

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:
September 25, 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 September 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**September 25, 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	10:05 – 10:10
	A. August 2024	
IV.	Chair’s Report (Dowell)	10:10 – 10:15
V.	Lextran Monthly Performance Report & Financials – August	10:15 – 10:30
VI.	Action Items	10:30 – 10:55
	A. Board Resolution 2024-24 Purchase of Solar Lighting for Bus Stops	
	B. Board Resolution 2024-25 Task Order for Installation of Solar Lighting	
	C. Board Resolution 2024-26 Fixed-Route Bus Purchase	
	D. Board Resolution 2024-27 Task Order for a Microtransit Feasibility Study	
VII.	Change Order Report	10:55
VIII.	Old Business	10:55
IX.	New Business	10:55
X.	Proposed Agenda Items	10:55 – 11:00
	A. Review of Fiscal Year 2024 Audited Financial Statements	
XI.	Closed Session	11:00 – 11:15
XII.	Adjournment	11:15

The next business meeting of the Board of Directors is scheduled for October 23, 2024, at 10:00 a.m.

BOARD OF DIRECTORS MEETING MINUTES

August 28, 2024

August 2024 Board Meeting Livestream: <https://www.youtube.com/watch?v=9X4lIDoXu1A>

MEMBERS PRESENT

Harding Dowell, Board Chair
Jamie Rodgers, Vice Chair
Dr. Koffi Akakpo
Judge Lindsay Hughes Thurston
Jessica Berry (Virtual)
Paul Schoninger
George Ward (Virtual)

ABSENT

Leidy Borges-Gonzalez

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
Becky Lane, Purchasing Coordinator
Jessica Pence, Executive Administrative Assistant
Gregory Butler, Planning and Community Development Manager
Allie Jones, Finance Manager
Jason Dyal, Director of Operations
Catherine Moran, Compliance Specialist
Sarah Roach, Transit Analyst

OTHERS PRESENT

Addison Lowry, Lextran Counsel
Audrey Deines, RATP Dev
Derwin Blake, RATP Dev
Adam Jones, BUILD
Linda Froehlich, Week Without Driving
Ford McElroy, Week Without Driving
Alice Hilton, Week Without Driving
Gail Swanson, BUILD

Jane Meadows, BUILD
Kat Goetz, BUILD

I. CALL TO ORDER

Mr. Harding Dowell called the meeting to order at 10:00 a.m. and performed roll call.

II. PUBLIC COMMENT

Mr. Adam Jones made a public comment, on behalf of the BUILD organization. He was seeking to get an update on the Microtransit Feasibility Study with Lextran. He reported that he wanted to bring it to the Board's attention knowing that an answer might not be available that day. BUILD was looking to get an update to provide to other members and in other community meetings. Mr. Jones comments start at 3:35 on the Livestream for verbatim reference.

III. APPROVAL OF MINUTES

The minutes were reviewed for the June, July, and August Special Meetings. Judge Thurston made the first motion to approve minutes as a block. Mr. Paul Schoninger seconded that motion for approval. The motion passed.

IV. CHAIR'S REPORT

There was no chair's report.

V. LEXTRAN PERFORMANCE REPORT & FINANCIALS

Mr. Combs shared the following announcements:

- Thank you to everyone who joined for the 15th annual Roadeo and congratulations to the winners, Michael Burnett (1st), Philip Segar (2nd) and Theresa McConnon (3rd).
- America Walks is celebrating the upcoming "Week without Driving" from September 30th – October 6th and to focus on alternative transportation, what it means to be a driver, and what it looks like to use other forms of transportation in local areas.
- There is a new format to the Performance report that will have Emily Elliott reporting on Lextran Fixed-Route bus performance and Randolph Williams reporting on Lextran Wheels paratransit performance.

Ms. Emily Elliott presented the Monthly Performance Report for July 2024, which can be found on pages 13-18 of the August 2024 board packet.

HIGHLIGHTS FOR JULY 2024:

- On July 8th, Lextran welcomed 17 trainees, marking the largest training class in recent history.

- Currently 9 of those trainees are on track to transition to revenue service in early September. Next class will start in September.
- The emphasis on hiring continued with 43 open interviews for the month and 11 new employees scheduled to join the team.
- Lextran hosted four paratransit listening sessions during the second week of July with a total of 60 participants.
- We celebrated summer with a cookout for employees on July 26th.
- A total of 42 employees received an FY23 attendance award for their dedication to our mission.

The board asked which routes were performing best and Ms. Elliott shared that Route 5-Nicholasville Rd continued to be a best performing route. On-time performance was discussed, including issues with construction causing delays. Some of the ways that detours are managed and reviewed, and information is shared within Lextran, and the public were also discussed. Preventable accidents were reviewed as far as a national standard data point and what constitutes preventable versus non-preventable.

Mr. Randolph Williams presented the Lextran Wheels Paratransit performance report including ridership and factors that impact those numbers. The variances in ridership and revenue miles were discussed showing that longer trips are occurring. Mr. Williams covered the safety numbers for Wheels. He reviewed a brief summary of the paratransit listening sessions from July including increased engagement, and successes like creation of relationships and training opportunities, and correction of a “front” door issue at a Senior Living Facility.

The board asked if some additional information could be shared including the most frequently used locations, unique riders, and the spikes in service demand times. Mr. Randolph discussed some of those peak times for the service, some of the known frequently used locations, and how the listening session locations were chosen.

FINANCIAL REPORT

Ms. Nikki Falconbury presented the July Financial Report which can be found on pages 19-20 of the July 2024 Board of Directors Meeting Packet. The revenue looked low for the month of July because all property tax money that comes in for July was actually for June. Passenger revenue was over budget by \$30,000. Advertising revenue was budgeted for \$300,000, however under the new advertising contract the revenue payment was \$320,000. There was also an increase based on the new contract.

Wages and fringe were up from this time last year due to an increase in health insurance. Diesel fuel is looking good for the year, with an average cost of \$2.61 for July. The utilities line item was over budget in July due to the hot weather for most of the month. Property and liability were over budget because the actual cost came in higher than the budgeted amount for the year. Overtime was

discussed and higher for July related to coverage and training. Ms. Rodgers asked about the number of new hires for the classes in July. Ms. Falconbury and Mr. Combs replied that several trainees dropped out of that class and operator hiring was continuous. Ms. Rodgers also asked if we budget for all positions to be filled. Ms. Falconbury stated that the budget was built to consider the turnover.

VI. ACTION ITEMS

A. Board Resolution 2024-21 Electric Motors

Mr. Combs presented Resolution 2024-21 for Electric Motors. An 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. The source of funding is Federal Section 5307 Formula – Preventative Maintenance.

Mr. Schoningher made a motion to approve, it was seconded by Judge Thurston and it passed without opposition.

B. Board Resolution 2024-22 Fuel for Buses

Mr. Combs presented Resolution 2024-22 for Fuel for Buses. An RFP 2024-09 was issued May 20, 2024, with proposals received on July 11, 2024. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness.

A responsive proposal was received from six (6) qualified proposers:

- Colonial Oil Industries, Inc.
- Mansfield Oil Company of Gainesville, Inc
- Petroleum Traders Corporation
- Keystops LLC (Key Oil Company/Southern Kentucky Maintenance)
- Sunoco LP
- World Fuel Services, Inc.

The proposal from Petroleum Traders Corporation received the highest evaluation score and is recommended to provide diesel and gasoline fuel for Lextran. The terms of the contract awarded will be for three (3) years with two (2) options to extend for 1 year each, for a total of five (5) possible contract years. The source of funding is local Mass Transit funds.

Judge Thruston made a motion to approve. Ms. Rodgers seconded the motion, and it passed without opposition.

C. Board Resolution 2024-23 Paratransit Vehicles

Mr. Combs presented Resolution 2024-23 to purchase paratransit vehicles. The Kentucky Public Transit Association (KPTA) published Bid #11 for the purchase of paratransit vehicles for multiple agencies that was awarded to Tesco on March 7, 2024. Lextran was not named in the original bid for purchases, however we have requested options from other named agencies for seven (7) 2 X 8 seat cutaway vehicles, and a named agency has agreed to provide these options to Lextran. This purchase is contingent upon the receipt of an approval letter from the Kentucky Transportation Cabinet. Lextran has submitted the necessary paperwork for this approval and is awaiting response at this time.

The source of funding for these paratransit vehicles is as follows:

- FFY24 Section 5339 Grant \$553,533.00
- Local Mass Transit funds \$227,715.00
- FFY24 Section 5310 Grant \$ 44,479.00

A motion for approval was made by Ms. Rodgers and seconded by Dr. Akakpo and passed without opposition.

VII. CHANGE ORDER REPORT

No change of order report.

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. Review of Fiscal Year 2024 Audited Financial Statements**
- B. Resolution – Fixed Route Bus Purchase**

XII. ADJOURNMENT

Mr. Dowell declared the meeting adjourned at 10:44 a.m.

LEXTRAN MONTHLY PERFORMANCE REPORT – AUGUST 2024

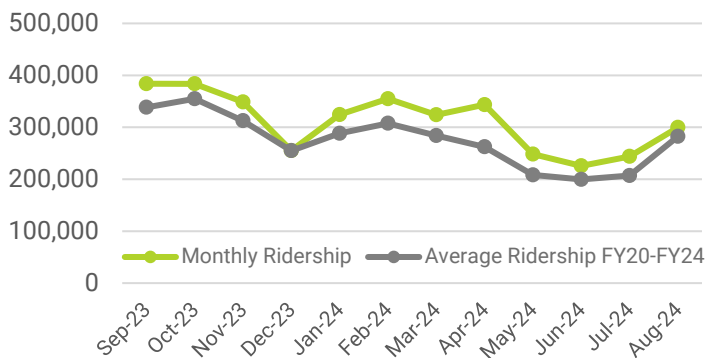
We serve people and our community with mobility solutions.

Lextran held its 15th Annual Bus Rodeo on August 24th. Congratulations to Michael Burnett on his 6th Rodeo win, Philip Segar for his second-place finish, and Theresa McConnon for her third-place finish! Transdev's Director of Maintenance, Matt Haller, conducted a maintenance review on August 12th through August 15th. The Student Success Program wrapped up in August with the start of Fayette County Schools. Lextran assisted the University of Kentucky with move-in on August 18th through 21st with full campus service resuming on August 26th. Football shuttles began on August 31st for UK's first home game of 2024.

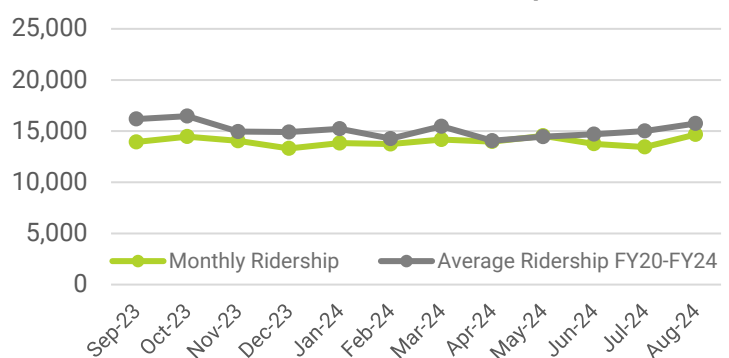
DEMONSTRATE VALUE TO THE COMMUNITY



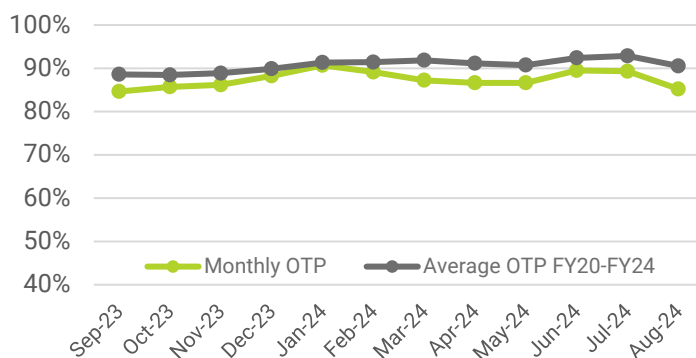
Fixed-Route Ridership



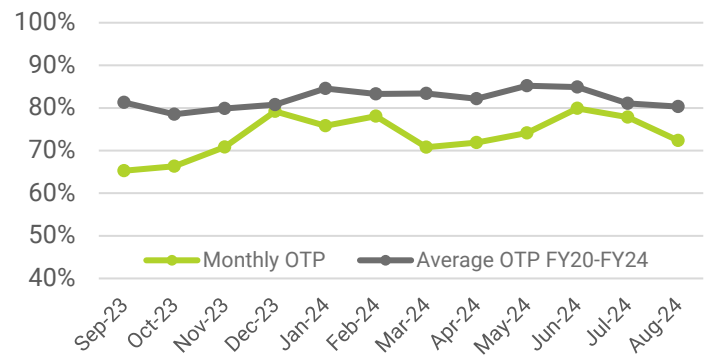
Paratransit Ridership



Fixed-Route On-Time Performance



Paratransit On-Time Performance



Performance Indicator	Fixed Route System			Paratransit (Wheels)		
System Production	This Month	FY25YTD	FY24YTD	This Month	FY25YTD	FY24YTD
Total Ridership	299,606	543,334	570,859	14,668	28,117	28,398
Weekday Ridership	257,449	464,711	489,477	12,342	21,400	23,463
Saturday Ridership	26,220	45,395	44,335	1,362	2,067	2,493
Sunday Ridership	15,937	29,548	33,231	964	1,610	2,209
Total Revenue Miles	193,617	339,898	311,314	94,358	184,370	168,975
Total Revenue Hours	19,948	35,010	32,135	7,164	15,284	12,965
Trips per Mile	1.55	1.60	1.83	0.16	0.15	0.17
Trips per Hour	15.02	15.52	17.76	2.05	1.84	2.19

- Fixed-route ridership decreased by thirteen percent compared to August 2023.
- Fixed-route weekday ridership decreased sixteen percent, while weekend ridership was up nearly eleven percent from August 2023.
- Paratransit ridership showed a slight decrease by two percent compared to August 2023.
- Trips per Mile and Hour for FY25YTD decreased by about two trips compared to FY24YTD on fixed route.

LEXTRAN IN THE MEDIA

- August 6 – Does Lextran give free rides to cooling centers?
<https://www.wkyt.com/2024/08/06/does-lextran-give-free-rides-home-cooling-centers/>
- August 7 – When should other drivers stop for school buses?
<https://www.wkyt.com/2024/08/07/when-should-other-drivers-stop-school-buses/>
- August 22 – Catch a Ride! Campus Buses are Free & Convenient
<https://transportation.uky.edu/news/catch-ride-campus-buses-are-free-convenient>
- August 26 – Lexington to activate its heat plan ahead of weeklong heat wave
<https://www.kentucky.com/news/weather-news/article291479220.html>
- August 26 – Phase One of Heat Plan issued for Lexington from August 27 – August 30
<https://www.lex18.com/weather/phase-one-of-heat-plan-issued-for-lexington-from-aug-27-aug-30>
- August 30 - Kroger Field Gameday Changes: Rupp Arena Ice Cream, Parking, LED Light Show
<https://www.on3.com/teams/kentucky-wildcats/news/kroger-field-kentucky-football-gameday-changes-rupp-arena-ice-cream-parking-cat-walk/>

COMMUNITY INVOLVEMENT AND OTHER MEETINGS

- August 1 – Lexington Forum
- August 2 – Senior Services Commission
- August 2 – LAMPO Bicycle & Pedestrian Advisory Committee
- August 7 – BCTC First Year Orientation Resource Fair
- August 9 – Summer Transportation Institute (4H) meeting
- August 12 – Lextran Special Board Meeting
- August 13 – Lextran Pension Committee Meeting
- August 13 – KYTC US 27 Project Management Meeting
- August 15 – KYTC Vulnerable Road User Meeting
- August 15 – Corridors Commission Meeting
- August 15 – US-27 Project Management Meeting
- August 15 – Travel Training
- August 19 – Travel Training
- August 19 – APTA: Sustainability Planning Workshop (3 Days)
- August 20 – Fayette County Climate Pollution Reduction Focus Group
- August 21 – Kentucky Public Transit Association Conference
- August 21 – APTA: Workforce Development Workshop (3 Days)
- August 21 – Access Lexington Commission
- August 21 – UK Wildcat Welcome
- August 22 – Kentucky Employed Job Fair (Frankfort)
- August 23 – Council Comment LexTV Senior Minute
- August 23 – Travel Training
- August 24 – Lextran Roadeo
- August 27 – Travel Training
- August 28 – Kentucky Refugees Ministry Meeting
- August 28 – LAMPO Transportation Policy Committee
- August 28 – KYSHRM 40th Annual Conference
- August 29 – Veteran's Administration Job Fair
- August 29 – KYTC Vulnerable Road User Meeting
- August 30 – Insurance Meeting with Marsh & McLennan

DELIVER A HIGH-QUALITY PRODUCT

Performance Indicator	Fixed Route						Paratransit (Wheels)					
Service Quality	This Month		FY25 YTD		FY24 YTD		This Month		FY25 YTD		FY24 YTD	
On-Time Performance	85.23%		87.10%		90.14%		72.38%		71.70%		72.31%	
Farebox Recovery	5.52%		6.01%		7.20%		N/A		N/A		N/A	
Operating Expenses	\$2,032,416		\$4,111,658		\$3,296,497		\$627,852		\$1,293,894		\$1,281,103	
Per Mile	\$3.14		\$3.50		\$3.43		N/A		N/A		N/A	
Per Hour	\$71.41		\$86.03		\$69.77		N/A		N/A		N/A	
Customer Service	This Month		FY25 YTD		FY24 YTD		This Month		FY25 YTD		FY24 YTD	
	Count	Rate	Count	Rate	Count	Rate	Count	Rate	Count	Rate	Count	Rate
Customer Feedback Totals per 100k Trips	59	19.69	104	19.14	84	15.07	27	184.07	55	195.61	28	98.60
Commendations	15	5.01	23	4.23	6	1.05	11	74.99	30	106.70	0	0.00
Discourtesy	11	3.67	23	4.23	26	4.55	1	6.82	2	7.11	5	17.61
Late or Early	4	1.34	6	1.10	5	0.88	8	54.54	11	39.12	6	21.13
Safety	7	2.34	15	2.76	16	2.80	2	13.64	5	17.78	10	35.21
Passed Boarding /Missed Trips (Wheels)	4	1.34	8	1.47	16	3.15	0	0.00	0	0.00	5	17.61
Information and Service Requests	3	1.00	5	0.55	4	0.70	0	0.00	0	0.00	0	0.00
Other	15	5.01	24	4.42	11	1.93	5	34.09	7	24.90	2	7.04
Call Length	1:02		1:00		0:57		1:41		1:42		1:33	
Time to Abandon	0:15		0:14		0:39		4:19		3:15		5:15	

MANAGE AND SUSTAIN RESOURCES

Performance Indicator	Fixed Route System			Paratransit (Wheels)		
Safety	This Month	FY25 YTD	FY24 YTD	This Month	FY25 YTD	FY24 YTD
Preventable Accidents	5	7	6	1	2	4
Preventable Accidents per 100,000 miles	2.53	2.00	1.85	1.00	0.96	1.95
Days with No Preventable Accidents	26	55	56	30	59	56
Workers Compensation Claims	1	1	3	N/A	N/A	N/A
Injury Frequency Rate	6.14	3.19	8.26	N/A	N/A	N/A
Days of Lost Time	7	7	23	N/A	N/A	N/A

- There were five preventable accidents on fixed routes compared to three in August 2023, with one occurring on paratransit service in both August 2024 and August 2023.
- There was one workers compensation claim with seven days of lost time for August.

Performance Indicator	Fixed Route System		
Maintenance	This Month	FY25YTD	FY25YTD
Miles between Road Calls	14,894	13,073	11,974
Percent of Preventive Maintenance Inspections on Schedule	100%	100%	100%

- In August, the maintenance department reported 14,894 miles between road calls.
- Maintenance completed 100 percent (59 of 59) of preventive maintenance inspections on schedule in August.

Performance Indicator	Fixed Route System	
Training Activities	This Month	FY25YTD
New Employee Training	12	29
Electric Bus Training	12	20
Smith System Training	12	20
Operator Farebox Training	12	20
Customer Service Leadership Training	10	80
CDL Permit Training	8	20
Accident Remedial	6	8
Incident Remedial	2	3
Return to Work	2	3
Lockout/Tagout Training	1	3

Hiring and Recruiting	This Month	Interviews	New Hires
Open Positions	30	20	18
Operations	20	12	12
Maintenance	8	5	4
Administration	2	3	2

Procurements	
Bus Purchase	September Resolution
Microtransit Feasibility Study	September Resolution
Solar Lighting Purchase	September Resolution
Solar Lighting Installation	September Resolution
A&E Services	Open
Bus Cameras	Open
Office Supplies	Open
Plumbing Services	Open
CNG Facilities Update	Upcoming
Transit Center Exterior Renovation (IFB)	Upcoming
Transit Center Interior Renovation (RFP)	Upcoming

FINANCIALS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION

August 2024

	FY2025 ACTUAL	FY2025 BUDGET	FY2025 VARIANCE	FY 2024 ACTUAL
REVENUES				
Property taxes	\$335,194	\$250,000	\$85,194	\$246,738
Passenger revenue	\$247,152	\$208,692	\$38,460	\$237,411
Federal funds	\$0	\$936,244	(\$936,244)	\$0
State funds	\$0	\$0	\$0	\$0
Advertising revenue	\$320,000	\$300,000	\$20,000	\$260,000
Other revenue	\$36,018	\$448,667	(\$412,649)	\$448,331
TOTAL REVENUES	\$938,364	\$2,143,604	(\$1,205,240)	\$1,192,480

EXPENSES

Wages	\$2,022,521	\$2,092,901	(\$70,380)	\$1,853,972
Fringe benefits	\$1,056,373	\$1,202,137	(\$145,764)	\$1,004,922
Professional services	\$276,495	\$317,934	(\$41,438)	\$210,187
Materials and supplies	\$284,523	\$241,917	\$42,606	\$211,395
Fuel-Diesel	\$145,667	\$178,563	(\$32,895)	\$148,695
Fuel-Other	\$92,065	\$148,931	(\$56,866)	\$100,471
Utilities	\$79,526	\$82,549	(\$3,023)	\$66,694
Insurance	\$179,392	\$163,397	\$15,995	\$148,430
Fuel taxes	\$36,037	\$38,333	(\$2,296)	\$34,993
Paratransit Expenses	\$1,370,640	\$1,344,653	\$25,987	\$1,398,636
Vanpool Expenses	\$0	\$0	\$0	\$8,158
Dues and subscriptions	\$0	\$28,600	(\$28,600)	\$36,175
Travel, training and meetings	\$44,330	\$41,697	\$2,633	\$15,670
Media advertising	\$14,249	\$39,083	(\$24,834)	\$18,967
Miscellaneous	\$6,315	\$14,233	(\$7,918)	\$3,879
Leases and rentals	\$2,184	\$2,184	\$0	\$2,184
Depreciation	\$724,093	\$724,093	\$0	\$571,877
TOTAL EXPENSES	\$6,334,410	\$6,661,204	(\$326,794)	\$5,835,304

CHANGE IN NET POSITION	(\$5,396,046)	(\$4,517,601)	(\$878,446)	(\$4,642,824)
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Monthly Average Diesel Cost:	\$2.45
YTD Average Diesel Cost:	\$2.53
CNG Diesel Gallon Equivalent:	\$1.10

BALANCE SHEET

as of August 31, 2024

	CURRENT YEAR-TO-DATE	LAST YEAR-TO-DATE
ASSETS		
Current assets		
Operating Cash	\$27,381,233	\$37,840,583
Accounts receivable	\$2,657,846	\$1,159,741
Inventory	\$828,694	\$854,955
Work in process	\$1,008,713	\$158,252
Prepaid	\$1,449,930	\$1,177,518
Total Current Assets	<u>\$33,326,415</u>	<u>\$41,191,049</u>
Long term asset - Pension	<u>\$3,278,791</u>	<u>\$2,472,657</u>
Total Long Term Assets	<u>\$3,278,791</u>	<u>\$2,472,657</u>
Net capital and related assets	\$42,876,375	\$36,892,908
TOTAL ASSETS	<u><u>\$79,481,581</u></u>	<u><u>\$80,556,614</u></u>
LIABILITIES		
Current liabilities		
Accounts payable	\$2,195,391	\$826,118
Payroll liabilities	\$660,905	\$579,436
Total Current Liabilities	<u>\$2,856,297</u>	<u>\$1,405,554</u>
Long term liability - Pension	<u>\$590,272</u>	<u>\$747,248</u>
Total Long Term Liabilities	<u>\$590,272</u>	<u>\$747,248</u>
NET POSITION	\$76,035,013	\$78,403,813
TOTAL LIABILITIES AND NET POSITION	<u><u>\$79,481,581</u></u>	<u><u>\$80,556,614</u></u>

MEMORANDUM

September 25, 2024

TO: Lextran Board of Directors

FROM: Fred Combs, General Manager

SUBJECT: Resolution to Purchase Solar Lighting for Bus Stops

Attached is a resolution requesting authority to purchase solar lighting for twenty-nine (29) bus stops. The price for solar lighting is \$1,960.00 each along with an estimated freight cost of \$4,200.00, for a total of \$61,040.00 for the purchase and delivery of solar lighting for twenty-nine (29) bus stops.

In 2022 Lextran was awarded \$234,922 by the FTA to fund a project to use renewable energy while addressing and removing transportation barriers for older adults and people with disabilities.

Lextran published RFP 2023-10 for the purchase of Bus Shelters, Benches, and Trash Receptacles and awarded a contract to Tolar Manufacturing Company, Inc on March 27, 2024 (Board Resolution 2024-06). Included in the contract is the option to purchase solar lighting for the price quoted above.

This will be the first purchase with Tolar Manufacturing on this contract.

The sources of funding for this procurement are:

- FFY2020 & FFY2021 Section 5310 grant funds (80%): \$48,832.
- Local Mass Transit funds (20%): \$12,208.

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

RESOLUTION 2024-24**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****SEPTEMBER 25, 2024**

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) approved Board Resolution 2024-06 for the purchase of Bus Shelters, Benches, and Trash Receptacles; and

WHEREAS, the Authority entered into a contract with Tolar Manufacturing Company, Inc for a term of five (5) years; and

WHEREAS, Lextran's Lighting the Path to Transit Plan, as a stage of RAMP, will provide enhanced visibility, accessibility, and pedestrian safety at bus stops across Fayette County;

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 the purchase and delivery of solar lighting for twenty-nine (29) bus stops per the terms and pricing of the contract signed with Tolar Manufacturing Company, Inc, for the total cost of \$61,040.00.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

September 25, 2024

TO: Lextran Board of Directors

FROM: Fred Combs, General Manager

SUBJECT: Resolution to Approve Task Order with Shelcon – Solar Lighting Installations

Attached is a resolution requesting authority to proceed with a task order for Shelcon Construction Company to install solar lighting on 29 bus stops.

On July 21, 2021, the Board of Directors approved Resolution 2021-13, and a contract was awarded to Shelcon Construction for Bus Stop Enhancements. The purpose of the contract is to issue task orders for projects that enhance bus stop accessibility across Fayette County.

In 2022 Lextran was awarded \$234,922 by the FTA to fund a project to use renewable energy while addressing and removing transportation barriers for older adults and people with disabilities.

On March 27, 2024, Lextran awarded a contract to Tolar Manufacturing for the purchase of Bus Shelters, Benches, and Trash Receptacles. Included in the contract is the option and related pricing to purchase solar lighting for shelters.

Approval of Resolution 2024-25 allows Lextran to proceed with the task order to install solar lighting on 29 bus stops. The work to be performed will be scheduled once the order from Tolar Manufacturing Company, Inc. is received by Lextran. It will take approximately 20 days (about 3 weeks) from the date of mobilization to install the solar lighting. The price of installation is \$1,950 per bus stop. The mobilization cost for the project is \$2,500. The total cost for the project is \$59,050.

The sources of funding for this procurement are:

- FFY2020 & FFY2021 Federal 5310 grant funds (80%): \$47,240.
- Local Mass Transit funds (20%): \$11,810.

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

RESOLUTION 2024-25**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****SEPTEMBER 25, 2024**

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) previously approved Resolution 2021-13 and a contract was awarded to Shelcon Construction for Bus Stop Enhancements; and

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) approved Board Resolution 2024-06 for the purchase of Bus Shelters, Benches, and Trash Receptacles; and

WHEREAS, Lextran's Lighting the Path to Transit Plan outlines the initiative of providing additional visibility to bus stops to increase the accessibility and availability of the bus stop as well as enhance pedestrian and passenger safety;

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 issue a task order to Shelcon Construction for the installation of solar lighting in 29 bus stops as part of the RAMP project.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM**September 25, 2024****TO: Lextran Board of Directors****FROM: Fred Combs, General Manager****SUBJECT: Resolution to Purchase Six (6) CNG from Gillig LLC**

Attached is a resolution requesting authority to purchase six (6) 40-foot, low-floor compressed natural gas (CNG) transit buses at the cost of \$750,080 each, for a total of \$4,500,480.

TANK (Transit Authority of Northern Kentucky) published RFP 2023.02 for the purchase of CNG and Hybrid buses that was awarded to Gillig LLC in April 2023. Lextran, along with several other transit authorities, partnered with TANK on this cooperative contract in an effort to secure more competitive pricing for future bus purchases. The contract allows for a minimum of one (1) and a maximum of thirty (30) transit buses during the term of the contract, which is five (5) years. This purchase of six (6) CNG buses will be the second under this contract, following the purchase of three 40-foot, low-floor CNG transit buses approved in December 2023.

The sources of funding for this purchase are:

- FFY2024 Low-No Emissions grant funds (85%): \$3,825,408
- KYTC matching funds (15%): \$675,072

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

RESOLUTION 2024-26**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****SEPTEMBER 25, 2024**

WHEREAS, the Authority entered into a contract with Gillig LLC for a term of five (5) years to purchase a minimum of one (1) and a maximum of thirty (30) CNG transit buses during the term of the contract; and

WHEREAS, the Authority has a need for additional transit buses to support existing service levels and a state of good repair amongst the fleet;

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 the purchase of purchase six (6) 40-foot, low-floor compressed natural gas (CNG) transit buses at the cost of \$750,080 each, for a total of \$4,500,480.

MOTION

SECOND

CHAIRPERSON

DATE

MEMORANDUM

September 25, 2024

TO: Lextran Board of Directors

FROM: Fred Combs, General Manager

SUBJECT: Task Order with Kersey and Kersey Architects – Microtransit Feasibility Study

Resolution 2024-27, attached, requests approval to proceed with a task order for Kersey and Kersey Architects and their subcontractor, Nelson\Nygaard, for a Microtransit Feasibility Study.

Lextran published RFP 1904 for Architectural and Engineering Services on May 6, 2019. In September of 2019, the Board of Directors approved Resolution 2019-22, awarding a contract to Kersey and Kersey Architects for Architectural and Engineering Services. The contract with Kersey and Kersey outlined the following general deliverables related to this project:

- Case studies of microtransit services in similar cities
- Existing conditions analysis and a microtransit assessment in Lexington
- Service guidelines, design, and delivery recommendations
- Funding and implementation strategies

The Microtransit Feasibility Study will consist of case studies of successful and unsuccessful microtransit programs of agencies and communities similar to Lextran and Lexington, and compiling the data gathered into a comprehensive report on the feasibility of a microtransit program within Lexington/Fayette County. The work to be performed will be scheduled starting in October 2024 with a target completion date of April 2025 (approximately 30 weeks). The lump-sum price for the completion of this task order is \$74,985.

The source of funding for this procurement is as follows:

- Section 5307 federal grant funds (80%): \$59,988.
- State funding match (20%): \$14,997.

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

RESOLUTION 2024-27**TRANSIT AUTHORITY OF LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT****SEPTEMBER 25, 2024**

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 1904 for Architectural and Engineering Services on May 6, 2019; and

WHEREAS, the Board of Directors approved Resolution 2019-22, awarding a contract to Kersey and Kersey Architects for Architectural and Engineering Services; and

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) has a need to gather information regarding the policies, technology, and processes needed to implement a successful microtransit program;

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 task order with Kersey and Kersey Architects for a Microtransit Feasibility Study. The work to be performed will be scheduled starting in October 2024 with a target completion date of April 2025 and the lump-sum cost of the project is \$74,985.

MOTION

SECOND

CHAIRPERSON

DATE