

# 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, May 24, 2023 at 10:00 a.m. EST**

Meeting location:

**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 May 2023 Board of Directors meeting will be held in person.

The livestream is available on Youtube at:

<http://bit.ly/lextranmeeting>

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**BOARD OF DIRECTORS MEETING**

May 24, 2023

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 Minutes – April 2023 Meeting	10:10 – 10:15
IV.	Chair’s Report (Dowell)	10:15 – 10:20
V.	Lextran Monthly Performance Report & Financials – April	10:20 – 10:35
VI.	Action Items	10:35 – 10:45
	A. Resolution 2023-07 – IT Services	
	B. Resolution 2023-08 – FY2024 Board Meeting Schedule	
VII.	Change Order Report	10:45
VIII.	Old Business	10:45 – 10:50
IX.	New Business	10:50 – 10:55
X.	Proposed Agenda Items	10:55 – 11:00
	A. Resolution– Procurement Policy Update	
	B. Resolution – Drug & Alcohol Policy Update	
	C. Resolution – Gillig change order	
	D. Resolution – Capital projects	
	E. Presentation – RAMP Program Update	
	F. Board officer nominations	
XI.	Closed Session	11:00 – 11:10
XII.	Adjournment	11:10

The next business meeting of the Board of Directors is scheduled for June 28, 2023 at 10 a.m.

## **BOARD OF DIRECTORS MEETING**

### **BOARD MINUTES**

April 26, 2023

#### **MEMBERS PRESENT**

Harding Dowell, Board Chair  
Jamie Rodgers, Vice Board Chair  
George Ward  
Leidy Borges-Gonzalez  
Judge Lindsay Hughes Thurston

#### **ABSENT**

Dr. Koffi Akakpo  
Paul Schoninger  
Christian Motley

#### **STAFF PRESENT**

Jill Barnett, General Manager  
Chris Withrow, Director of Maintenance  
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  
Stephanie Hoke, Finance and Purchasing Manager  
Emily Elliott, Community Relations Manager  
Alan Jones, Systems Administrator

#### **OTHERS PRESENT**

Addison Lowry, McBrayer, Lextran Counsel  
Adam Jones, BUILD  
Deborah Gerth  
Tami Kelder  
Jane Meadows  
Luke Embree  
Delores Lee  
D. Huckleberry  
Kabby Akers  
Sharon Stewart  
Faith Mark  
Margetta McFarland  
Mary Kate Norton  
Ulysses Davis

## **I. CALL TO ORDER**

Board Chair Harding Dowell called the April 26, 2023 meeting of the Lextran Board of Directors to order at 10:03 a.m. Mr. Dowell performed a roll call to determine which members were present. Quorum was achieved.

The April 26, 2023 meeting was held via video teleconference. Lextran provided a physical location at 200 W Loudon Avenue for the public to view the livestream of the meeting (in which Board members would be seen and heard), and members of the public had the ability to provide public comment in accordance with KRS 61.840.

## **II. PUBLIC COMMENT**

Adam Jones, representing BUILD, provided public comment. Mr. Jones brought a letter signed by 665 citizens at the Nehemiah Action on April 24th. He presented the letter addressed to Ms. Barnett. He stated they are disappointed that Lextran leadership did not attend but are eager to move forward. They requested in the letter that Lextran take part in a complimentary service design with VIA to establish micro-transit. They also requested Lextran meet with BUILD to address ongoing transportation concerns. They have requested a copy of the COA. Mr. Dowell asked if the Nehemiah Action was recorded and available for viewing. Mr. Jones answered that it was not recorded.

Luke Embree, an attendee of the Nehemiah Action, provided public comment. Mr. Embree attended the Nehemiah Action and was very impressed with the over 1,000 citizens who gathered together to discuss the issues affecting Lexington citizens. He stated he was impressed with the effort BUILD has put forth into researching these topics. Mr. Embree is a small business owner and stated that microtransit would help business owners because employees rely on public transit. He encouraged Lextran to review the information BUILD has put together.

Ulysses Davis provided public comment. Mr. Davis said there is a problem with the homeless and poor when dealing with the Lextran center. He alleged supervising staff are creating adverse policies that don't exist and interfering with travel plans. He believes their statements are in violation of the 1964 Civil Rights Act. Mr. Davis stated that homeless and poor are a class of people. He stated Lextran staff are telling them rules and regulations that have not been posted. He wants Lextran to deal with the Supervisor's behavior. Mr. Davis stated no one can tell them what buses to get on or where. He alleged Lextran is in violation of Title 42, Title 11 and the 1874 Civil Rights Act.

## **III. APPROVAL OF MINUTES**

Mr. Dowell called for a motion to approve the minutes from the March 22, 2023 meeting of the Lextran Board of Directors. Judge Thurston made a motion to approve the minutes and Ms. Rodgers seconded. The motion passed unanimously.

#### IV. CHAIR'S REPORT

There was no chair's report.

#### V. LEXTRAN PERFORMANCE REPORT & FINANCIALS

Fred Combs presented the Monthly Performance Report for March 2023, which can be found on pages 12-16 of the April 2023 board packet.

##### HIGHLIGHTS FOR MARCH:

- Lextran held its annual Safety Awards banquet and recognized 86 operations and maintenance employees.
- Jill Barnett, General Manager, and Emily Elliott, Community Relations Manager, attended the APTA Legislative Conference in Washington D.C.
- Lextran celebrated Employee Appreciation Month in March with snacks, coffee, hot dogs, donuts, and ice cream.
- A group of Lextran staff attended the Transportation Policy Committee Orientation on March 21<sup>st</sup>.

Two commendations were shared from customers. Fixed-route ridership increased by 22 percent in March 2023 compared to March 2022 (about 600,000 trips over this time last year), and FY23YTD ridership is up by 28 percent compared to FY22YTD. Paratransit ridership was approximately 20 percent lower in March 2023 compared to March 2022 and 13 percent higher compared to the previous month. Trips per mile and hour remain higher in FY23YTD than FY22YTD on both services. Fixed-route service essentially maintained a net zero change over the average March ridership (-0.38 percent).

The number of preventable accidents on fixed-route decreased from February to March. There was an increased number of preventable accidents for paratransit in March. Lextran operated 8,751 miles between road calls in March. Maintenance completed 62 of the 62 preventative maintenance inspections on time.

##### FINANCIAL REPORT

Ms. Nikki Falconbury presented the March 2023 Finance Report, found on pages 17-18 of the April 2023 board packet.

Ms. Falconbury reported operating cash for March was strong. The property tax revenue has exceeded the total annual budget. Passenger revenue has also exceeded the budgeted amount. Advertising revenue is above the \$260,000 budgeted at this time, the final amount will be determined at the end of June. Professional services are under budget. Material and supplies are over budget, this item contains bus parts. Diesel fuel was on average \$2.86 for the month of March, which is lower than the YTD average cost of \$3.56. CNG diesel gallon equivalent is \$2.00.

**VI. ACTION ITEMS****A. Resolution 2023-05 – Resolution to Award a Contract for Operator Uniforms and Maintenance Gear**

Ms. Barnett presented Resolution 2023-05, requesting authority to enter into a contract for operator uniforms and maintenance rain gear, winter gear, and safety boots.

RFP 2023-01 was issued on January 18, 2023, with proposals received on March 17, 2023. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A responsive proposal was received from three (3) qualified proposers: National Workwear, Cintas, and Galls LLC.

National Workwear received the highest-ranking evaluation and is recommended for the contract award for operator uniforms and maintenance rain gear, winter gear, and safety boots. The term of the contract awarded will be for five (5) years.

The source of funds for this contract is Local Mass Transit Funds.

Judge Thurston made a motion to approve Resolution 2023-05, seconded by Ms. Borges-Gonzalez. The motion passed unanimously.

**B. Resolution 2023-06 – Resolution to Approve the Lextran Fiscal Year 2024 Operating Budget**

Ms. Barnett presented Resolution 2023-06, requesting the Board's approval of Lextran's Fiscal Year 2024 Operating Budget.

The Budget was presented to the Lextran Finance Committee in detail on April 14, 2023, and presented to the Lextran Board of Directors at the work session on April 19, 2023. The total Operating Budget includes expenses of \$33,963,592 and the capital plan for FY2024 totals \$21,417,405.

The budget includes expected revenues from federal sources, including American Rescue Plan Act (ARPA) funds as well as Section 5307 formula funds for capital maintenance and paratransit expenses. The 5307 formula funds represent a transfer of 28% of the total capital budget to the operating budget.

Mr. Ward, the Chairman of the Finance Committee, offered additional details discussed by the Finance committee and long term cash flow projections.

Mr. Ward made a motion to approve Resolution 2023-06, seconded by Ms. Borges-Gonzalez. The motion passed unanimously.

**VII. CHANGE ORDER REPORT**

Ms. Barnett shared a change order for the Board's information, with no action required. The change orders with McBrayer, PLLC, authorizes subcontracted legal representation for an impending arbitration. Ms. Barnett clarified that the arbitrator is a neutral party appointed through FMCS, and this change order is for Lextran's legal representation during the arbitration.

**VIII. OLD BUSINESS.**

There was no old business.

**IX. NEW BUSINESS**

There was no new business.

**X. PROPOSED AGENDA ITEMS**

- A. Resolution – IT Services
- B. Resolution – Electrician Services
- C. Procurement Policy Update
- D. Presentation – RAMP Program Update

Mr. Dowell asked about the nature of the IT services contract out. The upcoming contract includes an IT security audit and evaluation and would provide a firm for on-call services if needed. Mr. Combs also added this would also ensure we have proper Tier 3 and Tier 4 interface support and knowledge base.

**XI. CLOSED SESSION**

Judge Thurston made a motion to enter into closed session pursuant to KRS 61.810(1)(c) to discuss pending litigation. Mr. Ward seconded the motion. The motion passed unanimously. The board entered closed session at 10:40 a.m.

The board returned to open session at 11:22 a.m. and reported no official action was taken within the closed session.

**XII. ADJOURNMENT**

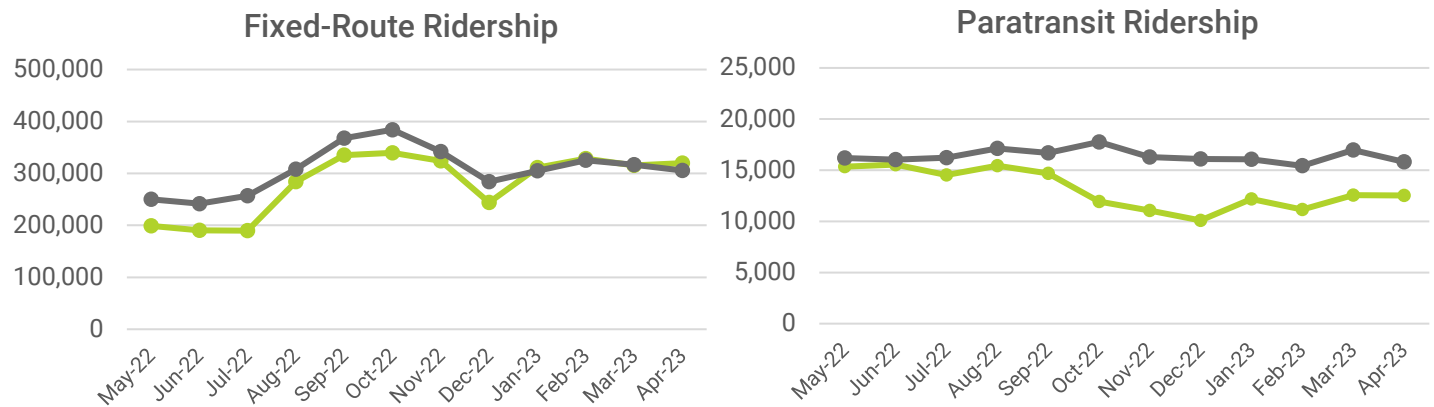
Mr. Dowell declared the meeting adjourned. The meeting adjourned at 11:22 a.m.

## LEXTRAN MONTHLY PERFORMANCE REPORT – APRIL 2023

We serve people and our community with mobility solutions.

Lextran held a Finance Committee meeting on April 14<sup>th</sup>. In addition, Lextran held its annual Board of Directors Work Session to discuss the budget for the upcoming fiscal year on April 19<sup>th</sup>. Lextran provided special service to the Keeneland Spring Meet from April 7<sup>th</sup> – April 28<sup>th</sup>. A group of Lextran employees attended the Lexington Safety Action Plan meeting on April 28<sup>th</sup>. Lextran attended several job fairs in April, including the Expungement Clinic and Job Fair and the BCTC Career Fair.

### DEMONSTRATE VALUE TO THE COMMUNITY



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY23 YTD	FY22 YTD	This Month	FY23 YTD	FY22 YTD
<b>System Production</b>						
Total Ridership	319,752	2,991,865	2,335,897	12,516	126,192	143,517
Weekday Ridership	274,796	2,598,056	2,028,163	10,025	102,738	120,776
Saturday Ridership	25,177	224,138	174,630	1,310	11,378	12,399
Sunday Ridership	19,779	157,547	123,030	1,181	9,483	9,497
Total Revenue Miles	156,781	1,573,445	1,503,588	66,443	755,018	999,621
Total Revenue Hours	16,862	165,940	165,336	5,576	59,744	76,823
Trips per Mile	2.04	1.90	1.55	0.19	0.17	0.14
Trips per Hour	18.96	18.03	14.13	2.24	2.11	1.87

- Fixed-route ridership increased by 26 percent in April 2023 compared to April 2022, and FY23YTD ridership is up by 28 percent compared to FY22YTD.
- Fixed-route service exceeded the average April ridership by about five percent, the largest such change since March 2020.
- Paratransit ridership was about 17 percent lower in April 2023 compared to April 2022 and essentially the same compared to the previous month this year.
- Trips per mile and hour remain higher in FY23YTD than FY22YTD for fixed and paratransit.



## LEXTRAN IN THE MEDIA

- April 7 – Join Transportation Services for UK Bike Week  
<http://uknow.uky.edu/campus-news/join-transportation-services-uk-bike-week>
- April 23 – Victor Natour - Lextran  
<https://www.wkyt.com/video/2023/04/23/victor-natour-lextran/>
- April 25 – Nehemiah Action calls officials to find solutions to Lexington issues  
<https://fox56news.com/news/local/nehemiah-action-calls-officials-to-find-solutions-to-lexington-issues/>
- April 28 – Mt. Tabor to be closed at Patchen Drive  
<https://www.lexingtonky.gov/news/04-28-2023/mt-tabor-be-closed-patchen-drive>

## COMMUNITY INVOLVEMENT AND OTHER MEETINGS

- April 3 – Spring Break Info Session – Kentucky Refugee Ministries
- April 5 – Meeting Industry Needs: Stakeholder Engagement Webinars on FTA’s Workforce Development Strategic Plans
- April 5 – Community Travel Training
- April 6 – Transportation and Logistics Job Fair – Lexington Public Library
- April 7 – Onboard ‘How to Ride’ – Senior Services Commission
- April 10 – Winburn Community Partners Meeting
- April 11 – Bluegrass Society for Human Resource Management (SHRM) Chapter Meeting
- April 11 – UK Bike Week Spring Campus Outreach – UK Transportation
- April 12 – Cardinal Valley Community Partners Meeting
- April 12 – Transportation Technical Coordination Committee
- April 13 – School Resource Fair – Winburn Middle School
- April 13 – West End Community Partners Meeting
- April 14 – Providence Montessori Community Interviews
- April 17 – Meeting with BUILD
- April 18 – Career Fair – BCTC
- April 20 – LFUCG Corridors Commission Meeting
- April 20 – Community Travel Training
- April 20 – Drug Free Lex Meeting
- April 22 – Peace Walk – Fayette Co Sheriff’s Office
- April 24 – Downtown Lexington Partnership Awards Luncheon
- April 25 & 26 – Community Travel Training
- April 26 – Commission for People with Disabilities Meeting
- April 26 – LAMPO Transportation Policy Committee Meeting
- April 27 – Travel Training and Trip Planning Info Session – HealthFirst Bluegrass Community Health Workers
- April 28 – Lexington Safety Action Plan Meeting

- April 28 – Community Travel Training
- April 28 – Expungement and Resource Fair – Goodwill
- April 29 – Spring Festival – Kentucky Refugee Ministries

**DELIVER A HIGH-QUALITY PRODUCT**

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY23 YTD	FY22 YTD	This Month	FY23 YTD	FY22 YTD
<b>Service Quality</b>						
On-Time Performance	88.60%	89.05%	89.82%	60.25%	59.25%	78.58%
Farebox Recovery	5.55%	6.00%	4.62%	N/A	N/A	N/A
Operating Expenses	\$1,625,962	\$16,127,675	\$17,255,335	\$626,673	\$5,541,311	\$3,578,304
Per Mile	\$3.55	\$3.75	\$3.58	N/A	N/A	N/A
Per Hour	\$63.42	\$61.87	\$71.76	N/A	N/A	N/A
<b>Customer Service</b>						
Customer Feedback Totals per 100k Trips	14.39	14.97	23.76	95.88	267.05	181.16
Commendations	1.25	1.47	2.35	0.00	3.17	10.45
Discourtesy	4.69	3.68	5.74	7.99	25.36	66.89
Late or Early	0.63	1.47	2.10	31.96	106.98	33.45
Safety	4.07	2.54	2.87	23.97	38.04	66.89
Passed Boarding	2.50	2.81	5.95	15.98	29.32	0.00
Information and Service Requests	0.00	1.07	1.80	0.00	0.00	0.00
Other	1.25	1.94	2.95	15.98	64.19	3.48
Call Length	1:07	1:13	1:11	1:38	1:35	1:19
Time to Abandon	1:12	1:51	1:01	3:20	2:25	0:52

- Fixed-route on-time performance declined slightly from the previous month (was 89.20 percent) and from March 2022 (was 89.40 percent).
- Paratransit on-time performance dipped by about half a percent in April compared to the previous month (was (60.78 percent).
- On fixed-route, the total number of Passed Boarding complaints decreased however the total number of Discourtesy, Late/Early, and Safety complaints increased from the previous month.
- The total number of received paratransit complaints was its lowest in several years with only eleven. Safety and Late/Early complaints held the majority for April.

**MANAGE AND SUSTAIN RESOURCES**

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
	This Month	FY23 YTD	FY22 YTD	This Month	FY23 YTD	FY22 YTD
<b>Safety</b>						
Preventable Accidents per 100,000 miles	0.61	1.58	1.97	6.35	2.53	1.31
Injury Frequency Rate	6.20	10.11*	7.54	N/A	N/A	N/A
Days with No Preventable Accidents	29	278	268	25	281	289
Days of Lost Time	48	497*	484	N/A	N/A	N/A
Workers Compensation Claims	1	16*	12	N/A	N/A	N/A

\*A correction made to March 2023's Safety KPIs indicates zero Workers Compensation Claims in March, ultimately reducing Days of Lost Time by two and the IFR to zero.

- From March to April, the number of preventable accidents remained the same for both fixed-route (one) and paratransit (five) services.
- The injury frequency rate decreased by one half of a point when compared to April 2022.
- Days of lost time on fixed-route decreased by 48 percent between March and April, and yielded the fewest number of days of lost time since November 2022.

Performance Indicator	Fixed Route System		
	This Month	FY23 YTD	FY22 YTD
<b>Maintenance</b>			
Miles between Road Calls	8,710	9,366	8,360
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	99%

- In April, the maintenance department reported 8,710 miles between road calls, a one-half percent dip from the previous month but a 14 percent improvement from April 2022.
- Maintenance completed 100 percent (54 of 54) of scheduled preventive maintenance inspections in April.

Performance Indicator	Fixed Route System	
	This Month	FY23 YTD
<b>Training Activities</b>		
Electric Bus Training	7	18
Smith System Training	6	30
Dispatch & Maintenance Orientation	6	20
Customer Service Orientation	6	17
Return to Work Training	3	9
Incident Remedial	2	21
Workman's Injury Remedial	2	3
Accident Remedial	1	25

Hiring and Recruiting	This Month	Interviews	New Hires
Open Positions	27	19	11
Operations	15	13	8
Maintenance	7	5	1
Administration	5	1	2

Procurements	
Customer Service Training	Upcoming RFI
Transit Advertising	Upcoming
Electrician Services	Open
General IT Services	Open
Hybrid Battery Replacement	Open

**FINANCIALS**
**BALANCE SHEET**

as of April 30, 2023

	CURRENT YEAR-TO- DATE	LAST YEAR-TO- DATE
<b>ASSETS</b>		
Current assets		
Operating Cash	\$29,616,465	\$26,885,223
Accounts receivable	\$4,082,563	\$1,750,060
Inventory	\$900,125	\$811,738
Work in process	\$3,570,819	\$3,325,643
Prepaid	\$268,539	\$249,000
Total Current Assets	<u>\$38,438,510</u>	<u>\$33,021,664</u>
Long term note - Lextran Foundation Inc.	\$0	\$8,355,000
Long term asset - Pension	\$1,962,500	\$1,757,884
Total Long Term Assets	<u>\$1,962,500</u>	<u>\$10,112,884</u>
Net capital and related assets	\$35,308,534	\$22,564,343
<b>TOTAL ASSETS</b>	<u><u>\$75,709,544</u></u>	<u><u>\$65,698,890</u></u>
<b>LIABILITIES</b>		
Current liabilities		
Accounts payable	\$781,514	\$471,633
Payroll liabilities	\$562,182	\$625,918
Total Current Liabilities	<u>\$1,343,696</u>	<u>\$1,097,551</u>
Long term liability - Pension	\$464,607	\$1,301,871
Total Long Term Liabilities	<u>\$464,607</u>	<u>\$1,301,871</u>
<b>NET POSITION</b>	\$73,901,241	\$63,299,469
<b>TOTAL LIABILITIES AND NET POSITION</b>	<u><u>\$75,709,544</u></u>	<u><u>\$65,698,890</u></u>

## STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

April 2023

	FY2023 ACTUAL	FY2023 BUDGET	FY2023 VARIANCE	FY 2022 ACTUAL
<b>REVENUES</b>				
Property taxes	\$21,955,580	\$20,530,552	\$1,425,028	\$20,271,063
Passenger revenue	\$967,387	\$824,931	\$142,456	\$796,377
Federal funds	\$10,710,681	\$13,947,314	(\$3,236,633)	\$8,627,156
State funds	\$260,000	\$260,000	\$0	\$260,000
Advertising revenue	\$3,076,895	\$2,075,622	\$1,001,273	\$2,140,452
Other revenue	\$4,520,394	\$0	\$4,520,394	\$0
<b>TOTAL REVENUES</b>	<b>\$41,490,937</b>	<b>\$37,638,419</b>	<b>\$3,852,518</b>	<b>\$32,095,049</b>
<b>EXPENSES</b>				
Wages	\$9,153,628	\$9,511,422	(\$357,794)	\$9,022,146
Fringe benefits	\$4,727,898	\$5,238,954	(\$511,056)	\$4,686,576
Professional services	\$1,004,669	\$1,529,969	(\$525,300)	\$887,942
Materials and supplies	\$1,235,106	\$1,124,583	\$110,522	\$1,032,445
Fuel-Diesel	\$1,080,312	\$1,213,570	(\$133,258)	\$818,310
Fuel-Other	\$538,361	\$354,333	\$184,028	\$358,488
Utilities - Facilities	\$333,905	\$321,610	\$12,295	\$321,803
Utilities - Electric Bus	\$7,385	\$71,667	(\$64,282)	\$24,565
Insurance	\$715,001	\$709,305	\$5,696	\$703,705
Fuel taxes	\$157,043	\$166,667	(\$9,624)	\$156,751
Paratransit Expenses	\$6,462,525	\$4,333,333	\$2,129,192	\$4,040,329
Vanpool Expenses	\$34,332	\$16,667	\$17,666	\$18,663
Dues and subscriptions	\$13,361	\$12,000	\$1,361	\$39,422
Travel, training and meetings	\$97,381	\$153,021	(\$55,640)	\$54,004
Media advertising	\$67,464	\$194,166	(\$126,702)	\$78,273
Miscellaneous	\$52,988	\$56,583	(\$3,596)	\$43,237
Leases and rentals	\$2,184	\$0	\$2,184	\$174,284
Depreciation	\$2,725,145	\$2,725,145	\$0	\$2,524,829
<b>TOTAL EXPENSES</b>	<b>\$28,408,688</b>	<b>\$27,732,995</b>	<b>\$675,693</b>	<b>\$24,985,769</b>
<b>CHANGE IN NET POSITION</b>	<b>\$13,082,249</b>	<b>\$9,905,424</b>	<b>\$3,176,825</b>	<b>\$7,109,280</b>
Monthly Average Diesel Cost:	\$2.80			
YTD Average Diesel Cost:	\$3.48			
CNG Diesel Gallon Equivalent:	\$1.65			

## MEMORANDUM

May 24, 2023

**TO:** Lextran Board of Directors

**FROM:** Jill Barnett, General Manager

**SUBJECT:** Resolution to Award a Contract for General IT Services

Resolution 2023-07, attached, attached, requests authorization to award a contract for General IT Services.

RFP 2022-16 was issued on December 19, 2022, with proposals received on February 22, 2023. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A proposal was received from eight firms, and seven qualified proposals were deemed responsive:

- Next Century Technologies
- Praxtion LLC
- MGT of America Consulting, LLC
- Lane & Hicks Computer Consulting
- IBI Group Professional Service (USA) Inc.
- Dean Dorton
- Advizex

Next Century Technologies received the highest-ranking evaluation score and is recommended for the contract award for General IT Services. Next Century Technologies is a Women's Business Enterprise (WBE) certified by the Commonwealth of Kentucky.

Pricing for this contract is based on task order requests as well as an hourly rate schedule for general on-call support. The rate schedule for general technology support during business hours (Monday-Friday, 8AM-5PM) is \$139/hour, and the overtime, weekend and holiday rate is \$208/hour. Any task order requests exceeding \$50,000 would require approval by the Board of Directors.

The term of the contract awarded will be for three years with two options for one additional year, for a maximum of five contract years.

The source of funds for this contract includes:

- Federal 5307 Formula Funds
- Kentucky State Funds

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

**RESOLUTION 2023-07****TRANSIT AUTHORITY OF LEXINGTON-FAYETTE  
URBAN COUNTY GOVERNMENT****May 24, 2023**

**WHEREAS**, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 2022-16 for General IT Services; and

**WHEREAS**, RFP 2022-16 resulted in a responsive proposal from seven qualified proposers; and

**WHEREAS**, the proposal from Next Century Technologies received the highest-ranking evaluation score;

**NOW, THEREFORE BE IT RESOLVED**, that the Lextran Board of Directors hereby authorizes and directs the General Manager to execute a contract with Next Century Technologies for General IT Services according to the terms as set forth in RFP 2022-16 and the proposal submitted by Next Century Technologies. The term of the contract awarded will be for three (3) years with two (2) options for one (1) additional year, for a maximum of five (5) contract years.

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**MOTION**

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**SECOND**

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**CHAIRPERSON**

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**DATE**



**MEMORANDUM****May 24, 2023****TO: Lextran Board of Directors****FROM: Jill Barnett, General Manager****SUBJECT: Resolution to Adopt Fiscal Year 2024 Meeting Schedule of the Board of Directors**

Resolution 2023-08, attached, requests adoption of the Fiscal Year 2024 Meeting Schedule of the Lextran Board of Directors.

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

**RESOLUTION 2023-08  
 TRANSIT AUTHORITY OF LEXINGTON-FAYETTE  
 URBAN COUNTY GOVERNMENT**

**May 24, 2023**

**BE IT RESOLVED**, that the Board of Directors of the Transit Authority of Lexington-Fayette Urban County Government hereby adopts the following schedule of meetings for fiscal year 2024, which runs from July 1, 2023 until June 30, 2024. Meetings will be held at 200 W. Loudon Avenue, beginning at 10 a.m., on the following dates:

July 26, 2023	Regular Public Meeting
August 23, 2023	Regular Public Meeting
September 27, 2023	Regular Public Meeting
October 18, 2023	Work Session (as needed)
October 25, 2023	Regular Public Meeting
November 15, 2023	Regular Public Meeting
December 20, 2023	Regular Public Meeting
January 24, 2024	Regular Public Meeting
February 28, 2024	Regular Public Meeting
March 27, 2024	Regular Public Meeting
April 17, 2024	Work Session (as needed)
April 24, 2024	Regular Public Meeting
May 22, 2024	Regular Public Meeting
June 26, 2024	Regular Public Meeting

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**MOTION**

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**SECOND**

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**CHAIRPERSON**

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**DATE**