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# **Operations & Finance Committee Meeting Agenda**

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

Thursday, July 27, 2017

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

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## **Operations & Finance Committee**

Walter Searcy,  
Chair  
Hannah Paramore  
Breen

1. Call to Order
  2. Discussion Items
    - a. Monthly Financial Report Compared to Reforecast – Ed Oliphant, CFO OF-D-17-019
    - b. Monthly Operating Statistics – Dan Freudberg, Director of Service Quality OF-D-17-020
  3. Action Items
    - a. Construction Services for Murfreesboro Pike Traffic Signal Priority Project-Tiger V – Julie Navarrete, CDO OF-A-17-013
  4. Other Business
  5. Adjourn
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# NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

## COMMITTEE DISCUSSION ITEM

Item Number: OF-D-17-019

Meeting Date: 07/27/17

Item Title: MONTHLY FINANCIAL REPORT COMPARED TO REFORECAST

Attached is a statement of operations for May compared to the reforecast and a balance sheet as of May 31, 2017.

### CURRENT STATUS

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

Approved:



*Chief Financial Officer*

*July 21, 2017*

*Date*

**Metropolitan Transit Authority**  
**Statement of Operations Compared to 2/28/17 Reforecast**  
For the Period Ending May 31, 2017  
**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	Annual Reforecast
<b>Revenue from Operations:</b>										
Passenger Fares	\$735,655	\$739,300	(\$3,645)	U	\$8,988,373	\$8,601,584	\$8,680,888	(\$79,304)	U	\$9,412,130
Access Ride	75,771	71,100	4,671	F	803,693	784,883	775,669	9,214	F	847,129
Contract Revenues	213,135	199,830	13,305	F	2,263,727	2,284,016	2,272,324	11,692	F	2,480,649
Advertising	80,823	71,730	9,093	F	1,019,675	918,684	911,469	7,215	F	979,609
Other Non-Trans Revenue	86,799	93,850	(7,051)	U	1,082,228	1,043,940	1,064,644	(20,704)	U	1,156,494
<b>Total Operating Revenue</b>	<b>1,192,183</b>	<b>1,175,810</b>	<b>16,373</b>	<b>F</b>	<b>14,157,696</b>	<b>13,633,107</b>	<b>13,704,994</b>	<b>(71,887)</b>	<b>U</b>	<b>14,876,011</b>
<b>Federal/State/Local Income:</b>										
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	155,600	4,775	F	1,743,412	1,750,714	1,755,576	(4,862)	U	1,920,136
Federal Assistance - JARC/New Free	101,469	88,340	13,129	F	635,812	495,725	471,421	24,304	F	557,591
<b>Total Assistance Income</b>	<b>261,844</b>	<b>243,940</b>	<b>17,904</b>	<b>F</b>	<b>46,977,824</b>	<b>48,913,739</b>	<b>48,894,297</b>	<b>19,442</b>	<b>F</b>	<b>49,145,027</b>
<b>Capital Revenue:</b>										
Capital Operating Reimbursement	7,830,000	7,693,940	136,060	F	0	7,830,000	7,693,940	136,060	F	9,607,940
Capital ADA Reimbursement	2,250,000	2,500,000	(250,000)	U	0	2,250,000	2,500,000	(250,000)	U	2,500,000
<b>Total Capital Income</b>	<b>10,080,000</b>	<b>10,193,940</b>	<b>(113,940)</b>	<b>U</b>	<b>0</b>	<b>10,080,000</b>	<b>10,193,940</b>	<b>(113,940)</b>	<b>U</b>	<b>12,107,940</b>
<b>Total Revenue</b>	<b>\$11,534,027</b>	<b>\$11,613,690</b>	<b>(\$79,663)</b>	<b>U</b>	<b>\$61,135,520</b>	<b>\$72,626,846</b>	<b>\$72,793,231</b>	<b>(\$166,385)</b>	<b>U</b>	<b>\$76,128,978</b>
<b>Expenses from Operations:</b>										
Labor and Fringes	\$4,798,800	\$4,827,893	\$29,093	F	\$46,322,616	\$50,456,422	\$50,629,868	\$173,446	F	\$55,370,502
Services	585,628	654,890	69,262	F	7,832,832	7,062,827	\$6,995,490	(67,337)	U	7,664,065
Fuel	315,638	302,026	(13,612)	U	4,460,362	3,157,413	\$3,234,957	77,544	F	3,534,982
Parts, Materials and Supplies	501,184	480,041	(21,143)	U	5,149,579	5,153,131	\$4,956,293	(196,838)	U	5,436,332
Utilities	89,868	105,855	15,987	F	1,039,298	1,133,871	\$1,185,221	51,350	F	1,291,041
Casualty and Liability	196,576	188,670	(7,906)	U	1,737,845	2,046,639	\$2,051,649	5,010	F	2,240,319
Other	26,881	54,706	27,825	F	535,336	505,187	\$537,067	31,880	F	591,737
<b>Total Operating Expenses</b>	<b>6,514,575</b>	<b>6,614,081</b>	<b>99,506</b>	<b>F</b>	<b>67,077,868</b>	<b>69,515,490</b>	<b>69,590,545</b>	<b>75,055</b>	<b>F</b>	<b>76,128,978</b>
<b>Surplus / (Deficit) before GASB 33</b>	<b>\$5,019,452</b>	<b>\$4,999,609</b>	<b>\$19,843</b>	<b>F</b>	<b>(\$5,942,348)</b>	<b>\$3,111,356</b>	<b>\$3,202,686</b>	<b>(\$91,330)</b>	<b>U</b>	<b>\$0</b>
Capital Grant Revenue	504,927		504,927	F	5,840,049	4,259,496		4,259,496	F	0
Rental income - MCC Amortization	49,167		49,167	F	540,837	540,837		540,837	F	
Depreciation	(1,319,526)		(1,319,526)	U	(14,391,609)	(14,803,597)		(14,803,597)	U	0
<b>Surplus / (Deficit)</b>	<b>\$4,254,020</b>	<b>\$4,999,609</b>	<b>(\$745,589)</b>	<b>U</b>	<b>(\$13,953,071)</b>	<b>(\$6,891,908)</b>	<b>\$3,202,686</b>	<b>(\$10,094,594)</b>	<b>U</b>	<b>\$0</b>

# Metropolitan Transit Authority

## Comparative Balance Sheets

	Month Ended May 31, 2017	Month Ended June 30, 2016
	(unaudited)	(audited)
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$6,530,326	\$5,059,804
Receivables from federal, state and local government	2,292,020	4,543,177
Accounts receivable	1,348,929	1,304,145
Materials and supplies	3,135,520	2,557,325
Prepaid expense and other	574,640	734,269
Pension Deferred Outflow	6,255,597	6,255,597
Total Current Assets	20,137,032	20,454,317
<b>PROPERTY AND EQUIPMENT</b>		
Land	15,155,267	15,155,267
Building, shelter and benches	98,292,284	98,162,187
Revenue equipment and parts	120,848,900	119,985,539
Office furniture and equipment	4,067,876	3,805,885
Other	7,193,936	4,003,974
	245,558,263	241,112,852
Less: Accumulated Depreciation	(118,937,101)	(104,211,653)
Total Property and equipment, net	126,621,162	136,901,199
<b>OTHER ASSETS</b>		
Cash and investments for self-insurance and other	6,310,009	4,772,596
<b>TOTAL ASSETS</b>	<b>\$153,068,203</b>	<b>\$162,128,112</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	\$2,636,318	\$2,881,475
Accrued expenses	7,002,829	5,517,064
Deferred revenue	46,839	44,296
Note Payable	350,000	4,500,000
Total Current Liabilities	10,035,986	12,942,835
<b>NON-CURRENT LIABILITIES</b>		
Deferred Revenue	9,196,632	9,737,469
Refundable Grants	5,242,416	3,750,231
Net Pension Liability	14,496,565	14,496,565
Pension Deferred Inflow	2,485,237	2,485,237
Net other postemployment benefits obligations	37,174,406	37,174,406
<b>NET ASSETS</b>		
Invested in capital assets	117,074,530	124,676,314
Reserve for capital purchases	716,798	737,747
Unrestricted	(36,462,459)	(32,422,980)
Current Year Surplus / (deficit)	(6,891,908)	(11,449,712)
Total Net Assets	74,436,961	81,541,369
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$153,068,203</b>	<b>\$162,128,112</b>
Current Ratio	2.01	1.58
Quick Ratio	1.01	0.84
Working Capital	10,101,046	7,511,482

# NASHVILLE METROPOLITAN TRANSIT AUTHORITY

OF NASHVILLE AND DAVIDSON COUNTY, TENNESSEE

## COMMITTEE DISCUSSION ITEM

Item Number: OF-D-17-020

Meeting Date: 07/27/17

Item Title: MONTHLY OPERATING STATISTICS

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### BACKGROUND

Attached are monthly operating statistics through May 2017.

### CURRENT STATUS

Director of Service Quality Dan Freudberg will review the statistics at the committee meeting.

Approved:



Chief Operating Officer

July 21, 2017

Date

# MTA Operations Dashboard Report

	May 2017	May 2016	Pct. Change	Average Monthly Goals
<b>Ridership</b>				
<b>Total Passengers</b>				
Bus	768,850	763,767	0.7%	
AccessRide (MTA)	27,428	23,204	18.2%	
AccessRide (Overflow/Taxi)	12,134	13,347	-9.1%	
AccessRide Total	39,562	36,551	8.2%	
<b>Total</b>	<b>808,412</b>	<b>800,318</b>	<b>1.0%</b>	<b>850,000</b>
<b>Passengers per Revenue Hour</b>				
Bus	17.55	18.26	-3.9%	20
AccessRide	2.01	2.07	-2.9%	2.15
Total Scheduled Revenue Hours	57,435	53,053	8.3%	
Total Cost Per Scheduled Revenue Hour of Service	\$106.31	\$106.51	-0.2%	
<b>Safety</b>				
Miles Between Total Accidents	45,754	51,713	-11.5%	40,000
Miles Between Preventable Accidents	173,865	879,116	-80.2%	325,000
Preventable Accidents	5	1	400.0%	
Non-Preventable Accidents	14	16	-12.5%	
Internal Accidents	1	0	N/A	
External Accidents	18	17	5.9%	
<b>Service Quality</b>				
Bus Trip Completion Percentage	99.68%	99.75%	-0.1%	99.9%
AccessRide Trip Denials	0	0	N/A	0.0%
Miles Between Road Calls	3,305	6,762	-51.1%	7,000
<b>On-Time Performance</b>				
Bus	86.80%	86.52%	0.3%	90.0%
<b>Customer Care</b>				
<b>Passengers Carried Per Complaint</b>				
Bus	6,200	7,368	-15.9%	8,000
AccessRide	807	761	6.0%	950
Total Calls Received	26,764	26,433	1.3%	
Percent of Calls Answered	96.00%	96.70%	-0.7%	95.0%

# MTA Operations Dashboard Report

	FY 2017	FY 2016	Pct. Change	Average Monthly Goals
<b>Ridership</b>				
<b>Total Passengers</b>				
Bus	8,510,216	8,748,574	-2.7%	
AccessRide (MTA)	276,862	267,667	3.4%	
AccessRide (Overflow/Taxi)	142,645	136,911	4.2%	
AccessRide Total	419,507	404,578	3.7%	
<b>Total</b>	<b>8,929,723</b>	<b>9,153,152</b>	<b>-2.4%</b>	<b>9,350,000</b>
<b>Passengers per Revenue Hour</b>				
Bus	18.48	20.13	-8.2%	20
AccessRide	2.03	2.11	-3.8%	2.15
Total Scheduled Revenue Hours	596,765	561,550	6.3%	
Total Cost Per Scheduled Revenue Hour of Service	\$109.34	\$112.64	-2.9%	
<b>Safety</b>				
Miles Between Total Accidents	42,361	43,617	-2.9%	40,000
Miles Between Preventable Accidents	315,517	322,457	-2.2%	325,000
Preventable Accidents	29	28	3.6%	
Non-Preventable Accidents	187	179	4.5%	
Internal Accidents	8	16	-50.0%	
External Accidents	198	191	3.7%	
<b>Service Quality</b>				
Bus Trip Completion Percentage	99.73%	99.18%	0.6%	99.9%
AccessRide Trip Denials	0	0	N/A	0.0%
Miles Between Road Calls	5,600	4,818	16.2%	7,000
<b>On-Time Performance</b>				
Bus	85.04%	84.50%	0.5%	90.0%
<b>Customer Care</b>				
<b>Passengers Carried Per Complaint</b>				
Bus	7,459	7,477	-0.2%	8,000
AccessRide	885	780	13.5%	950
Total Calls Received	291,147	294,427	-1.1%	
Percent of Calls Answered	96.00%	96.05%	-0.1%	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.
<b>On-Time Performance</b>	
Bus	Percentage of total scheduled fixed route timepoint departures occurring between 59 seconds early and 5 minutes 59 seconds late.
<b>Customer Care</b>	
<b>Passengers Carried Per Complaint</b>	
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.
<b>Total Calls Received</b>	
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-17-013

Meeting Date: 07/27/17

Item Title: CONSTRUCTION SERVICES FOR MURFREESBORO PIKE TRANSIT SIGNAL  
PRIORITY PROJECT – TIGER V

### BACKGROUND

The Nashville Metropolitan Transit Authority (Nashville MTA) was awarded a \$10 million Transportation Investment Generating Economic Recovery (TIGER) V Discretionary Grant from the United States Department of Transportation (USDOT). The grant, administered through the Federal Transit Administration (FTA), is for the implementation of the Transit Signal Priority (TSP) project on Murfreesboro Pike in Davidson County. The TIGER V grant program enables the USDOT to invest in critical national objectives for transportation infrastructure. The program has five long-term outcomes: safety, economic competitiveness, state of good repair, livability, and environmental sustainability.

This project is being advanced in partnership with the Tennessee Department of Transportation (TDOT), Metro Public Works, Planning, and Information Technology Services (ITS).

An Invitation-To-Bid was released on May 16, 2017 for the construction, installation, testing and integration of a fully functional interconnected traffic signal system that incorporates TSP technology. This project includes traffic and pedestrian improvements at 41 intersections along 11.7 miles of Murfreesboro Pike and Bell Road beginning at Charles Davis Boulevard and ending at Hickory Hollow Lane. Connectivity is accomplished with the installation of approximately 12 miles of fiber-optic cable connecting all intersections to the Howard Office Building. Traffic improvements include replacing older wooden poles and span wires with steel poles, mast arms, signal heads, controls and cabinets, and renewed lane striping. Pedestrian improvements include ADA compliance, crosswalks, audible signals, and connected sidewalks to Bus Rapid Transit (BRT) lite bus stops.

The following companies submitted acceptable bids which were opened publicly on the June 20, 2017 due date.

- |                              |                 |
|------------------------------|-----------------|
| 1. Stansell Electric Company | \$ 8,298,775.70 |
| 2. D.H. Elliot               | \$10,996,000.00 |

A Disadvantaged Business Enterprise (DBE) goal of 12% is set for this Contract. A 10% construction contingency has been set aside as part of the project budget to cover unforeseen conditions that may be encountered during construction. The contract is scheduled for completion no later than May 30, 2019.

**STAFF RECOMMENDATION**

Based on the lowest and most responsive bidder, we request the Operations and Finance Committee recommend to the Board to give the Chief Executive Officer the authority to enter into a contract with Stansell Electric Company for the construction of the Murfreesboro TSP project for a 22-month term at a cost not to exceed \$9.13 million which includes a 10% contingency.

*Approved:*



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*Chief Development Officer*

*July 21, 2017*

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*Date*