

Nashville MTA Board Meeting

Tennessee Bankers Association

211 Athens Way | Nashville, TN 37228

August 25, 2022 | 2:30 p.m.

Board Members:

Gail Carr Williams, Chair
Jessica Dauphin
Mary Griffin

Janet Miller, Vice Chair
Walter Searcy

1. Call to Order
2. Roll Call
3. Remarks by Mayor John Cooper of the Metropolitan Government of Nashville and Davidson County
4. Approval of the July 28, 2022, MTA Board Minutes
5. Public Comment
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-22-023 P. 8
 - Debt Obligation Notification – Ed Oliphant, CFO M-I-22-024 P. 12
 - Monthly Operating Statistics – Andy Burke, COO M-I-22-025 P. 16
 - Upcoming Procurement Projects List – Denise Richardson, Director of Procurement M-I-22-026 P. 21
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 for discussion of more unusual items. Any Board member can request that any item be removed from the Consent Agenda for further discussion, and listed staff will be available for questions.
 - Video Security System Contract Award – Rob McElhaney, IT Manager M-A-22-024 P. 23
 - Operations Enterprise Software System Support/Warranty Sole Source Contract - Rob McElhaney, IT Manager M-A-22-025 P. 24
8. **Operations & Finance Committee – Walter Searcy, Chair**
 - Quarterly Route Performance Report – Katie Freudberg, Scheduling and Planning Manager OF-D-22-019 P. 25
 - Memorandum of Understanding with Nashville Fairgrounds for Stop Improvement - Trey Walker, CDO M-A-22-026 P. 27
 - Amendment to Capital Improvement Plan and Construction Contract Award for Rip Patton North Nashville Transit Center – Trey Walker, CDO, and Denise Richardson, Director of Procurement M-A-22-027 P. 28
 - On Call Capital Program Support Services – Trey Walker, CDO, and Denise Richardson, Director of Procurement M-A-22-028 P. 30
 - Pension Overview – Ed Oliphant, CFO OF-D-22-020 P. 34
 - WeGo Central & Nestor Yard Management and Enhanced Vehicle Tracking - Dan Freudberg, Deputy COO – Operations Systems M-A-22-029 P. 40

9. New Initiatives & Community Engagement Committee – Janet Miller, Chair

- Fall Service Changes & Title VI Analysis – Felix Castrodad, Director Of Planning & Grants

M-A-22-030

P. 42

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
July 28, 2022

- I. **Call to Order:** The regular meeting of the Nashville Metropolitan Transit Authority (Nashville MTA) Board of Directors was held at the Tennessee Bankers Association, located at 211 Athens Way, Ste. 100, Nashville, TN 37228 on Thursday, July 28, 2022.

- II. **Roll Call of Persons Present:** Gail Carr Williams, Chair; Janet Miller, Vice-Chair; Mary Griffin, Member; Walter Searcy, Member; Jessica Dauphin, Member; Margaret Behm, Board Secretary; Chief Executive Officer Stephen Bland; Chief Financial Officer Ed Oliphant; Chief Administrative Officer Rita Roberts-Turner; Chief Operating Officer Andy Burke; Chief Development Officer Trey Walker; Director of Maintenance Carl Rokos, Deputy Chief Operating Officer-Operations Systems Dan Freudberg; Director of Planning & Grants Felix Castrodad, Director of Marketing & Communications Renuka Christoph, Procurement Administrator Denise Richardson and Board Liaison Monica Howse.

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

- III. **Approval of Minutes:** Jessica Dauphin made a motion to approve the June 23, 2022, MTA Board minutes; the motion was seconded by Vice-Chair Janet Miller and unanimously approved by the Board.
- IV. **Public Comments:** Chair Gail 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 had these comments:

Ms. Marcia Sanders-Patterson

Ms. Patterson's comments were as follows:

- Ms. Patterson requested that policies and procedures be changed for Access riders, especially for senior citizens and persons with disabilities. Currently, there is a 30-minute window for when the vehicle arrives, but only a five-minute window for passengers to be outside and ready to board. She said this is not good for senior citizens and persons with disabilities, as they cannot stand outside in 100-degree weather for long periods.
- Ms. Patterson's said the reservation process is wonderful, but customer service in the scheduling department is not too good.

- V. Ms. Patterson said that she's expressed concerns with customer service about the vans with Mobility Solutions not being suitable for people with disabilities.

- VI. **Informational Items:** There were no informational items on the packet that were pulled for discussion.

- VII. **Consent Agenda Items:** There were no consent agenda items this month.

- VIII. **Operations & Finance Committee Report:** Committee Chair Walter Searcy presented the following action items for approval:

- a. **WeGo Parking Lease Option (M-A-22-020):** CFO Ed Oliphant reported on the evolution of our lease with Premiere Parking (now called Metropolis) to manage the public parking garage at the Elizabeth Duff Transit Center at WeGo Central. At the outset of the pandemic, with parking patronage sharply reduced, we approved a rent abatement agreement with the contractor to allow them to sustain employment and maintain normal business operations. Like transit ridership, downtown parking is returning but is not yet close to pre-pandemic levels. Under the original rent abatement, MTA received 50% of gross parking revenues in lieu of a guaranteed amount. In February 2022 (with patronage increasing) Metropolis voluntarily

increased this to 75% of gross revenues. Following discussions with staff, Metropolis proposed that the 75% of gross revenues remain in effect until a trigger point of \$115,111 in monthly gross revenues is achieved consistently, at which time the original terms of the contract would be reinstated at the equivalent of the 4th year of the contract through the balance of 2022, and that we extend the contract through December 2023 with the original 5th year payment provisions in place for January 2023 – December 2023.

The Operations & Finance Committee recommended that the Board approve the proposed amendment with Metropolis Parking for the Parking Lease at the WeGo Central parking garage for the remainder of the calendar year 2022 with an option for the calendar year 2023 and it was unanimously approved by the Board without further discussion.

- b. **Purchase of 40 Body on Chassis Buses (M-A-22-021)**: Chief Operating Officer Andy Burke and Maintenance Director Carl Rokos presented the following:

Staff recommended the Board provide the Chief Executive Officer authority to approve a purchase contract for the purchase of Forty (40) replacement Body on Chassis Cutaway Buses from Southern Bus and Mobility for replacement vehicles used in WeGo Access service and on lower patronage fixed bus routes contingent upon the completion of a satisfactory Buy America pre-award audit of this specific vehicle prior to the execution of any purchase agreement. Twenty (20) of each configuration (Access and Fixed Route) would be acquired, with delivery spread to accomplish desired average fleet age goals.

The vendor submitted a price of \$157,695 per bus for 20 buses in the Access configuration, and \$197,317.75 for 20 buses in the fixed route configuration, which includes tools and training, for a total cost of \$7,100,255.00. As the final cost of the vehicles will be adjusted to reflect price increases, the project budget includes a 20% contingency (\$1,420,000) for a total budget of \$8,520,306. Funding for the replacement of Body on Chassis vehicles is currently available through grants made for this purpose by the Federal Transit Administration (FTA) under the Section 5307 urbanized area formula program, Tennessee Department of Transportation (TDOT) matching funds, and previously approved Capital Spending Plans of the Government of Metropolitan Nashville and Davidson County.

The Operations and Finance Committee made a recommendation to approve the Purchase of Forty (40) Replacement Body on Chassis Cutaway Buses and it was unanimously approved by the Board.

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

QuickTicket Update (NICE-D-22-019): Performance Oversight Manager, Bryan A. Williams, provided an overall project update, and Director of Marketing, Sales, and Communication Renuka Christoph provided an overview of ongoing marketing and sales efforts for QuickTicket.

WeGo Public Transit is currently in the deployment phase of the QuickTicket – Next Generation Fare Collection System project. Over the past few years, we have installed new fareboxes and smart media validators on all WeGo revenue vehicles, provided smart cards to customers, deployed the QuickTicket by WeGo mobile app, and deployed the software and hardware needed to power the system. QuickTicket allows customers to pay using a self-managed mobile application or reloadable smart card, which can be managed on the QuickTicket website. Payment across WeGo Local, Regional, and Train services are completed using a single phone or card scan.

Recent Activities:

- The official launch of WeGo Local and Regional service
- Discontinued sales of magnetic tickets at WeGo Central
- Migration of WeGo Ride (formally EasyRide) partners to QuickTicket

Since our launch in early February 2022, adoption has increased steadily and represented 38% of WeGo Local ridership in April 2022. Many of the core systems are functioning well and riders have accessed the benefits associated with an account-based system. As we move through the system launch, we continue to adjust QuickTicket to eliminate any barriers to accessing the system. This has positively positioned WeGo to develop a list of final tasks to be completed for contract completion.

Gail said that she recently noticed a WeGo Public Transit advertisement on her Nextdoor neighborhood app and thought that it was cool to see us out there and people are saying good things about it.

Janet asked what percentage would we claim as an “off-the-chain victory” or dream goal. CEO Bland said around the 80% range. Also getting Vanderbilt, schools, and some of our other business partners converted over will be essential to make a large dent in these numbers.

Mary asked if someone could buy a ticket for someone else to use. Bryan said yes. If a person gives someone access to their account information, that person will have the ability to add funds to it. He mentioned that WeGo is partnering with the homeless impact division on this as well.

There was no further discussion at this time.

- b. **Transit Origin-Destination Onboard Survey Award (M-A-22-022)**: Transit Planner Hannah Schaefer presented the following item for discussion and action:

Every 5 years, WeGo completes a systemwide Origin-Destination Survey which provides specific data about travel patterns, transit use, and socio-demographic information of transit riders. Not only does this process and resulting data satisfy FTA requirements for the Agency’s Title VI Equity Analyses for Major Service and Fare Changes, but it also provides valuable insights into who our riders are and where they are going to inform future service planning initiatives that best serve our community.

2022 On Board Passenger Survey will build upon the previously completed surveys from 2011 and 2017, which will aid staff in the following areas:

- Service expansions and amenity placement: the collected data will guide decision-making for where fixed routes will run and equitable placement of shelters and other amenities.
- nMotion Update: compare travel patterns over the last decade to inform future service initiatives and the agency’s service strategy over the next 5 – 20 years.
- Customer Attitudes: gauge general customer attitudes towards the service and WeGo’s recent service and other initiatives.
- QuickTicket: help identify what markets have not yet made the transition to the agency’s QuickTicket system to better align outreach efforts.
- Travel Demand Model: The Metropolitan Planning Organization’s regional travel demand model relies on transit origin-destination survey data collected in this effort to appropriately account for transit ridership in the region.

A Request for Proposals (RFP) was issued on May 18, 2022, to solicit proposals from consulting firms to provide a systemwide Transit Origin-Destination Survey. The solicitation was advertised on the Agency website, in Transit Talent, and B2G. The solicitation was sent directly to 10 (ten) consultant firms with backgrounds in transit data collection. Four firms participated in the May 25th pre-proposal conference. Two firms: ETC Institute and Michael Baker International submitted proposals on the due date of June 22, 2022, with the following proposed costs:

<u>Proposals</u>	<u>Proposed Cost</u>
1. ETC Institute	\$472,451.97
2. Michael Baker International	\$483,186.63

Each submitter was interviewed on June 28, 2022, to determine a final score for each based on technical ability to satisfy the full project requirements. Following a review of the written proposals and interviews and presentations from both firms, the Evaluation Committee unanimously agreed that the ETC Institute proposal offered an approach and schedule that best met the project needs.

Staff requested that the Board of Directors provide the Chief Executive Officer the authority to enter a professional services contract with ETC Institute to conduct the systemwide Transit Origin-Destination Survey in the amount of \$472,451.97. The total project term is 9 months with surveys to be conducted during the months of October and November 2022. The funding for the study comes from FTA's Section 5307 funds. The DBE participation in this contract will be 8% and will consist of the following:

- ANIK Inc. – Staffing Labor 4%
- Stat Team – Staffing Labor 4%

Chair Carr Williams suggested that Hannah work with Board Member Mary Griffin on the survey process; more specifically, the approaches to surveying non-English speaking customers and communities.

Walter Searcy asked Hannah Schaefer if she could provide the Board Members with the sample survey. Hannah said that a sample survey could be provided for the Board Members to review once developed.

The NICE Committee made a recommendation to approve the Transit Origin-Destination Survey-Onboard Survey Award and it was unanimously approved by the Board.

There was no further discussion at this time.

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

1. On July 27th, CEO Bland, Gail Carr Williams, Janet Miller, and Margaret Behm had the opportunity to review a draft outline of Board Governance recommendations with Doug Eadie following up on our May 19 workshop. Doug is going to produce a final draft for review with this committee again, and then the full Board will receive this information. We will likely review the material and have a significant discussion as an agenda item in the next 2 – 3 months.
2. At the July 19th meeting, the Metro Council unanimously approved both actions to formally rename WeGo Central after Elizabeth Duff and to name the North Nashville Transit Center after Rip Patton. Vice Mayor Shulman did an outstanding job commemorating the event by having members of both families join him at the podium to gavel in the meeting, and the members of both families who were present were formally recognized by the Vice Mayor. All Council Members asked to officially be listed as co-sponsors. With respect to WeGo Central and Elizabeth Duff, we have engaged our term contract architects from Smith Gee to help us design signage and other appropriate design elements to recognize her. We will engage the Duff family to help us in this regard, and you can also expect to see us have this on a future Board agenda for discussion and review of concepts.
3. With respect to the North Nashville project, there was much activity this month. We did receive two responsive construction bids and, as expected given the current global economic climate, both were significantly higher than the original project budget. Between now and the September meeting, we will be conducting due diligence on the apparent low bidder and revisiting our plan of finance for the project to identify additional funding sources. I anticipate that this can all be done in time for a recommended contract award at your next meeting.

4. Also relative to the North Nashville project, we awarded a contract this past month to the Don Hardin Group to serve as curator of the cultural programming aspects of the Center. These services will include elements such as public art, the historical accuracy of the events surrounding the Freedom Riders that we intend to commemorate in the Center, public engagement, and construction management support for the integration of these elements into center construction. As with the Duff family at WeGo Central, we will be inviting the Patton family into this process to properly recognize Mr. Patton in the facility.
5. We continue to be heavily involved with NDOT, the Mayor's Office, and Metro Planning on advancing mobility plans associated with pending East Bank development. The northern segment of this alignment will be moving fairly quickly, as Oracle is rapidly advancing plans for their campus with an expectation to break ground next year. Metro Planning expects to release a final East Bank Vision report in early August.
6. We were pleased to be joined by Mayor Cooper, Council Member Toombs, and Judge Rachel Bell at an event commemorating the completion of the 250th shelter in our system last week. This site was at 600 Revels Drive in Bordeaux, in front of the Faith United Missionary Baptist Church along the number 14 – Whites Creek Route. This project was funded with Metro Capital Spending dollars directed by the community as part of the Mayor's North Nashville Participatory Budgeting initiative. As part of the brief ceremony, Pastor Walker from the church spoke about the importance of public transportation to many of his members, and MTA Board Member Jessica Dauphin also provided some moving remarks about the impact of public transportation in the lives of individuals and its role in building communities. Thanks to Renuka Christoph and her team for staging the event, and special thanks to Trey Walker, Kia Lewis, D'nese Nicolosi, and their respective teams for a first-rate project.
7. Trey Walker is making slow but steady progress on resolving our bus shelter issues at the Fairgrounds. With completed Wingrove Street intersection redesign concepts from NDOT, he was able to complete the design of the outbound shelter. This will require an easement from the Fairgrounds, and we anticipate that action to come before their Board and your next month. On the inbound stop, we have hit a roadblock with Metro Water on our original design concept, so Trey Walker is working with the design team to downsize the station in the hope of being able to complete it entirely within the public right of way.
8. Nick Oldham has continued to convene meetings of our Operator Assault Task Force. This group has been very effective in developing recommendations for mitigation strategies to curb this issue, and several have been implemented already.
9. CEO Bland said that he participated in the Tennessee Public Transportation Association Board Planning Workshop in Pigeon Forge this month and he serves as Vice President of the Board. Major topics included the development of a legislative agenda for the upcoming legislative session, discussion of operator assault trends and mitigation strategies, staffing shortages, and the critical shortage of small bus chassis that Andy outlined. On this last issue, the Association will work with our Washington lobbyists and other trade groups to raise the profile of this issue at the FTA and in Congress.
10. On the RTA side:
 - a. A We received 7 proposals on a future visioning study for the WeGo Star. With changing commute patterns post-pandemic, and various growth and development opportunities along the Star corridor, we thought it was time to take a step back and assess the future direction of the Star. Although the study is specifically targeted at the Star, we do expect many of its findings to be more broadly applicable to all regional markets as begin to update the nMotion Plan later this year.
 - b. We received an unsolicited proposal for joint development of the Donelson Station property. The proposal was sufficiently strong that we are advancing it through our

unsolicited proposal process with an expectation to recommend a period of exclusive negotiation to the RTA Board in the near future.

- c. For those of you looking forward to the Big Machine Music City Grand Prix on August 7, the WeGo Star will be operating to get people to and from the event. It may not be as fast as the race cars, but it will be easier than driving and it's a whole lot less likely to crash. Tickets are still available.

CEO Bland availed himself of questions and there were none at this time.

XI. Chair's Report: Chair Carr Williams provided the following report:

Chair Carr Williams said that she was excited that we're getting close to having a working document to enhance our board work. She also said that she was excited about the support that we have from Metro Council for the naming of both of our facilities.

Chair Carr Williams acknowledged CAO Rita Roberts-Turner for her 5+ years of service with the WeGo Public Transit family. She said that this was Rita's last day with us and that she was going back to working in the legal arena. Rita received a plaque and was honored for the following contributions and accomplishments: she led community engagement efforts on the North Nashville Transit Center Project; she led the creation and successful evolution of our first business diversity plan; she developed our first in-house leadership development curriculum for mid-managers and supervisors; she helped in the creation and advancement of our Maintenance Apprenticeship Program; she was on the team that successfully negotiated two collective bargaining agreements with the Amalgamated Transit Union; she led the creation of our Chief Safety Officer position and (with Nick) developed our Safety Management Systems Plan, and she quietly handled dozens – if not hundreds – of contract, legal and Freedom of Information Act issues.

All members and staff joined Chair Carr Williams in a standing ovation for Ms. Roberts-Turner and all wished her well in her future endeavors!

XII. Other Business:

- a. **Board Ethics & Conflicts of Interest Review (M-I-22-022):** Board Secretary & General Counsel Margaret Behm reviewed the Code of Ethics and applicable procurement policies and procedures with the Board. The most recent code was adopted by the Board on June 19, 2007. The Code of Ethics is reviewed with all new Board members as they are appointed, and regularly reviewed with the full Board on an annual basis.

There was no further discussion at this time.

- b. **2022-23 Election of Nashville MTA Board Officers (M-A-22-023):** Board Secretary & General Counsel Margaret Behm presented the following:

Ms. Behm reported as Secretary of the Board it was her role to conduct the 2022-23 Election of Nashville MTA Board Officers. Currently, Gail Carr Williams and Janet Miller serve as the Chair and Vice Chair respectively for the Board.

The Board Secretary opened the floor for nominations; Mary Griffin nominated and made a motion that the current officers be retained for the FY2022-23 year, and it was unanimously approved by all board members to retain Gail Carr Williams as Board Chair and Janet Miller as Vice Chair.

Vice-Chair Janet Miller asked Chair Carr Williams if she could have the floor to speak. Ms. Miller acknowledged and congratulated Chair Carr Williams for being reappointed by the Mayor's office for another 5-year term on the Nashville Metropolitan Transit Authority Board. She said this also happens to be Gail's twentieth year of service on the Nashville Metropolitan Transit Authority Board. She, along with the other board members and staff presented Chair Williams with a 20-year crystal award and a leather bag to commemorate this milestone. The

board members, staff, and members of the public gave Chair Carr Williams a round of applause and a standing ovation.

- XIII. Adjournment:** With no further business, Chair Carr Williams called for a motion to adjourn the meeting, a proper motion was made and seconded and the meeting was adjourned at 4:38 p.m.

Attested:

Gail Carr Williams
Chair

Margaret L. Behm
Secretary

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

☐ Committee Discussion Item

☐ Committee Action Item

☒ Board Discussion Item

Item Number:	M-I-22-023	Meeting Date:	08/25/2022
Item Title:	Monthly Financial Report Compared to Budget		

BACKGROUND:

Attached is a statement of operations for the month of June 2022 as well as for the fiscal year to date compared to the budget and a balance sheet as of June 30, 2022.

These are preliminary annual financial statements that will be audited by our external auditors in the next couple of months. We still have two actuarial analyses outstanding for the Other Post-Employment Benefits and for the pension plan to confirm our year-ending pension liability, so there is potential for additional adjustments that may come from the audit or the actuaries. We will present these statements again in conjunction with the presentation of the final audit report.

We ended the fiscal year with a small operating deficit and under budget as it relates to some operating revenues and most operating expenses since the budget was based upon full operations and we ran reduced service levels through September 2021. The two expense lines that were over budget were the Labor and Fringes and Casualty and Liability claims. This was directly related to significant increases in our worker's compensation expenses and liability expenses as it related to an uptick in employee-related injuries and vehicle accidents, respectively, as well as increased actuarial reserves required for workers comp. We will be coming back to the board for a deeper dive into workers comp to report on the type of employee injuries we are experiencing and what actions our Safety Department is doing to address the increased injuries.

For the year, fare revenues outperformed budgeted numbers as we see continued recovery coming out of the pandemic. You will note there were negative variances for the year in contract revenues and the American Rescue Plan (ARP) revenues. As a reminder, these negative variances relate to RTA services provided by MTA to Rutherford County not being back to full service until October 2021 and ARP revenues were under budget due to the delay in implementation of planned Fall 2021 service enhancements as a result of the bus operator labor shortages we have experienced coming out of the pandemic. Those service increases were ultimately implemented in April 2022 and were fully funded through Metro Nashville's subsidy in the FY2023 budget subsidy.

You will note several negative operating expense variances for the month of June. Both Services Expense and Parts, Materials and Supply's variances relate to normal timing issues of when expenses were incurred but still being within budgetary limits for the year. As mentioned last month, the variance in fuel is related to the rapidly escalating fuel prices on the unhedged portion of our fuel program for the month but is still within budget for the year. We have corrected this for the FY2023 budget anticipating reasonably higher fuel costs for the unhedged portion going forward. As previously mentioned, Casualty and Liability Expense was due to an increase in estimated reserves related to vehicle accidents that occurred during the year.

As of May 31, 2022, RTA owed Nashville MTA approximately \$272,000 for services provided to and from Rutherford County as well as management fees due. MTA also had accounts payable to RTA of approximately \$35,000 for fares collected as well as WeGo Ride revenue sharing due.

CURRENT STATUS:

CFO Ed Oliphant will be available to answer questions at the meeting.

APPROVED:

Edward W. Oliphant

Chief Financial Officer

August 19, 2022

Date

Metropolitan Transit Authority
Statement of Operations Compared to Budget
For the Period Ending June 30, 2022
PRELIMINARY 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
Revenue from Operations:										
Passenger Fares	\$328,770	\$346,170	(\$17,400)	U	\$3,739,958	\$5,755,813	\$4,049,030	\$1,706,783	F	\$4,049,030
WeGo Access	48,307	48,560	(253)	U	513,902	650,765	513,250	137,515	F	513,250
Contract Revenues	223,024	330,510	(107,486)	U	1,703,019	2,477,856	3,081,550	(603,694)	U	3,081,550
Advertising	44,370	29,300	15,070	F	567,431	663,515	502,070	161,445	F	502,070
Other Non-Trans Revenue	294,970	110,420	184,550	F	428,896	1,427,658	1,336,065	91,593	F	1,336,065
Total Operating Revenue	939,441	864,960	74,481	F	6,953,206	10,975,607	9,481,965	1,493,642	F	9,481,965
Federal/State/Local Income:										
Local Assistance	0	0	0	F	27,315,700	51,835,900	51,835,900	0	F	51,835,900
State Assistance	0	0	0	F	5,098,600	5,170,200	5,098,610	71,590	F	5,098,610
Federal Assistance - CARES Act	3,679,224	903,315	2,775,909	F	27,629,554	4,138,253	3,618,135	520,118	F	3,618,135
Total Assistance Income	3,679,224	903,315	2,775,909	F	60,043,854	61,144,353	60,552,645	591,708	F	60,552,645
Capital Revenue:										
American Rescue Operating Reimbursement	0	6,151,590	(6,151,590)	U	0	21,222,190	23,303,190	(2,081,000)	U	23,303,190
Capital Operating Reimbursement	0	0	0	F	17,212,435	0	0	0	F	0
Capital ADA Reimbursement	0	0	0	F	2,625,000	0	0	0	F	0
Total Capital Income	0	6,151,590	(6,151,590)	U	19,837,435	21,222,190	23,303,190	(2,081,000)	U	23,303,190
Total Revenue	\$4,618,665	\$7,919,865	(\$3,301,200)	U	\$86,834,495	\$93,342,150	\$93,337,800	\$4,350	F	\$93,337,800
Expenses from Operations:										
Labor and Fringes	\$5,705,934	\$5,981,401	\$275,467	F	\$66,996,757	\$69,693,033	\$68,869,115	(\$823,918)	U	\$68,869,115
Services	1,223,869	952,745	(271,124)	U	9,053,368	10,853,296	11,129,395	276,099	F	11,129,395
Fuel	401,719	275,315	(126,404)	U	3,222,621	2,817,020	3,178,400	361,380	F	3,178,400
Parts, Materials and Supplies	790,717	502,910	(287,807)	U	4,915,924	5,651,568	5,832,870	181,302	F	5,832,870
Utilities	98,588	121,715	23,127	F	1,206,395	1,344,629	1,410,220	65,591	F	1,410,220
Casualty and Liability	672,026	185,730	(486,296)	U	2,299,334	2,967,315	2,318,600	(648,715)	U	2,318,600
Other	17,819	43,690	25,871	F	432,553	368,907	599,200	230,293	F	599,200
Total Operating Expenses	8,910,672	8,063,506	(847,166)	U	88,126,952	93,695,768	93,337,800	(357,968)	U	93,337,800
Operating Surplus / (Deficit)	(\$4,292,007)	(\$143,641)	(\$4,148,366)	U	(\$1,292,457)	(\$353,618)	\$0	(\$353,618)	U	\$0
Capital Grant Revenue	1,599,203		1,599,203	F	24,360,715	8,674,290		8,674,290	F	
Capital Grant Revenue -CARES Act	534,901		534,901	F	51,875	1,190,585		1,190,585	F	
Rental income - MCC Amortization	49,167		49,167	F	590,004	590,004		590,004	F	
Gain/(Loss) on Sale of Property	(298,624)		(298,624)	U	(111,022)	(298,624)		(298,624)	U	
GASB 75 OPEB Expense	0		0	F	(9,043,550)	0		0	F	
Depreciation	(2,711,539)		(2,711,539)	U	(21,628,352)	(24,293,804)		(24,293,804)	U	0
Surplus / (Deficit)	(\$5,118,899)	(\$143,641)	(\$4,975,258)	U	(\$7,072,787)	(\$14,491,167)	\$0	(\$14,491,167)	U	\$0

Metropolitan Transit Authority

Comparative Balance Sheets Preliminary

	Month Ended June 30, 2022 (unaudited)	Month Ended June 30, 2021 (Audited)
CURRENT ASSETS		
Cash and cash equivalents	\$3,780,301	\$5,291,154
Receivables from federal, state and local government	1,483,679	4,232,776
Accounts receivable	1,513,979	746,944
Materials and supplies	3,288,783	2,982,464
Prepaid expense and other	1,780,602	1,420,871
Pension & OPEB Deferred Outflow	29,001,549	29,001,549
Total Current Assets	40,848,893	43,675,758
PROPERTY AND EQUIPMENT		
Land	14,733,025	14,733,025
Building, shelter and benches	118,892,706	110,514,846
Revenue equipment and parts	187,050,821	193,189,375
Office furniture and equipment	6,377,272	6,145,705
Other	5,654,722	8,729,214
	332,708,546	333,312,165
Less: Accumulated Depreciation	(180,797,022)	(166,287,998)
Total Property and equipment, net	151,911,524	167,024,167
OTHER ASSETS		
Cash and investments for self-insurance and other	731,607	350,000
TOTAL ASSETS	\$193,492,024	\$211,049,925
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$3,081,908	\$1,929,138
Accrued expenses	7,351,558	7,718,662
Deferred revenue	99,427	57,547
Note Payable	0	3,000,000
Total Current Liabilities	10,532,893	12,705,347
NON-CURRENT LIABILITIES		
Deferred Revenue	6,197,445	6,787,449
Net Pension Liability	16,130,285	16,130,285
Pension & OPEB Deferred Inflows	3,132,430	3,132,430
Net other postemployment benefits obligations	103,168,732	103,168,732
NET ASSETS		
Invested in capital assets	145,714,079	157,236,718
Reserve for capital purchases	0	0
Unrestricted	(77,274,280)	(81,038,246)
Current Year Surplus / (deficit)	(14,491,167)	(7,072,790)
Total Net Assets	53,948,632	69,125,682
TOTAL LIABILITIES AND NET ASSETS	\$193,492,024	\$211,049,925

	Current	> 30 days	> 60 Days	> 90 days	Total
Accounts Receivable	\$1,428,447 94.4%	\$47,916 3.2%	\$9,180 0.6%	\$28,436 1.9%	\$1,513,979 100.0%
Accounts Payable	\$2,608,903 84.7%	\$419,078 13.6%	\$16,193 0.5%	\$37,734 1.2%	\$3,081,908 100.0%

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

☐ Committee Discussion Item

☐ Committee Action Item

☒ Board Discussion Item

Item Number:	M-I-22-024	Meeting Date:	08/25/2022
Item Title:	Debit Obligation Notification for Line of Credit Extension		

BACKGROUND:

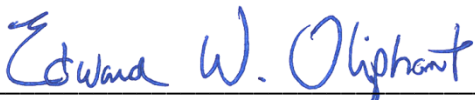
In June 2022, the Nashville Metropolitan Transit Authority (Nashville MTA) Board authorized Nashville MTA to enter into a 12-month extension of its existing line of credit loan starting at \$10 million with Fifth Third Bank with the possibility of increasing the loan up to \$20 million if needed. The Metro Council set Nashville MTA's borrowing limit at up to \$20 million through June 30, 2023, as stated in the city's FY2023 Budget Resolution which became effective July 1, 2022. The loan is needed due to possible delays in receiving FY2023 capital grant funding. We typically use a portion of this capital grant funding to pay for preventive maintenance and paratransit operating costs. While the FY2023 approved budget does not include the use of Federal grant funding for operating that is replaced with American Rescue Plan funding for FY2022 and FY2023 only, we still feel it is prudent to maintain the line of credit to potentially cash flow capital projects while waiting for confirmed capital funding availability. The State of Tennessee Comptroller's Office requires any public entity to submit a report of debt obligations to be filed within 45 days of entering into any debt agreement. It must also be presented to the governing body of the public entity and be included in a public meeting. A copy of the submission, which is included for reference, was filed with the Comptroller's Office on July 13, 2022, and an acknowledgment was received from the Comptroller's office on July 25, 2022.

STATUS:

We signed a twelve-month extension agreement for our Revolving Credit Promissory Note with Fifth Third Bank effective July 1, 2022, with a borrowing capacity from \$10 million to \$20 million, if needed, with an expiration of the note on June 30, 2023. This loan is needed to cover our cash flow needs through the remainder of the fiscal year ending June 30, 2023. The terms of the loan are as follows:

Term:	Twelve Months
Maturity Date:	June 30, 2023
Interest Rate:	Variable – Prime minus 1.35%
Legal Fee:	\$1,300 paid to Butler Snow Law Firm representing Fifth Third Bank
Non-Use Fee:	20 basis points on the daily unused principal amount of the note, charged quarterly. The maximum fee will not exceed \$20,000 on \$10 million and \$40,000 if the loan is increased to \$20 million.

APPROVED:



Chief Financial Officer

August 19, 2022

Date

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-134)

1. Public Entity: Name: <u>THE METROPOLITAN TRANSIT AUTHORITY</u> Address: <u>430 MYATT DRIVE</u> <u>MADISON, TN 37115</u> Debt Issue Name: <u>THE METROPOLITAN TRANSIT AUTHORITY</u> If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.																			
2. Face Amount: \$ <u>20,000,000.00</u> Premium/Discount: \$ _____																			
3. Interest Cost: _____ % <input type="checkbox"/> Tax-exempt <input type="checkbox"/> Taxable <input type="checkbox"/> TIC <input type="checkbox"/> NIC <input type="checkbox"/> Variable: Index _____ plus _____ basis points; or <input type="checkbox"/> Variable: Remarketing Agent _____ <input checked="" type="checkbox"/> Other: <u>PRIME less 1.35% and a Non-Use fee of 20 Basis Points, paid quarterly</u>																			
4. Debt Obligation: <input type="checkbox"/> TRAN <input type="checkbox"/> RAN <input type="checkbox"/> CON <input type="checkbox"/> BAN <input type="checkbox"/> CRAN <input type="checkbox"/> GAN <input type="checkbox"/> Bond <input checked="" type="checkbox"/> Loan Agreement <input type="checkbox"/> Financing Lease If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Division of Local Government Finance ("LGF").																			
5. Ratings: <input checked="" type="checkbox"/> Unrated Moody's _____ Standard & Poor's _____ Fitch _____																			
6. Purpose: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 10%;"></th> <th style="width: 50%; background-color: black; color: white; text-align: center;">BRIEF DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> General Government</td> <td>_____ %</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Education</td> <td>_____ %</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Utilities</td> <td>_____ %</td> <td>_____</td> </tr> <tr> <td><input checked="" type="checkbox"/> Other</td> <td><u>100.00</u> %</td> <td><u>LINE OF CREDIT</u></td> </tr> <tr> <td><input type="checkbox"/> Refunding/Renewal</td> <td>_____ %</td> <td>_____</td> </tr> </tbody> </table>				BRIEF DESCRIPTION	<input type="checkbox"/> General Government	_____ %	_____	<input type="checkbox"/> Education	_____ %	_____	<input type="checkbox"/> Utilities	_____ %	_____	<input checked="" type="checkbox"/> Other	<u>100.00</u> %	<u>LINE OF CREDIT</u>	<input type="checkbox"/> Refunding/Renewal	_____ %	_____
		BRIEF DESCRIPTION																	
<input type="checkbox"/> General Government	_____ %	_____																	
<input type="checkbox"/> Education	_____ %	_____																	
<input type="checkbox"/> Utilities	_____ %	_____																	
<input checked="" type="checkbox"/> Other	<u>100.00</u> %	<u>LINE OF CREDIT</u>																	
<input type="checkbox"/> Refunding/Renewal	_____ %	_____																	
7. Security: <input type="checkbox"/> General Obligation <input type="checkbox"/> General Obligation + Revenue/Tax <input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Tax Increment Financing (TIF) <input type="checkbox"/> Annual Appropriation (Financing Lease Only) <input type="checkbox"/> Other (Describe): _____																			
8. Type of Sale: <input type="checkbox"/> Competitive Public Sale <input type="checkbox"/> Interfund Loan <input type="checkbox"/> Negotiated Sale <input checked="" type="checkbox"/> Loan Program <u>LINE OF CREDIT</u> <input type="checkbox"/> Informal Bid																			
9. Date: Dated Date: <u>07/13/2022</u> Issue/Closing Date: <u>06/30/2022</u>																			

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-134)

10. Maturity Dates, Amounts and Interest Rates *:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2022-2023	\$ 20,000,000.00	PRIME less 1.35 %		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

* This section is not applicable to the Initial Report for a Borrowing Program.

11. Cost of Issuance and Professionals:

☐ No costs or professionals

	AMOUNT (Round to nearest \$)	FIRM NAME
Financial Advisor Fees	\$ 0	
Legal Fees	\$ 1,300	Butler Snow LLP
Bond Counsel	\$ 0	
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
	\$ 0	
Paying Agent Fees	\$ 0	
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 0	
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____%		
Take Down	\$ 0	
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 0	
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs _____	\$ 0	
TOTAL COSTS	\$ 1,300	

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-134)

12. Recurring Costs:☐ No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (If different from #11)
Remarketing Agent		
Paying Agent / Registrar		
Trustee		
Liquidity / Credit Enhancement		
Escrow Agent		
Sponsorship / Program / Admin		
Other <u>NON-USE</u>	<u>20</u>	<u>Paid Quarterly</u>

13. Disclosure Document / Official Statement:☒ None Prepared☐ EMMA link☐ Copy attached

or

14. Continuing Disclosure Obligations:

Is there an existing continuing disclosure obligation related to the security for this debt?

☐ Yes☒ No

Is there a continuing disclosure obligation agreement related to this debt?

☐ Yes☒ No

If yes to either question, date that disclosure is due

Name and title of person responsible for compliance

15. Written Debt Management Policy:

Governing Body's approval date of the current version of the written debt management policy

12/15/2011

Is the debt obligation in compliance with and clearly authorized under the policy?

☒ Yes☐ No**16. Written Derivative Management Policy:**☒ No derivative

Governing Body's approval date of the current version of the written derivative management policy

Date of Letter of Compliance for derivative

Is the derivative in compliance with and clearly authorized under the policy?

☐ Yes☐ No**17. Submission of Report:**

To the Governing Body:

on 08/25/2022

and presented at public meeting held on

08/25/2022

Copy to Director, Division of Local Govt Finance:

on 07/13/2022

either by:

☐ Mail to:Cordell Hull Building
425 Rep. John Lewis Parkway N., 4th Floor
Nashville, TN 37243-3400

OR

☒ Email to:LGF@cot.tn.gov**18. Signatures:****AUTHORIZED REPRESENTATIVE****PREPARER**

Name

Edward W. Oliphant

DocuSigned by:

Janet L Poynter

DocuSigned by:

Title

Chief Financial OfficerAccounting Manager

Firm

ed.oliphant@nashville.govjanet.poynter@nashville.gov

Email

07/13/202207/13/2022

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

☐ Committee Discussion Item

☐ Committee Action Item

☒ Board Discussion Item

Item Number:	M-I-22-025	Meeting Date:	08/25/2022
Item Title:	Monthly Operating Statistics		

BACKGROUND:

Attached are monthly operating statistics through June 2022. As this is the last month of the Fiscal Year, it is worth focusing on the fiscal year comparison numbers in addition to monthly changes to get an idea of longer-term trends.

Overall, yearly ridership finished at 65% of pre-pandemic levels for the fiscal year. However, in determining emerging trends, it is helpful to compare this to the monthly numbers, as well. June was at 80% of pre-pandemic levels, reflecting continued increases in ridership moving toward our historic norms. In the Quarterly Route Performance Report, Katie Freudberg will provide more detail on the trends we are seeing below the surface.

Although yearly on-time performance declined compared to the Fiscal Year 2020-2021 reflecting continually increasing traffic conditions, other key measures of reliability showed positive trends. For the fiscal year as a whole, bus trip completion percentage slightly exceeded our annual goal and improved over FY2020-21 while miles between road calls performed extremely well compared to both the prior fiscal year and goal.

Accident frequency is of some concern, with both miles between accidents for both total accidents and preventable accidents for the year to date. Within the next few months, Nick Oldham will provide the Board with more information on these trends and ongoing efforts to reduce accident frequency through our Safety Management Systems. It is important to note that the overwhelming majority of accidents are very minor in nature with respect to property damage, and generally do not involve injuries to employees or customers.

At the September Board meeting, we will spend some time discussing this report as we will be reporting the first month of the new fiscal year results and are reformatting the report consistent with prior discussion with the Board.

CURRENT STATUS:

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

APPROVED:



Chief Operating Officer

August 19, 2022

Date

Operations Dashboard Report

	June 2022	June 2021	Pct. Change	Average Monthly Goals
Ridership				
Total Passengers				
Bus	568,791	402,464	41.3%	
Access (WeGo)	19,185	17,635	8.8%	
Access (Overflow/Taxi)	5,867	3,693	58.9%	
Access-on-Demand *	3,250	3,198	1.6%	
Access Total	28,302	24,526	15.4%	
Total	597,093	426,990	39.8%	785,000
Percentage of Pre-Pandemic Ridership	80.8%	57.2%	23.6%	
Passengers per Revenue Hour				
Bus	13.56	11.04	22.8%	18
Access	1.79	1.60	11.9%	2.1
Total Scheduled Revenue Hours	52,673	47,461	11.0%	
Total Cost Per Scheduled Revenue Hour of Service	\$0.00	\$184.81	-100.0%	
Safety				
Miles Between Total Accidents	68,477	50,406	35.9%	36,000
Miles Between Preventable Accidents	342,386	302,434	13.2%	300,000
Preventable Accidents	2	2	0.0%	
Non-Preventable Accidents	8	10	-20.0%	
Total Accidents	10	12	-16.7%	
Service Quality				
Bus Trip Completion Percentage	99.82%	99.96%	-0.14%	99.50%
Access Trip Denials	0	0	0.0%	0
Miles Between Road Calls	6,848	5,401	26.8%	3,800
On-Time Performance				
Bus	87.6%	91.2%	-3.6%	85.0%
Access (WeGo)	91.6%	92.7%	-1.1%	89.0%
Access (Overflow/Taxi)	97.9%	97.4%	0.4%	89.0%
Access Total	93.2%	93.6%	-0.4%	89.0%
Customer Care				
Passengers Carried Per Complaint				
Bus	3,623	3,194	13.4%	6,000
Access	464	446	4.0%	600
Total Calls Received	22,203	19,114	16.2%	
Percent of Calls Answered	94.0%	94.5%	-0.5%	95.0%

* "Access on Demand service began March 2018"

Operations Dashboard Report

	FY2022 June	FY2021 June	Pct. Change	Average Monthly Goals
Ridership				
Total Passengers				
Bus	6,059,664	4,150,277	46.0%	
Access (WeGo)	222,017	173,260	28.1%	
Access (Overflow/Taxi)	50,663	43,436	16.6%	
Access-on-Demand *	33,329	36,203	-7.9%	
Access Total	306,009	252,899	21.0%	
Total	6,365,673	4,403,176	44.6%	9,420,000
Percentage of Pre-Pandemic Ridership	65.3%	44.7%	20.6%	
Passengers per Revenue Hour				
Bus	12.99	10.60	22.5%	18
Access	1.68	1.51	11.3%	2.1
Total Scheduled Revenue Hours	598,211	505,796	18.3%	
Total Cost Per Scheduled Revenue Hour of Service	\$125.63	\$161.10	-22.0%	
Safety				
Miles Between Total Accidents	38,682	45,215	-14.4%	36,000
Miles Between Preventable Accidents	219,936	398,458	-44.8%	300,000
Preventable Accidents	35	16	118.8%	
Non-Preventable Accidents	164	125	31.2%	
Total Accidents	199	139	43.2%	
Service Quality				
Bus Trip Completion Percentage	99.6%	99.1%	0.5%	99.5%
Access Trip Denials	0	0	0.0%	0
Miles Between Road Calls	6,735	4,889	37.8%	3,800
On-Time Performance				
Bus	87.8%	90.6%	-2.8%	85.0%
Access (WeGo)	91.8%	93.4%	-1.5%	89.0%
Access (Overflow/Taxi)	97.8%	97.4%	0.4%	89.0%
Access Total	93.0%	94.2%	-1.2%	89.0%
Customer Care				
Passengers Carried Per Complaint				
Bus	4,188	3,328	25.8%	6,000
Access	430	452	-4.7%	600
Total Calls Received	238,754	188,824	26.4%	
Percent of Calls Answered	94.8%	96.3%	-1.4%	95.0%

* "Access on Demand service began March 2018"

Operations Dashboard Glossary

Metric	Definitions
Ridership	
Total Passengers	
Bus	Total fixed route passenger boardings on all WeGo operated services
Access (WeGo)	Total paratransit passenger boardings on WeGo vehicles
Access (Overflow/Taxi)	Total paratransit passenger boardings on third-party service providers
Access on Demand	Total paratransit passenger boardings on Access-on-Demand service by third-party providers
Access Total	Total paratransit boardings (WeGo vehicles and third-party service providers, includes Access-on Demand ridership)
Passengers per Revenue Hour	
Bus	Total fixed route passenger boardings divided by total scheduled fixed route revenue vehicle hours.
Access	Total paratransit boardings on WeGo vans divided by total scheduled paratransit revenue vehicle hours.
Total Scheduled Revenue 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 Cost Per Scheduled Revenue Hour of Service	Total fully allocated cost to deliver service divided by the total scheduled revenue hours.
Safety	
Miles Between Total Accidents	Total number of miles travelled by all WeGo revenue vehicles (fixed route and paratransit) divided by the total number of accidents.
Miles Between Preventable Accidents	Total number of miles travelled by all WeGo revenue vehicles (fixed route and paratransit) divided by the total number of preventable accidents.
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.
Non-Preventable Accidents	A motor vehicle collision in which the Operator committed no driving error and reacted reasonably to the errors of others.
Internal Accidents	A motor vehicle collision that occurs on Nestor or Myatt yard.
External Accidents	A motor vehicle collision that occurs outside of Nestor or Myatt yard.

Operations Dashboard Glossary

Metric	Definitions
Service Quality	
Bus Trip Completion Percentage	Percentage of one-way fixed route revenue trips completed versus scheduled.
Access 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 Access 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.
Access (WeGo & Taxi/Overflow)	Percentage of total trips where vehicle arrives no later than 59 seconds outside of the scheduled pick-up window.
Customer Care	
Passengers Carried Per Complaint	
Bus	Total fixed route passengers divided by total fixed route customer complaints.
Access	Total paratransit (WeGo and third-party service providers) passengers divided by total paratransit customer complaints.
Total Calls Received	Percentage of calls received that were answered. Unanswered calls are calls that are lost for any reason once in the customer call phone queue.
Percent of Calls Answered	

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

List of Upcoming Procurement Projects

Meeting Date: 08/25/2022

Item #: M-I-22-026

Project Name: ITB - Nestor Sewer Modernization***

- Brief Description: This project has two components; each will be bid separately. The first bid will be for the installation of a new sewer line to serve the Nestor facility and to repave the project's disturbed pavement area. The second component will be a bid to stabilize and abandon an existing 48" sewer line running under the Nestor facility and permanently remediate the existing sinkhole
- Anticipated Publish Date: August 2022
- Estimated Total Project Value: \$750,000 - \$1,000,000
- ***Potential Small, Minority, and Woman-Owned Business participation (40 certified vendors)

Project Name: RFP - RTA Legal Services

- Brief Description: Legal Services for RTA
- Anticipated Publish Date: August 2022
- Estimated Project Value: \$250,000-\$275,000

Project Name: ITB Escalator Modernization or Replacement / Elevator & Escalator Maintenance

- Brief Description: The project seeks a contractor to provide an escalator modernization or replacement solution and to provide ongoing maintenance, repair, and related services for full-service elevators, escalators, and chair/platform lifts.
- Anticipated Publish Date: September 2022
- Estimated Project Value: \$1.5 million for escalator modernization or \$2.5 million for replacement and \$200,000 - \$250,000 per year for ongoing maintenance of all elevators and escalators at WeGo facilities

Project Name: Strategic Fuel Sourcing

- Brief Description: Long-term agreement for the fleet supply and delivery
- Anticipated Publish Date: September 2022
- Estimated Project Value: \$3,000,000 - \$4,000,000

Project Name: Call for Artist (Videographer/Photographer) Small Purchase via Quote

- Brief Description: Seeking artist to design and compose images into video graphics for internal display within the North Nashville Transit Center that depicts present iconic members and influential events in the North Nashville community.
- Anticipated Publish Date: December 2022
- Estimated Project Value: \$150,000

Project Name: Call for Artist (Mural) Small Purchase via Quote

- Brief Description: Seeking an artist to paint a mural at the North Nashville Transit Center that depicts the cultural fabric of the North Nashville community from a futuristic lens of hope, inclusion, and advancement.
- Anticipated Publish Date: December 2022
- Estimated Project Value: \$150,000

CURRENT STATUS:

Pursuant to earlier Board discussion, 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 of staff, no discussion is planned at the meeting. This material is provided for information only. Director of Procurement and Business Diversity Denise Richardson will be available to respond to any questions.

APPROVED:

Denise Richardson

Director of Procurement & Business Diversity

August 19, 2022

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-22-024	Meeting Date:	08/25/2022
Item Title:	Video Security System Contract Award		

BACKGROUND:

Through a competitive request for proposals process, Eye In The Sky was awarded a \$367,812 video security systems contract with a five-year base term which included a 5% DBE Goal and five additional one-year renewal options. The base term expires in August 2022. The contract scope includes new installations, software licensing, equipment replacement and upgrades, and ongoing maintenance. The video security system supplements the physical security presence of security officers at the various WeGo Public Transit fixed facilities and provides real-time monitoring and video documentation supporting customer and employee safety, crime prevention, and incident investigation. Video surveillance on board our buses are handled under a separate agreement. Current installations include Elizabeth Duff Transit Center at WeGo Central, the Nestor Bus Operating Facility, Myatt Administrative Facility, and Hillsboro Transit Center. The proposed contract extension will also include planned video surveillance equipment for the Rip Patton North Nashville Transit Center. Once this facility comes online, there will be just under 300 cameras in this system.

Real-time and recorded digital video from this equipment is currently used by WeGo Safety, Operations, and Maintenance Departments as an investigative tool for incidents such as customer complaints, slips, falls, and vehicle accidents. Historically, it has also provided valuable assistance to the Metro Nashville Police Department in its investigation of missing person reports and criminal activity.

RECOMMENDATION:

We request that the Board approve an additional five-year term with Eye In The Sky in an amount not to exceed \$802,312 for the Video Security Contract in order to maintain security video surveillance service needs through August 2027 as permitted in the original procurement. Funding for this contract will be through a combination of budgeted operating funds for routine maintenance and capital funds for specific projects (such as the Rip Patton North Nashville Transit Center) as they are brought on-line.

APPROVED:

Board Secretary

August 25, 2022

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-22-025	Meeting Date:	08/25/2022
Item Title:	Operations Enterprise Software System Support/Warranty Sole Source Contract		

BACKGROUND:

Trapeze Group and Vontas Enterprise software and hardware products are used by WeGo Public Transit to support a wide variety of transit services throughout the organization. Examples include route scheduling, fixed route operations, Access scheduling, payroll, analytics and reporting, call center operations, and real-time information for bus operators, supervisors, maintenance, administrative staff, and customers.

In October 2019, the MTA Board of Directors approved a sole source support/warranty and maintenance agreement for Trapeze software products for three years totaling \$2,769,544. This contract covers routine system support and upgrades, and support for additional related projects such as the Murfreesboro Pike Corridor Transit Signal Communication software, upgrades to data network communications, and electronic bus arrival signage at Hillsboro Transit Center.

To maintain Trapeze software and hardware services, WeGo requires ongoing support from Trapeze\Vontas as a sole source supplier. Staff is proposing a 5-year agreement including software and hardware for support/warranty and maintenance replacement parts. The value of this agreement is \$4,535,967. with a 10% contingency, for a total value of \$4,989,564. These funds will specifically support ongoing operational expenses associated with maintaining existing systems and (as such) will be incorporated into current and future operating budgets to be considered by the Board. Additional purchases to support capital projects such as upgrades to technology, fleet expansion, and equipment supporting new transit centers and facilities will be brought before the Board for approval separately as these individual projects are advanced.

RECOMMENDATION:

Staff recommends that the Board provide the Chief Executive Officer the authority to exercise a new sole source contract for five years to fund support/warranty services budgeted for a not to exceed the amount of \$4,537,000 through a combination of Federal, State, and Local sources. Annual support and maintenance expenses are part of the annually approved operating budget, and replacement costs to meet State of Good Repair needs will be included in the MTA Capital Plan.

APPROVED:

Board Secretary

August 25, 2022

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

☐ Committee Discussion Item

☐ Committee Action Item

☒ Board Discussion Item

Item Number:	OF-D-22-019	Meeting Date:	08/25/2022
Item Title:	Quarterly Route Performance Report		

BACKGROUND:

The Quarterly Route Performance Report for the months of April, May, and June is provided on the following pages.

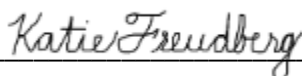
System ridership continues to increase across most routes, with total ridership now at almost 80% of pre-pandemic levels. Weekends continue to recover more quickly than weekdays, with ridership responding strongly to service increases: Saturday ridership is now only 5% below pre-pandemic numbers, and Sunday ridership exceeds pre-pandemic levels by almost 5%.

On-time performance system-wide continues to decline as traffic levels and ridership increase but remains slightly above pre-pandemic levels. Schedule adjustments are planned for several of the routes with the largest declines in on-time performance to account for current traffic conditions and passenger loads, effective with the fall service changes in October.

CURRENT STATUS:

Scheduling & Service Planning Manager Katie Freudberg will review this report at the committee meeting, and explain some of the trends underlying the report.

APPROVED:



Scheduling & Service Planning Manager

August 19, 2022

Date

QUARTERLY ROUTE PERFORMANCE INDICATOR REPORT - April 2022 Through June 2022

FY2022 - 4th Quarter

Rt. No.	Route Name	Ridership			Revenue Hours		Productivity				On-Time Performance		
		Quarterly Ridership	Yr over Yr Ridership Change	Percentage of Pre- Pandemic Ridership	Quarterly Revenue Hours	From Last Year	Pax Per Hour	Yr over Yr Pax/Hour Change	Pax Per Trip	Yr over Yr Pax/Trip Change	On-Time Performance	Yr over Yr OTP Change	
Better Bus Targeted Frequent Service Network													
3/5	West End	124,428	52.9%	72.5%	10,670	25.6%	11.7	21.7%	9.8	24.6%	87.50%	-5.86%	
4	*** Shelby	45,094	38.5%	57.2%	3,947	6.3%	11.4	30.3%	6.1	28.2%	91.26%	-2.25%	
7	*** Hillsboro	85,537	60.9%	73.7%	5,920	16.4%	14.4	38.2%	9.6	49.1%	89.25%	-2.82%	
22	Bordeaux	86,032	19.7%	62.5%	5,933	5.0%	14.5	14.0%	7.6	14.0%	90.46%	2.27%	
23	*** Dickerson Pike	131,907	41.1%	95.5%	8,947	9.9%	14.7	28.4%	10.3	29.0%	91.24%	-2.74%	
50	Charlotte Pike	127,134	45.4%	81.9%	8,150	38.0%	15.6	5.4%	11.7	4.5%	89.31%	-4.28%	
52	Nolensville Pike	189,465	48.6%	93.2%	12,527	4.0%	15.1	42.9%	14.3	44.1%	82.68%	-7.17%	
55	Murfreesboro Pike	310,908	66.2%	112.3%	15,045	7.5%	20.7	54.6%	20.4	55.5%	80.31%	-8.34%	
56	Gallatin Pike	232,565	35.0%	79.6%	13,821	4.1%	16.8	29.6%	15.6	29.5%	86.82%	-4.71%	
Frequent Service Route Totals		1,333,070	47.0%	84.9%	84,958	11.3%	15.7	32.0%	12.4	33.0%	86.65%	-4.70%	
Better Bus Local Network													
6	Lebanon Road	35,038	54.8%	73.8%	4,041	43.9%	8.7	7.6%	8.4	7.5%	80.57%	-9.25%	
8	8th Avenue South	53,571	49.5%	85.5%	3,088	28.7%	17.3	16.2%	10.8	24.4%	83.92%	-4.85%	
9	Metrocenter	17,592	56.7%	52.1%	1,401	97.1%	12.6	-20.5%	5.1	-12.9%	93.60%	0.67%	
14	Whites Creek	21,530	27.0%	61.7%	1,994	29.5%	10.8	-1.9%	5.4	-1.9%	90.36%	-4.55%	
17	12th Avenue South	31,849	51.5%	70.4%	3,658	41.7%	8.7	6.9%	5.3	20.6%	89.47%	-4.23%	
18	Airport/Elm Hill	29,079	75.2%	92.2%	2,461	5.3%	11.8	66.4%	7.6	71.1%	84.15%	-3.29%	
19	Herman	44,320	42.6%	58.0%	4,309	35.4%	10.3	5.3%	6.9	6.8%	93.89%	-1.94%	
28	Meridian	15,558	56.1%	54.6%	1,974	24.5%	7.9	25.3%	3.9	24.6%	90.76%	-5.71%	
29	Jefferson	31,708	25.3%	66.6%	3,265	17.4%	9.7	6.7%	4.4	5.6%	92.44%	1.74%	
34	Opry Mills - Music Valley	20,632	84.4%	77.4%	1,521	-3.6%	13.6	91.3%	6.7	79.1%	87.95%	-4.64%	
41	Golden Valley	3,042	260.0%	58.8%	327	11.4%	9.3	223.1%	4.8	220.6%	88.38%	0.53%	
42	St. Cecilia - Cumberland	18,417	33.0%	61.2%	1,729	36.9%	10.7	-2.9%	5.0	-4.2%	94.37%	-2.54%	
Local Route Totals		322,336	48.9%	66.7%	29,768	29.1%	10.8	15.3%	6.3	18.2%	88.88%	-2.57%	
Better Bus Connector Network													
75	New Midtown	5,879	4.2%	43.0%	1,436	-8.0%	4.1	14.1%	3.0	13.5%	78.15%	-7.99%	
76	Madison	20,066	13.9%	83.9%	1,553	-12.0%	12.9	29.4%	7.6	18.8%	79.10%	-13.70%	
77	Thompson - Wedgewood	12,582	37.2%	64.3%	2,835	0.5%	4.4	25.6%	4.4	84.8%	86.03%	-3.81%	
79	Skyline	6,296	N/A	N/A	1,853	N/A	3.4	N/A	1.6	N/A	77.76%	N/A	
Connector Route Totals		44,823	37.4%	70.1%	7,677	22.6%	5.8	12.1%	4.2	18.5%	81.11%	-8.22%	
SYSTEM TOTALS		1,700,229	47.1%	79.3%	122,404	15.9%	13.9	26.9%	10.0	27.7%	86.80%	-4.42%	

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-22-026	Meeting Date:	08/25/2022
Item Title:	Memorandum of Understanding with Nashville Fairgrounds for Stop Improvements		

BACKGROUND:

WeGo Public Transit has been working to advance the improvement of transit stops along Nolensville Pike adjacent to The Fairgrounds. This stop pair is located on Nolensville Pike at the intersection of Wingrove Street and is served by Route 52 providing frequent service to the Fairgrounds property, Downtown, and the Nolensville Pike corridor. Prior to the recent improvements at The Fairgrounds, this stop pair was heavily utilized by residents traversing the Fairgrounds property to access WeGo's frequent transit network. This stop pair was originally included in the Nolensville Pike Stop Improvement project but was paused while the Fairground property planning and development activities incorporated new uses such as Geodis Park and mixed-use development. These two stop locations have been complicated by the ongoing design of permanent Fairground improvements (and, specifically, the potential reconfiguration of the Nolensville/Wingrove Intersection) and the presence of the inbound stop on property that was acquired using Federal flood mitigation funding due to its presence in the Browns Creek floodplain.

The outbound station will be constructed within the right-of-way along Nolensville Pike and on property owned by The Fairgrounds. This station will connect to the proposed pedestrian network included in the Fair Park Phase II plans to tie together all major destinations across the property. The inbound station will remain within the right-of-way along Nolensville Pike due to floodway and FEMA limitations. The design of the inbound station with associated pedestrian crossing improvements is ongoing.

For the outbound station, in order to memorialize the partnership between WeGo and The Fairgrounds necessary to facilitate the construction of the outbound station, WeGo staff and General Counsel have worked with The Fairgrounds staff and Metro Legal Services to develop a memorandum of understanding (MOU) outlining the relationship between the agencies for the useful life of the improved outbound station. The MOU is available for inspection upon request and has been reviewed by MTA General Counsel Margaret Behm. Broadly, WeGo will be responsible for the design, construction, and maintenance of the stop improvement and the Fairgrounds will allow it to occupy that portion of its property for the life of the station.

RECOMMENDATION:

Staff recommends that the Board provide the Chief Executive Officer the authority to enter into the proposed memorandum of understanding with The Fairgrounds Nashville for the improved outbound transit stop located on The Fairgrounds property.

APPROVED:

Board Secretary

August 25, 2022

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-22-027	Meeting Date:	08/25/2022
Item Title:	Amendment to Capital Improvement Plan and Construction Contract Award for Rip Patton North Nashville Transit Center		

BACKGROUND:

To improve bus route connectivity, the nMotion plan identified the need for neighborhood and regional transit centers throughout the WeGo Public Transit network. The Rip Patton North Nashville Transit Center, to be located at Clarksville Pike and 26th Avenue North, will be the second neighborhood transit center built by the Agency. This facility will provide customers the ability to transfer between routes in modern and dignified surroundings that will provide a safe and secure waiting area and provide community amenities such as WiFi, ticket vending machines, public restrooms, and bus arrival information displays. It will also serve as a neighborhood mobility hub, facilitating connections with transportation networking companies such as Lyft and Uber, micromobility applications such as scooters, bike-share, and enhanced pedestrian connections to the adjoining neighborhood. Along with planned service improvements, residents of this neighborhood – who have some of the lowest auto ownership characteristics in the city – will have access to over 100,000 more jobs within a 45-minute average transit commute. Many of the design elements for the center came about after an extensive public engagement process in the North Nashville neighborhood involving several hundred residents in both in-person and virtual formats and an advisory committee of neighborhood leaders. It was also designed with the cooperation of the adjoining property owner so that it can tie seamlessly with anticipated future adjacent development.

Beginning in January 2022, the Agency and the project's construction administration team, Vivid1 Architecture, initiated outreach to local contractors advising of the upcoming construction bid. The Invitation to Bid with a minimum 13% Disadvantaged Business (DBE) participation goal was published on the Agency and B2G websites and in *Transit Talent* beginning on May 31st and notice of the solicitation's availability was emailed to 460 DBE general construction and specialty trade firms listed in the consolidated Tennessee statewide DBE directory. Following the pre-bid conference and site tour attended by 11 prime and subcontractor firms on June 14th, a second notice was sent to the DBE firms with contact information for the potential prime contractors. A prime-subcontractor outreach event was held on June 21st to facilitate subcontractor opportunities; 17 firms including three potential prime contractors participated in the event.

Two bids were received on the July 22nd due date: ICF Builders Inc./Megen Construction, JV at \$10,887,142 with 28.6% DBE participation, and Dowdle Construction at \$11,738,018 with 26.3% DBE participation. Both bids considerably exceeded the project estimate as expected, but were within 8% of each other, reflecting the current escalation of overall construction costs. Bid prices reflect the current volatility in labor, materials and supplies, bonding, interest rate, and fuel markets which the entire construction sector is experiencing. This is an issue we have communicated with the Board over the course of project design workshops in recent months. It is also a common experience of other agencies in Nashville and across the country.

ICF Builders is one of Nashville's most successful African American male-owned DBE firms with a 40-year track record of successful projects for HCA, Metro Parks, MDHA, and other agencies. Since its founding in 1993, African American male-owned Megen Construction of Cincinnati, OH has completed over \$2.5 billion of educational, healthcare, military facilities, and other federal, state, and local projects. The two firms previously worked together on the general contracting team that built downtown's National Museum of African American Music. The project's DBE-certified subcontractors are shown in the chart below:

Company	Owner	Work Description	Percentage
John Curry Electric – minority-owned	John Curry	Electrical Installation	19.3%

Company	Owner	Work Description	Percentage
Elite Roofing – minority owned	D’Arcy Porter	Roofing	4.9%
Beard Property Maintenance – minority owned	Dwight Beard	Landscaping	3.2%
A-Action Air HVAC- minority-owned	Ricky Bowser	HVAC	1.2%

Although bid pricing came in substantially above the original project budget, funding for project completion is available through amendment to the capital improvement plan that the Board approved in June. Over the past 3 years, we have been able to recognize considerable savings in several other capital projects, with the more significant projects outlined below:

Project	Original Budget	Estimated Final Cost	Difference
WeGo Central Renovations	\$10,113,083	\$7,338,018	\$2,775,065
Hillsboro Transit Center	\$4,449,499	\$3,610,000	\$839,499
Nolensville Pike Corridor Upgrades*	\$5,499,197	\$4,051,056	\$1,448,141
Cumulative Project Savings	\$20,061,779	\$14,999,074	\$5,062,705

* - Excludes \$1,300,000 to be held in the project budget to complete Fairgrounds Station upgrades.

These projects were completed largely before the recent conditions of market volatility took hold. These savings, combined with recent funding increases through the Federal Infrastructure Investment and Jobs Act (IIJA), have resulted in approximately \$42 million in carryover funding going into this year’s capital plan.

RECOMMENDATION:

Staff is requesting Board approval of two related actions. First, the Staff requests the Board approve an amendment to the Authority’s Capital Investment Plan, increasing funds allocated to ongoing projects by \$7,063,755 and reducing the amount projected for unobligated carryover balances by the same amount. This will not affect the budget or schedule for other capital improvement plan projects. Second, the Staff requests the Board provide the Chief Executive Officer the authority to enter into a contract with ICF Builders Inc./Megen JV in the amount of \$10,887,142 and a project duration of 480 days. Staff also requests approval for a contingency sum of an additional \$1,635,000 which will be used solely at the Agency’s discretion to address change orders that are determined to be in the best interest of completing the project, for a not-to-exceed total construction project budget of \$12,522,142. The construction project budget is funded with a combination of federal, state, and local funding sources. The net impact of these actions will be to reduce the carryover balance in the capital investment plan from \$47,658,087 entering FY2023 to \$38,649,893 and reduce the carryover balance at the end of the plan (FY2027) from \$47,524,467 to \$40,460,812. The approximate final estimated funding shares are as follows: Federal (Section 5307 Formula Funds, Surface Transportation Block Grant, and USDOT HOPE Grant funds) – 47%; State (Improve Act Transit Capital Funding) – 31.8%; Metro Nashville Capital Spending Plan Funds – 21.2%.

APPROVED:

Board Secretary

August 25, 2022

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-22-028	Meeting Date:	08/25/2022
Item Title:	On Call Capital Program Support Services		

BACKGROUND:

Implementing the agency's capital program, maintaining the facilities in a state of good repair, developing future service expansion, and managing asset investments requires specialized resources in design, engineering, construction inspection, and planning to supplement the WeGo staff's expertise. As the need for additional resources fluctuates with priorities and funding, the Agency has used task order-based "on-call" design, engineering, construction materials testing, and planning services contracts to provide professional services for a limited scope, short-duration assignments. The contracts for these services expired in June 2022.

Federally funded contracts for architectural, engineering, planning, and construction-related professional services require a qualifications-based selection. A Request for Qualifications (RFQ) was issued on May 2, 2022. Firms were asked to submit qualifications for five disciplines of work: facilities design; infrastructure design; construction administration; construction engineering inspection; and transportation planning. The RFQ included a DBE participation goal of 14% for the overall contract, as well as provisions for the agency to set task-specific DBE goals to increase participation in individual projects. The solicitation was advertised on the agency website, in Transit Talent, and on the B2G website, and notice of the solicitation's availability was sent to Nashville-based minority-owned professional services firms. Twelve firms (12) participated in the May 17th pre-proposal conference. Six (6) qualifications statements were submitted on the solicitation's June 23rd due date. All firms submitting qualifications statements committed to meeting the contract DBE participation goal and to exceeding the participation goal for tasks that provide increased opportunities for DBE firms.

Following reviews of the qualifications statements, DBE participation plans, and proposer interviews, the Evaluation Committee rated the proposers in the disciplines in which they proposed. Five firms were requested to submit cost proposals which were received on August 16th. At the conclusion of negotiations, the Evaluation Committee determined to recommend contract awards to CDM Smith, Fairpointe Planning, HDR, Kingdom Development Group, and Wendel.

CDM Smith and HDR previously were awarded the agency's program management contracts and have performed well on a variety of assignments including facilities maintenance projects and various transit stop improvement projects. Wendel participated in the design of the North Nashville Transit Center and played a key role in determining the site layout to maximize bus access. Fairpointe Planning, an African American, woman-owned DBE firm specializing in transportation planning, has participated in numerous transportation planning studies, including the ongoing Access Improvement and Connect Downtown studies. Kingdom Development Group, an African American male-owned DBE firm specializing in design and construction management, is participating on the team that will be providing construction administration services at the North Nashville Transit Center. This will be Fairpointe Planning's and Kingdom Development's first prime contracts with the agency. The entire proposing team for each prime proposing firm is listed on the attached page.

As a task order-based contract, firms will submit a planned approach, deliverables, schedule, and DBE participation in response to a request from the agency. The total cost of a task order will be determined by the established contract rates for the personnel assigned to the task. Depending on the nature of the work, task order proposals may be requested from one or more of the firms within a discipline to assure that the agency is benefiting from the best project approach, team expertise, and availability, and project schedule. Task orders exceeding \$300,000 will be presented to the Board for approval prior to authorization. Larger scale projects

deemed may be bid separately from these contracts, depending on contract value, the scope of work, and overall complexity.

RECOMMENDATION:

Staff requests that the Board provide the Chief Executive Officer the authority to enter into contracts for On Call Capital Program Support Services to each of the firms at the designated maximum not-to-exceed value with a duration of three years plus two one-year extension options:

- CDM Smith \$5 million
- Fairpointe Planning \$1.5 million
- HDR \$5 million
- Kingdom Development Group \$1.5 million
- Wendel \$2 million.

Each task order engagement will be funded with a combination of federal, state, and/or local funds to be determined based on the specific project assignment consistent with the agency's Capital Improvement Plan.

APPROVED:

Board Secretary

August 25, 2022

Date

On Call Capital Program Support Services Contract Awards

Prime Contractor	CDM Smith	Fairpointe Planning (DBE Prime)*	HDR	Kingdom Development Group (KDGI) (DBE Prime)*	Wendel
Disciplines	Facilities and Infrastructure Design, Construction Administration and Engineering Inspection, Transportation Planning	Transportation Planning	Facilities Design, Construction Engineering Inspection, Transportation Planning	Construction Administration	Infrastructure Design
DBE Participation *(Nashville-based)	<ul style="list-style-type: none"> • Abbie Jones Consulting (woman-owned) – civil engineering • Artifice (woman-owned) – facilities design * • Booker Engineering (minority woman-owned) - site lighting design • Design Consultants, Inc. (minority woman owned) pedestrian improvements design* • Fairpointe Planning (minority woman owned) – NEPA & public engagement* • Foursquare ITP (woman-owned) – transit modeling • Hedstrom Design (woman-owned) – landscape architecture • KFH Group (woman-owned) – paratransit & microtransit planning • KS Ware (woman-owned) -geotechnical engineering* • MPI Business Solutions (minority woman owned) – data collection and analysis • THY (minority male owned) - surveying 	<ul style="list-style-type: none"> • Economic Decisions Group (minority male-owned) – economic analysis • Lumenor Consulting (woman-owned) – planning and data analysis 	<ul style="list-style-type: none"> • Artifice (woman-owned) – architecture * • Asa Engineering (woman owned) – landscape architecture and construction inspection • Civil Infrastructure Associates (woman-owned) – surveying, geotech, civil engineering • Fairpointe Planning (minority woman owned) – transportation planning* • Logan Patri Engineering (minority male owned) – structural engineering* • Morgan & Morgan (minority male owned) – construction administration* • Richard Grubb & Associates (woman owned) – cultural resources • Win Engineering (woman-owned) – MEP design and engineering* 	<ul style="list-style-type: none"> • BC Mason Group (minority male owned) - construction administration and construction engineering services* • Burch Transportation (woman owned) – transportation planning* • Community Solutions by Design (minority male owned) – architecture & design* 	<ul style="list-style-type: none"> • Booker Engineering (minority woman-owned) - site lighting design • Don Hardin Group (minority male owned) – construction administration and inspection* • duGard Communications (minority woman owned) – public engagement* • KS Ware (woman-owned) -geotechnical engineering* • New South Associates (woman owned) – geotech services

	<ul style="list-style-type: none"> • Trekk Design (woman-owned) water & sewer and traffic engineering • Virginkar Associates (minority male owned) - project management • Win Engineering (woman-owned) – MEP design and engineering* 				
Other Subconsultants	<ul style="list-style-type: none"> • GeoServices – materials testing • Hatch LTK – rail engineering and rail transit modeling • Lamar Dunn – construction inspection • Smith Seckman Reid – HVAC, MEP design* • STV – TSP engineering • VDA – vertical circulation 	<ul style="list-style-type: none"> • Alta – Vision Zero, transportation planning • Stantec – traffic modeling 	<ul style="list-style-type: none"> • Bowlby & Associates – environmental engineering • Gresham Smith – transit architecture & TSP • Infrastrategies - finance • Nelson/Nygaard – transportation planning 	<ul style="list-style-type: none"> • ECS Southeast – materials testing • Energy Land & Infrastructure – civil engineering* 	<ul style="list-style-type: none"> • Accura Engineering – site surveys • Hatch LTK- specialty operations design • Kimley-Horn – engineering and design • Pallacio Collaborative – cost estimating • Smith Gee – architecture*

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

☐ Committee Discussion Item

☐ Committee Action Item

☒ Board Discussion Item

Item Number:	OF-D-22-020	Meeting Date:	08/25/2022
Item Title:	Pension Overview and Guarantee Agreement		

BACKGROUND:

On January 9, 1997, the MTA Board approved becoming the guarantor of the pension plan benefiting all Davidson Transit Organization employees. In October 2020, the staff gave the Board an overview of the pension plan and the need for the CEO to have signature authority to sign amendments to the plan as the guarantor. With several new Board members since 2020, this discussion item revisits MTA's role and explanation for being the guarantor of the Disability and Retirement Plan of Davidson Transit Organization and Local 1235 of the Amalgamated Transit Union (the "Plan") and the Board's role in approving and authorizing the CEO to sign amendments to the Plan. Also attached is a proposed agreement for future Board consideration that memorializes what the guarantee represents and the steps and processes that should be done moving forward to keep the board informed as to the financial stability of the pension plan and ultimately give the CEO signature authority to sign amendments that may every so often be necessary for the benefit of the pension plan. This is a significant ongoing obligation of the Authority, so staff deemed it advisable to review the provisions of this obligation with the Board in the informational format before returning for a formal action item authorizing the CEO to execute documentation related to the Plan.

HISTORY

The Plan was originally effective on September 1, 1945. It was adopted by Southern Coach Lines, Inc. and Nashville Transit Company. The Plan then existed under the name, "Southern Coach Lines, Inc. and Nashville Transit Company Disability and Retirement Allowance Plan and Agreement" ("Prior Plan"). This private ownership changed upon the enactment of the Urban Mass Transportation Act of 1964 ("UMTA"). Pursuant to UMTA, the privately owned transportation facilities and assets were to be purchased and run, by governmental transit authorities. As a precondition or prerequisite to a grant of federal assistance by the Federal Transit Administration, Section 13(c) of the Federal Transit Act requires that "fair and equitable" protective arrangements must be made by the grantee to protect employees affected by such assistance. As a result of Section 13(c), in order to assure the continuation of existing collective bargaining rights, the Act, as amended, provided that federal money would be withheld from a public body seeking funding to acquire a private transit system if its state law precluded public-sector collective bargaining unless an arrangement was made to assure that collective bargaining would be continued.

This type of arrangement is the so-called "Memphis formula" arrangement. Under this arrangement, a publicly owned transit system, legally prohibited from collective bargaining by state law, establishes a private managerial commission to operate the service. The private commission, under contract with the public entity, would employ the transit workers, handle labor relations, and be permitted to enter into collective bargaining agreements with the employees. Pursuant to the Memphis arrangement, the Plan was assumed by the new Chattanooga and Nashville transit authorities and the Amalgamated Transit Union Locals 1212 and 1235. Chattanooga implemented UMTA without the Memphis formula while Nashville adopted the Memphis formula. After UMTA, four parties adopted the Plan: Transportation Management of Tennessee, Inc., (predecessor to Davidson Transit Management, Inc. which, in turn, is the predecessor to DTO), Amalgamated Transit Union Local 1235 (Nashville), and the Amalgamated Transit Union Local 1212 and the Chattanooga Area Regional Transit Authority (Chattanooga). On August 1, 1989, the Plan assets were separated between Nashville and Chattanooga under a Division Agreement executed by the four parties. Transportation Management of Tennessee, Inc. (now DTO) assumed the rights, duties, and liabilities set out in the Plan.

In 1979, the Plan was amended and restated to comply with the Employee Retirement Income Security Act of 1974 and an application was submitted to the Internal Revenue Service to approve its provisions by the issuance of a determination letter as a governmental plan. The IRS held the determination letter application in abeyance while the Plan sought recognition from the Pension Benefit Guaranty Corporation ("PBGC") that the Nashville portion of the Plan was exempt from the payment of PBGC premiums. The PBGC is a federal agency that requires pension plan sponsors to pay premiums for the federal government to insure the payment of benefits. The Plan had not been paying the premiums attributable to the Nashville portion of the Plan and the Plan sponsors realized that the Plan could save significant dollars if the Nashville Plan was ruled to be a governmental plan. It took almost twenty years of disagreement which ultimately culminated in litigation against the PBGC in the District Court of Middle Tennessee to achieve recognition by the PBGC of government plan status. Throughout the years, PBGC maintained its stance that the Plan was not a governmental plan despite the IRS issuing a 1996 Private Ruling that the Plan was a governmental plan under separate provisions of ERISA applicable to government plans.¹ During the litigation, in an attempt to settle the matter, the General Manager of MTA at the time and MTA's prior legal representative developed the current guarantee language that the MTA Board approved in a January 9, 1997 Board meeting. Subsequently, a resolution was reached to settle the litigation and on August 19, 1998, PBGC issued a letter that found that the governmental exclusion for the PBGC premiums applied to the Plan. The litigation was dismissed with PBGC being required to pay the Plan's legal fees.

To give some context of what the Plan has saved by not being subject to the PBGC, current annual PBGC premiums with plan assets valued at approximately \$62 million and 893 participants would be approximately \$685,000. Without having the MTA guarantee in place, not only would the PBGC premiums dilute the asset value of the plan and generate a significantly higher unfunded liability, but the plan would be considered a Single Employer Plan under PBGC rules, and the current 20-year plan would have to revert to a 7-year plan both of which would significantly increase DTO's required annual contribution.

MTA's guaranty is found in Section 20.2 of the Plan Document, Guaranty of Plan Obligations. This Section is the only place where the "Metropolitan Transit Authority" is mentioned in the Plan.

20.2 "Guaranty of Plan Obligations. Metropolitan Transit Authority guarantees and agrees to satisfy and discharge or cause to be satisfied and discharged all the obligations and payments assumed hereunder by Davidson Transit Organization, its successors and assigns, and Metropolitan Transit Authority. In the event of the termination of the Plan, the **Metropolitan Transit Authority guarantees that Davidson Transit Organization, its successors or assigns, will satisfy all liabilities for vested benefits, other than benefits that became vested pursuant to the termination of the plan if the assets of the Plan as of such date are not sufficient to pay all benefit liabilities.** For purposes of this Section 20.2, benefit liabilities shall be determined using the same assumptions as would be used by the Pension Benefit Guaranty Corporation under section 4022 of ERISA if the Plan were covered by Plan termination insurance."

The remainder of the guaranty (sentences two and three) of Section 20.2 is necessary in order to avoid payment of PBGC premiums. This guaranty in sentence one above may be broader than the liability of DTO (the Company) as provided in Section 19.1 below but does not appear to be broader than the prior guaranty:

19.1 "Liability of Company; Condition of Contributions. The Company's liability to the Employees on account of this Plan shall not extend beyond the contributions to be made by it to the Trustee, as provided for in this Plan. As contributions by the Company are made to the Trustee, they become assets of the Trust for the benefit of all Employees contributing to the Plan and can in no way be returned to the Company or be subject to the debts, liabilities, or obligations of the Company or be considered a part of its properties or assets for any purpose whatsoever. It is expressly understood and agreed that the obligation of the Company to make its payments provided for herein is conditioned upon the obligations of all of the Employees continuing to make their contributions provided for herein, and should

¹ The PBGC asked the IRS to revoke its private letter ruling but the IRS refused. It was then that the PBGC agreed to settle the dispute.

the Employees covered by this Plan at any time during the term of this Plan refuse to continue to make said contributions, this Plan will be immediately terminated, and the obligation of the Company to make any further payments whatsoever for the benefit of the Employees covered by this Plan shall cease.”

In essence, DTO’s liability is limited just to the contributions it makes under the Plan. However, MTA has assumed the contingent liability for not only the payments but also any other obligation that DTO may have under the Plan, including the extent to which the pension is underfunded. This contingent liability for underfunding only becomes due if the contingency, i.e. termination of the Plan, occurs.

The Plan is structured as a defined benefit plan which requires a combination of age and years of service to qualify (Rule of 84). The vesting period is 7 years. The Plan dictates that the pension be overseen by a four-member committee made up of four DTO employees consisting of two Amalgamated Transit Union members and two DTO management employees (the “Pension Committee”). The current management employees are the Chief Administrative Officer and the Chief Financial Officer. The Pension Committee meets quarterly with the trustee of the Plan which is currently Regions Bank’s Division of Wealth Management. The trustee makes all investment decisions driven by an investment policy adopted by the Pension Committee. The Plan is audited annually by a new outside accounting firm which is Crosslin CPAs. As a part of the annual audit, the Plan has an actuarial valuation performed to determine the health of the Plan and determine what percentage contribution must be made by DTO (currently 8% of wages) to keep the Plan whole. Employees are required to contribute 4.5% through payroll deduction. Most recent audits have been clean audits and have not received any major findings. The Plan also has used the same legal representation which also assisted in the Plan being considered a governmental plan and the resolution of the issues with the PBGC.

From time to time, the Pension Committee introduces amendments needed for the Plan which include the signature of the guarantor of the Plan regardless of whether the proposed amendment impacts the financial stability of the Plan or is a clean-up or administrative type amendment. In January 2016, the Committee issued a Restated and Amended Plan as of January 1, 2016, that was needed for submission with an Application for Determination for Employee Benefit Plans to the IRS in order to confirm the Plan document complies with the requirements of the Internal Revenue Code. These determinations have been done approximately every five years since the original 1996 Private Ruling as required by the IRS. What was important about this determination is that it was the last determination before the IRS ended the ongoing determination renewal process. The pension attorneys felt it was important to obtain this last determination to ensure the form of the Plan meets the Internal Revenue Code requirements. Time was of the essence at that time due to a deadline mandated by the IRS. Mr. Bland, Nashville MTA CEO, signed the Restated and Amended Plan only to maintain the status quo and meet the IRS requirements and deadline. The final favorable determination was granted by the IRS.

CURRENT STATUS:

Attached for discussion purposes is a proposed Agreement put together by Margaret Behm and the pension attorneys explaining the process and steps to be taken when it is necessary to adopt an amendment to the Plan requiring the signature of the CEO of MTA. The Agreement also requires that no less than annually, the MTA Board be updated as to the financial status of the plan and any underlying unfunded liability that may be eligible for the guarantee.

Ed Oliphant will be discussing the Plan at the meeting and will have a power point presentation reviewing the financial status of the plan and answer any questions the Board may have. This discussion is in preparation for eventually bringing the attached Agreement to the Board for adoption.

APPROVED:



Chief Financial Officer

August 19, 2022

Date

AGREEMENT

THIS AGREEMENT (the “Agreement”) is made and entered into as of the ____ day of _____, 2022, by and between Metropolitan Transit Authority, a public transit agency (“MTA”), Davidson Transit Organization, a Tennessee not-for-profit corporation (“DTO”) and Local 1235 of the Amalgamated Transit Union (the “Union”).

WITNESSETH:

WHEREAS, the Disability and Retirement Plan Agreement of Davidson Transit Organization and Local 1235 of the Amalgamated Transit Union (the “Plan”) provides disability and retirement benefits to eligible employees of DTO;

WHEREAS, DTO provides all administrative and Union employees to MTA under a separate agreement;

WHEREAS, the Plan is maintained in connection with a collective bargaining agreement between DTO and the Union;

WHEREAS, the Plan is administered by a committee constituted with representatives from DTO and the Union (the “Committee”);

WHEREAS, MTA guarantees certain obligations and payments under the Plan; and

WHEREAS, the parties wish to enter into this Agreement to describe the procedures and purposes of the presentations of Plan amendments and funding information to the MTA Board of Directors (the “Board”);

NOW, THEREFORE, in consideration of the foregoing premises, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby covenant and agree as follows:

1. MTA acknowledges its guaranty of obligations and payments under the Plan as described in Section 20.2 of the Plan (the “Guaranty”), and the parties agree this Agreement does not increase MTA’s Guaranty beyond those obligations specified in the Plan and amendments thereto, whether the Plan was amended prior to this Agreement or hereafter;

2. The Guaranty shall be and is a continuing and absolute guaranty and shall remain in full force and effect until all obligations under the Plan have been satisfied.

3. Upon the proposed adoption of any amendment to the Plan, the Committee shall provide a copy and explanation to the Board. The Board will consider the approval of such amendment, and upon such Board approval, the CEO is authorized to execute such amendment.

The Board's review and approval of amendments to the Plan is not an oversight function, but is done in order to avoid determinations of what is a material or nonmaterial Plan amendment for purposes of enforceability of the Guaranty.

4. The parties acknowledge the Board is not a fiduciary of the Plan or to the Plan participants and that the responsibilities of MTA and the Board described herein are not intended nor do they rise to the level of acting in a fiduciary role.

5. DTO shall provide periodic updates no less frequently than annually to the Board on the financial status of the Plan in order to provide the Board information as to the sufficiency of Plan assets to satisfy accrued benefit obligations under the Plan.

6. All references to the respective parties herein shall be deemed to refer to their respective successors or assigns.

7. With the exception of rights and obligations herein expressly conferred, nothing expressed or mentioned in or to be implied from this Agreement is intended or shall be construed to give to any person other than the parties hereto any legal or equitable right, remedy or claim under or in respect to this Agreement. This Agreement and all of the covenants, conditions, and provisions hereof are intended to be and are for the sole and exclusive benefit of the parties hereto, as herein provided.

8. This Agreement contains the entire agreement of the parties and may not be amended except in a writing signed by both parties.

9. This Agreement shall be construed and interpreted under the laws of the State of Tennessee.

10. The Plan and its participants are intended to be third party beneficiaries of this Agreement.

The remainder of this page is blank.

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be executed as of the month, day and year first above written.

**DAVIDSON TRANSIT
ORGANIZATION**

ATTEST:

By: _____

Title: _____

TRANSIT UNION

ATTEST:

By: _____

Title: _____

**METROPOLITAN TRANSIT
AUTHORITY**

ATTEST:

By: _____

Title: _____

By: _____

Title: Board Chair

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-22-029	Meeting Date:	08/25/222
Item Title:	WeGo Central & Nestor Yard Management and Enhanced Vehicle Tracking		

BACKGROUND:

WeGo Public Transit currently has a comprehensive vehicle location tracking, incident management, and communications system installed on all fixed route and paratransit vehicles. This system relies on GPS signals to determine the location of the vehicle and its schedule/route adherence status. GPS works well in most instances but has limitations indoors and in covered facilities. These limitations have significant implications for vehicle tracking in two of our most important operating facilities – the Nestor bus garage and WeGo Central – where GPS fixes can often be off by more than 100 feet. This is usually good enough to tell whether a vehicle is located at a facility but is not sufficient to determine the bus bay or parking spot that a vehicle is occupying.

CURRENT CHALLENGES:

Not having precise vehicle location information available at these critical facilities affects WeGo's ability to manage and deliver reliable service while providing accurate information to customers.

At Central, vehicle arrivals and departures are only known within 2-3 minutes of the actual vehicle arrival/departure. At times, GPS can also indicate a vehicle has left the facility when it has not, leading to inaccurate internal and customer-facing information. As WeGo continues to implement more high-frequency services with buses coming at least every 10 minutes, having precise information regarding actual departures at Central becomes even more important in deploying advanced service intervention techniques such as active headway management.

At Nestor, transit operations supervisors must know where buses are down to the individual parking spot to sequence buses for departure and direct operators to their assigned vehicles. Currently, vehicle locations are determined by having someone physically walk through the facility at least three times a day and write down vehicle locations, a labor-intensive process that is also prone to error and is outdated almost as soon as it is completed. Not having up-to-date vehicle locations on the lot can lead to delayed garage departures as well as challenges locating vehicles for servicing or maintenance.

PROPOSED SOLUTION:

WeGo staff have been working on a solution to the above challenges in partnership with Trapeze Group subsidiary Vontas, the current supplier of TransitMaster, our Computer Aided Dispatch and Automated Vehicle Location (CAD/AVL) system. Vontas has recently integrated an enhanced 'micro-location' tracking solution that replaces GPS signals with a dedicated, localized tracking network of antennas installed on vehicles and at bus facilities. This solution was not available when our CAD/AVL system was originally procured but is ideally suited to overcoming the inherent limitations of GPS at Central and Nestor. Deputy Chief Operating Officer Dan Freudberg will provide a brief presentation on the proposed solution during the Operations and Finance Committee meeting.

Staff examined options for competitive procurement of the required technology. However, given the deep level of integration required with our existing CAD/AVL and vehicle dispatching platforms provided by Trapeze Group, it was determined that this would not be in the best interest of the agency or our customers and could result in the following project risks:

- Longer project schedule

- Higher costs
- Higher MTA staff time requirements
- Complex multi-party contracts
- Challenges with ongoing maintenance and issue resolution (multi-party responsibility)

However, in case there was a firm with an innovative solution that could be effectively integrated within our existing architecture, MTA advertised an intent to contract the project with Trapeze Group on July 18th to provide potential vendors an opportunity to respond. No vendors responded to the advertisement.

Long-term, this more precise approach to vehicle location will enhance service through reliability through capabilities to support active service management intervention techniques, headway-based operations on key corridors, and the capacity to provide more precise information to customers and operations staff as we bring additional facilities online in the future.

RECOMMENDATION:

Staff recommends the Board of Directors approve a Sole Source procurement with Trapeze/Vontas (Trapeze Group, Inc) for the provision, installation, and configuration of Yard Management and Enhanced Vehicle Tracking hardware for a fixed cost of \$1,845,632 plus \$124,368 for contingency and construction make-ready work, for a project total of \$2,000,000.

As with any Sole Source procurement, an Independent Cost Estimate was conducted using a variety of sources, including historical pricing data and comparable quotes for similar solutions at other agencies, and the proposed cost was determined to be fair and reasonable. Funding for this project will be a combination of Federal, State, and Local sources, and the project is included in the approved FY2022-2023 MTA Capital Spending Plan. Although Trapeze Group's cost proposal did not include any Disadvantaged Business Enterprise (DBE) firms, there may be opportunities for DBE participation in the make-ready work needed at Nestor and Central, and we will continue to explore opportunities with Trapeze for subcontracting work where practical to certified DBE firms.

APPROVED:

Board Secretary

August 25, 2022

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-22-030	Meeting Date:	08/25/2022
Item Title:	Fall 2022/Spring 2023 Service Changes & Title VI Analysis		

BACKGROUND:

Over the past year, system service changes have focused on restoring bus service to pre-pandemic levels as ridership continues to build back up. At the same time, we have taken an opportunity to start implementation of strategic investments in the Better Bus Plan including extending hours of operation, improving frequency on major corridor routes, and establishing new services.

The Fall 2022 service changes include minor routing adjustments to several routes, particularly in the downtown area, to address on-time performance and improve overall reliability. The rest of the proposed changes for the fall relate directly to Better Bus as a continuation of implementing the next phase of the plan. The improvements include:

- Extending Access on Demand hours
- Expanding the WeGo Link zone in Antioch and creating 3 new zones in
 - Hermitage
 - Goodlettsville
 - South Nashville

Additionally, as part of the service changes process staff also looked at the full FY23 phase of the Better Bus Plan and identified proposed changes for Spring 2023, which were also presented to the public as part of the outreach process. The changes for the spring take advantage of the budget increase in Metro's FY23 Budget for WeGo to build upon the Better Bus plan improvements already in place by:

- Improving service span on frequent network routes and local routes
- Improving mid-day frequency on some local routes during weekdays and weekends
- Improving service span and frequency on two major crosstown routes

Effective implementation of the proposed changes is subject to availability of operators and vehicle equipment. Although the Fall 2022 changes are not directly impacted by those factors, the Spring 2023 changes will involve an increase in the number of operators and vehicles required to implement new service. Staff continues to work toward meeting the required numbers and reaching established goals. An update on the status of those is included on this item. The specific details on the proposed changes and the outreach process are included in subsequent sections of this item.

The item outlines information on the following areas:

- Operator & Fleet Availability
- Public Outreach Process
- Service Changes Recommendations

- Service Change Equity Analysis
- Request for Authorization to Implement Service Changes

OPERATOR AND FLEET AVAILABILITY

With every service change, staff reviews current staff and fleet levels to ensure WeGo provides reliable service to its customers.

The number of operators required to be fully staffed for fall service changes is 422 full time operators, with an additional 25 operators required in the spring of 2023 (for a total requirement of 447 operators). No additional vehicles will be required for the fall changes, and an additional 7 vehicles will be required for service in Spring 2023.

As of 08/05/2022, WeGo Transit has 376 operators and 24 newly recruited operators currently in training. Staff continues to engage in efforts on recruiting and retention strategies in order to battle the national and global challenges of hiring in today's climate.

- Created and implemented an in-house Employee Engagement Committee
- Improved the Employee Onboarding experience through our online portal ADP
- Hired & trained new recruiting personnel for fresh perspectives in the recruiting area
- Implemented a sign-on bonus for Operators (\$1000 for non-CDL holders, and \$2000 for CDL holders)
- Implemented referral program for Operators & Mechanics (\$1000 for a referral after 12 months)

WeGo has been very successful with the permit training program implemented in September 2021 allowing to bring in more operators and improve our retention rate. We have also been successful in our additional classes by restructuring our training program to have a class begin every two weeks to allow individuals flexible start dates. We continue to work on retention challenges with employee engagement initiatives to increase employee morale and retention, while also looking at opportunities for developing future leaders in the agency.

In terms of the fleet, WeGo currently has an active bus fleet consisting of 167 active buses (mixed with 40ft and 60ft buses). The current bus needs for service is approximately 130 buses per weekday during peak times. With the proposed service changes, the required number of vehicles per weekday will be increased by 7 in the spring. As the board is aware of the challenges of our small bus procurements (Cutaways), staff will continue to provide updates on the ongoing procurements. WeGo is expecting fourteen (14) 60ft Articulated buses to be arriving by end of 2022, and an additional twenty (20) 40ft coaches by late Q1 of 2023. This will allow staff to maintain a healthy fleet age by replacing worn-out vehicles ready to be retired. Low patronage routes that currently utilize smaller cutaway buses may be served by 40ft coaches to free up smaller buses for Access.

PUBLIC OUTREACH PROCESS

A service changes proposal was presented to the public for review and comment applying the following guiding principles:

- Assuring social equity of service changes
- Providing high-quality service on major routes carrying the most riders
- Balancing needs and resources to ensure service is deployed cost-effectively
- Continuing to advance service design principles from Better Bus where feasible
- Maintaining flexibility to respond to changing conditions and trends

Public engagement on proposed Fall 2022 service changes was conducted between July 12 and August 2, 2022. WeGo staff held five total public meetings regarding the proposed changes. The meetings took place in the Hermitage Community Center (July 21st), a virtual meeting (July 25th), WeGo Central (July 26th), Southeast Community Center (July 27th), and Goodlettsville Branch Library (August 2nd). Due to the expansion of WeGo Link being a major part of the changes, meetings were held at areas proposed for WeGo Link zones and the WeGo Link service was available to anyone wishing to try it during the public comment period. Staff presented

the proposed service changes to the public at these meetings, answered questions, and received comments for the record.

Aside from discussing the proposed changes for the fall, staff also presented the proposal for changes for Spring 2023 which are directly related to the Better Bus plan. This provided the public an opportunity to learn and ask questions about the implementation of the next phase of Better Bus.

Information about service changes was posted at WeGo Central, at impacted bus stops, on social media, via public notice and on WeGoTransit.com. Public notice, signage, and information on the website was provided in both English and Spanish. The public provided comments at meetings and via email and Customer Care.

Over 53 comments were received ranging from general to specific. Aside from general questions and comments not directly related to the proposed service changes, most comments were positive, with several questions about how the WeGo Link program works and an overall positive reception for the program and proposed zones.

Other comment topics included: Restoration of Belmont and Rivergate Express routes, additional times for regional routes for Vanderbilt employees, concerns about traffic on the Gallatin and Murfreesboro Pike corridors, safety at some Route 79 Skyline stops, more benches on Charlotte Pike, creation of a downtown circulation route, concerns about the replacement project for a new bridge on Broadway and impacts on WeGo service, stops on Broadway by Beaman Toyota, commendations for the WeGo Star and questions about future improvements, connections from Riverfront Station to MetroCenter, bus service on Central Pike, better pedestrian access to GEODIS Park for soccer games, questions about QuickTicket marketing and how to use it, more information at shelters, better reliability on Routes 14 Whites Creek and 28 Meridian, improvements at WeGo Central including security, coordination for assistance to homeless, route connecting all colleges, and connecting Routes 50 Charlotte Pike and 3 West End.

A summary of the specific comments received by route for the proposed changes is provided below:

- **Route 3 West End (Proposed later service for Spring 2023):** Gratitude and support for later hours on Route 3.
- **Route 7 Hillsboro (Proposed later service and better frequency for Spring 2023):** Gratitude and support for additional frequency and later hours on Route 7.
- **Route 9 MetroCenter:** Support for the routing adjustments and request to increase frequency to facilitate transfers downtown.
- **Route 75 Midtown:** Support for more frequent service on Route 75
- **Route 88 Dickson (RTA change, but with impact on MTA service area):** Concerns were expressed about increasing travel time and impacts on riders' schedules by adding a stop at the Bellevue Park and Ride for Route 88.
- **WeGo Link:** General questions about how the program works including how many times it can be used, traveling between zones, how to download and use the voucher for discounted trips, advertising of the program, and expansion to other areas of the County including Bellevue, West Meade, Hillwood, and around Route 77 Thompson/Wedgewood. Attendees at the Hermitage and Goodlettsville meetings were shown how to download the voucher and apply it to their accounts. Participants expressed positive comments about the option and acknowledged that it would work for them and/or their family members as they live too far from a bus stop.

The proposed WeGo Link Hermitage zone was specifically revised to include *Andrew Jackson's Hermitage* within the zone. Andrew Jackson's Hermitage is a potential partner for the WeGoCation program.

SERVICE CHANGES RECOMMENDATIONS

Most of the proposed changes for Fall 2022 were minor routing adjustments aimed at improving on-time performance and reliability for several routes. The main major change was the expansion of the WeGo link zones which is part of the Better Bus plan to improve access to transit. Below is a summary of the service change recommendations as presented to the public during the public comment period followed by a detailed explanation of each change. All public comments were reviewed and fully considered in making final recommendations.

The proposed Spring 2023 changes continue the implementation of Better Bus span and frequency improvements for frequent network, local, and crosstown routes. Those will be presented to the Board for adoption at a later day before Spring 2023 implementation.

Route Modifications		Schedule Adjustments	
6 – Lebanon Pike	41 – Golden Valley	6 – Lebanon Pike	52 – Nolensville Pike
9 – Metro Center	77 – Thompson/Wedgewood	8 – 8 th Ave. South	55 – Murfreesboro Pike
29 – Jefferson	79 - Skyline	9 – Metro Center	75 – Midtown
		14 – Whites Creek	76 – Madison
		18 – Airport	77 – Thompson/
		28 – Meridian	Wedgewood
			79 - Skyline
Improved Service Span		New Services	
Access on Demand		We Go Link: Antioch Zone (Expanded Zone Boundaries) South Nashville Hermitage Goodlettsville	

Following is a breakdown of the recommended changes for the fall:

Fall 2022

- **Routing Modifications – To improve on time performance and reliability**
 - **6 Lebanon Pike**
Outbound trips - Shift from Broadway and 1st Ave S to straight on 4th Ave S to Korean Veterans Blvd.
 - **9 MetroCenter**
Outbound Trips - Shift from 3rd Ave N to 2nd Ave N for a portion of the route

- **29 Jefferson**
Outbound & Inbound Trips - Shift from Rep. John Lewis Way to Rosa L. Parks
- **41 Golden Valley**
Outbound & Inbound Trips - Shift from Rep. John Lewis Way to Gay St. and 2nd Ave N
- **77 Thompson/Wedgewood**
All Trips - No service on Glenrose Ave to Greentree Terrace Apartments
- **79 Skyline**
Service to Skyline Medical Center only on eastbound trips
- **Service Span Improvements**
 - **Access on Demand**
Extend weekday evening hours to midnight.
- **Minor Schedule Adjustments**

<ul style="list-style-type: none"> ○ 6 Lebanon ○ 8 8th Avenue South ○ 9 MetroCenter ○ 14 Whites Creek ○ 18 Airport/Elm Hill Pike ○ 28 Meridian ○ 52 Nolensville 	<ul style="list-style-type: none"> ○ 52 Nolensville Pike ○ 55 Murfreesboro Pike ○ 75 Midtown ○ 76 Madison ○ 77 Thompson/Wedgewood ○ 79 Skyline
--	--
- **New Service**
 - **WeGo Link**
Expand current Antioch Zone. Add new zones in South Nashville, Hermitage, and Goodlettsville

Following is a breakdown of the proposed changes for Spring 2023:

Spring 2023

Proposed Spring 2023 changes will be presented to the Board for adoption at a later day before Spring 2023 implementation.

- **Service Span Improvements (Frequent Network)**
 - **Routes 3 West End, 4 Shelby, 7 Hillsboro, 22 Bordeaux, 23 Dickerson Pike, 50 Charlotte Pike, 52 Nolensville Pike, 55 Murfreesboro Pike, and 56 Gallatin Pike**
Extending service from 12:15 a.m. to 1:15 a.m. Weekdays & Saturdays
 - **6 Lebanon Pike and 42 St. Cecilia/Cumberland (Local Routes)**
Extending service until 11:15 p.m. seven days a week
 - **75 Midtown and 77 Thompson/Wedgewood (Crosstown Routes)**
Extending weekday and weekend service to 8:00 p.m.
- **Frequency Improvements**
 - **7 Hillsboro**
Improving weekday mid-day frequency to every 15 minutes

- **8 8th Avenue South**
Improving weekday mid-day frequency to every 30 minutes
Improving weekend frequency to every 30 minutes
- **75 Midtown**
Improving weekday frequency to every 20 minutes peak and every 30 minutes mid-day
- **77 Thompson/Wedgewood**
Improving weekday frequency to every 30 minutes peak and every 45 minutes mid-day

SERVICE CHANGES EQUITY ANALYSIS

The Federal Transit Administration (FTA) requires transit agencies to demonstrate consideration, awareness, and approval of Title VI equity analysis for any major service or fare changes. The Major Service Changes thresholds that require Title VI review are:

1. Any change in service of 25 percent or more of the number of a transit route's revenue service miles computed on a daily basis of the day of the week for which the change is made.
2. A new transit route is established or eliminated.
3. Emergency service changes that meet either of these definitions and have been in effect for over one year.

Proposed service changes are compared to current service levels in order to evaluate any potential adverse effects to minority or low-income communities in the service area. With service improvements, this means that the benefits of the service cannot disproportionately benefit non-minority or non-low-income populations.

There are no major changes proposed for Fall 2022 aside from the expansion of the WeGo Link program in Antioch, South Nashville, Hermitage and Goodlettsville. Using the Florida Department of Transportation's Transit Boardings Estimation & Simulation Tool (TBEST), staff compared the prevalence of low-income and minority populations within the zones in relation to the entire service area of Davidson County to ensure no disproportionate benefit exists. Overall, 48% of the population living within a zone are minority, and 8% are considered low-income. The chart and accompanying maps below summarize the findings based on projections from the 2021 American Community Survey, showing no adverse effect to neither low-income nor minority communities.

WeGo Link Zone	% Minority	% Low Income
Antioch Expanded	60%	8%
South Nashville	46%	9%
Hermitage	34%	8%
Goodlettsville	40%	10%
Davidson County	41%	9%

Figure 1. Equity Analysis – Low Income Population

Low-Income Population Distribution
System Average: 16.17%

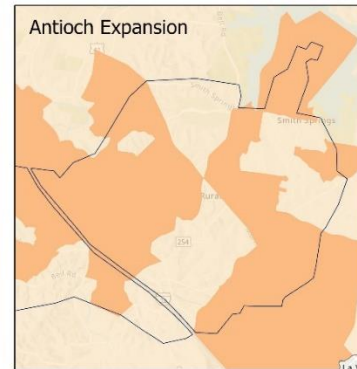
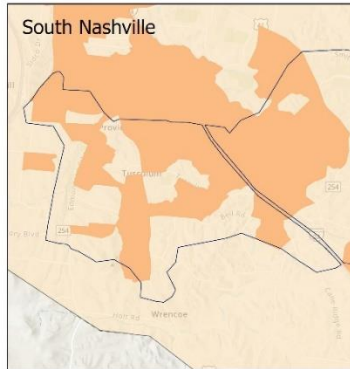
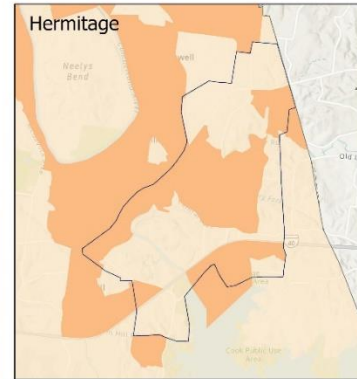
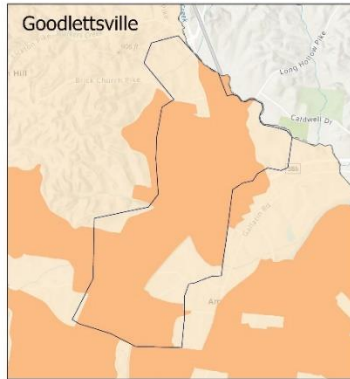
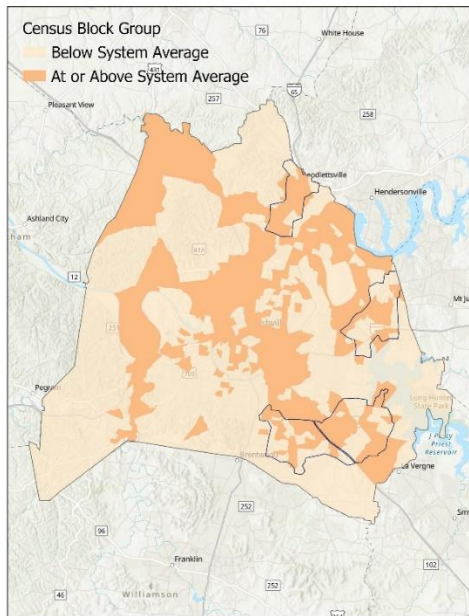
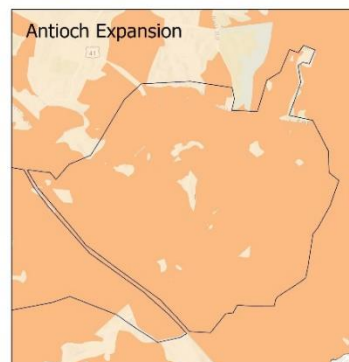
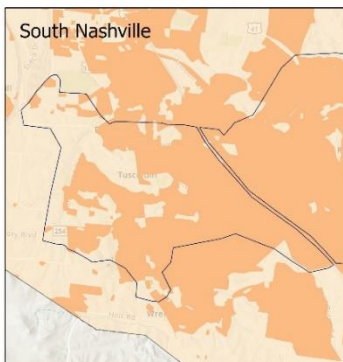
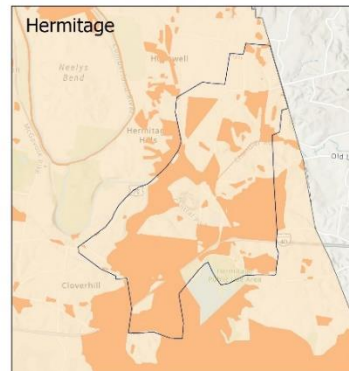
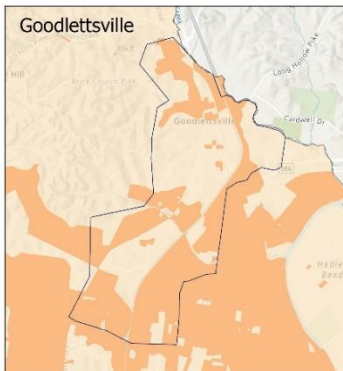
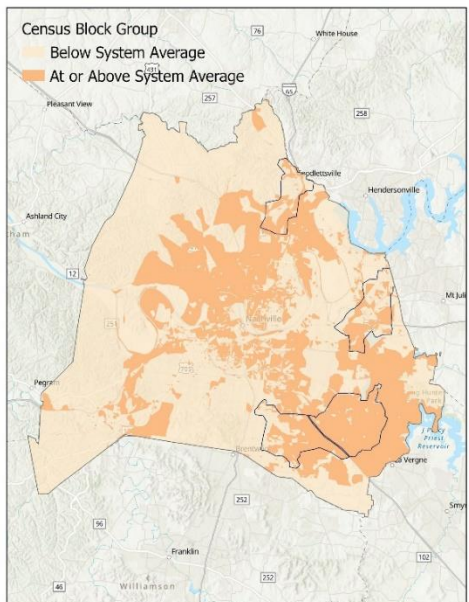


Figure 2. Equity Analysis - Minority Population

Minority Population Distribution
System Average: 26.32%



RECOMMENDATION:

Staff requests approval by the Board of the proposed Fall 2022 service changes as documented in this item for implementation to take effect on October 2, 2022.

APPROVED:

Board Secretary

August 25, 2022

Date