



ADDENDUM

**Special Meeting of the Connect Transit Board of Trustees
July 12, 2021 – 5:15 P.M.
351 Wylie Drive – Training Room
Normal, Illinois 61761**

- F. New Business
 - 2. *Recommendation* for Approval of Proterra Contract Change Order

- H. General Manager's Report
 - 1. General Manager's Employment Agreement Report



MEMO

DATE: July 12, 2021

TO: Board of Trustees

FROM: Brady Lange, Maintenance Manager / Procurement Specialist

CC: Mark Peterson, Interim General Manager

SUBJECT: Proterra Contract Change Order

Recommendation:

Authorize the Interim General Manager to execute a Change Order to the Proterra contract the Board awarded on February 23, 2021.

Background:

The Connect Transit Board of Trustees awarded Proterra a contract in the amount of \$4,390,913 on February 23, 2021, to provide four (4) 35-foot battery electric buses, two charging units with 4 dispensers, and installation of necessary electrical infrastructure. Funding for this purchase is being provided by IDOT DOAP Debt Service, an FTA Low or No Emissions competitive Grant and a FTA Bus and Bus Facilities competitive Grant. Since that time, charger technology has continued to change and improve. Staff has identified a superior charging solution that was not available when our project was originally designed.

Discussion:

The original design provided infrastructure for up to seventeen (17) PCS charging units which are capable of charging two buses each. Connect Transit's plan was to purchase one charger and two dispensers each time two buses were purchased. As an example, Connect Transit's initial approved contract with Proterra included four buses, two chargers, and four dispensers.

Recently an option for a single large charging unit that can provide energy for up to forty (40) buses has become available. Connect Transit staff evaluated the benefits of this new charging technology as well as any potential cost savings. While a larger initial investment will be necessary for this new charging technology, future bus and charger contracts will be greatly reduced because we will no longer need to purchase chargers with each order of buses.



In addition to the financial impact of this change order, Connect Transit will also be utilizing the most current charging technology. Many transit agencies have begun to transition to charging infrastructure such as this for future deliveries. The new charger will also simplify maintenance activities which will reduce unknown future maintenance costs. The new charger also features vehicle-to-grid technology which may allow for potential energy savings in the future as Connect Transit expands its electric bus fleet and the V2G technology develops further.

This change will also dictate a change to the ongoing solar and bus charging infrastructure project that the Interim General Manager is able to administratively approve following approval of this *Recommendation*.

Financial Impact:

The Board approved the initial contract with Proterra for \$4,390,913.00. This change order increases the Proterra contract by \$211,468. By approving this change order, Connect Transit's future contracts for charging infrastructure will decrease by approximately \$200,000 per year.

Connect Transit has contracted with Proterra to supply twelve (12) battery electric buses and related charging infrastructure. The change in charging solutions will realize an approximate savings of \$50,000 over the total scope of these projects. If Connect Transit chooses to exercise the option for purchase of five (5) additional battery electric buses and charging infrastructure, the savings from this change in charging infrastructure increases to approximately \$325,000.

The funding sources for this purchase will not change. Connect Transit will still utilize IDOT DOAP Debt Service, an FTA Low or No Emissions Grant, and FTA Bus and Bus Facilities funds for this project. No local funds will be expended.



MEMO

DATE: July 12, 2021

TO: Board of Trustees

FROM: Ryan Whitehouse, Board Chairman

CC: Mark Peterson, Interim General Manager

SUBJECT: Employment Agreement for General Manager

Recommendation:

Authorize the Chairman of the Board of Trustees to execute an Employment Agreement with the selected candidate for the General Manager position.

Background:

The Board of Trustees engaged the firm of Harris, Rand, Lusk of New York in November of 2020 to provide expert guidance and coordination of a national search for a new General Manager for Connect Transit. Advertisements for the position were posted in January of this year. Multiple applications were received and reviewed by the Board of Trustees. Interviews were conducted with a number of candidates.

A conditional offer of employment was made to one of the candidates early last week. The candidate has agreed to accept the position with the condition that all relevant terms and conditions of the employment are memorialized to the satisfaction of both parties in an employment agreement.

The Board has received a draft Employment Agreement prepared by the transit system's legal Counsel, Steve Mahrt of Ancel, Glink. The proposed Agreement is similar in form to the agreements used for past Connect Transit General Managers.



Discussion:

The Board will adjourn to Executive Session at the beginning of the Special Meeting on July 12, 2021, to discuss the terms and conditions contained within the draft Employment Agreement. Following that discussion, the Board will reconvene a regular public session to formally approve the proposed Employment Agreement.