long term note - Lextran Foundation Inc.	\$8,355,000	\$8,355,000
Long term asset - Pension	\$1,757,884	\$2,285,415
Total Long Term Assets	<u>\$10,112,884</u>	<u>\$10,640,415</u>
Net capital and related assets	\$23,840,058	\$24,353,569
<b>TOTAL ASSETS</b>	<u><u>\$67,654,992</u></u>	<u><u>\$52,019,063</u></u>
<b>LIABILITIES</b>		
Current liabilities		
Accounts payable	\$1,097,453	\$545,253
Payroll liabilities	\$680,101	\$684,944
Short term note - Fifth Third Bank	\$0	\$977,881
Total Current Liabilities	<u>\$1,777,554</u>	<u>\$2,208,078</u>
Long term note - Fifth Third Bank	\$0	\$3,526,967
Long term liability - Pension	\$1,301,871	\$2,589,356
Total Long Term Liabilities	<u>\$1,301,871</u>	<u>\$6,116,323</u>
<b>NET POSITION</b>	\$64,575,567	\$43,694,662
<b>TOTAL LIABILITIES AND NET POSITION</b>	<u><u>\$67,654,992</u></u>	<u><u>\$52,019,063</u></u>

**STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION**  
 NOVEMBER 2021

	FY2022 ACTUAL	FY2022 BUDGET	FY2022 VARIANCE	FY 2021 ACTUAL	FY 2020 ACTUAL
<b>REVENUES</b>					
Property taxes	\$14,979,095	\$12,751,895	\$2,227,200	\$845,578	\$14,272,598
Passenger revenue	\$409,843	\$329,000	\$80,843	\$5,834	\$586,407
Federal funds	\$4,581,370	\$3,102,222	\$1,479,149	\$5,028,402	\$2,263,630
State funds	\$0	\$0	\$0	\$0	\$497,500
Advertising revenue	\$260,000	\$260,000	\$0	\$260,000	\$260,000
Other revenue	\$126,158	\$954,784	(\$828,626)	\$57,430	\$1,054,002
<b>TOTAL REVENUES</b>	<b>\$20,356,465</b>	<b>\$17,397,900</b>	<b>\$2,958,565</b>	<b>\$6,197,244</b>	<b>\$18,934,137</b>
<b>EXPENSES</b>					
Wages	\$4,326,875	\$4,153,366	\$173,509	\$4,008,109	\$4,085,569
Fringe benefits	\$2,297,955	\$2,564,410	(\$266,455)	\$2,226,629	\$2,162,027
Professional services	\$317,209	\$738,924	(\$421,715)	\$373,978	\$373,032
Materials and supplies	\$466,222	\$533,958	(\$67,737)	\$568,265	\$476,974
Fuel-Diesel	\$360,669	\$452,917	(\$92,247)	\$231,592	\$385,105
Fuel-Other	\$162,766	\$132,917	\$29,850	\$105,541	\$115,982
Utilities - Facilities	\$150,962	\$151,604	(\$642)	\$145,294	\$138,769
Utilities - Electric Bus	\$20,885	\$41,667	(\$20,781)	\$32,145	\$42,385
Insurance	\$331,766	\$367,725	(\$35,959)	\$316,224	\$308,835
Fuel taxes	\$74,147	\$83,333	(\$9,187)	\$75,686	\$94,464
Paratransit Expenses	\$2,004,469	\$2,166,667	(\$162,198)	\$2,104,596	\$2,525,673
Vanpool Expenses	\$7,301	\$10,500	(\$3,199)	\$6,000	\$9,039
Dues and subscriptions	\$29,689	\$30,400	(\$711)	\$33,636	\$28,673
Travel, training and meetings	\$33,282	\$67,229	(\$33,947)	\$42,868	\$31,589
Media advertising	\$25,849	\$65,417	(\$39,568)	\$32,432	\$109,273
Miscellaneous	\$23,691	\$25,042	(\$1,351)	\$14,643	\$23,707
Interest Expense	\$0	\$0	\$0	\$59,274	\$70,959
Leases and rentals	\$88,234	\$88,050	\$184	\$344,190	\$336,090
Depreciation	\$1,249,114	\$1,249,114	\$0	\$1,488,761	\$1,375,498
<b>TOTAL EXPENSES</b>	<b>\$11,971,086</b>	<b>\$12,923,239</b>	<b>(\$952,153)</b>	<b>\$12,209,863</b>	<b>\$12,693,643</b>
<b>CHANGE IN NET POSITION</b>	<b>\$8,385,379</b>	<b>\$4,474,661</b>	<b>\$3,910,718</b>	<b>(\$6,012,619)</b>	<b>\$6,240,494</b>

**MEMORANDUM**

December 15, 2021

**TO: Lextran Board of Directors****FROM: Jill Barnett, General Manager****SUBJECT: Resolution to Award a Contract for Independent Audit Services**

Attached is a resolution requesting authority to enter into a contract for independent audit services.

RFP 2021-12 was issued on October 15, 2021, with proposals received on November 18, 2021. A staff evaluation committee reviewed and approved the proposal for compliance and responsiveness. One proposal was received and was deemed responsive and qualified, from:

- Crowe LLP

Crowe LLP received a high-ranking evaluation and is recommended for the contract award for independent audit services. The term of the contract awarded will be for three (3) years with two options to extend the contract one year.

The proposed pricing is as follows:

**Total All-Inclusive Fees:**

	2022	2023	2024	2025	2026
Audit Fees	\$45,950	\$46,500	\$47,000	\$47,500	\$48,000

**Hour and Rates by Level:**

Level	Hours	Rate
Partner	24	\$350
Manager	64	\$175
Senior Staff	95	\$130
Staff	140	\$100
<b>Total</b>	<b>323</b>	

If you have any questions, please call me at 859.255.7756.



**RESOLUTION 2021-27**  
**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**  
**DECEMBER 15, 2021**

**WHEREAS**, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 2021-12 for independent audit services, and;

**WHEREAS**, RFP 2021-12 resulted in a responsive proposal from one (1) qualified proposer, and;

**WHEREAS**, the proposal from Crowe LLP received a high evaluation score, and;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of Lextran hereby authorize and direct the General Manager to execute a contract with Crowe LLP for independent audit services in accordance with the terms of RFP 2021-12 and the proposal submitted by Crowe LLP.

**MOTION:** \_\_\_\_\_ **SECOND:** \_\_\_\_\_

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**DATE**