



Operations & Finance Committee Meeting Agenda

Nashville MTA Committee Meetings
Music City Central Meeting Room
400 Charlotte Ave., Nashville, TN 37219

Thursday, September 28, 2017

The Operations & Finance Committee will begin at 1:30 p.m.

Operations & Finance Committee

Walter
Searcy,
Chair
Hannah
Paramore Breen

1. Call to Order
 2. Discussion Items
 - a. Monthly Financial Report Compared to Budget – Ed Oliphant, CFO OF-D-17-024
 - b. FY2017 Budget Revenue Adjustment for Year-End – Ed Oliphant, CFO OF-A-17-014
 - c. Resolution for FY2018 Annual Grant Applications – Billy Higgins, Capital Grants Administrator OF-A-17-015
 - d. Trapeze Software Maintenance & Support Sole Source Approval – Rita Roberts-Turner, CAO / Rob McElhaney, IT Manager OF-A-17-016
 - e. Monthly Operating Statistics – India Birdsong, COO OF-D-17-025
 - f. Heavy-Duty ADA Paratransit Vehicle Replacement Purchase – Rick Dooley, Director of Maintenance OF-A-17-017
 - g. MCC, Nestor Street, & Myatt Drive VAR Lighting Project – Wes Pauls, Manager of Facilities Maintenance OF-A-17-018
 - h. Taxi USA Complimentary Overflow for Paratransit Services – Dan Freudberg, Director of Service Quality / Marilyn Yokley, AccessRide Manager OF-A-17-019
 3. Other Business
 4. Adjourn
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NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

COMMITTEE DISCUSSION ITEM

Item Number: OF-D-17-024

Meeting Date: 09/28/17

Item Title: MONTHLY FINANCIAL REPORT COMPARED TO REFORECAST

Attached is a statement of operations for the month of July compared to the budget and a balance sheet as of July 31, 2017.

CURRENT STATUS

Chief Financial Officer Ed Oliphant will review the statements at the committee meeting.

Approved:



Chief Financial Officer

September 22, 2017

Date

Metropolitan Transit Authority
Statement of Operations Compared to Budget
For the Period Ending July 31, 2017

UNAUDITED

	Actual Month	Month Budget	Month End Variance	F/ U	Prior Year Y-T-D	Actual Y-T-D	Budget Y-T-D	Y-T-D Variance	F/ U	Original Budget
Revenue from Operations:										
Passenger Fares	\$655,229	\$562,000	\$93,229	F	\$687,312	\$655,229	\$562,000	\$93,229	F	\$7,217,000
Access Ride	75,617	63,300	12,317	F	57,205	75,617	63,300	12,317	F	864,900
Contract Revenues	199,846	212,815	(12,969)	U	197,649	199,846	212,815	(12,969)	U	2,553,800
Advertising	88,614	82,000	6,614	F	91,937	88,614	82,000	6,614	F	1,100,000
Other Non-Trans Revenue	75,360	84,679	(9,319)	U	90,842	75,360	84,679	(9,319)	U	1,062,450
Total Operating Revenue	1,094,666	1,004,794	89,872	F	1,124,945	1,094,666	1,004,794	89,872	F	12,798,150
Federal/State/Local Income:										
Local Assistance	7,500,000	7,500,000	0	F	6,500,000	7,500,000	7,500,000	0	F	48,635,900
State Assistance	0	0	0	F	0	0	0	0	F	4,723,500
Federal Assistance - CMAQ	157,841	158,000	(159)	U	158,333	157,841	158,000	(159)	U	1,900,000
Federal Assistance - JARC/New Free	104,948	107,610	(2,662)	U	63,316	104,948	107,610	(2,662)	U	1,291,320
Total Assistance Income	7,762,789	7,765,610	(2,821)	U	6,721,649	7,762,789	7,765,610	(2,821)	U	56,550,720
Capital Revenue:										
Capital Operating Reimbursement	0	0	0	F	0	0	0	0	F	9,563,300
Capital ADA Reimbursement	0	0	0	F	0	0	0	0	F	2,750,000
Total Capital Income	0	0	0	F	0	0	0	0	F	12,313,300
Total Revenue	\$8,857,455	\$8,770,404	\$87,051	F	\$7,846,594	\$8,857,455	\$8,770,404	\$87,051	F	\$81,662,170
Expenses from Operations:										
Labor and Fringes	\$4,649,069	\$4,954,370	\$305,301	F	\$4,370,890	\$4,649,069	\$4,954,370	\$305,301	F	\$57,850,140
Services	642,696	662,142	19,446	F	474,179	642,696	662,142	19,446	F	7,970,200
Fuel	365,411	428,569	63,158	F	289,277	365,411	428,569	63,158	F	5,142,785
Parts, Materials and Supplies	535,267	520,331	(14,936)	U	428,934	535,267	520,331	(14,936)	U	6,357,220
Utilities	94,198	113,960	19,762	F	79,565	94,198	113,960	19,762	F	1,430,850
Casualty and Liability	172,921	176,817	3,896	F	199,221	172,921	176,817	3,896	F	2,121,800
Other	62,682	139,139	76,457	F	100,070	62,682	139,139	76,457	F	789,175
Total Operating Expenses	6,522,244	6,995,328	473,084	F	5,942,136	6,522,244	6,995,328	473,084	F	81,662,170
Surplus / (Deficit) before GASB 33	\$2,335,211	\$1,775,076	\$560,135	F	\$1,904,458	\$2,335,211	\$1,775,076	\$560,135	F	\$0
Capital Grant Revenue	0		0	F	22,289	0		0	F	0
Rental income - MCC Amortization	49,167		49,167	F	49,167	49,167		49,167	F	
Gain on Sale of Property	0		0	F	0	0		0	F	
Comprehensive Operational Analysis	0		0	F	0	0		0	F	
GASB OPEB Expense	0		0	F	0	0		0	F	
GASB 68 Pension Disclosure	0		0	F	0	0		0	F	
Depreciation	(1,129,713)		(1,129,713)	U	(1,500,873)	(1,129,713)		(1,129,713)	U	0
Surplus / (Deficit)	\$1,254,665	\$1,775,076	(\$520,411)	U	\$475,041	\$1,254,665	\$1,775,076	(\$520,411)	U	\$0

Metropolitan Transit Authority

Comparative Balance Sheets

	Month Ended July 31, 2017	Month Ended June 30, 2017
	<u>(unaudited)</u>	<u>(unaudited)</u>
CURRENT ASSETS		
Cash and cash equivalents	\$3,219,493	\$2,254,719
Receivables from federal, state and local government	4,483,781	5,028,295
Accounts receivable	1,133,312	1,744,529
Materials and supplies	3,137,826	3,096,646
Prepaid expense and other	908,920	754,835
Pension Deferred Outflow	6,412,991	6,412,991
Total Current Assets	<u>19,296,323</u>	<u>19,292,015</u>
PROPERTY AND EQUIPMENT		
Land	14,733,025	14,733,025
Building, shelter and benches	93,878,816	93,878,816
Revenue equipment and parts	121,291,561	121,291,561
Office furniture and equipment	4,098,720	4,098,720
Other	8,284,278	8,540,355
	<u>242,286,400</u>	<u>242,542,477</u>
Less: Accumulated Depreciation	<u>(117,074,139)</u>	<u>(115,814,900)</u>
Total Property and equipment, net	125,212,261	126,727,577
OTHER ASSETS		
Cash and investments for self-insurance and other	<u>13,664,141</u>	<u>13,664,028</u>
TOTAL ASSETS	<u>\$158,172,725</u>	<u>\$159,683,620</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$2,392,052	\$3,277,698
Accrued expenses	6,259,787	6,089,065
Deferred revenue	44,996	46,466
Note Payable	850,000	2,850,000
Total Current Liabilities	<u>9,546,835</u>	<u>12,263,229</u>
NON-CURRENT LIABILITIES		
Deferred Revenue	9,098,298	9,147,465
Refundable Grants	5,185,951	5,185,951
Net Pension Liability	16,972,784	16,972,784
Pension Deferred Inflow	1,262,057	1,262,057
Net other postemployment benefits obligations	42,936,147	42,936,147
NET ASSETS		
Invested in capital assets	115,263,963	114,730,112
Reserve for capital purchases	510,717	510,717
Unrestricted	<u>(43,858,692)</u>	<u>(33,699,461)</u>
Current Year Surplus / (deficit)	1,254,665	<u>(9,625,381)</u>
Total Net Assets	<u>73,170,653</u>	<u>71,915,987</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$158,172,725</u>	<u>\$159,683,620</u>
Current Ratio	2.02	1.57
Quick Ratio	0.93	0.74
Working Capital	3,336,497	615,795

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

COMMITTEE ACTION ITEM

Item Number: OF-A-17-014

Meeting Date: 09/28/17

Item Title: FY2017 BUDGET REVENUE ADJUSTMENT FOR YEAR-END

BACKGROUND

As was discussed in the June 2017 committee and board meetings, the Nashville Metropolitan Transit Authority's (Nashville MTA) preliminary statement of operations for FY2017 was reporting an operating deficit for the year while we waited to receive year-end actuarial information related to our health plan and liability insurance reserves. We have now recorded all final year-end adjustments, and the attached financials reflect an operational deficit of approximately \$600,000. As in past years, we have additional preventive maintenance and American with Disabilities Act (ADA) expenses eligible for reimbursement through our federal 5307 capital formula grant funding over and above our budgeted amount that can be recorded to reduce the operating deficit for the fiscal year.

In order to end the fiscal year at an operational breakeven position, we would need to convert the capital grant funds to operational revenues through our federal 5307 capital grant. Chief Financial Officer Ed Oliphant will review the financials and answer questions at the committee meeting.

STAFF RECOMMENDATION

We request the Operations and Finance Committee recommend the Board approve the conversion of \$600,000 of the capital grant dollars specified above to be used for FY2017 operating purposes.

Approved:



Chief Financial Officer

September 22, 2017

Date

Metropolitan Transit Authority
Statement of Operations Compared to 2/28/17 Reforecast
For the Period Ending June 30, 2017
PRELIMINARY & UNAUDITED

	Actual Month	Month Reforecast	Month End Variance	F/ U	Prior Year Y-T-D	Actual Y-T-D	Reforecast Y-T-D	Y-T-D Variance	F/ U	Original Budget
Revenue from Operations:										
Passenger Fares	\$647,334	\$731,242	(\$83,908)	U	\$9,561,529	\$9,248,918	\$9,412,130	(\$163,212)	U	\$10,736,615
Access Ride	73,275	71,460	1,815	F	879,160	858,159	847,129	11,030	F	940,950
Contract Revenues	213,135	208,325	4,810	F	2,470,648	2,497,151	2,480,649	16,502	F	2,491,185
Advertising	88,967	68,140	20,827	F	1,140,723	1,007,651	979,609	28,042	F	700,000
Other Non-Trans Revenue	72,884	91,850	(18,966)	U	1,305,247	1,116,825	1,156,494	(39,669)	U	1,041,300
Total Operating Revenue	1,095,595	1,171,017	(75,422)	U	15,357,307	14,728,704	14,876,011	(147,307)	U	15,910,050
Federal/State/Local Income:										
Local Assistance	0	0	0	F	40,013,600	42,013,600	42,013,600	0	F	42,013,600
State Assistance	0	0	0	F	4,585,000	4,653,700	4,653,700	0	F	4,653,700
Federal Assistance - CMAQ	160,375	164,560	(4,185)	U	1,902,979	1,911,089	1,920,136	(9,047)	U	1,900,000
Federal Assistance - JARC/New Free	208,928	86,170	122,758	F	767,023	704,653	557,591	147,062	F	994,800
Total Assistance Income	369,303	250,730	118,573	F	47,268,602	49,283,042	49,145,027	138,015	F	49,562,100
Capital Revenue:										
Capital Operating Reimbursement	870,000	1,914,000	(1,044,000)	U	8,600,000	8,700,000	9,607,940	(907,940)	U	8,693,940
Capital ADA Reimbursement	250,000	0	250,000	F	2,500,000	2,500,000	2,500,000	0	F	2,500,000
Total Capital Income	1,120,000	1,914,000	(794,000)	U	11,100,000	11,200,000	12,107,940	(907,940)	U	11,193,940
Total Revenue	\$2,584,898	\$3,335,747	(\$750,849)	U	\$73,725,909	\$75,211,746	\$76,128,978	(\$917,232)	U	\$76,666,090
Expenses from Operations:										
Labor and Fringes	\$4,376,120	\$4,740,634	\$364,514	F	\$50,176,384	\$54,832,543	\$55,370,502	\$537,959	F	\$55,330,740
Services	1,035,924	668,575	(367,349)	U	8,772,809	8,017,345	7,664,065	(353,280)	U	6,861,150
Fuel	306,742	300,025	(6,717)	U	4,889,955	3,464,155	3,534,982	70,827	F	4,246,005
Parts, Materials and Supplies	637,960	480,039	(157,921)	U	5,708,115	5,791,091	5,436,332	(354,759)	U	5,946,500
Utilities	86,936	105,820	18,884	F	1,137,619	1,220,806	1,291,041	70,235	F	1,386,000
Casualty and Liability	(107,356)	188,670	296,026	F	2,211,043	1,939,283	2,240,319	301,036	F	2,060,000
Other	37,718	54,670	16,952	F	569,001	542,904	591,737	48,833	F	835,695
Total Operating Expenses	6,374,044	6,538,433	164,389	F	73,464,926	75,808,127	76,128,978	320,851	F	76,666,090
Surplus / (Deficit) before GASB 33	(\$3,789,146)	(\$3,202,686)	(\$586,460)	U	\$260,983	(\$596,381)	\$0	(\$596,381)	U	\$0
Capital Grant Revenue	2,999,337		2,999,337	F	7,342,390	7,258,833	7,258,833		F	0
Rental income - MCC Amortization	49,167		49,167	F	590,004	590,004	590,004		F	
Gain on Sale of Property	6,520,230		6,520,230	F	0	6,517,430	6,517,430		F	
Comprehensive Operational Analysis	(280,057)		(280,057)	U	0	(361,462)	(361,462)		U	
GASB OPEB Expense	(5,761,741)		(5,761,741)	U	(4,867,693)	(5,761,741)	(5,761,741)		U	
GASB 68 Pension Disclosure	(1,095,645)		(1,095,645)	U	1,292,478	(1,095,645)	(1,095,645)		U	
Depreciation	(1,375,622)		(1,375,622)	U	(16,067,870)	(16,176,419)	(16,176,419)		U	0
Surplus / (Deficit)	(\$2,733,477)	(\$3,202,686)	\$469,209	F	(\$11,449,708)	(\$9,625,381)	\$0	(\$9,625,381)	U	\$0

Metropolitan Transit Authority

Comparative Balance Sheets PRELIMINARY

	Month Ended June 30, 2017	Month Ended June 30, 2016
	(unaudited)	(audited)
CURRENT ASSETS		
Cash and cash equivalents	\$2,254,719	\$5,059,804
Receivables from federal, state and local government	5,028,295	4,543,177
Accounts receivable	1,744,529	1,304,145
Materials and supplies	3,096,646	2,557,325
Prepaid expense and other	754,835	734,269
Pension Deferred Outflow	6,412,991	6,255,597
Total Current Assets	19,292,015	20,454,317
PROPERTY AND EQUIPMENT		
Land	14,733,025	15,155,267
Building, shelter and benches	93,878,816	98,162,187
Revenue equipment and parts	121,291,561	119,985,539
Office furniture and equipment	4,098,720	3,805,885
Other	8,540,355	4,003,974
	242,542,477	241,112,852
Less: Accumulated Depreciation	(115,814,900)	(104,211,653)
Total Property and equipment, net	126,727,577	136,901,199
OTHER ASSETS		
Cash and investments for self-insurance and other	13,664,028	4,772,596
TOTAL ASSETS	\$159,683,620	\$162,128,112
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$3,277,698	\$2,881,475
Accrued expenses	6,089,065	5,517,064
Deferred revenue	46,466	44,296
Note Payable	2,850,000	4,500,000
Total Current Liabilities	12,263,229	12,942,835
NON-CURRENT LIABILITIES		
Deferred Revenue	9,147,465	9,737,469
Refundable Grants	5,185,951	3,750,231
Net Pension Liability	16,972,784	14,496,565
Pension Deferred Inflow	1,262,057	2,485,237
Net other postemployment benefits obligations	42,936,147	37,174,406
NET ASSETS		
Invested in capital assets	114,730,112	124,676,314
Reserve for capital purchases	510,717	737,747
Unrestricted	(33,699,461)	(32,422,980)
Current Year Surplus / (deficit)	(9,625,381)	(11,449,712)
Total Net Assets	71,915,987	81,541,369
TOTAL LIABILITIES AND NET ASSETS	\$159,683,620	\$162,128,112
Current Ratio	1.57	1.58
Quick Ratio	0.74	0.84
Working Capital	615,795	1,255,885

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

COMMITTEE ACTION ITEM

Item Number: OF-A-17-015

Meeting Date: 09/28/17

Item Title: RESOLUTION FOR FY2018 ANNUAL GRANT APPLICATIONS

BACKGROUND

The Nashville Metropolitan Transit Authority (Nashville MTA) has the authority to receive federal, state, and local financial assistance for transportation projects. In order for the Nashville MTA to apply and receive federal funds, the Nashville MTA must comply with Federal Certifications and Assurances and annually submit compliance in accordance to these terms.

Federal Transit Administration (FTA) funding sources are as follows:

5307 Urbanized Area Formula Funds

When the apportionment is made available, the Nashville MTA is eligible to use 5307 Urbanized Area Formula Funds along with the 10% State and 10% Local match. The FY2017 apportionment for the region was \$28,089,260 (total).

State Operating Assistance

The Nashville MTA is eligible for State operating assistance for FY2018 in the amount of \$4,723,500.

5339 Bus and Bus Facilities Formula Funds

The Nashville MTA is eligible to use Bus and Bus Facilities Formula Funds. Bus and Bus Facilities funds are for the replacement, maintenance, rehabilitation, and purchase of: buses, bus related equipment, and bus facilities. The FY2017 apportionment for the Nashville Urbanized Area, \$1,599,673 (80% Federal/10% State/10% Local), is currently available.

5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program (EMSID) Funds

The Nashville MTA is eligible to receive EMSID funds for projects that will enhance mobility for seniors and persons with disabilities beyond traditional services that are part of a locally developed and coordinated public transit human services transportation plan. At least 55% of the program funds must be used on capital projects and require a 20% State/Local match; operating assistance require a 50% State/Local match.

STAFF RECOMMENDATION

The attached resolution comprises the annual submittal of Certifications and Assurances for FTA funds and authorization to submit applications for grants with the FTA, the Tennessee Department of Transportation, and other grant funding entities.

It is requested that the Operations and Finance Committee recommend to the Board:

- Adopting the attached resolution;
- Authorizing the application for 5307, 5339, and 5310 funding and State/Local match;
- Authorizing the submittal of applications for State Operating Assistance and funding; and,
- Authorizing the submittal of applications and execution of contracts for any other federal, state, or local grant funding that may become available during the fiscal year 2017 for the benefit of the Nashville MTA.

Approved:



Chief Development Officer

September 22, 2017

Date

RESOLUTION #18-001

**A RESOLUTION AUTHORIZING THE FILING OF APPLICATIONS
WITH THE FEDERAL TRANSIT ADMINISTRATION AND THE TENNESSEE
DEPARTMENT OF TRANSPORTATION FOR FINANCIAL ASSISTANCE**

WHEREAS, the Metropolitan Transit Authority of Nashville and Davidson County is filing applications for funds with the Federal Transit Administration, the Tennessee Department of Transportation, and other grant contracting entities; and,

WHEREAS, the Federal Transit Administration is authorized to make grants for mass transportation projects under the Urban Mass Transportation Act of 1964, as amended; and,

WHEREAS, it is required by the United States Department Transportation that in conjunction with the filing of these applications that the applicant agree to comply with all Federal legislation, regulations, and guidance pertaining to the requested financial assistance; and,

WHEREAS, that since 1995, the Federal Transit Administration has consolidated Annual Certifications and Assurances and requires applicants to annually submit to compliance with said Certifications and Assurances;

**NOW, THEREFORE, BE IT RESOLVED BY THE METROPLITAN TRANSIT
AUTHORITY OF NASHVILLE AND DAVIDSON COUNTY**

SECTION 1: That the Chief Executive Officer of the Metropolitan Transit Authority is authorized to execute and file applications on behalf of the Metropolitan Transit Authority of the Metropolitan Government of Nashville and Davidson County with the Federal Transit Administration, the Tennessee Department of Transportation, and other grant contracting entities to aid in the financial assistance of capital projects and operations.

SECTION 2: That the Chief Executive Officer of the Metropolitan Transit Authority is authorized to execute and file with such applications an assurance or any other document required by the Federal Transit Administration, the Tennessee Department of Transportation, and other grant contracting entities effectuating the purposes of these grants.

SECTION 3: That the Chief Executive Officer of the Metropolitan Transit Authority is authorized to furnish such additional information as the Federal Transit Administration, the Tennessee Department of Transportation, and other grant contracting entities may require in connection with the applications or the projects.

SECTION 4: That the Chief Executive Officer of the Metropolitan Transit Authority is authorized to execute an agreement on behalf of the Metropolitan Transit Authority of Nashville and Davidson County with the Federal Transit Administration, the Tennessee

Department of Transportation, and other grant contracting entities to aid in funding of Metropolitan Transit Authority projects.

ATTEST:

Margaret Behm
Secretary

Stephen G. Bland
Chief Executive Officer

Date

Date

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

COMMITTEE ACTION ITEM

Item Number: OF-A-17-016

Meeting Date: 09/28/17

Item Title: TRAPEZE SOFTWARE MAINTENANCE & SUPPORT SOLE SOURCE APPROVAL

BACKGROUND

In 2015, the Nashville Metropolitan Transit Authority (Nashville MTA) completed the installation of Trapeze Transit Master Computer Aided Dispatch – Automatic Vehicle Location (CAD-AVL) System. This software is primarily used by Scheduling and Operations for data-voice communications, schedule adherence, passenger loads, open data, and OnStreet Sign information. This, along with other Trapeze transit software purchased and installed from 2002 to 2014, is being used for Operation's payroll, Customer Care call center, and AccessRide services.

Replacement or maintenance of these systems would be cost-prohibitive and changing to another vendor would require a complete change of these systems.

Trapeze Transit Software Maintenance and Support expenses for FY2018 are \$699,272 and are included in our Board-approved FY2018 Budget under Information Technology operations.

Since Trapeze Software – Maintenance and Support expenses are included in the Nashville MTA's Operational Budget, we will include this sole source expense and request for approval in our annual budget proposals going forward.

STAFF RECOMMENDATION

We request the Operations and Finance Committee recommend to the Board approval to enter into a sole source maintenance and support agreement for this system as well as additional software products provided by Trapeze Group.

Approved:



Chief Administrative Officer

September 22, 2017

Date

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

COMMITTEE DISCUSSION ITEM

Item Number: OF-D-17-025

Meeting Date: 09/28/17

Item Title: MONTHLY OPERATING STATISTICS

BACKGROUND

Attached are monthly operating statistics through July 2017.

CURRENT STATUS

Chief Operating Officer India Birdsong will review the statistics at the committee meeting.

Approved:



Chief Operating Officer

September 22, 2017

Date

MTA Operations Dashboard Report

	July 2017	July 2016	Pct. Change	Average Monthly Goals
Ridership				
Total Passengers				
Bus	661,673	695,362	-4.8%	
AccessRide (MTA)	24,884	23,681	5.1%	
AccessRide (Overflow/Taxi)	11,055	11,875	-6.9%	
AccessRide Total	35,939	35,556	1.1%	
Total	697,612	730,918	-4.6%	850,000
Passengers per Revenue Hour				
Bus	15.77	16.98	-7.1%	20
AccessRide	1.98	2.04	-2.9%	2.15
Total Scheduled Revenue Hours	54,508	52,569	3.7%	
Total Cost Per Scheduled Revenue Hour of Service	\$112.53	\$108.41	3.8%	
Safety				
Miles Between Total Accidents	49,919	34,542	44.5%	40,000
Miles Between Preventable Accidents	174,716	690,838	-74.7%	325,000
Preventable Accidents	4	1	300.0%	
Non-Preventable Accidents	10	19	-47.4%	
Internal Accidents	1	1	0.0%	
External Accidents	13	19	-31.6%	
Service Quality				
Bus Trip Completion Percentage	99.51%	99.76%	-0.3%	99.9%
AccessRide Trip Denials	0	0	0.0%	0.0%
Miles Between Road Calls	2,099	4,865	-56.9%	7,000
On-Time Performance				
Bus	88.22%	85.80%	2.4%	90.0%
Customer Care				
Passengers Carried Per Complaint				
Bus	5,804	6,100	-4.8%	8,000
AccessRide	733	773	-5.1%	950
Total Calls Received	25,544	25,394	0.6%	
Percent of Calls Answered	85.89%	96.20%	-10.3%	95.0%

MTA Operations Dashboard Glossary

Metric

Definitions

Ridership

Total Passengers

Bus

AccessRide (MTA)

AccessRide (Overflow/Taxi)

AccessRide Total

Total fixed route passenger boardings on all MTA operated services

Total paratransit passenger boardings on MTA vans

Total paratransit passenger boardings on 3rd party service providers

Total paratransit boardings (MTA vans and 3rd party service providers)

Passengers per Revenue Hour

Bus

AccessRide

Total Scheduled Revenue Hours

Total Cost Per Scheduled Revenue Hour of Service

Total fixed route passenger boardings divided by total scheduled fixed route revenue vehicle hours.

Total paratransit boardings on MTA vans divided by total scheduled paratransit revenue vehicle hours.

Total fixed route and paratransit scheduled revenue vehicle hours. Note: Revenue vehicle hours are total vehicle in-service hours excluding vehicle travel from the garage to the first timepoint (or pickup for paratransit) and from the last timepoint (or pickup) to the garage.

Total fully allocated cost to deliver service divided by the total scheduled revenue hours.

Safety

Miles Between Total Accidents

Miles Between Preventable Accidents

Preventable Accidents

Non-Preventable Accidents

Internal Accidents

External Accidents

Total number of miles travelled by all MTA revenue vehicles (fixed route and paratransit) divided by the total number of accidents.

Total number of miles travelled by all MTA revenue vehicles (fixed route and paratransit) divided by the total number of preventable accidents.

A motor vehicle collision, in which the Operator did not do everything reasonable to avoid a collision, committed an error or failed to react to the errors of others.

A motor vehicle collision in which the Operator committed no driving error and reacted reasonably to the errors of others.

A motor vehicle collision that occurs on Nestor or Myatt yard.

A motor vehicle collision that occurs outside of Nestor or Myatt yard.

Service Quality

Bus Trip Completion Percentage

Percentage of one-way fixed route revenue trips completed versus scheduled.

MTA Operations Dashboard Glossary

Metric	Definitions
AccessRide Trip Denials	Total number of paratransit trips that cannot be scheduled within one hour before or after the customer's requested pick-up time.
Miles Between Road Calls	Any mechanical failure, excluding farebox and accidents. Bus and AccessRide metrics will be reported separately.
On-Time Performance	
Bus	Percentage of total scheduled fixed route timepoint departures occurring between 59 seconds early and 5 minutes 59 seconds late.
Customer Care	
Passengers Carried Per Complaint	
Bus	Total fixed route passengers divided by total fixed route customer complaints.
AccessRide	Total paratransit (MTA and 3rd Party service providers) passengers divided by total paratransit customer complaints.
Total Calls Received	
Percent of Calls Answered	Percentage of calls received that were answered. Unanswered calls are calls that are lost for any reason once in the customer call phone queue.

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

COMMITTEE ACTION ITEM

Item Number: OF-A-17-017

Meeting Date: 09/28/17

Item Title: HEAVY-DUTY ADA PARATRANSIT VEHICLE REPLACEMENT PURCHASE

BACKGROUND

On May 17, 2017, Request for Proposal (RFP) 2015561 was issued and published to solicit proposals from suppliers and/or manufacturers to provide and procure heavy-duty ADA transit vehicles. The vehicles being solicited are intended for use by the widest possible spectrum of passengers, including those with physical disabilities. The low-floor version of these vehicles will also be utilized in fixed-route service in support of the Nashville Metropolitan Transit Authority (Nashville MTA) connector routes. As indicated in the original solicitation, the manufacturer or supplier will be responsible for the deliverables of new turnkey paratransit vehicles with various configurations, including all ancillary options such as radio communication devices, automated vehicle location (AVL), fare boxes, signage, parts and materials, training, and warranty options.

A total of four proposals were received, accepted and evaluated as being responsive. The evaluation committee was comprised of primary stakeholders and project owners from the Nashville MTA Operations and Maintenance divisions. The following suppliers submitted proposals on or before the August 21, 2017 due date:


1. Alliance Bus Group, Inc.
2. Central State Bus Sales, Inc.
3. Mid-South Bus Center
4. Shepard Bros, Inc.

The committee members evaluated and scored exercising independent judgement but deliberated as a group with a recommendation to award based solely on the evaluation criteria and factors specified in the solicitation. Central State Bus Sales, Inc. received the top score and ranked the highest. A Buy America Pre-Award Audit is ongoing and conducted by a third-party contractor. A letter of notice to proceed is pending Board approval and successful contract negotiations.

STAFF RECOMMENDATION

We request that the Operations and Finance Committee seek approval from the Board to provide the Chief Executive Officer authority to execute a contract with Central Bus Sales, Inc. for the attainment of paratransit vehicles. The proposed contract is written as a three-year contract with two additional one-year options for the purchase of up to 135 heavy-duty ADA paratransit vehicles from Central State Bus Sales, Inc. over the next five years. We also request that the Committee seek Board approval for an initial contract purchase of six low-floor vehicles at \$131,175 each and 13 high-floor vehicles at \$94,575 each for immediate replacement, totaling \$2,016,525. The cost per vehicle includes all prewiring of all ancillary equipment such as the fare box, AVL equipment, communication devices, security camera, and destination signage.

Approved:



Chief Operating Officer

September 22, 2017

Date

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

COMMITTEE ACTION ITEM

Item Number: OF-A-17-018

Meeting Date: 09/28/17

Item Title: MCC, NESTOR STREET AND MYATT DRIVE VAR LIGHTING PROJECT

BACKGROUND

The overall safety and appearance of the Nashville Metropolitan Transit Authority (Nashville MTA) buildings and grounds play a major part in our agency's ability to provide clean, safe and reliable public transportation options to the residents of Middle Tennessee. As a beginning step in the renovation and beautification of our buildings, the Facilities Maintenance department completed a thorough evaluation of the existing lighting in all the Nashville MTA facilities. In doing so, staff determined that the existing lighting equipment in the Nashville MTA facilities is quickly approaching its end of useful life. It is making illumination operability both poor in quality and expensive to maintain due to the requirement of continuous replacement of fluorescent and halogen lighting, bulbs and fixtures.

As part of the research process, the Nashville MTA Maintenance department installed new light emitting diode (LED) lighting in the Music City Central (MCC) bus bay area to assess the benefits of switching over to LED technology. It was determined that by switching to LED (motion sensor) lighting, the Nashville MTA may recoup substantial benefits, including cost savings, customer appreciation and safer operating habits over time. Since that pilot period, Nashville MTA staff has received positive feedback from both front-line staff and customers, expressing increased brightness and feeling of increased safety within the MCC terminal at night. In addition, Facilities Maintenance staff has also begun to track wattage usage and has observed a substantial energy savings over the past four months since installation.

Based off of the positive reaction to this pilot, the Nashville MTA issued solicitation via request for proposals for replacement and installation of all lighting on February 11, 2016. Two proposals (SmartWatt Energy, Inc. and Sylvania Lighting) were received as responsive and responsible. Evaluation of the proposals was conducted by primary stakeholders from the Nashville MTA Facilities Maintenance and Technology departments. As a group, the evaluation team deliberated in all categories of study and recommend awarding the project to SmartWatt Energy, Inc. in concurrence with the State of Tennessee contract.

STAFF RECOMMENDATION

We request that the Operations and Finance Committee seek approval from the Board to provide the Chief Executive Officer authority to enter into a contract with SmartWatt Energy, Inc. for the replacement and complete installation of VAR LED lighting. The proposed contract is written as a piggyback of the State of Tennessee's Value Added Reseller (VAR) master contract as a two-year contract with three additional one-year options. The proposed contract will also be written with a not-to-exceed amount of \$1,271,507.69 and a contingency amount of \$98,613.00.

Upon execution, this lighting project will be task based in accordance with project scope. The source of funding for this project will be comprised of 5307 funds and proceeds from the sale of Clement Landport.



Approved:



Chief Operating Officer

September 22, 2017

Date

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

COMMITTEE ACTION ITEM

Item Number: OF-A-17-019

Meeting Date: 09/28/17

Item Title: TAXI USA COMPLIMENTARY OVERFLOW FOR PARATRANSIT SERVICES

BACKGROUND

The Nashville Metropolitan Transit Authority (Nashville MTA) provides paratransit services through our AccessRide services using our own paratransit vans as well as back-up support from local taxi operators. In October 2013, the Board approved entering into a contract with Taxi USA of Tennessee for an initial three-year contract at a price not to exceed \$7.5 million over the term of the contract. In May 2016, the Nashville MTA approved the increase of the not-to-exceed price to \$9.1 million due to increased ridership. In October 2016, the first of two one-year options was approved for an additional \$2.5 million, extending the contract through October 31, 2017 and increasing the not-to-exceed price to \$11.6 million.

While the Board has been kept up to date about the additional dollars being spent on the overflow contract (also reflected through the FY2017 reforecast), we have not properly updated the master contract for record keeping purposes for the additional \$1.4 million that is needed to maintain services through October 31, 2017. This increase is required in large part due to higher costs that were incurred earlier in the year as a result of a shortage of Nashville MTA vehicle operators.

In order to maintain current levels of paratransit service, we are also seeking to exercise our second one-year renewal option, starting November 1, 2017 and ending on October 31, 2018, for an additional contract value of \$2.5 million. A significant portion of this extension was included in the FY2018 operating budget that the Board approved at the June 2017 Board meeting.

Current and ongoing utilization rates of overflow paratransit services will be monitored to determine any required additional increases to the contract value beyond the base \$2.5 million being requested in this second renewal option. Though we have made recent progress toward operating more AccessRide services using Nashville MTA vehicles and drivers, any future increase will be brought before the Board for approval in early 2018.

STAFF RECOMMENDATION

We request that the Operations and Finance Committee seek approval from the Board to approve the final one-year option with Taxi USA for overflow paratransit services at a cost not to exceed \$2.5 million and an additional \$1.4 million to maintain services on the existing one-year option.

Approved:



Chief Operating Officer

September 22, 2017

Date