

FINANCE COMMITTEE MEETING TARC BOARD OF DIRECTORS



Meeting Notice:

The TARC Board of Directors holds a monthly meeting of the Finance subcommittee. The next meeting will be held at:

**TARC's Headquarters, Board Room
1000 W. Broadway, Louisville, KY 40203**

Wednesday, December 11, 2024 at 10:00 a.m.

This meeting may also be held via teleconference as permitted by KRS 61.826.

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 Stephanie Isaacs at 502.561.5103. Requests made as early as possible will allow time to arrange accommodation.

FINANCE COMMITTEE MEETING TARC BOARD OF DIRECTORS



Agenda – December 11, 2024

1. Quorum Call/Call to Order, Meeting Minutes Steve Miller, Chair 10:00
 - a. Approval of November Meeting Minutes 10:00-10:05

2. Action Items 10:05-10:20
 - a. TARC Executive Committee Charter Revised Steve Miller
 - b. Amendment to Resolution 2024-04 Revised Executive Committee
 - c. Amendment to Resolution 2024-09 Executive Charter Revised
 - d. Resolution 2024-44 Capital Assistance Grants FFY24 Chris Ward
 - e. Resolution 2024-45 Financial Auditing Services Matt Abner
 - f. Resolution 2024-46 Cintas Uniforms Maria Harris
 - g. Resolution 2020-37 Amendment No 2 TransTrack Joe Triplett

3. Staff Reports and Presentation 10:20-10:25
 - a. Financial Statements for November presented at Board Meeting Matt Abner

4. Proposed Agenda / Procurements 10:25-10:30
 - a. Procurement Calendar Tonya Day

5. Adjournment 10:30

FINANCE COMMITTEE MEETING TARC BOARD OF DIRECTORS



November 13, 2024 Finance Committee Meeting Minutes

The Finance Committee of Transit Authority of River City (TARC) met on Wednesday, November 13, 2024 at 10:00 a.m. in person at TARC's headquarters, 1000 West Broadway in the Board Room and virtually via teleconference as permitted by KRS 61.826.

Members in Person

Steve Miller
Justin Brown

Members Virtual

DuWayne Gant
Alice Houston
Christy Ames
Ted Smith

Declined

Michael Schnuerle
Abbie Gilbert

Call to Order

Steve Miller called the meeting to order at 10:02 a.m.

Approved the October Finance Committee Meeting Minutes.

Action Items

Alex Posorske presented Resolution 2024-42 Transit Bus Advertising Program and Services Revenue Sharing.

- TARC has contracted out the management and selling of transit advertising for many years, which has been a continual source of revenue and shared-value for the agency. At this time, advertising on available vehicles is under contract with Lamar Advertising. Their five-year plus three optional years contract expires on January 31, 2025.
- For this contract award, TARC is granting to the contractor the advertising space made available on its fleet of fixed-route buses, an additional number of paratransit vehicles and considering the possibility of its transit shelters.
- TARC intends to implement Transit Bus Advertising Program and Services Revenue Sharing that will support agency's long-term advertising goal and efforts.
- TARC received four (4) responses, but only three (3) were shortlisted to proceed to the next phase of the evaluation process.
- TARC evaluated and compared each of the proposers' offerings and approaches to transit bus advertising against the other proposers.
- The evaluation committee determined that Adsposure offered TARC the greatest and best value with guarantees of \$125K annually towards bus productions and revenue sharing equal or greater than \$750K, including a 60% revenue share for any excess revenue produced at the end of every year about the 750K.

Board Members discussed past and potential advertising revenue.

Alex Posorske will create an advertising revenue comparison sheet to share with the Board. The sheet will also include the permitted advertising on TARC coaches and shelters.

The Resolution will move on to the Board.

FINANCE COMMITTEE MEETING TARC BOARD OF DIRECTORS



Ozzy Gibson presented Resolution 2024-43 Approval of JCPS Bonus.

- The JCPS agreement with TARC (“Agreement”) included paying Incentive Bonuses for New Bus Drivers who had a CDL and a School Bus Endorsement when they started employment with JCPS on or after July 1, 2024.
- The information was presented on a salary pay schedule provided to TARC along with all the pay criteria and then later amended after the Teamsters negotiations were completed, which was an exhibit incorporated as part of the Agreement.
- There have been many challenges and lessons learned from this partnership with JCPS as TARC continues to press forward to do what is best for our community.
- As such, TARC would like to pay these Bonuses now as was promised to our members.
- We appreciate all they continue to do to make this partnership successful.
- We are hopeful that JCPS will honor these incentive bonuses in accordance with the additional language that was presented to JCPS recently and reimburse the payment of the bonus that TARC will advance.
- We expect the bonus amounts not to exceed \$124,000.

The Resolution will move on to the Board.

Staff Reports and Presentations.

Matt Abner presented the October 2024 Financials – Refer to PowerPoint.

Tonya Day presented the Procurement calendar.

Steve Miller adjourned the meeting at 10:33 a.m.

ADOPTED THIS 11th DAY OF DECEMBER, 2024.

Steve Miller, Chair of the Finance Committee



TARC Board of Directors

Executive Committee Charter

Authority

The Executive Committee (“Committee”) is a committee of the TARC Board of Directors (“Board”) established pursuant to KRS 96A.070(7) and by TARC’s Board Bylaws in Article VIII, Section 1.

Membership and meetings

There shall be four members (4) of the Committee, who shall be the Chair of the Board, Vice Chair of the Board, Chair of the Finance Committee and Chair of the Operations Committee. The Board Chair shall serve as the Chair of the Committee. The Committee will meet as necessary by the call of the Committee Chair. Three (3) members attending in-person or virtually shall constitute a quorum.

Term

Each Committee member shall serve as long as he or she remains Board Chair, Board Vice Chair or a Chair of the Finance and/or Operations Committee and until his or her successor for such respective position occurs.

Responsibilities

The Committee’s responsibilities shall be to:

- Expend \$500,000 or less in lieu of the full Board acting;
- Name members to the Nominating Committee no later than May 1 annually;
- Establish an annual process to evaluate TARC’s Executive Director;
- Identify training opportunities for Board members and ensure that the appropriate Board training is provided;
- Prepare a Board meeting attendance matrix annually;
- Review TARC’s strategic planning process and outcomes prior to presentation of such information to the full Board for its consideration; and
- Exercise all other powers granted by the Board, other than those set out herein and which shall only be expressly permitted by KRS 96A to be exercised by the entire Board.



MEMORANDUM

To: TARC Board of Directors

From: Ted R. Smith, Board Chair, and Steve Miller, Finance Committee Chair

Date: December 18, 2024

Re: Amendment to Resolution 2024 – 04 Modify TARC Bylaws to Update Executive Committee Membership

The Board has revised the Executive Committee Charter to include the Vice Chair of the Board as a member of the Executive Committee. The current Bylaws contemplate a 3-member Executive Committee. However, state law allows the Board to decide how many members it deems necessary to form the Executive Committee. This Resolution proposes the creation of a 4-member Executive Committee made up of the following Board members: (1) Chair of the Board; (2) Vice-Chair of the Board; (3) the Chair of the Finance Committee; and (4) the Chair of the Operations Committee.

Please let us know if you have any questions. Thanks.



AMENDMENT TO RESOLUTION 2024 - 04 Modify TARC Bylaws to Update Executive Committee Membership

A Resolution amending the Bylaws to revise the membership of the Executive Committee:

WHEREAS, the Board adopted an Executive Committee in January and revised it in February 2024; and

WHEREAS, KRS 96A.070(7) and Article VIII of TARC's Bylaws contemplate the creation of an Executive Committee to help the Board transact business of TARC between regularly scheduled meetings of the Board; and

WHEREAS, the TARC Board seeks to amend the membership to a 4-member Executive Committee comprised of the following Board members: (1) Chair of the Board; (2) Vice-Chair of the Board; (3) Chair of the Finance Committee; and (4) Chair of the Operations Committee, which also necessitates a change to TARC's Bylaws increasing the Executive Committee from 3 members to 4 members; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City hereby revises the Executive Committee to a 4-member Committee as contemplated directly above, and amends its Bylaws accordingly to reflect such change.

ADOPTED THIS 18th DAY OF DECEMBER 2024

Ted R. Smith, Chair of the Board of Directors



MEMORANDUM

To: TARC Board of Directors

From: Ted R. Smith, Board Chair, and Steve Miller, Finance Committee Chair

Date: December 18, 2024

Re: Amendment to Resolution 2024 – 09 Executive Committee Charter

On February 28, 2024, the Board adopted an Executive Committee as it is permitted to do so by KRS 96A.070(7) and the TARC Bylaws. At the time of its creation, there were 3 members that comprise the Executive Committee. However, the Board would like to include the Vice Chair of the Board to be a member of the Committee. In doing so, the Board would also like to change the quorum of the Executive Committee from 2 members to 3 members. As a result of these changes, the Board wishes to amend its Charter for the Executive Committee, a copy of which is hereby attached.

The Board through this Resolution is seeking approval from the Board to amend the Executive Committee Charter. Please let us know if you have any questions. Thanks.



AMENDMENT TO RESOLUTION 2024 - 09 Executive Committee Charter

A Resolution amending the Executive Committee Charter:

WHEREAS, the Board adopted an Executive Committee Charter on February 28, 2024; and

WHEREAS, the Board would like to revise the Executive Committee Charter to include the Vice Chair of the Board as a member of the Committee and to revise the quorum requirements for such Committee; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City hereby adopts the revised Executive Committee Charter, which is hereby attached.

ADOPTED THIS 18th DAY OF DECEMBER 2024

Ted R. Smith, Chair of the Board of Directors



MEMORANDUM

To: TARC Board of Directors
From: Ozzy Gibson, Executive Director
Date: December 18, 2024
Re: Resolution 2024 - 44 Capital Assistance Grants for Federal Fiscal Year 2024

Every year TARC plans for the use of capital funds available through Federal formula grant apportionments. This planning is done in coordination with the Kentuckiana Regional Planning and Development Agency (KIPDA) and in keeping in compliance with federal statutes. The result of this work is TARC's Program of Projects (POP), which is reflected in part in TARC's Fiscal Year (FY) 2025 budget. Included with this memorandum is a copy of TARC's Federal Fiscal Year (FFY) 2024 Capital Program of Projects (POP) utilizing Federal formula funds from Sections 5307, 5310, and 5339.

TARC's FFY 2024 POP identifies projects to be funded in a grant application for FFY 2024 Sections 5307 and 5309 capital assistance apportioned to TARC through the Bipartisan Infrastructure Legislation (BIL). These are funds appropriated for 2024 and distributed to transit agencies nationwide according to a formula. The grant application will be filed for a total of \$24,910,145 (\$19,928,116 federal share, \$4,982,029 local match or non-federal share). Section 5310 funds are not included in this total as these funds are awarded through a competitive process overseen by TARC. Major projects and expenses included in this POP are:

- Renovation and technology projects prioritized through TARC's asset management planning process
- Reimbursement of Capital Maintenance costs
- As much as 40% of the cost of contracting for paratransit service

The Program of Projects was the subject of a public meeting held on Zoom and Facebook Live, Monday, November 25, 2024 at 4:00 p.m. TARC notified the public of the meeting through a posting on our News and Events page and a series of social media posts.

The projects listed are in keeping with the FY 2025 capital budget as adopted by the Board through Resolution 2024-18. This resolution seeks the authority to file the grant for formula funds.

Please call me at 561-5100 if you have any questions. Thank you.

RESOLUTION 2024-44
CAPITAL ASSISTANCE GRANTS FOR FEDERAL FISCAL YEAR 2024

A Resolution authorizing the Executive Director to file an application with the Department of Transportation, United States of America, for a grant under the Urban Mass Transportation Act of 1964, as amended.

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs; and

WHEREAS, it is required by the U.S. Department of Transportation, in accordance with the provision of Title VI of the Civil Rights Act of 1964, as amended, that the applicant give assurances that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the applicant that Disadvantaged Business Enterprises be utilized to the fullest extent possible in connection with these projects, and that definite procedures shall be established and administered to ensure that disadvantaged businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment contracts, or consultant and other services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City that:

1. The Executive Director and Chief Financial/Administrative Officer are authorized to execute and file an application on behalf of the Transit Authority of River City with the U.S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects pursuant to Section 5307 of the Urban Mass Transportation Act of 1964, as amended.
2. The Board Chair, Vice-Chair, Executive Director, and Chief Financial/Administrative Officer are authorized to execute and file such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.
3. The Executive Director and Chief Financial/Administrative Officer are authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application for the program of projects and budget.
4. The Executive Director and Chief Financial/Administrative Officer are authorized to set forth and execute affirmative disadvantaged business policies in connection with the program of projects and budget procurement needs.



5. The Executive Director and Chief Financial/Administrative Officer are authorized to execute grant agreements on behalf of the Transit Authority of River City with the U.S. Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects and budget.

ADOPTED THIS 18th DAY OF DECEMBER 2024

Ted Smith, Chair of the TARC Board of Directors

Program of Projects and Budget for Federal Fiscal Year 2024 Grant Funds

Apportioned: April 4, 2024

Urbanized Area: Louisville, KY
 Designated Recipient: TARC
 Grantee: Transit Authority of River City
 Program Numbers:
 Temporary number: 1105-2025-X

	Full Year Apportionment	Actual
Section 5307 Apportionment for 2024 (A)	\$	18,321,285
TARC Local Match	\$	4,580,321
Total TARC 5307 Capital Program Funds Available	\$	22,901,606
Section 5339 Apportionment for 2024 (B)	\$	1,606,831
TARC Local Match	\$	401,708
Total 5339 Capital Program Funds Available	\$	2,008,539
Subtotal of TARC Apportionments	\$	19,928,116
Subtotal of TARC Local Match	\$	4,982,029
Carryover Funds	\$	-
Total Funds Available for TARC Capital Program	\$	24,910,145

Project Description

CAPITAL PROJECTS (80/20 FUNDING)	ALI	LOCAL	FEDERAL	TOTAL
1 A & E Services	11.41.03	40,000.00	160,000.00	200,000.00
2 MIS Equipment / Hardware	11.42.07	200,000.00	800,000.00	1,000,000.00
3 MIS Equipment / Software	11.42.08	400,000.00	1,600,000.00	2,000,000.00
4 Security Enhancements	11.42.09	91,321.00	365,284.00	456,605.00
5 Rehab/Renovate Admin / Maint Facility	11.44.03	25,000.00	100,000.00	125,000.00
6 Capital Maintenance	11.7A.00	2,820,000.00	11,280,000.00	14,100,000.00
7 Non-Fixed Rte ADA Paratransit Svc	11.7C.00	1,000,000.00	4,000,000.00	5,000,000.00
8 Capital Cost of Contracting-Fixed Route	11.71.12	4,000.00	16,000.00	20,000.00
Subtotal Capital Section 5307		4,580,321.00	18,321,284.00	22,901,605.00
	<i>Project 1</i>	3,580,321.00	14,321,284.00	17,901,605.00
9 Buy Replacement 40' Bus	11.12.01	280,000.00	1,120,000.00	1,400,000.00
10 Other 3rd Party Contractual Services	11.71.11	1,000.00	4,000.00	5,000.00
11 MIS Equipment / Hardware	11.42.07	8,000.00	32,000.00	40,000.00
12 Purchase Support Vehicles	11.42.11	24,000.00	96,000.00	120,000.00
13 Acquire Miscellaneous Equipment	11.42.20	8,707.00	34,828.00	43,535.00
14 Facility Rehabilitation	11.44.02	80,000.00	320,000.00	400,000.00
Subtotal Capital Section 5339		401,707.00	1,606,828.00	2,008,535.00
TOTAL CAPITAL		4,982,028.00	19,928,112.00	24,910,140.00
OTHER FUNDING				
15 Enhanced Mobility* (Section 5310)		345,302.25	1,381,209.00	1,726,511.25
Subtotal Section 5310		345,302.25	1,381,209.00	1,726,511.25
TOTAL PROGRAM OF PROJECTS		5,327,330	21,309,321	26,636,651

*TARC is the designated recipient for these funds. Funds will be awarded to subrecipients whose projects are selected in accordance with FTA guidance. The sources and amount of local match will be determined as a result of that process.

MEMORANDUM

To: TARC Board of Directors

From: Ozzy Gibson, Executive Director

Date: December 18, 2024

Re: Resolution 2024 – 45 Financial Auditing Professional Services (RFP 20231827)

In September, the Procurement Department issued a Request for Proposals (RFP) 20231827 for Financial Auditing Professional Services. The RFP was advertised on TARC's website via Bonfire, TransitTalent, and sent directly to several financial auditing companies. A total of two companies intended to bid, however, on October 31, 2024, TARC received one proposal, which resulted in a single bid procurement. The Procurement Department contacted the other company that had intended to bid, and asked why they did not provide a bid response. The company had indicated that it would be a burden for them to travel in to Louisville for any required meetings on TARC locations, and thus, they opted out of bidding, which then resulted in a single bid procurement.

The Procurement Department conducted an independent cost estimate prior to receiving bid. A committee of TARC staff from multiple departments that would manage and work with the service evaluated and independently scored the proposal. The evaluation committee scored the proposal on several factors including technical approach, qualifications, professional references, and relevant experience. After scoring and careful consideration, the evaluation committee deemed the response as responsive and responsible, and thus, unanimously recommends an award to Crowe, LLP.

Crowe's proposal includes a fee schedule for the next five fiscal years (2025 – 2029) which will cover the cost of TARC's three (3) annual audits (i.e., Fiscal Year End, NTD, and TARC Pension Plan). In addition to the fee schedule, Crowe's proposal includes an hourly rate schedule for the next five fiscal years should additional work beyond that which would occur during the three (3) annual audits be required. Funds for each year of the contract will be included as part of the Operations Budget.

This Resolution seeks approval for the Board of Directors to authorize the Executive Director to negotiate and enter into a contract with Crowe, LLP at a cost not to exceed \$386,815 which covers the initial three (3) year term and additional two (2) one-year terms. The term also includes a 10% contingency for any additional services provided beyond the three (3) annual audits.

Please call me at 561-5100 if you have any questions. Thank you.

RESOLUTION 2024-45

FINANCIAL AUDITING PROFESSIONAL SERVICES

A Resolution authorizing the Executive Director to negotiate and enter into a contract with Crowes, LLP for Financial Auditing Services at a cost not to exceed \$386,815 for the initial term of three (3) years with two (2) one-year optional terms that will auto-renew annually.

WHEREAS, TARC seeks a provider for Financial Auditing Professional Services; and

WHEREAS, an independent cost estimate was conducted prior to receiving responses; and

WHEREAS, a single bid responsive proposal was received from provider of Financial Auditing Professional Services; and

WHEREAS, an evaluation committee comprised of knowledgeable TARC staff from relevant departments reviewed and scored the proposal; and

WHEREAS, the evaluation committee recommends unanimously an award to Crowe, LLP as the best value solution for TARC; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City that:

The Executive Director is hereby authorized to negotiate and enter into a contract with Crowe, LLP for Financial Auditing Professional Services at a cost not to exceed \$386,815 for an initial term of three (3) years with an option for two (2) one-year auto-renewals. The contract includes a 10% contingency for any additional services provided beyond the 3 regularly scheduled annual audits.

ADOPTED THIS 18th DAY OF DECEMBER 2024

Ted Smith, Chair of the TARC Board of Directors



MEMORANDUM

To: TARC Board of Directors

From: Ozzy Gibson, Executive Director

Date: December 18, 2024

Re: Resolution 2024-46 Maintenance Mechanic and Custodian Uniform Rental and Laundry Program Services (20241876)

Historically, Transit Authority of River City participated in the Louisville Metro Government Cooperative Purchasing MOU of maintenance and custodian uniforms that includes all of the Metro Louisville Government agencies. The last uniform agreement was awarded to Cintas in September 2019 with a total of a three (3) year term with two additional optional years.

In August 2024, the Procurement Department issued a Request for Proposal (RFP) 20241876 for Maintenance Mechanic and Custodian Uniforms - Rental and Laundry Program Services. On October 10, 2023, TARC received proposals from four (4) responsive vendors – Cintas, Unifirst, Digame and Springfield Laundry. Additionally, Procurement Department conducted a pricing analysis of the past three (3) years spend. The average annual spend has been \$197K and the independent cost estimate conducted in May 2024 was \$192K, which is in alignment with the annual spend.

A committee of TARC staff evaluated and independently scored the four proposals. Factors considered during the evaluation process included qualification and experience, technical, understanding of the project, regulatory compliance and other service offerings. After scoring and careful consideration, the evaluation committee unanimously recommends an award to Cintas Corporation who received the highest score.

Cintas provided the best value proposal including, but not limited to new lockers, competitive pricing on maintenance uniforms, shop towels, mats and other extended services such as embroidery, repair and/or replacement of uniforms.

This Resolution seeks approval for the Board of Directors to authorize the Executive Director to negotiate and enter into a contract with Cintas Corporation for an initial term of three (3) years and an option for an auto-renewal of two (2) one-year terms. Pricing schedule is included as Exhibit B.

Please call me at 561-5100 if you have any questions. Thank you.



RESOLUTION 2024-46 MAINTENANCE MECHANIC AND CUSTODIAN UNIFORMS RENTAL AND LAUNDRY PROGRAM SERVICES

A Resolution authorizing the Executive Director to negotiate and enter into a contract with Cintas Corporation for maintenance mechanic and custodian uniforms rental and laundry program services at an annual cost not to exceed \$199K for an initial term of three (3) years with an option to auto-renew for an additional two (2) one-year terms.

WHEREAS, Transit Authority of River City (TARC) intends to award Cintas Corporation to support agency's maintenance mechanic and custodian uniform program services in compliance with the Department of Transportation maintenance uniform policy; and

WHEREAS, TARC facilitated and conducted a Request for Proposal 20241876; and

WHEREAS, TARC received four (4) responsive and responsible bids; and

WHEREAS, TARC evaluated all proposals and Cintas Corporation received the highest score; and

WHEREAS, upon analysis of price and per item and garment rates, Cintas pricing was deemed fair and reasonable; and

WHEREAS, the TARC committee unanimously recommends to award the contract to Cintas Corporation; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City that:

The Executive Director is hereby authorized to negotiate and enter into a contract with Cintas Corporation for the Maintenance Mechanic and Custodian Uniforms Rental and Laundry Program Services at an annual cost not to exceed \$199K for the three (3) year initial term with an option to auto-renew for an additional two (2) one-year terms.

ADOPTED THIS 18TH DAY OF DECEMBER 2024

Ted Smith, Chair of the TARC Board of Directors



MEMORANDUM

To: TARC Board of Directors
From: Ozzy Gibson, Executive Director
Date: December 18, 2024
Re: Resolution 2020-37 Amendment No. 2 Contract 2822 TransTrack Annual Support

In September 2020, Resolution 2020-37, TARC Board of Directors granted authorization for the Interim Co-Executive Directors to enter into a contract with TransTrack Systems, Inc. to provide Business Analytics and NTD Reporting System for an initial term of three (3) years with an option of two (2) one-year extensions. It included all license fees, installation, training and associated costs as well as first year maintenance. At that time, TARC was using the Trapeze product APC Gateway and Plan to hold, maintain, and report on NTD ridership and passenger count data. As Automated Passenger Counters (APC) began to be installed on the TARC Fleet, the Trapeze product could not process the APC data as efficiently, and thus, a decision was made to move to the TransTrack product.

In August 2022, the Board of Directors authorized the Executive Director to amend the contract to transition from Trapeze APC Gateway and Plan to the TransTrack equivalent tools that would be able to handle the ridership data as well as any upgrades more efficiently (Amendment No. 1 to Contract 2822 for TransTrack Annual Support). The transition was due to a realignment of the two companies that had become subsidiaries of the same holding company.

Although the Amendment was approved and TransTrack immediately took over the duties that Trapeze had been handling, TARC and Trapeze were working on the remaining billing discrepancies. After TransTrack took over the service and billing on July 1, 2024 for \$22K billed in quarterly increments for the term of July 1, 2024 – June 30, 2025 for Business Analytics and NTD Reporting System, the value of the agreement increased an additional \$23K. The current contract annual not to exceed amount is \$109K for FY2025, which requires Board approval.

This Resolution seeks authorization from the Board of Directors for the Executive Director to increase the total not to exceed amount for maintenance and support for TransTrack to \$109K for fiscal year 2025.

Please call me at 561-5100 if you have any questions. Thank you.

RESOLUTION 2020-37

AMENDMENT NO. 2 CONTRACT 2822 TRANSTRACK ANNUAL SUPPORT

A Resolution authorizing the Executive Director to increase the total amount for maintenance and support for TransTrack Business Analytics and NTD reporting solution from \$88K to \$109K for the fiscal year of 2025.

WHEREAS, in August of 2020 the TARC Board of Directors authorized the Executive Director to negotiate and enter into an agreement with TransTrack Systems, Inc. for a Business Analytics and NTD reporting solution (contract No. 2822); and

WHEREAS, in August of 2022 the TARC Board of Directors authorized the Executive Director to amend contract No. 2822 and to transition the ridership and passenger count data to TransTrack for analysis and NTD reporting; and

WHEREAS, TARC and TransTrack amended the contract for ridership and passenger count data and will honor the annual cost for FY2025 of \$22K as agreed to in August of 2022;

WHEREAS, in July of 2024 TARC received a new billing estimate that increased the contract value an additional \$23K, a result of a quarterly billing of \$27.3K, which increase the total not to exceed amount from \$87.6K to \$109K for FY 2025; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City that:

The Executive Director is hereby authorized to increase the total amount for maintenance and support for TransTrack from \$87.6K to \$109K total for the fiscal year of 2025.

ADOPTED THIS 18th DAY OF DECEMBER 2024

Ted Smith, Chair of the TARC Board of Directors

The Procurement Calendar will be available during the Finance Committee Meeting.