



# AGENDA

## Meeting of the Connect Transit Board of Trustees

January 27, 2015

4:30 P.M.

Board Room

Connect Transit Operations Facility  
351 Wylie Drive, Normal, IL 61761

- A. Call to Order
- B. Roll Call
- C. Public Comments
- D. Consent Agenda
  - 1. Approval of Minutes of Previous Meeting of December 9, 2014
  - 2. Disbursements for Months of November and December, 2014, and January 2015
  - 3. Financial Report for Months of November and December, 2014
  - 4. Capital and Self Insurance Reserve Fund Balances for months of November and December, 2014
  - 5. Monthly Statistical Report for months of November and December, 2014
- E. Old Business
- F. New Business
  - 1. Recommendation for Heavy Duty Bus RFP 14-02
  - 2. Recommendation for Bus DVR and Camera System
  - 3. Recommendation for Comprehensive Operational Analysis RFP 14-05
- G. General Manager's Report
  - 1. Strategic Plan Update – January 2015
- H. Trustee's Comments
- I. Executive Session – cite section
- J. Adjournment



November 2014

# Financial and Statistical Reports

Disbursements to be Approved  
December 12, 2014

<b>Payee</b>	<b>Goods Purchased</b>	<b>Amount</b>
1st Ayd Corporation	Safety Equipment	\$ 880.59
A.T.U. - C.O.P.E.	Payroll Deduction	\$ 388.18
ABC Bus Companies	Bus Parts	\$ 1,567.16
Advocate Medical Group	Drug Testing	\$ 181.00
Airgas USA, LLC	Welding Supplies	\$ 90.94
Ally	Lease - Car	\$ 82.00
Amalgamated Transit Union Local 752	Payroll Deduction	\$ 12,125.00
AmerenIP	Electric Charges	\$ 489.08
Andrew Johnson	Car Allowance - 2 months	\$ 1,000.00
Assurance Agency, Ltd.	Insurance	\$ 69,734.00
Barker Motor Co.	Bus Parts	\$ 903.33
Bellas Landscaping	Snow Removal	\$ 725.00
Bill's Key and Lock	Locks & Keys	\$ 6.86
BlueLine Rental	Equipment Rental	\$ 637.50
Brent E Haydon, Attorney	Payroll Deduction	\$ 636.68
Brinks US	Armored Services	\$ 408.66
CDS Office Technologies	Office Supplies	\$ 134.75
Central Illinois Trucks Inc.	Bus Parts	\$ 9,420.00
CIRBN, LLC	Internet	\$ 695.68
City of Bloomington	Utilites	\$ 745.47
Clark Baird Smith, LLP	Legal Service	\$ 715.00
CliftonLarsonAllen LLP	Audit Services	\$ 2,875.00
Comcast Cable	Internet	\$ 402.85
Corn Belt Energy Corp.	Utilites	\$ 4,731.76
Cummins Crosspoint	Bus Parts	\$ 4,047.29
David White	Expense Reimbursement	\$ 80.00
Dish Network	Television Service	\$ 120.00
Don Owen Tire Service, Inc.	Bus Parts	\$ 132.80
Duane Schoolman	Uniform Reimbursement	\$ 24.39
Employee	Medical Reimbursement	\$ 1,350.00
Employee	Medical Reimbursement	\$ 34.54
Evergreen FS	Fuel	\$ 137,155.41
Fastenal Company	Bus Parts	\$ 1,075.83
Fleet-Net Corporation	Software & Tech Support	\$ 3,072.50
Four Seasons Association	Payroll Deduction	\$ 440.00
Freedman Anselmo Lindberg LLC	Payroll Deduction	\$ 564.22
Frontier	Telephone	\$ 1,929.78
G&K Services	Cleaning Uniforms & Rugs	\$ 1,071.38
Garber Heating & A/C	HVAC Repair	\$ 742.14
GE Capital C/O Ricoh USA Program	Copiers	\$ 516.00
Gillig LLC	Bus Parts	\$ 9,895.97
Great Plains Media	Radio Advertising	\$ 3,258.00

Health Alliance Medical Plans	Insurance	\$ 79,111.00
Henson Disposal	Garage Overhead	\$ 329.00
Heritage Machine & Welding, Inc.	Bus Parts	\$ 510.33
Hometown Productions	Advertising	\$ 499.50
ICMA Retirement Trust - 457	Pension Plan	\$ 53,068.75
Idaho Child Support Receipting	Payroll Deduction	\$ 285.00
Illinois Department of Revenue	Payroll Deduction	\$ 29,086.80
Illinois Oil Marketing Equipment, Inc.	Fuel Sump Pump Alarm	\$ 189.50
Illinois State Disbursement Unit	Payroll Deduction	\$ 2,561.16
IWIN	Employee Physicals	\$ 966.00
Jason Garmon	Tool Reimbursement	\$ 262.50
Jeff Erdman	Tool Reimbursement	\$ 262.50
John H. Germeraad, Trustee	Payroll Deduction	\$ 1,440.00
Jonathon Spratt	Uniforms	\$ 59.99
Judd Fink	Tool Reimbursement	\$ 255.15
Julie Phillips	Expense Reimbursement	\$ 117.77
Lincoln National Life Insurance Co.	Dental Insurance	\$ 3,223.60
Luminator	Bus Parts	\$ 2,381.03
MCS Office Technologies	Web Site Hosting	\$ 35.00
Michelin North America, Inc	Tires	\$ 6,625.68
Miller Janitor Supply	Maintenance Supplies	\$ 296.60
Minerva Promotions	Uniforms	\$ 2,314.00
Morris Avenue Garage	Bus Tests	\$ 700.00
Mutual of Omaha	Life, AD&D,STD & LTD	\$ 6,664.37
Napa Auto Parts	Bus Parts	\$ 30.57
Nicor Gas	Utilites	\$ 132.01
NMHG Financial Services	Sweeper Lease	\$ 813.63
Oberlander Alarm Systems, Inc.	Security Alarm Serv Fee	\$ 197.00
Orkin Pest Control	Pest Control	\$ 1,062.00
Paige Williams	Expense Reimbursement	\$ 165.38
Pantagraph	Employment Advertising	\$ 1,847.97
Payroll - Net		\$ 468,232.91
Petty Cash	Reimbursement	\$ 40.99
Piercy Auto Body	Bus Parts	\$ 142.84
Pinnacle Door	Door Repair	\$ 1,219.01
Pipco Companies, LTD	Backflow & Fire Inspection	\$ 610.00
Pixelpushers, Inc	Website	\$ 1,200.00
Ricoh USA, INC	Copier	\$ 345.04
Robert E. Handley	Photographer	\$ 949.50
Ross & White Co.	Wash Bay Repair	\$ 1,034.32
Sam Schwartz Engineering, DPC	Consulting	\$ 7,155.94
Southtown Wrecker Service, Inc.,	Towing	\$ 190.00
Staples	Office Supplies	\$ 1,241.11
Staples Advantage	Computers	\$ 7,773.88
Supreme Radio Communications, Inc	Dispatch Channel Maintenance	\$ 60.00
Ted Vulgamott	Tool Reimbursement	\$ 312.50
Think Graphic Design	Graphic Design	\$ 340.00

Thomas Larson	Uniforms	\$ 71.51
Timothy Trunnell	Expense Reimbursement	\$ 114.65
Town of Normal	Utilites	\$ 9.20
Truck Centers, Inc.	Bus Parts	\$ 14,760.28
U.S. Postal Service	Stamps	\$ 119.00
Unity School Bus Parts	Bus Parts	\$ 132.37
Verizon Wireless	Mobile Data Terminals for SS	\$ 544.43
VSP Of Illinois	Vision Insurance	\$ 563.98
Wayne Printing	Printing	\$ 289.72
Winkle Environmental Service	Cleaning Supplies	\$ 85.00
Wm. Masters, Inc	HVAC Repair	\$ 389.24
		<hr/>
Total Operating		\$ 978,507.95

**Capital Account**

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Gillig LLC	2005 Transmission	\$ 8,990.54
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Total		\$ 987,498.49
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# Bloomington Normal Public Transit

## Balance Sheet

Fiscal Year: 2015    Period 5    November - 2014    Division: 99 Board Reports    As of: 11/30/2014

### Assets

#### Current Assets

Checking and Savings	\$4,879,717.53
Accounts Receivable	\$4,586,159.15
Inventory Asset - Fuel	\$78,077.85
Inventory Asset - Parts	\$220,685.40
Inventory Asset - Tires	\$0.00
Other Current Assets	\$236,548.66

**Total Current Assets** \$10,001,188.59

Fixed Assets \$12,941,385.68

**Total Assets** \$22,942,574.27

### Liabilities & Equity

#### Liabilities

Accounts Payable	\$267,316.39
Payroll Liabilities	\$692,819.14
Contracts	\$1,054.17
Due to Illinois Funds Account	\$2,980,249.22
Deferred Revenue	\$99,000.46
Deficit Funding Advance	\$0.00

**Total Liabilities** \$4,040,439.38

#### 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 (\$351,810.50)

**Total Liabilities & Equity** \$22,942,574.27

# Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2015	Period 5	Division: 98 Operating Profit/Loss	As of: 11/30/2014	
		November - 2014	Jul-2014 Thru Nov-2014	Approved Budget
			Year To Date	
<b>Operating Revenue</b>				
Passenger Fares		\$63,502.89	\$344,081.33	\$790,000.00
ISU Contract Fare		\$41,250.00	\$206,250.00	\$495,000.00
Other Contract Fares		\$11,054.17	\$52,422.03	\$135,000.00
Advertising Revenue		\$5,154.00	\$12,533.00	\$45,000.00
Miscellaneous Revenue		\$1,230.36	\$3,834.48	\$21,650.00
<b>Total Operating Revenue</b>		<b>\$122,191.42</b>	<b>\$619,120.84</b>	<b>\$1,486,650.00</b>
<b>Operating Expenses</b>				
Operators Wages		\$390,390.60	\$1,892,380.69	\$4,250,500.00
Maintenance Wages		\$66,732.03	\$360,160.00	\$977,500.00
Administration Wages		\$63,848.32	\$316,084.12	\$932,500.00
Employer Payroll Tax Expense		\$38,494.58	\$191,708.88	\$496,410.00
Retirement Plan		\$17,501.51	\$88,720.02	\$282,000.00
Group Insurance		\$78,646.77	\$362,010.92	\$931,440.00
Uniform Expense		\$2,779.34	\$20,551.10	\$28,200.00
Professional Services		\$13,922.34	\$37,849.88	\$98,600.00
Outside Repair-Labor		\$10,428.03	\$45,083.97	\$63,400.00
Contract Maintenance Services		\$13,262.20	\$37,950.08	\$104,760.00
Custodial Services		\$1,423.50	\$3,470.00	\$5,300.00
Employee Recruiting/Testing/Temp Help		\$3,333.50	\$8,477.12	\$20,975.00
Fuel		\$90,637.81	\$484,234.38	\$1,260,148.00
Lubricants		\$1,028.23	\$4,356.33	\$20,000.00
Tires		\$6,625.68	\$32,303.92	\$93,667.00
Bus Repair Parts		\$11,901.46	\$61,383.34	\$110,000.00
Other Materials & Supplies		\$2,110.97	\$15,668.15	\$56,000.00
Shelters/Signs/Shop Tools		\$1,653.51	\$3,606.62	\$35,300.00
Computer and Office Supplies		\$11,402.98	\$53,164.05	\$120,000.00
Utilities		\$9,290.94	\$42,576.35	\$110,200.00
Corporate Insurance		\$17,579.16	\$88,045.17	\$243,800.00
Dues/Subscriptions/Fees		\$214.16	\$11,343.76	\$34,300.00
Printing/Marketing/Training		\$9,977.56	\$132,882.36	\$229,000.00
<b>Total Operating Expenses</b>		<b>\$863,185.18</b>	<b>\$4,294,011.21</b>	<b>\$10,504,000.00</b>
<b>Operating Assistance</b>				
Operating Deficit		(\$740,993.76)	(\$3,674,890.37)	(\$9,017,350.00)
Illinois Downstate Operating Assistance		\$561,070.00	\$2,790,000.00	\$6,827,600.00
FTA 5307 Operating Assistance		\$175,902.00	\$866,132.00	\$2,189,750.00
<b>Total Operating Assistance</b>		<b>\$736,972.00</b>	<b>\$3,656,132.00</b>	<b>\$9,017,350.00</b>

Connect Transit  
Local Capital and Self-Insurance Fund Balance  
November 2014

<b><u>Self-Insurance Fund:</u></b>	<b><u>The Illinois Funds- Cash Balance</u></b>	
11/01/14	Beginning Balance	\$ 106,851.06
11/30/14	Additions - Interest Income	\$ 0.91
11/30/14	Ending Balance	<u>\$ 106,851.97</u>

<b><u>Local Capital Reserve:</u></b>	<b><u>The Illinois Funds- Cash Balance</u></b>	
11/01/14	Beginning Balance	\$ 2,086.92
11/30/14	Additions - Interest Income	\$ 0.01
11/30/14	Ending Balance	<u>\$ 2,086.93</u>

<b><u>Local Capital</u></b>	<b><u>Commerce Bank - Cash Balance</u></b>	
11/01/14	Beginning Balance	\$ 3,161,202.29
11/14/14	Deposit - Normal	\$ 32,611.04
11/21/14	Gillig	\$ (8,990.54)
11/27/14	Deposit - FTA	\$ 4,272.00
11/30/14	Additions - Interest Income	\$ 365.31
11/30/14	Ending Balance	<u>\$ 3,189,460.10</u>

<b><u>FTA &amp; IDOT Capital</u></b>	<b><u>The Illinois Funds- Cash Balance</u></b>	
11/01/14	Beginning Balance	\$ 43,600.01
11/30/14	Additions - Interest Income	\$ 0.37
11/30/14	Ending Balance	<u>\$ 43,600.38</u>

**Total Reserve Capital Account**      \$ 3,235,147.41

**Breakdown of the Local Capital Reserve Fund- Cash Balance:**

Local Capital #1	Local Capital #2
<u>\$ 43,600.38</u>	<u>\$ 3,191,547.03</u>

**Breakdown of Local Funding in Local Capital #2 (Earmarked Funds):**

	<u>FY15 Received</u> <u>11/30/2014</u>	<u>FY15 Receivable</u> <u>11/30/2014</u>
Bloomington	\$ 192,408.24	\$ 47,085.71
Normal	\$ 168,342.34	\$ -
Total YTD	<u>\$ 360,750.58</u>	<u>\$ 47,085.71</u>

**Local Capital Reserve Fund Balance - Account Value**

11/30/14	Cash Balance	\$ 3,235,147.41
11/30/14	Loans to Operating	\$ 2,980,249.22
11/30/14	Reserve fund for underground storage tank (Cap. I)	\$ (40,000.00)
11/30/14	Ending Balance	<u>\$ 6,175,396.63</u>
Local Capital #1	Local Capital #2	
<u>\$ 3,600.38</u>	<u>\$ 6,171,796.25</u>	



Statistics	Nov 2014					Nov 2013					% 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	
<b>Connect Transit</b>															
Green A (2 buses)	26,017	9,422	679	38.30		31,728	9,820	708	44.81		-18.0%	-4.1%	-4.1%	-14.5%	
Red B (2 buses)	21,393	8,878	697	30.67		22,439	9,250	727	30.87		-4.7%	-4.0%	-4.1%	-0.6%	
Purple C (2 buses)	13,283	8,326	695	19.12		13,757	8,690	723	19.04		-3.4%	-4.2%	-3.9%	0.4%	
Pink D (1 bus)	9,212	4,279	328	28.13		7,947	4,460	341	23.28		15.9%	-4.1%	-4.0%	20.8%	
Blue E (1 bus)	6,422	5,030	359	17.91		7,518	5,240	374	20.13		-14.6%	-4.0%	-4.0%	-11.0%	
Brown F (2 buses)	10,816	9,817	723	14.96		12,543	10,230	753	16.65		-13.8%	-4.0%	-4.0%	-10.1%	
Yellow G (2 buses)	18,989	9,916	712	26.66		20,683	10,330	742	27.86		-8.2%	-4.0%	-4.0%	-4.3%	
Orange H (2 buses)	18,035	9,471	709	25.43		21,989	9,865	739	29.74		-18.0%	-4.0%	-4.1%	-14.5%	
Lime I (2 buses)	20,133	11,958	695	28.95		25,430	12,450	724	35.11		-20.8%	-4.0%	-4.0%	-17.5%	
Teal J (1 bus)	4,332	5,489	324	13.38		5,756	5,720	338	17.05		-24.7%	-4.0%	-4.0%	-21.6%	
Aqua K (1 bus)	8,940	5,612	358	24.97		10,583	5,855	373	28.37		-15.5%	-4.1%	-4.0%	-12.0%	
Heartland Exp (1 bus)	1,065	392	62	17.25		921	476	75	12.28		15.6%	-17.6%	-17.6%	40.4%	
ISU Tri Towers (2 buses)	46,410	3,192	300	154.70		26,646	3,405	320	83.27		74.2%	-6.3%	-6.3%	85.8%	
ISU College Station (2 buses)	8,010	4,860	367	21.83		6,759	5,184	391	17.27		18.5%	-6.3%	-6.3%	26.4%	
Nite Ride (3 buses)	7,073	4,224	315	22.47		5,318	4,219	317	16.80		33.0%	0.1%	-0.6%	33.7%	
Holiday Express				#DNV/OI		58	335	17	-		-	-	-	-	
<b>Total Fixed Route</b>	<b>220,130</b>	<b>100,865</b>	<b>7,323</b>	<b>30.06</b>		<b>220,017</b>	<b>105,193</b>	<b>7,645</b>	<b>28.78</b>		<b>0.1%</b>	<b>-4.1%</b>	<b>-4.2%</b>	<b>4.5%</b>	
<b>Demand Response</b>															
Connect Mobility	5,257	23,778	1,946	2.70		4,598	21,860	1,666	2.76		14.3%	8.8%	16.8%	-2.1%	
Connect Late Night	611	3,100	197	3.10		519	3,020	197	2.63		17.7%	2.6%	0.0%	17.7%	
<b>Total Demand Response</b>	<b>5,868</b>	<b>26,878</b>	<b>2,143</b>	<b>2.74</b>		<b>5,117</b>	<b>24,880</b>	<b>1,863</b>	<b>2.75</b>		<b>14.7%</b>	<b>8.0%</b>	<b>15.0%</b>	<b>-0.3%</b>	
<b>SYSTEM TOTALS</b>	<b>225,998</b>	<b>127,743</b>	<b>9,466</b>	<b>23.88</b>		<b>225,134</b>	<b>130,073</b>	<b>9,508</b>	<b>23.68</b>		<b>0.4%</b>	<b>-1.8%</b>	<b>-0.4%</b>	<b>0.8%</b>	



		Month: Nov 2014			
		Target	FY2015	FY2014	% Change
<b>Effectiveness</b>	Total Boardings per Revenue Hour	15.0	23.9	23.7	0.8%
	Total Boardings per Capita	1.0	1.8	1.7	0.4%
	Total Boardings per Revenue Mile	1.0	1.8	1.7	2.2%
<b>Safety</b>	Total Preventable Accidents (Fixed Route and Demand Response)	0.0	-	2	-100.0%
	Preventable Accidents per 100,000 Miles	0.0	-	1.54	-100.0%
<b>Efficiency</b>	Farebox Recovery Ratio	13.3%	13.4%	15.9%	-15.5%
	Average Fare	\$ 0.68	\$ 0.51	\$ 0.54	-4.3%
	Cost per Revenue Hour	\$ 74.22	\$ 91.19	\$ 79.85	14.2%
	Cost per Customer	\$ 5.10	\$ 3.82	\$ 3.37	13.3%
	Operating Assistance Investment per Customer	\$ 4.42	\$ 3.31	\$ 2.84	16.6%
<b>Base Statistics for Calculations</b>	Total Customers		225,998	225,134	0.4%
	Total Revenue Hours		9,466	9,508	-0.4%
	Total Revenue Miles		127,743	130,073	-1.8%
	Total Bloomington-Normal Population (per the 2010 US Census)		129,107	129,107	0.0%
	Total Operating Expense		\$ 863,185	\$ 759,204	13.7%
	Total Operating Revenue (includes all directly-generated revenue such as Universal Access)		\$ 115,807	\$ 120,564	-3.9%
	Fixed Route Demand Response		87.0%	91.2%	-4.6%
<b>On Time Performance</b>			97.0%	96.0%	1.0%

**Analysis & Interpretation**

There was one less weekday of operation in FY15 than FY14.



December 2014

# Financial and Statistical Reports

Disbursements to be Approved  
January 16, 2015

<b>Payee</b>	<b>Goods Purchased</b>	<b>Amount</b>
A.T.U. - C.O.P.E.	Payroll Deduction	\$ 194.09
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BlueLine Rental	Equipment Rental	\$ 1,319.75
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Brinks US	Armored Services	\$ 259.48
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Central Illinois Trucks Inc.	Bus Parts	\$ 38.75
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Dish Network	Television Service	\$ 120.00
Don Owen Tire Service, Inc.	Bus Parts	\$ 415.00
Eagle Automotive	Bus Parts	\$ 68.90
Economic Development Council	One Voice	\$ 3,100.00
Employee	Medical Reimbursement	\$ 1,350.00
Employee	Medical Reimbursement	\$ 21.35
Evergreen FS	Fuel	\$ 67,500.77
Fast Signs	Signs	\$ 841.41
Fastenal Company	Bus Parts	\$ 260.99
Fleet-Net Corporation	Software & Tech Support	\$ 1,405.00
Four Seasons Association	Payroll Deduction	\$ 440.00
Freedman Anselmo Lindberg LLC	Payroll Deduction	\$ 564.22
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Great Plains Media	Radio Advertising	\$ 3,216.00
Health Alliance Medical Plans	Insurance	\$ 80,208.00
Heller Ford	Bus Parts	\$ 6,095.50

Henson Disposal	Garage Overhead	\$	164.50
Heritage Machine & Welding, Inc.	Bus Parts	\$	36.45
Husky Corporation	Bus Parts	\$	130.81
ICMA Retirement Trust - 457	Pension Plan	\$	39,656.29
Idaho Child Support Receipting	Payroll Deduction	\$	190.00
Illini Fire Equipment	Inspection	\$	734.00
Illinois Department of Revenue	Payroll Deduction	\$	16,967.85
Illinois Oil Marketing Equipment, Inc.	Gas Pump Repair	\$	494.82
Illinois State Disbursement Unit	Payroll Deduction	\$	1,781.64
Interstate Batteries of Mid-Illinois	Batteries	\$	2,851.20
Isaac Thorne	Tuition Reimbursement	\$	825.00
John H. Germeraad, Trustee	Payroll Deduction	\$	960.00
Jonathon Teske	Tool Reimbursement	\$	126.01
Lincoln National Life Insurance Co.	Dental Insurance	\$	3,082.95
MCS Office Technologies	Web Site Hosting	\$	35.00
Michelin North America, Inc	Tires	\$	7,175.22
Midland Paper Company	Office Supplies	\$	1,279.00
Miller Janitor Supply	Maintenance Supplies	\$	279.20
Minerva Promotions	Uniforms	\$	682.30
Mutual of Omaha	Life, AD&D,STD & LTD	\$	6,839.61
Napa Auto Parts	Bus Parts	\$	74.33
Nicor Gas	Utilites	\$	1,076.03
NMHG Financial Services	Sweeper Lease	\$	813.63
Nordines Heating and Cooling Supplies	HVAC Supplies	\$	109.68
Oberlander Alarm Systems, Inc.	Security Alarm Serv Fee	\$	197.00
Paige Williams	Expense Reimbursement	\$	22.96
Payroll - Net		\$	300,973.78
Petty Cash	Reimbursement	\$	31.13
Pixelpushers, Inc	Website	\$	4,800.00
Ricoh USA, INC	Copier	\$	205.96
Rilco, Inc.	Oil, Anitfreeze	\$	4,033.47
Ross & White Co.	Wash Bay Repair	\$	6,123.14
Roy Rickert	Expense Reimbursement	\$	15.12
Secretary of State	License Plates	\$	18.00
Southtown Wrecker Service, Inc.,	Towing	\$	285.00
Thermo King Quad Cities, Inc.	Bus Parts	\$	218.01
Truck Centers, Inc.	Bus Parts	\$	3,574.29
U.S. Postal Service	Stamps	\$	217.00
Verizon Wireless	Mobile Data Terminals for SS	\$	619.51
Visa - Commerce Bank	Legal	\$	60.00
Visa - Commerce Bank	Building Maintenance	\$	563.40
Visa - Commerce Bank	Advertising Employment	\$	1,205.83
Visa - Commerce Bank	Shop Tools	\$	457.65
Visa - Commerce Bank	Office Supplies	\$	1,294.71
Visa - Commerce Bank	Dues & Subscriptions	\$	134.16
Visa - Commerce Bank	Travel & Meetings	\$	4,759.44
Visa - Commerce Bank	Safety/Training	\$	594.51

Visa - Commerce Bank	Shipping/Handling	\$ 137.79
Visa - Commerce Bank	Advertising-Promotions	\$ 84.95
Visa - Commerce Bank	Miscellaneous Expense	\$ 76.12
VSP Of Illinois	Vision Insurance	\$ 563.98
Wayne Printing	Printing	\$ 110.27
William F Lewis	Uniform Reimbursement	\$ 70.04
Winkle Environmental Service	Cleaning Supplies	\$ 85.00
Wm. Masters, Inc	HVAC Service	\$ 1,350.16
		<hr/>
Total Operating		\$ 620,951.85

**Capital Account**

Cummins Crosspoint	Conversion of Hybrid Bus	\$ 13,125.00
		<hr/>
Total		\$ 634,076.85
		<hr/> <hr/>

# Bloomington Normal Public Transit

## Balance Sheet

Fiscal Year: 2015

Period 6

December - 2014

Division: 99 Board Reports

As of: 12/31/2014

### Assets

#### Current Assets

Checking and Savings	\$6,040,598.10
Accounts Receivable	\$3,448,812.95
Inventory Asset - Fuel	\$65,312.94
Inventory Asset - Parts	\$221,645.08
Inventory Asset - Tires	\$0.00
Other Current Assets	\$202,072.34

**Total Current Assets** \$9,978,441.41

Fixed Assets \$12,954,510.68

**Total Assets** \$22,932,952.09

### Liabilities & Equity

#### Liabilities

Accounts Payable	\$190,330.11
Payroll Liabilities	\$677,579.60
Contracts	\$0.00
Due to Illinois Funds Account	\$2,980,249.22
Deferred Revenue	\$104,191.96
Deficit Funding Advance	\$0.00

**Total Liabilities** \$3,952,350.89

#### 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 (\$273,344.19)

**Total Liabilities & Equity** \$22,932,952.09

# Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2015	Period 6	Division: 98 Operating Profit/Loss		As of: 12/31/2014		
		December - 2014	Jul-2014 Thru Dec-2014 Year To Date	Year To Date	Approved Budget	
<b>Operating Revenue</b>						
Passenger Fares		\$70,708.66	8.95%	\$414,789.99	52.51%	\$790,000.00
ISU Contract Fare		\$41,250.00	8.33%	\$247,500.00	50.00%	\$495,000.00
Other Contract Fares		\$11,054.17	8.19%	\$63,476.20	47.02%	\$135,000.00
Advertising Revenue		\$3,847.00	8.55%	\$16,380.00	36.40%	\$45,000.00
Miscellaneous Revenue		\$1,445.59	6.68%	\$5,280.07	24.39%	\$21,650.00
<b>Total Operating Revenue</b>		<b>\$128,305.42</b>	<b>8.63%</b>	<b>\$747,426.26</b>	<b>50.28%</b>	<b>\$1,486,650.00</b>
<b>Operating Expenses</b>						
Operators Wages		\$372,111.88	8.75%	\$2,264,492.57	53.28%	\$4,250,500.00
Maintenance Wages		\$65,718.11	6.72%	\$425,878.11	43.57%	\$977,500.00
Adminstration Wages		\$68,049.79	7.30%	\$384,133.91	41.19%	\$932,500.00
Employer Payroll Tax Expense		\$36,959.62	7.45%	\$228,668.50	46.06%	\$496,410.00
Retirement Plan		\$17,324.57	6.14%	\$106,044.59	37.60%	\$282,000.00
Group Insurance		\$76,773.61	8.24%	\$438,784.53	47.11%	\$931,440.00
Uniform Expense		\$1,464.28	5.19%	\$22,015.38	78.07%	\$28,200.00
Professional Services		\$126.01	0.13%	\$37,975.89	38.52%	\$98,600.00
Outside Repair-Labor		\$3,436.10	5.42%	\$48,520.07	76.53%	\$63,400.00
Contract Maintenance Services		\$4,816.44	4.60%	\$42,766.52	40.82%	\$104,760.00
Custodial Services		\$361.50	6.82%	\$3,831.50	72.29%	\$5,300.00
Employee Recruiting/Testing/Temp Help		\$1,096.07	5.23%	\$9,573.19	45.64%	\$20,975.00
Fuel		\$84,648.59	6.72%	\$568,882.97	45.14%	\$1,260,148.00
Lubricants		\$1,037.79	5.19%	\$5,394.12	26.97%	\$20,000.00
Tires		\$6,630.40	7.08%	\$38,934.32	41.57%	\$93,667.00
Bus Repair Parts		\$16,198.07	14.73%	\$77,581.41	70.53%	\$110,000.00
Other Materials & Supplies		\$2,520.79	4.50%	\$18,188.94	32.48%	\$56,000.00
Shelters/Signs/Shop Tools		\$1,271.48	3.60%	\$4,878.10	13.82%	\$35,300.00
Computer and Office Supplies		\$4,305.70	3.59%	\$57,469.75	47.89%	\$120,000.00
Utilities		\$11,534.96	10.47%	\$54,111.31	49.10%	\$110,200.00
Corporate Insurance		\$17,579.16	7.21%	\$105,624.33	43.32%	\$243,800.00
Dues/Subscriptions/Fees		\$1,007.66	2.94%	\$12,351.42	36.01%	\$34,300.00
Printing/Marketing/Training		\$12,406.28	5.42%	\$145,288.64	63.44%	\$229,000.00
<b>Total Operating Expenses</b>		<b>\$807,378.86</b>	<b>7.69%</b>	<b>\$5,101,390.07</b>	<b>48.57%</b>	<b>\$10,504,000.00</b>
<b>Operating Assistance</b>						
Operating Deficit		(\$679,073.44)	7.53%	(\$4,353,963.81)	48.28%	(\$9,017,350.00)
Illinois Downstate Operating Assistance		\$524,147.00	7.68%	\$3,314,147.00	48.54%	\$6,827,600.00
FTA 5307 Operating Assistance		\$153,696.00	7.02%	\$1,019,828.00	46.57%	\$2,189,750.00
<b>Total Operating Assistance</b>		<b>\$677,843.00</b>	<b>7.52%</b>	<b>\$4,333,975.00</b>	<b>48.06%</b>	<b>\$9,017,350.00</b>

Connect Transit  
Local Capital and Self-Insurance Fund Balance  
December 2014

<b><u>Self-Insurance Fund:</u></b>	<b><u>The Illinois Funds- Cash Balance</u></b>	
12/01/14	Beginning Balance	\$ 106,851.97
12/31/14	Additions - Interest Income	\$ 1.43
12/31/14	Ending Balance	<u>\$ 106,853.40</u>

<b><u>Local Capital Reserve:</u></b>	<b><u>The Illinois Funds- Cash Balance</u></b>	
12/01/14	Beginning Balance	\$ 2,086.93
12/31/14	Additions - Interest Income	\$ 0.02
12/31/14	Ending Balance	<u>\$ 2,086.95</u>

<b><u>Local Capital</u></b>	<b><u>Commerce Bank - Cash Balance</u></b>	
12/01/14	Beginning Balance	\$ 3,189,460.10
12/02/14	Deposit - Bloomington	\$ 47,085.71
12/12/14	Deposit - Normal	\$ 32,611.04
12/17/14	Deposit - Bloomington	\$ 47,085.71
12/31/14	Additions - Interest Income	\$ 443.07
12/31/14	Ending Balance	<u>\$ 3,316,685.63</u>

<b><u>FTA &amp; IDOT Capital</u></b>	<b><u>The Illinois Funds- Cash Balance</u></b>	
12/01/14	Beginning Balance	\$ 43,600.38
12/31/14	Additions - Interest Income	\$ 0.58
12/31/14	Ending Balance	<u>\$ 43,600.96</u>

**Total Reserve Capital Account** \$ 3,362,373.54

**Breakdown of the Local Capital Reserve Fund- Cash Balance:**

Local Capital #1	Local Capital #2
<u>\$ 43,600.96</u>	<u>\$ 3,318,772.58</u>

**Breakdown of Local Funding in Local Capital #2 (Earmarked Funds):**

	<u>FY15 Received</u> 12/31/2014	<u>FY15 Receivable</u> 12/31/2014
Bloomington	\$ 286,579.66	\$ -
Normal	\$ 200,953.38	\$ -
Total YTD	<u>\$ 487,533.04</u>	<u>\$ -</u>

**Local Capital Reserve Fund Balance - Account Value**

12/31/14	Cash Balance	\$ 3,362,373.54
12/31/14	Loans to Operating	\$ 2,980,249.22
12/31/14	Reserve fund for underground storage tank (Cap. I)	\$ (40,000.00)
12/31/14	Ending Balance	<u>\$ 6,302,622.76</u>
Local Capital #1	Local Capital #2	
<u>\$ 3,600.96</u>	<u>\$ 6,299,021.80</u>	



	Dec 2014					Dec 2013					% 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	
<b>Connect Transit</b>															
Green A (2 buses)	24,506	10,285	739	33.17		29,876	9,846	710	40.67		-15.1%	4.5%	4.0%	-18.4%	
Red B (2 buses)	19,772	9,660	758	26.07		19,322	9,275	729	26.50		2.3%	4.2%	4.0%	-1.6%	
Purple C (2 buses)	14,874	9,070	753	19.75		14,780	8,171	724	20.41		0.6%	4.0%	4.0%	-3.2%	
Pink D (1 bus)	9,704	4,735	356	27.26		7,354	4,473	342	21.50		32.0%	5.9%	4.1%	26.8%	
Blue E (1 bus)	6,658	5,453	389	17.13		7,340	5,242	374	19.63		-9.3%	4.0%	3.9%	-12.7%	
Brown F (2 buses)	11,890	10,662	786	15.13		11,734	10,249	755	15.54		1.3%	4.0%	4.1%	-2.6%	
Yellow G (2 buses)	19,794	10,784	774	25.57		19,922	10,354	744	26.78		-0.6%	4.2%	4.1%	-4.5%	
Orange H (2 buses)	18,180	10,354	771	23.57		17,936	9,892	741	24.21		1.4%	4.7%	4.1%	-2.6%	
Lime I (2 buses)	20,678	12,948	753	27.45		22,566	12,450	724	31.17		-8.4%	4.0%	4.0%	-11.9%	
Teal J (1 bus)	4,744	5,963	352	13.48		4,534	5,731	338	13.41		4.6%	4.0%	4.1%	0.5%	
Aqua K (1 bus)	9,636	6,166	388	24.81		10,104	5,864	373	27.09		-4.6%	5.2%	4.1%	-8.4%	
Heartland Exp (1 bus)	549	252	40	13.83		454	252	40	11.35		20.9%	0.0%	-0.8%	21.9%	
ISU Tri Towers (2 buses)	25,596	2,128	200	127.98		14,707	2,341	220	66.85		74.0%	-9.1%	-9.1%	91.4%	
ISU College Station (2 buses)	3,852	3,240	245	15.74		3,448	3,564	269	12.82		11.7%	-9.1%	-9.0%	22.8%	
Nite Ride (3 buses)	3,572	2,156	159	22.50		2,159	2,360	175	12.34		65.4%	-8.6%	-9.3%	82.4%	
Holiday Express				#DIV/0!		252	1,340	67	-		-	-	-	-	
<b>Total Fixed Route</b>	<b>194,005</b>	<b>103,856</b>	<b>7,463</b>	<b>26.00</b>		<b>185,488</b>	<b>101,950</b>	<b>7,325</b>	<b>25.32</b>		<b>4.6%</b>	<b>1.9%</b>	<b>1.9%</b>	<b>2.7%</b>	
<b>Demand Response</b>															
Connect Mobility	5,501	24,314	2,006	2.74		4,353	24,537	1,656	2.63		26.4%	-0.9%	21.1%	4.3%	
Connect Late Night	598	3,108	200	2.99		512	2,777	182	2.81		16.8%	11.9%	9.9%	6.3%	
<b>Total Demand Response</b>	<b>6,099</b>	<b>27,422</b>	<b>2,206</b>	<b>2.76</b>		<b>4,865</b>	<b>27,314</b>	<b>1,838</b>	<b>2.65</b>		<b>25.4%</b>	<b>0.4%</b>	<b>20.0%</b>	<b>4.5%</b>	
<b>SYSTEM TOTALS</b>	<b>200,104</b>	<b>131,278</b>	<b>9,669</b>	<b>20.70</b>		<b>190,353</b>	<b>129,264</b>	<b>9,163</b>	<b>20.77</b>		<b>5.1%</b>	<b>1.6%</b>	<b>5.5%</b>	<b>-0.4%</b>	



		Month: Dec 2014			
		Target	FY2015	FY2014	% Change
Effectiveness	Total Boardings per Revenue Hour	15.0	20.7	20.8	-0.4%
	Total Boardings per Capita	1.0	1.5	1.5	5.1%
	Total Boardings per Revenue Mile	1.0	1.5	1.5	3.5%
Safety	Total Preventable Accidents (Fixed Route and Demand Response)	0.0	-	1	100.0%
	Preventable Accidents per 100,000 Miles	0.0	-	0.77	100.0%
Efficiency	Farebox Recovery Ratio	13.3%	15.2%	15.0%	1.4%
	Average Fare	\$ 0.68	\$ 0.61	\$ 0.59	4.9%
	Cost per Revenue Hour	\$ 74.22	\$ 83.50	\$ 81.05	3.0%
	Cost per Customer	\$ 5.10	\$ 4.03	\$ 3.90	3.4%
	Operating Assistance Investment per Customer	\$ 4.42	\$ 3.42	\$ 3.32	3.2%
Base Statistics for Calculations	Total Customers		200,104	190,353	5.1%
	Total Revenue Hours		9,669	9,163	5.5%
	Total Revenue Miles		131,278	129,264	1.6%
	Total Bloomington-Normal Population (per the 2010 US Census)		129,107	129,107	0.0%
	Total Operating Expense		\$ 807,379	\$ 742,696	8.7%
	Total Operating Revenue (includes all directly-generated revenue such as Universal Access)		\$ 123,013	\$ 111,593	10.2%
On Time Performance	Fixed Route		88.6%	90.5%	-2.1%
	Demand Response		97.0%	97.0%	0.0%

**Analysis & Interpretation**

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**Statistics**

**FY15 October - December 2014**

**FY14 October - December 2013**

**% Change**

	FY15 October - December 2014				FY14 October - December 2013				% 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
<b>Connect Transit</b>												
Green A (2 buses)	84,588	30,349	2,185	38.71	92,434	30,308	2,185	42.30	-8.5%	0.1%	0.0%	-8.5%
Red B (2 buses)	69,399	28,817	2,244	30.93	65,116	28,550	2,244	29.02	6.6%	0.9%	0.0%	6.6%
Purple C (2 buses)	44,858	27,074	2,230	20.12	44,115	26,830	2,229	19.79	1.7%	0.9%	0.1%	1.6%
Pink D (1 bus)	29,609	13,849	1,053	28.11	24,371	13,768	1,053	23.14	21.5%	0.6%	0.0%	21.5%
Blue E (1 bus)	21,157	16,145	1,151	18.38	21,963	16,144	1,152	19.07	-3.7%	0.0%	0.0%	-3.6%
Brown F (2 buses)	36,314	31,562	2,325	15.62	36,001	31,554	2,324	15.49	0.9%	0.0%	0.0%	0.9%
Yellow G (2 buses)	62,347	32,145	2,291	27.22	62,261	31,874	2,290	27.18	0.1%	0.9%	0.0%	0.1%
Orange H (2 buses)	58,078	30,762	2,282	25.45	60,989	30,449	2,281	26.73	-4.8%	1.0%	0.0%	-4.8%
Lime I (2 buses)	66,261	38,353	2,231	29.70	70,608	38,346	2,230	31.66	-6.2%	0.0%	0.0%	-6.2%
Teal J (1 bus)	14,850	17,687	1,042	14.26	15,489	17,644	1,042	14.87	-4.1%	0.2%	0.0%	-4.1%
Aqua K (1 bus)	29,944	18,114	1,150	26.04	30,786	18,055	1,149	26.79	-2.7%	0.3%	0.1%	-2.8%
HCC Express (1 bus) (NCWHS)	3,546	1,288	203	17.48	2,910	1,372	216	13.47	21.9%	-6.1%	-6.1%	29.7%
ISU Tri Towers (2 buses)	137,073	10,214	960	142.78	79,523	10,853	1,020	77.96	72.4%	-5.9%	-5.9%	83.1%
ISU College Station (2 buses)	25,018	15,552	1,174	21.30	20,117	16,524	1,247	16.13	24.4%	-5.9%	-5.9%	32.1%
Nite Ride (3 buses)	22,284	12,611	942	23.65	14,187	12,755	955	14.86	57.1%	-1.1%	-1.3%	59.1%
Holiday Express					310	1,675	84	-	0.0%	0.0%	0.0%	0.0%
<b>Total Fixed Route</b>	<b>705,326</b>	<b>324,523</b>	<b>23,462</b>	<b>30.06</b>	<b>641,180</b>	<b>326,700</b>	<b>23,701</b>	<b>27.05</b>	<b>10.0%</b>	<b>-0.7%</b>	<b>-1.0%</b>	<b>11.1%</b>
<b>Demand Response</b>												
Connect Mobility	17,323	77,265	6,251	2.77	14,301	71,990	5,285	2.71	21.1%	7.3%	18.3%	2.4%
Connect Late Night	1,894	9,780	627	3.02	1,646	9,265	593	2.78	15.1%	5.6%	5.7%	8.8%
<b>Total Demand Response</b>	<b>19,217</b>	<b>87,045</b>	<b>6,878</b>	<b>2.79</b>	<b>15,947</b>	<b>81,255</b>	<b>5,878</b>	<b>2.71</b>	<b>20.5%</b>	<b>7.1%</b>	<b>17.0%</b>	<b>3.0%</b>
<b>SYSTEM TOTALS</b>	<b>724,543</b>	<b>411,568</b>	<b>30,340</b>	<b>23.88</b>	<b>657,127</b>	<b>407,955</b>	<b>29,579</b>	<b>22.22</b>	<b>10.3%</b>	<b>0.9%</b>	<b>2.6%</b>	<b>7.5%</b>



		Month: FY15 October - December 2014			
	Target	FY2015	FY2014	% Change	
<b>Effectiveness</b>					
Total Boardings per Revenue Hour	15.0	23.9	22.2	7.5%	
Total Boardings per Capita	1.0	5.6	5.1	10.3%	
Total Boardings per Revenue Mile	1.0	1.8	1.6	9.3%	
<b>Safety</b>					
Total Preventable Accidents (Fixed Route and Demand Response)	0.0	3	4	-25.0%	
Preventable Accidents per 100,000 Miles	0.0	0.73	0.98	-25.7%	
<b>Efficiency</b>					
Farebox Recovery Ratio	13.3%	13.7%	14.3%	-4.1%	
Average Fare	\$ 0.68	\$ 0.50	\$ 0.53	-6.2%	
Cost per Revenue Hour	\$ 74.22	\$ 87.25	\$ 83.03	5.1%	
Cost per Customer	\$ 5.10	\$ 3.65	\$ 3.74	-2.2%	
Operating Assistance Investment per Customer	\$ 4.42	\$ 3.15	\$ 3.20	-1.6%	
<b>Base Statistics for Calculations</b>					
Total Customers		724,543	657,127	10.3%	
Total Revenue Hours		30,340	29,579	2.6%	
Total Revenue Miles		411,568	407,955	0.9%	
Total Bloomington-Normal Population (per the 2010 US census)		129,107	129,107	0.0%	
Total Operating Expense		\$ 2,647,267	\$ 2,455,885	7.8%	
Total Operating Revenue (includes all directly-generated revenue such as Universal Access)		\$ 361,982	\$ 350,105	3.4%	
<b>On Time Performance</b>					
Fixed Route		85.6%	92.2%	-7.2%	
Demand Response		97.0%	96.3%	0.7%	

Analysis & Interpretation	



Statistics	FY15 YTD					FY14 YTD					% 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	
<b>Connect Transit</b>															
Green A (2 buses)	181,045	60,657	4,371	41.42		198,744	60,163	4,370	45.48		-8.9%	0.8%	0.0%	-8.9%	
Red B (2 buses)	140,139	57,419	4,487	31.23		130,899	57,060	4,487	29.17		7.1%	0.6%	0.0%	7.1%	
Purple C (2 buses)	93,820	53,898	4,459	21.04		96,080	54,682	4,458	21.55		-2.4%	-1.4%	0.0%	-2.4%	
Pink D (1 bus)	59,048	27,640	2,106	28.03		50,974	27,566	2,106	24.20		15.8%	0.3%	0.0%	15.8%	
Blue E (1 bus)	43,730	32,289	2,302	18.99		44,892	32,271	2,303	19.50		-2.6%	0.1%	0.0%	-2.6%	
Brown F (2 buses)	74,304	63,132	4,650	15.98		74,167	63,095	4,649	15.95		0.2%	0.1%	0.0%	0.2%	
Yellow G (2 buses)	128,390	64,074	4,581	28.03		125,781	63,276	4,581	27.46		2.1%	1.3%	0.0%	2.1%	
Orange H (2 buses)	118,044	61,238	4,563	25.87		122,044	61,051	4,563	26.75		-3.3%	0.3%	0.0%	-3.3%	
Lime I (2 buses)	138,165	76,929	4,461	30.97		130,693	76,560	4,461	29.30		5.7%	0.5%	0.0%	5.7%	
Teal J (1 bus)	31,282	35,331	2,083	15.02		27,754	40,117	2,121	13.08		12.7%	-11.9%	-1.8%	14.8%	
Aqua K (1 bus)	63,735	36,128	2,299	27.73		63,549	36,250	2,298	27.65		0.3%	-0.3%	0.0%	0.3%	
HCC Express (1 bus) (NCHHS)	6,447	2,156	340	18.96		4,940	2,156	339	14.56		30.5%	0.0%	0.2%	30.2%	
ISU Tri Towers (2 buses)	223,760	16,811	1,580	141.62		125,625	17,237	1,610	78.04		78.1%	-2.5%	-1.9%	81.5%	
ISU College Station (2 buses)	43,266	25,599	1,933	22.38		33,185	26,244	1,964	16.89		30.4%	-2.5%	-1.6%	32.5%	
Nite Ride (3 buses)	36,657	21,082	1,578	23.23		23,758	21,646	1,628	14.59		54.3%	-2.6%	-3.1%	59.2%	
<b>Total Fixed Route</b>	<b>1,381,832</b>	<b>634,384</b>	<b>45,793</b>	<b>30.18</b>		<b>1,253,395</b>	<b>641,048</b>	<b>46,023</b>	<b>27.23</b>		<b>10.2%</b>	<b>-1.0%</b>	<b>-0.5%</b>	<b>10.8%</b>	
<b>Demand Response</b>															
Connect Mobility	34,144	157,612	12,517	2.73		28,080	136,972	10,382	2.70		21.6%	15.1%	20.6%	0.9%	
Connect Late Night	3,515	18,965	1,193	2.95		3,322	18,410	1,188	2.80		5.8%	3.0%	0.4%	5.4%	
<b>Total Demand Response</b>	<b>37,659</b>	<b>176,577</b>	<b>13,710</b>	<b>2.75</b>		<b>31,402</b>	<b>155,382</b>	<b>11,570</b>	<b>2.71</b>		<b>19.9%</b>	<b>13.6%</b>	<b>18.5%</b>	<b>1.2%</b>	
<b>SYSTEM TOTALS</b>	<b>1,419,491</b>	<b>810,961</b>	<b>59,503</b>	<b>23.86</b>		<b>1,284,797</b>	<b>796,430</b>	<b>57,593</b>	<b>22.31</b>		<b>10.5%</b>	<b>1.8%</b>	<b>3.3%</b>	<b>6.9%</b>	



		Month: 2015 YTD			
		Target	FY2015	FY2014	% Change
Effectiveness	Total Boardings per Revenue Hour	15.0	23.9	22.3	6.9%
	Total Boardings per Capita	1.0	11.0	10.0	10.5%
	Total Boardings per Revenue Mile	1.0	1.8	1.6	8.5%
Safety	Total Preventable Accidents (Fixed Route and Demand Response)	0.0	11	16	-31.3%
	Preventable Accidents per 100,000 Miles	0.0	1.36	2.01	-32.5%
Efficiency	Farebox Recovery Ratio	13.3%	14.2%	15.4%	-7.8%
	Average Fare	\$ 0.68	\$ 0.51	\$ 0.54	-6.0%
	Cost per Revenue Hour	\$ 74.22	\$ 85.73	\$ 78.67	9.0%
	Cost per Customer	\$ 5.10	\$ 3.59	\$ 3.53	1.9%
	Operating Assistance Investment per Customer	\$ 4.42	\$ 3.08	\$ 2.98	3.3%
Base Statistics for Calculations	Total Customers		1,419,491	1,284,797	10.5%
	Total Revenue Hours		59,503	57,593	3.3%
	Total Revenue Miles		810,961	796,430	1.8%
	Total Bloomington-Normal Population (per the 2010 US Census)		129,107	129,107	0.0%
	Total Operating Expense		\$ 5,101,390	\$ 4,530,938	12.6%
On Time Performance	Total Operating Revenue (includes all directly-generated revenue such as Universal Access)		\$ 725,767	\$ 698,773	3.9%
	Fixed Route Demand Response		85.3%	91.5%	-6.7%
			97.5%	96.8%	0.7%

Analysis & Interpretation	



January 27, 2015

TO: Board of Trustees

SUBJECT: Recommendation for Heavy Duty Bus RFP 14-02

**RECOMMENDATION:** That a firm fixed price contract for Heavy Duty Bus RFP 14-02 be awarded to New Flyer of America, Inc. for the manufacturing and delivery of a minimum of fourteen (14) and maximum of thirty (30) buses during the five (5) year contract term and the General Manager be authorized to execute the necessary documents.

The award of the Heavy Duty Bus RFP 14-02 with New Flyer of America, Inc. is contingent on the Pre-Award Buy America Audit requirement and Illinois Department of Transportation (IDOT) Pre-Award concurrence. A contract will not be signed until the Pre-Award Buy America Audit and Pre-Award IDOT concurrence has been met.

**BACKGROUND:** In 2014, Connect received letters from twenty-eight (28) transit agencies requesting to be a consortium member of the joint procurement for heavy duty buses. The contract specifications allow each participating agency to procure multi-configuration, 30, 35, and 40 foot diesel buses, during the five (5) year term of the contract. Consortium members will also have the option to purchase electric hybrid or clean natural gas propelled buses.

**DISCUSSION:** Two (2) proposal were received, one from New Flyer of America Inc., and the other from GILLIG, LLC. The evaluation team made up of three (3) transit agencies scored based on the following criteria: 40% Product Design and Performance, 40% Experience and Qualifications, 20% Cost Proposal.

Proposer	Product Design and Performance 40%	Experience and Qualifications 40%	Cost Proposal 20%	Total Score
New Flyer	99.20	106.00	60.00	265.20
GILLIG	101.60	106.00	55.08	262.68



Overall, New Flyer received the highest combined score of 265.20 points and their proposal addresses all contract requirements. The project scope includes the manufacture, delivery, and preparation of buses for revenue service, and purchase of spare parts/equipment. The diesel base bus price for each size bus is as follows:

- 30 foot \$371,777
- 35 foot \$429,122
- 40 foot \$434,762

**FINANCIAL IMPACT:** There is no fiscal impact at this time. As each bus procurement is presented to the Board for approval during the Contract, cost will be based on the year one base unit price set forth in New Flyer's cost proposal, adjusted annually for inflation.

Final pricing will be dependent on the Connect Transit's particular specification and optional training costs. Additional cost will incur based on the annual PPI cost escalations, which start after one year, but shall not increase more than 5% each year.



January 27, 2015

TO: Board of Trustees

SUBJECT: Recommendation for Installing Bus Digital Video Recording System (DVR) and Cameras

**RECOMMENDATION:** That the Digital Video Recording System and Cameras be purchased from Gatekeeper Systems, Inc. in the amount of \$16,859.19, and the General Manager be authorized to issue a Purchase Order for same.

**BACKGROUND:** In 2012, Connect Transit replaced older digital video recording (DVR) systems on buses that were not functioning properly. Nine (9) of the buses in the fleet are without DVRs and cameras.

**DISCUSSION:** The DVRs and cameras will be installed on four (4) forty foot buses purchased from San Mateo Transit District and five (5) 2010 paratransit vehicles. The Gatekeeper System, DVR and Cameras are specified in the Heavy Duty Bus RFP 14-02 and can be uninstalled and used on future bus procurements over the next five (5) years. The Gatekeeper System provides the following:

- Five (5) cameras on fixed route buses and four (4) cameras on the paratransit vehicles
- Global positioning system (GPS)
- Wireless download capability

**FINANCIAL IMPACT:** The funding for the Gatekeeper DVR and camera system will be provided from Local Capital account.



January 27, 2015

TO: Board of Trustees

SUBJECT: Recommendation for Comprehensive Operational Analysis RFP 14-05

**RECOMMENDATION:** That the Comprehensive Operational Analysis project be awarded to Nelson/Nygaard Consulting Associates, Inc. for a cost plus fixed fee contract amount not to exceed \$147,191 and the General Manager be authorized to execute the necessary documents.

The award of the Comprehensive Operational Analysis RFP 14-05 with Nelson/Nygaard Consulting Associates, Inc. is contingent on Illinois Department of Transportation (IDOT) Pre-Award concurrence. A contract will not be signed until IDOT Pre-Award concurrence has been met.

**BACKGROUND:** A Comprehensive Operational Analysis (COA) is an in depth program review of the services a transit agency provides to determine system strengths and weaknesses. Due to the comprehensive nature of the COA this analysis is typically completed every five to ten years. The last COA completed at Connect Transit was 2002.

**DISCUSSION:** Four (4) proposals were received from the following companies: Nelson/Nygaard Consulting Associates, Connetics Transportation Group, HDR, Inc., and SRF Consulting Group, Inc. The evaluation team scored based on the following criteria: 40% Experience and Qualifications, 40% Scope of Work, and 20% Cost Proposal.

Proposers	Experience and Qualifications 40%	Scope of Work 40%	Cost Proposal 20%	Total
CTG	106.00	108.00	60.00	274.00
Nelson/Nygaard	114.00	114.00	54.90	282.90
SRF	108.00	96.00	54.42	258.42
HDR	112.00	112.00	26.94	250.94



Overall, Nelson/Nygaard Consulting Associates, Inc. received the highest combined score of 282.90 points and their proposal addresses all contract requirements. The Scope of Work includes the following services:

- Identify Existing and Potential Conditions
- Stakeholder and Public Outreach
- Review current studies and collect historic data
- Rider survey and profile
- Evaluate current service and potential conditions
- Evaluate all current transit operations
- Develop service alternatives
- Develop a methodology for on-going evaluation of fixed-route system
- Develop service alternatives
- Identify potential service improvements

**FINANCIAL IMPACT:** There will be no fiscal impact for Connect Transit. Connect Transit secured an Illinois Department of Transportation Technical Studies Grant that will fund the entire comprehensive operational analysis.



## Strategic Plan Update – January 2015

Following the adoption of the Connect Transit Strategic Plan, staff has been directed to provide quarterly updates on progress toward the goals set in the plan. Those goals and progress to date is listed below:

### Funding

- Bloomington-Normal Economic Development Council selected Connect Transit's transfer point facility project as a main focus of its One Voice trip to Washington DC.
- Connect Transit submitted a proposal to Sen. Bill Brady for a \$750,000 state grant to be used for transfer point infrastructure.

### Expanded Services

- Met with Uber to discuss potential partnerships such as a guaranteed ride home program that will complement current transit service.

### Awareness and Education

- Participated in the McLean County Chamber of Commerce's CommUniversity event and won "Rookie of the Year" prize.
- Attended APTA Annual Meeting and EXPO and support Town of Normal Mayor Chris Koos, who was a featured speaker at the conference.
- General Manager was a featured speaker on APTA's Innovative Workforce Development webinar, discussing the Connect Transit Front Line Supervisor Training Program created by the Human Resources and Transportation departments.

### Key Relationships/Partnerships

- General Manager and Procurement Director traveled to Washington DC to meet with our Congressional delegation and attend the Washington Post's America Answers transportation seminar.
- Staff successfully completed and submitted all necessary information to the FTA for its upcoming Triennial Review. This included answering hundreds of questions and providing documentation of every aspect of Connect Transit operations.