

# **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:  
**July 24, 2024, 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 July 2024 Board of Directors meeting will be held in person.

The livestream is available on Youtube at:

<http://bit.ly/lextranmeeting>

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**LEXTRAN BOARD OF DIRECTORS MEETING**

July 24, 2024

10:00 a.m.

**MEETING AGENDA**

|       |  |               |
|-------|--|---------------|
| I.    | Call to Order & Roll Call  | 10:00         |
| II.   | Public Comment on Agenda Items   | 10:00 – 10:05 |
| III.  | Approval of Minutes – June 2024  | 10:05 – 10:10 |
| IV.   | Chair’s Report (Dowell)  | 10:10 – 10:15 |
| V.    | Lextran Monthly Performance Report & Financials – June                 | 10:15 – 10:30 |
| VI.   | Action Items   | 10:30 – 10:35 |
|       | A. Report from Nominating Committee – Election of Chair and Vice Chair |               |
|       | B. Resolution 2024-20 Electric Motors                                  |               |
| VII.  | Change Order Report  | 10:35         |
| VIII. | Old Business   | 10:35         |
| IX.   | New Business   | 10:35 – 11:05 |
|       | A. Presentation – Lexington Area Metropolitan Planning Organization    |               |
| X.    | Proposed Agenda Items  | 11:05 – 11:10 |
|       | A. Resolution – Committee Appointments                                 |               |
|       | B. Resolution – Paratransit Vehicles                                   |               |
|       | C. Resolution – Fuel   |               |
| XI.   | Closed Session   | 11:10 – 11:30 |
| XII.  | Adjournment  | 11:30         |

The next business meeting of the Board of Directors is scheduled for August 28, 2024, at 10:00 a.m.

## **BOARD OF DIRECTORS MEETING**

### **BOARD MINUTES**

June 26, 2024

#### **MEMBERS PRESENT**

Jamie Rodgers, Board Vice Chair

Jessica Berry

Paul Schoninger

Judge Lindsay Hughes Thurston (virtual)

Leidy Borges-Gonzalez (virtual)

#### **ABSENT**

George Ward

Harding Dowell, Board Chair

Dr. Koffi Akakpo

#### **STAFF PRESENT**

Fred Combs, General Manager

Randolph Williams, Assistant General Manager

Chris Withrow, Director of Maintenance

Nikki Falconbury, Director of Finance and Human Resources

Emily Elliott, Director of Planning and Community Development

Alan Jones, IT Manager

Deanna Istre, Purchasing Manager

Ta'Ziyah Bakara, Capital Planner

Catherine Moran, Compliance Specialist

Jessica Pence, Executive Administrative Assistant

Gregory Butler, Planning and Community Development Manager

Tyler Maynard, Transit Analyst

Dale Stone, Operations Manager

Isaiah Barron, Operations Manager

#### **OTHERS PRESENT**

Addison Lowry, Lextran Counsel

Kuantaze Cooper, RATP Dev

Byron Robinson, RATP Dev

## **I. CALL TO ORDER**

Ms. Jamie Rodgers called the meeting to order at 10:03 a.m. and performed a roll call. Quorum was achieved.

## II. PUBLIC COMMENT

There was no public comment.

## III. APPROVAL OF MINUTES

Ms. Rodgers called for a motion to approve the minutes for the May 2024 Board of Directors Meeting. Mr. Schoninger made a motion to approve the minutes with an amendment to add Joey David to the present list and Ms. Berry seconded that motion. The motion passed.

## IV. CHAIR'S REPORT

There was no Chair's report.

## V. ACTION ITEMS

### A. Resolution 2024-19– Resolution to Award a Contract for Microsoft Office 365

Mr. Combs presented Resolution 2024-19, requesting the Board's approval to award a contract for Microsoft Office 365. RFP 2024-06 was issued April 12, 2024, with proposals received on May 17, 2024. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A responsive proposal was received from six (6) qualified proposers, Advizex Technologies LLC, Communication Square LLC, Golden Five LLC, HexaCorp LLC, Next Century Technologies LLC, and Zones LLC.

The proposal from Next Century Technologies LLC received the highest evaluation score and was recommended to provide Microsoft Office subscriptions for Lextran. The term of the contract awarded will be for five (5) years with two (2) options to extend for 1 year each, for a total of seven (7) possible contract years. The first-year cost is \$17,070 that will cover the existing level of licensing for Exchange Online Plan 1, MS365 Business Standard, MS Teams Audio, and MS Planner 1. The first year is under the spending authority threshold for the General Manager, but based on the length of the contract it was presented to the Board for approval.

The source of funding for this procurement is Federal 5307 formula funds and the local Mass Transit account. Mr. Schoninger made the first motion for approval. Judge Thurston made the second motion for approval, and the motion was passed.

## VI. LEXTRAN PERFORMANCE REPORT & FINANCIALS

Mr. Fred Combs made several announcements. Paratransit Listening Sessions have been scheduled for July 8<sup>th</sup>, July 10<sup>th</sup>, July 11<sup>th</sup>. A safety audit was conducted with Transdev that provided additional perspective on our safety efforts. The human resources team had a wonderful idea to conduct on-site interviews weekly and those have gone beyond expectation. There were 14 interviews 3 weeks ago, 19 interviews last week, and 14 interviews yesterday. We will be looking forward to one of the largest trainee classes Lextran has had.

Ms. Emily Elliott presented the Monthly Performance Report for May 2024, which can be found on pages 9-14 of the June 2024 board packet.

#### **HIGHLIGHTS FOR MAY 2024:**

- Lextran completed its Triennial Review with the Federal Transit Administration between May 1<sup>st</sup>-3<sup>rd</sup>.
- General Manager Fred Combs presented the proposed FY25 budget to the City Council on May 14<sup>th</sup>.
- Lextran held its annual Safety Awards banquet on May 19<sup>th</sup> recognizing staff for the safe practices over the last year.
- Construction on the upgraded CNG fueling station infrastructure began in May and will continue throughout the summer.
- Supervisors and managers engaged in training sessions conducted by New Horizons, Lextran's new training provider.

Ms. Elliott reviewed the May key performance indicators. There was a nine percent increase in ridership over FY23 on both fixed-route and paratransit. New vans were released to service, with one for fixed-route and four for paratransit. There were seven travel trainings completed with five separate referral sources. The Student Success partnership with Lexington Public Library began on 5/30 providing free rides for youth for the summer. Ms. Elliott expressed her congratulations to John James, George Higgins, and Miguel Vivanco for being selected as May's Top Performers.

Ms. Rodgers asked about main goals of the Student Success program. Ms. Elliott responded that the main goal of the program was to offer flexibility to youth for access to library services. It was intended to ensure youth had access to the library and give them the opportunity to get out of their houses and neighborhoods during the summer months.

#### **FINANCIAL REPORT**

Ms. Nikki Falconbury presented the May Financial Report which can be found on pages 15-16. Property taxes were received at a four percent increase over the last year. Passenger revenue continued to increase with about \$90,000 over last year. Advertising Revenue was budgeted at \$260,000 and we received about \$40,000 in the month of June.

Ms. Rodgers asked about the timing of receiving federal funds and what happens if they are not received until the next fiscal year. Ms. Falconbury responded that funds would show in the next fiscal year.

#### **VII. CHANGE ORDER REPORT**

Mr. Combs presented two change orders. First, Crowe, who provides independent auditing services requested an adjustment to their contract due to a change in auditing standards. The change order for Crowe's contract added \$1,000 per year for the next three years. The second change order was

related to the contract with Shelcon for bus stop enhancements to add additional shelter replacements and trash receptacle placements. The Shelcon change order added an additional \$25,258 totaling a new contract cost of \$246,608. Neither change order required action by the Board.

Ms. Rodgers asked for clarification on the Shelcon change order and Mr. Combs responded that the change order reflected the continuation of the RAMP program to replace shelters in the community.

## **VIII. OLD BUSINESS**

There was no old business.

## **IX. NEW BUSINESS**

There was no new business.

## **X. CLOSED SESSION**

There was no closed session.

## **XI. PROPOSED AGENDA ITEMS**

- A. Nominating Committee Report - Election of Chair and Vice Chair
- B. Presentation - Lexington Area Metropolitan Planning Organization
- C. Resolution - Electric Motors

## **XII. ADJOURNMENT**

Ms. Rodgers declared the meeting adjourned at 10:31 a.m.

## LEXTRAN MONTHLY PERFORMANCE REPORT – JUNE 2024

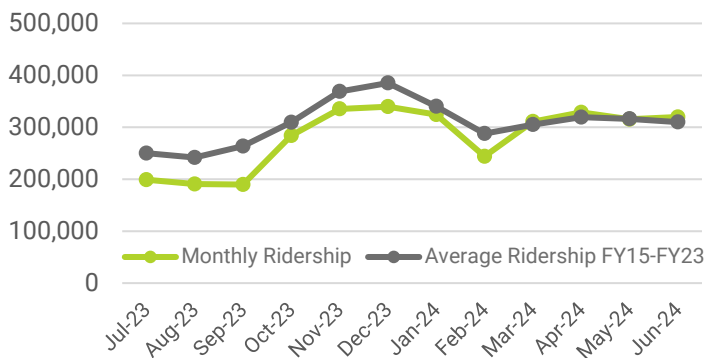
We serve people and our community with mobility solutions.

Lextran held open interviews each Tuesday in June totaling 50 of the 59 interviews conducted for the month. Avail Technologies was onsite the second week of June working with staff on discovery for the CAD/AVL implementation project. On June 18<sup>th</sup>, art contest winner, Mercedes Harn's mural was installed at the former Bottle Stop on Versailles Rd. Juneteenth was observed on June 19<sup>th</sup> with no modifications to service. Lextran participated in Lexington Emergency Management's Heat Plan multiple days in June to provide free rides for people experiencing homelessness to cool centers.

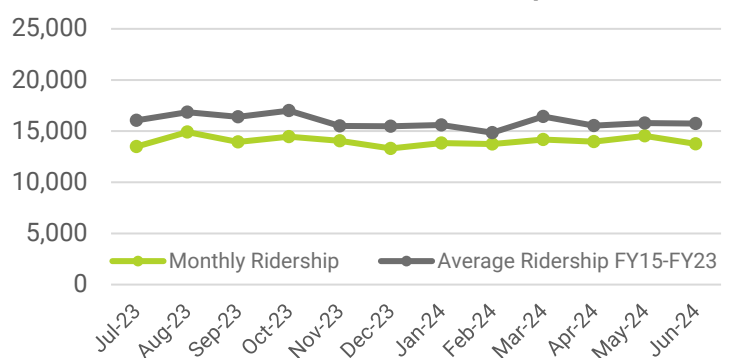
### DEMONSTRATE VALUE TO THE COMMUNITY



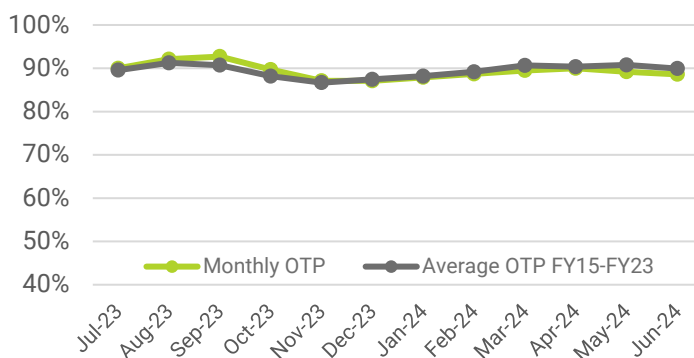
#### Fixed-Route Ridership



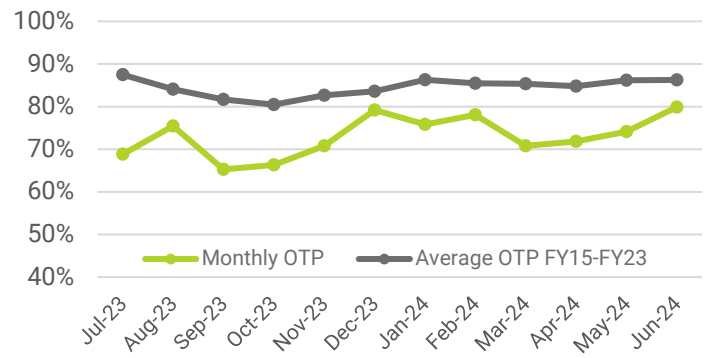
#### Paratransit Ridership



#### Fixed-Route On-Time Performance



#### Paratransit On-Time Performance



| Performance Indicator | Fixed Route System |           |           | Paratransit (Wheels) |           |         |
|-----------------------|--------------------|-----------|-----------|----------------------|-----------|---------|
| System Production     | This Month         | FY24YTD   | FY23YTD   | This Month           | FY24YTD   | FY23YTD |
| Total Ridership       | 225,679            | 3,762,622 | 3,462,146 | 13,762               | 168,184   | 155,006 |
| Weekday Ridership     | 184,658            | 3,258,983 | 3,004,125 | 10,421               | 135,984   | 124,295 |
| Saturday Ridership    | 24,256             | 282,684   | 259,856   | 1,319                | 14,873    | 13,458  |
| Sunday Ridership      | 16,765             | 203,503   | 182,815   | 964                  | 12,095    | 11,322  |
| Total Revenue Miles   | 138,318            | 1,874,878 | 1,876,327 | 86,740               | 1,019,035 | 903,972 |
| Total Revenue Hours   | 14,130             | 196,950   | 197,061   | 6,172                | 76,273    | 72,617  |
| Trips per Mile        | 1.63               | 2.01      | 1.85      | 0.16                 | 0.17      | 0.17    |
| Trips per Hour        | 15.97              | 19.10     | 17.57     | 2.23                 | 2.21      | 2.13    |

- Fixed-route and paratransit ridership had neither an increase or decrease when compared to June 2023.
- Fixed-route ridership for FY24YTD was nine percent higher than ridership for FY23YTD.
- Paratransit ridership for FY24YTD was nine percent higher than ridership for FY23YTD.
- Trips per Mile and Hour for FY24YTD continue to exceed those of FY23YTD on both systems.

## LEXTRAN IN THE MEDIA

- June 4 – The team behind transportation: Lextran’s partnership with UK is seen all around campus  
<https://kykernel.com/102985/news/the-team-behind-transportation-lextrans-partnership-with-uk-is-seen-all-around-campus/>
- June 7 – Good Question: What is the large item covered by a blue tarp on High Street in Lexington?  
<https://www.wkyt.com/2024/06/07/good-question-what-is-large-item-covered-by-blue-tarp-high-street-lexington/>
- June 17 – Lexington Emergency Management issues Phase 1 Heat Alert  
<https://www.wkyt.com/2024/06/17/lexington-emergency-management-issues-phase-1-heat-alert/>
- June 17 – Phase 1 Heat alert extended for Lexington area, cooling stations available  
<https://www.lex18.com/news/covering-kentucky/phase-1-heat-alert-issued-for-lexington-area-cooling-stations-available>
- June 17 – Emergency Management issues Phase I Heat Alert  
<https://www.lexingtonky.gov/news/06-17-2024/emergency-management-issues-phase-i-heat-alert>
- June 18 – Lexington could break a record temperature this week as heat wave continues  
<https://www.kentucky.com/news/weather-news/article289325230.html>



- June 19 - Here are 7 things to know during the ongoing extreme heat in Lexington  
<https://www.kentucky.com/news/local/counties/fayette-county/article289363590.html>
- June 28 - City of Lexington implements Phase One of Heat Plan due to heat index  
<https://www.lex18.com/news/city-of-lexington-implements-phase-one-heat-plan-due-to-heat-index>
- June 28 - Lexington Emergency Management implements Phase One Heat Plan  
<https://www.wkyt.com/2024/06/28/lexington-emergency-management-implementing-phase-one-heat-plan/>

**COMMUNITY INVOLVEMENT AND OTHER MEETINGS**

- June 3 – Community Travel Training – Self Referral
- June 4 – ‘How to Ride’ – Optimal Living
- June 5 – 7 – Training for New to Transit with Federated Transportation of the Bluegrass
- June 5 – ‘How to Ride’ – Optimal Living
- June 6 – Lexington Forum
- June 6 – ‘How to Ride’ – Optimal Living
- June 7 – Senior Services Commission Meeting
- June 7 – Cultural Orientation – Kentucky Refugee Ministries
- June 7 – Lexington Area MPO Bicycle and Pedestrian Advisory Committee Meeting
- June 7 – ‘Welcome Summer’ Career and Education Fair – Housing Authority of Georgetown
- June 10 – Winburn Community Partners Meeting
- June 10 – Community Travel Training – Self Referral
- June 11 – US 27 Project Management Meeting
- June 13 – Kentucky Refugee & Immigrant Inclusion Summit
- June 13 – Teacher’s Environmental Academy – LFUCG Environmental Quality and Public Works
- June 13 – Lexington Area MPO Meeting
- June 14 – BPAC Residents Advocates Meeting
- June 14 – Community Travel Training – HealthFirst Bluegrass
- June 14 – First Year Orientation – BCTC
- June 17 – Bike and Pedestrian Safety Panel Discussion – CivicLex
- June 18 – Versailles Rd Stop Press Conference and Art Reveal with Councilmember Reynolds
- June 20 – Veteran’s Resource United of Central/Southeastern KY Meeting
- June 20 – Public Transit Funding Discussion – TARC/TANK
- June 23 – 26 – National SHRM Conference
- June 24 – Corridors Commission Meeting
- June 26 – Kentucky Employed Job Fair
- June 26 – Winburn Public Safety Day
- June 26 – Transportation Policy Committee
- June 26 – Kentucky Women’s Summit

**DELIVER A HIGH-QUALITY PRODUCT**

| Performance Indicator                   | Fixed Route |       |              |       |              |       | Paratransit (Wheels) |        |             |        |             |        |
|---|-------------|-------|--------------|-------|--------------|-------|----------------------|--------|-------------|--------|-------------|--------|
| Service Quality                         | This Month  |       | FY24 YTD     |       | FY23 YTD     |       | This Month           |        | FY24 YTD    |        | FY23 YTD    |        |
| On-Time Performance                     | 89.50%      |       | 87.90%       |       | 89.22%       |       | 79.90%               |        | 71.60%      |        | 61.92%      |        |
| Farebox Recovery                        | 5.39%       |       | 6.02%        |       | 5.93%        |       | N/A                  |        | N/A         |        | N/A         |        |
| Operating Expenses                      | \$1,971,171 |       | \$20,913,612 |       | \$19,644,612 |       | \$656,057            |        | \$7,865,166 |        | \$6,831,895 |        |
| Per Mile                                | \$5.06      |       | \$3.72       |       | \$3.86       |       | N/A                  |        | N/A         |        | N/A         |        |
| Per Hour                                | \$89.97     |       | \$71.30      |       | \$63.30      |       | N/A                  |        | N/A         |        | N/A         |        |
| Customer Service                        | This Month  |       | FY24 YTD     |       | FY23 YTD     |       | This Month           |        | FY24 YTD    |        | FY23 YTD    |        |
|   | Count       | Rate  | Count        | Rate  | Count        | Rate  | Count                | Rate   | Count       | Rate   | Count       | Rate   |
| Customer Feedback Totals per 100k Trips | 39          | 17.28 | 531          | 14.11 | 531          | 15.34 | 47                   | 314.52 | 268         | 159.35 | 340         | 240.92 |
| Commendations                           | 6           | 2.66  | 57           | 1.34  | 55           | 1.59  | 27                   | 196.19 | 48          | 28.54  | 4           | 2.83   |
| Discourtesy                             | 13          | 25.76 | 146          | 3.59  | 132          | 3.81  | 5                    | 36.33  | 68          | 40.43  | 32          | 22.68  |
| Late or Early                           | 1           | 0.44  | 22           | 0.58  | 46           | 1.33  | 7                    | 50.86  | 53          | 31.51  | 135         | 95.66  |
| Safety                                  | 4           | 1.77  | 92           | 2.34  | 94           | 2.72  | 3                    | 21.80  | 43          | 25.57  | 49          | 34.72  |
| Passed Boarding /Missed Trips (Wheels)  | 9           | 3.99  | 115          | 2.98  | 97           | 2.80  | 2                    | 14.53  | 6           | 3.57   | 38          | 26.93  |
| Information and Service Requests        | 1           | 0.44  | 28           | 0.79  | 40           | 1.16  | 0                    | 0.00   | 16          | 9.51   | 0           | 0.00   |
| Other                                   | 5           | 2.22  | 71           | 1.70  | 71           | 1.94  | 3                    | 21.80  | 34          | 20.22  | 82          | 58.10  |
| Call Length                             | 0:59        |       | 1:03         |       | 1:12*        |       | 1:43                 |        | 1:35        |        | 1:36        |        |
| Time to Abandon                         | 0:13        |       | 0:16         |       | 1:48*        |       | 2:39                 |        | 2:56        |        | 2:48        |        |

\*FY23 YTD Data for calls remains unchanged from May. Data was not accurately reported due to the phone system transition that occurred in June 2023.

**MANAGE AND SUSTAIN RESOURCES**

| Performance Indicator                   | Fixed Route System |          |          | Paratransit (Wheels) |          |          |
|---|--------------------|----------|----------|----------------------|----------|----------|
| Safety                                  | This Month         | FY24 YTD | FY23 YTD | This Month           | FY24 YTD | FY23 YTD |
| Preventable Accidents                   | 3                  | 35       | 33       | 1                    | 16       | 27       |
| Preventable Accidents per 100,000 miles | 2.08               | 1.79     | 1.68     | 0.97                 | 1.30     | 2.57     |
| Days with No Preventable Accidents      | 27                 | 323      | 332      | 29                   | 348      | 337      |
| Workers Compensation Claims             | 2                  | 19       | 21       | N/A                  | N/A      | N/A      |
| Injury Frequency Rate                   | 9.33               | 9.52     | 11.20    | N/A                  | N/A      | N/A      |
| Days of Lost Time                       | 38                 | 309      | 688      | N/A                  | N/A      | N/A      |

- From May to June, the total number of preventable accidents decreased on fixed-route and one preventable accidents on paratransit services.
- The injury frequency rate increased to 9.33 due to two OSHA-reportable workplace injury for the month.

| Performance Indicator                                     | Fixed Route System |         |         |
|---|--------------------|---------|---------|
| Maintenance   | This Month         | FY24YTD | FY23YTD |
| Miles between Road Calls                                  | 10,640             | 12,175  | 9,772   |
| Percent of Preventive Maintenance Inspections on Schedule | 100%               | 99.9%   | 100%    |

- In June, the maintenance department reported 10,640 miles between road calls.
- Maintenance completed 100 percent (58 of 58) of preventive maintenance inspections on schedule in April.

| Performance Indicator                                     | Fixed Route System |         |
|---|--------------------|---------|
| Training Activities                                       | This Month         | FY24YTD |
| New Horizons Customer Service Training Part 1             | 50                 | 50      |
| Electric Bus Training                                     | 11                 | 25      |
| Customer Service Orientation                              | 10                 | 27      |
| Maintenance Orientation                                   | 10                 | 16      |
| Operator Orientation                                      | 10                 | 32      |
| New Horizons Customer Service Manager/Supervisor Training | 4                  | 27      |
| Accident Remedial   | 2                  | 21      |
| Return to Work  | 2                  | 11      |

| Hiring and Recruiting | This Month | Interviews | New Hires |
|-----------------------|------------|------------|-----------|
| Open Positions        | 30         | 59         | 10        |
| Operations            | 20         | 41         | 7         |
| Maintenance           | 8          | 17         | 3         |
| Administration        | 2          | 1          | 0         |

| Procurements              |                   |
|---------------------------|-------------------|
| Electric Motors           | July Resolution   |
| Fuel                      | August Resolution |
| Bus Cameras               | Open              |
| A&E Services              | Upcoming          |
| Janitorial Supplies       | Upcoming          |
| Office Supplies           | Upcoming          |
| Transit Center Renovation | Upcoming          |

**FINANCIALS**
**STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION**

June 2024

**UNAUDITED**

|                       | FY2024<br>ACTUAL    | FY2024<br>BUDGET    | FY2024<br>VARIANCE   | FY 2023<br>ACTUAL   |
|-----------------------|---------------------|---------------------|----------------------|---------------------|
| <b>REVENUES</b>       |                     |                     |                      |                     |
| Property taxes        | \$23,867,207        | \$22,418,240        | \$1,448,967          | \$22,738,002        |
| Passenger revenue     | \$1,259,439         | \$1,207,223         | \$52,216             | \$1,165,813         |
| Federal funds         | \$786,356           | \$8,761,413         | (\$7,975,057)        | \$23,760,809        |
| State funds           | \$0                 | \$1,216,025         | (\$1,216,025)        | \$1,559,509         |
| Advertising revenue   | \$301,359           | \$260,000           | \$41,359             | \$355,271           |
| Other revenue         | \$2,706,436         | \$2,677,604         | \$28,832             | \$7,630,798         |
| <b>TOTAL REVENUES</b> | <b>\$28,920,797</b> | <b>\$36,540,505</b> | <b>(\$7,619,708)</b> | <b>\$57,210,201</b> |

**EXPENSES**

|                               |                     |                     |                      |                     |
|-------------------------------|---------------------|---------------------|----------------------|---------------------|
| Wages                         | \$11,302,548        | \$11,590,429        | (\$287,881)          | \$10,985,467        |
| Fringe benefits               | \$5,636,835         | \$6,418,880         | (\$782,045)          | \$5,534,684         |
| Professional services         | \$1,512,707         | \$1,979,735         | (\$467,028)          | \$1,847,689         |
| Materials and supplies        | \$1,585,885         | \$1,428,500         | \$157,385            | \$1,749,284         |
| Fuel-Diesel                   | \$793,476           | \$1,488,500         | (\$695,024)          | \$1,221,174         |
| Fuel-Other                    | \$530,065           | \$785,150           | (\$255,085)          | \$625,596           |
| Utilities - Facilities        | \$377,498           | \$416,500           | (\$39,002)           | \$403,393           |
| Utilities - Electric Bus      | \$81                | \$86,000            | (\$85,919)           | \$7,501             |
| Insurance                     | \$1,023,733         | \$870,515           | \$153,218            | \$896,677           |
| Fuel taxes                    | \$216,846           | \$200,000           | \$16,846             | \$197,625           |
| Paratransit Expenses          | \$8,155,910         | \$8,080,000         | \$75,910             | \$7,836,104         |
| Vanpool Expenses              | \$16,423            | \$72,000            | (\$55,577)           | \$42,732            |
| Dues and subscriptions        | \$59,415            | \$40,000            | \$19,415             | \$14,179            |
| Travel, training and meetings | \$155,002           | \$199,799           | (\$44,797)           | \$145,310           |
| Media advertising             | \$195,641           | \$230,000           | (\$34,359)           | \$96,582            |
| Miscellaneous                 | \$63,779            | \$75,400            | (\$11,621)           | \$58,027            |
| Leases and rentals            | \$2,184             | \$2,184             | \$0                  | \$2,184             |
| Depreciation                  | \$3,964,481         | \$3,964,481         | \$0                  | \$3,308,349         |
| <b>TOTAL EXPENSES</b>         | <b>\$35,592,510</b> | <b>\$37,928,073</b> | <b>(\$2,335,562)</b> | <b>\$34,972,557</b> |

|                               |                      |                      |                      |                     |
|-------------------------------|----------------------|----------------------|----------------------|---------------------|
| <b>CHANGE IN NET POSITION</b> | <b>(\$6,671,714)</b> | <b>(\$1,387,568)</b> | <b>(\$5,284,146)</b> | <b>\$22,237,644</b> |
|-------------------------------|----------------------|----------------------|----------------------|---------------------|

Monthly Average Diesel Cost: \$2.53

YTD Average Diesel Cost: \$2.80

CNG Diesel Gallon Equivalent: \$1.08

## BALANCE SHEET

as of June 30, 2024

**UNAUDITED**

|   | CURRENT<br>YEAR-TO-DATE    | LAST<br>YEAR-TO-DATE       |
|---|----------------------------|----------------------------|
| <b>ASSETS</b>                             |                            |                            |
| Current assets                            |                            |                            |
| Operating Cash                            | \$31,738,878               | \$38,270,317               |
| Accounts receivable*                      | (\$600,399)                | \$6,484,088                |
| Inventory                                 | \$870,564                  | \$834,812                  |
| Work in process                           | \$11,284,520               | \$0                        |
| Prepaid                                   | \$27,460                   | \$27,460                   |
| Total Current Assets                      | <u>\$43,321,023</u>        | <u>\$45,616,677</u>        |
| Long term asset - Pension                 | <u>\$2,472,657</u>         | <u>\$2,472,657</u>         |
| Total Long Term Assets                    | <u>\$2,472,657</u>         | <u>\$2,472,657</u>         |
| Net capital and related assets            | \$33,500,305               | \$37,464,786               |
| <b>TOTAL ASSETS</b>                       | <u><u>\$79,293,985</u></u> | <u><u>\$85,554,120</u></u> |
| <b>LIABILITIES</b>                        |                            |                            |
| Current liabilities                       |                            |                            |
| Accounts payable                          | \$433,282                  | \$365,281                  |
| Payroll liabilities                       | \$935,461                  | \$878,826                  |
| Total Current Liabilities                 | <u>\$1,368,742</u>         | <u>\$1,244,106</u>         |
| Long term liability - Pension             | <u>\$747,248</u>           | <u>\$747,248</u>           |
| Total Long Term Liabilities               | <u>\$747,248</u>           | <u>\$747,248</u>           |
| <b>NET POSITION</b>                       | \$77,177,995               | \$83,562,766               |
| <b>TOTAL LIABILITIES AND NET POSITION</b> | <u><u>\$79,293,985</u></u> | <u><u>\$85,554,120</u></u> |
| *6/30/24 adjusting entries to be made     |                            |                            |

**MEMORANDUM**

July 24, 2024

**TO: Lextran Board of Directors****FROM: Fred Combs, General Manager****SUBJECT: Resolution to Award a Contract for Electric Motors for Transit Buses**

Attached is a resolution requesting authority to award a contract for the provision of electric motors for transit buses.

RFP 2024-08 was issued May 17, 2024, with proposals received on July 02, 2024. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. A responsive proposal was received from three (3) qualified proposers:

- Kirks Automotive
- Muncie Transit Supply
- The Aftermarket Parts Company

The proposal from Kirks Automotive received the highest evaluation score and is recommended to provide Electric Motors for Transit Buses for Lextran. The term of the contract awarded will be for two (2) years with two (2) options to extend for 1 year each, for a total of four (4) possible contract years.

Pricing will be as follows:

| Kirk's Part Number | Description                     | Unit Price | Core Price     | Warranty                               |
|--------------------|---------------------------------|------------|----------------|--|
| KRK10479228        | Remanufactured Starter          | \$305.00   | \$25.00        | One Year from the Date of Installation |
| KHPKST4205         | New Starter                     | \$305.00   | Not Applicable | One Year from the Date of Installation |
| KRK10459123        | Remanufactured Alternator       | \$675.00   | \$500.00       | One Year from the Date of Installation |
| KHPK300HIPRO       | New Alternator                  | \$995.00   | Not Applicable | One Year from the Date of Installation |
| KRKC703            | Remanufactured Alternator       | \$1,220.00 | \$500.00       | One Year from the Date of Installation |
| C703               | New Alternator                  | \$2,315.49 | Not Applicable | One Year from the Date of Installation |
| KRKC706            | Remanufactured Alternator       | \$1,175.00 | \$200.00       | One Year from the Date of Installation |
| C706               | New Alternator                  | \$2,160.33 | Not Applicable | One Year from the Date of Installation |
| KRKC803D           | Remanufactured Alternator       | \$1,450.00 | \$500.00       | One Year from the Date of Installation |
| C803D              | New Alternator                  | \$3,338.70 | Not Applicable | One Year from the Date of Installation |
| 104-323            | Remanufactured Evaporator Motor | \$525.00   | \$250.00       | One Year from the Date of Installation |
| 104-476            | Remanufactured Condenser Motor  | \$475.00   | \$100.00       | One Year from the Date of Installation |
| 104-740            | Remanufactured Condenser Motor  | \$585.00   | \$250.00       | One Year from the Date of Installation |
| 104-792            | Remanufactured Evaporator Motor | \$995.00   | \$500.00       | One Year from the Date of Purchase     |
| 1040792            | New Evaporator Motor            | \$3,900.00 | Not Applicable | One Year from the Date of Purchase     |

The source of funding for this procurement is (federal) Section 5307 Formula-Preventive Maintenance.

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



**RESOLUTION 2024-20****TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****JULY 24, 2024**

**WHEREAS**, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 2024-08 for Electric Motors for Transit Buses; and

**WHEREAS**, RFP 2024-08 resulted in proposals from three (3) qualified proposers; and

**WHEREAS**, the proposal from Kirks Automotive was determined to be responsive and responsible;

**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 Kirks Automotive to provide Electric Motors for Transit Buses per the terms as set forth in RFP 2024-08 and the proposal submitted by Kirks Automotive, which are incorporated herein by reference. The term of the contract awarded will be for Two (2) years with two (2) options to extend for 1 year each, for a total of four (4) possible contract years.

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**MOTION**

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**SECOND**

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**CHAIRPERSON**

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**DATE**

## CHANGE ORDER REPORT - JULY 2024

| Contractor                             | Type of Service      | Original Term/Cost   |               | Change   |                    | Reason for Change  | Prior Change Orders |
|--|----------------------|--|---------------|--|--------------------|--|---------------------|
| Cummins                                | Rebuilt Engines      | Part   | Current Price | New Price  | Percent Difference | The contract for Rebuilt Engines allows for price escalation for the parts offered, if needed, not-to-exceed 15% of the parts' base cost. Such price changes may only be approved if adequate evidence of market increase is provided by the contractor, and can be verified by Lextran personnel via Independent Cost Estimate and/or Price Analysis.   | None                |
|  |                      | 46412595   | \$34,193.13   | \$35,902.78  | 5%                 |  |                     |
|  |                      | 46533240   | \$31,350.86   | \$35,556.25  | 13%                |  |                     |
|  |                      | 46805498   | \$42,233.13   | \$44,344.78  | 5%                 |  |                     |
|  |                      | 73011656   | \$28,163.13   | \$30,087.50  | 7%                 |  |                     |
|  |                      | 73013055   | \$28,163.13   | \$30,087.50  | 7%                 |  |                     |
|  |                      | 73223920   | \$30,157.42   | \$31,665.29  | 5%                 |  |                     |
|  |                      | 73219053   | \$44,243.13   | \$46,455.28  | 5%                 |  |                     |
|  |                      | 73436375   | \$44,243.13   | \$46,455.28  | 5%                 |  |                     |
|  |                      | 73428884   | \$30,157.42   | \$31,665.29  | 5%                 |  |                     |
|  |                      | 73658246   | \$42,028.98   | \$45,712.50  | 9%                 |  |                     |
|  |                      | 73949987   | \$50,647.54   | \$53,179.92  | 5%                 |  |                     |
|  |                      | 74204885   | \$50,647.54   | \$53,179.92  | 5%                 |  |                     |
|  |                      | 74526157   | \$62,303.28   | \$65,418.44  | 5%                 |  |                     |
|  |                      | 74721128   | \$65,494.83   | \$65,418.44  | 0%                 |  |                     |
| Crowe<br>(Correction from June Report) | Independent auditors | Original Audit fee for 2024 was \$47,000, 2025 was \$47,500, 2026 was \$48,000 |               | Additional \$3,000 for the first year's audit and \$1,000 for each subsequent audit, for a total contract increase of \$5,000.<br>2024 is now \$50,000, 2025 is now \$48,500, 2026 is now \$49,000 |                    | Crowe is required to adopt Statements on Auditing Standards (SAS) 143 (Auditing Accounting Estimates and Related Disclosures), SAS 144 (Amendments to AU-C Sections 501, 540, and 620 Related to the Use of Specialists and the Use of Pricing Information Obtained From External Information Sources) and SAS 145 (Understanding the Entity and Its Environment and Assessing the Risks of Material Misstatement) in the current year. Additional work will be required to adopt the new auditing standard updates. | None                |