



Due to the COVID-19 Pandemic, Connect Transit Trustees may remotely participate in this meeting. Connect Transit will read public comments received in writing which were received two (2) hours prior to the meeting. Written comments may be submitted via mail, email, or in-person. Comments sent via email should be sent to: trustees@connect-transit.com. The meeting will be limited to ten (10) individuals in the room at a time due to the coronavirus pandemic and individuals attending will be required to be six (6) feet apart. Persons attending the meeting in-person will be given an opportunity to offer public comment. If you are experiencing COVID-19 symptoms, please do not attend the meeting. Persons attending in person are asked to wear a face covering.

AGENDA

**Virtual Meeting of the Connect Transit Board of Trustees
November 24, 2020 – 4:30 P.M.
351 Wylie Drive – Training Room
Normal, Illinois 61761**

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Public Comments
- E. Consent Agenda (Rollcall Vote)
 - 1. Approval of Minutes of October 27, 2020 Board Meeting
 - 2. Disbursements for the month of October 2020
 - 3. Monthly Statistical Report for October 2020
 - 4. Cardinal Infrastructure Federal Report
 - 5. Cornerstone – Illinois Weekly Update
- F. New Business
 - 1. Recommendation for Approval of Project Manager Agreement for the *Downtown Bloomington Transfer Center Project*
 - 2. Recommendation Pertaining to the Review and Release of Executive Session Minutes
- G. General Manager's Report
 - 1. Update on Better Bus Stop Campaign
 - 2. Update on Solar Project
 - 3. Update on Stuff the Bus Annual Event
- H. Chairman's Report
 - 1. Update on Selection of Recruitment Firm for General Manager Position
- I. Executive Session - 5 ILCS 120/2.06
- J. Trustee's Comments
- K. Adjournment



October 2020

Financial and Statistical Reports



Connect Transit Cash Disbursement Report October 2020

Name	Check Number	Date	Amount	Description
1st Ayd Corporation	00052645	09-Oct-20	\$373.77	Cleaning Supplies
1st Ayd Corporation	00052690	16-Oct-20	\$177.99	Cleaning Supplies
ABC Bus Companies	00052646	09-Oct-20	\$5,798.11	Bus Parts
ABC Bus Companies	00052691	16-Oct-20	\$1,633.68	Bus Parts
ABC Bus Companies	00052724	23-Oct-20	\$3,562.80	Bus Parts
ABC Bus Companies	00052757	30-Oct-20	\$229.09	Bus Parts
Advance Auto Parts	00052647	09-Oct-20	\$724.86	Maintenance Supplies
Advance Auto Parts	00052692	16-Oct-20	\$11.00	Maintenance Supplies
Advance Auto Parts	00052758	30-Oct-20	\$6.56	Maintenance Supplies
Airgas USA, LLC	00052693	16-Oct-20	\$171.05	Welding Supplies
Amalgamated Transit Union Local 752	00052648	09-Oct-20	\$6,326.51	Payroll Deduction
Amazon Capital Service	00052725	23-Oct-20	\$931.79	Office Supplies
Amazon Capital Service	00052759	30-Oct-20	\$709.70	Office Supplies
AngelTrax	00052649	09-Oct-20	\$677.60	Security Cameras
Aramark Uniform Services	00052694	16-Oct-20	\$822.03	Cleaning Uniforms & Rugs
Aramark Uniform Services	00052760	30-Oct-20	\$569.26	Cleaning Uniforms & Rugs
Assurance Agency, Ltd.	00052650	09-Oct-20	\$20,522.00	Insurance
Birkey's Farm Store, Inc	00052761	30-Oct-20	\$492.00	Bus Parts
Black & Decker (US), Inc	00052726	23-Oct-20	\$1,940.75	Garage Maintenance Equipment
Blue Cross and Blue Shield of Illinois	00052727	23-Oct-20	\$95,878.17	Insurance
Blue Springs, Inc.	00052728	23-Oct-20	\$425.00	Portable Restroom
Brink's Incorporated	00052651	09-Oct-20	\$175.29	Consulting
Canvas Solutions, Inc.	00052729	23-Oct-20	\$254.60	Software Licensing
Cardinal Infrastructure	00052652	09-Oct-20	\$6,000.00	Consulting
Central Illinois Trucks Inc.	00052653	09-Oct-20	\$3,219.59	Bus Parts
Central Illinois Trucks Inc.	00052695	16-Oct-20	\$1,051.68	Bus Parts
Central Illinois Trucks Inc.	00052730	23-Oct-20	\$352.21	Bus Parts
Central Illinois Trucks Inc.	00052762	30-Oct-20	\$5,253.21	Bus Parts
Central States Bus Sales, Inc	00052654	09-Oct-20	\$121.97	Bus Parts
ChemStation of Indiana	00052696	16-Oct-20	\$1,357.05	Garage Supplies
Ontas	00052697	16-Oct-20	\$447.60	Building Maintenance
O'REN, LLC	00052763	30-Oct-20	\$37.06	Internet
City of Bloomington	00052655	09-Oct-20	\$3,400.31	Utilities
City of Bloomington	00052764	30-Oct-20	\$1,500.25	Utilities
Clark Baird Smith, LLP	00052698	16-Oct-20	\$477.50	Legal Service
Clean Exhaust Specialist	00052656	09-Oct-20	\$603.74	Outside Services
Clean Exhaust Specialist	00052699	16-Oct-20	\$603.74	Outside Services
Clean Exhaust Specialist	00052731	23-Oct-20	\$889.53	Outside Services
CliftonLarsonAllen LLP	00052657	09-Oct-20	\$2,750.00	Audit Services
Commerce Bank	ACH	13-Oct-20	\$85.98	Service Charge
Corn Belt Energy Corp.	00052700	16-Oct-20	\$7,125.98	Utilities
Cornerstone Government Affairs	00052701	16-Oct-20	\$3,333.33	Consulting
Cummins Crosspoint	00052658	09-Oct-20	\$1,158.97	Bus Parts
Cummins Crosspoint	00052702	16-Oct-20	\$1,890.03	Bus Parts
Dish Network	00052765	30-Oct-20	\$107.04	Television Service
Don Owen Tire Service, Inc.	00052732	23-Oct-20	\$336.08	Bus Parts
Don Owen Tire Service, Inc.	00052766	30-Oct-20	\$22.60	Bus Parts
Evergreen FS	00052703	16-Oct-20	\$1,390.17	Fuel
Evergreen FS	00052767	30-Oct-20	\$1,324.82	Fuel
Express Services, Inc.	00052704	16-Oct-20	\$651.49	Temp Service
Express Services, Inc.	00052733	23-Oct-20	\$400.35	Temp Service
Express Services, Inc.	00052768	30-Oct-20	\$668.82	Temp Service
Farnsworth Group, Inc	00052659	09-Oct-20	\$25,860.00	Consulting
Fast Signs	00052705	16-Oct-20	\$307.00	Printed Materials
Fastenal Company	00052660	09-Oct-20	\$5.92	Bus Parts
Fastenal Company	00052706	16-Oct-20	\$60.98	Bus Parts
Fastenal Company	00052769	30-Oct-20	\$1.83	Bus Parts



**Connect Transit
Cash Disbursement Report
October 2020**

Name	Check Number	Date	Amount	Description
Fasteners Etc.	00052707	16-Oct-20	\$874.08	Maintenance Supplies
Frontier	00052734	23-Oct-20	\$47.58	Telephone
Genfare	00052661	09-Oct-20	\$2,878.48	Parts
Genfare	00052708	16-Oct-20	\$716.60	Parts
Genfare	00052770	30-Oct-20	\$74,775.45	Mobile Ticketing
Getz Fire Equipment	00052662	09-Oct-20	\$929.25	Alarm System Service
Gillig LLC	00052735	23-Oct-20	\$164.17	Bus Parts
Gillig LLC	00052771	30-Oct-20	\$92.54	Bus Parts
Heritage Machine & Welding, Inc.	00052663	09-Oct-20	\$31.91	Bus Parts
Heritage Machine & Welding, Inc.	00052709	16-Oct-20	\$142.86	Bus Parts
IQMA 457 Retirement Trust	AQH	08-Oct-20	\$27,303.79	Payroll Deduction
IQMA 457 Retirement Trust	AQH	22-Oct-20	\$27,390.67	Payroll Deduction
Illini Fire Equipment	00052664	09-Oct-20	\$2,061.00	Inspection and Testing
Illinois Department of Employment Security	AQH	28-Oct-20	\$621.81	Payroll Deduction
Illinois Department of Revenue	00052665	09-Oct-20	\$12,441.31	Payroll Deduction
Illinois Department of Revenue	00052736	23-Oct-20	\$12,207.10	Payroll Deduction
Illinois Oil Marketing Equipment, Inc.	00052772	30-Oct-20	\$120.57	Fuel Station
Illinois Portable Toilets, Inc.	00052737	23-Oct-20	\$630.00	Portable Toilets
Illinois State Disbursement Unit	00052738	23-Oct-20	\$429.74	Payroll Deduction
Indiana State Collection Unit (INSCOU)	00052666	09-Oct-20	\$561.86	Payroll Deduction
Indiana State Collection Unit (INSCOU)	00052739	23-Oct-20	\$70.00	Payroll Deduction
Interstate Batteries of Mid-Illinois	00052710	16-Oct-20	\$1,463.70	Bus Parts
Interstate Batteries of Mid-Illinois	00052740	23-Oct-20	\$641.70	Bus Parts
KCN Solutions	00052773	30-Oct-20	\$1,200.00	Building Maintenance
Ken's Oil Service, Inc.	00052667	09-Oct-20	\$30,424.56	Fuel, Oil, Lubricants
Ken's Oil Service, Inc.	00052711	16-Oct-20	\$17,377.17	Fuel, Oil, Lubricants
Ken's Oil Service, Inc.	00052741	23-Oct-20	\$15,731.28	Fuel, Oil, Lubricants
Lewis, Yockey & Brown, Inc.	00052712	16-Oct-20	\$35,545.85	Bus Stop Engineering
LIFTOFF	00052668	09-Oct-20	\$8,880.00	Software Licensing
Marsha L Combs-Skinner	00052669	09-Oct-20	\$673.85	Payroll Deduction
Marsha L Combs-Skinner	00052742	23-Oct-20	\$673.85	Payroll Deduction
Menards	00052670	09-Oct-20	\$81.64	Materials & Supplies
Menards	00052743	23-Oct-20	\$79.90	Materials & Supplies
Menards	00052774	30-Oct-20	\$89.76	Materials & Supplies
Midland Paper Company	00052671	09-Oct-20	\$1,216.40	Office Supplies
Midwest Construction Rentals	00052775	30-Oct-20	\$759.21	Maintenance Equipment
Midwest Equipment II	00052776	30-Oct-20	\$131.90	Lawn Maintenance Equipment
Miller Janitor Supply	00052672	09-Oct-20	\$770.49	Maintenance Supplies
Miller Janitor Supply	00052713	16-Oct-20	\$59.70	Maintenance Supplies
Miller Janitor Supply	00052744	23-Oct-20	\$277.40	Maintenance Supplies
Miller Janitor Supply	00052777	30-Oct-20	\$125.32	Maintenance Supplies
Minerva Promotions	00052714	16-Oct-20	\$597.00	Uniforms
Morris Avenue Garage	00052715	16-Oct-20	\$280.00	Vehicle Inspection
Morris Avenue Garage	00052778	30-Oct-20	\$70.00	Vehicle Inspection
Mutual of Omaha	00052673	09-Oct-20	\$15,067.20	Life, AD&D, STD & LTD
Mutual of Omaha	00052745	23-Oct-20	\$14,912.78	Life, AD&D, STD & LTD
Mutual Wheel	00052674	09-Oct-20	\$193.67	Bus Parts
Mutual Wheel	00052779	30-Oct-20	\$5.76	Bus Parts
Napa Auto Parts	00052675	09-Oct-20	\$853.75	Bus Parts
Napa Auto Parts	00052746	23-Oct-20	\$1,024.70	Bus Parts
Napa Auto Parts	00052780	30-Oct-20	\$510.76	Bus Parts
Oberlander Alarm Systems, Inc.	00052676	09-Oct-20	\$458.00	Security Alarm Service Fee
Oberlander Alarm Systems, Inc.	00052781	30-Oct-20	\$208.00	Security Alarm Service Fee
Orkin Pest Control	00052677	09-Oct-20	\$565.41	Pest Control
OSF Occupational Health	00052716	16-Oct-20	\$603.00	Drug Testing
Payroll	AQH	08-Oct-20	\$193,073.93	
Payroll	AQH	22-Oct-20	\$196,140.39	
Personal Finance Company LLC	00052678	09-Oct-20	\$80.00	Payroll Deduction



**Connect Transit
Cash Disbursement Report
October 2020**

Name	Check Number	Date	Amount	Description
Personal Finance Company LLC	00052747	23-Oct-20	\$80.00	Payroll Deduction
Petty Cash	00052679	09-Oct-20	\$14.61	Reimbursement
Petty Cash	00052748	23-Oct-20	\$30.88	Reimbursement
Piercy Auto Body	00052782	30-Oct-20	\$14,190.02	Outside Repair
Pinnacle Door	00052749	23-Oct-20	\$646.25	Door Repair
Pipco Companies, LTD	00052783	30-Oct-20	\$1,090.00	Building Maintenance
Prairie Signs	00052784	30-Oct-20	\$227.79	Advertising
Republic Services # 368	00052680	09-Oct-20	\$247.01	Garbage Disposal
Republic Services # 368	00052785	30-Oct-20	\$488.84	Garbage Disposal
SAFETY GLASSES USA	00052681	09-Oct-20	\$154.72	Safety
Safety-Kleen Systems, Inc	00052717	16-Oct-20	\$63.50	Materials & Supplies
Safety-Kleen Systems, Inc	00052786	30-Oct-20	\$154.35	Materials & Supplies
Sam Leman	00052750	23-Oct-20	\$515.25	Outside Repair
Sam Leman	00052787	30-Oct-20	\$106.18	Outside Repair
Southtown Wrecker Service, Inc.,	00052718	16-Oct-20	\$125.00	Towing
Southtown Wrecker Service, Inc.,	00052788	30-Oct-20	\$125.00	Towing
Stratus Networks	00052682	09-Oct-20	\$2,470.80	Internet and Telephone
Sunbell Rentals	00052751	23-Oct-20	\$798.78	Equipment Rental
TAPTCO	00052683	09-Oct-20	\$4,300.00	Safety Materials
TeVoert Auto Repair	00052752	23-Oct-20	\$311.54	Outside Repair
The Aftermarket Parts Company LLC	00052684	09-Oct-20	\$3,629.98	Bus Parts
The Aftermarket Parts Company LLC	00052719	16-Oct-20	\$3,278.25	Bus Parts
The Aftermarket Parts Company LLC	00052753	23-Oct-20	\$3,057.67	Bus Parts
The Aftermarket Parts Company LLC	00052789	30-Oct-20	\$869.40	Bus Parts
Thermo King Quad Cities, Inc	00052685	09-Oct-20	\$1,374.89	Bus Parts
Town of Normal	00052644	01-Oct-20	\$592.83	Utilities
Town of Normal	00052686	09-Oct-20	\$381.80	Utilities
TransitTalent.com	00052720	16-Oct-20	\$115.00	Public Notice
TRAVELERS	00052687	09-Oct-20	\$676.36	Deductible
Truck Centers, Inc.	00052790	30-Oct-20	\$792.42	Bus Parts
Twin City Electric	00052721	16-Oct-20	\$258.65	Electric / HVAC
Twin City Electric	00052791	30-Oct-20	\$2,269.00	Electric / HVAC
Uline	00052792	30-Oct-20	\$176.05	Cleaning Supplies
United States Treasury	ACH	13-Oct-20	\$67,546.36	Federal Tax Payment
United States Treasury	ACH	27-Oct-20	\$66,240.00	Federal Tax Payment
UPS	00052793	30-Oct-20	\$4.52	Shipping
Verizon Online	00052688	09-Oct-20	\$1,767.34	Mobile Data Terminals for SS
Vision Service Plan (IL)	00052754	23-Oct-20	\$986.95	Vision Insurance
Watts Copy Systems, Inc	00052755	23-Oct-20	\$773.75	Lease
WEBK Television Inc	00052722	16-Oct-20	\$200.00	Advertising
WGLT	00052723	16-Oct-20	\$1,200.00	Radio Advertising
William Masters, Inc	00052756	23-Oct-20	\$1,313.50	HVAC
ZF SERVICES, LLC	00052689	09-Oct-20	\$1,987.10	Bus Parts

Grand Total \$1,106,182.20

Bloomington Normal Public Transit Balance Sheet

Division: 99 Board Reports

As of: 10/31/2020

Fiscal Year: 2021 Period: 4 Oct-2020

Assets

Current Assets

Checking and Savings	\$4,312,238.67
Accounts Receivable	\$4,104,181.65
Inventory Asset - Fuel	\$64,112.92
Inventory Asset - Parts	\$202,948.28
Inventory Asset - Tires	\$0.00
Other Current Assets	\$340,117.91

Total Current Assets \$9,023,599.43

Fixed Assets \$19,151,116.54

Total Assets \$28,174,715.97

Liabilities & Equity

Liabilities

Accounts Payable	\$137,268.79
Payroll Liabilities	\$1,635,471.29
Contracts	\$0.00
Due to Illinois Funds Account	\$0.00
Deferred Revenue	\$166,878.83
Deficit Funding Advance	\$0.00

Total Liabilities \$1,939,618.91

EQUITY

Fixed Asset Equity	\$12,483,532.77
Unreserved Fund Equity	\$6,750,412.62
Underground Petroleum Storage	\$20,000.00

Total Equity \$19,253,945.39

Retained Earnings \$6,981,151.67

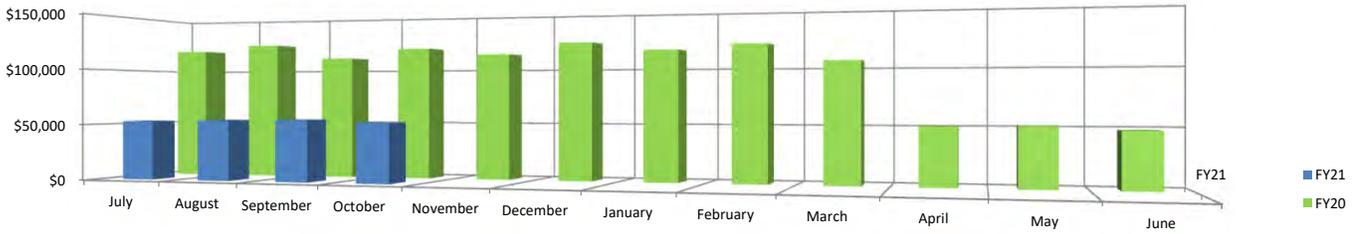
Total Liabilities & Equity \$28,174,715.97

Bloomington Normal Public Transit Income Statement With Approved Budget

	From Period 4		Division: 98 Operating Profit/Loss		As of: 10/31/2020	
	From Fiscal Year: 2021	Thru Fiscal Year: 2021	From Period 4	Thru Period 4	Jul-2020	Approved Budget
			Oct-2020	Oct-2020		
Operating Revenue						
Passenger Fares		\$0.00	0.00%	\$0.00	0.00%	\$782,000.00
ISU Contract Fare		\$48,178.00	8.10%	\$192,712.00	32.39%	\$595,000.00
Other Contract Fares		\$4,419.13	3.05%	\$21,254.57	14.66%	\$145,000.00
Advertising Revenue		\$5,920.85	3.95%	\$25,974.18	17.32%	\$150,000.00
Miscellaneous Revenue		\$87.20	2.91%	\$506.32	16.88%	\$3,000.00
Total Operating Revenue		\$58,605.18	3.50%	\$240,447.07	14.36%	\$1,675,000.00
Operating Expenses						
Operators Wages		\$477,960.97	7.63%	\$2,023,764.93	32.29%	\$6,267,000.00
Maintenance Wages		\$77,175.71	5.97%	\$298,932.51	23.12%	\$1,293,000.00
Administration Wages		\$59,967.67	5.73%	\$277,500.68	26.50%	\$1,047,000.00
Employer Payroll Tax Expense		\$46,324.04	6.60%	\$196,426.68	27.98%	\$702,000.00
Retirement Plan		\$25,225.02	6.05%	\$107,396.71	25.75%	\$417,000.00
Group Insurance		\$126,759.04	7.07%	\$534,348.56	29.80%	\$1,793,000.00
Uniform Expense		\$1,324.50	3.49%	\$5,620.13	14.79%	\$38,000.00
Professional Services		\$22,988.33	7.37%	\$106,705.51	34.20%	\$312,000.00
Outside Repair-Labor		\$18,636.40	27.01%	\$38,464.68	55.75%	\$69,000.00
Contract Maintenance Services		\$15,955.81	14.51%	\$40,536.30	36.85%	\$110,000.00
Custodial Services		\$1,721.25	10.76%	\$7,286.85	45.54%	\$16,000.00
Employee Recruiting/Testing/Temp Help		\$1,063.66	6.65%	\$4,076.16	25.48%	\$16,000.00
Fuel		\$60,571.54	6.84%	\$238,549.69	26.92%	\$886,000.00
Lubricants		\$2,714.04	6.03%	\$11,676.04	25.95%	\$45,000.00
Tires		\$4,331.73	4.81%	\$17,216.99	19.13%	\$90,000.00
Bus Repair Parts		\$27,805.46	14.26%	\$114,660.59	58.80%	\$195,000.00
Other Materials & Supplies		\$4,161.36	8.32%	\$25,478.37	50.96%	\$50,000.00
Shelters/Signs/Shop Tools		\$2,975.00	17.50%	\$9,013.56	53.02%	\$17,000.00
Computer and Office Supplies		\$12,902.89	5.40%	\$45,940.62	19.22%	\$239,000.00
Utilities		\$7,571.02	4.98%	\$43,920.02	28.89%	\$152,000.00
Corporate Insurance		\$28,774.09	6.97%	\$113,122.54	27.39%	\$413,000.00
Dues/Subscriptions/Fees		\$775.00	1.49%	\$2,248.50	4.32%	\$52,000.00
Printing/Marketing/Training		\$4,237.88	1.51%	\$33,781.13	12.02%	\$281,000.00
Total Operating Expenses		\$1,031,922.41	7.12%	\$4,296,667.75	29.63%	\$14,500,000.00
Operating Assistance						
Operating Deficit Before Subsidies and Grants		(\$973,317.23)	7.59%	(\$4,056,220.68)	31.63%	(\$12,825,000.00)
City of Bloomington Operating Assistance		\$63,333.33	8.33%	\$253,333.32	33.33%	\$760,000.00
Town of Normal Operating Assistance		\$32,500.00	6.63%	\$130,000.00	26.53%	\$490,000.00
Illinois Downstate Operating Assistance		\$664,682.00	7.12%	\$2,768,565.00	29.65%	\$9,339,000.00
FTA 5307 Operating Assistance		\$202,720.00	9.63%	\$861,982.00	40.97%	\$2,104,000.00
Total Operating Assistance		\$963,235.33	7.59%	\$4,013,880.32	31.62%	\$12,693,000.00

Financial Reports

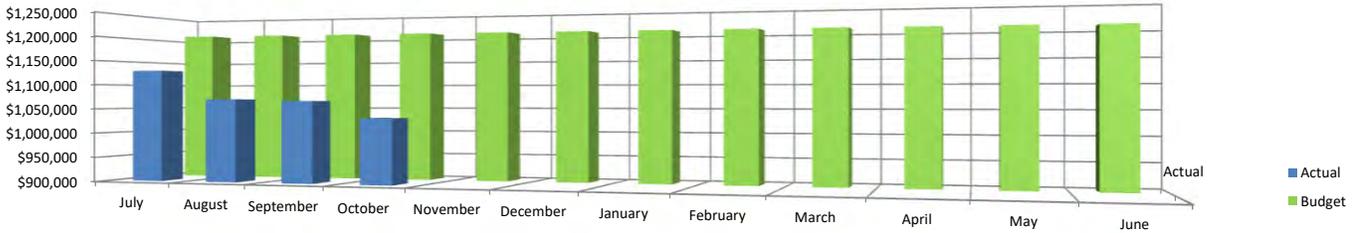
Transit Fare



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	\$52,762	\$53,950	\$54,657	\$52,597								
FY20	\$118,530	\$123,667	\$110,792	\$119,271	\$113,433	\$123,220	\$116,193	\$120,728	\$105,840	\$50,726	\$51,334	\$48,055

Notes: Other Contract Fares revenue decreased \$10,114 in October 2020 from October 2019 due to Heartland Community College and Medicaid billing. Total Cash Fares decreased \$37,362 in October 2020 from October 2019. Total Pass Fares decreased \$20,189 in October 2020 from October 2019.

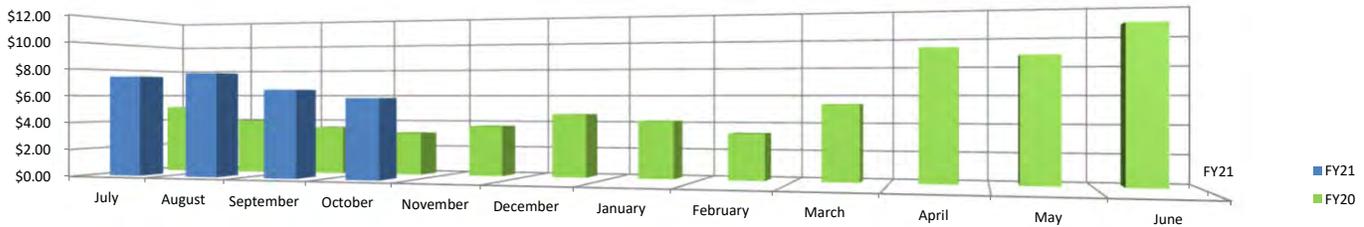
Operating Expenses



	July	August	September	October	November	December	January	February	March	April	May	June
Actual	\$1,129,094	\$1,069,557	\$1,066,095	\$1,031,922								
Budget	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333	\$1,208,333

Notes:

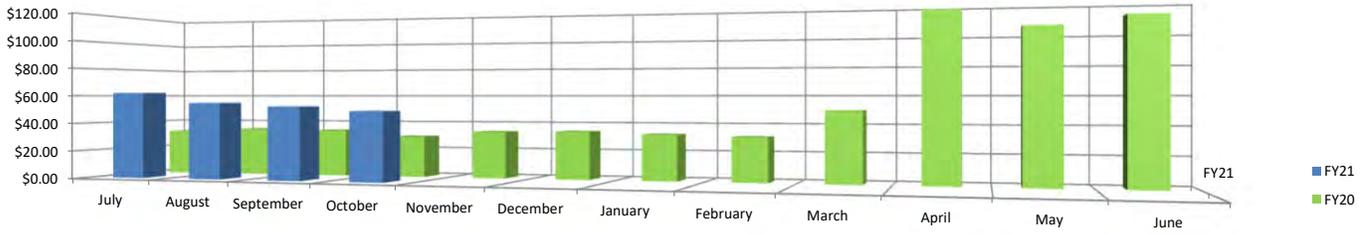
Fixed Route Cost Per Unlinked Passenger Trip



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	\$7.43	\$7.65	\$6.42	\$5.82								
FY20	\$5.06	\$4.01	\$3.52	\$3.13	\$3.70	\$4.61	\$4.16	\$3.30	\$5.40	\$9.26	\$8.72	\$10.77

Notes: Expenses decreased \$14,325 in October 2020 from October 2019. Trips decreased 123,466 in October 2020 from October 2019.

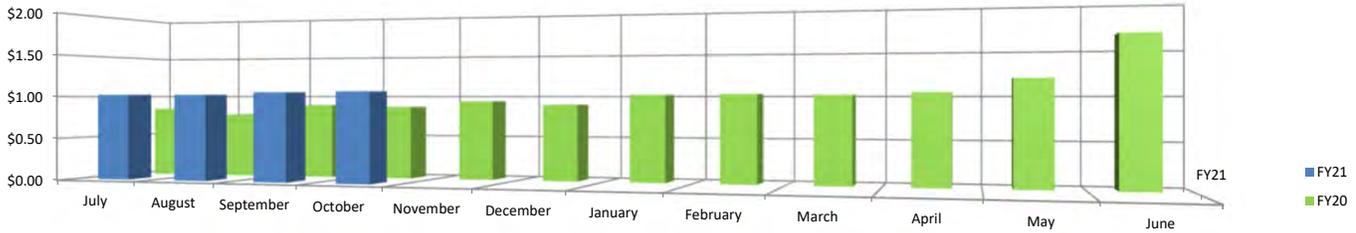
Connect Mobility Cost Per Unlinked Passenger Trip



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	\$62.07	\$54.77	\$52.37	\$49.28								
FY20	\$32.40	\$34.54	\$33.89	\$29.62	\$33.62	\$34.28	\$32.65	\$31.43	\$49.93	\$117.13	\$105.79	\$112.19

Notes: Expenses decreased \$10,016 in October 2020 from October 2019. Trips decreased by 3,411 in October 2020 from October 2019.

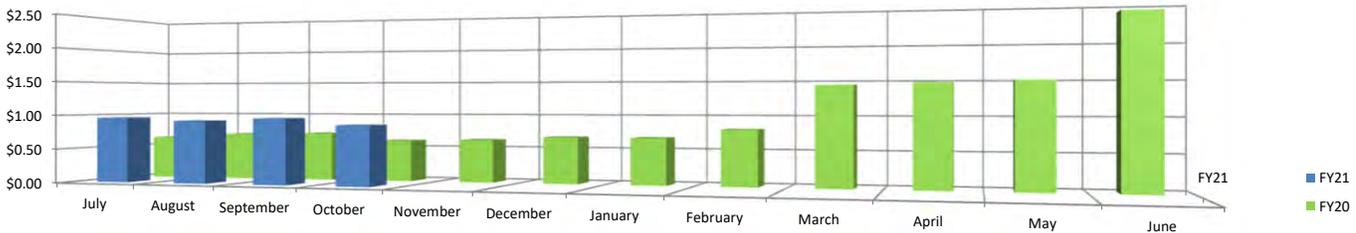
Fixed Route Cost Per Maintenance Mile (Excluding Fuel) Unaudited



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	\$1.02	\$1.02	\$1.05	\$1.06								
FY20	\$0.84	\$0.77	\$0.89	\$0.87	\$0.94	\$0.90	\$1.02	\$1.03	\$1.02	\$1.05	\$1.20	\$1.67

Notes: Fixed Route maintenance expense increased \$7,047 in October 2020 from October 2019. Fixed Route miles decreased 2,075 in October 2020 from October 2019.

Connect Mobility Cost Per Maintenance Mile (Excluding Fuel) Unaudited

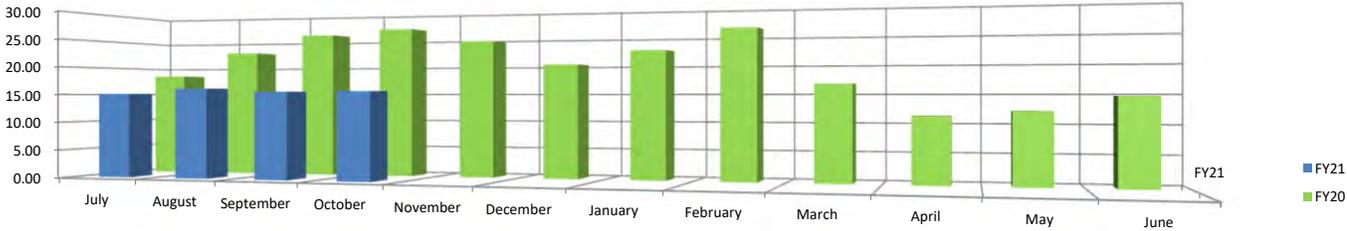


	July	August	September	October	November	December	January	February	March	April	May	June
FY21	\$0.96	\$0.92	\$0.96	\$0.87								
FY20	\$0.63	\$0.69	\$0.71	\$0.61	\$0.63	\$0.68	\$0.68	\$0.81	\$1.44	\$1.47	\$1.50	\$2.40

Notes: Connect Mobility maintenance expense decreased \$6,211 in October 2020 from October 2019. Mobility miles decreased 11,367 in October 2020 from October 2019.

Operations Reports

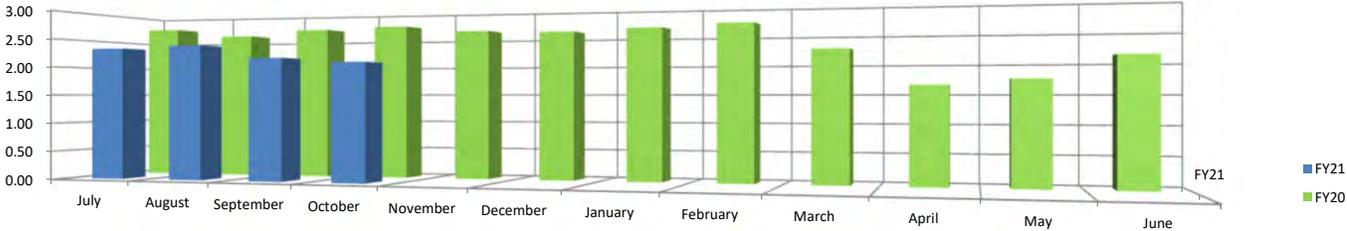
Fixed Route Passengers Per Hour



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	15.09	16.05	15.48	15.59								
FY20	18.44	22.81	26.04	27.00	24.60	20.31	22.71	26.43	16.81	11.42	12.27	14.76

Notes:

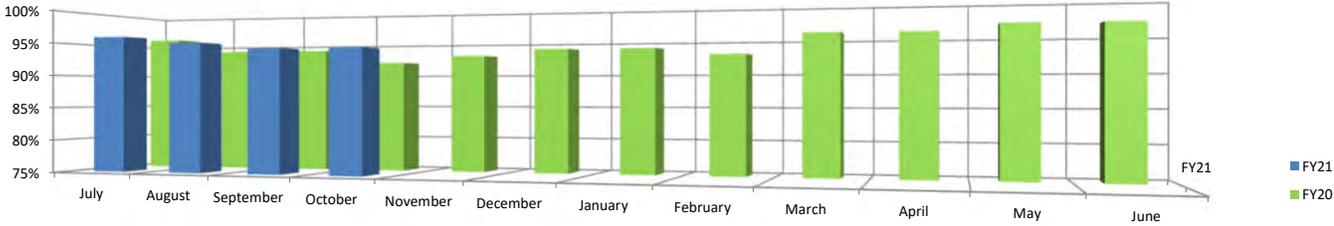
Connect Mobility Passengers Per Hour



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	2.33	2.37	2.14	2.06								
FY20	2.74	2.60	2.70	2.74	2.64	2.61	2.66	2.72	2.27	1.67	1.76	2.14

Notes:

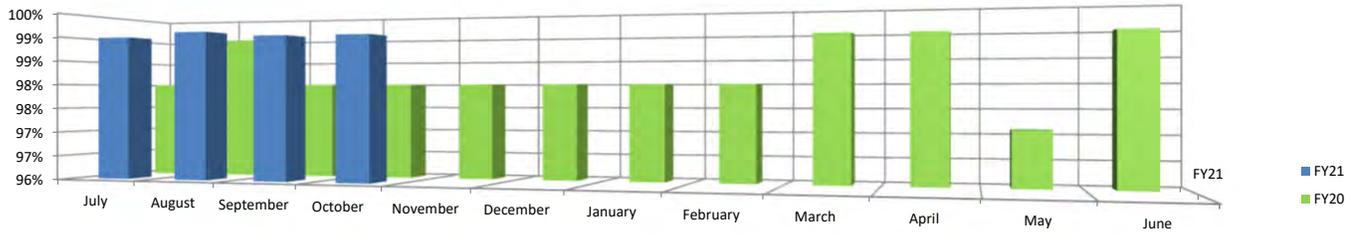
Fixed Route On Time Performance



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	96%	95%	94%	94%								
FY20	96%	94%	94%	92%	93%	94%	94%	93%	96%	96%	97%	97%

Notes:

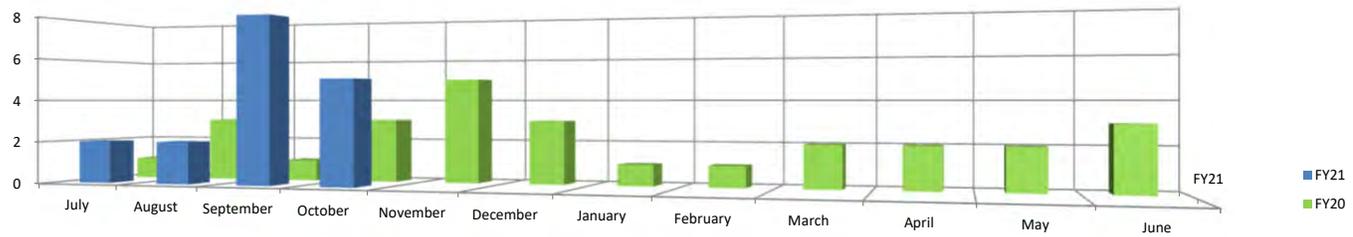
Connect Mobility On Time Performance



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	99%	99%	99%	99%	98%	98%	98%	98%	99%	99%	97%	99%
FY20	98%	99%	98%	98%	98%	98%	98%	98%	99%	99%	97%	99%

Notes:

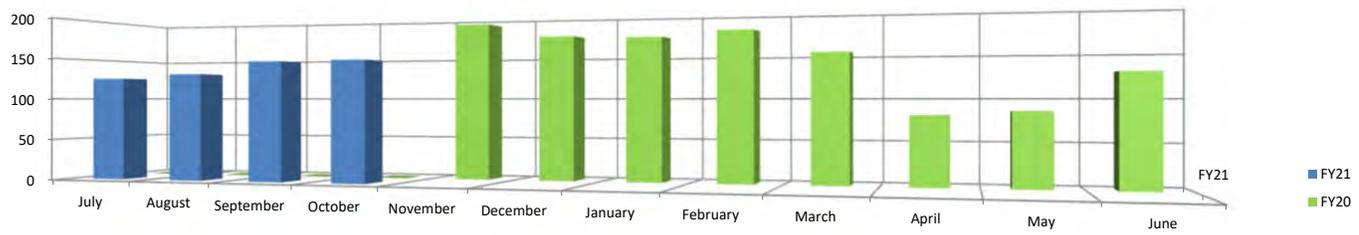
Validated Complaints Per 100,000 Miles



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	2	2	8	5	5	3	1	1	2	2	2	3
FY20	1	3	1	3	5	3	1	1	2	2	2	3

Notes:

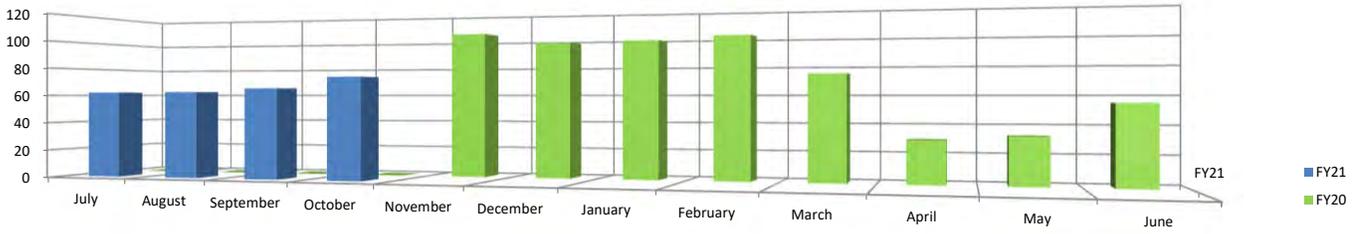
Fixed Route Average Daily Phone Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	125	130	145	146								
FY20	0	0	0	0	192	176	174	181	154	81	86	130

Notes:

Connect Mobility Average Daily Phone Calls

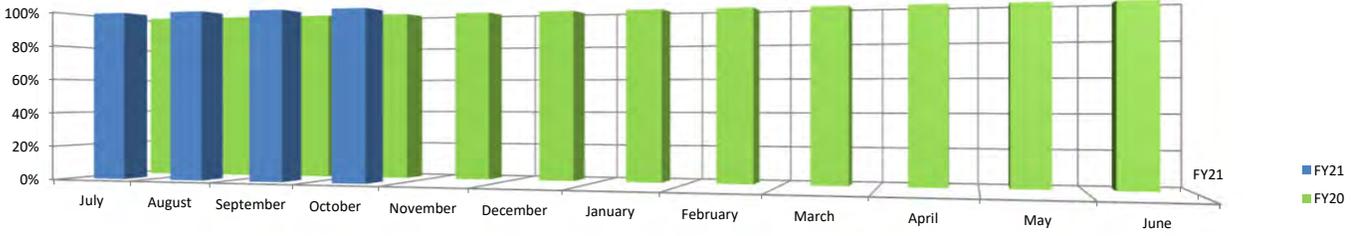


	July	August	September	October	November	December	January	February	March	April	May	June
FY21	62	62	65	73								
FY20	0	0	0	0	105	98	99	102	75	30	33	55

Notes:

Maintenance Reports

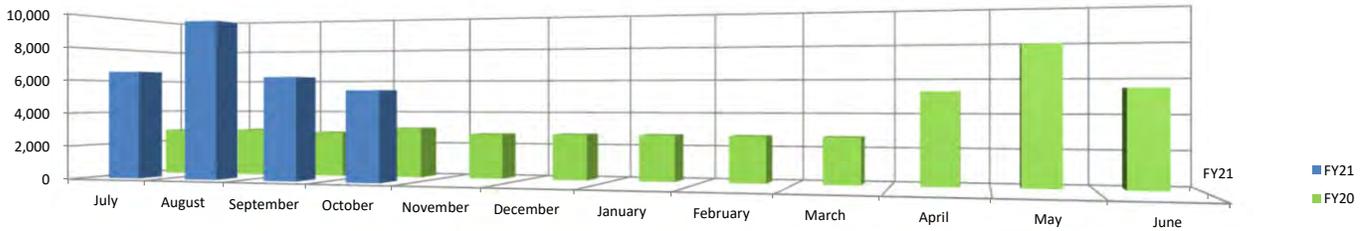
Percent Preventative Maintenance Performed On Time



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	100%	100%	100%	100%								
FY20	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Notes:

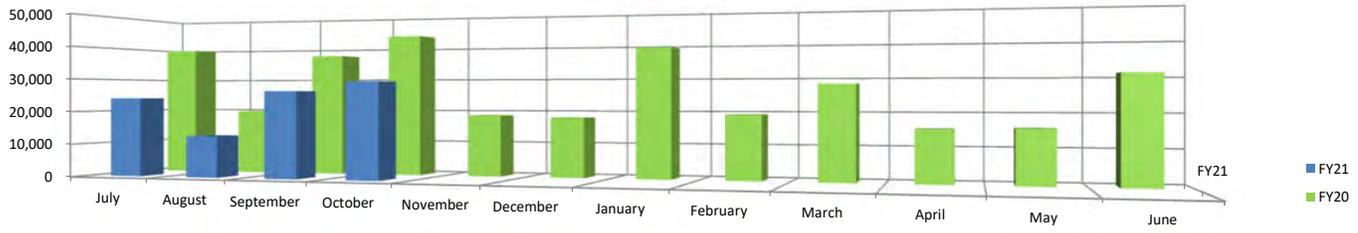
Fixed Route Vehicle Miles Between Trouble Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	6,511	9,531	6,149	5,367								
FY20	2,802	2,862	2,715	3,016	2,693	2,724	2,729	2,711	2,698	5,290	7,867	5,470

Notes:

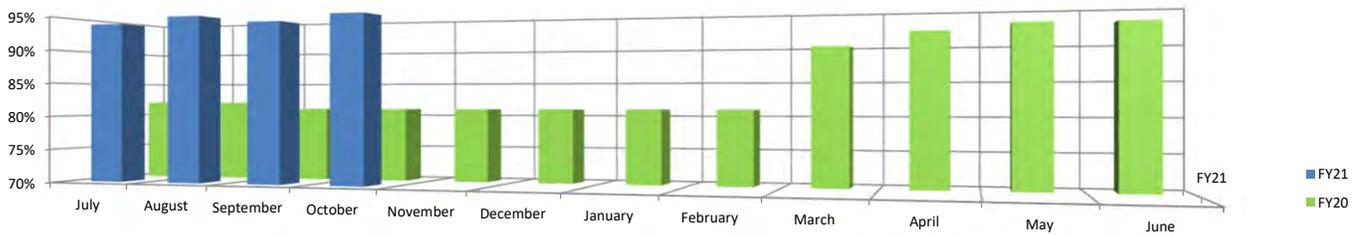
Connect Mobility Vehicle Miles Between Trouble Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	24,009	12,486	26,194	29,049								
FY20	39,585	19,673	37,424	43,445	18,693	18,113	39,143	19,257	28,302	15,454	15,822	31,135

Notes:

Average Interior Cleanliness Inspection Score

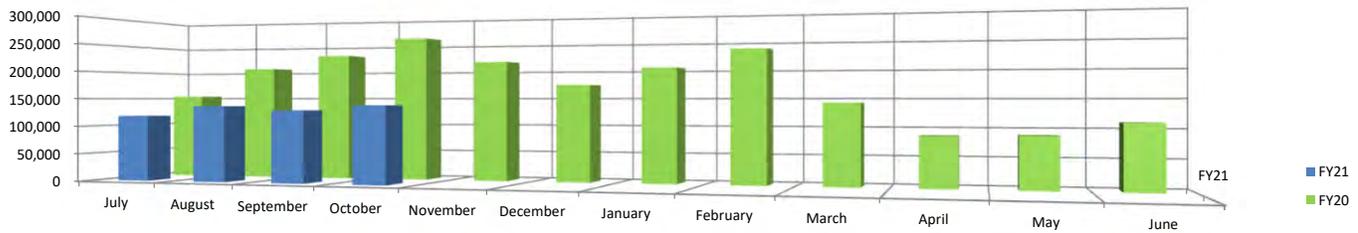


	July	August	September	October	November	December	January	February	March	April	May	June
FY21	94%	95%	94%	95%								
FY20	82%	82%	81%	81%	81%	81%	81%	81%	90%	92%	93%	93%

Notes:

Ridership Reports

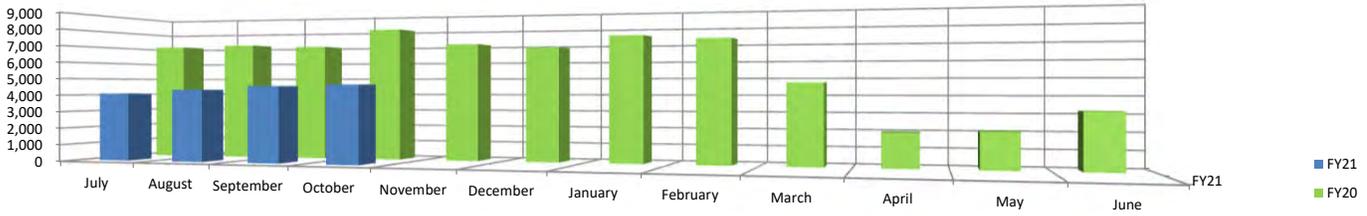
Fixed Route Monthly Ridership



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	117,844	136,234	128,953	138,053								
FY20	153,754	206,663	230,572	261,519	216,824	174,428	204,683	236,504	143,069	87,568	89,360	111,182

Notes:

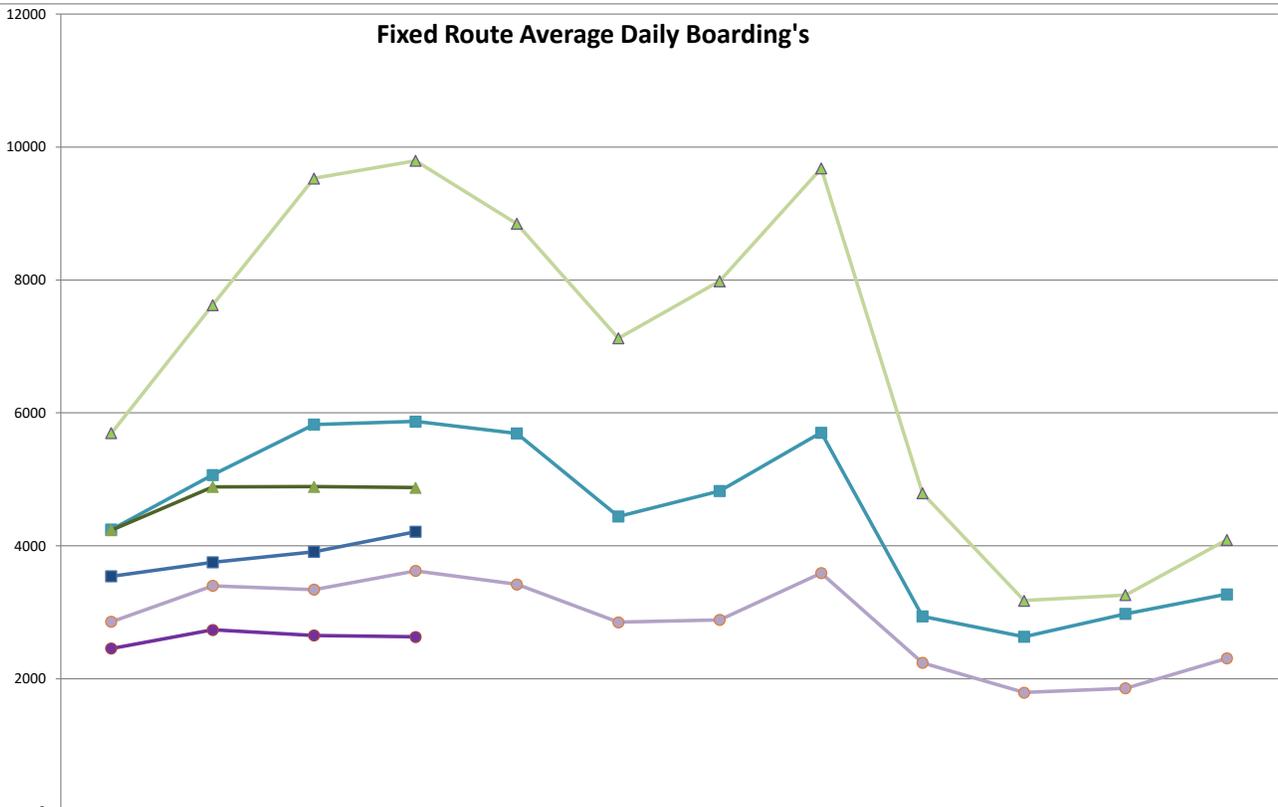
Connect Mobility Monthly Ridership



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	4,076	4,323	4,542	4,630								
FY20	7,078	7,154	7,022	8,041	7,084	6,857	7,511	7,298	4,754	1,982	2,083	3,202

Notes:

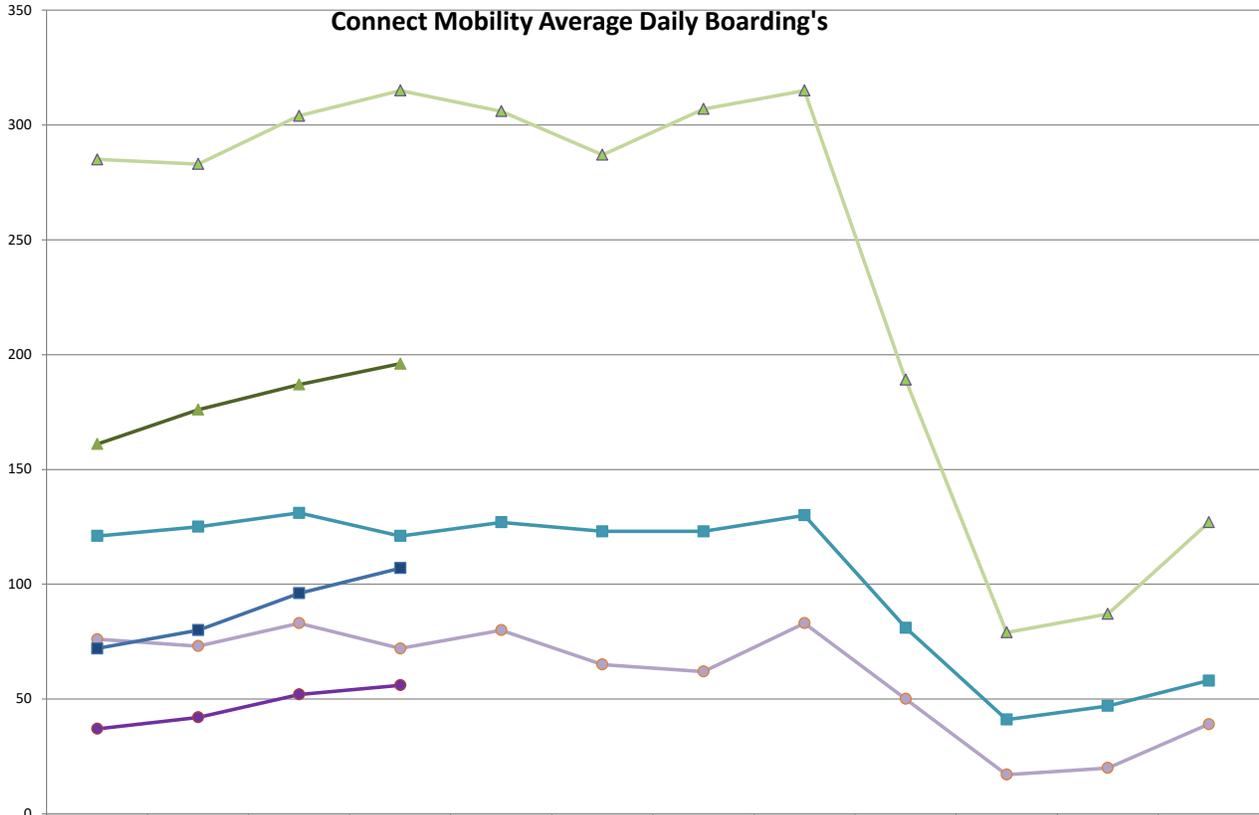
Fixed Route Average Daily Boarding's



	July	August	September	October	November	December	January	February	March	April	May	June
Sunday FY21	2454	2734	2653	2630								
Sunday FY20	2858	3399	3340	3622	3421	2851	2886	3590	2241	1792	1857	2306
Saturday FY21	3541	3754	3911	4211								
Saturday FY20	4247	5067	5825	5870	5691	4442	4825	5704	2938	2632	2977	3272
Weekday FY21	4235	4886	4890	4876								
Weekday FY20	5697	7624	9529	9793	8847	7124	7982	9681	4792	3176	3260	4090

Notes:

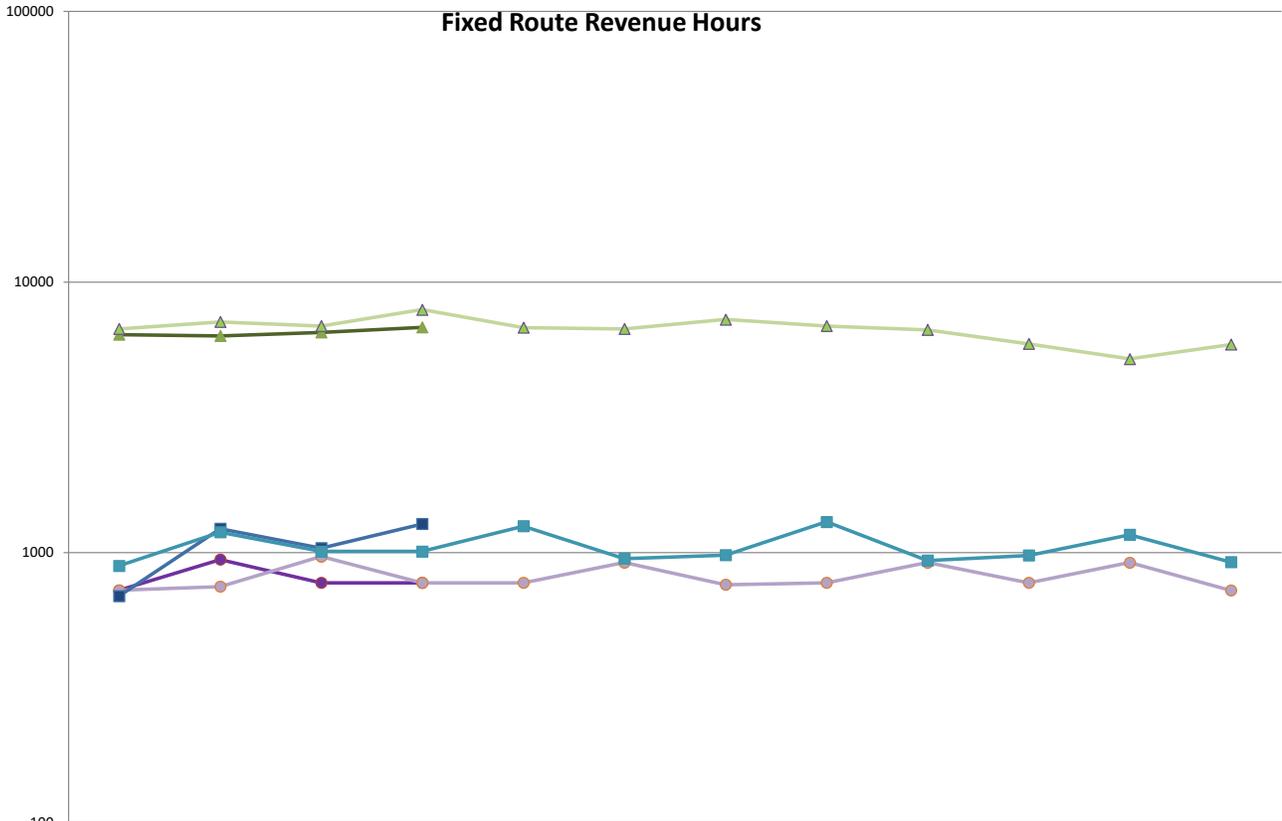
Connect Mobility Average Daily Boarding's



	July	August	September	October	November	December	January	February	March	April	May	June
Sunday FY21	37	42	52	56								
Sunday FY20	76	73	83	72	80	65	62	83	50	17	20	39
Saturday FY21	72	80	96	107								
Saturday FY20	121	125	131	121	127	123	123	130	81	41	47	58
Weekday FY21	161	176	187	196								
Weekday FY20	285	283	304	315	306	287	307	315	189	79	87	127

Notes:

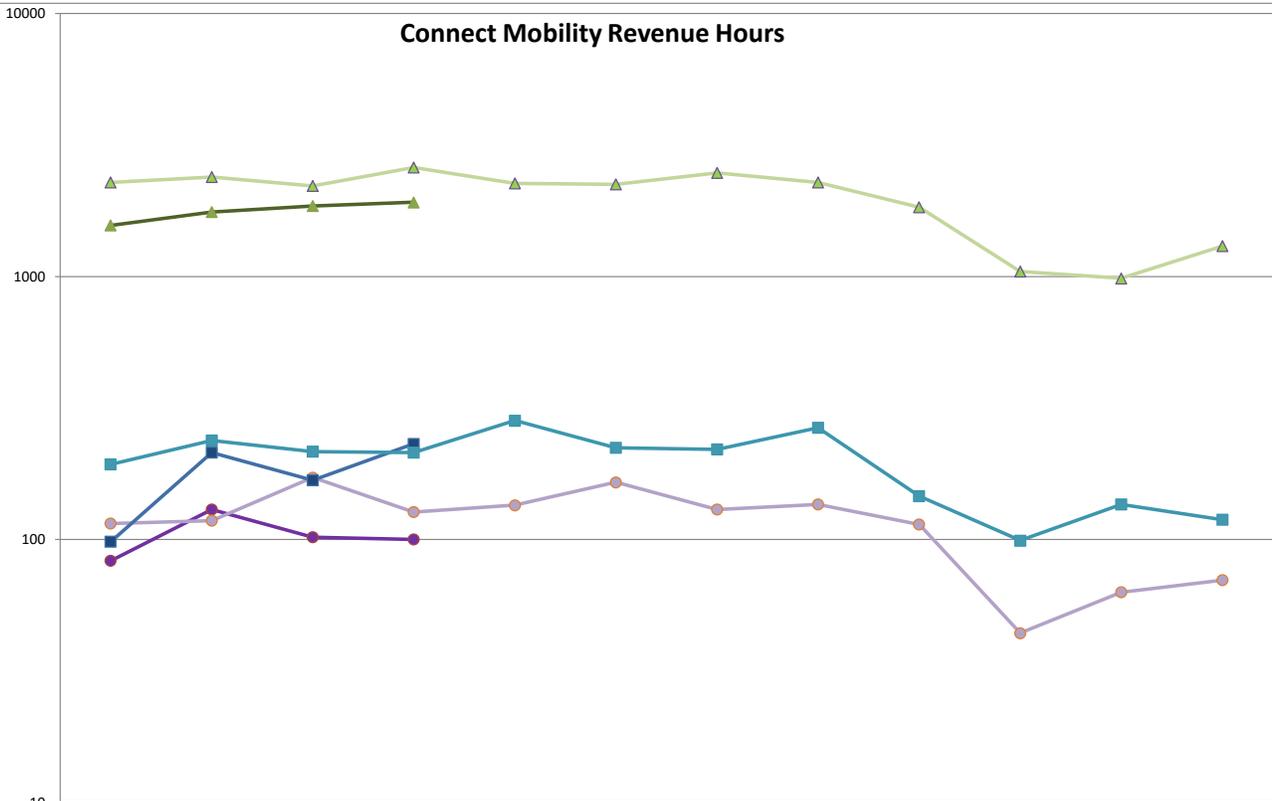
Fixed Route Revenue Hours



	July	August	September	October	November	December	January	February	March	April	May	June
● Sunday FY21	726	943	774	774								
○ Sunday FY20	726	750	967	774	774	919	762	774	919	774	919	726
■ Saturday FY21	691	1225	1039	1276								
■ Saturday FY20	894	1190	1011	1011	1253	951	980	1298	936	978	1166	922
▲ Weekday FY21	6394	6321	6516	6805								
▲ Weekday FY20	6717	7121	6876	7902	6786	6720	7273	6876	6655	5918	5198	5886

Notes:

Connect Mobility Revenue Hours

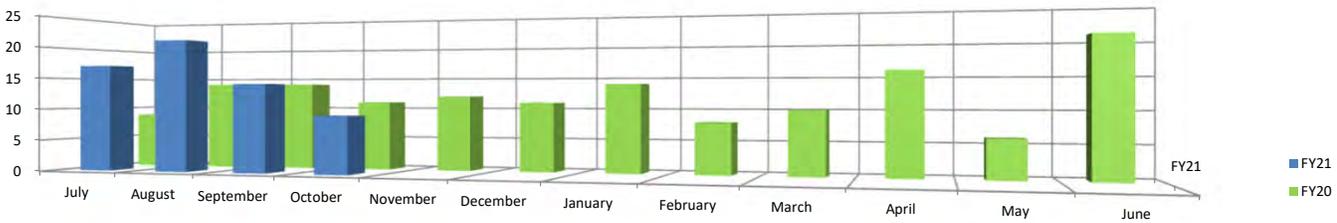


	July	August	September	October	November	December	January	February	March	April	May	June
— Sunday FY21	83	130	102	100								
- - Sunday FY20	115	118	172	127	135	165	130	136	114	44	63	70
— Saturday FY21	98	214	168	231								
- - Saturday FY20	193	238	216	214	283	223	220	266	146	99	136	119
— Weekday FY21	1564	1759	1856	1914								
- - Weekday FY20	2278	2391	2213	2599	2263	2243	2478	2280	1835	1045	983	1307

Notes:

Safety Reports

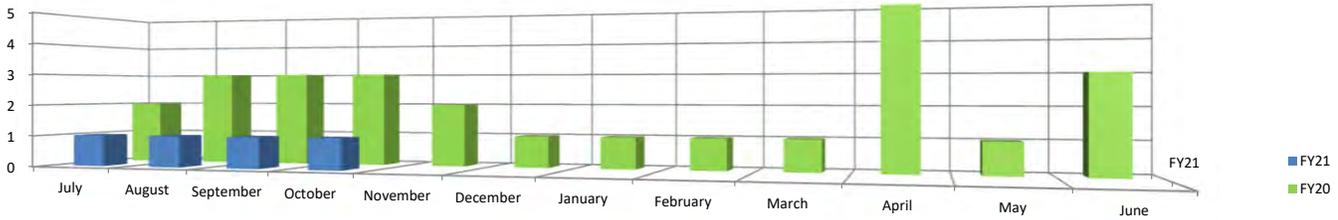
Safety Related Incidents Per 100,000 Miles



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	17	21	14	9	12	11	14	8	10	16	6	21
FY20	9	14	14	11	12	11	14	8	10	16	6	21

Notes: The numbers in this category show the *total number of reports received* for the calendar month. This number does not indicate whether an incident or accident was determined to be "Preventable". All submitted reports are reviewed and categorized by the Safety and Training Director.

Preventable Accidents Per 100,000 Miles

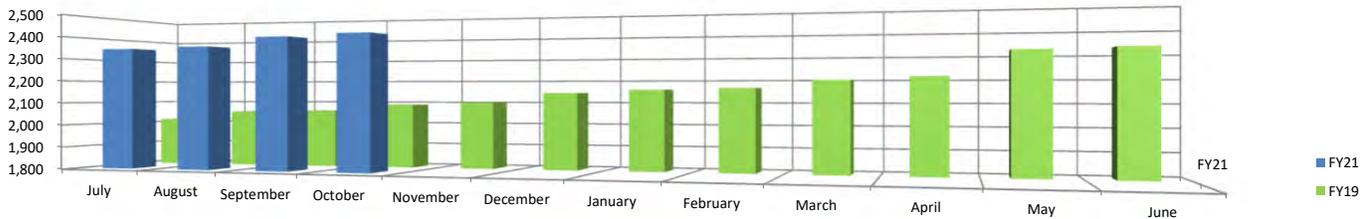


	July	August	September	October	November	December	January	February	March	April	May	June
FY21	1	1	1	1								
FY20	2	3	3	3	2	1	1	1	1	5	1	3

Notes: **Accident:** An unplanned event that may or may not have resulted in personal injury or property damage, but in which the employee failed to exercise reasonable precautions to prevent the event. This consists of events such as a collision with another vehicle, a collision with a fixed object, closing a vehicle entry/exit door on a customer, etc.

Social Media Reports

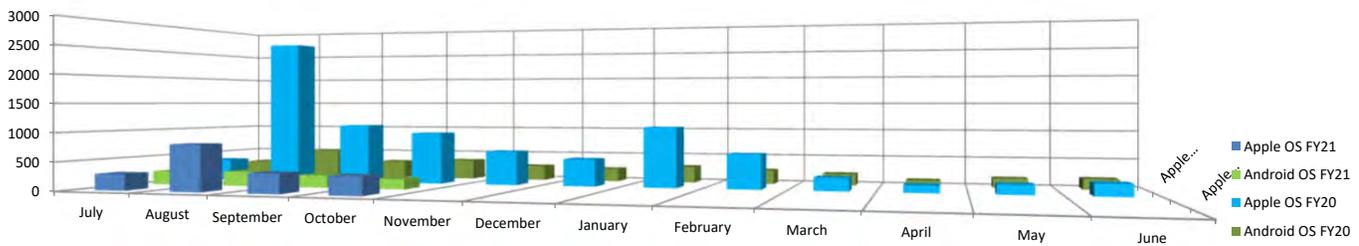
Facebook



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	2,346	2,353	2,393	2,405								
FY19	2,015	2,054	2,060	2,089	2,101	2,145	2,159	2,167	2,200	2,215	2,322	2,330

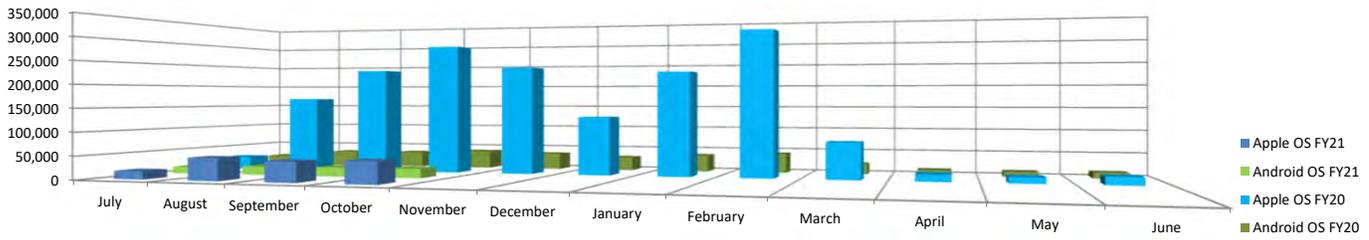
Notes:

App Downloads



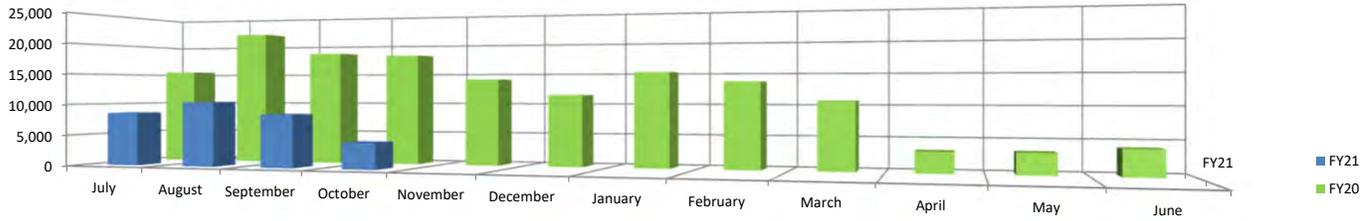
	July	August	September	October	November	December	January	February	March	April	May	June
Apple OS FY21	283	806	340	322								
Android OS FY21	242	259	216	177								
Apple OS FY20	387	2,624	1,074	938	609	487	1,073	614	227	128	167	211
Android OS FY20	282	522	316	358	267	232	297	250	204	112	169	186

App Sessions



	July	August	September	October	November	December	January	February	March	April	May	June
Apple OS FY21	17,357	47,642	43,384	46,993								
Android OS FY21	15,000	18,740	19,880	19,722								
Apple OS FY20	27,919	167,758	234,074	288,658	239,500	128,398	228,644	317,706	78,658	14,825	12,841	16,921
Android OS FY20	21,407	33,940	34,860	39,743	35,874	29,764	37,059	43,130	22,541	11,868	11,060	12,451

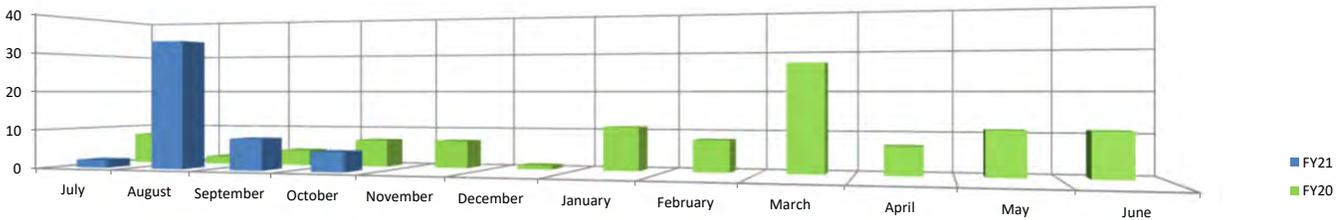
Website Traffic



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	8,559	10,385	8,461	4,155								
FY20	15,429	21,879	18,495	18,081	14,065	11,533	15,183	13,688	10,725	3,248	3,285	4,004

Notes:

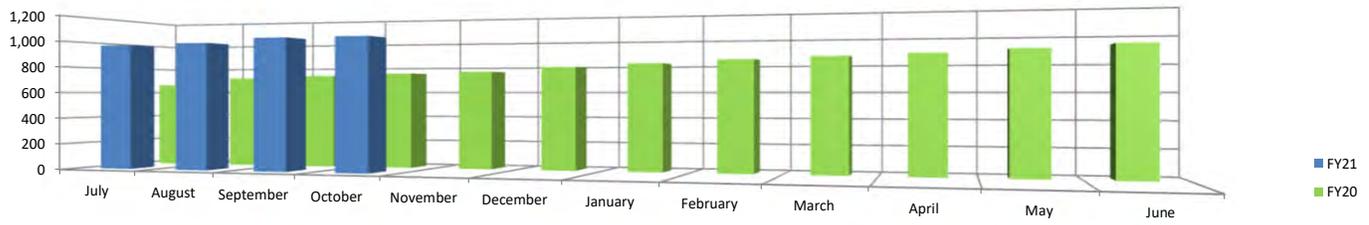
Twitter



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	2	33	8	5								
FY20	8	2	4	7	7	1	11	8	27	7	11	11

Notes:

Instagram



	July	August	September	October	November	December	January	February	March	April	May	June
FY21	971	981	1,015	1,018								
FY20	661	715	734	751	762	795	819	845	864	880	907	936

Notes:



Statistics	Oct 20				Oct 19				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
Connect Transit												
Green	20,831	8,121	827	25.19	28,914	8,764	893	32.40	-28.0%	-7.3%	-7.3%	-22.2%
Red	22,448	15,456	1,425	15.75	32,374	15,728	1,428	22.67	-30.7%	-1.7%	-0.2%	-30.5%
Lime	24,810	18,487	1,467	16.91	29,176	18,210	1,470	19.85	-15.0%	1.5%	-0.2%	-14.8%
Aqua	5,111	2,184	156	32.73	8,024	2,993	210	38.24	-36.3%	-27.0%	-25.6%	-14.4%
Orange	3,070	3,950	302	10.17	4,755	5,388	394	12.07	-35.4%	-26.7%	-23.4%	-15.8%
Gold	4,539	5,540	448	10.13	5,832	5,301	449	12.99	-22.2%	4.5%	-0.2%	-22.0%
Purple	9,262	8,504	583	15.90	13,287	11,643	798	16.65	-30.3%	-27.0%	-27.0%	-4.5%
Blue	3,569	3,447	302	11.83	5,354	4,678	409	13.08	-33.3%	-26.3%	-26.3%	-9.5%
Brown	3,380	4,283	373	9.05	5,260	4,292	374	14.06	-35.7%	-0.2%	-0.2%	-35.6%
Tan	3,707	6,128	505	7.35	5,923	6,290	510	11.62	-37.4%	-2.6%	-1.0%	-36.8%
Pink	8,741	5,094	402	21.74	11,540	5,577	402	28.71	-24.3%	-8.6%	0.0%	-24.3%
Yellow	7,561	7,213	504	15.02	20,206	9,414	657	30.75	-62.6%	-23.4%	-23.4%	-51.2%
Redbird	10,515	8,508	781	13.47	77,408	8,590	787	98.39	-86.4%	-1.0%	-0.8%	-86.3%
Silver	5,845	5,708	451	12.97	7,762	7,763	612	12.68	-24.7%	-26.5%	-26.4%	2.3%
Red Express	2,332	2,263	176	13.25	2,875	2,364	184	15.63	-18.9%	-4.3%	-4.3%	-15.2%
Lime Express	2,332	2,162	154	15.14	2,829	2,260	161	17.57	-17.6%	-4.3%	-4.3%	-13.8%
Total Fixed Route	138,053	107,048	8,854	15.59	261,519	119,256	9,737	26.86	-47.2%	-10.2%	-9.1%	-41.9%
Demand Response												
Connect Mobility	4,054	24,125	2,247	2.06	7,403	35,793	2,935	2.52	-45.2%	-32.6%	-23.4%	-18.3%
Medicaid	576				638							
Total Demand Response	4,630	24,125	2,247	2.06	8,041	35,793	2,935	2.74	-42.4%	-32.6%	-23.4%	-24.8%
SYSTEM TOTALS	142,683	131,173	11,101	12.85	269,560	155,049	12,672	21.27	-47.1%	-15.4%	-12.4%	-39.6%



Statistics	YTD 21				YTD 20				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
Connect Transit												
Green	80,079	32,524	3,312	24.18	107,067	33,000	3,361	31.86	-25.2%	-1.4%	-1.4%	-24.1%
Red	88,169	59,787	5,553	15.88	123,796	60,003	5,553	22.29	-28.8%	-0.4%	0.0%	-28.8%
Lime	101,024	71,911	5,715	17.68	113,706	71,943	5,715	19.90	-11.2%	0.0%	0.0%	-11.2%
Aqua	20,225	8,507	608	33.26	30,003	11,497	811	36.99	-32.6%	-26.0%	-25.0%	-10.1%
Orange	11,838	15,382	1,176	10.07	18,537	20,266	1,524	12.16	-36.1%	-24.1%	-22.8%	-17.2%
Gold	16,805	21,658	1,747	9.62	22,771	20,735	1,747	13.03	-26.2%	4.5%	0.0%	-26.2%
Purple	34,515	33,360	2,271	15.20	50,361	45,403	3,083	16.33	-31.5%	-26.5%	-26.3%	-7.0%
Blue	14,515	13,445	1,176	12.34	22,493	18,078	1,582	14.22	-35.5%	-25.6%	-25.7%	-13.2%
Brown	13,336	16,701	1,456	9.16	20,502	16,701	1,456	14.08	-35.0%	0.0%	0.0%	-35.0%
Tan	14,597	23,963	1,979	7.38	21,873	24,412	1,979	11.05	-33.3%	-1.8%	0.0%	-33.3%
Pink	33,002	20,588	1,558	21.18	42,955	20,239	1,558	27.57	-23.2%	1.7%	0.0%	-23.2%
Yellow	28,423	27,010	1,885	15.08	64,285	31,330	2,186	29.41	-55.8%	-13.8%	-13.8%	-48.7%
Redbird	27,449	21,542	1,986	13.82	162,864	20,681	1,908	85.37	-83.1%	4.2%	4.1%	-83.8%
Silver	21,959	22,215	1,756	12.51	30,423	29,519	2,365	12.87	-27.8%	-24.7%	-25.8%	-2.8%
Red Express	8,933	8,929	696	12.83	10,511	8,928	696	15.10	-15.0%	0.0%	0.0%	-15.0%
Lime Express	9,674	8,550	609	15.89	10,361	8,550	609	17.01	-6.6%	0.0%	0.0%	-6.6%
Total Fixed Route	524,543	406,072	33,482	15.67	852,508	441,286	36,131	23.59	-38.5%	-8.0%	-7.3%	-33.6%
Demand Response												
Connect Mobility	15,484	86,707	7,942	2.21	27,376	128,892	10,869	2.70	-43.4%	-32.7%	-26.9%	-17.9%
Medicaid	2,087	-	-		1,919	-	-					
Total Demand Response	17,571	86,707	7,942	2.21	29,295	128,892	10,869	2.70	-40.0%	-32.7%	-26.9%	-17.9%
SYSTEM TOTALS	542,114	492,779	41,424	13.09	881,803	570,178	47,000	18.76	-38.5%	-13.6%	-11.9%	-30.2%

Federal Update for Connect Transit
Prepared by Cardinal Infrastructure
November 24, 2020 Board Meeting
Prepared November 17, 2020

Appropriations

Senate Majority Leader McConnell (R-KY) and House Speaker Pelosi (D-CA) have both reiterated that they want to pass a FY 2021 omnibus appropriations package in early December, rather than passing a second continuing resolution (CR), which simply continues existing spending levels. The Senate Appropriations Committee released all 12 of its FY 2021 appropriation bills on November 10th.

The Transportation-HUD appropriations bill totals \$74.83 billion non-defense surface transportation programs (House is \$78.7 billion). Notable program funding includes:

- \$1 billion for the BUILD program (House is \$1 billion, with an additional \$3 billion in emergency funding to remain available until September 30, 2022).
- \$687 million for Bus and Bus Facilities formula program.
- \$567.04 million for Bus and Bus Facilities discretionary (House is \$663 million with 100% federal share and includes language to make eligible projects that "increase green space surrounding a bus transportation hub structure").
- \$135 million for the Low or No Emission Vehicle grant program with a minimum award of \$750,000 (House is \$180 million with a minimum award of \$1 million and 100% federal share).
- \$1.89 billion for the CIG program (House is \$2.175 billion with an additional \$5 billion in emergency funding), with \$1.12 billion for New Starts (House is \$1.25 billion), \$400 million for Core Capacity (House is \$525 million), and \$199.8 million for Small Starts (House is \$300 million).
- \$70 million for FHWA's Nationally Significant Federal Lands and Tribal Projects (House is \$150 million).

For context, on July 31st, the House passed their version of the FY 2021 transportation appropriations bill. In addition to the \$78.7 billion for the House FY 2021 Transportation-HUD appropriations bill, it provides \$26 billion in emergency related funding to "strengthen and make more resilient our nation's aging infrastructure."

On September 30th, by a vote of 84-10, the Senate passed a CR, funding the government at FY 2020 levels through December 11, 2020. The CR also included a one-year extension of the surface transportation bill, the FAST Act. The CR was agreed to by both Houses and enacted.

COVID-19 Relief Package

On October 1st, with a vote of 214-207, the House passed its revised Heroes Act totaling \$2.2 trillion in COVID-19 supplemental relief spending. The bill contains the industry request for \$32 billion to the Federal Transit Administration (FTA) for public transit funding. The bill also includes \$238 billion to states based on their share of unemployed workers and \$179 billion to local governments, evenly divided between municipalities and counties.

Post-election, Senate Majority Leader McConnell's expressed position is the Senate needs to pass an economic stimulus package by the end of the calendar year, while Speaker Pelosi separately indicated she wants to restart negotiations. Republicans aim to pass a smaller package (i.e., previous \$650 billion "targeted" package), while Speaker Pelosi is focusing on a larger \$2.2 trillion relief package (i.e., revised Heroes Act). Leader McConnell maintains that the revised Heroes Act is too expensive and includes too many measures not directly related to the virus.

Furthermore, House Majority Leader Hoyer (D-MD) wrote in a 'Dear Colleague' letter to Members on November 9th, "...I hope the Senate and the Trump Administration will work with the House to reach agreement on a bill along the lines of what we passed in May and October through the Heroes Act. So far, the Republican-led Senate has ignored this pressing challenge, and it is long past time to act. I hope the Senate will change course and do its job." This indicates an unwillingness to compromise down significantly from the \$2.2 trillion proposal, and could lead to challenging negotiations with the strong possibility of putting off relief until the 117th Congress.

Additionally, following the results of the presidential election, it remains unclear how the Trump Administration may shift its interests and negotiations for the next relief package. A senior White House advisor said, "Trump does not want the last thing he does in office to be a \$2 trillion debt spending bill. We want Biden to own that, not Trump."

Presidential Election and Transition

Former Vice President Joe Biden is now President-elect Joe Biden, joined by Vice President-elect Kamala Harris. The Biden campaign has formally launched its transition website, which includes several priorities - COVID-19, economic recovery, racial equity, and climate change.

Two economic recovery priorities include Buy America(n) and the building of modern and resilient infrastructure. The policy statement provides: 1) "Mobilize American manufacturing and innovation to ensure that the future is made in America, and in all of America," and 2) "Mobilize American ingenuity to build a modern infrastructure and an equitable, clean energy future."

Two climate change priorities include further investments in infrastructure and transit. They provide:

Infrastructure: Create millions of good, union jobs rebuilding America's crumbling infrastructure – from roads and bridges to green spaces and water systems to electricity grids and universal broadband – to lay a new foundation for sustainable growth, compete in the global economy, withstand the impacts of climate change, and improve public health, including access to clean air and clean water.

Transit: Provide every American city with 100,000 or more residents with high-quality, zero-emissions public transportation options through flexible federal investments with strong labor protections that create good, union jobs and meet the needs of these cities — ranging from light rail networks to improving existing transit and bus lines to installing infrastructure for pedestrians and bicyclists.

Furthermore, in tackling the COVID-19 pandemic, the Biden Administration will likely institute a mask mandate that includes transit and "establish a renewable fund for state and local governments to help prevent budget shortfalls...".

In addition to the launch of its transition website, efforts have been well underway to vet potential Cabinet and key Administration positions. Top picks for Secretary of Transportation and various senior level Department and modal Administrator appointments include Los Angeles Mayor Eric Garcetti, Congressman Earl Blumenauer (D-OR), former Chicago Mayor Rahm Emanuel, LA Metro CEO Phil Washington, Colorado DOT Executive Director Shoshana Lew, Delaware Governor Jack Markell, WSP's John Porcari, and Transportation for America's Beth Osborne.

Congressional Elections

Democrats are currently expected to maintain a narrow majority in the House, while control of the Senate is expected to be decided by the runoff race in Georgia come early January. House Republicans will hold their

leadership elections on November 17th and House Democratic leadership elections will be held on November 18-19th. All top leaders in both caucuses are seeking re-election.

Taking a closer look at what it means for the legislative agenda in the lame-duck session (November to January 3rd) some of the gridlock we've seen will continue with a Republican Senate majority and Democratic House majority. Speaker Pelosi will not have the leverage she anticipated in the lame-duck session to pass a revised Heroes Act-like stimulus relief package. There could be an effort to consider an infrastructure and/or climate change bill in the beginning months of the 117th Congress, but much will hinge on control of the Senate. The current surface transportation FAST Act will need to be reauthorized by the end of the current fiscal year, which could also serve as a vehicle for an infrastructure bill.

Ballot Measures

Based on our latest review, 13 out of 17 "major" transit measures on state and local ballots passed, with a total of \$38 billion dollars in additional funding as a result of sales and property tax increases and bond issuances. A total of 53 public transit measures were on the ballot, with the latest reports of 45 measures passing (91.84% success rate).

Josh Cohen, Executive Director of APTA's Center for Transportation Excellence said, "The big measures this year were innovative and collaborative, and represent an approach to development that extends beyond mobility alone. The measures, and the campaigns themselves, talked to voters about equity, cleaner air and water, economic growth, and support for frontline and essential workers – a message and approach that was met with applause."

Notable ballot measures passed include, but are not limited to:

Austin, TX

Adds an 8.75-cent tax rate on property to advance "Project Connect". The \$7.1 billion plan would be utilized for the construction of light rail lines, new bus routes, and a downtown transit tunnel.

San Antonio, TX

Redirects a one-eighth-cent sales tax to public transit that was previously earmarked for a workforce development program. The tax is estimated to raise \$38.5 million annually. Tax revenue will be directed to transit starting in 2026. Revenue will be split between the VIA Metropolitan Transit and the city and county.

Seattle, WA

Renews a transit sales tax measure to fund transit projects for six years, increasing the tax from 0.1% to 0.15%. Among other items, these revenues will be dedicated to transit network maintenance and related capital improvements, along with fare subsidies for seniors and students.

Missoula, MT

Approves a mill levy increase of 20 mills, which raises approximately \$3 million annually for the Missoula Urban Transportation District and Mountain Line services. The levy increase will fund an increase in bus frequency, add full weekend service, increase service for seniors and those with disabilities. It will also assist in Mountain Line's purchase of electric vehicles.

CDC Mask Guidance

The U.S. Department of Transportation, in conjunction with the Centers for Disease Control and Prevention (CDC) held a virtual discussion on the CDC's new mask guidance. On October 19th, the CDC released interim guidance that says it now "strongly recommends" masks on public transportation. The discussion was led by Joel

Szabat, Acting Under Secretary Transportation for Policy and Dr. Marty Cetron, Director, Division of Global Migration and Quarantine at the CDC.

Dr. Cetron addressed the guidance document, saying that the purpose and timing of it is to clarify the sense of urgency from the CDC, especially as we enter a global resurgence of the virus. He made remarks on the effectiveness of masks in public transportation, saying "everyone wearing a mask is helping to contain their potential virus...[they] curtail transmission to others [and]...provide protection for ourselves."

As to why the CDC has made it a "strong recommendation" rather than a "requirement," Dr. Cetron said, "If we can provide the reason and rationale, then we can go a long way with a voluntarily strong recommended posture....Explain with all clarity what the purposes are and appeal to civic responsibility and the nature of self protection that comes along with masking." If the CDC can accomplish mask wearing in this manner a "requirement may not be necessary."

Acting Under Secretary Szabat said the Department will support transit agencies on appeals to them from individuals being denied access to transportation for not wearing a mask.

Census

The U.S. Conference of Mayors (USCM) held a webinar on October 21st entitled, "How Ending the 2020 Census Count Impacts Local Communities." Participants included Atlanta, GA Mayor Keisha Lance Bottoms; San Antonio, TX Mayor Ron Nirenberg; Mesa, AZ Mayor John Giles; Rochester Hills, MI Mayor Bryan Barnett; Marc Morial, President and CEO, National Urban League; and Terri Ann Lowenthal, Census Consultant.

USCM discussed its support for the bipartisan 2020 Census Extension Act (S. 4571 and H.R. 8250), which would extend the statutory deadlines to give Census professionals the time to process the data collected. Section 201 of the House-passed revised Heroes Act contains the bill's language.

Mayor Nirenburg agreed that the abbreviated census count is likely to lead to an undercount, and that minorities and underserved residents are most likely to be skipped. As for whether the census will be reopened, Lowenthal said, "The better course of action is to get the new Congress to evaluate the quality of the count and get experts to look at combining local population estimates with the census data. An expert panel must be convened to revive trust from the public. There could be ways to scientifically correct or adjust census data."



GOVERNOR'S HIGHLIGHTS

COVID-19 Update: Beginning Friday, November 20th, all of Illinois entered Tier 3 mitigations designed to slow the spread of COVID-19. The new mitigations fall just short of a mandatory stay-at-home order. The Governor noted that a stay-at-home order is a last resort if the Tier 3 mitigations are not effective at “bending the curve” to slow transmission of the virus. A full copy of the Tier 3 mitigations is [here](#).

Highlights from Tier 3 mitigations include:

- Office employees who can work remotely should work remotely.
- Retail settings may operate at no more than 25% capacity with the exception of grocery and pharmacies, which may operate at 50% capacity.
- Personal care services can operate at the lesser of 25 clients or 25% capacity. Face coverings must be worn by clients and providers. Suspends any services where a face covering cannot be worn.
- Health and fitness centers can operate at no more than 25% capacity and face coverings must be worn during exercise. Indoor group classes are prohibited. Locker rooms are closed.
- Hotel room occupancy is limited to registered guests only and event and meeting space is closed.
- New guidelines are issued for manufacturing facilities, including allowing only staff and key personnel into the facility.
- Funerals are limited to 10 people.
- Indoor group recreation and sporting activities are prohibited, including park districts and travel leagues.
- Casinos and gaming are closed.
- School districts are not subject to the Tier 3 mitigations. The Governor advised they should follow extensive [guidelines released by IDPH and ISBE](#) in August and decide on in-person and remote learning at the local level, based on the unique needs of their communities. The Illinois Federation of Teachers, one of the state's largest teacher's unions, is calling on Pritzker to move all schools to remote learning statewide.

- Child care facilities may continue to operate subject to [DCFS guidelines](#).

Each region will be assessed individually and can move back to Phase 2 when target metrics are achieved. In order for a region to move back to Tier 2 mitigations, a region must experience less than 12 percent test positivity rates for three consecutive days AND greater than 20 percent available intensive care unit (ICU) and hospital bed availability AND declining COVID hospitalizations in 7 out of the last 10 days.

Governor Pritzker continues to remind Illinoisans that the virus is not a hoax. COVID-19 is now the third leading cause of death in Illinois, behind heart disease and cancer. Over 1,000 Illinoisans have died from the virus in just the past two weeks. Hospitalizations are now surpassing the highest levels in the spring.

On Thursday, the Illinois Department of Public Health reported 14,612 new confirmed and probable cases of COVID-19 in Illinois, including 168 additional deaths. To date, IDPH is reporting a total of 621,383 cases -- including 11,178 deaths -- in 102 counties in Illinois. On Thursday, labs reported 113,447 tests. As of Wednesday night, 6,037 individuals in Illinois were in the hospital with COVID-19. Of those, 1,192 patients were in the ICU and 587 patients with COVID-19 were on ventilators.

The preliminary 7-day statewide *case* positivity is 12.0%. The preliminary 7-day statewide *test* positivity is 14.0%.

Hope is on the horizon. Two drug manufacturers, Pfizer and Moderna, will be seeking emergency authorization from the FDA for COVID-19 vaccines. If approved, vaccines could begin being distributed to front line workers and other vulnerable populations by the end of the year. A copy of Illinois' mass vaccine distribution plan is [here](#).

In addition, this week the FDA approved the first COVID-19 rapid result home test. The Lucira COVID-19 All-In-One Test Kit is a single use test and requires prescription authorization and is approved for at-home use for persons age 14 or older. The test is also approved for use in point-of-care settings for all ages.

As COVID cases continue to surge, Illinois Secretary of State Jesse White closed Driver Services facilities to the public for in-person transactions for the next three weeks. Facilities will reopen Monday, December 7th. Online services remain available during this time.

Congresswoman Cheri Bustos announced she has tested positive for the COVID virus. She is self-isolating at home.

Executive Orders: [Executive Order 2020-71](#) Reissues most executive orders, extending a majority of the provisions through December 12, 2020.

[Executive Order 2020-72](#) Extends the moratorium on evictions. Under the order, a person or entity may not commence a residential eviction action. All state, county, and local law enforcement officers are instructed to cease enforcement of orders of eviction for residential premises. This shall not be construed as relieving any individual of the obligation to pay rent or comply with a lease or rental agreement.

[Executive Order 2020-73](#) Imposes Tier 3 mitigations statewide.

Budget Update: In a new report released last Friday, the Governor’s Office of Management and Budget estimates a \$3.9 billion deficit for FY 21. The projected shortfall grows to \$4.8 billion for FY 22 and beyond. A full copy of the report is [here](#). Lawmakers and the Governor are expected to tackle the current budget shortfall when they reconvene in January. Pritzker has noted that budget cuts are on the table and they will be “deep and painful.” Once cuts are identified, the Governor will explore other revenue options with the General Assembly.

Equity-centric Healthcare Plan: The Illinois Department of Healthcare and Family Services issued an equity-centric healthcare plan – an approach that considers the social and structural components of health. The result of a partnership with the University of Illinois at Chicago School of Public Health and HFS, the plan emerged from statewide community listening meetings and in-depth research. The plan represents a significant shift in healthcare delivery. The proposal is [here](#). An executive summary is [here](#).

If put into place, the HFS plan will:

- underwrite pilot projects and planning grants that focus on both social determinants of health and healthcare.
- stress collaboration among organizations at the community level (including one unrelated healthcare provider); and
- ensure that projects have a measurable, primary focus on health equity.

The pilot projects will be organized into three categories: cross-provider partnerships; safety net hospital partnerships; and critical access or distressed hospital partnerships.

As the projects are implemented, they will be monitored and evaluated; successful projects will then “graduate” into larger healthcare transformation projects replete with additional funding and benchmarks.

The Department is seeking an initial \$150 million to start the project, pending review and input from the General Assembly.

High-Speed Internet: Addressing gaps in high speed internet – its access, affordability, and adoption – is the goal of the new \$750,000 Digital Equity Package announced by Governor Pritzker and the Illinois Department of Commerce and Economic Opportunity (DCEO) Office of Broadband.

State, local, nonprofit, and philanthropic support will be marshalled to help communities identify and respond to existing broadband equity gaps and to leverage funding to ensure long-term equity in broadband.

Three channels for funding and collaboration are available:

- Broadband READY grants -- \$250,000 earmarked to qualified regional parties across Illinois. Grants up to \$50,000 can be used to identify digital inequities and map out next steps. All 10 Illinois economic development regions will be eligible for the monies, which also will address critical areas like telehealth and remote learning.
- Illinois Connected Communities Grants - \$150,000. Summer of 2020 saw the first round of funding in this area, to promote broadband capacity and community planning. The second round of monies will total \$150,000 to cover fees for consultants and learn from best practices curriculum. Communities can apply for grants up to \$15,000. Intended recipients of the funding are local governments, libraries, schools, and other various local organizations.
- Digital Navigator Collaboration. This element of the Digital Equity Package will establish “digital navigator capacity” to increase community participation in the digital world. Among the navigators’ roles will be to evaluate residents’ needs and help them secure appropriate resources for their digital lifestyle aspects. Navigators will be volunteers or staff who are cross trained (for example, as employees in social services, libraries, or healthcare). The Digital Navigator is a collaborative effort among the Office of Broadband, the National Digital Inclusion Alliance, and PCs for People.

[Click here](#) for the NOCO.

NOVEMBER ELECTION UPDATE:

After all votes were counted, in the 68th Representative District, Democratic challenger Dave Vella defeated incumbent Representative John Cabello by 239 votes. Cabello is considering requesting a recount.

101ST GENERAL ASSEMBLY:

Madigan’s reelection as Speaker has grown. As it currently stands, approximately 18 members are signaling they want a change in the chamber’s leadership. Representative Stephanie Kifowit has indicated interest in the position. No other candidates have emerged at this time. It will take 60 votes to elect the House Speaker and as it stands now, Madigan falls short of that 60-vote threshold at this time. It is unknown if any of those calling for Madigan to step aside will change their mind. The Democratic caucus has not set a date to elect the Speaker for the 102nd General Assembly.

When asked about Speaker Madigan’s continued tenure as Speaker, on Thursday Governor Pritzker called on Madigan to be completely transparent and answer all questions about his involvement. If he is not able or willing to do that, the Governor called for Madigan to resign as House Speaker.

The Senate Veterans Affairs will hold a virtual hearing on November 24th at 1:00 PM to discuss testimony from agencies regarding the State's COVID-19 mitigation at the La Salle Veterans’ Home.



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MEMO

DATE: November 24, 2020

TO: Board of Trustees

FROM: Mark R. Peterson, Interim General Manager

SUBJECT: Recommendation to Approve an Agreement with TLR Associates for Project Management Services pertaining to the Downtown Bloomington Transfer Center Project

RECOMMENDATION: That the attached professional services agreement with TLR Associates of Bloomington, IL be approved.

PROJECT BACKGROUND: Connect Transit has maintained a Transfer point in Downtown Bloomington since 1972. A majority of bus routes use this transfer point, located on Front Street adjacent to the McLean County Law & Justice Center, which averages 1,800 boarding's during weekday service. This Transfer facility has widely been considered to be inadequate given the volume of riders that utilize that facility. The current center provides no indoor passenger waiting spaces, so as to keep riders comfortable during inclement weather, and it has perceived safety concerns during evening and night-time hours. The Board of Trustees has prioritized the need for an improved transfer facility in Downtown Bloomington in the current Connect Transit Strategic Plan.

A Feasibility and Planning Study for a new Transfer Facility in Downtown Bloomington was completed in May of 2018. Following the completion of that study, the Board awarded a Site Needs Analysis Study in January of 2020. This study is still in progress.

As part of that study, the consultant identified and evaluated all potential sites for the location of a new Transfer Facility.

PROJECT MANAGEMENT SERVICES: As this important project moves forward into the site acquisition and preliminary design phases, the need to engage a qualified "project manager" was identified by staff. For a project of the magnitude and



complexity of the Downtown Bloomington Transfer Center, there is insufficient expertise on staff to adequately manage such a complex project.

The Project Manager will oversee, manage, and coordinate all aspects of the project on behalf of Connect Transit. These services will involve coordination between the transit system and a number of project stakeholders and team members including the City of Bloomington, the FTA, the Illinois DOT, the design team, and the general contractor.

Prior to the recent departure of Interim General Manager Martin Glaze, an informal search for possible project manager candidates was undertaken. As a result of that process, a proposal was solicited from TLR Associates, a Bloomington based project management firm, to provide comprehensive project management services for the Transfer Center project. TLR Associates is sole proprietorship owned by Mr. Terry Reid. Mr. Reid has extensive project management experience (see attached project listing) and has provided those services for a variety of local entities including State Farm Insurance, the Bloomington-Normal Airport Authority, the City of Bloomington, McLean County, and Caterpillar. Mr. Reid was also the project manager for the design and construction of the original Mitsubishi Auto Manufacturing facility in Normal which was completed in 1987.

As a result of reference checks with some of Mr. Reid's past clients, staff found that he comes highly recommended. The staff elected not to pursue a traditional selection process for these services in order to expedite the engagement of a project manager. A traditional process, in which proposals are formally solicited from qualified providers, would have taken as long as three (3) months from start to finish.

In this case, there is a need to engage a project manager as quickly as possible in order to commence with the final site review and selection process for the Transfer Center project and to proceed expeditiously with the site acquisition. The Project Manager will work closely with staff to coordinate that process which will require strict adherence to FTA property acquisition rules and regulations.

Mr. Reid was interviewed by Board Vice Chair Julie Hile, Martin Glaze, and me on October 29, 2020. All three found him to be professional, qualified, and enthusiastic about this project.



If this agreement is approved by the Board, Mr. Reid will manage the following aspects of the project in close coordination with Connect Transit Board of Trustees and staff:

- **Site Selection, Evaluation, and Acquisition**
 - Obtain property appraisals
 - Site evaluation
 - Federal & State compliance
 - Environmental analysis and compliance
 - Legal – Title Search
 - Purchase negotiations
 - Property closing
- **Architect / Engineer Selection and Oversight**
 - Develop design RFP
 - Analysis of proposals
 - Recommend selection
 - Contract negotiations
 - Insurance review
 - Review and approve invoicing
 - Monitor and coordinate design development
- **General Contractor Selection and Oversight**
 - Identify potential bidders
 - Review bid documents
 - Federal and State compliance
 - Analyze bids
 - Recommend selection
 - Insurance review
- **Construction Management**
 - Groundbreaking coordination
 - Permitting
 - Construction observation and management
 - Construction logistics coordination
 - Quality control
 - Safety monitoring
 - Federal and State compliance
 - Contract compliance
 - Show drawings submittal, review, and approval
 - Monthly payment review and approval - Lien waivers
 - Document clarification and compliance
 - General project coordination
 - Owner communication (updates and progress reports)



- Change order management
- Certificate of Occupancy and Turn-Over
- Punch lists, Final records, As-built drawings, Owner training, Operation manuals, Warranties/Guarantees, Final lien waivers
- Project close-out

FINANCIAL IMPACT: Since the selection process for these services did not follow the usual competitive process as required by FTA, the cost of this engagement will need to be funded with local dollars. As outlined in the attached agreement, Mr. Reid will charge \$160.00 per hour for his services. Staff checked with other firms that provide similar project management services and found that the hourly rate proposed by TLR Associates falls within typical industry standards for project managers with a similar level of experience and accomplishment to Mr. Reid. It should be noted that, in addition to an hourly rate, most firms also charge back various reimbursable expenses to the client. These expenses can include items such as office supplies, printing/copying, vehicle mileage, meals, etc. However, TLR Associates' hourly rate is considered "all-inclusive". The company does not seek reimbursement for any of the usual and customary reimbursable expenses such as those outlined above.

It is simply not possible to accurately estimate the total cost of the proposed project management engagement until such time as the scope of the project is further defined. It is certain that the cost for the services provided by the Project Manager will be significant over the two to three-year term of the project. As the scope of the project becomes more defined during the design phase, staff should be able to provide a reasonable estimate of the likely total cost of these project management services.

The time commitment of the project manager will vary throughout the course of the project. There will be elements of the project that will require a significant weekly commitment of time from the project manager. However, there will be periods during the project in which the project manager will need to commit very few hours. This is certainly not a full-time engagement. Mr. Reid estimates that even during the busiest periods of the project, his weekly billings will rarely exceed 30 hours. There will also be weeks in which he will have no billable activity.

Using the most optimistic assumptions, we would anticipate project completion to occur sometime in late 2022. However, depending on the final project scope and



the potential for delays, associated with property acquisition as well as with state and federal approvals, we would not be surprised if the project completion extends into 2023.

PROJECT FUNDING SOURCES: As the Board is aware, Connect Transit was recently notified by the Illinois Department of Transportation that the Downtown Bloomington Transfer Center Project was selected for a \$7.0 million grant from the Rebuild Illinois Capital Program. The following bullet points summarizes the sources of funding for the project:

- *\$3,000,000 from the State of Illinois from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity*
- *\$7,000,000 from the State of Illinois from the Rebuild Illinois Capital Program to the Department of Transportation*
- *\$8,000,000 from the Federal Transit Administration from the Bus and Bus Facilities Grant*

Fortunately, the project funding (\$18 million total) does not require any local match. The grant funds can be used for property acquisition, design services, and construction. The only element of the project for which we expect to use local funds is for project management services.

Finally, the proposed agreement provides for its termination by either party, with or without cause, upon 30 days of notice. It also contains termination language the applies in the event of a material breach of the agreement.

Mr. Reid will be present at the Board meeting on Tuesday in the event that any Board Member has a question regarding his services that staff is unable to answer. The proposed agreement, along with other relevant information, is attached. Connect Transit's legal counsel, Steve Mahrt, has reviewed the agreement and found it to be acceptable.

CONSULTING AGREEMENT

Effective November _____, 2020 and continuing as requested, TLR Associates ("Consultant") and Bloomington-Normal Transit District dba Connect Transit ("Client") agree as follows:

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Consultant and The Client agree and promise:

1. Services and Payment.

Consultant agrees to undertake and complete the Services (as defined in Exhibit 'A' and Exhibit 'B') in accordance with and on the schedule (as specified in Exhibit 'A'). As the only consideration due Consultant regarding the subject matter of this Agreement, The Client will pay Consultant in accordance with Exhibit 'A'.

2. Warranty.

Consultant warrants that: (i) the Services will be performed in a professional and workmanlike manner and that none of such Services or any part of this Agreement is or will be inconsistent with any obligation Consultant may have to others; (ii) all work under this Agreement shall be Consultant's original work and none of the Services or Inventions or any development, use, production, distribution or exploitation thereof will infringe, misappropriate or violate any intellectual property or other right of any person or entity (including, without limitation, Consultant); and, (iii) Consultant has the full right to allow it to provide The Client with the assignments and rights provided for herein.

3. Termination.

If either party materially breaches a material provision of this Agreement, the other party may terminate this Agreement upon two (2) days' written notice unless the breach is cured within the notice period. Either party also may terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice. Sections 2 through 8 of this Agreement and any remedies for breach of this Agreement shall survive any termination or expiration. In the event of a termination without cause, The Client shall, upon termination, pay Consultant all approved unpaid amounts due for Services completed prior to notice of termination.

4. Insurance.

The Consultant will, at its sole cost, obtain and keep in force at all times during the performance of any work referred to above, Workers Compensation and Employer's Liability Insurance, Commercial General Liability Insurance, and Automobile Insurance in at least the type and amounts as follows:

- A. Worker's Compensation **IF REQUIRED – Currently No Employees**
- (I) State: Statutory
 - (II) Employer's Liability
 - \$1,000,000.00 Per Accident
 - \$1,000,000.00 Disease, Policy Limit
 - \$1,000,000.00 Disease, Each Employee
- B. Commercial General Liability: \$2,000,000.00 General Aggregate
- C. Business Automobile Liability (including owned, non-owned and hired vehicles):
- (i) Bodily Injury:
 - \$1,000,000.00 Per Person
 - \$1,000,000.00 Per Accident
 - (ii) Property Damage
 - \$1,000,000.00 Per Occurrence
 - (iii) Umbrella Excess Liability: \$2,000,000.00 over Primary Insurance

The Consultant must name the Client as an additional insured and provide Client with Certificates of Insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above. Failure of Client to demand any certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of Client to identify a deficiency from evidence that is provided shall not be construed as a waiver of Consultant's obligation to maintain such insurance. The Consultant agrees that the obligation to provide the insurance required by these documents is solely its responsibility and that this is a requirement which cannot be waived by any conduct, action, inaction or omission by the Client. Upon request, the Consultant will provide copies of any or all policies of insurance maintained in fulfillment hereof. Failure to maintain the required insurance may result in termination of this Contract at Client's option.

5. Mutual Waiver.

To the fullest extent permitted by law, Client and Consultant waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and Design Professionals, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project.

6. No Collusion.

The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (2) a violation

of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.* The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Client prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant shall be liable to the Client for all loss or damage that the Client may suffer, and this Agreement shall, at the Client's option, be null and void.

7. Compliance With Laws and Grants.

Consultant must give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.* Consultant must also comply with all conditions of any federal, state, or local grant received by Owner or Consultant with respect to this Contract or the Services. Consultant is solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors, performance of, or failure to perform, the Services or any part thereof. Every provision of law required.

8. Mutual Cooperation.

The Client agrees to cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with such non-confidential information that the Client may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the Client in the performance of and the completion of the Services and with any other consultants engaged by the Client.

9. Ownership.

Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement ("*Documents*") are deemed the exclusive property of the Client. At the Client's request, or upon termination of this Agreement, the Consultant will cause the Documents to be promptly delivered to the Client. Ownership of the Documents is subject to receipt by Consultant of full payment for all relating to preparation of the Documents and subject to the following limitations: (1) Client acknowledges that such Documents are not intended or represented to be suitable for use on the Project unless completed by Consultant, or for use or reuse by Client or others on extensions of the Project, on any other project,

or for any other use or purpose, without written verification or adaptation by Consultant; (2) any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and Design Professionals; (3) Client shall indemnify and hold harmless Consultant and its officers, directors, members, partners, agents, employees, and Design Professionals from all claims, damages, losses, and expenses, including reasonable attorneys' fees, arising out of or resulting from any reuse, or modification of the Documents without written verification, completion, or adaptation by Consultant.

10. Freedom of Information Act.

The Consultant agrees to maintain, without charge to the Client, all records and documents for projects of the Client in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq. In addition, Consultant must produce records which are responsive to a request received by the Client under the Freedom of Information Act so that the Client may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Consultant must notify the Client and if possible, the Client will request an extension so as to comply with the Act. In the event that the Client is found to have not complied with the Freedom of Information Act due to Consultant's failure to Consultant documents or otherwise appropriately respond to a request under the Act, then Consultant will indemnify and hold the City harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

11. GENERAL PROVISIONS.

- a. Amendment. No amendment or modification to this Agreement shall be effective unless and until the amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.
- b. Assignment. This Agreement may not be assigned by the Client or by the Consultant without the prior written consent of the other party.
- c. Binding Effect. The terms of this Agreement will bind and inure to the benefit of the Parties to this Agreement and their agents, successors, and assigns.
- d. Notice. All notices required or permitted to be given under this Agreement shall be in writing and shall be delivered (1) personally, (2) by a reputable overnight courier, (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (4) by email. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight

courier as evidenced by a receipt of deposit; (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt; (d) time-stamp email was sent. By notice complying with the requirements of this Section, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to the other party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the Client shall be addressed to, and delivered at, the following address:

Notices and communications to the Consultant shall be addressed to, and delivered at, the following address:

TLR Associates

1803 Hackberry Road

Bloomington, Illinois 61704

Attn: Terry Reid

- e. Third Party Beneficiary. No claim as a third party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the Client.
- f. Governing Laws. This Agreement will be governed by, construed and enforced in accordance with the internal laws, but not the conflicts of law rules, of the State of Illinois.
- g. Entire Agreement. This Agreement constitutes the entire agreement between the parties to this Agreement and supersedes all prior agreements and negotiations between the parties, whether written or oral relating to the subject matter of this Agreement.
- h. Waiver. Neither the City nor the Consultant shall be under any

obligation to exercise any of the rights granted to them in this Agreement except as it shall determine to be in the best interest from time to time. The failure of the City or the Consultant to exercise at any time any such rights shall not be deemed or construed as a waiver of that right, nor shall the failure void or affect the City's or the Consultant's right to enforce such rights or any other rights.

12. Relationship of the Parties.

Notwithstanding any provision hereof, for all purposes of this Agreement each party shall be and act as an independent contractor and not as partner, joint venturer, or agent of the other and shall not bind nor attempt to bind the other to any contract. Consultant is an independent contractor and is solely responsible for all taxes, withholdings, and other statutory or contractual obligations of any sort, including, but not limited to, Workers' Compensation Insurance; and Consultant agrees to defend, indemnify and hold The Client harmless from any and all claims, damages, liability, attorneys' fees and expenses on account of (i) an alleged failure by Consultant to satisfy any such obligations or any other obligation (under this Agreement or otherwise) or (ii) any other action or inaction of Consultant. If Consultant is a corporation, it will ensure that its employees and agents are bound in writing to Consultant's obligations under this Agreement and in accordance with Exhibit 'B'.

13. Indemnity

Notwithstanding anything to the contrary on Exhibit 'A', Exhibit 'B' or on the consulting contract, the Consultant is not assuming responsibility or providing any warranties for the work performed by the general contractor, its subcontractors, architect or any other contractor. The Consultant shall not be liable for any construction defects, design defects or failure of the architect or general contractor, its subcontractors or any other party working on the property to meet their contractual obligations or warranties. The Client agrees to indemnify and hold Consultant harmless against any and all causes of action brought against him for any construction warranties, construction defects, design defects or any other causes of action relating to the Construction of the property or Consultant's services. Said indemnity shall include all reasonable attorney's fees and costs.

14. Miscellaneous.

The failure of either party to enforce its rights under this Agreement at any time for any period shall not be construed as a waiver of such rights. No changes or modifications or waivers to this Agreement will be effective unless in writing and signed by both parties. In the event that any provision of this Agreement shall be determined to be illegal or unenforceable, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement shall otherwise remain in full force

and effect and enforceable. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois without regard to the conflicts of laws provisions thereof. In any action or proceeding to enforce rights under this Agreement, the prevailing party will be entitled to recover

costs and attorneys fees. Headings herein are for convenience of reference only and shall in no way affect interpretation of the Agreement.

15. Confidentiality

The Services contemplated to be performed by Consultant are in many instances confidential in nature. Consultant shall treat and keep all Services provided as confidential in nature.

TLR Associates, Consultant

By: _____

(signature)

Terry Reid

(print)

Its: _____

Principal

(title)

Connect Transit, The Client

By: _____

(print)

Its: _____

(title)

EXHIBIT 'A'

I. Description of Services

Consultant shall provide Consulting Services on The Project as directed or requested by The Client and perform duties as listed in Exhibit 'B'.

II. Schedule

From time to time and/or as directed or requested by The Client.

III. Rates

Hourly Rate For Consultant Services -----\$160.00

Hours are to be rounded to the nearest one-half hour increment.

Any approved travel outside of the Bloomington/Normal Communities to be reimbursed by The Client.

Hourly Rate includes the use of any Consultant owned business equipment, vehicles and/or expendables.

Reasonable travel time shall be included in billable hours at no additional cost.

Hourly Rate not subject to adjustment for twelve (24) months from the date of this Agreement.

Any charges for Consultant's associates, secretarial or clerical time to be approved by The Client in advance.

Out of the area travel and lodging or project related document costs required in the performance of the services for this agreement shall be reimbursed at cost. Any pre-approved reimbursable expenses will be billed at cost with supporting documentation.

Client and Consultant may agree at any time during the Project to convert the Agreement to a Fixed Fee.

IV. Invoice Procedure

Consultant shall invoice The Client monthly in sufficient detail to allow The Client to review the invoice for correctness and completeness.

Payment shall become due twenty (30) days from the date of receipt of a proper invoice (properly prepared and with complete supporting documentation) by The Client.

EXHIBIT 'B'

Site Selection, Negotiation & Acquisition

- Site Evaluation
- Choose Site
- Appraisal
- Government (Federal & State) Compliance
- City of Bloomington and Council Approval
- Environmental
- Legal – Title Search
- Negotiation
- Acquire Property

Architect/Engineer Selection

- Soil Borings
- Identify Qualified Firms
- Issue RFP
- Analyze Proposals
- Make Recommendation to Connect
- Award Contract
- Schedule
- Insurances
- Monitor and Coordinate Design Development
- Review and Approve Billings
- Final Records

General Contractor Selection

- Identify Qualified Bidders
- Issue RFP
- Analyze Proposals
- Make Recommendation to Connect
- Award Contract
- Insurances

Construction

- Groundbreaking
- Construction Observation and Management
- Permitting
- Project Schedule
- Quality Control

Construction, Contd.

- General Logistics
- Safety Program
- Shop drawing and Materials Submittals, Review & Approval
- Monthly Payment Review & Approval – Lien Waivers
- Final Payment Review & Approval
- Document Clarification & Compliance
- General Coordination, Requests for Information, Meetings
- Owner Communication, Updating and Reporting
- Furniture, Fixtures and Equipment (F F & E)
- Change Order Management
- Certificate of Occupancy & Turn Over
- Punch Lists, Final Records, As Built, Owner's Training, Operation Manuals, Warranties/Guarantees, Final Lien Waivers
- Any additional items Requested by the Owner

TERRENCE L. REID

PRINCIPAL TLR ASSOCIATES PROVIDING CONSULTING SERVICES TO OWNERS, DESIGN/BUILDERS AND CONTRACTORS

EDUCATION

Bradley University, Peoria, Illinois
Bachelor of Science, Civil Engineering 1966

EXPERTISE

A Vice President and Branch Manager for BRH Builders & Constructors and EEI Holding, Inc. and Properties Partner, and previously, a Project Executive, Construction Division Manager, Vice President and Officer responsible for the development and delivery of major and significant projects for Kajima International in The United States, Mexico and South America. Primary experience is involved with automotive and manufacturing facilities both new construction and modifications/expansions to existing plants, public facilities such as schools and colleges and health care and office buildings. Also responsible for marketing and project management for various types of construction and design/build projects.

EXPERIENCE

Current

Principal TLR Associates, Consultant. Projects in Progress or Recently Wrapped Up. Community Cancer Center Addition and Renovation. Central Illinois Regional Airport Building Renovation and Expansion, Green Top Grocery, New Retail Grocery. Serenity New Assisted Living & Memory Care Facility, East Peoria, Illinois, Ongoing Airport Work. Office Building Funk Farm Estate. Boys & Girls Club New Facility. McLean County Building Commission Board Member.

1999 to 2001

Vice President and Branch Manager for BRH Builders & Constructors and Egizii Electric, Inc. and Partner in EEI Holding Commercial Properties.

1996 To 1999

KAJIMA de MEXICO

Mexico City, Mexico
Title: Vice President/Officer
Responsibilities: Manage the office Operations and Projects in Mexico And South America.

KAJIMA CONSTRUCTION SERVICES

Normal, Illinois
Title: Projects Executive
Responsibilities: Manage U.S. Midwest Operations.

1985 to 1999

KAJIMA CONSTRUCTION SERVICES, INC.

Normal, Illinois
Title: Projects Executive
Responsibilities: Supervise Project Managers, oversee the development of initial pricing information for new projects.

1965 to 1985

DARIN & ARMSTRONG, INC.

Detroit, Michigan

Title: Coordinator, Superintendent, and Project Manager

Over my many years in design & construction, I have been instrumental on the following projects:

- ◆ **State Farm Automobile Insurance Company** – Hot Water Piping Replacement
- ◆ **Central Illinois Regional Airport** – New ARFF And Fire Department Facility
- ◆ **Central Illinois Regional Airport** – New Restaurant
- ◆ **Abraham Lincoln Parking Deck** – Addition in downtown Bloomington
- ◆ **Restoration Bell Tower** – Bloomington Courthouse Renovation
- ◆ **Saturn Corporation** - Expansions to the existing automotive facility totaling 500,000 SF located in Spring Hill, Tennessee.

- **Central Illinois Regional Airport** - \$55,000,00.00 Passenger Terminal and Site Development in Bloomington, Illinois
- **Topy Corporation** - A multiple design/build expansion to the existing wheel and rim manufacturing plant located in Frankfort, Kentucky.
- **Mitsubishi Motors & Mitsubishi Motor Sales** – Numerous Design/Build additions since construction of initial plant.
- **Indiana Automotive Fasteners** - 250,000 SF design/build automotive fastener plant on an 80 acre site along with a 14,650 SF office/showroom located in Greenfield, Indiana.
- **Diamond Star Motors Automotive Facility** - Responsible for the turnkey management, design and construction of the \$750 million Diamond Star Motors Automotive Facility (Chrysler/Mitsubishi Joint Venture) located in Normal, Illinois.
- **Fujisawa En-Plant** – 65,000 SF, \$65 million design/build food additive manufacturing plant in Peoria, Illinois.
- **Subaru/Izusa** - Advisor for the turnkey management, design and construction of the \$850 million automotive facility in Lafayette, Indiana.
- **Caterpillar Tractor Company** - 1.5 Million SF construction of Building "JJ", worldwide Parts Distribution Center located in Morton, Illinois.
- **Caterpillar Tractor Company** - 1.75 Million SF construction of Building "SS", D-10 Assembly Plant in East Peoria, Illinois.
- **Caterpillar Tractor Company** – Major addition and modifications to existing heating plant of Building "CC-3", in East Peoria, Illinois.
- **Caterpillar Tractor Company** – 150,000 SF construction of Building "FA", Reclamation Facility in East Peoria, Illinois.
- **Southfield Civic Center** - \$25,000,000.00 Community Center in Southfield, Michigan
- **John Dykstra Dealership** – New Oldsmobile/Cadillac Dealership in Lansing, Michigan
- **Henry Ford Hospital** – Numerous Additions/Renovations in Detroit, Michigan
- **Mt. Carmel Mercy Hospital** - New healthcare buildings in Detroit, Michigan.
- **Chicago Tribune** - New printing facility in Chicago, Illinois.
- **Washtenaw Community College** - New college campus in Wayne County, Michigan.
- **Firestone Tire** - New tire manufacturing plant in Wyandotte, Michigan.
- **Highland Park High School** - New high school in Detroit, Michigan.
- **Rock Island County Jail** - Area Manager for the new Rock Island County Jail Project in Rock Island, Illinois.
- **General Motors Leeds Plant** - Construction of a manufacturing addition to the existing plant located in Kansas City, Missouri.
- **Alloy Steel** - New steel fabricating facility constructed in Detroit, Michigan
- **Chevrolet Gear & Axle** - Numerous additions to the exiting facility located in Detroit, Michigan
- **C.E. Lummus Co., Port Huron, Michigan** – New synthetic natural gas plant
- **General Safety Corp., Detroit, Michigan** – Seat belt manufacturing plant for the Fisher Brothers Of Fisher Body
- **General Motors, Atlanta-Doraville** – Major plant addition
- **Ford Motor Company, Detroit, Michigan and Tulsa, Oklahoma** – Numerous projects
- **Peerless Cement Company, Detroit Michigan** – New cement plant
- **Wyandotte Chemical, Detroit, Michigan** – Chemical plant additions

References – Available Upon Request



MEMO

DATE: November 24, 2020

TO: Board of Trustees

FROM: Mark R. Peterson, Interim General Manager

SUBJECT: Recommendation Pertaining to the Review and Release of Executive Session Minutes

RECOMMENDATION: Staff has reviewed the Executive Session minutes in accordance with state statute and is recommending that all the minutes continue to be withheld from public release at this time due to the confidential nature of the items that were discussed during those closed session meetings.

BACKGROUND: Illinois State Law requires that all public bodies which are subject to the requirements of the Illinois Open Meetings Act review Executive Session minutes at least twice each calendar year to determine which of those minutes need to remain confidential and which can be released to the public. It is entirely up to the governing body to make the determination as to whether or not to release to the public any executive session minutes. This item is included on the Board of Trustees meeting agenda every May and November to ensure compliance with the state statute.

As was indicated above, staff recommends that all minutes continue to be withheld from public release given their sensitive and confidential nature. At the meeting on November 24, 2020, the Board will be provided a summary of the minutes of the executive session meetings held since May of this year. If any Board Member would like to discuss the release of any of the executive session meeting minutes, it would be appropriate to adjourn to an executive session for that discussion.

The actual vote by the Board on the staff recommendation to continue to withhold the executive session minutes must be taken in open session.

FINANCIAL IMPACT: None.



MEMO

DATE: November 24, 2020

TO: Board of Trustees

FROM: Shelly Perry, Operations Manager
Brady Lange, Maintenance Manager / Procurement

Subject: Better Bus Stops Update

Project Update:

Currently, Connect Transit has 463 bus stops throughout the City of Bloomington and the Town of Normal. Forty-five (45) of these stops have shelters and thirty-three (33) have benches. Connect Transit has completed construction on over 100 bus stop improvements. Construction and design are currently taking place on more stops as noted below. The City and Town have been great partners throughout this process by coordinating with us on their upcoming projects, so work is not duplicated. As we continue through our stops, more coordination will be necessary especially in areas where sidewalks need improved or are not present.

FY21:



Better Bus Stops campaign work is ongoing during our current fiscal year. We set out to design and construct 81 stops. Thirty-one (31) of which are nearing completion of construction in the Town of Normal. These stops include twenty-five (25) pads, five (5) benches and one (1) shelter. Design work is being concluded for the remaining fifty (50) stops that are located in the City of Bloomington. These stops include thirty-three (33) pads and seventeen (17) benches. Currently, we are seeking approval from the City for



these designs and conducting an internal NEPA review of each site so we can utilize Federal and State grant awards for funding. We will then begin the process of requesting bids for construction that will commence in the Spring of 2021.



FY22:

Looking ahead to FY22, Connect Transit is currently completing an RFP for design work on 100 more bus stops. Like the FY21 stops, this design work will be split into groups based on where the stops are located. Some stops may be removed due to their complexity, but we will try to replace them with others to attempt to construct all 100 stops in FY22.

Financial Impact:

Connect Transit has received a \$516,000 grant for the Better Bus Stops campaign from the recent Rebuild Illinois Statewide Transit Capital Program. This funding along with the previously awarded FTA funds in the amount of \$500,000 will help Connect Transit complete our Better Bus Stops campaign in the coming years. Along with these Federal and State grants, Connect will utilize IDOT DOAP debt service providing nearly \$3 million in funding to complete design work and construction on all stops.



MEMO

DATE: November 24, 2020
TO: Board of Trustees
FROM: Brady Lange, Maintenance Manager / Procurement
Subject: Solar Project Update

Project Background:

The Connect Transit Board of Trustees awarded a contract to Wilcox Electric on August 25, 2020 in the amount of \$1,715,000 to construct a solar array and bus charging infrastructure that is needed for our incoming battery electric buses and to offset energy consumption of our facilities. Connect Transit was awarded a Low or No Emissions grant in FY17 in the amount of \$1.45 million. Connect will utilize \$600,250 from this grant to fund this project. The remaining amount of \$1,114,750 will be funded through IDOT DOAP debt service.

Cornbelt Energy:

Connect Transit is currently working with Cornbelt Energy on their portion of this project. All equipment to be used and drawings have been submitted to Cornbelt for review and approval. This process is required for interconnection that allows us to send generated energy back to the grid. That should be approved very soon, and construction can proceed.

Solar Construction:

Construction will begin soon on our solar array. All submittals are being finalized for each subcontractor so materials can be ordered and work can begin on portions of the project. Construction will take place throughout the winter.

Proterra Bus Chargers:

Proterra will be making a site visit soon to finalize the scope of work for their portion of the project which includes installation of the charging and dispensing units and all wiring between them.

News Details

18th Annual Stuff the Bus Event Presented by Paul Davis Restoration



Children's Home & Aid, Connect Transit, Paul Davis Restorations, Great Plains Media and the Amalgamated Transit Union Local 752 will be co-hosting the 18th annual Stuff-the-Bus event, November 30th through December 5th.

This six-day event will help restock the Children's Home & Aid and Crisis Nursery's pantry for the entire year with much-needed supplies so that they may benefit at-risk children and families right here in the Bloomington-Normal community. Donations will be accepted from 10am until 8pm throughout the week. To make donations, please stop by one of the following designated locations:

- | | |
|------------------------------|--|
| Monday, November 30 | Walmart – Greenbriar Dr., Normal |
| Tuesday, December 1 | Walmart – 2225 W. Market St., Bloomington |
| Wednesday, December 2 | Kroger – 1550 E. College Ave., Normal |
| Thursday, December 3 | Kroger – 1550 E. College Ave., Normal |
| Friday, December 4 | Walmart – Greenbriar Dr., Normal |
| Saturday, December 5 | Walmart – 2225 W. Market St., Bloomington |

Stuff-the-Bus is seeking non-perishable food, new clothing and toys, diapers, and other items for use by children aged infant to 6 years old during their stay in the Crisis Nursery. Donations will also be accepted at the Children's Home & Aid office located at 403 S. State St. in Bloomington, and at the Connect Transit office located at 351 Wylie Drive in Normal.

For more information about the 2020 Stuff-the-Bus event, please contact Children's Home & Aid at 309-834-5260 or visit www.childrenshomeandaid.org/event/stuff-the-bus-2020.

Due to COVID-19, Amazon and Wal-Mart wish lists have been created so you can donate from the comfort of your home.

Connect Transit has provided safe, reliable and affordable public transportation to the Bloomington-Normal community since 1972. For information on Connect Transit bus services, call Connect Transit at (309) 828-9833 or visit Connect Transit online at www.connect-transit.com. Stay connected by liking us on Facebook and following us on Twitter and Instagram.