

**Tennessee State Library & Archives**  
 1001 Rep. John Lewis Way N., Nashville, TN 37219  
 October 26, 2023 | 2:30 p.m.

**Board Members:**

Gail Carr Williams, Chair  
Janet Miller, Vice Chair

Jessica Dauphin  
Kathryn Hays Sasser

Aron Thompson

1. Call to Order
2. Roll Call
3. Approval of the September 28, 2023, MTA Board Minutes
4. Public Comment
5. Special Recognition
  - Resolution Honoring the Contributions of Former MTA Member Walter T. Searcy III – Gail Carr Williams, Chair **M-A-23-034**    **P. 7**
6. **Information Only Items** – The following information is contained in the distributed Board packet for member review. There is no planned discussion of these items, but the staff is available for discussion should members have questions.
  - Monthly Financial Report Compared to Budget – Ed Oliphant, CFO **M-I-23-031**    **P. 8**
  - Monthly Operating Statistics – Andy Burke, COO **M-I-23-032**    **P. 11**
  - Upcoming Procurements Projects List – Vince Malone, COSA **M-I-23-033**    **P. 16**
7. **Consent Agenda Items** – Pursuant to recent discussions, these action items are routine in nature, tend to be repetitive year over year, and are described in the written agenda materials. As such, they would be voted on as a group to permit more time to discuss more unusual items. Any Board member can request that any item be removed from the Consent Agenda for further discussion, and the listed staff will be available for questions.
  - Industrial Parts Washer & Waste Disposal – Patrick Hester, Facilities Manager **M-A-23-035**    **P. 17**
  - Industrial Janitorial Supplies – Patrick Hester, Facilities Manager **M-A-23-036**    **P. 19**
  - Trapeze Additional Services – Dan Freudberg, Deputy COO - Op Systems **M-A-23-037**    **P. 21**
8. **Operations & Finance Committee – Jessica Dauphin, Chair**
  - Safety & Security Update – Nick Oldham, Chief Safety & Security Officer **OF-D-23-006**    **P. 22**
9. **New Initiatives & Community Engagement Committee – Janet Miller, Chair**
  - North Nashville Transit Center Update – Kia Lewis, Project Manager **NICE-D-23-007**    **P. 23**
  - Zero Emission Fleet Transition Plan – Andy Burke, COO **M-A-23-038**    **P. 24**
10. **CEO’s Report – Stephen G. Bland, CEO**
11. **Chair’s Report – Gail Carr Williams, Chair**
12. **Other Business**
13. **Adjournment**

**NASHVILLE METROPOLITAN TRANSIT AUTHORITY**  
**Board of Directors Meeting**  
**September 28, 2023**

I. **Call to Order:** The regular meeting of the Nashville Metropolitan Transit Authority (Nashville MTA) Board of Directors was held at the Tennessee State Library & Archives, located at 1001 Rep. John Lewis Way N., Nashville, TN 37219, on Thursday, September 28, 2023.

II. **Roll Call of Persons Present:**

Gail Carr Williams, Board Chair	Andy Burke, COO
Janet Miller, Vice-Chair	Vince Malone, COSA
Jessica Dauphin, Member	Nick Oldham, CSSO
Aron Thompson, Member	Felix Castrodad, Director of Planning & Grants
Margaret Behm, Board Secretary	Patrick Hester, Facilities Manager
Stephen Bland, CEO	Billy Higgins, Capital Grants Administrator
Monica Howse, Sr. Exec. Asst. & Board Liaison	

A quorum was established, and Board Chair Carr Williams called the meeting to order at 2:35 p.m.

III. **Approval of Minutes:** Vice-Chair Janet Miller moved to approve the August 24 Nashville MTA Board minutes. Aron Thompson seconded the motion, and the Board unanimously approved the minutes.

IV. **Public Comments:** Board Chair Carr Williams opened the floor for public comments. The public was reminded that comments were limited to three minutes. The following members of the public gave public comments:

- John Bull
- Darius Knight
- Jeremiah Wooten

V. **Informational Items:** The following items were presented for the board members' review.

- Monthly Financial Report Compared to Budget – No questions
- Monthly Operating Statistics – No questions
- Upcoming Procurement Projects List – No questions

VI. **Consent Agenda Items:**

- Resolution for FY2024 Annual Grant Application

Jessica Dauphin motioned to approve the Resolution for the FY2024 Annual Grant Application; Aron Thompson seconded the motion, and the Board unanimously approved this action item.

VII. **Operations & Finance Committee Report:** Committee Chair Jessica Dauphin presented the following items for discussion and action:

a. **MTA Legal Services (M-A-23-009):** Chief of Staff & Administration Vince Malone provided the following report:

Staff requested the Board to provide the Chief Executive Officer the authority to enter the following contracts, each with a five-year duration:

- Board Secretary and MTA General Counsel Services to Dodson Parker Behm and Capparella in an amount not to exceed \$500,000 over the 5-year contract period.

- Legal Services to Bradley Arant Boult Cummings in an amount not to exceed \$450,000 over the 5-year contract period.

Funding for these services will be incorporated into annual operating and capital budgets as required.

There was general discussion on this matter. Members of the Board expressed their appreciation for the great work WeGo has received from General Counsel Margaret Behm, as well as to The Bradley Firm for their work on recent real estate transactions.

Aron Thompson asked for clarification on WeGo's terms of agreement. Specifically, if five years was the standard term or not. Mr. Malone said it is standard terms and that WeGo has done this the last few times in the procurement process for legal services. He said that it helps build continuity and allows WeGo to continuously work with the Counsel to take care of matters that sometimes roll over from year to year. CEO Bland said that the MTA typically contracts for recurring professional services such as this with either a five-year term or a three-year term with two one-year renewal options. Five years is a standard maximum term for these types of contracts with respect to the Federal Transit Administration's Procurement Best Practices, although longer terms are permissible if there is a compelling reason.

Jessica Dauphin motioned to approve the MTA Legal Services; Janet Miller seconded the motion, and the Board unanimously approved this action item.

Margaret Behm thanked Board members and staff for the opportunity to provide MTA legal services. She values the work that she does with MTA (WeGo) and the relationships that have been established, and she looks forward to serving another five years.

Chair Carr Williams acknowledged the presence of Attorney Richard Warren from Bradley; he said he was glad to be present and grateful for the opportunity to work with MTA (WeGo) as well.

- b. **MTA Third Party Administrator Services (M-A-23-030)**: Chief of Staff & Administration Vince Malone provided the following report:

Staff requested the Board to authorize the Chief Executive Officer to enter into a contract with Charles Taylor in the amount of \$610,500.00 to provide Third Party Administrator services for accident and third-party liability claims with a duration of three years plus two additional one-year extension options for a total contract term of five years. Staff also requested a contingency for \$61,000 to be used solely at the agency's discretion if additional reporting and claims administration services are required. The total project budget of \$671,500 will be funded through annual operating funds over the five years.

There was no further discussion.

Jessica Dauphin motioned to approve the MTA Third Party Administrator Services; Aron Thompson seconded the motion, and the Board unanimously approved this action item.

- c. **Nestor Facility Eastside Sewer Line Contract Amendment (M-A-23-031)**: Facilities Manager Patrick Hester provided the following report:

Staff requested the Board to approve an increase of \$35,000.00 for additional sewer lines and pavement for the Nestor Facility Eastside Sewer Line Contract, resulting in a total contract value of \$370,000. Funds utilized for this project are a federal 5339 formula, with 10% state and 10% local match.

Janet Miller asked if this would be the end of the change orders. Patrick Hester said yes. Aron Thompson asked about leveraging this for future projects, and cost savings. Patrick Hester said WeGo would save for the underground storage tank removal project alone by doing these repairs. Now that WeGo has the underground storage tank team on site instead of an additional plumbing or utility service on-site, it's a further mobilization allows WeGo to design the sewer to be moved as well as the underground storage tank.

Aron Thompson asked if the amendment was to the existing contract, and Patrick Hester answered yes.

Jessica Dauphin motioned to approve the Nestor Facility Eastside Sewer Line Contract Amendment; Janet Miller seconded the motion, and the Board unanimously approved this action item.

- d. **System Security Assessment Contract (M-A-23-032)**: Chief Safety & Security Officer Nick Oldham provided the following report:

Staff requested the Board to provide the Chief Executive Officer the authority to enter into a contract with Marine Tiger Technologies for \$614,567.38 for 24 months, with a milestone for final recommendations at 12 months. Staff also requests a contingency for \$61,456.74 to be used solely at the agency's discretion to assist in implementing final recommendations for a total project budget of \$676,024.12. This project was part of the FY 2023 Capital Plan and will utilize Federal 5307 formula funding with 10% State and 10% local match.

There was a general discussion. The Board Chair asked if this was WeGo's first time doing anything like this. Nick Oldham said yes. Janet Miller asked if the agreement was only for the consultant phase and at a later time, more funds would be requested for equipment and operation impacts. Nick Oldham said yes; the consultant's report would likely result in future recommendations for expenditures in both the operating and capital budgets for system security-related projects and services.

Jessica Dauphin motioned to approve the System Security Assessment Contract; Aron Thompson seconded the motion, and the Board unanimously approved this action item.

- VIII. **New Initiative & Community Engagement Committee Report**: Committee Chair Janet Miller introduced the following items for discussion and action:

- a. **Adoption of the FY2024-2028 Capital Investment Plan (M-A-23-033)**: Director of Planning & Grants Felix Castrodad presented the following:

The Nashville Metropolitan Transit Authority's (MTA) Capital Investment Plan prioritizes needs, identifies funding sources, and sets timelines for MTA's capital projects over a five-year period. The plan outlines regulatory, state of good repair, and growth and expansion need that guide the Authority's future project development activity. Generally, projects identified in the plan's first year are relatively firm in scope and budget, while out-year projects are likely more conceptual.

Staff presented a recommended Capital Investment Plan for the period of FY2024-2028. Investments totaling approximately \$96 million are recommended in Year One (FY2024) of the plan, with a total project investment recommendation of \$321.2 million over the life of the plan. Projects identified in year One have access to full funding. Staff projects a balanced capital budget over five years while being relatively conservative in estimating future resources.

Staff requested the Board to adopt the attached FY2024-2028 Capital Investment Plan formally.

There was a general discussion about the direction of the plan, specific projects, and funding sources. Members expressed the desire that staff be “aggressive” in their requests for Capital Funding from our partners.

Janet Miller motioned to approve the Adoption of the FY20242028 Capital Investment Plan; Jessica Dauphin seconded the motion, and the Board unanimously approved this action item.

**IX. CEO's Report:** CEO Steve Bland provided the following report:

1. Fall service changes will go into effect this coming Sunday, including more frequent service on four routes, longer service hours on 11 routes plus Access, and five new WeGo Link zones. As a reminder, on October 1, WeGo will discontinue issuing magnetic fare media. Riders will still be able to ride with cash but will need exact fares and will only have access to free transfers and pass media through QuickTicket.
2. Work also continues at a good pace at the Ernest Rip Patton Jr. North Nashville Transit Center, with much activity visible. On Tuesday, October 24, WeGo will host a community meeting at the Bordeaux Public Library to report progress on the project and have the artist team discuss their preliminary designs. Kia Lewis will update everyone on this project at the October Board meeting.
3. CEO Bland thanked Board Members Gail Carr Williams and Jessica Dauphin for attending the FTA Region IV Celebration in Antioch on September 12. WeGo was joined by quite a few dignitaries and community residents to celebrate the \$5 million competitive grant that WeGo received from the Federal Transit Administration. Among the speakers were Federal Transit Regional Administrator Yvette Taylor, Mayor Cooper, Deputy Governor and TDOT Commissioner Butch Eley, and District Council Member Joy Styles. The next steps in this project involve the formal definition of site boundaries and a property agreement with Metro, after which WeGo can begin a community-engaged design process. While Dr. Yvette Taylor and the FTA were in town, WeGo also met with them on several ongoing projects and initiatives and were also able to perform site visits to the Ernest Rip Patton Jr. North Nashville Transit Center, East Bank, SoBro Transit Center Site, Murfreesboro Pike Corridor, the Antioch Transit Center site, and the completed Hillsboro Transit Center.
4. Regarding the transition to a new Mayor and Council, CEO Bland presented to the new Council Orientation session this past Saturday at the Music City Center—many thanks to Vice Mayor Angie Henderson for the invitation. After the orientation, WeGo attended a reception and got to meet many of the new members. Next week, CEO Bland will meet with the mayor and some of his staff relative to transit issues and the mayor’s transition team for mobility.
5. In addition to the larger meetings, WeGo has begun meeting one-on-one with several new Council Members based on their interest. Thanks to Monica Howse and Eric Beyer for coordinating these meetings.
6. Things have been a bit busy in Nashville lately, so unfortunately, CEO Bland had to miss the Tennessee Public Transportation Association annual meeting in Memphis. There was another strong showing at the Rodeo, although WeGo allowed the home team to walk off with some hardware. CEO Bland also reported that, fresh off her triumphant FTA Triennial Review, WeGo's own Grants Administrator Billy Higgins was awarded the "Urban Transit Support Employee of the Year" by TPTA. At this year's Rodeo, Scott Wallace won 3<sup>rd</sup> place in the cutaway van division, Joyce Banks placed 1<sup>st</sup> in the cutaway van division, Keven Sentes placed 3<sup>rd</sup> in the 30-foot bus division, and Troy Willis placed 2<sup>nd</sup> in the Bus Maintenance Division.
7. CEO Bland completed his service on the evaluation committee for Metro's East Bank Development Team Request for Proposals. The committee unanimously recommended Fallon Partners out of Boston to advance these projects.

8. CEO Bland joined Brent Elrod from Urban Housing Solutions and Evan Holladay of Holladay Properties – two leading affordable housing developers - at a panel discussion for a visiting delegation from Greenville, South Carolina, to discuss the linkages between affordable housing and public transportation.
9. CEO Bland thanked Working Group co-chair Aron Thompson for allowing WeGo to host a meeting of the Housing Affordability of the Urban Land Institute at WeGo Central this past month and inviting him to participate on this committee.
10. CEO Bland said that he was honored and delighted to attend the Annual Breakfast of Neighborhood Health at Belmont University this morning. Neighborhood Health is a non-profit committed to providing accessible, affordable, and comprehensive healthcare services to everyone. Still, it focuses on those in our society with the least access to traditional healthcare services. Beyond connecting with new and old friends, learning more about their mission, and hearing some truly inspirational stories, he was very proud to be joined by WeGo's PIO, Eric Melcher, and Operations Supervisor, David Eyler, to accept an award in recognition of the support WeGo Public Transit provided during the pandemic to help their client base access COVID Testing and Vaccination services, and to the homeless population of Nashville through our Cold Weather Card program. Thanks to Neighborhood Health CEO Brian Haile and their Board of Directors for this honor.
11. On the RTA side:
  - a. WeGo continues to advance work on negotiations for a joint development project at the RTA's Donelson Station site with an HG Hill and Southeast Ventures development team. We are working with our attorneys at Bradley and our Real Estate Advisors at Jones Long LaSalle to develop term sheets associated with negotiations while the developer advances other property acquisitions adjacent to the site. WeGo is also discussing a potential intersection realignment with this development team for a project across Donelson Pike, Metro Planning, and NDOT.
  - b. WeGo continues to advance land acquisition toward a permanent park-and-ride location in Murfreesboro. Earlier this month, WeGo received final environmental clearance from FTA on the project, allowing WeGo to enter real estate acquisition and design.
  - c. If Saturday wasn't exciting enough, with the Mayor's Inauguration, the Festival of Service, Transit Treks, and a free-fare day. It will be the first Nashville SC Game where WeGo is piloting direct service from Murfreesboro and Antioch to the game. More information is available on our web page.
  - d. The RTA's sunset hearing before the State Legislature's Commerce, Labor, Transportation, and Agriculture Joint Subcommittee of Government Operations will be held on October 19 at 9:00 a.m. Staff will accompany RTA Board Leadership to testify before the committee and to answer questions.
  - e. Usage of the WeGo Star to Tennessee Titans games was strong, with over 900 riders for the first home game.

**X. Chair's Report:** Board Chair Carr Williams presented the following report:

Chair Carr Williams talked a bit about the Antioch celebration, and she said seeing so many people in Nashville enjoying the planning and everything WeGo is doing was exciting. Of those in attendance were Councilwoman Joy Styles and Dr Yvette Taylor. She said she had the distinct pleasure of sitting next to Dr. Taylor during that meeting and was proud to hear her say Steve Bland is an example for so many other CEOs she works with within the Southeast Region of the FTA. Dr. Taylor also recognized Capital Grants Administrator Billy Higgins for her expertise and

professionalism. Dr. Taylor spoke highly of Ms. Higgins, how easy it was to work with her, and how she pays attention to details. She said that it is a pure joy to work with her. Chair Carr Williams acknowledged Ms. Higgins and said, on behalf of the Board and the staff, that she was glad that Ms. Higgins was given an award so that she could have a chance to see how people celebrate her excellent work. The Board and staff gave Ms. Billy Higgins a standing ovation for her outstanding work.

Chair Carr Williams said Nashville has a new administration of Mayor-Elect O'Connell. The Mayor's Inauguration will occur on Saturday, September 30 at the Diane Nash Plaza, adjacent to the courthouse, just across the street from WeGo, the Elizabeth Duff Transit Center.

In conclusion, Chair Carr Williams expressed how proud she is of Mayor-Elect O'Connell and remembered very distinctly when he was appointed to the MTA Board and served as Board Chair. It's great to be able to think all WeGo can do to support him. She recommended a Transit-free day to celebrate the work that he has done in this city for Transit, his support of Transit as a Councilperson, and his support of Transit as a board member as well. This is a good way to wish him well as he embarks at this time to lead the city.

Chair Carr Williams recommended the Board approve September 30, 2023, as "Transit Free Fare Day." throughout the entire We Go Public Transit system in Davidson County. Jessica Dauphin seconded the motion, and the Board unanimously approved this action item.

- XI. **Other Business:** There was no further business to come before this Board.
- XII. **Adjournment:** With no further business, Board Chair Carr Williams moved to adjourn the meeting, which adjourned at 3:59 p.m.

**Attested:**

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**Gail Carr Williams**  
*Chair*

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**Margaret L. Behm**  
*Secretary*

# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

## Board Action Item

Item Number:	M-A-23-034	Meeting Date:	10/26/2023
Item Title:	Resolution Honoring the Contributions of Former MTA Member Walter T. Searcy, III		

**Whereas**, Mr. Walter T. Searcy, III was originally appointed to the Board of Directors of the Metropolitan Transit Authority of Nashville and Davidson County on October 20, 2015, by Mayor Megan Barry (and filling the unexpired term of current Mayor Freddie O’Connell); and

**Whereas**, Mr. Walter T. Searcy, III served with distinction until June 2023; having been reappointed to a full term by Mayor David Briley in 2018; and

**Whereas**, during his service, Mr. Searcy provided outstanding guidance and inspiration to the Members and staff of the Authority; and

**Whereas**, his leadership as Chair of the Operations and Finance Committee led to significant improvements with respect to the Authority’s efforts – particularly as related to contracting opportunities for small, disadvantaged, and minority businesses; services for persons with disabilities; training and apprenticeship programs – and many others; and

**Whereas**, in addition to his Board leadership, Mr. Searcy has been a regular rider of WeGo Access and is a consistent advocate for its riders; and

**Whereas**, he is universally respected throughout the Greater Nashville community.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Metropolitan Transit Authority of Nashville and Davidson County that Mr. Walter T. Searcy, III be formally recognized and honored by the Board of Directors and the organization for his numerous contributions advocating for the improvement of public transportation; and

**BE IT FURTHER RESOLVED** that Mr. Walter T. Searcy, III free ride privileges as a Board Member be extended for his lifetime.

**APPROVED:**

\_\_\_\_\_  
*Board Secretary*

**10/26/2023**

\_\_\_\_\_  
*Date*



# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item     Committee Discussion Item     Committee Action Item     Board Discussion Item

Item Number:	M-I-23-031	Meeting Date:	10/26/2023
Item Title:	Monthly Financial Report Compared to Budget		

## BACKGROUND:

Attached is a statement of operations for the month of August 2023 compared to the budget and a balance sheet as of August 31, 2023.

Local Assistance revenues were abnormally high for August because the Metro Government transferred our subsidy request earlier than scheduled. Our September subsidy cash flow needs from Metro were expected to be transferred on September 2, 2023, but the transfer was inadvertently sent to MTA on August 31, 2023. Consequently, Local Assistance was higher than budgeted, and Cash on our Balance Sheet was abnormally high. This timing difference will correct itself in September's financial report.

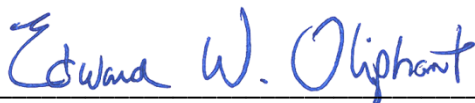
While Labor and Fringes expenses reflect a favorable variance compared to budget primarily as a result of open budgeted positions for operators, maintenance, and several administrative positions, there was also an increase in work comp expenses not readily apparent from looking at the financial summary. We are self-insured for work comp injuries, and due to a serious vehicle accident towards the end of August, an operator incurred significant injuries that required surgery and will require extensive therapy as he recovers. While the operator will thankfully recover from his injuries, our work comp reserve has been increased by approximately \$200,000 in anticipation of the expenses to be incurred over and above our average anticipated level of work comp expense. As our new third-party administrator for claims approved last month is transitioned in, we will continue to fine-tune what the ultimate reserve will need for this accident. As for the favorable variances in the other operating expense lines, you will also note that Casualty and Liability expense was unfavorable and increased significantly above budget. This, too, is related to the accident in which two other vehicles were involved, creating the need to increase our reserves on the liability side as well. We have excess work comp and liability coverage and do not anticipate any significant additional exposure above the reserve adjustments already made for this accident.

As of August 31, 2023, RTA owed Nashville MTA approximately \$480,000 for services provided to and from Rutherford County, as well as management fees and back office shared expenses related to the quick Ticket fare collection system due. This amount was unusually high because the end of the month for August fell in the middle of a week. MTA did receive approximately \$220,000 of that balance on September 2, 2023. MTA also had an account payable to RTA of approximately \$53,000 for fares collected, shared back-office expenses related to the Quick Ticket system, and WeGo Ride revenue sharing due.

## CURRENT STATUS:

Chief Financial Officer Ed Oliphant will be available to answer questions at the meeting.

## APPROVED:



Chief Financial Officer

10/26/2023

Date

**Metropolitan Transit Authority**  
**Statement of Operations Compared to Budget**  
For the Period Ending August 31, 2023  
**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	Annual Budget
<b>Revenue from Operations:</b>										
Passenger Fares	\$700,145	\$621,450	\$78,695	F	\$1,111,239	\$1,366,869	\$1,257,570	\$109,299	F	\$6,885,000
WeGo Access	53,475	61,740	(8,265)	U	93,904	109,899	115,950	(6,051)	U	637,640
Contract Revenues	265,490	267,535	(2,045)	U	475,942	487,643	492,230	(4,587)	U	2,922,790
Advertising	35,307	27,170	8,137	F	112,003	78,194	50,790	27,404	F	300,000
Other Non-Trans Revenue	134,887	115,625	19,262	F	120,980	241,204	226,820	14,384	F	1,363,240
<b>Total Operating Revenue</b>	<b>1,189,304</b>	<b>1,093,520</b>	<b>95,784</b>	<b>F</b>	<b>1,914,068</b>	<b>2,283,809</b>	<b>2,143,360</b>	<b>140,449</b>	<b>F</b>	<b>12,108,670</b>
<b>Federal/State/Local Income:</b>										
Local Assistance	17,000,000	9,500,000	7,500,000	F	14,000,000	24,000,000	17,000,000	7,000,000	F	74,690,900
State Assistance	0	0	0	F	0	0	0	0	F	5,314,300
Federal Assistance - CARES Act	0	0	0	F	0	0	0	0	F	6,539,540
<b>Total Assistance Income</b>	<b>17,000,000</b>	<b>9,500,000</b>	<b>7,500,000</b>	<b>F</b>	<b>14,000,000</b>	<b>24,000,000</b>	<b>17,000,000</b>	<b>7,000,000</b>	<b>F</b>	<b>86,544,740</b>
<b>Capital Revenue:</b>										
American Rescue Operating Reimbursement	0	0	0	F	0	0	0	0	F	593,470
Capital Operating Reimbursement	0	0	0	F	0	0	0	0	F	18,631,290
Capital ADA Reimbursement	0	0	0	F	0	0	0	0	F	2,750,000
<b>Total Capital Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>F</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>F</b>	<b>21,974,760</b>
<b>Total Revenue</b>	<b>\$18,189,304</b>	<b>\$10,593,520</b>	<b>\$7,595,784</b>	<b>F</b>	<b>\$15,914,068</b>	<b>\$26,283,809</b>	<b>\$19,143,360</b>	<b>\$7,140,449</b>	<b>F</b>	<b>\$120,628,170</b>
<b>Expenses from Operations:</b>										
Labor and Fringes	\$7,416,820	\$7,644,740	\$227,920	F	\$12,351,106	\$13,706,930	\$14,251,330	\$544,400	F	\$85,804,050
Services	1,121,510	1,213,050	91,540	F	1,873,100	1,951,137	2,212,340	261,203	F	15,084,160
Fuel	636,405	698,690	62,285	F	1,218,055	1,087,989	1,306,350	218,361	F	7,686,320
Parts, Materials and Supplies	653,612	639,440	(14,172)	U	1,125,716	1,005,071	1,209,330	204,259	F	7,139,980
Utilities	101,932	117,760	15,828	F	210,706	194,031	220,170	26,139	F	1,531,870
Casualty and Liability	346,469	200,430	(146,039)	U	430,468	586,082	440,860	(145,222)	U	2,645,180
Other	34,291	61,398	27,107	F	54,416	60,740	122,796	62,056	F	736,610
<b>Total Operating Expenses</b>	<b>10,311,039</b>	<b>10,575,508</b>	<b>264,469</b>	<b>F</b>	<b>17,263,567</b>	<b>18,591,980</b>	<b>19,763,176</b>	<b>1,171,196</b>	<b>F</b>	<b>120,628,170</b>
<b>Operating Surplus / (Deficit)</b>	<b>\$7,878,265</b>	<b>\$18,012</b>	<b>\$7,860,253</b>	<b>F</b>	<b>(\$1,349,499)</b>	<b>\$7,691,829</b>	<b>(\$619,816)</b>	<b>\$8,311,645</b>	<b>F</b>	<b>\$0</b>
Capital Grant Revenue	388,666		388,666	F	280,832	377,393		377,393	F	
Capital Grant Revenue -CARES Act	4,132		4,132	F	0	4,132		4,132	F	
Rental income - MCC Amortization	49,167		49,167	F	98,334	98,334		98,334	F	
Gain/(Loss) on Sale of Property	0		0	F	0	0		0	F	
GASB 87 Lease Interest Expense	(20,524)		(20,524)	U	(40,607)	(41,030)			U	
Depreciation	(1,895,081)		(1,895,081)	U	(3,906,506)	(3,796,819)		(3,796,819)	U	0
<b>Surplus / (Deficit)</b>	<b>\$6,404,625</b>	<b>\$18,012</b>	<b>\$6,386,613</b>	<b>F</b>	<b>(\$4,917,446)</b>	<b>\$4,333,839</b>	<b>(\$619,816)</b>	<b>\$4,994,685</b>	<b>F</b>	<b>\$0</b>

# Metropolitan Transit Authority

## Comparative Balance Sheets

	<b>Month Ended August 31, 2023</b>	<b>Month Ended June 30, 2023</b>
	(unaudited)	(unaudited)
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$8,251,745	\$4,766,148
Receivables from federal, state and local government	1,386,237	9,433,271
Accounts receivable	1,042,479	810,751
Materials and supplies	3,873,061	3,670,350
Prepaid expense and other	2,763,162	1,093,689
Pension & OPEB Deferred Outflow	34,548,339	34,548,339
Total Current Assets	51,865,023	54,322,548
<b>PROPERTY AND EQUIPMENT</b>		
Land	14,733,025	14,733,025
Building, shelter and benches	121,284,665	121,284,665
Revenue equipment and parts	210,204,257	210,023,772
Office furniture and equipment	6,934,113	6,934,113
Work-in-Progress	10,880,655	9,487,646
	364,036,715	362,463,221
Less: Accumulated Depreciation	(199,126,150)	(195,334,438)
Total Property and equipment, net	164,910,565	167,128,783
<b>OTHER ASSETS</b>		
North Nashville Property (Lease)	7,063,765	7,063,765
Cash and investments for self-insurance and other	350,003	350,003
<b>TOTAL ASSETS</b>	<b>\$224,189,356</b>	<b>\$228,865,099</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	\$3,284,307	\$4,859,920
Accrued expenses	7,312,865	7,183,437
Deferred revenue	231,974	290,683
Note Payable	0	7,000,000
Total Current Liabilities	10,829,146	19,334,040
<b>NON-CURRENT LIABILITIES</b>		
Deferred Revenue	5,509,107	5,607,441
North Nashville Lease Liability	7,049,599	7,049,599
Net Pension Liability	4,206,838	4,206,838
Pension & OPEB Deferred Inflows	24,580,424	24,580,424
Net other postemployment benefits obligations	79,108,586	79,108,586
<b>NET ASSETS</b>		
Invested in capital assets	159,401,458	154,521,342
Reserve for capital purchases	0	0
Unrestricted	(70,829,641)	(81,805,035)
Current Year Surplus / (deficit)	4,333,839	16,261,864
Total Net Assets	92,905,656	88,978,171
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$224,189,356</b>	<b>\$228,865,099</b>

	Current	> 30 days	> 60 Days	> 90 days	Total
Accounts Receivable	\$666,392 63.9%	\$308,158 29.6%	\$23,005 2.2%	\$44,924 4.3%	\$1,042,479 100.0%
Accounts Payable	\$3,192,194 97.2%	\$54,434 1.7%	\$21,288 0.6%	\$16,391 0.5%	\$3,284,307 100.0%

# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item     Committee Discussion Item     Committee Action Item     Board Discussion Item

Item Number:	M-I-23-032	Meeting Date:	10/26/2023
Item Title:	Monthly Operating Statistics		

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## BACKGROUND:

Attached are monthly operating statistics through August 2023.

Operations were affected in August by the continued closure of the Broadway bridge over the CSX Railway. Fortunately, this closure ended ahead of schedule in early September, and we are now running normal routes and schedules on the affected routes (primarily #3 West End and #7 Hillsboro).

August also saw the return of Metro School students and associated traffic and school zones. The start of the school year also contributes to a significant seasonal increase in ridership, with boardings increasing by approximately 100,000 compared to July.

With regard to staffing levels, we can now see the positive effects of the recent hiring of a number of mechanics previously employed by Yellow Freight. Maintenance position staffing levels are now over 90% for the first time in years. While it will take some time to fully train the new hires, they are coming in with a solid skillset from their previous experience.

## CURRENT STATUS:

Chief Operating Officer Andy Burke will be available for specific questions regarding the Monthly Operating Statistics at the committee meeting.

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## APPROVED:



Chief Operating Officer

10/26/2023

Date

# Operations Dashboard Report

	August 2023	August 2022	Pct. Change	Goal	Indicator
<b>Ridership</b>					
Bus Ridership	733,055	685,699	6.9%		
Access Ridership	34,321	31,920	7.5%		
Total Ridership	767,376	717,619	6.9%	700,000	●
Percentage of Pre-Pandemic Ridership	84.5%	79.0%	5.5%	85.0%	▲
<b>Productivity &amp; Efficiency</b>					
Bus Passengers per Revenue Hour	16.51	15.75	4.8%	16.00	●
Access Passengers per Revenue Hour	1.73	1.78	-2.8%	1.75	▲
Cost Per Scheduled Revenue Hour	\$171.60	\$155.18	10.6%	\$141.46	◆
<b>Safety</b>					
Total Collisions per 100,000 miles	4.8	5.4	-10.8%	4.8	●
Preventable Collisions per 100,000 miles	2.7	2.6	1.8%	1.6	◆
<b>Service Quality</b>					
Bus Trip Completion	99.88%	99.85%	0.03%	99.75%	●
Bus On-Time Performance	81.3%	85.3%	-4.0%	85.0%	▲
Access On-Time Performance	92.0%	92.2%	-0.2%	92.0%	▲
<b>Maintenance</b>					
Bus Miles Between Road Calls	6,193	6,419	-3.5%	6,000	●
Access Miles Between Road Calls	19,210	16,299	17.9%	18,000	●
<b>Customer Care</b>					
Bus Passengers per Complaint	3,507	5,079	-30.9%	4,000	◆
Access Passengers per Complaint	279	288	-3.0%	400	◆
Percent of Calls Answered	88.5%	93.2%	-4.7%	95.0%	▲
<b>Staffing</b>					
% of Operator Positions Filled	95.6%	93.0%	2.5%	95.0%	●
% of Maintenance Positions Filled	92.2%	78.7%	13.5%	95.0%	▲
<b>Customer Amenities</b>					
% of Stops with Shelters (including Central)	19.4%	17.2%	2.3%	18.0%	●
% of Boardings at Covered Stops (Including Central)	72.4%	71.7%	0.7%	73.0%	▲

● Exceeding Goal    ▲ Within 10% of Goal    ◆ More than 10% off Goal

Date Pulled On:

# Operations Dashboard Report

	FY2024 August 2023	FY2023 August	Pct. Change	Goal	Indicator
<b>Ridership</b>					
Bus Ridership	1,368,106	1,264,876	8.2%		
Access Ridership	64,023	59,027	8.5%		
Total Ridership	1,432,129	1,323,903	8.2%	1,400,000	●
Percentage of Pre-Pandemic Ridership	86.1%	79.6%	6.5%	85.0%	●
<b>Productivity &amp; Efficiency</b>					
Bus Passengers per Revenue Hour	15.81	14.87	6.3%	16.00	▲
Access Passengers per Revenue Hour	1.67	1.75	-4.6%	1.75	▲
Cost Per Scheduled Revenue Hour	\$158.46	\$152.32	4.0%	\$141.46	◆
<b>Safety</b>					
Total Collisions per 100,000 miles	5.4	4.5	18.6%	4.8	◆
Preventable Collisions per 100,000 miles	2.8	1.9	43.7%	1.6	◆
<b>Service Quality</b>					
Bus Trip Completion	99.86%	99.87%	-0.01%	99.75%	●
Bus On-Time Performance	81.8%	86.6%	-4.8%	85.0%	▲
Access On-Time Performance	93.1%	92.8%	0.2%	92.0%	●
<b>Maintenance</b>					
Bus Miles Between Road Calls	7,180	5,374	33.6%	6,000	●
Access Miles Between Road Calls	16,014	15,530	3.1%	18,000	◆
<b>Customer Care</b>					
Bus Passengers per Complaint	3,499	5,622	-37.8%	4,000	◆
Access Passengers per Complaint	302	312	-3.3%	400	◆
Percent of Calls Answered	91.2%	93.2%	-2.0%	95.0%	▲
<b>Staffing</b>					
% of Operator Positions Filled	96.5%	92.4%	4.1%	95.0%	●
% of Maintenance Positions Filled	87.0%	78.7%	8.3%	95.0%	▲
<b>Customer Amenities</b>					
% of Stops with Shelters (including Central)	19.4%	17.2%	2.3%	18.0%	●
% of Boarding at Covered Stops (including Central)	72.4%	71.6%	0.8%	73.0%	▲

● Exceeding Goal    ▲ Within 10% of Goal    ◆ More than 10% off Goal

Date Pulled On:

## Operations Dashboard Glossary

Metric	Definition
<b>Ridership</b>	
Bus	Total fixed route passenger boardings on all WeGo operated services
Access	Total paratransit boardings (WeGo vehicles and third-party service providers, and Access-on-Demand ridership)
Total	Total Bus & Access ridership combined
Percentage of Pre-Pandemic Ridership	Total ridership for the current period divided by total ridership for the same period in Fiscal Year 2019
<b>Productivity &amp; Efficiency</b>	
Bus Passengers per Revenue Hour	Total fixed route passenger boardings divided by total scheduled fixed route revenue vehicle hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public
Access Passengers per Revenue Hour	Total fixed route passenger boardings divided by total scheduled fixed route revenue vehicle hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public
Total Cost Per Scheduled Revenue Hour of Service	Total fully allocated cost to deliver service divided by the total scheduled revenue hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public
<b>Safety</b>	
Miles Between Total Collisions	Total number of Collisions divided by total number of revenue miles multiplied by 100,000. An Collision is defined as any time the vehicle makes contact with something other than the road resulting in any damage and/or injuries
Miles Between Preventable Collisions	Total number of Collisions determined to be preventable divided by total number of revenue miles multiplied by 100,000. A preventable Collision is defined as an Collision in which the Operator did not do everything reasonably possible to avoid the collision
<b>Service Quality</b>	
Bus Trip Completion Percentage	Percentage of one-way fixed route revenue trips completed versus scheduled. Includes partial missed trips
Bus On-Time Performance	Percentage of total scheduled fixed route timepoint departures occurring between 59 seconds early and 5 minutes 59 seconds late as recorded by the Automated Vehicle Location (AVL) system. Arrivals are used for on-time performance calculations for the last stop of the trip, with early arrivals at end of line considered as on-time
Access On-Time Performance	Percentage of total scheduled paratransit trips, not including Access-on-Demand or WeGo Link, where vehicle arrives no later than 59 seconds outside of the scheduled pick-up window

Date Pulled On:

## Operations Dashboard Glossary

Metric	Definition
<b>Maintenance</b>	
Bus Miles Between Road Calls	Any mechanical or system failure of any nature (excluding accidents) occurring on an MTA-operated vehicle in fixed route revenue service that causes the vehicle to be removed from service.
Access Miles Between Road Calls	Any mechanical or system failure of any nature (excluding accidents) occurring on an MTA-operated vehicle in paratransit (Access) revenue service that causes the vehicle to be removed from service.
<b>Customer Care</b>	
Bus Passengers Carried per Complaint	Total fixed route passengers divided by total fixed route customer complaints.
Access Passengers Carried per Complaint	Total paratransit (WeGo and third-party service providers) passengers divided by total paratransit customer complaints.
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.
<b>Staffing</b>	
% of Operator Positions Filled	Total WeGo Operators available divided by total number of operator positions budgeted for service. Part-time Access operators are not included
% of Maintenance Positions Filled	Total WeGo Maintenance positions available divided by total number of maintenance positions budgeted for service. All maintenance and cleaning positions for vehicles and facilities are included
<b>Customer Amenities</b>	
% of Stops with Shelters (including Central)	The total number of stops with shelters divided by total number of stops WeGo operates.
% of Sheltered Boardings (including Central)	The total number of riders who boarded with a shelter (including WeGo Central boardings) divided by the total number of riders for the time period.

Date Pulled On:



# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

## List of Upcoming Procurement Projects

Meeting Date: 10/26/2023

Item #: M-I-23-033

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**Project Name: Parking Garage Management Services**

- **Brief Description:** Parking garage management services for Central/ revenue contract.
- **Anticipated Publish Date:** October 2023
- **Estimated Project Value:** TBD

**Project Name: Pre & Post Vehicle Inspection Services**

- **Brief Description:** Pre and post-award audit services to ensure purchased rolling stock complies with the Buy America requirements.
- **Anticipated Publish Date:** October 2023
- **Estimated Project Value:** TBD

**Project Name: Express Bus Services (RTA)**

- **Brief Description:** Contract to provide express transportation services within the RTA 10-county region.
- **Anticipated Publish Date:** January 2024
- **Estimated Project Value:** TBD

**Project Name: Sidewalk/bus Platform Contractor**

- **Brief Description:** Contract to provide an on-call sidewalk/bus platform contractor to build sidewalks for the transit improvement project and State of Good Repair transit improvement projects.
- **Anticipated Publish Date:** January 2024
- **Estimated Project Value:** TBD

### CURRENT STATUS:

Pursuant to earlier Board discussions, staff will provide a rolling list of upcoming procurements to the Board on a monthly basis. Staff requests members make them aware of any potentially interested suppliers for planned procurement activity.

Unless there are questions from staff, no discussion is planned at the meeting. This material is provided for information only.

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**APPROVED:**

Chief of Staff & Administration

10/26/2023

Date

# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

## Board Action Item

<b>Item Number:</b>	<b>M-A-23-035</b>	<b>Meeting Date:</b>	<b>10/26/2023</b>
<b>Item Title:</b>	<b>Industrial Parts Washer and Waste Disposal Service</b>		

### BACKGROUND:

The agency operates (2) two maintenance garages, which include 167 buses, 91 cutaway vans, and a nonrevenue fleet. The Nestor and Myatt Facilities have a fueling station, bus wash, paint booth, and comprehensive maintenance shops. The agency also operates a Main Transfer Station (WeGo Central), Transit Centers (Hillsboro and upcoming North Nashville), Charging Stations, and Park-n-Ride locations.

The Industrial Parts Washer and Waste Removal Service aims to enhance operational efficiency, promote safety, and ensure compliance with environmental regulations.

- Industrial Parts Washers are needed to keep buses clean, maintain their components, ensure passenger safety, and provide a reliable transportation experience.
- Hazardous Waste Cleanup is essential to prevent environmental contamination, protect human health, comply with waste management regulations, and maintain a safe working environment.
- The Industrial Parts Washer and Hazardous Waste Service offers Additional Services essential to the overall operation, such as oil collection, vacuum trucks, waste disposal, field management, emergency response, and compliance services.

On May 25, 2023, The Industrial Parts Washer Request for Proposal (RFP) was published on WeGo's website and Transit Talent. The RFP was sent directly to Safety-Kleen Systems, Inc., Heritage Clean, RAMCO Equipment Corporation, and Parts Master. In connection with the DBE goal, no certified firms qualified in this line of work. Therefore, no evidence supported the establishment of a DBE project goal.

The agency received two responsive proposals by the June 22, 2023, deadline. Safety-Kleen Systems, Inc. and Heritage Crystal Clean, LLC were the two proposers. Upon review of the two proposals by the evaluation committee, it was decided to conduct interviews with each proposer. After completing the interviews, the agency requested each proposer's Best and Final Offer (BAFO). Their proposals and BAFO were evaluated on the following criteria: Company information, Minimum Qualifications, Experience, References, Understanding of the RFP, and Cost.

The evaluation committee found Safety-Kleen Systems the most advantageous, demonstrating their capability to meet the agency's need for industrial parts and waste disposal services. Safety-Kleen Systems' BAFO displayed more efficient cost savings and a wide range of amenities for service.

**Budget Allocation:**

<b>Requested Service</b>	<b>Budget</b>
Industrial Parts Washer & Vac Truck	\$100,000.00
Hazardous Waste Disposal	\$15,000.00
Additional Services	\$25,000.00
<b>Subtotal</b>	<b>\$140,000.00</b>
Contract Term	5
Total Budget	\$700,000.00
10% Contingency	\$70,000.00
<b>Total Contract Value</b>	<b>\$770,000.00</b>

This action item allows maintenance to enhance operational efficiency, improve equipment maintenance, and ensure safe and compliant hazardous waste disposal.

**RECOMMENDATION:**

We request the Board to provide the Chief Executive Officer the authority to enter a fixed-price contract with Safety-Kleen at a total cost of \$420,000 over the initial three-year contract term. We also request authorization for (2) two (1) one-year contract options valued at \$140,000 per option year for a total budget of \$700,000. The total not-to-exceed value over the life of the five-year contract is \$770,000, which includes a 10% contingency. Funding for this service is provided through Federal 5307 funds, with 10% State and 10% local as part of the Preventative Maintenance Budget in the Capital Plan.

**APPROVED:**

\_\_\_\_\_  
*Board Secretary*

\_\_\_\_\_  
**10/26/2023**  
*Date*

# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

## Board Action Item

Item Number:	M-A-23-036	Meeting Date:	10/26/2023
Item Title:	Industrial Janitorial Supplies - 2023115		

### BACKGROUND:

The Facilities, Transit Stop, and Vehicle Maintenance departments rely on an Industrial Janitorial Supplies contract to ensure consistency, quality, cost-effectiveness, compliance, expertise, and accountability. Maintaining a clean and hygienic environment is crucial for passengers' and employees' well-being and satisfaction. Cleaning is essential as it helps preserve assets, reduce costs, ensure safety and hygiene, comply with regulations, enhance customer satisfaction, and boost employee morale and productivity. The addition of Better Bus continues to lead to service expansions in all (3) three maintenance divisions, adding facilities, stops, and vehicles to sustain.

The agency currently maintains 191 buses, 67 cutaway vans, (4) four facilities, 287 shelters, and 1,566 stops. This does not include projects under design or construction or vehicles scheduled for delivery.

The Invitation to Bid (ITB) was published on the agency website and Transit Talent on August 9, 2023. The solicitation requested product supply and inventory management, quality assurance, and safety compliance, a 5-year purchase forecast per unit, and a bidder's discount for additional products catalog.

The project did not include a DBE participation goal. In connection with this project, Small, Minority, and Women-owned Business Enterprises (S/M/WBE), as well as Disadvantaged Business Enterprises (DBE), were strongly encouraged to participate in the capacity of the prime contractor. Historically, within catalog-based industries, efforts that included contract-specific S/M/W/DBE goals resulted in contracts with unattained commitments or bids unresponsive to the small business participation requirement. The ITB was directly released to 104 local janitorial S/M/W/DBE firms through diversity outreach efforts to provide project visibility for prime contracting opportunities. Of the five bids received, one was from a Veteran Owned Small Business.

The following five bids for Industrial Janitorial Supplies were received by the September 1, 2023, deadline.

Bidders	1 Year Unit Price Total
American Paper & Twine	\$116,372.89
Archie Supply	\$126,242.48
Kelsan	\$192,641.42
A-Z Office Resource, Inc	\$126,242.48
Malor & Company Inc. (partial bid)	\$12,207.10

Each proposer submitted a unit cost per the request; 4 vendors out of the 5 submitted a bid of 90% of the forecast items in the solicitation. American Paper & Twine CO proposed the lowest 5-year cost. Considering American Paper & Twine CO's proposed unit cost times the past six months' usage, the projected 5-year cost is over \$2.1M. The American Paper & Twine CO bid has been determined to be fair, reasonable, and responsive to the solicitation requirements, and their status with the agency is satisfactory with janitorial supplies and services.

**Budget Allocation**

<b>Maintenance Division</b>	<b>Budget</b>
Vehicle Maintenance	\$15,000.00
Facilities	\$15,000.00
Transit Stop	\$3,000.00
Monthly Average	\$33,000.00
Annual Average	\$396,000.00
3 - Year Term	\$1,188,000.00
2 - 1 Year Options	\$792,000.00
Total Budget	\$1,980,000.00
10% Contingency	\$198,000.00
<b>Total Contract Value</b>	<b>\$2,178,000.00</b>

Industrial Janitorial Supplies are integral to maintaining the organization's assets and providing a high-quality transit experience.

**RECOMMENDATION:**

We request the Board to provide the Chief Executive Officer the authority to enter into a fixed-price contract with American Paper & Twine CO to provide industrial janitorial supplies for a total contract budget of \$2,178,000. The contract term is three (3) years with two additional one (1) year term. Funding for this service is provided through Federal 5307 funds, with 10% State and 10% local as part of the Preventative Maintenance Budget in the Capital Plan.

**APPROVED:**

\_\_\_\_\_  
*Board Secretary*

\_\_\_\_\_  
**10/26/2023**  
*Date*

# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

## Board Action Item

Item Number:	M-A-23-037	Meeting Date:	10/26/2023
Item Title:	Trapeze Additional Services		

### BACKGROUND:

Trapeze Group software and hardware products are used by WeGo Public Transit for various transit services throughout the organization. Services include route scheduling, fixed route operations, Access, payroll, and real-time operations, including on-street signs and open data for 3<sup>rd</sup> party applications.

In August of 2022, the MTA Board of Directors approved Trapeze as a sole source supplier for purchases and support/warranty/maintenance expenses for Trapeze software products. In order to maintain Trapeze software and hardware while providing specific functional enhancements, staff are requesting the following sole source purchases:

#### Item to be purchased under existing spend authority approved by the Board in August of 2022:

- One-time purchase of North Nashville Transit Center real-time signs: **\$309,017\***

**\*The MTA Procurement Policy requires specific Board authorization for all sole-source procurements over \$150,000**

#### Items requiring the allocation of additional funds:

- One-time purchase of 186 additional Trapeze dispatch software licenses due to an increase in bus operator headcount: **\$261,981.**
- Three years of maintenance and support for 186 additional Trapeze dispatch software licenses due to an increase in bus operator headcount: **\$189,836.**
- Three years of Trapeze Yard Management licenses and support for the Yard Manager project approved in August of 2022: **\$375,000.**
- One-time Trapeze map upgrade and fixed route turn-by-turn: **\$200,000.**
- Three years of Trapeze map upgrade and fixed route turn-by-turn licenses and support: **\$45,000.**

### RECOMMENDATION:

Staff requests the MTA Board of Directors to provide the Chief Executive Officer the authority to approve the above sole-source procurements and support costs through Fiscal Year 2027 for an additional **\$1,071,817**, increasing the not-to-exceed value of the Trapeze contract from **\$6,164,563.70** to **\$7,226,380.70**. Funding is available through a combination of Federal, State, and Local sources. Annual support and maintenance expenses are part of the approved operating budget, and the MTA Capital Spending Plan includes replacement costs to meet State of Good Repair needs.

### APPROVED:

\_\_\_\_\_  
Board Secretary

10/26/2023

\_\_\_\_\_  
Date

# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item     Committee Discussion Item     Committee Action Item     Board Discussion Item

Item Number:	OF-D-23-006	Meeting Date:	10/26/2023
Item Title:	Agency Safety/Security Update		

## BACKGROUND:

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop plans that include the processes and procedures to implement Safety Management Systems. The plan must include safety performance targets that will be voluntarily shared with the Metropolitan Planning Organization (MPO) and the local Department of Transportation. The PTASP rule became effective on July 19, 2019. Consequently, FTA published a Dear Colleague letter on the same day to alert the transit industry of the July 20, 2020, safety compliance deadline. FTA issued a Notice of Enforcement Discretion on April 22, 2020, effectively extending the PTASP compliance deadline to December 31, 2020, due to the global Coronavirus pandemic. MTA published its initial version of the Agency Safety Plan on September 14, 2020.

The new Bipartisan Infrastructure Law amends FTA's safety program at 49 USC § 5329(d) by adding to the requirements of the Public Transportation Agency Safety Plan (PTASP). Under this new law, transit agencies that receive Section 5307 funds and serve an urbanized area with a population of 200,000 or more are required to establish a joint labor-management Safety Committee, a risk reduction program, new safety training requirements, and strategies to minimize exposure to infectious diseases consistent with the Centers for Disease Control and Prevention guidelines or a State health authority.

We formed the required joint labor-management Safety Committee in December of 2022. We have met quarterly to diligently assess our current safety protocols, identify vulnerabilities, and develop an updated plan to address them. A brief high-level overview of the recent activity in our Safety and Security departments, based on some recommendations from the Safety Committee, will be provided by Nick Oldham, Chief Safety and Security Officer, and copies of the update will be available for Board review.

## CURRENT STATUS:

Nick Oldham, Chief Safety and Security Officer will provide a brief high-level overview of the expected updates to our Agency Safety/Security Plan.

## APPROVED:



Chief Safety and Security Officer

10/26/2023

Date

# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item     Committee Discussion Item     Committee Action Item     Board Discussion Item

Item Number:	NICE-D-23-007	Meeting Date:	10/26/2023
Item Title:	Dr. Ernest Rip Patton Jr., North Nashville Transit Center Update		

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## BACKGROUND:

Over the past year, staff have been working diligently with ICF-Megen Contractors (General Contractor), Smith-Gee Associates (Architects), and VIVID1 (CA Team) to advance the construction of the Dr. Ernest Rip Patton, Jr., North Nashville Transit Center. This process has included numerous contractor and sub-contractor meetings, site inspections, detailed examinations of operating requirements, utility constraints, and regulatory requirements associated with the project. It has included two Art meetings with the North Nashville Community to review and comment on the designs for the facility. This is an essential project for the community and the future of transit in Nashville. The project schedule calls for the construction to be completed by Spring 2024.

## CURRENT STATUS:

Kia Lewis, Project Manager of Engineering & Construction, will provide an update at the meeting. The presentation will include aerial photos and an overview of the construction of the transit center, as well as associated issues and challenges with the project.

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## APPROVED:



Project Manager, Engineering & Construction

10/26/2023

Date



# Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

## Board Action Item

Item Number:	M-A-23-038	Meeting Date:	10/26/2023
Item Title:	Zero Emission Fleet Transition Plan – 2022096		

### BACKGROUND:

As part of the Authority's efforts toward sustainability, the Authority has previously deployed Low Emissions (Hybrid-Electric Diesel) and Zero-Emission (Battery Electric) buses in an effort to test zero-emission technology in live transit operations. Zero-emission vehicles are simply vehicles that utilize a propulsion technology that does not produce internal combustion engine exhaust or other emissions. For heavy-duty transit buses, the most promising emerging zero-emission technologies are Battery Electric and Hydrogen. The authority's experience with early generations of the technology has been "mixed." While our Battery Electric buses have offered a number of advantages, they also come with challenges and operational limitations relative to our current service profile. In order to support future decision-making for the Staff and Board in this realm, the Authority has programmed funds in a prior capital plan to undertake a Zero Emission Fleet Transition Plan.

The Zero Emission Fleet Transition Plan will comprehensively study fixed-route revenue buses, paratransit fleets, and nonrevenue support vehicle conversion options, along with associated infrastructure and operating plan changes and costs. Operating cost impacts will include, but not be limited to, labor, employee training, fuel and maintenance costs, facility capital upgrade needs and ongoing maintenance, and the effects on revenue streams. Of particular significance is the need for a rigorous analysis of service scheduling blocks with the various range limitations of zero-emission buses and the infrastructure for charging energy consumption and storage needs. Additionally, the financial analysis will consider the lifetime/lifecycle costs of the vehicles, anticipated fuel/energy costs compared to current fuel costs, payback periods, net present values (NPV), and time sensitivity. Of particular interest will be energy supply chains/continuity guarantees.

This agency has zero-emission vehicles already in its fleet as early adopters and has learned multiple lessons on this journey thus far. This plan will provide the agency with the necessary steps in determining the right path forward as it relates to a zero-emission fleet conversion, whether it be exploring battery electric or hydrogen fuel cells, a mixture of both, or continuing on our current path of clean-diesel, this plan will aid the agency in shaping up for its future. Apart from the necessary business planning purpose of this effort, a completed Zero Emission Fleet Transition Plan is a necessary prerequisite of the Federal Transit Administration (FTA) in order to be eligible for discretionary grant funding under the Agency's Low and No Emission Vehicle Grant Program (LoNo).

The Request for Proposals (RFP) notice was published on the WeGo, B2G, and Transit Talent websites beginning January 12, 2023. A pre-proposal conference, attended by 15 firms, was held on January 24. The project has a 10% DBE participation goal, and 218 DBE firms with certifications indicating they provide management and transportation-related consulting services were individually contacted. Ten proposals were received on the solicitation due date of February 17, 2023, with all proposals exceeding the DBE participation goal. Proposals were received from the following companies:

- AECOM
- Arcadis/IBI
- Guidehouse Solutions
- Hatch
- Jacobs
- Jones Lang LaSalle
- Quanta Technology
- Stantec Consulting
- STV
- WSP

Proposal evaluation criteria included project approach, team, and key personnel qualifications in providing zero emission fleet transition plans for similarly sized US public transit agencies with similar budgets and operating characteristics to WeGo, proposed project delivery schedule, and cost. The cost proposals ranged from \$258,952 to \$841,685, compared to the project's \$497,980 estimate.

Following a detailed review of the written proposals, the evaluation committee invited AECOM, Hatch, STV, and Stantec for interviews on May 31 and June 1. AECOM and Stantec were invited to submit Best and Final Offers. After review of the two firms Best and Final Offers, the committee unanimously selected Stantec as having the most responsive proposal at a price of \$334,702.88 with the team's strengths including the team's overall subject matter expertise, previous zero-emission transition plan work for similarly sized agencies including in Charleston, Santa Barbara, and Orange County (CA), the approach toward assessing the feasibility of a hybrid fleet and related facilities requirements, project schedule, and cost. The total DBE participation for this contract will be 31%, with minority woman-owned Fairpointe Planning providing transportation planning and public engagement services for 13% of the project value and minority male-owned Connico providing cost-estimating benefits for 18%. In addition, woman-owned consulting firm Wilmot will provide resiliency and power charging analysis for 6% of the project value.

In addition to the completion of the Zero Emission Fleet Transition Plan, this scope of services includes the development of program requirements for maintenance and operational facilities associated with training staff for the application of zero-emission technologies.

**RECOMMENDATION:**

Staff requests the Board to provide the Chief Executive Officer the authority to enter a professional services contract with Stantec to develop the Zero Emission Fleet Transition Plan in the amount of \$334,702.88 with a contingency amount of \$66,940.58 for a total contract budget of \$401,643.46. The base contract term is 18 months, with a milestone for final recommendations due at 12 months and one six-month extension option for 24 months. The study will be funded using Federal 5307 funds with state and local match.

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**APPROVED:**

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*Board Secretary*

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**10/26/2023**

*Date*