



Bloomington Public Transportation Corporation

130 West Grimes Lane, Bloomington, Indiana 47403
812.332.5688 Fax 812.332.3660



To: The BPTC Board of Directors
From: John Connell, General Manager
Date: April 12, 2024
Re: Board Meeting, Tuesday, April 16, 2024, 5:30 p.m.

Included below are your notes for the meeting of the Board of Directors set for Tuesday, April 16, 2024 at 5:30 p.m. in the Edward J. Kuntz Board Room, 130 W. Grimes Lane in Bloomington.

ACTION ITEMS

1. **Resolution 24-10**, a resolution authorizing amending the contract for Electronic Fare Collection Equipment/Fare Collection Operating Solution with Cubic Transportation Systems, Inc. for additional equipment and services for the ACCESS and Blink fleet. The original contract for electronic fare collection equipment and services was developed for transitioning the fixed route vehicles to the new system. While configuring the new paratransit/micro-transit dispatch software, staff has determined the Cubic fare collection product is compatible for paratransit and micro-transit operations. This contract amendment includes additional fare validators, non-mechanical fare collection boxes and software licenses for the ACCESS and Blink vehicles. Approval of this amendment will allow for one unified system for fare collection.

(INFORMATION ITEMS)

2. **Green Line Study** A stakeholder meeting is scheduled for Wednesday, April 17th, from 3:00 pm – 4:00 pm, at the downtown transit center. Initial concept designs of the Green Line will be unveiled. We have invited a variety of stakeholders to participate and share insights as we embark on this transformative project. This meeting will be a time to gather feedback from stakeholders with technical expertise in the areas of engineering, utilities, planning, and design. Please try to attend.
3. **Paratransit-Micro-Transit** The Planning & Development subcommittee (James & Doug) will meet with staff Wednesday, April 17th, from 1:00 pm – 2:00 pm, to review the parameters of the proposed BLink microtransit program scheduled to launch in July.
4. **2024 FTA 5339 Grant Submission** The City Council passed the attached resolution, Wednesday, April 10, 2024, formally supporting BPTC grant proposal. Faegre Drinker has been engaged to assist in our efforts of supporting our grant request.

AGENDA

Bloomington Public Transportation Corporation (BPTC)

Tuesday, April 16, 2024

130 W. Grimes Lane, Bloomington, IN 47403

Conference Room, 5:30 P.M

The April 16, 2024 Board meeting will be a hybrid meeting with the ability for Board members and/or the public to attend the meeting in-person or virtually at the link below:

<https://us02web.zoom.us/j/83967178724?pwd=WWY0TjE0WTVHNXdhdTdvaDhKcVpZZz09>

Meeting ID: 839 6717 8724

Passcode: 248581

PUBLIC MEETING

04/16/2024

- I. ROLL CALL
- II. OLD BUSINESS
- III. APPROVAL OF MINUTES – March 19, 2024
- IV. NEW BUSINESS – ACTION ITEMS
 1. Resolution 24-10, a resolution amending the existing contract with Cubic Transportation Systems, Inc., to add additional equipment and services for the Access and Blink fleet.
- V. MANAGER, STAFF AND BOARD REPORTS
 1. PROJECT UPDATES – John Connell
 - Green Line - update
 - Paratransit/Micro-transit – update
 - 2024 FTA 5339(b) grant submission
 2. MARCH OPERATING STATISTICS – Zac Huneck
 3. MARCH FINANCIAL REPORT -- Christa Browning
 4. MARCH PERSONNEL REPORT – Brenda Underwood
 5. MPO REPORT – Doug Horn

- VI. APPROVAL OF CLAIMS
- VII. COMMENTS FROM THE PUBLIC
- VIII. COMMENTS FROM BOARD MEMBERS
- IX. ADJOURNMENT – NEXT MEETING: May 21, 2024

RESOLUTION 24-10

A resolution authorizing amending the contract for Electronic Fare Collection Equipment / Fare Collection Operating Solution with Cubic Transportation Systems, Inc. for additional equipment and services for the ACCESS and Blink fleet

WHEREAS, the Bloomington Public Transportation Corporation (BPTC) Board of Directors recognized the need for the issuance of a Request for Proposals (RFP) for Electronic Fare Collection Equipment / Fare Collection Operating Solution; and

WHEREAS, the Bloomington Public Transportation Corporation (BPTC) approved a contract with Cubic Transportation Systems, Inc. on December 19, 2023; and

WHEREAS, the staff has determined the Cubic Transportation Systems Inc. system will be compatible and beneficial for integration and use in paratransit and microtransit operations; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Bloomington Public Transportation Corporation that it hereby authorizes the general manager to amend the contract with Cubic Transportation Systems Inc. for Electronic Fare Collection Equipment / Fare Collection Operating Solution as attached hereto.

APPROVE:

ATTEST:

James McLary, Chair
Bloomington Public Transportation
Corporation

Nancy Obermeyer, Secretary
Bloomington Public Transportation
Corporation

Approved this 16th day of April, 2024.

**AMENDMENT NO. 1
TO THE
UMO™ SERVICES AGREEMENT DATED FEBRUARY 28, 2024**

This Amendment No. 1 dated as of April 11, 2024 (this "Amendment No. 1") is entered into by and between Cubic Transportation Systems, Inc. ("Cubic"), a corporation organized under the laws of Delaware, USA, with its principal office at 9233 Balboa Ave, San Diego, CA 92123, Bloomington Public Transportation Corporation located at 130 West Grimes Lane, Bloomington, Indiana 47403 ("Customer").

Unless otherwise defined herein, all capitalized terms in this Amendment No. 1 shall have the meanings ascribed to them in the Agreement.

Cubic and Customer may individually be referred to as a "Party" or collectively referred to as the "Parties".

Whereas, on February 28, 2024, the Parties entered into a certain Umo™ Services Agreement ("Services Agreement");

Whereas, the Parties desire to amend the Agreement as further described below.

NOW THEREFORE, the Parties mutually agree to amend the Agreement as follows:

1. Delete in its entirety Exhibit A (Umo® Services Description) of the Agreement and replace it with the new revised Exhibit A (Umo® Services Description) as set forth in Attachment 1 of this Amendment No. 1.
2. Delete in its entirety Exhibit A6 ("InComm Services NOT USED-INTENTIONALLY LEFT BLANK) of the Agreement and replace it with the new revised Exhibit A6 (InComm Services) as set forth in Attachment 2 of this Amendment No. 1.
3. Delete in its entirety Section 1.1b) (Equipment) of Exhibit C (Fees) and replace it with the new revised Section 1.1b), as follows:

b)

Description	Quantity	Unit Cost	Total Cost
Vehicle on-board validator (includes 3 spares)	63	\$2,100.	\$132,300.
Mounting equipment for base validators (no spares)	60	\$81.	\$4,860.
Non-registering mechanical farebox (includes 1 spare) (Includes farebox, base plate, post, rack, and keys)	61	\$4,600.	\$280,600.
Dedicated AFC Equip to Central System Cellular Communication Link	60	\$801.	\$48,060.
Inspection device	2	\$ 1,136.	\$ 2,272.
Secure vault for cash deposits (Includes vault, drawer, and keys)	1	\$18,000.	\$18,000.

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4. Delete in its entirety Section 1.1c) (Installation) of Exhibit C (Fees) and replace it with the new revised Section 1.1c), as follows:

c) Installation

All installation quotes assume a single trip for installation of all proposed equipment.

Description	Quantity	Unit Cost	Total Cost
Installation of validators	60	\$1,756.	\$105,360.
Installation of farebox	60	\$317.	\$19,020.
Installation of Dedicated AFC Equip to Central System Cellular Communication Link	60	\$446.	\$26,760.

5. Delete in its entirety Section 1.1d) (Consumables) of Exhibit C (Fees) and replace it with the new revised Section 1.1d), as follows:

d) Consumables

a) **Incomm Enabled Smart Cards (\$3.00/each)**

- i. 1500 Full Fare Incomm Enabled Smart Cards will be purchased at \$4,500
- ii. 1500 Reduced-Fare Incomm Enabled Smart Cards will be purchased at \$4,500

b) **Paper Tickets (rolls of 500 are \$25.00 each)**

- i. 5000 Full Fare paper tickets will be purchased at \$250.00
- ii. 500 Reduced-Fare paper tickets will be purchased at \$25.00

6. Delete in its entirety Section 1.3 of Exhibit C (Fees) and replace it with the new revised Section 1.3), as follows:

1.3 Cubic shall be entitled to invoice the Customer for the milestone-based Capital Costs on providing reasonable documentation to Customer to demonstrate completion of the following milestones:

Project Milestone	Estimated Target Completion Date	Payment %	Total
Notice to Proceed – Contract Award	2/29/24	25%	\$ 170,256.00
Implementation Planning - Mobilization	3/15/24		\$ -
Order Farebox and Vault	4/15/24	25%	\$ 170,256.00
Configuration Data Gathering - Mobilization	5/15/24		\$ -
Order Validators and Install Kits [note – from inventory]	6/1/24	20%	\$ 136,204.80

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System Configuration and Operational Readiness Establishment - Mobilization	7/15/24		\$ -
Local Bus Equipment Delivery	8/1/24	20%	\$ 136,204.80
Local Bus Installation	9/15/24		\$ -
Local Bus Soft Launch			\$ 34,051.20
Pilot Readiness	10/15/24	5%	\$ -
Local Bus Full Launch			\$ 34,051.20
Final Acceptance	11/15/24	5%	\$ -

7. Delete in its entirety Article 2 (UMO SERVICES TRANSACTION, SUPPORT AND MAINTENANCE FEES) of Exhibit C (Fees) and replace with new revised Article 2, as follows:
- 2.1. The following fees shall be payable on the Customer first utilizing the Umo Services for production purposes:
 - 2.2. During the Initial Term, BPTC will be charged \$80 per bus per month for **Fixed Route Vehicles** and **\$70 per bus per month for Paratransit Vehicles**, with an annual CPI increase. After the Initial Term, for Renewal Terms during years 6-10 such fees will not exceed \$125 per bus per month with an annual CPI increase.
 - 2.3 Fees in this Article 2 are invoiced monthly in arrears.

Description	Quantity	Unit Cost per Month	Total Cost per Month
Validator Warranty Year 2	63	\$8.00	\$504.00
Validator Warranty Year 3	63	\$9.00	\$567.00
Validator Warranty Year 4	63	\$11.00	\$693.00
Validator Warranty Year 5	63	\$12.00	\$756.00

8. This Amendment No. 1 contains the entire understanding of the Parties with respect to the subject matter hereof and supersedes and replaces in their entirety all prior communications between the Parties, whether oral or in writing, with respect to such subject matter.
9. Except as expressly modified by this Amendment No. 1, all terms and conditions of the Agreement remain unchanged and in full force and effect.
10. Nothing in this Amendment No. 1 shall be construed as extinguishing the rights and obligations of the parties accruing prior to the effective date of this Amendment No. 1.

[SIGNATURE NEXT PAGE]

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IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to be duly executed as of the date of last signature set forth below.

Bloomington Public Transportation Corporation

Cubic Transportation Systems, Inc.

By: _____
(Signature)

By: _____
(Signature)

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

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ATTACHMENT 1

Exhibit A

Umo® Services Description

The following services comprise the Umo Services in scope of this Agreement:

Service	Included / Not Included	Services Definition
Umo Pass™ Services		Exhibit A1
CubicPay™ Services		Exhibit A2
E-Commerce	Included	Exhibit A2 1.2.1
Retail	Not Included	Exhibit A2 1.2.2
Open Payments	Included	Exhibit A2 1.2.3
Umo Support Services	Included	Exhibit A3
Card Services	Included	Exhibit A4
InComm Services	Not Included	Exhibit A6

ATTACHMENT 2

Exhibit A6

InComm Services

(For reference only)

1 INCOMM SERVICES

- 1.1 Additional terms apply where the Customer exercises the option to utilize the InComm Retail Network for the load of stored value and/or Umo Card distribution.
- 1.2 Section 2 of this Exhibit A6 provides sample terms the Customer can expect with respect to the InComm Services.
- 1.3 The Parties acknowledge the terms applicable to the InComm Services will require further negotiation between the Parties in order for the Customer, Cubic, and InComm to agree to specific services, scope and terms.
- 1.4 Cubic and Customer agree to negotiate the InComm Services terms in good faith where the Customer chooses to bring the InComm Services in scope to this Agreement based on the following commercial principals:
 - a) The Customer acknowledges that InComm offers a standard service which InComm may vary or terminate from time-to-time.
 - b) Cubic's primary role is one of a service manager responsible for the technical integration between InComm network and Umo Pass and, if so required by InComm's service offering, to forward any funds settled by InComm to the Customer. Cubic's liabilities for the InComm Services performance will be limited to Cubic's performance of its work scope in providing the technical integration and managing such settlement of funds as applicable.
- 1.5 InComm's business model involves settling funds net of InComm fees and commissions, and the Customer will pay any fees and commissions assessed by InComm ("InComm Fees").
- 1.6 Customer has the option to enable one of two InComm Services, as follows:
 - a) "InComm Standard Reload Services" which enables Users with an InComm Services compatible Umo Card to add stored value at InComm locations supporting Umo reloads; or
 - b) "InComm Transit Services" which enables additional functionality as set out in Clause 2 including the ability for Users to utilize the Umo App at compatible InComm locations to identify their account for reload and enables distribution of Umo Cards by InComm.
- 1.7 The InComm Services option must be exercised within sixty (60) Days of the Effective Date.

2 ATTACHMENT 1 – INCOMM SERVICES TERMS SAMPLE TERMS

2.1 INCOMM SERVICES DESCRIPTION

- a) Program. Interactive Communications International, Inc. ("InComm") will provide products and services associated with the production, retail distribution, loading and reloading of electronic fare media, which shall be implemented at Customer's option, subject to final approval by InComm, over time as set forth herein and the "InComm Network Statement of Work" included herein as Attachment 1.1 to this Exhibit A6 ("InComm Services").
- b) Work Share. Cubic, InComm and Customer shall perform the tasks listed in the InComm Network Statement of Work.

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2.2 InComm Fees

- a) Load Fees are applicable for loading and/or reloading of stored value to Umo Pass Accounts within the InComm Reload Network at an associated InComm retailer and are not applicable for any loading and/or reloading of Umo Pass Accounts on the Umo Pass Passenger Portal, Mobile App, Merchant Portal or Administrative Console or any other sales channel supported by the Umo Pass Hosted Services other than the InComm Reload Network.
- b) Load Fees are calculated using a percentage based on the total stored value loaded for pre-existing Umo Pass Accounts and Umo Pass Accounts created by the sale of a Umo Pass Card by the retailer as part of the same transaction ("InComm Commission"). The stored value is added to the Umo Pass Account associated with the fare media (e.g. Umo Pass Card, smartphone) presented by the User. Load/Reload Fees are inclusive of the amounts to be paid to InComm and/or an InComm retailer. Net Proceeds, less Load/Reload Fees, shall be transmitted to the Customer's designated account.
- c) Card Distribution Fees are applicable for each Umo Card sold/activated through the InComm Services
- d) The InComm Fees as of the Effective Date are as follows:
 - i. InComm Commission when using the InComm Standard Reload Services: [INSERT THEN CURRENT RATE]
 - ii. InComm Commission when using the InComm Transit Services: [INSERT THEN CURRENT RATE]
 - iii. Card Distribution Fee when using the InComm Transit Services: [INSERT THEN CURRENT RATE] per card sold
- e) The Customer acknowledges that the InComm Fees are set by InComm and may be varied by InComm with notice.

2.3 Flow Of Funds

- a) [TO BE CONFIRMED ON FINAL SET-UP]

2.4 Data.

a) The Customer acknowledges that InComm Services are performed utilizing technology and operational services in the United States. Further, the Customer acknowledges that the InComm Service is a third-party service provided and operated independently of Cubic. The sole obligation of Cubic is to provide the technical interface to InComm and manage InComm on behalf of the Customer.

b) The Customer will provide any required forms and other information as reasonably required by Cubic to facilitate the settlement of funds to Customer's nominated bank account.

2.5 Retailer Participation.

- a) The Customer acknowledges that neither InComm nor Cubic can compel retailers that are part of the InComm Retail Network to offer or participate in the sale of the Umo Loads or Umo Card distribution. InComm will provide Cubic, and Cubic will provide to the Customer, an updated list of participating retailers as needed from time-to-time.

2.6 Termination Rights.

- a) The Customer acknowledges that InComm shall have the right to terminate the InComm Services for convenience with notice.
- b) Customer acknowledges that InComm shall have the right to terminate services it provides to Cubic upon which Cubic relies under this Agreement immediately upon written notice to Customer and Cubic in the event that (i) InComm or any InComm retailer is deemed, or (ii) InComm reasonably determines that InComm or any InComm retailer may be deemed, a "seller of prepaid access" or "provider of prepaid access" (as each term is defined under 31 CFR 1010.100(ff) or any successor provision) as a result of their respective activities related to participation in the Retail Sales Network or Retail Distribution Network. In the event of InComm's termination of services for this or any other reason, Cubic shall have the right to immediately terminate provisions of the InComm Services to Customer.

- c) In the event of InComm Services termination, Cubic will make commercially reasonable efforts to actively pursue a replacement retail network solution in a timely manner to avoid any disruption of services to Customer.

3 ATTACHMENT 1.1 – INCOMM NETWORK STATEMENT OF WORK

3.1 The following table summarizes the functionality available through the InComm Standard Reload Services and InComm Transit Services

InComm Feature by Services Offering	InComm Standard Reload Services	InComm Transit Services
Cash stored value load – Umo Cards	Yes	Yes
Cash stored value load – Umo App	No	Yes
Card distribution through InComm locations	No	Yes

3.2 The following scope items are applicable to both the InComm Standard Reload Services and InComm Transit Services

Task	Cubic	InComm	Customer
Retailer recruitment, relationship management and contract management		X	
Reload Network setup, training, management and maintenance		X	
Retailer funds collection and reconciliation		X	
Retailer commission payment		X	
Retailer marketing program management		X	
Retailer technical support		X	
Customer Reload Network account creation and management	X	X	X
Customer-specific Reload Network configuration and testing	X	X	
Customer Code creation	X		
Umo Pass Card Specification creation, maintenance and distribution	X		
Customer-specific testing with Retailer systems	X	X	
Customer funds remittance and reconciliation		X	X
Customer fee calculation and collection		X	
Customer reload program marketing			X
Accept and process end-user requests for reloads of stored value to Umo Pass accounts		X	
Submit stored value reload requests to Umo Pass account		X	
Reload Network transaction reporting	X	X	
Integration with Umo Pass Services	X	X	
Reload Network – Umo Pass Services Interface setup, operation and maintenance	X	X	

Accept and process stored value reload transactions from InComm	X		
Accept reloaded stored value for fare payments on the Umo Pass Services	X		X
Umo Pass Services support to end-users			X

3.3 The following scope items are applicable in addition for only the InComm Transit Services

	Cubic	InComm	Customer
Procure cards packaged for distribution through the InComm Services	X		X
Card Distribution Network setup, training, management and maintenance		X	
Accept and process passenger requests for Umo Card purchase, activation and loading		X	
Customer Card Distribution Network account creation and management		X	
Customer UPC creation		X	
Card production and packaging	X		Option
Card re-order processing	X		Option
Card package warehousing and distribution		X	
Customer-specific Card Distribution Network configuration and testing		X	
Card sales transaction reporting	X	X	
Integration with Umo Services for Card distribution and mobile re-load	X	X	
Accept and process Card sales, activation and load requests from InComm	X		
Accept InComm-sold Cards and stored value for fare payments on Customer vehicles	X		X

RESOLUTION 2024-09

A RESOLUTION EXPRESSING SUPPORT FOR THE BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) APPLICATION FOR FY 2024 SECTION 5339(b) FUNDS FOR DESIGN AND CONSTRUCTION OF A LEED CERTIFIED, CLIMATE RESILIENT, ADMINISTRATIVE, OPERATIONS AND MAINTENANCE COMPLEX

WHEREAS, public transportation services provided by Bloomington Public Transportation Corporation ("BPTC") benefit all community members through accessible, affordable mobility options, alleviated traffic congestion, and overall reduction of harmful emissions; and,

WHEREAS, the Bloomington Common Council ("Council") prioritizes the expansion of public transit to promote the health and wellbeing of community members and to build resiliency to the impacts of climate change, as established in the City's Comprehensive Plan, Transportation Plan, and Climate Action Plan, and demonstrated through the ongoing commitment of economic development local income tax funds to BPTC; and,

WHEREAS, accessible, convenient public transportation is integral in connecting community members to employment, education, healthcare, shopping, housing, and recreation, especially those most vulnerable and socioeconomically disadvantaged, including the elderly and persons with disabilities; and,

WHEREAS, the Council endorses BPTC's vision outlined in its strategic plan, TransformBT, to enhance local public transportation through transformative projects, including a Bus Rapid Transit line, boosting bus frequencies, incorporating on-demand microtransit services, and the transition to a 100 percent zero-emission fleet; and,

WHEREAS, BPTC's current administration and maintenance facility at Grimes Lane has reached maximum capacity, and restricts opportunities for future expansion of transit services; and,

WHEREAS, the Council supports BPTC's investment in a state-of-the-art, LEED-certified administration and maintenance facility built to maintain a next-generation zero-emission transit fleet, with capacity to sustainably and efficiently scale transit services with the needs of the community in the decades to come;

NOW, THEREFORE, BE IT RESOLVED BY THE BLOOMINGTON COMMON COUNCIL, THAT:

SECTION 1. The Bloomington Common Council hereby endorses and supports the BPTC 2024 FTA Section 5339 application for a state-of-the-art LEED-certified BPTC Administrative, Operations, and Maintenance Facility and Battery Electric Buses.

SECTION 2. The Bloomington Common Council has committed economic development local income tax funds through an Interlocal Agreement with BPTC to serve as a portion of local financial support for the submission of the 2024 FTA Section 5339 grant request.

PASSED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this _____ day of _____, 2024.

ISABEL PIEDMONT-SMITH, President
Bloomington Common Council

ATTEST:

NICOLE BOLDEN, Clerk
City of Bloomington

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this _____ day of _____, 2024.

NICOLE BOLDEN, Clerk,
City of Bloomington

SIGNED and APPROVED by me upon this _____ day of _____, 2024.

KERRY THOMSON, Mayor
City of Bloomington

SYNOPSIS

This resolution expresses the Bloomington Common Council’s support for the Bloomington Public Transportation Corporation’s application for Section 5339 grant funding through the Federal Transit Administration.

BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
Ridership & Productivity By Route
Mar-24

Route	2024								2023				
	Total Passengers		Revenue Hours	Revenue Miles	Passengers Per Hour		Passengers Per Mile		Total Passengers	Revenue Hours	Revenue Miles	Passengers Per Hour	Passengers Per Mile
1 BHS North	5,491	-5.8%	370.6	4,851.17	14.82	-0.5%	1.13	-0.8%	5,826	391.1	5,106.3	14.90	1.14
2 W.11th St./S.Rogers	12,041	0.8%	701.0	7,874.95	17.18	-2.1%	1.53	-2.9%	11,940	680.4	7,586.3	17.55	1.57
3 College Mall/Highland	35,465	10.9%	1,447.9	18,869.48	24.49	14.6%	1.88	9.1%	31,967	1,495.6	18,550.6	21.37	1.72
4 High St./Bloomfield Rd.	8,866	5.6%	730.3	9,536.97	12.14	12.9%	0.93	5.7%	8,397	781.0	9,546.0	10.75	0.88
5 Sare Road	5,876	8.7%	308.1	3,341.51	19.07	28.7%	1.76	32.7%	5,404	364.7	4,078.1	14.82	1.33
6 Campus Shuttle	64,704	0.7%	1,187.8	11,891.19	54.47	14.3%	5.44	7.7%	64,286	1,349.2	12,725.6	47.65	5.05
7 S Walnut/Clear Creek	12,301	10.0%	672.8	9,186.03	18.28	45.1%	1.34	32.8%	11,182	887.7	11,089.2	12.60	1.01
9 IU Campus/Campus Corner	62,203	5.5%	1,269.7	11,049.73	48.99	-1.0%	5.63	-11.4%	58,940	1,191.3	9,280.1	49.48	6.35
11 W 17th	7,098	13.2%	391.9	3,699.64	18.11	11.1%	1.92	8.2%	6,269	384.7	3,537.1	16.30	1.77
12 N Walnut	10,073	-20.9%	183.3	1,762.25	54.95	-7.8%	5.72	12.0%	12,728	213.6	2,494.6	59.59	5.10
14 Muller Park*	6,124	n/a	200.0	1,704.74	30.62	n/a	3.59	n/a
Total	230,242	6.1%	7,463	83,768	30.85	10.1%	2.75	6.4%	216,939	7,739	83,994	28.03	2.58
Year-to-Date Total	772,075	16.4%	23,249	248,540	33.21	11.4%	3.11	12.7%	663,156	22,253	240,570	29.80	2.76

*New service on 8/21/23

Monthly Management Report 2024
Bloomington Public Transportation Corporation
Monthly Statistics and Performance Indicators

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Fixed Route:													
<i>Total Passengers</i>	252,380	289,453	230,242										772,075
<i>Revenue Miles</i>	85,299	79,474	83,768										248,541
<i>Total Miles</i>	89,877	86,868	88,646										265,391
<i>Revenue Hours</i>	8,382	7,403	7,463										23,249
<i>Total Hours</i>	9,130	9,367	7,897										26,394
<i>Revenue</i>	\$191,221	\$188,381	\$4,016,404 *										\$ 4,396,007
<i>Road Calls</i>	14	10	12										36
<i>Collision Accidents</i>	4	1	7										12
<i>On Time Performance</i>	68.2%	70.3%	71.9%										70.1%
<i>PM Inspection OT %</i>	100.00%	100.00%	100.0%										100.00%
Paratransit:													
<i>Total Passengers</i>	2,886	2,754	2,709										8,349
<i>Revenue Miles</i>	13,616	10,897	10,159										34,672
<i>Total Miles</i>	14,561	11,788	11,064										37,413
<i>Revenue Hours</i>	1,297	1,066	1,025										3,388
<i>Total Hours</i>	1,430	1,235	1,184										3,849
<i>Revenue</i>	\$3,680	\$4,522	\$5,145										\$ 13,348
<i>Road Calls</i>	0	0	0										0
<i>Collision Accidents</i>	2	0	0										2
<i>On Time Performance</i>	97.0%	93.0%	73.0%										87.7%
<i>PM Inspection OT %</i>	100.00%	100.00%	100.0%										100.0%
<i>Trip Denials</i>	0	0	0										0
<i>Missed Trips</i>	2	1	2										5
<i>Excessive Long Trips</i>	2	2	4										8

*Receipt of City of Bloomington LIT funds in March 2024

Bloomington Public Transportation Corporation			
Uber and Lyft On-Demand Monthly Summary			
Mar-24			
	Lyft	Uber	Total
BT Late Nite			
Active Users	683	1023	
Avg Subsidy	\$8.18	\$6.40	
Total Subsidy	\$14,372.81	\$22,163.59	\$36,536.40
Trips	1758	3462	5220
Dispatched Trips			
Dispatched Trips Avg Subsidy	n/a	\$11.69	
Dispatched Trips Total Subsidy	\$0.00	\$46.74	\$46.74
Dispatched Trips	0	4	4
Totals			
Total Trips	1758	3466	5224
Total Cost	\$14,372.81	\$22,210.33	\$36,583.14

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
FINANCIAL NARRATIVE FOR THE MONTH ENDING
MARCH 31, 2024**

Operating Expenses

Operating expenses for March totaled \$1,038,458. Salary and Fringe benefits expense for March were \$588,586. This represents an increase from February due to the timing of payrolls and payroll accruals. Also, the increase in March was due to February having no insurance premiums paid because February's was paid at the end of January. Materials and Supplies for March were \$211,143. This represents an increase from February contributed to the timing of parts and supplies purchased and their usage and two months of fuel paid in March for a total of \$132,715. Services and Utilities expense for the month totaled \$238,729. This represents an increase from February which resulted as an accumulation of several different payments: 1) Foursquare for Feasibility corridor study -\$45,331; 2) Rothberg Law Firm-\$10,019; 3) ChargePoint for \$12,027 for a module repair; 4) Bus repairs for #0761 for \$10,559. BT has spent 19% of the 2024 operating expense budget with 25% of year completed.

Operating Revenues

Operating revenues for March totaled \$4,665,718 bringing year-to-date operating revenues to \$5,740,894. This includes the City of Bloomington LIT funds that have been invoiced to the City.

Capital Expenditures

There were two large capital expenses during March: 1) three Micro-transit vans for \$218,418; 2) the first progress payment to Cubic Transportation for the fare collection system in the amount of \$137,634.

Operating Cash Balance

March 31, 2024	March 31, 2023	Change
\$13,972,801	12,566,684	\$1,406,117 increase

Self - Insurance Fund

The only self-insurance fund activity for March was the receipt of \$865 in interest.

Self-Insurance Cash Balance

March 31, 2024	March 31, 2023	Change
\$272,991	\$332,308	\$59,317 decrease

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
SUMMARY OF REVENUES AND EXPENSES
FOR THE PERIOD ENDED MARCH 31, 2024**

	MONTH ENDING 3/31/2024	PERCENT OF ANNUAL BUDGET	YTD	ANNUAL BUDGET PLUS ENCUMBRANCES/ ADD'L APPROP.	PERCENT OF ANNUAL BUDGET USED
Operating Expenses:					
Salary and Fringe Benefits	\$ 588,586	7%	\$ 1,814,600	7,897,266	23%
Materials and Supplies	211,143	12%	272,464	1,777,744	15%
Services and Utilities	238,729	6%	496,528	4,232,591	12%
Total Operating Expenses	1,038,458	7%	2,583,592	13,907,601	19%
Operating Revenues:					
Local Tax Revenue	3,865,404	63%	3,984,014	6,109,556	65%
Fare Revenue	215,450	10%	603,254	2,091,817	29%
Other Locally Derived Revenue	60,496	1%	271,935	8,510,529	3%
Total Locally Derived Revenue	4,141,350	25%	4,859,203	16,711,902	29%
Federal Operating Grants	-	0%	140,000	2,578,816	5%
State Operating Grants (PMTF)	524,368	20%	741,691	2,607,880	28%
Total Operating Revenues	4,665,718		5,740,894	21,898,598	
Operating Gain/(Loss)	3,627,260		3,157,302		
Federal Capital Grants	131,860	#DIV/0!	131,860	26,709,007	#DIV/0!
State Capital Grants	-	0%	-	-	0%
Transfer from Capital Reserve	-	0%	-	-	0%
Revenue from Capital Grants/Reserve	131,860	#DIV/0!	131,860	-	#DIV/0!
Capital Expenditures:	371,574	1%	1,019,447	34,700,004	3%
Capital Gain/(Loss)	(239,714)		(887,587)		
Net Gain/(Loss)	3,387,546		2,269,715		

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
COMPARATIVE SUMMARY OF REVENUES AND EXPENSES
FOR THE PERIODS ENDED MARCH 2023 AND 2024**

	MONTH ENDING 3/31/2024	MONTH ENDING 3/31/2023	% CHANGE	YTD 3/31/2024	YTD 3/31/2023	% CHANGE
Operating Expenses:						
Salary and Fringe Benefits	\$ 588,586	\$566,391	4%	\$ 1,814,600	\$1,572,243	15%
Materials and Supplies	211,143	122,431	72%	272,464	287,980	-5%
Services and Utilities	238,729	173,117	38%	496,528	442,803	12%
Total Operating Expenses	1,038,458	861,939	20%	2,583,592	2,303,026	12%
Operating Revenues:						
Local Tax Revenue	3,865,404	186,390	1974%	3,984,014	559,174	612%
Fare Revenue	215,450	169,661	27%	603,254	405,563	49%
Other Locally Derived Revenue	60,496	69,864	-13%	271,935	134,937	102%
Total Locally Derived Revenue	4,141,350	425,915	872%	4,859,203	1,099,674	342%
Federal Operating Grants	-	203,514	-100%	140,000	610,827	-77%
State Operating Grants (PMTF)	524,368	694,857	0%	741,691	1,143,597	-35%
Total Operating Revenues	4,665,718	1,324,286	252%	5,740,894	2,854,098	101%
Operating Gain/(Loss)	3,627,260	462,347		3,157,302	551,072	
Federal Capital Grants	131,860	43,253	205%	131,860	43,253	205%
State Capital Grants	-	-	#DIV/0!	-	-	#DIV/0!
Transfer from Capital Reserve	-	-	#DIV/0!	-	-	#DIV/0!
Revenue from Capital Grants/Reserve	131,860	43,253	#DIV/0!	131,860	43,253	205%
Capital Expenditures:	371,574	14,473	2467%	1,019,447	73,240	1292%
Capital Gain/(Loss)	(239,714)	28,780		(887,587)	(29,987)	
Net Gain/(Loss)	3,387,546	491,127		2,269,715	521,085	

**Bloomington Public Transportation Corporation
Personnel Report
MARCH 2024**

	Monthly New Hires	Monthly Terminations	End of Month Vacancies
Administrative Staff	0	0	1
Fixed Route Drivers	0	1	5
BT Access Drivers	0	0	0
Maintenance	1	0	0
Mechanic	0	0	2
Service Person	0	0	0
Service Attendants	0	0	1
Total	1	1	9

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION
CORPORATION (BPTC) MARCH 19, 2024
5:30 P.M.**

MINUTES

Chair James McLary convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation.

Join Zoom Meeting at the following link:

<http://us02web.zoom.us/j/83967178724?pwd=WWY0TjE0WTVHNXdhdTdmaDhKcVpZZz09>

Meeting ID: 839 6717 8724

Passcode: 248581

One Tap Mobile

+13017158592,,84028694365#,,,,*352724# US Washington DC)

+116465588656,,84028694365#,,,,*352724# US (New York)

Dial By Your Location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 9000 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 839 6717 8724

Passcode: 248581

ROLL CALL

Board Members and staff present: Secretary Nancy Obermeyer, Board Member Doug Horn, Board Member Don Griffin, Vice Chair Kent McDaniel, General Manager John Connell, Controller Christa Browning, Operations Manager Mike Clark, Human Resource and Marketing Administrator Brenda Underwood, Planning and Special Projects Manager Shelley Strimaitis, Fleet Maintenance Manager Larry Green, and Marketing and Development Manager Kathy Schultz, Grants and Procurement Specialist Zac Huneck and Chief Safety Training Officer Eric Selstrom

Members of the Public: Andrew Coomer

The following additional persons were also present via Zoom. Chair James McLary and members of the public Fiona Lillard and Justin VanLeeuwen

OLD BUSINESS

There was no old business.

MINUTES

Board Member Horn made a motion to approve the February 20, 2024 Board Minutes. The motion was seconded by Secretary Obermeyer. The minutes were approved unanimously.

NEW BUSINESS ACTION ITEMS

General Manager Connell presented Resolution 24-06; a resolution authorizing an application for Section 5339B funds for FY2024 for the Design and Construction of a LEED Certified, Climate Resilient Administrative, Operations and Maintenance Complex. He stated this resolution formalizes the Boards support for Bloomington Public Transportations (BPTC) submission of this FY2024 Section 5339B bus and bus facilities competitive grant. He said our plan is to apply for \$35 million dollars in federal funding. He said that would represent eighty percent of the total cost of the project which would require an additional \$8,750,000 in local funding. He noted the resolution commits the local funds for the project if an award is made. He said by the Board acknowledging their commitment of the local funding it will formalize our commitment to the project.

Secretary Obermeyer made a motion to approve Resolution 24-06; a resolution authorizing an application for Section 5339B funds for FY2024 for the Design and Construction of a LEED Certified, climate resilient, Administrative, Operations and Maintenance complex. Board Member Horn seconded the motion. The motion was approved unanimously.

Chair McLary wanted to confirm that we will be using some of the LIT money as part of the \$8,750,000. General Manager Connell said that is correct and our plan is to commit some of the 2025 and 2026 LIT funds towards the project.

General Manager Connell presented Resolution 24-07; a resolution authorizing the renewal of an Agreement with Rothberg Logan & Warsco for general legal services for an additional two years. He said Bloomington Public Transportation Corporation (BPTC) contracted with Rothberg for outside legal services in March of 2021 for an additional period of three years. He said the contract does contain a renewal option for two additional years. He noted this resolution authorizes the renewal option for an additional two years.

Board Member Griffin made a motion to approve Resolution 24-07; a resolution authorizing the renewal of an Agreement with Rothberg Logan & Warsco for general legal services for an additional two years. Secretary Obermeyer seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 24-08; a resolution declaring certain Bloomington Public Transportation Corporation (BPTC) equipment and parts obsolete, scrap and or surplus. He said the ETA CAD/AVL project included the removal of the Double Map equipment. He said the equipment holds no value and needs to be discarded. He noted the 60' articulated bus BPTC received from City Bus at no

charge has developed mechanical problems which are not worth the investment for repair. He said disposing of the bus will free up much needed space.

Secretary Obermeyer made a motion to approve Resolution 24-08; a resolution declaring certain Bloomington Public Transportation Corporation (BPTC) equipment and parts obsolete, scrap and or surplus. Vice Chair McDaniel seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 24-09; a resolution approving the issuance of a Purchase Order to Charge Point Inc., for Battery Electric Buses charging stations and related equipment in an amount of \$1,190,840. He said Gillig and Charge Point were named and approved as project partners in our FTA grant application. He said FTA allows Bloomington Public Transportation Corporation (BPTC) to contract directly with approved partners in lieu of formal procurement steps. He said Gillig provided Bloomington Public Transportation Corporation (BPTC) with pricing for the necessary charging equipment for the 16 Battery Electric Buses in September 2023 and the Board approved the issuance of a Purchase Order to Gillig for \$1,441,800. He noted the Purchase Order was not issued after determining Bloomington Public Transportation Corporation (BPTC) could purchase directly from charge point, Inc. for significantly less expense. He said accordingly Bloomington Public Transportation Corporation (BPTC) will purchase direct from Charge Point Inc. for \$1,190,840.

Secretary Obermeyer made a motion to approve Resolution 24-09; a resolution approving the issuance of a Purchase Order to Charge Point Inc. for Battery Electric Buses charging stations and related equipment in an amount of \$1,190,840. Board Member Griffin seconded the motion. The motion was approved unanimously.

General Manager Connell seeks approval from the Board of 2024 partnership with City of Bloomington Parks and Recreation for donation of seasonal bus passes for Summer Camp. He stated this arrangement goes back to 1993 and Bloomington Public Transportation Corporation (BPTC) has provided free bus passes for The Summer Camp Kids Program and in exchange Bloomington Public Transportation Corporation (BPTC) employees gets discounts to Twin Lakes Recreation Center.

Secretary Obermeyer made a motion to approve the seasonal Summer Fun Passes. Board Member Griffin seconded the motion. The motion was approved unanimously.

MANAGER AND STAFF REPORTS

General Manager Connell stated he attended the March 6, 2024 City Council meeting to provide an update on the LIT projects.

General Manager Connell stated concerning Real Estate Acquisition one thing that is becoming clear is working with the Federal Transit Administration (FTA) the environmental study work needs to be put first and foremost. He said he did give The Hansen Group notice to proceed on one of the parcels we have discussed. He said we will be meeting with The Hansen Group tomorrow to give them some additional information. He noted he will keep the Board informed. He said The Hansen Group will start the process with the Federal Transit Administration (FTA) working on the environmental study.

General Manager Connell stated the Electronic Fare Collection Platform, Equipment and Micro-Transit Projects are going well.

General Manager Connell stated he would like to suspend fixed route service from 1:10 PM-5:10 PM on April 8, 2024 during the Solar Eclipse since we are anticipating traffic will be much heavier at that time

and it will give our employees an opportunity to view the eclipse. He said we plan on having an event at that time at the downtown terminal.

Vice Chair McDaniel made a motion to approve the four hour suspension on April 8, 2024 during the Solar Eclipse. Board Member Horn seconded the motion. The motion was approved unanimously.

Planning and Special Projects Manager Shelley Strimaitis stated that February 2024 fixed route provided 289,453 trips which is up 20% from February 2023. She said BT Access provided 2754 trips which is up 21% from February 2023.

Controller Christa Browning gave an overview of the February 2024 Financial Report.

Human Resource and Marketing Administrator Brenda Underwood stated for the month of February we promoted a driver to a dispatcher position. She said we now have five vacancies for fixed route bus operators. She noted we have one Road Supervisor Position available to fill and we have filled the Building and Grounds position he will be starting on April 1st. She noted we have two Mechanic and two Service Maintenance position still open.

Board Member Horn stated he attended the March 08, 2024 meeting of the Bloomington Monroe County Metropolitan Planning Organization Policy Committee.

He said MPO staff updated the committee on the status of the 2050 Metropolitan Transportation Plan including a consultant's report. He said there will be a public meeting providing more information on April 3, 2024 at the City Hall McCloskey Conference Room.

He stated the Committee entertained one (1) BMCMPPO FY 2024-2028 Transportation Improvement Plan (TIP) Amendment filed by INDOT regarding the installation of Wrong Way lighted signage at I-69 interchanges to Fullerton Pike and SR 45/W Bloomfield Rd. He noted he cast the Corporations vote with the majority in favor of the amendment.

He said staff presented a draft of the 2025-2026 Unified Planning Work Program describing all planning activities that are anticipated in the urbanized area over the next programming year. He said regarding Bloomington Transit, the MPO will assist the Corporation with implementation of Transform BT 2022-2030 strategies involving disadvantaged and underserved populations, the GREEN LINE corridor feasibility study, studies examining physical facility expansion and an ongoing periodic review of system fares. He said the draft will be considered for adoption at the forthcoming meeting of the Committee.

He noted the next meeting of the Policy Committee will be on April 12, 2024 at 1:30 PM in the City of Bloomington Common Council Chamber.

CLAIMS

Board Member Horn made a motion to approve claims for March 19, 2024. The motion was seconded by Secretary Obermeyer. The motion was approved unanimously.

PUBLIC COMMENTS

Andrew Coomer stated he was happy to see that the Bloomington Public Transportation (BPTC) website was revised. He questioned if there are any updates on the Micro-Transit Zones. General Manager Connell stated as of right now we are considering three zones and we are still working out the details. He

said we are working with the subcommittee to get everything finalized in order to present it for public input. He said Micro-Transit will be launching in July 2024.

COMMENTS FROM THE BOARD MEMBERS

There were no comments from the Board.

ADJOURNMENT

Secretary Obermeyer made a motion to adjourn. Vice Chair McDaniel seconded it. The motion was approved unanimously.

APPROVE:

ATTEST:

James McLary, Chair
Board of Directors BPTC

04-16-24

Nancy Obermeyer, Secretary
Board of Directors BPTC

04-16-24