

**CONNECT TRANSIT
BOARD OF TRUSTEES
PROCEEDINGS OF MARCH 22, 2016**

The regular meeting of the Board of Trustees of Connect Transit was held at the Connect Transit Board Room #135, 351 Wylie Drive, Normal, Illinois 61761 on March 22, 2016 at 4:30 p.m.

TRUSTEES PRESENT: Bill Wilson, Chairman
 Mike McCurdy, Vice-Chairman
 John Bowman
 Jennifer McDade
 John Thomas

TRUSTEES ABSENT: Ryan Whitehouse, Secretary
 Judy Buchanan

CITY MANAGERS: David Hales, City of Bloomington, City Manager

STAFF PRESENT: Andrew Johnson, General Manager
 Isaac Thorne, Chief Operations Officer (COO)
 Patrick Kuebrich, Finance Director
 Jerry King, Procurement Manager
 Julie Beer, Executive Assistant

The meeting was called to order by the Chairman at 4:31 p.m. Roll call was taken.

PUBLIC COMMENTS

None.

CONSENT AGENDA

1. Approval of Minutes of Previous Meeting of February 23, 2016, Work Session Minutes of February 23, 2016 and Executive Session Minutes of January 26, 2016
2. Disbursements for Month of February, 2016
3. Financial Report for Month of February, 2016
4. Capital and Self Insurance Reserve Fund Balances for month of February, 2016
5. Monthly Statistical Report for month of February, 2016

Vice Chairman Mike McCurdy questioned the two (2) payments to Hy-Safe in an amount totaling \$50,000. Isaac Thorne, Chief Operations Officer responded the expenditure is for a fall protection system. Andrew Johnson, General Manager agreed, noting the fall protection system is a harness system that allows Connect Transit staff to work on top of the buses if necessary.

Trustee John Bowman questioned the \$20,000 payment to LIFEcil. Pat Kuebrich, Finance Director responded that it was a payment for three (3) months of service. LIFEcil had not invoiced for services for the first two (2) months.

Motion by Vice Chairman Mike McCurdy, seconded by Trustee John Bowman that the Consent Agenda be approved.

AYE: All

NAY: None

Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Recommendation for the Construction of Propane Refueling Station RFP 16-02

Andrew Johnson, General Manager, introduced this item. He requested Jerry King, Procurement Manager provide the Board with an overview of the project.

Jerry King, Procurement Manager addressed the Board. This project is for the Design/Build of a Liquefied Petroleum Gas (LPG or Propane) Fueling Station. A 1,000 gallon tank and fueling pump would be installed next to the existing fueling station.

Chairman Bill Wilson questioned the selection of LPG fuel. Andrew Johnson, General Manager responded a document included with the addendum that addresses the Total Cost of Ownership (TCO). It shows the cost savings. Staff was recommending the purchase of Light Duty LPG buses. The LPG fueling station would be needed to fuel them.

Mr. Johnson noted the LPG buses would break even in approximately two and half (2 ½) years. Propane is a lower cost fuel than diesel.

Chairman Bill Wilson questioned the difference between Compressed Natural Gas (CNG) and LPG fuel powered vehicles. Mr. Johnson responded CNG is cheaper than LPG; however the construction of a CNG fueling station is cost prohibitive.

Isaac Thorne, COO advised that in addition, Connect Transit would receive a \$.50 rebate on the LPG cost per gallon from the State of Illinois.

Motion by Vice Chairman Mike McCurdy, seconded by Trustee John Thomas that a fixed fee contract in an amount not exceed \$117,700 be awarded to P.J. Hoerr, Inc. for the Construction of the Propane Refueling Station, and the General Manager be authorized to execute the necessary documents.

AYE: All

NAY: None

Motion carried.

Recommendation for Light Duty LPG Buses RFP 15-18

Andrew Johnson, General Manager introduced this item. Again, he requested Jerry King, Procurement Manager explain this project. Mr. King addressed the Board. Bids for this project were let in the fall of 2015. Two (2) proposals were received and evaluated and the scores were very close.

Mr. Johnson pointed out that Connect Transit would be purchasing a minimum of four (4) Light Duty LPG buses up to a maximum of twenty (20). In addition, these new LPG buses are low floor, and have an aisle so wheelchairs will no longer need to be sequenced.

Trustee John Thomas questioned the disposition of the old light duty buses. Isaac Thorne, COO responded that the State of Illinois would authorize disposal of them. Connect Transit is currently waiting for authorization to dispose of several light duty buses.

Chairman Bill Wilson stated this is a huge shift for Connect Transit. Mr. Johnson agreed, however millions are not being invested in infrastructure.

Motion by Vice Chairman Mike McCurdy, seconded by Trustee John Thomas that a firm fixed price contract under Light Duty LPG Buses RFP 15-18 with Central State Bus Sales, Inc., be authorized for the manufacturing and delivery of a minimum of four (4) and maximum of twenty (20) buses during the five (5) year contract term.

AYE: All

NAY: None

Motion carried

Recommendation to Purchase Seven (7) Heavy Duty Buses

Andrew Johnson, General Manager introduced this item. Again, Jerry King, Procurement Manager provided an overview of the project. Mr. King reminded the Board that it previously approved the purchase of new heavy duty buses in January of 2015. The first seven (7) new buses arrived in the summer of 2015 and were put into service. Staff is now requesting authorization to purchase an additional seven (7) heavy duty buses. The first will arrive in July, with the remaining would arrive around the second week of August.

City of Bloomington, City Manager, David Hales questioned if the new heavy duty buses would be propane or diesel. Mr. Johnson responded that they would be diesel. LPG is not workable for heavy duty buses.

Vice Chairman Mike McCurdy questioned if any of the older buses would be retired. Isaac Thorne, COO advised that the 2014's would be retiring.

Trustee John Thomas questioned the number of buses remaining to replace after this purchase. Mr. Johnson responded twenty-two (22).

Motion by Trustee John Thomas, seconded by Vice Chairman Mike McCurdy that the General Manager be authorized to issue a Purchase Order to New Flyer of America in the amount of \$3,109,540.15 for the purchase seven (7) 40' diesel heavy duty buses.

AYE: All

NAY: None

Motion carried.

GENERAL MANAGER'S REPORT

Andrew Johnson, General Manager stated he had emailed his report to the Board prior to the meeting. It covered topics such as the One Voice trip, and the American Public Transportation Association (APTA) legislative trip, both to Washington, D.C. The report also covered the Comprehensive Operational Analysis (COA) Listening Sessions that were conducted. The COA consultants, Nelson/Nygaard would provide the Board its final presentation on March 29, 2016 at 4:30 p.m.

The Public Hearing for the COA will be scheduled on May 3, 2016. Bill Wilson, Chairman is not available to meet for the April 26, 2016 meeting, and will be reschedule it to May 3, 2016. The May 3, 2016 Board meeting will be held at Uptown Station in Normal. Comments received at the prior COA Listening Sessions will be provided to the Board in advance of the Public Hearing.

Mr. Johnson informed the Board that LIFECIL has begun working on Connect Transit's Americans with Disabilities certification process.

TRUSTEE'S COMMENTS

David Hales, City of Bloomington City Manager suggested that Connect Transit continue its dialogue regarding a Downtown Bloomington Transfer Center. He suggested keeping the City Council engaged on the value and the benefit of a new Downtown Transfer Center. He was looking forward to hearing Mr. Johnson's presentation at the April 25, 2016 City Council meeting.

Vice Chairman Mike McCurdy questioned if the proposed Downtown Bloomington Hotel and Conference center project had potential for including a new transfer center. Mr. Hales responded

that it was very possible. It would be important to promote the ideas and make known the levels of need.

Vice Chairman McCurdy commended Connect Transit staff for the listening sessions held regarding the COA. He had attended the session at the Normal Public Library. Staff were very knowledgeable and did a good job explaining the process and analysis. He thanked Connect Transit staff and was happy to be a Board member.

Chairman Bill Wilson echoed Vice Chairman McCurdy's comments.

ADJOURNMENT

Motion by Trustee John Thomas, Seconded by Trustee Jennifer McDade to adjourn.

AYE: All

NAY: None

Motion carried.

Time: 5:24 p.m.

Ryan Whitehouse, Secretary