



BOARD OF DIRECTORS MEETING

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

July 17, 2019

5:00 pm.

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BOARD OF DIRECTORS MEETING

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July 17, 2019

5:00 p.m.

AGENDA

I.	Call to order	5:00
II.	Approval of Board Meeting Minutes	5:05 – 5:10
	a. June 19, 2019 Meeting	
III.	Public Comment on Agenda Items / Public Hearing	5:10 – 5:20
IV.	Chair’s Report	5:20 – 5:25
V.	Action Items	
	a. Officer Elections	5:25 – 5:45
	b. Resolution 2019-15 – Contract for Engine Rebuilds	
VI.	Change Order	
VII.	Old Business	
	a. Review of Procurement Policy	5:45 – 6:05
	b. Disadvantaged Business Enterprise (DBE) Program Update	
	c. Update on possible Greyhound Partnership	
VIII.	New Business	6:05 – 6:10
IX.	General Manager’s Report	
	a. Financial Statements	6:10 – 6:25
	b. General Manager’s Report	
	c. Key Performance Indicators	
X.	Proposed Agenda Items	6:25 – 6:30
XI.	Closed Session	6:30 – 6:40
XII.	Adjournment	6:45

BOARD OF DIRECTORS MEETING**MINUTES****June 19, 2019****MEMBERS PRESENT**

Christian Motley, Chair
George Ward, Vice Chair
Adrienne Thakur
Rick Christman
Joseph Smith
Peggy Henson

MEMBERS ABSENT

Elias Haddad
Marci Krueger-Sidebottom

STAFF PRESENT

Carrie Butler, General Manager
Nikki Falconbury, Director of Finance
Carla McHale, Director of Human Resources
Fred Combs, Director of Planning
Keith Srutowski, Director of Procurement
Dale Stone, Interim Director of Operations
Stephanie Hoke, Finance Coordinator
Stephanie Hunt, Administrative Projects Coordinator
Alan Jones, Technology Coordinator
Jason Dyal, Training Manager
Steven Richardson, Mechanic
Kimberly Abdullah, Operator
Eric Watkins, Operator

Jacob Walbourn, McBrayer Law Firm, Board Attorney

OTHERS PRESENT

Joseph David, Transportation Planner, LFUCG MPO
Matthew Gidcomb, KFTC - Kentuckians for the Commonwealth

I. CALL TO ORDER

Mr. Motley called the June 19, 2019 meeting of Lextran's Board of Directors to order at 5:00 p.m.

II. APPROVAL OF MINUTES

Lextran Board of Directors Meeting – July 2019

Mr. Motley called for a motion to approve the minutes from May 15, 2019. Mr. Ward made a motion to approve the minutes, and it was seconded by Ms. Henson. The motion carried unanimously.

III. PUBLIC COMMENT

Steve Richardson, president of Amalgamated Transit Union, Local 639, invited board members to Union meetings in the past but wanted to invite them again. Meetings are the second Wednesday of every month, three times per day. If a time does not work it can be adjusted. He also mentioned that he used to make a monthly report from the Union for the board members. If that is something the board is interested in, he is willing to start giving reports again.

IV. CHAIR'S REPORT

Mr. Ward gave a report from the Lextran Board of Directors Finance Committee meeting. He summarized the committee's look into the long-term financial health of Lextran. The committee is focusing on expenses, including paratransit, the revenue received from federal grants, and the required local share needed to use these federal funds. Mr. Christman made a recommendation to change to a 20 year note from the 10 year note. Mr. Christman then made a motion to refinance to 20 years and Ms. Henson seconded the motion. The motion carried unanimously.

V. ACTION ITEMS

Resolution – 2019-13 Contract for Customer Service Training and Employee Development: Ms. Butler reviewed the resolution that authorizes and directs the General Manager to execute an agreement with C. Robinson Associates, Inc. to conduct customer service training and employee development. C. Robinson Associates, Inc. received the highest ranking and is recommended to be awarded the contract per the terms of their proposal and RFP 1809. Mr. Motley called for a motion. The Board discussed the purpose of the training and whether it could be done internally. Staff discussed prior iterations of training programs and that service had improved when the prior training program was developed. Staff relayed that the intent of the program was to generate an overall program of professional development for employees who are at various stages of their career or exhibit a range of customer service skills. Ms. Thakur made a motion and Mr. Ward seconded. Mr. Christman opposed, majority approved. The motion carried.

Resolution – 2019-14 Contract for Electric Motors: Ms. Butler reviewed the resolution that authorizes and directs the General Manager to execute an agreement with Kirk's Automotive for the provision of electric motor. Pricing will vary depending on need of individual items. Kirk's Automotive received the highest ranking and is recommended to be awarded the contract per the terms of their proposal and RFP 1907. The Board raised questions on the timing and cost of replacement motors. The Union president spoke about the timing of replacements. Mr. Motley called for a motion. Ms. Thakur made a motion and Ms. Henson seconded. The motion carried unanimously.

Resolution – 2019-15 Resolution for Fiscal Year 2020 Lextran Board meeting schedule: Mr. Walbourn explained this resolution was a ‘walk-on’ resolution because there were options presented to the Board, He explained further that the schedule could be adjusted throughout the year. There was discussion about the date and time. Mr. Motley called for a motion to approve the schedule for the third Wednesday of the month at 5:00pm, at 200 W. Loudon Avenue. Ms. Henson made a motion and Ms. Thakur seconded. The motion carried unanimously.

VI. CHANGE ORDER

There were no change orders to report.

VII. OLD BUSINESS

Ms. Butler reported that the discussion about a possible partnership with Greyhound is continuing but no formal proposal had been made.

VIII. NEW BUSINESS

The Board requested additional information on the customer service training from C. Robinson and Associates, Inc.

The Board requested additional information on electric motor bus parts, including purchasing and warranty terms.

IX. GENERAL MANAGER’S REPORT

Ms. Falconbury presented the financial statement, found on pages 9-10 of the June 19, 2019 board packet. June financial statements will be in draft form until after the audit is completed in September. We are showing over budget in property taxes, and we are continuing to monitor fuel expenses. Diesel is showing at \$2.03 now and last month was at \$2.29.

Ms. Butler reviewed the General Manager’s report and Key Performance Indicators, found on pages 11-18 of the June 19, 2019 board packet.

Ms. Butler recognized Karen Guy for her 34 years with Lextran in the customer service department. She retired in June with the position of Customer Service Supervisor.

X. PROPOSED AGENDA ITEMS

- Officer election
- Information on fleet maintenance
- Resolutions: Rebuilt engines, compensation study

XI. CLOSED SESSION

There was no closed session.

XII. ADJOURNMENT

Mr. Motley called for a motion to adjourn the June 19, 2019 meeting of Lextran's Board of Directors. Ms. Henson made a motion and Ms. Thakur seconded. The meeting adjourned by consensus at 6:03pm

July 17, 2019

TO: The Board of Directors

FROM: Carrie Butler, General Manager

SUBJECT: Resolution to Award a Contract for Rebuilt Engines

Attached is a resolution requesting authority to award a contract for equipment and services related to rebuilding engines for Lextran's revenue vehicle fleet. The purpose of this contract is to ensure that Lextran can receive timely repairs at a reasonable cost when the need arises to have an engine rebuilt due to length of revenue service, major accident, or some other engine failure or fault code. The funds that would be used to pay for this contract are budgeted as part the Contract Maintenance line item.

RFP 1909 was issued April 29, 2019 with proposals received on June 20, 2019. A staff evaluation committee reviewed and approved the proposals for compliance and responsiveness. Responsive proposals were received from three (3) qualified proposers:

- Clarke Power Services, Inc.
- Cummins Inc.
- Jasper Engines and Transmissions

An evaluation committee ranked the proposals received. Cummins Inc. received the highest ranking and is recommended to be awarded the contract per the terms of their proposal and RFP 1909.

Pricing will be as follows:

- 2004 engine ESN 46412595 – \$17,524.69
- 2005 engine ESN 46533240 – \$18,794.00
- 2007 engine ESN 46805498 – \$24,312.96; optional Diesel Particulate Filter (DPF) \$2,132.67, cleaning \$940
- 2009 engine ESN 73011656 – \$13,042.89; optional Diesel Particulate Filter (DPF) \$1,362.64, cleaning \$940
- 2009 engine ESN 73013055 – \$13,042.89; optional Diesel Particulate Filter (DPF) \$1,362.64, cleaning \$940
- 2011 engine ESN 73223920 – \$14,427.00; optional Diesel Particulate Filter (DPF) \$819.23, cleaning \$940
- 2011 engine ESN 73219053 – \$24,759.00; optional Diesel Particulate Filter (DPF) \$833.00, cleaning \$940
- 2012 engine ESN 73436375 – \$24,885.00; optional Diesel Particulate Filter (DPF) cleaning \$940
- 2012 engine ESN 73428884 – \$14,427.00; optional Diesel Particulate Filter (DPF) cleaning \$940
- 2014 engine ESN 73658246 – \$25,011.00; optional Diesel Particulate Filter (DPF) cleaning \$940
- 2016 engine ESN 73949987 – \$26,712.00; optional Diesel Particulate Filter (DPF) cleaning \$940
- 2017 engine ESN 74204885 – \$25,893.00; optional Diesel Particulate Filter (DPF) cleaning \$940
- Labor rate is \$142 per hour when vendor's labor is utilized.

The term of the contract awarded will be for one year with no options for an additional year.

If you have any questions or wish to review RFP 1909 or the proposal from Cummins Inc., please contact me at 255-7756.

RESOLUTION**TRANSIT AUTHORITY OF THE LEXINGTON-FAYETTE
URBAN COUNTY GOVERNMENT****MOTION:** _____ **SECOND:** _____**DATE:** July 17, 2019 **RESOLUTION NO.:** 2019-15

WHEREAS, the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) issued RFP 1909 for the provision of rebuilt engines, and;

WHEREAS, RFP 1909 resulted in responsive proposals from three (3) qualified proposers, and;

WHEREAS, the proposal from Cummins Inc. was the highest ranked proposal;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Transit Authority of the Lexington-Fayette Urban County Government (Lextran) hereby authorizes and directs the General Manager to execute a contract with Cummins Inc. for the provision of rebuilt engines as per the terms of RFP 1909 and the proposal submitted by Cummins Inc., which are incorporated herein by reference. Pricing will be as follows:

- 2004 engine ESN 46412595 – \$17,524.69
- 2005 engine ESN 46533240 – \$18,794.00
- 2007 engine ESN 46805498 – \$24,312.96; optional Diesel Particulate Filter (DPF) \$2,132.67, cleaning \$940
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- 2017 engine ESN 74204885 – \$25,893.00; optional Diesel Particulate Filter (DPF) cleaning \$940
- Labor rate is \$142 per hour when vendor's labor is utilized.

The term of the contract shall be for one (1) year with no options for an additional year.

Christian Motley – Chairperson_____
Date

Review of Lextran's Procurement Policies and Procedures



Lextran's Procurement Policy & Procedures

- Federal Transit Administration (FTA) requires that transit agencies have a written procurement policy; it is followed like any other policy
- Violation of FTA regulations may result in a loss of FTA funding
- Approved by the Lextran Board of Directors on June 18, 2014; and
- Establish uniform procedures relating to the purchase of goods, purchase of services, or the sale of property



Basic Procurement Principles

There are two main principles required for every procurement action:

1. We must have full and open competition.
2. We must pay a fair and reasonable price.



Methods of Procurement

TOTAL COMMITMENT	BIDDING PROCESS	APPROVAL LEVEL
Less than \$1,000	Price Analysis	Director
\$1000 - \$10,000	Verbal - 3 quotes	Director to \$5000 / General Manager above \$5000
\$10,000 - \$20,000	Written - 3 quotes	General Manager
Over \$20,000	Formal Procurement (RFP / IFB)	General Manager to \$50,000 / Board above \$50,000

Note 1: Total commitment is the lifetime cost of the purchase.

Note 2: No purchase order will be issued until the proper approval is received.

Note 3: Board of Directors approval is done by a resolution.

Note 4: Kentucky requires all purchases over \$20,000 to be formal procurement.

Disclosure Statement

- Lextran's policy and FTA regulations require that any transit employee or Board member with the ability to spend FTA dollars must sign an annual disclosure statement.
- This statement says you will not make any decisions regarding how you spend Lextran's money if there is a real or apparent conflict of interest.
- A conflict of interest exists if you, a family member, or an organization that employs you or a family member has a financial interest in any entity that receives Lextran's business.

Formal Procurements: RFP vs. IFB

Request for Proposals

- There are multiple factors evaluated, not just price
- Do not know exactly what is wanted or are open to different options
- Can interview vendors and negotiate terms
- Proposals are opened privately and shared only with an evaluation committee until an award is made
- Can request a Best and Final Offer (BAFO)

Invitations for Bids

- Price is the only factor that is considered and lowest cost gets the contract
- Know exactly what is wanted and do not wish to deviate from specifications
- Bid price is not open to negotiation
- Bids are opened publically and dollar amounts read out
- Best and Final Offer (BAFO) is not an option



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Disadvantaged Business Enterprises Program Update



Objectives of Lextran's DBE Program

Lextran supports the following objectives set forth by 49 Code of Federal Regulations part 26.1, to ensure:

- Nondiscrimination in the award and administration of Department of Transportation (DOT) assisted contracts;
- A level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- The DBE Program is narrowly tailored in accordance with applicable law;



Objectives of Lextran's DBE Program (continued)

- Only firms that fully meet eligibility standards are permitted to participate as DBEs;
- Barriers to the participation of DBEs in DOT-assisted contracts are removed; and,
- The development of firms that can compete successfully in the marketplace outside the DBE Program.



DBE Policies and Procedures

- Establishing and maintaining a DBE program is required for any agency receiving Federal Transit Administration funds.
- Our DBE goal and plan are updated every three years.
- DBE certification is applied for and maintained through the Kentucky Transportation Cabinet.
- The maximum feasible portion of a DBE goal must be met through race-neutral rather than race-conscience means.
- DBE goals are calculated in terms of expenditures, however only procurements that are partially or fully funded with Federal dollars are included.



Goal Calculation

Step 1: Relative Availability of DBEs in Kentucky

The percentage of relatively available DBE firms is found by dividing the number of certified DBEs by the total number of firms in Kentucky.

Step 2: Base Figure Adjustment

Lextran awarded \$26,569,041 in federal dollars from FFY2016 to FFY2018 (FFY2019 is not yet completed). Of that total, \$887,555 was awarded to DBE firms, or 3.34%.

The FTA goal calculation formula is to add the percentage of relatively available DBEs and prior DBE participation, then divide by two.

The overall DBE goal for Lextran will be rounded up from 1.89% to 2%

$$\frac{\text{Number of Certified DBEs in KYTC Directory}}{\text{Number of firms in Kentucky}} = \frac{392}{92,000} = 0.43\%$$

$$\frac{\text{Relatively Available DBEs + Prior DBE Participation}}{2} = \frac{0.43\% + 3.34\%}{2} = \frac{3.77\%}{2} = 1.89\%$$

Lextran's DBE Program Goal

Goal: For federal fiscal years 2020 to 2022, Lextran will make a good-faith effort to award 2% of all project dollars that are funded through federal means, excluding purchasing new transit vehicles, to certified DBE firms.

In support of our goal, Lextran offers:

- Public outreach to inform DBEs of procurement opportunities
- Training and support for firms interested in responding to procurement opportunities
- Narrowly defined scopes of work, when possible, to allow smaller firms the opportunity to participate

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BALANCE SHEET
as of June 30, 2019
UNAUDITED

	Current Year-To-Date	Last Year-to-Date
Assets		
Current assets		
Operating Cash	\$12,074,785	\$11,001,340
Project Loan Account	\$1,145,044	\$1,145,044
Accounts receivable	\$4,008,396	\$5,393,588
Inventory	\$632,448	\$457,598
Net pension asset	\$1,063,260	\$1,063,260
Work in process	\$566,123	\$0
Prepaid	\$27,460	\$27,460
Total Current Assets	<u>\$19,517,516</u>	<u>\$19,088,290</u>
Long term note - Lextran Foundation Inc.	\$8,355,000	\$8,355,000
Net capital and related assets	\$25,511,421	\$29,088,172
Total Assets	<u><u>\$53,383,937</u></u>	<u><u>\$56,531,462</u></u>
Liabilities		
Current liabilities		
Accounts payable	\$2,570,238	\$2,337,678
Payroll liabilities	\$648,639	\$631,904
Short term note - Fifth Third Bank	\$939,334	\$911,425
Total Current Liabilities	<u>\$4,158,212</u>	<u>\$3,881,007</u>
Long term note - Fifth Third Bank	\$4,904,677	\$5,844,012
Net Position	\$44,321,048	\$46,806,443
Total Liabilities and Net Position	<u><u>\$53,383,937</u></u>	<u><u>\$56,531,462</u></u>

STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET POSITION
June 2019
FY 2019
UNAUDITED

				FY 2018
Revenues	Actual	Budget	Variance	Actual
Property taxes	\$18,696,385	\$17,937,500	\$758,885	\$18,225,355
Passenger revenue	\$1,300,691	\$1,368,100	(\$67,409)	\$1,327,829
Federal funds	\$3,904,931	\$3,904,931	\$0	\$7,372,793
State funds	\$465,500	\$100,000	\$365,500	\$538,000
Advertising revenue	\$299,878	\$300,000	(\$122)	\$308,752
Other revenue	\$3,157,727	\$3,017,181	\$140,546	\$2,827,398
Total Revenues	\$27,825,113	\$26,627,712	\$1,197,401	\$30,600,127
Expenses				
Wages	\$9,256,172	\$9,239,594	\$16,578	\$8,765,117
Fringe benefits	\$5,038,789	\$5,291,690	(\$252,901)	\$4,727,751
Professional services	\$1,483,900	\$1,499,766	(\$15,866)	\$1,330,828
Materials and supplies	\$1,212,686	\$966,200	\$246,486	\$1,738,958
Fuel-Diesel	\$1,027,684	\$1,057,900	(\$30,216)	\$954,088
Fuel-Other	\$277,962	\$295,000	(\$17,038)	\$255,884
Utilities - Facilities	\$267,312	\$367,500	(\$100,188)	\$326,706
Utilities - Electric Bus	\$78,796	\$86,100	(\$7,304)	\$86,783
Insurance	\$762,231	\$705,000	\$57,231	\$717,096
Fuel taxes	\$222,851	\$206,410	\$16,441	\$207,530
Paratransit Expenses	\$5,776,571	\$5,408,200	\$368,371	\$5,462,658
Vanpool Expenses	\$27,060	\$34,000	(\$6,940)	\$34,795
Dues and subscriptions	\$41,001	\$35,000	\$6,001	\$34,956
Travel, training and meetings	\$85,044	\$127,862	(\$42,818)	\$115,110
Media advertising	\$148,171	\$265,000	(\$116,829)	\$171,533
Miscellaneous	\$47,345	\$50,250	(\$2,905)	\$19,868
Interest Expense	\$190,420	\$190,420	\$0	\$219,659
Leases and rentals	\$801,824	\$801,820	\$789,086	\$789,086
Depreciation	\$3,576,752	\$3,576,752	\$0	\$3,904,155
Total Expenses	\$30,322,573	\$30,204,464	\$118,109	\$29,862,561
Change in Net Position	(\$2,497,461)	(\$3,576,752)	\$1,079,291	\$737,566

Notes:

Average price of diesel fuel for FY2019 - \$2.22; Latest price of diesel fuel (July 11, 2019) - \$2.16

Latest price of CNG diesel gallon equivalent - \$1.30

MEMORANDUM

To: Board of Directors
From: Carrie Butler, General Manager
Date: July 17, 2019
Re: General Manager's Report for the Period of June 2019

Budget Statistics

Total revenue for June 2019, was \$1,183,176 and the expenditures totaled \$2,259,742. This resulted in a difference of (\$1,076,566) for the month. For a year to date comparison, with expenditures subtracted from revenues, the under budget variance is \$1,079,291.

Community Involvement

- Empowerment Resource Fair – Community Action – June 4
- Senior Intern Program – Transportation and Senior “How to Ride” – June 5-6
- Multilingual Resource Fair – BCTC Newtown – June 7
- “How to Ride” – Lexington Hearing and Speech Center – June 7
- Bluegrass Greensource Interview on LexGoGreen Radio– June 14
- Onboard “How to Ride” with Central KY Recovery Center – June 18
- Kentucky Refugee and Immigrant Inclusion Summit – June 20
- LexArts Employee Giving – June 20
- First Year Orientation – BCTC Newtown – June 21
- Downtown Playground – Lexington Public Library – June 22
- “How to Ride” with YMCA Power Scholars – June 26
- Bus Wrap Art Contest Passenger Outreach at the Transit Center – June 28

Meetings / Updates

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

- Transit Cooperative Research Panel J-11/33 Deploying Electric Buses – June 5
- Pedestrian Safety Meeting – June 6
- Community Connections Census Subcommittee Meeting – June 6
- LexWork Meeting at CTE – June 12
- Transportation Technical Coordinating Committee – June 12
- Via Creative Board Meeting – June 13
- CommerceLex Public Policy Luncheon featuring Congressman Andy Barr – June 14
- Community Relations Board Meeting with Dismas Charities - June 19
- SparkAG Luncheon – June 19
- APTA CEO Coordinating Council Leadership call – June 20
- Kentucky Clean Fuels Coalition – Green Fleets Award ceremony – June 21
- APTA Connected and Autonomous Vehicle Committee – June 24
- Senator McConnell's office - June 27
- SmartDrive onsite – June 28

APTA Small Operators Committee

Jill Barnett participated in the American Public Transportation Association (APTA) Small Operations Committee summer strategic planning meeting and fly-in June 3-5, 2019 in Washington, D.C. The Smalls Operations or 'Small Ops' committee is comprised of transit system officials operating less than 100 buses. The purpose of the meeting was to review and discuss recommendations for the Surface Transportation Federal Reauthorization, and on Tuesday and Wednesday the committee members participated in meetings with the offices of Congressional members to discuss public transportation and advocate for appropriations and increased funding. On Monday, Ms. Barnett participated in group meetings with the offices of Senate Majority Leader Mitch McConnell (R-KY), Senate Finance Committee Ranking Member Ron Wyden (D-OR), House THUD Appropriations Subcommittee Ranking Member Mario Diaz-Balart (R-FL), Congressional Bus Caucus Co-Chair Rep. Rick Larsen (D-WA), House THUD Appropriations Subcommittee Chairman David E. Price (D-NC), and Staff Directors Clare Doherty and Dabney Hegg of the Subcommittee on Transportation, HUD, and Related Agencies for the Senate Committee on Appropriations. On Tuesday, Ms. Barnett individually met with the office of Congressman Andy Barr (R-KY), Ranking Member of the House Committee on Financial Services.

Lexington Metropolitan Planning Organization (MPO) Federal Recertification Review

On June 25th and 26th, members of Lextran staff participated in the MPO's Federal Recertification Review. Activities included a tour of Fayette and Jessamine County projects on a Lextran bus, public listening session regarding the future of transportation, and various other sessions regarding the recertification. Other participants included representatives from the MPO, Federal Transit Administration, Kentucky Transportation Cabinet, and Federal Highway Administration.

Transdev Activities

Derrick Breun, Regional Vice-President for Transdev North America, was in Lexington and met with Ms. Butler and Ms. Barnett on Thursday June 6. Carrie Butler attended the Southeast Region General Manager's Conference on New Orleans June 10 through 12, and Jill Barnett attended the Transdev Leadership Development program in Lombard, IL June 17-19.

Procurement Update

- An RFP for on-call architectural and engineering services was published on May 6, 2019. The pre-proposal will be held on May 17, 2019. Proposals were due June 19, 2019. This is expected to be an August resolution.
- An RFP for a technology consultant was issued on May 20, 2019. The pre-proposal was held on June 6, 2019. Proposals were due June 27, 2019. This is expected to be an August resolution.

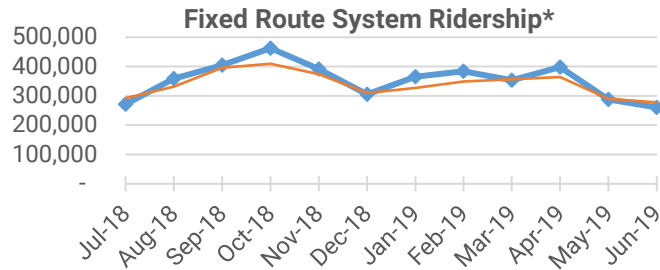
- An RFP for migrating it Office 365 was issued on June 3, 2019. The pre-proposal conference was held on June 20, 2019. Proposals are due July 18, 2019. This is expected to be an August resolution.
- An RFP for restriping the parking lot is underway and is expected to be released later in July and targeting a September resolution.
- Work continues on an RFP for a customer service/community survey.

Recruitment Activities

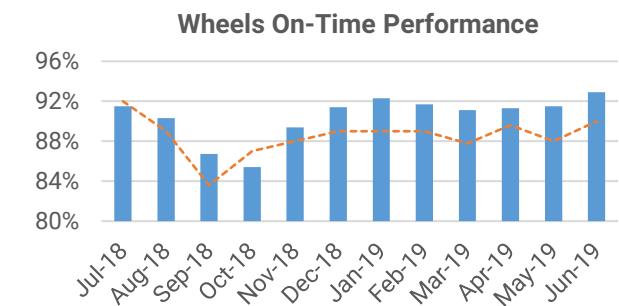
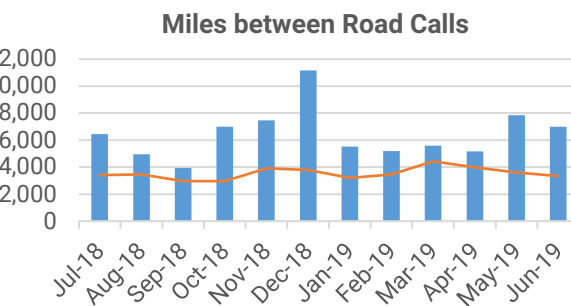
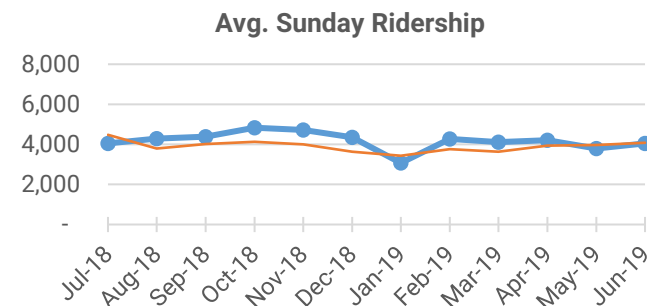
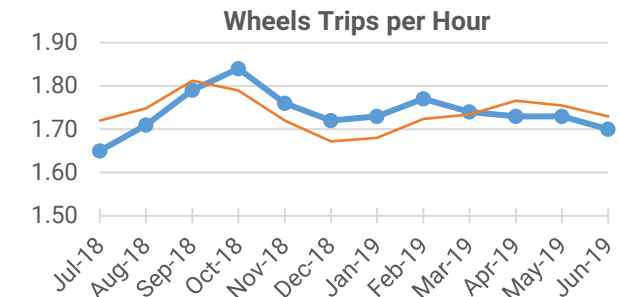
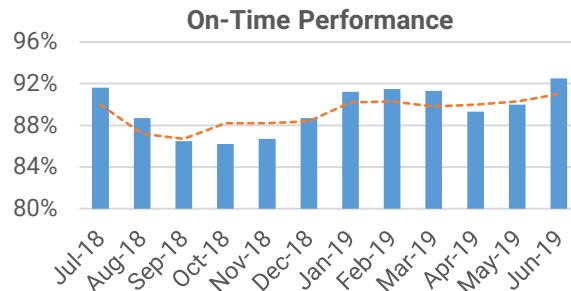
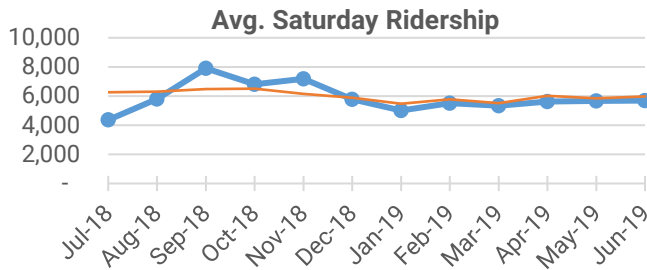
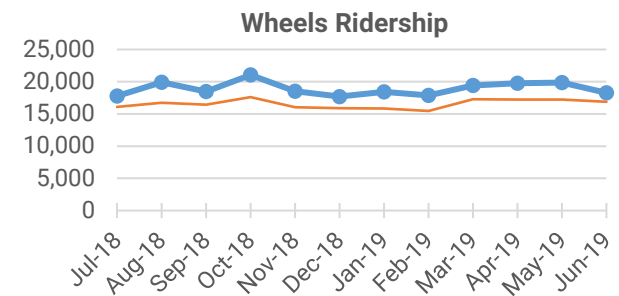
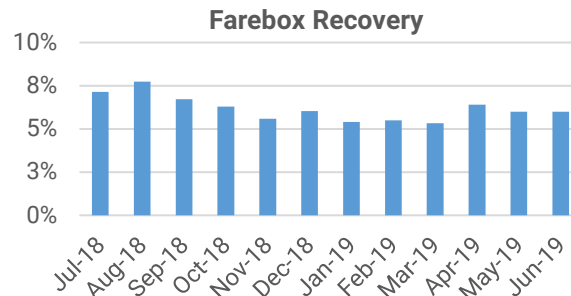
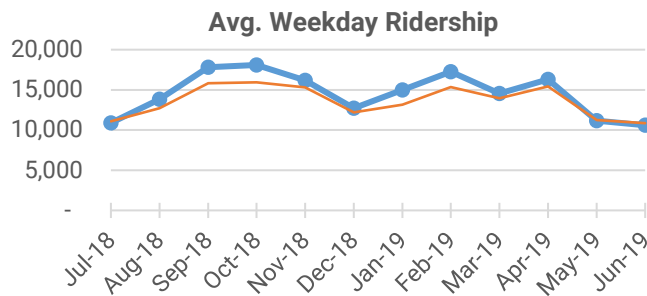
- Applications received: 58
 - Bus Operator: 33
 - Service Worker: 20
 - Maintenance Mechanic-B: 5
- Interviews: 4
 - Bus Operator: 1
 - Director of Transportation and Mobility Services: 3
- New Hires: 5
 - Bus Operator: 5

Training Activities

- Post-Accident Remedial Session: 1
- Coaching Session: 4
- Operator Return to Work Training Session: 4
- National Transit Institute Training (Developing an Emergency Management Plan): 6
- Smith System Defensive Driving Training: 73
- New Operator Training (ongoing): 6
- Workplace Injury Reporting for Transportation Supervisors: 11



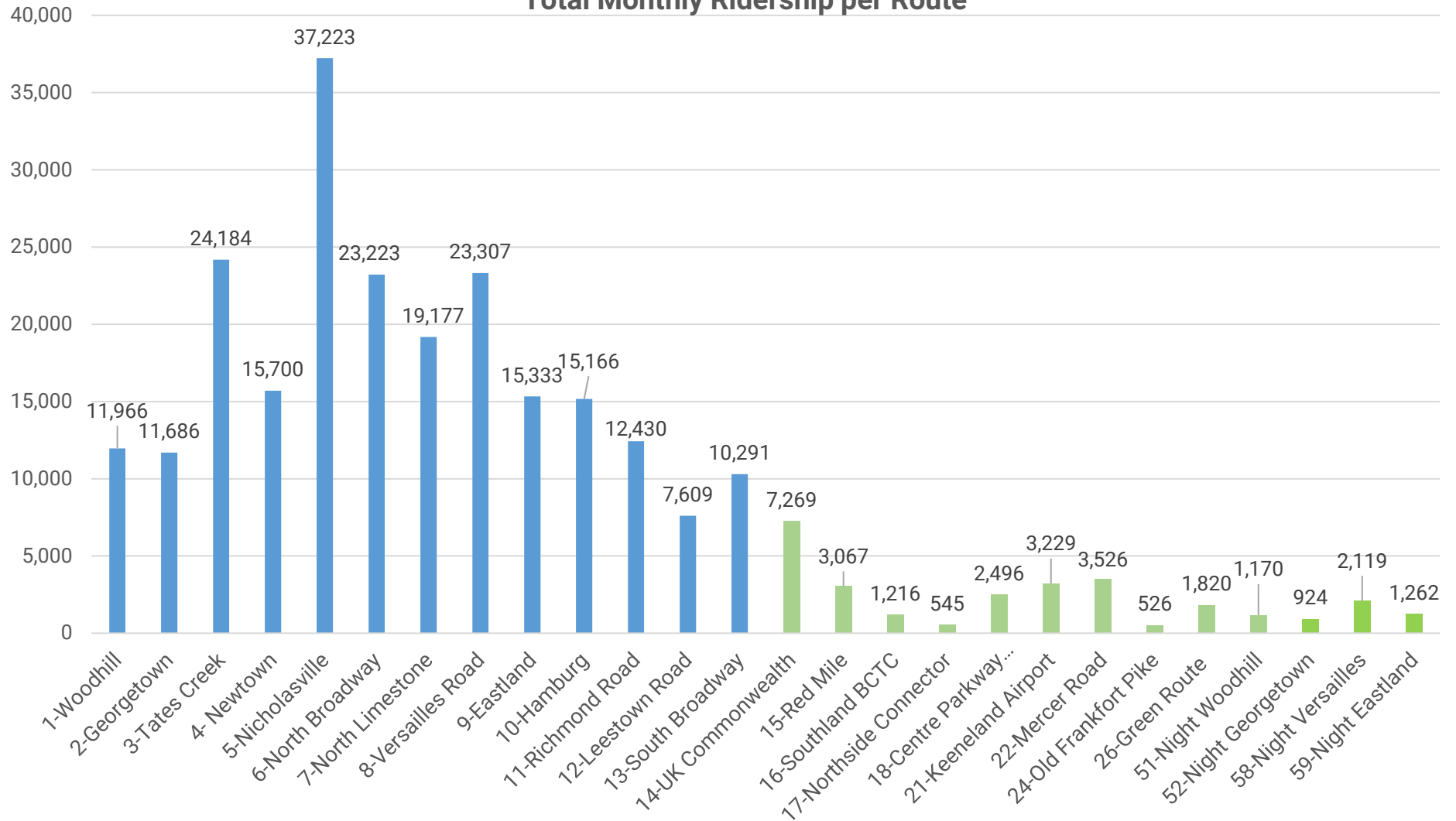
Performance Indicator	Lextran Fixed Route System			Wheels		
	This Month	FY19 YTD	FY18 YTD	This Month	FY19 YTD	FY18 YTD
Total Ridership	260,601	4,244,179	3,933,347	18,294	227,095	213,830
Total Revenue Miles	139,690	1,839,231	1,712,430	131,752	1,633,937	1,635,660
Total Revenue Hours	14,496	195,171	194,649	10,752	130,573	127,399
Pass. per Mile	1.87	2.31	2.30	0.14	0.14	0.13
Pass. per Hour	17.98	21.75	20.21	1.70	1.74	1.68



Route Performance Indicators								
Route Name	Total Cost	Net Cost	Net Total Cost per Hour	Passengers per Mile	Passengers per Hour	Net Cost per Passenger	Farebox Recovery Rate	On-Time Performance
8-Versailles Road	\$86,499	\$75,211	\$105.60	3.38	32.72	\$3.23	13.0%	97.2%
6-North Broadway	\$92,400	\$81,810	\$104.65	3.37	29.71	\$3.52	11.5%	92.1%
7-North Limestone	\$85,509	\$77,090	\$106.63	3.00	26.52	\$4.02	9.8%	95.7%
5-Nicholasville	\$178,031	\$165,837	\$108.48	2.91	24.35	\$4.46	6.8%	95.3%
9-Eastland	\$79,667	\$73,791	\$104.26	2.96	21.66	\$4.81	7.4%	97.5%
4- Newtown	\$96,835	\$90,978	\$115.16	1.99	19.87	\$5.79	6.0%	89.9%
1-Woodhill	\$88,319	\$83,263	\$115.60	1.66	16.61	\$6.96	5.7%	96.3%
13-South Broadway	\$70,191	\$66,314	\$116.60	1.77	18.09	\$6.44	5.5%	95.3%
11-Richmond Road	\$86,279	\$80,540	\$115.76	1.72	17.87	\$6.48	6.7%	98.9%
3-Tates Creek	\$177,048	\$166,418	\$119.00	1.57	17.29	\$6.88	6.0%	90.4%
2-Georgetown	\$85,426	\$80,735	\$114.03	1.74	16.51	\$6.91	5.5%	87.3%
10-Hamburg	\$139,273	\$132,164	\$115.93	1.35	13.30	\$8.71	5.1%	87.9%
12-Leestown Road	\$81,684	\$78,730	\$125.65	1.01	12.14	\$10.35	3.6%	95.2%
26-Green Route	\$26,601	\$26,601	\$113.19	1.03	7.74	\$14.62	0.0%	NA
14-UK Commonwealth	\$103,736	\$103,736	\$110.71	1.14	7.76	\$14.27	0.0%	NA
18-Centre Parkway Connector	\$49,461	\$47,657	\$130.93	0.51	6.86	\$19.09	3.6%	97.2%
17-Northside Connector	\$21,135	\$20,478	\$130.43	0.26	3.47	\$37.57	3.1%	90.0%
15-Red Mile	\$33,334	\$32,719	\$112.44	1.34	10.54	\$10.67	1.8%	92.4%
58-Night Versailles	\$10,172	\$9,259	\$129.96	1.94	29.74	\$4.37	9.0%	87.2%
59-Night Eastland	\$8,824	\$8,288	\$116.33	1.72	17.71	\$6.57	6.1%	96.2%
51-Night Woodhill	\$9,267	\$8,685	\$121.90	1.37	16.42	\$7.42	6.3%	79.5%
52-Night Georgetown	\$9,564	\$9,063	\$131.82	0.94	13.44	\$9.81	5.2%	85.0%
22-Mercer Road	\$35,695	\$34,149	\$120.24	1.15	12.42	\$9.68	4.3%	93.2%
21-Keeneland Airport	\$40,714	\$38,303	\$123.96	0.84	10.45	\$11.86	5.9%	94.2%
16-Southland BCTC	\$29,879	\$29,203	\$117.28	0.53	4.88	\$24.02	2.3%	92.4%
24-Old Frankfort Pike	\$19,447	\$18,928	\$114.71	0.37	3.19	\$35.98	2.7%	93.0%
Total	\$1,744,991	\$1,639,949	\$114.08	1.85	17.84	\$6.39	6.0%	92.5%

Note: Route 14 UK Commonwealth, Route 26 Green Route, and Route 27 Yellow Route do not collect fares.

June 2019 Total Monthly Ridership per Route



June Safety, Maintenance, and Operations Indicators

Indicator	Lextran Fixed Route System			Wheels		
	This Month	FY19 YTD	FY18 YTD	This Month	FY19 YTD	FY18 YTD
Preventable Accidents	1	25	38	1	22	16
Non-Preventable Accidents	2	34	56	0	17	18
Accident Frequency Rate	0.72	1.38	2.22	0.65	1.16	0.84
Accident Frequency Rate Goal*	1.75	1.75	1.75	2	2	2
Injury Frequency Rate	63.68	30.08	23.65	N/A	N/A	N/A
Injury Frequency Rate Goal**	27.04	27.04	27.04	N/A	N/A	N/A
Days without Preventable Accident	29	312	296	N/A	N/A	N/A
Days of Lost time	8	1,608	1,497	N/A	N/A	N/A
Workers Comp Claims	9	57	47	N/A	N/A	N/A
Miles Between Road Calls	6,985	6,005	3,451	N/A	N/A	N/A
Preventive Maintenance Inspections	37	484	441	N/A	N/A	N/A

*The accident frequency goals are calculated per 100,000 miles.

**The incident frequency goal is calculated per 200,000 working hours.

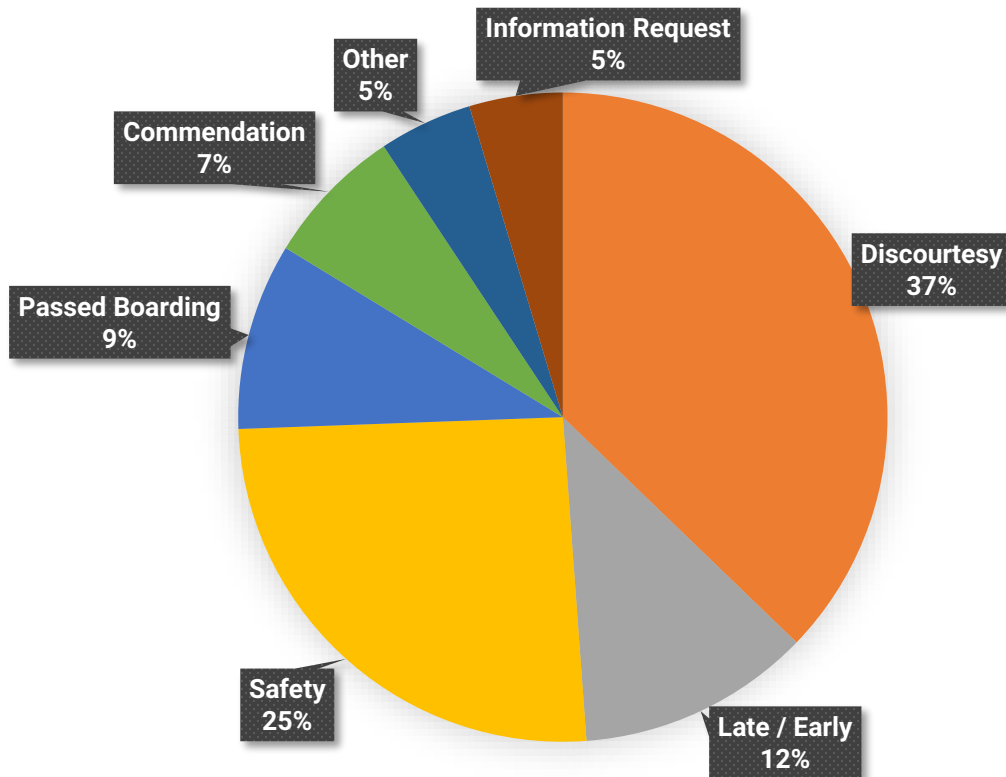
June Call Logs

Comments by Type	Lextran Fixed Route System			Wheels		
	This Month	FY19 YTD	FY18 YTD	This Month	FY19 YTD	FY18 YTD
Total Commendations	3	28	4	3	30	26
Discourtesy	16	104	88	6	71	75
Late / Early	5	47	42	4	60	63
Safety	11	84	76	9	71	96
Passed	4	51	63	0	0	0
Other	2	28	42	0	0	0
Request: Information	2	12	6	0	2	1
Request: Service	0	6	16	0	0	0
Request: Amenities	0	10	5	0	0	0
Website	0	0	3	0	0	0
Total Calls into System	3,978	84,429*	150,863	18,256	245,198	258,953
Total Calls into IVR	46,852	422,009**	584,863	N/A	N/A	N/A
Average Length of Call	1:20	1:19	1:26	1:10	1:12	1:02
Average Time to Abandon	0:32	0:17	0:13	0:55	1:03	1:11

*The call counting system malfunctioned causing data loss for the last two weeks of November.

**The IVR system was down for ten days during March.

Lextran Comments for June 2019



[The operator] is the most personable driver you've got. Whenever I see this guy driving my bus it makes me smile way big. Months later without us really seeing each other, he still calls me by name! How welcoming and feel good can it get?

A customer called in to say that the bus driver stopped in the middle of an intersection on Winchester Rd, just before the railroad track. She wanted to know if this was procedure because she has seen other drivers doing it also.

Customer stated the bus pulled off before 12:23 when it was supposed to leave. Customer stated that the bus driver told her she would have to catch the next bus.

Customer states that they pulled cord for stop and bus driver passed the bus stop. The Bates Creek bus went past stop of Euclid and Oldham when they were waiting to get on in the evening. Wants to know if there is an issue with this stop.

LXTRAN IN THE MEDIA – JUNE 2019

June 17, 2019 – Lextran Interview about Bus Wrap Design Contest (FOX 56)

<https://foxlexington.com/news/morning-edition/lextran>

June 17, 2019 – Lextran hosts children’s bus wrap design contest with prizes

<https://www.wkyt.com/content/misc/Lextran-hosts-bus-wrap-design-contest-with-prizes-511399751.html>

June 18, 2019 – Lextran Holds Contests to Decorate City’s Buses

<https://spectrumnews1.com/ky/lexington/news/2019/06/18/lexington-bus-design-contest>

June 19, 2019 – Lextran Interview about Bus Wrap Design Contest (WKYT)

<https://www.wkyt.com/video?vid=511520192>