



Interurban Transit Partnership

Board Members

Mayor Gary Carey, Chair

Charis Austin
Mayor Katie Favale

Rick Baker
Steven Gilbert
Robert Postema

Mayor Rosalynn Bliss
Andy Guy
Terry Schweitzer

Mayor Stephen Kepley, Vice-Chair

Mayor Steve Maas
Jack Hoffman
Paul Troost

Tracie Coffman
Open Seat

BOARD OF DIRECTORS MEETING AGENDA

October 23, 2024 – 4:00 p.m.

Rapid Central Station Conference Room (250 Cesar E Chavez, SW)

AGENDA

	<u>PRESENTER</u>	<u>ACTION</u>
1. PUBLIC COMMENT		
2. MINUTES REVIEW – September 25, 2024	Mayor Kepley	Approval
3. CEO'S REPORT	Deb Prato	Information
4. ACTION ITEMS		
a. Authorize Contract – Boston Digital	Kevin Wisselink	Approval
b. Authorize Contract – Carbon Six	Kevin Wisselink	Approval
c. Authorize 5-Year Contract with Clean Energy to purchase RNG Services	Kevin Wisselink	Approval
d. 2025 Board and Committee Meeting Schedule	Deb Prato	Approval
5. PERFORMANCE REPORTS		
a. Paratransit Route Ridership	Jason Prescott	Information
1. September 2024		
2. On-Demand		
b. Fixed Route Ridership	Tim Roseboom	Information
1. September 2024		
c. Finance	Linda Medina	Information
1. Operating Statement – August 2024		
2. Professional Development and Travel Report		
3. Grant Statement		
6. INFORMATIONAL ITEM		
Road Service Truck Fleet Maintenance – Sparta Chevrolet	Kevin Wisselink	Information
7. ADJOURNMENT		

MISSION: *To create, offer and continuously improve a flexible network of public transportation options and mobility solutions.*



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OPEN

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, September 25, 2024 – 4:00 p.m.

Rapid Central Station Conference Room (250 Caser E Chavez SW)

ATTENDANCE:

Board Members' Present:

Mayor Carey, Charis Austin, Jack Hoffman, Terry Schweitzer, Paul Troost, Mayor Favale, Mayor Kepley, Mayor Bliss, Rob Postema, Andy Guy, Tracie Coffman

Board Members Absent:

Steven Gilbert, Rick Baker, Mayor Maas

Rapid Attendees:

Steve Clapp, Cassi Cooper, Tammy Danh, Kris Heald, Jeffrey King, Deron Kippen, Linda Medina, Nick Monoyios, James Nguyen, Deb Prato, Jason Prescott, Andy Prokopy, Tim Roseboom, Steve Schipper, Lindsay Thomasini, Kevin Wisselink

Public Attendees:

Nathan Earl (Documenters), James White (Citizen), Brandee Ritsema (Rapidian/Documenters), Max Dillivan (City of GR)

Chairman Mayor Carey called the meeting to order at 4:04 p.m.

Before the meeting gets underway, Chairman Mayor Carey would like to bring item 4c to the board's attention. This item pertains to the proposed five-year contract with Clean Energy for the purchase of Renewable Natural Gas (RNG) services. Given that there are still some moving parts and additional information that need to be gathered regarding this contract, Mayor Carey recommended that we motion to move this item to the October agenda. This will allow us the necessary time to ensure we have all relevant details and information to make an informed decision.

With no further discussion, Chairman Carey entertained a motion to move item 4c, five-year contract with Clean Energy to purchase RNG services. Mayor Kepley motioned to move 4c to a future meeting, and Mr. Guy supported it. The motion passed unanimously.

1. PUBLIC COMMENT

Mr. James White, a customer of The Rapid.

Concerns on Detours and Updates:

Mr. White has raised ongoing issues regarding the app's failure to provide timely updates about detours, marking three separate occasions of malfunction.

MISSION: *To create, offer and continuously improve a flexible network of public transportation options and mobility solutions.*

He specifically highlighted an incident on August 29th regarding Route 5, which was on detour due to the Hall/Plymouth closure. On his way back from Kentwood, and found bus stops unbagged, and the app still indicated that Route 5 was on detour. Despite direct communication with Mr. Schipper, Mr. White continued to receive conflicting information about the status of the route, leading to confusion for both him and potentially other riders.

Communications Improvements Suggested:

Mr. White expressed frustration about the accuracy of the information provided through the app and suggested that The Rapid enhance their communication strategy. He recommended implementing straightforward communication methods, such as flyers, to reach riders who may not be well versed in technology.

Positive Feedback:

Mr. White commended the recent enhancements made to The Rapid's platform, noting its appealing appearance and cleanliness, contributing to a welcoming environment for users.

Appreciation for Staff Efforts:

He expressed gratitude to Mr. Hoffman for his diligent work with the state and transportation departments and commended the overall funding processes in transportation.

Lastly, Mr. White enjoyed attending the West Michigan Rides event and appreciated The Rapid's involvement in the initiative, reflecting positively on the organization's community engagement.

2. MINUTES REVIEW – August 28, 2024

Chairman Carey entertained a motion to approve the meeting minutes from August 28, 2024. Mayor Bliss motioned to approve, and Mayor Favale supported it. The motion passed unanimously.

3. CEO's REPORT

Ms. Prato's update highlighted several positive developments within the organization, particularly focusing on community engagement and employee recognition. The introduction of ten new buses specifically featuring the Family Fleet initiative is a notable highlight. By allowing employees to submit names of their children and grandchildren aged 0-12, the initiative fosters a sense of family and community. The accompanying water bottles and birth certificates, along with the photoshoots, create lasting memories and reinforce the organization's commitment to its employees' families.

The addition of USB chargers on the new buses is a significant enhancement aimed at improving the rider's experience, making it more conducive to comfortable and convenient travel.

Ms. Prato also mentioned positive media coverage surrounding the ATU agreement and highlighted the contributions of Mr. Monoyios in promoting the Laker Line and economic development through his article. This shows the organization's proactive approach to storytelling and public relations.

Additionally, the finance team has completed the final touches on month end/year end close. BDO will be onsite, and the annual audit will be commencing this fall.

Ms. Prato also took a moment to recognize Ms. Lindsay Thomasini, who has been with us for 3 ½ years and has recently received a well-deserved promotion. Her hard work and dedication have made a significant impact, and we look forward to seeing her continued contributions.

Lastly, Ms. Prato acknowledged Mr. White's ongoing concerns, she reaffirmed our commitment to improving communication and service reliability for our riders. We appreciate the constructive feedback and will continue to work towards addressing these issues effectively.

4. ACTION ITEMS

a. Contract with Inverve Marketing to purchase a Customer Relationship Management System (CRM) – Mr. Kevin Wisselink

Mr. Wisselink is requesting board approval to enter a contract with Inverve Marketing to purchase a Customer Relationship Management (CRM) system, including five years of technical support and software updates. The implementation cost will be up to \$32,450 and monthly maintenance costs will be up to \$1500 per month.

Mr. Schweitzer raised an important question about the final product and what provisions will be made for individuals who may not be tech-savvy. In response, Mr. Wisselink mentioned that there will be chatbots integrated into the system. These updates aim to centralize information, making it easier to access various services internally.

Ms. Prato provided context on the current usage, noting that the organization averages approximately seven transactions per day, indicating a steady commitment to our services.

Ms. Austin inquired whether this initiative is primarily aimed at linehaul riders, to which Mr. Wisselink clarified that the CRM tools will support any inquiries directed at the customer service department.

Mayor Carey raised a critical point regarding the financial aspects of the CRM tools, specifically asking about the associated costs and whether annual increases are included. Mr. Wisselink confirmed that such cost increases have indeed been accounted for in the budget.

Chairman Carey entertained a motion to approve the contract with Inverve Marketing to purchase a Customer Relationship Management system (CRM). Mr. Schweitzer motioned to approve, and Mayor Favale supported it. The motion passed unanimously.

b. 5-Year Contract with Hope Network for Community Mental Health (CMH) Transportation Services – Mr. Kevin Wisselink

Mr. Wisselink is requesting board approval to enter a five-year contract with Hope Network for Community Mental Health (CMH) trips.

Chairman Carey entertained a motion to approve a five-year contract with Hope Network for Community Mental Health (CMH) trips. Mayor Bliss motioned to approve, and Mayor Favale supported it. The motion passed unanimously.

c. 5-Year Contract with Clean Energy to purchase RNG Services – Mr. Kevin Wisselink

Chairman Carey took the opportunity to inform Ms. Coffman that this item will be moved to a future meeting as additional work is still required on this matter. To ensure thorough preparation and consideration, he proposed moving the item to the October Board meeting.

d. 5-Year Contract with Firestone for Bus Tire Lease – Mr. Steve Clapp

Mr. Clapp is requesting board approval to execute a five-year bus tire lease for revenue buses with Bridgestone Americas Tire Operations LLC (Firestone). The total cost is estimated to be \$1,565,359 over the five-year contract.

Mr. Schweitzer expressed his appreciation for the decision to consider leasing as an alternative to purchasing. Leasing can significantly reduce upfront costs, allowing us to allocate resources more efficiently and potentially save money in the long run.

Chairman Carey entertained a motion to approve a 5-Year Contract with Firestone for Bus Tire Lease. Mr. Guy motioned to approve, and Mayor Bliss supported it. The motion passed unanimously.

e. Contract with Hoekstra Transportation to purchase thirteen (13) Paratransit Vehicles – Mr. Steve Clapp

Mr. Clapp is requesting board approval to enter into an agreement with Hoekstra Transportation for the purchase of thirteen (13) Ford E-450 paratransit vehicles at a total price of \$2,289,758 for the purpose of replacing existing paratransit vehicles that have met their useful life benchmark (ULB) of 7 years/200,000 miles. He is also requesting a \$65,000 contingency due to any unexpected price increase to the Ford Chassis for the 2025 model year.

Chairman Carey entertained a motion to approve a contract with Hoekstra Transportation to purchase thirteen (13) Paratransit vehicles. Ms. Coffman motioned to approve, and Mayor Bliss supported it. The motion passed unanimously.

f. E-fare Policy Exception – Ms. Deb Prato

Ms. Prato is requesting a one-time exception to the Fare Policy to allow for the donation of one month of free fare to participants in the road use charge implication study. The study aims to understand the tipping point of monetary incentives that encourage people to choose public transportation over driving.

The original policy limits the amount of promotional fare that can be given away, but in this case, the value of the donation would be significantly higher than the allowed amount. The estimated value of the free fare is \$5000, which is above the policy limit.

Ms. Prato is highlighting the unique nature of this project and the potential benefits of participating in the study. The project is not targeting current Rapid customers, but rather individuals who have indicated a willingness to ride the bus. The incentives will be awarded to participants' wallets every time they choose to take the bus, and the study aims to find the optimal monetary incentive that would encourage people to make this choice.

Chairman Carey entertained a motion to approve e-Fare Policy Exception. Mayor Favale motioned to approve, and Mayor Bliss supported it. The motion passed unanimously.

5. PERFORMANCE REPORTS

a. Paratransit Route Ridership, Mr. Jason Prescott

1. August 2024

2. On-Demand

Mr. Prescott shared more in-depth details about the current state of the service, outlining its features and functionalities, as well as exploring various options for enhancing the offering in the future.

Additionally, Ms. Prato mentioned that the scheduling aspects of Rapid Connect have changed, emphasizing the need for further adjustments to optimize user experience. Mr. Prescott then elaborated on these changes, providing specific insights into how the schedule can be improved to better meet the needs of our riders.

b. Fixed Route Ridership, Mr. Tim Roseboom

1. July 2024

2. August 2024

c. Finance, Ms. Linda Medina

1. Operating Statement – July 2024

2. Professional Development and Travel Report

a. July 2024 (no travel)

b. August 2024

6. CHAIRS REPORT

Chairman Carey yielded his comments.

7. COMMITTEE MEETING UPDATES

a. Planning & Technology Committee, September 9, 2024, Mr. Terry Schweitzer

Mr. Schweitzer noted at the last Planning & Technology Committee meeting the group met virtually with the AECOM team to discuss the final stretch of the Transit Master Plan (TMP). With hopes at the November Committee meeting, the project will be complete.

In addition, Mr. Prokopy gave a presentation on the IT Strategic Plan. Mr. Schweitzer was impressed to learn both the IT Team and the Consultants are in lock step in terms of sharing information. Lastly, he notes Mr. Hoffman is keeping everyone updated on the Transportation Funding Reform.

b. Present Performance & Service Committee, July 23, 2024, September 17, 2024 (canceled), Ms. Charis Austin

c. Finance Committee June 12, 2024, Mayor Stephen Kepley

Around the Horn:

Ms. Prato inadvertently overlooked an important item during her update, which is the start of Version 2 of *A Rapid Path Forward* with Fox 17 and Village 99. This project aims to connect students with employment opportunities over the summer and is funded by scripts that go through nonprofit.

The goal of this project is to address that lack of transportation, which is a major barrier for many students in interacting with youth. By partnering with both Kentwood High School, and Kelloggsville High School, the project aims to find students who need transportation for employment opportunities, after-school activities, or even just a safe place to be.

The project has a budget of up to \$10,000 and will start on October 1st. This initiative is a great continuation of the pilot transformation transportation services for students.

8. ADJOURNMENT

The meeting was adjourned at 4:37 p.m.

The next meeting is scheduled for October 23, 2024

Respectfully submitted,



Kris Heald, Board Secretary

Date: October 23, 2024
To: ITP Board
From: Kevin Wisselink, Director of Procurement and Capital Planning
Subject: PROJECT 2024-28: Website Redesign

ACTION REQUESTED

Authorization is requested from the ITP Board to enter into a contract with Boston Digital to conduct a website redesign for The Rapid, including three years of maintenance and support. The implementation cost will be \$225,000 and maintenance costs will be \$3,000 per month for 36 months.

BACKGROUND

The Rapid's website serves many vital outreach functions, including providing a variety of system information to our riders, allowing The Rapid to reach out to the public regarding The Rapid's benefits to the community as well as being a way for riders and the public to communicate with The Rapid. It is often the primary way that our customers interact with The Rapid and it is vital that the website gives an excellent account of The Rapid.

The Rapid's current website is serviceable but is based on a proprietary Content Management System (CMS) that requires outside assistance to manage and has not been significantly refreshed for many years. This leads to increased staff time to manage the website and to contract with an outside agency for any modifications to the existing site. Additionally, the website is starting to look dated and does not take advantage of many of the new design features found in more recently developed websites.

PROCUREMENT

Therefore, it became necessary to go out to bid to procure the services of a firm to update and maintain the Rapid's website. ITP wanted to evaluate the qualities of the various bids received, so the bid was issued as a Request for Proposal (RFP). The bid was sent out to the Michigan Inter-governmental Trade Network and 29 bids were received.

Of these initial bids, 12 bids were determined non-responsive for failure to fulfill the basic project requirements. This left 17 responsive proposals that were evaluated based on the project proposal, firm qualifications and project cost. The proposals were scored out of a total score of 100 by a review team consisting of the Director of Information Technology, the Engagement and Digital Media Specialist, the Director of Planning and the Technical Services Supervisor.

Firm	Score	Rank	Project Cost
Infojini	88.8	1	\$104,600
Expemplifi	79.4	2	\$198,000
Gravity Works	78.5	3	\$221,976
P2H	75.2	4	\$116,496
Boston Digital	74.2	5	\$333,000
Allerin Tech	69.5	6	\$104,000
Acuta	68.5	7	\$284,208
Inverve	67.6	8	\$302,450
Janajo Consulting	67.0	9	\$223,780
Karya Technology	65.2	10	\$107,000
Jeff Jimerson	63.7	11	\$237,500
Aimclear	62.7	12	\$109,834
Devblock	62.0	13	\$265,008
Station Four	59.9	14	\$303,439
DDM	59.2	15	\$426,400
ProfitOptics	57.2	16	\$325,000
DevsOperatives	53.8	17	\$344,800

The initial review revealed five firms that rose to the top of the rankings and were therefore moved on to Round 2 interviews to further evaluate their proposals. Interviews were conducted with all five firms, where the firms demonstrated their plans for implementing a website for The Rapid and the benefits their plan would confer. All the presentations were scored out of 50.

Firm	Score
Boston Digital	44.3
Gravity Works	39.1
Exemplifi	34.0
P2H	23.0
Infojini	22.1

Boston Digital, Gravity Works and Exemplifi all made strong presentations and rose to the top, but of those Boston Digital was the unanimous number one choice from the review team for several reasons. Boston Digital proposed a mobile device first approach, which integrates in the desktop site very well. The CMS system they proposed was very easy to use and provided excellent functionality. Their interview team did an excellent job of relating to each other during their presentation and included all the primary people who would be working on The Rapid's website. Finally, Boston Digital proposed a "human-first" approach that emphasizes The Rapid's story and the people we work with and how they will use their marketing background to work with us to bring this story out.

FUNDING: Funding for this project will be provided by Federal, State and Local sources.



INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS

RESOLUTION No. 102324-1

Fiscal Year: 2024-2025

Moved and supported to adopt the following resolution:

Approval to enter into a contract with Boston Digital to conduct a website redesign for The Rapid, including three years of maintenance and support. The implementation cost will be \$225,000 and maintenance costs will be \$3,000 per month.

BE IT RESOLVED THAT the ITP CEO is hereby authorized to enter into a contract with Boston Digital to conduct a website redesign for The Rapid, including three years of maintenance and support. The implementation cost will be \$225,000 and maintenance costs will be \$3,000 per month in accordance with the information presented to the ITP Board on October 23, 2024.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Kris Heald, Board Secretary

Date

Date: October 23, 2024
To: ITP Board
From: Deron Kippen, Director of Facilities
Kevin Wisselink, Director of Procurement and Capital Planning
Subject: PROJECT 2025-04: DISPATCH RENOVATION IFB

ACTION REQUESTED

Authorization is requested from the ITP Board to enter into a contract with Carbon Six in the amount of \$372,000 plus a 15% contingency of \$55,800 for a total project cost of \$427,800 for renovations of the Rapid Operations Center Dispatch area.

BACKGROUND

The Rapid has been operating the dispatch of all fixed route buses out of the Rapid Operations Center (333 Wealthy Ave SW). The space was renovated in 2010 but is dated and does not fully meet the needs of Rapid dispatchers in terms of layout and information technology.

The current space is heavily utilized space for a staff of 12 people working 22 hours a day. Over time, job functions have changed with the additions of a dispatcher function, payroll/time and attendance function has expanded along with the scheduling tasks. The current layout does not allow for an adequate workplace for the different teams. There is also a need to move from built-in countertop workstations and improve the furniture used in the space. Finally, the current curved wall in dispatch does not maximize the utilization of available space and should be straightened.

PROCUREMENT

As a result of these factors, the decision was made to create a bid to rehabilitate the dispatch area at the Rapid Operations Center. Progressive AE prepared a bid packet for this project. The Procurement was planned as an Invitation for Bids (IFB) since the specification was well defined and two or more bidders were willing to compete. Therefore, the selection of the successful bidder can be made principally based on price to the low responsive and responsible bidder.

Four (4) responsive bids were received as follows:

Company	Bid
Carbon Six	\$372,000
JKB	\$441,000
McGraw Construction	\$400,177
Rockford Construction	\$499,245

Carbon Six was the lowest responsible bidder on the project. The Rapid has recent experience with Carbon Six through the Laker Line Park and Ride Project and the Ellsworth Administrative Office Rehabilitation and Carbon Six performed very well throughout both projects.

Work is slated to begin in the Fall of 2024 and be completed by Spring 2025.

FUNDING

The project is being funded using federal and state funds. There are no local funds involved in this project.



INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS

RESOLUTION No. 102324-2

Fiscal Year: 2024-2025

Moved and supported to adopt the following resolution:

Approval to enter a contract with Carbon Six in the amount of \$372,000 plus a 15% contingency of \$55,800 for a total project cost of \$427,800 for renovations of the Rapid Operations Center Dispatch area.

BE IT RESOLVED that the ITP CEO is hereby authorized to enter a five-year contract with Carbon Six in the amount of \$372,000 plus a 15% contingency of \$55,800 for a total project cost of \$ 427,800 for renovations of the Rapid Operations Center Dispatch area in accordance with the information presented to the ITP Board on October 23, 2024.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Kris Heald, Board Secretary

Date

Date: October 23, 2024
To: ITP Board
From: Kevin Wisselink, Director of Procurement and Capital Planning
Subject: PROJECT 2024-06: RNG Services

ACTION REQUESTED

Authorization is requested from the ITP Board to enter a five-year contract with Clean Energy to purchase Renewable Natural Gas (RNG), perform Compressed Natural Gas (CNG) fueling station maintenance and process Renewable Identification Numbers (RINs) credits. RINs are the identification numbers used for compliance and are the “currency” of the federal Renewable Fuel Standard (RFS) program. The maintenance contract is estimated to cost an average of \$381,510 annually over the course of the contract and provide an annual \$696,128.60 in estimated RINs credits for a net gain of \$314,618.60.

BACKGROUND

The Rapid has been purchasing RNG from the City of Grand Rapids for the past year and a half. This is facilitated by an agreement with DTE Energy, who distributes the RNG to The Rapid and processes the RIN credits that The Rapid receives from the dispensing of RNG. The arrangement has been very successful and provides The Rapid with 69% of its total fuel quantity 1,050,000/Diesel Gallon Equivalent (DGE) of RNG.

However, The Rapid learned from DTE that the Environmental Protection Agency (EPA) instituted new rules regarding RNG and RIN generation, RIN Separation and reporting that will go into effect January 1, 2025. With these new regulations, after January 1, 2025, DTE will no longer be part of the arrangement with The City of Grand Rapids or The Rapid. DTE acts as the responsible party for EPA reporting for the generator (Grand Rapids) the pipeline (DTE), and the dispenser (The Rapid). New EPA regulations require each of the parties to take individual responsibility for reporting. Therefore, DTE cannot report for either the City of Grand Rapids or The Rapid. This means The Rapid now has entity responsibility for our part in the RNG dispensing, RINs and all related reporting procedures.

On February 23, 2024, Rapid team members met virtually with officials from DTE and the City of Grand Rapids. The Rapid invited Grant Pecor, Barnes and Thornburg, as our outside counsel to participate in the call. Attorney’s Cindy Klots, DTE General Counsel, and Michael Hoeker, Grand Rapids Assistant City Attorney were also on the call.

DTE’s Agenda was as follows:

1. Set Context: Quick review of key dates & deadlines for impending EPA Biogas Regulatory Reforms (Ian or Bob):
 - September 1, 2024 (target date to complete contract changes)

- October 1, 2024 (EPA registration deadline)
- December 31, 2024 (tentative revised end date for current contracts)
- January 1, 2025 (EPA Biogas Regulatory Reforms go-live)

2. Discuss status of key Action Items from 02/07/24 call held with GR team (see names assigned to action items below):

02/07/24 Meeting Action Items (as written by Robert German, DTE):

- Review the RAPID's org structure and "enabling legislation" to determine if they are authorized to own and / or sell RINs (Michael Hoeker)
- Connect with law firms experienced in RFS / RINs to assist with project structuring and contracting (Michael Hoeker)
- Check progress of GR's treated biogas meter in EPA queue. OEMs can submit meter specs to EPA for review & approval. (Jared)
- Check schedules for GR and the RAPID to timely approve the new contracts and terminate early the contract with DTE (Michael Hoeker, RAPID lawyer)

At that time, The Rapid was advised of the timeline for DTE to end their relationship in the RNG process.

At the conclusion of the February 23, 2024, meeting, it was clear The Rapid had two options. To take on the role DTE had played in selling the dispensing RINs credits and the EPA reporting ourselves, or contract with a firm to perform this work on behalf of The Rapid.

It should be noted that the parties (The Rapid, The City of Grand Rapids, and DTE) have continued to have meetings nearly every two weeks and will continue to meet until the exit of DTE from the process.

Selling RIN credits on the market would mean significant staff time put towards navigating the EPA Moderated Transaction System (EMTS), the database of record for all transactions involving RINs. The Rapid would need to enter into trade agreements outside of EMTS, and then enter those trades in EMTS, which verifies each parties' record (buy/sell) and transfer of RIN credits and reporting. Finding the best prices on the market to sell the credits would require staff capacity and knowledge not currently available within The Rapid's internal resources. Therefore, The Rapid turned to the option of contracting with a third party, with expertise in processing our dispensing RIN credits.

Concurrent to this discussion, The Rapid took a wholistic look at all processes connected with R/CNG dispensing. The Rapid currently maintains the R/CNG station located near our Laker Line Facility, using a combination of Rapid staff and contracted industrial maintenance services. As a part of research into RNG distribution, it became apparent that a number of firms could, in addition to supplying, selling and reporting RNG, could also be contracted to maintain the R/CNG fueling station, for both preventive maintenance and emergency repair services.

Including this maintenance option in our request for proposals would provide a dedicated contractor to manage maintenance, freeing up Rapid staff for other work. Therefore, it was decided to include an option in the procurement process to provide both RNG/RINs credit services and R/CNG fueling system maintenance services.

PROCUREMENT

The Rapid desired to evaluate the qualities of the various bids received, particularly the maintenance plans, so the bid was issued as a Request for Proposal (RFP). The bid was split into two parts, R/CNG maintenance in one section, and the purchase of RNG and RINs credit processing in the other. Firms could bid on either element or both parts of the RFP. The bid was sent out to the Michigan Inter-governmental Trade Network as well as directly to 12 firms. The bid was downloaded by 21 firms, and 5 bids were received.

Of the bids received, Clean Energy, Opal Fuels and Trillium Fuels provided proposals for both elements of the RFP. The City of Grand Rapids and Kinder Morgan bid only on RNG distribution and RINs credits.

Kinder Morgan's proposal offered 8% of the RIN credits to The Rapid. This was significantly below Clean Energy's 10%, Opal Fuels' 10% and Trillium Fuels' 9.5% proposals and was therefore not considered. The City of Grand Rapids proposed selling the RNG fuel and RINs credits directly to The Rapid at a price of \$4.42/DGE. The current cost under the DTE process for YTD FY 23/24 averaged \$0.52/DGE.

When evaluating the City of Grand Rapids' RFP, it is important to note the inherent risk involved with accepting a flat rate per DGE when the RIN market can fluctuate greatly, particularly with the new ruleset taking effect in January of 2025. There is the potential to incur negative income if the RIN market were to drop below \$2.85. Although for the current FY the market average has been steady around \$3.23, during the past few years it has been known to drop below \$2.00.

The City of Grand Rapids proposal would require The Rapid to trade RINs credits or hire a contractor to do so. The RFP clearly stated that bidders must process and sell the RINs credits as part of their services and not leave this to The Rapid, providing a specific percentage of the RINs credits they would share with The Rapid was a requirement to be identified in their proposals. Based on this, the City of Grand Rapids' proposal was deemed non-responsive, and not considered. All four remaining proposals did meet these RFP requirements for RINs credits. Three potential bidders, including the City of Grand Rapids participated in the site walk-through on June 27, 2024. Each had an opportunity to ask and have questions answered. On August 12, 2024, Deb Prato, CEO The Rapid notified Mark Washington, Grand Rapids City Manager they would not be moving on to the interview process based on their proposal.

Clean Energy, Opal Fuels and Trillium Fuels were evaluated in the first round based on their proposal, firm qualifications and costs/credits.

	Score	Estimated Yearly Maintenance Costs	Estimated Yearly RINs Credits	% of RINs credits given to The Rapid
Clean Energy	94.8	\$381,510.00	\$580,107.00	9.5%
Opal Fuels	97.9	\$353,591.00	\$551,102.00	10%
Trillium Fuels	53.7	\$635,850.00	\$580,107.00	10%

All three firms were qualified and provided plans that would address The Rapid's maintenance and RNG needs, but Trillium Fuels' maintenance costs were nearly twice as high as the other two firms and therefore scored much lower.

As a result, Clean Energy and Opal Fuels moved on to Round 2 evaluations. Rapid staff conducted interviews on August 27, 2024, with both firms, in person with Opal and remotely with Clean Energy. Each organization gave good presentations and clearly demonstrated their ability to carry out all the required elements of the RFP. The Rapid then issued a Best and Final Offer (BAFO) to see if either firm would improve their financial proposal. Both firms increased the percentage of the RINs credits given to The Rapid to 12%, resulting in an annual estimated increase of \$100,000 in additional RINs credit revenues to The Rapid.

	Average Rank	Estimated Yearly Maintenance Costs	Estimated Yearly RINs Credits	% of RINs credits given to The Rapid
Clean Energy	1.25	\$381,510.00	\$696,128.60	12%
Opal Fuels	1.75	\$353,591.00	\$696,128.60	12%

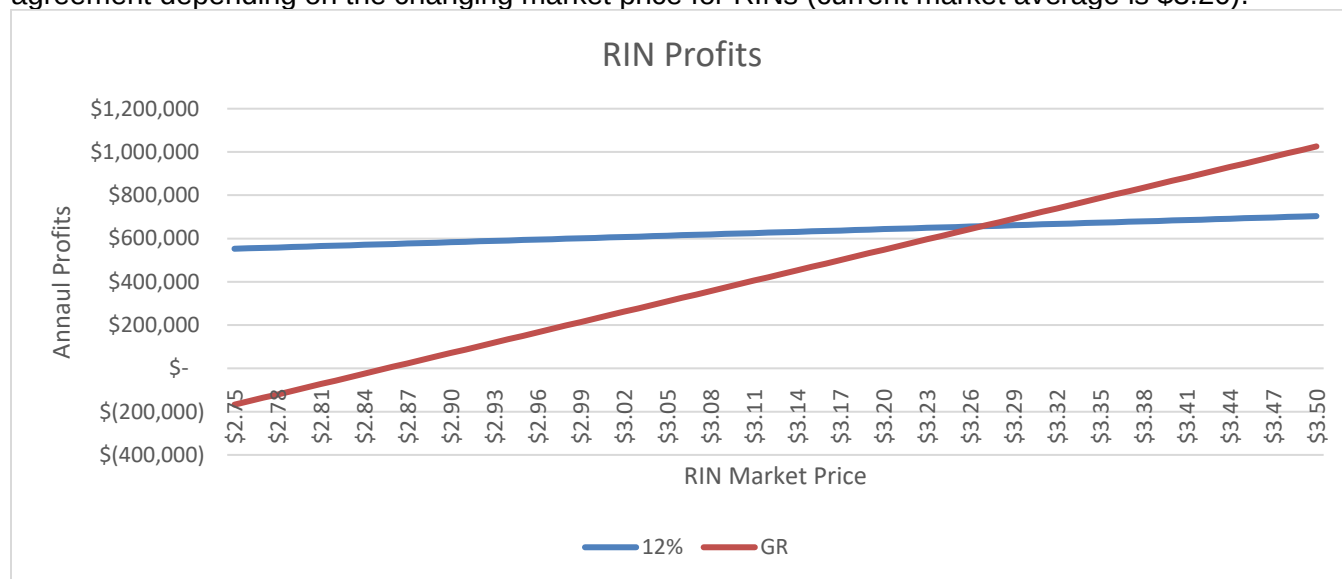
In the end, the review team selected Clean Energy over Opal Fuels. While the proposals were very close in quality, Clean Energy was selected due their extensive experience in maintaining 110 CNG facilities for 80 different transit agencies nationally, the resources they can bring to bear in maintaining and repairing The Rapid's CNG fueling station, and they are the major supplier of RNG providing 40% of the United States market.

RIN profit comparison:

For the past 11 months of FY23/24 ITP has been earning a 4% share of all RINs sold resulting in a total of \$123,038.42, with a conservative estimate of \$135,000 for the year. This has been an equivalent earning of \$0.18/DGE.

With both Clean Energy and Opal, ITP's approximate earnings would be about \$0.63/DGE. If the RIN markets remain steady, the estimated earnings through a City of GR agreement would net ITP approximately \$0.53/DGE.

The below chart compares potential earnings for a Grand Rapids agreement and a Clean Energy agreement depending on the changing market price for RINs (current market average is \$3.20).



Key dates & deadlines for EPA Biogas Regulatory Reforms and Project Transition provided by DTE in Joint Rapid, City of Grand Rapids and DTE Meetings:

- Sept 1, 2024: Target date for City of GR, RAPID to complete re-contracting
- Oct 1, 2024: EPA registration deadline
- Nov 2024: Last month for biogas deliveries from City of GR to DTET
- Nov 30, 2024: End date for Gas Confirms, Agency agreements (City GR, DTET).
Last day DTE Energy Trading will receive biogas from City of GR.
- Dec 2024: Last month for biogas deliveries from DTET to the RAPID, DTE Gas
- Dec 31, 2024: End date for Gas Confirms, Agency agreements (the RAPID, DTET)

Last day DTE Energy Trading will supply D3-biogas to the RAPID and non-D3 biogas to DTE Gas Services.
- Jan 1, 2025: EPA Biogas Regulatory Reforms go-live
- Jan 2025: Last month for RIN Generation under the current program (subject to written confirmation from EPA, Weaver) so Nov '24 RNG production, Dec '24 RNG dispensed, Jan '25 final RIN Generation

FUNDING

Funding for projects under this contract will come primarily through Federal and State sources to fund the Preventive Maintenance of the R/CNG station. RIN credits revenues will be credited to the General Fund and used to operate Rapid services.

INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS**RESOLUTION No. 102324-3****Fiscal Year: 2023-2024**

Moved and supported to adopt the following resolution:

Approval to enter into a five-year contract with Clean Energy to purchase Renewable Natural Gas (RNG), perform Compressed Natural Gas (CNG) fueling station maintenance and process Renewable Identification Numbers (RINs) credits.

BE IT RESOLVED that the ITP CEO is hereby authorized to enter a five-year contract with Clean Energy to purchase Renewable Natural Gas (RNG), perform Compressed Natural Gas (CNG) fueling station maintenance and process Renewable Identification Numbers (RINs) credits in accordance with the information presented to the ITP Board on October 23, 2024.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Kris Heald, Board Secretary

Date



Interurban Transit Partnership

300 Ellsworth SW, Grand Rapids, Michigan 49503-4005 Ph 616 456 7514

Proposed 2025 MEETING SCHEDULE

DRAFT

<u>RAPID BOARD MEETINGS</u>	<u>RAPID BOARD SPECIAL</u>
TIME: 4:00 p.m. (Wednesdays)	TIME: 3:00 p.m. (Wednesdays)
January 29	BOARD RETREAT
March 26	February 26
April 23	BOARD BUDGET WORKSHOP
May 28	July 23
August 27	
September 24	
October 22	
December 3 (Election of Officers. Terms expire 12/31/2025)	
<u>PLANNING & TECHNOLOGY COMMITTEE</u>	<u>PRESENT PERFORMANCE & SERVICE</u>
TIME: 8:30 a.m. (Mondays)	TIME: 4:00 p.m. (Tuesdays)
January 6	January 14
March 10	March 18
May 12	May 20
July 14	July 22
September 8	September 16
November 3	November 11

<u>FINANCE COMMITTEE</u>	<u>CONSUMER ADVISORY COMMITTEE FOR SENIORS & PERSONS WITH DISABILITIES</u>
TIME: 4:00 p.m. (Wednesdays)	TIME: 3:00 p.m. (Tuesdays)
January 22	January 21
April 16	March 18
June 11	May 20
August 13	July 15
November 5	September 16
	November 18

MEETING LOCATION: Rapid Central Station Conference Room: 250 Cesar E Chavez Avenue, SW

NOTE: All meetings are held within the standards of the Michigan Open Meetings Act.

All meeting information and informational packets are available to the public at
<https://www.ridetherapid.org/about-the-rapid/board-of-directors>



INTERURBAN TRANSIT PARTNERSHIP BOARD OF DIRECTORS

RESOLUTION No. 102324-4

Fiscal Year: 2023-2024

Moved and supported to adopt the following resolution:

Approval from the ITP Board for the 2025 meeting schedule for all Board and Committee meetings.

BE IT RESOLVED that the 2025 Board and Committee meeting schedule is approved on October 23, 2024.

CERTIFICATE

The undersigned, duly qualified and acting secretary of the Interurban Transit Partnership Board, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Interurban Transit Partnership Board.

Kris Heald, Board Secretary

Date



Interurban Transit Partnership

5a1

DATE: October 23, 2024
TO: ITP Board
FROM: Jason Prescott
SUBJECT: SEPTEMBER 2024 PARATRANSIT RIDERSHIP REPORT

Paratransit ridership information for September 2024, as compared to September 2023

	2024	2023	% Change
Total Paratransit Ridership	18,200	16,883	7.8%
ADA Ridership	15,473	13,814	12.0%
Non-Disabled Senior (NDS) Ridership	99	114	-13.2%
PASS Ridership	157	156	0.6%
Network 180	2,203	2,340	-5.9%

Ridership averages, as compared to 2023

	2024	2023	% Change
Weekday Ridership	680	647	5.1%
Saturday Ridership	221	224	-1.3%
Sunday Ridership	238	220	8.2%

Other Performance Measures

	2024	2023	% Change
On-Time Performance	90.9%	69.50%	30.8%
On-Time Drop-Off	95.89%	75.50%	27.0%
Average Cost Per Trip	**INFO PENDING	\$37.89	

September 2024 Paratransit Ridership and Operating Statistics

ADA	2024	2023	Change	% Change
Clients	1,252	1,178	74	6.3%
Passenger Trips	15,473	13,814	1,659	12.0%
NDS				
Clients	15	14	1	7.1%
Passenger Trips	99	114	(15)	-13.2%
PASS				
Clients	11	11	0	0.0%
Passenger Trips	157	156	1	0.6%
CONTRACTED				
Clients	1	0	1	#DIV/0!
Passenger Trips	5	0	5	#DIV/0!
RIDELINK				
Clients	160	205	(45)	-22.0%
Passenger Trips (Performed by The Rapid)	263	459	(196)	-42.7%
TOTALS				
Clients	1,439	1,408	31	2.2%
Passenger Trips	15,997	14,543	1,454	10.0%
Average Weekday Ridership	680	647	33	5.1%
Average Saturday Ridership	221	224	(3)	-1.3%
Average Sunday Ridership	238	220	18	8.2%
All Ambulatory Passengers	13,093	11,813	1,280	10.8%
All Wheelchair Passengers	2,904	2,730	174	6.4%
No - Shows	345	304	41	13.5%
Cancellations	324	820	(496)	-60.5%
Transdev				
Average Cost per Trip	Pending*	\$37.89	#VALUE!	#VALUE!
Riders per Hour	1.8	2.2	(0.4)	-16.4%
Accidents per Month	2.0	3.0	(1)	-33.3%
Trip Denials	0	0	0	#DIV/0!
NTD Travel Time (minutes)	33	26	7	25.0%
NETWORK 180				
Passenger Trips	2,203	2,340	(137)	-5.9%
Average Weekday Ridership	110	117	(7)	-6.0%
TOTAL PASSENGER TRIPS	18,200	16,883	1,317	7.8%
Paratransit Service Quality Statistics: network 180 Excluded				
Complaints	2024	2023	% of Trips	% Change
Transdev Complaints	36	31	0.2%	16.1%
On-Time Performance				
On-Time Compliance - Pick-up	90.90%	69.50%	21.4%	30.8%
On-Time Compliance - Drop-off	95.89%	75.50%	20.4%	27.0%



Interurban Transit Partnership

300 Ellsworth SW, Grand Rapids, Michigan 49503-4005 Ph 616 456 7514

Date: October 23, 2024

To: Board of Directors

From: Jason Prescott, Director, Paratransit, ADA and Mobility

Subject: Rapid Connect September 2024 Monthly Report

OVERVIEW

Rapid Connect mobility on-demand program report from Sunday, September 1 through Monday, September 30.

HISTORICAL CONTEXT

The Rapid Connect service launched on January 3rd, 2022, in Walker and Kentwood to improve accessibility to public transportation within those two jurisdictions. The initial pilot (Jan-Mar) had a service operating on weekdays from 6 a.m. to 6 p.m. Presently the service operates until 10 p.m. on weekdays.

Sign-ups remain consistent from week to week. To date, 2,459 people have signed up to use this new service.

All training and testing trips taken by operators or Rapid employees have been omitted from all calculations included in this report.

CURRENT RIDERSHIP

Between Sunday, September 1 and Monday, September 30, 2024 (1 month service period), there were a total of 978 completed trips.

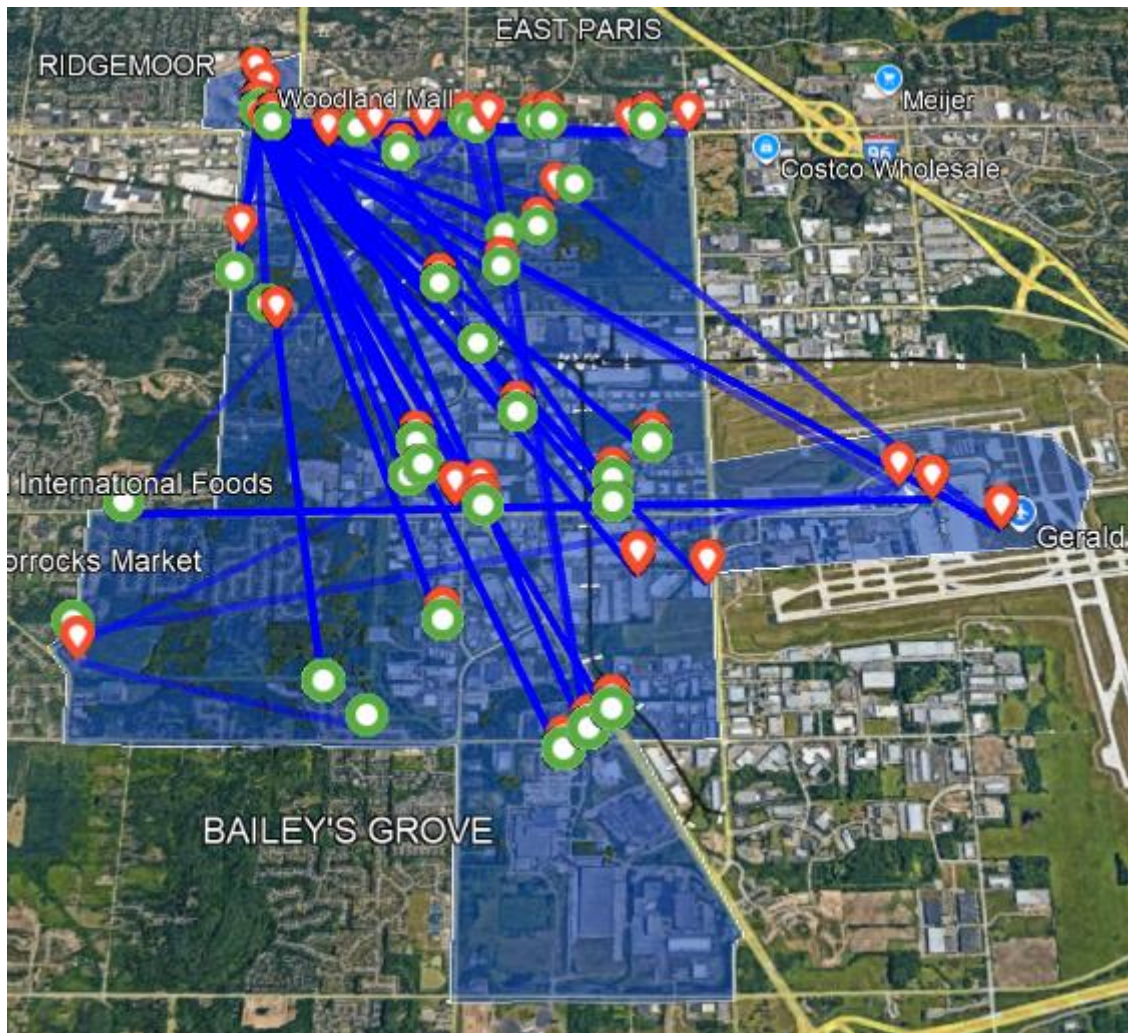
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There were 638 completed trips in Kentwood (65%), and 340 trips completed in Walker (35%). There were 56 individual riders in Kentwood and 22 in Walker that made up these trip counts for the month of September.

The average fare trip distance in Kentwood is 2.86 miles, and 2.94 miles in Walker. The fare trip distance is the distance between the pickup and drop off points and does not consider other stops on the route.

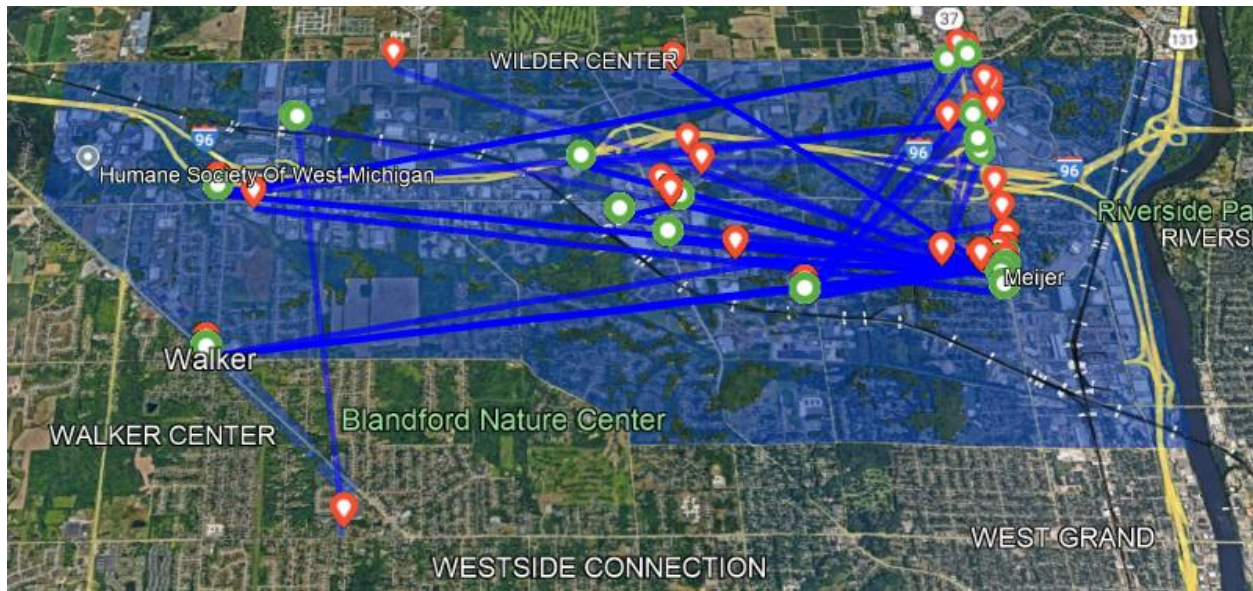
The earliest trip in Kentwood for September had a reported arrival time of 6:12 a.m. The latest trip was completed at 9:35 p.m.



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The earliest trip in Walker for September had a reported arrival time of 5:59 a.m. The latest trip was completed at 9:56 p.m.



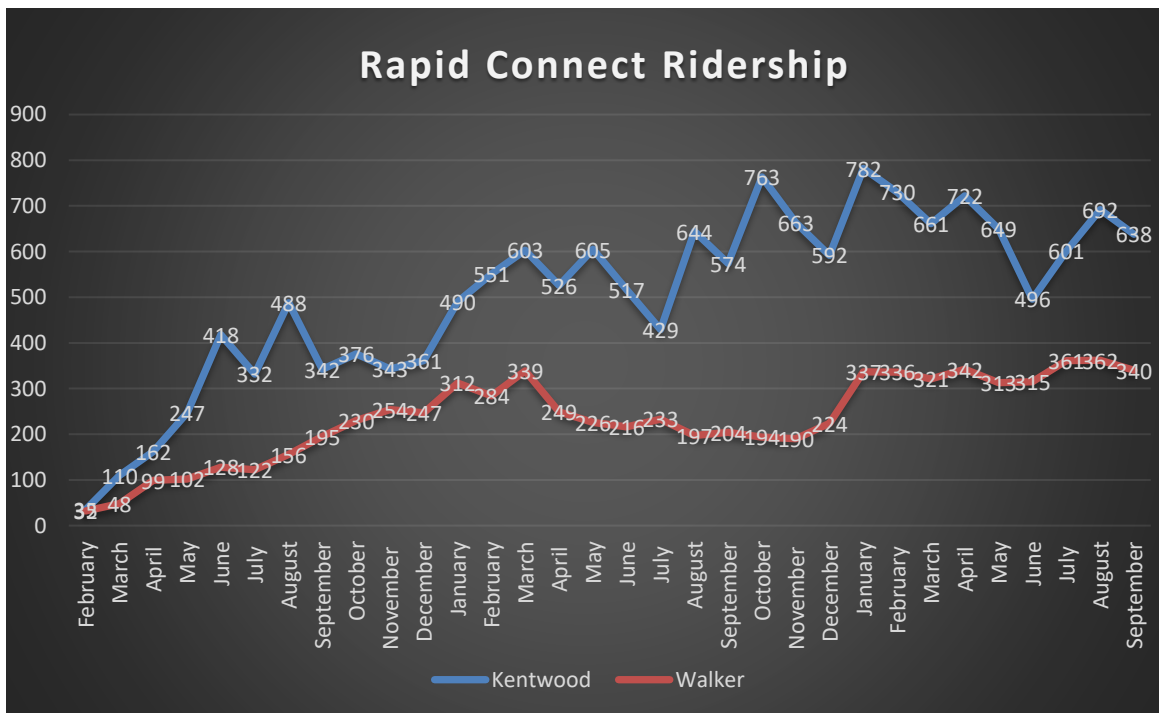
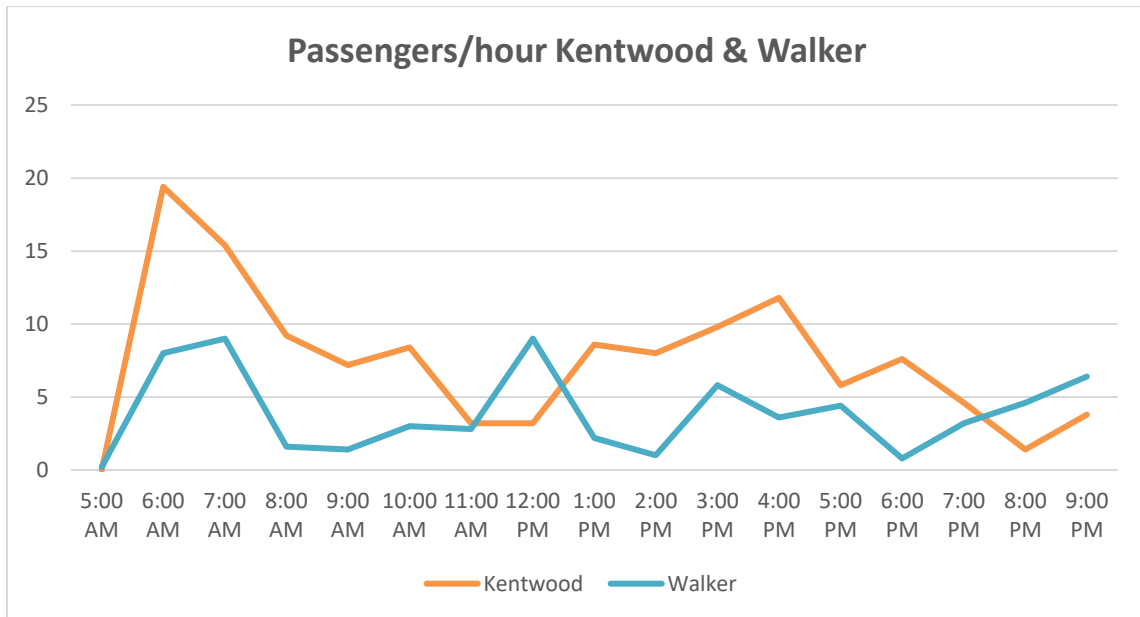
10 Destinations were visited in the expanded zone for September 2024.

2263 E Oak St. NW
3000 Alpine Ave NW
3050 Alpine Ave NW
3108 Alpine Ave NW
3248 Alpine Ave NW
3330 Alpine Ave NW
3378 Alpine Ave NW
3410 Alpine Ave NW
3555 Alpine Ave NW
3596 Alpine Ave NW



Interurban Transit Partnership

300 Ellsworth SW, Grand Rapids, Michigan 49503-4005 Ph 616 456 7514





Date: October 23, 2024
To: ITP Board of Directors
From: Tim Roseboom – Senior Planner
Subject: FIXED ROUTE RIDERSHIP AND PRODUCTIVITY REPORT – September 2024

OVERVIEW: In September 2024, there was a 15.8% increase in total monthly route ridership as compared to September 2023. Contract services increased 37.2%, and regular fixed routes services increased 4.8%. Fiscal Year (FY) 2024 ended with total ridership increasing 3.2% over FY 2023, however fixed route ridership decreased slightly by 0.8%. FY 2024 total ridership was 6,209,291, and ridership recovery from FY 2019 prior to the Covid pandemic is 61.2%.

BACKGROUND INFORMATION

Monthly Ridership

	September 2024	September 2023	% Change
Regular Fixed Route Service (<i>Routes 1–44</i>)	388,229	370,599	4.8%
Contracted Service (<i>GVSU, DASH, GRCC, and Ferris</i>)	261,943	190,986	37.2%
Total Monthly Fixed Route Ridership	650,172	561,585	15.8%

Daily Average Ridership

	September 2024	September 2023	% Change
Weekday Total	29,170	24,979	16.8%
Weekday Evening	4,243	3,404	24.6%
Saturday	10,185	8,883	14.6%
Sunday	5,207	4,395	18.5%

Productivity Summary

	September 2024	September 2023	% Change
Average passengers per hour per route	16.2	14.1	15.1%
Average passengers per mile per route	1.20	1.04	15.6%
Average farebox recovery percent per route	12.1%	11.7%	3.1%

Fiscal Year Ridership

	FY 2024	FY 2023	% Change
Regular Fixed Route Service (<i>Routes 1–44</i>)	4,310,241	4,345,846	-0.8%
Contracted Service (<i>GVSU, DASH, GRCC, and Ferris</i>)	1,899,050	1,671,452	13.6%
Total Fixed Route Ridership YTD	6,209,291	6,017,297	3.2%

COMPARISON OF SEPTEMBER 2024 TO SEPTEMBER 2019

Monthly Ridership

	September 2024	September 2019	% Change
Regular Fixed Route Service (<i>Routes 1–44</i>)	388,229	636,788	-39.0%
Contracted Service (<i>GVSU, DASH, GRCC, and Ferris</i>)	261,943	374,697	-30.1%
Total Monthly Fixed Route Ridership	650,172	1,011,485	-35.7%

Daily Average Ridership

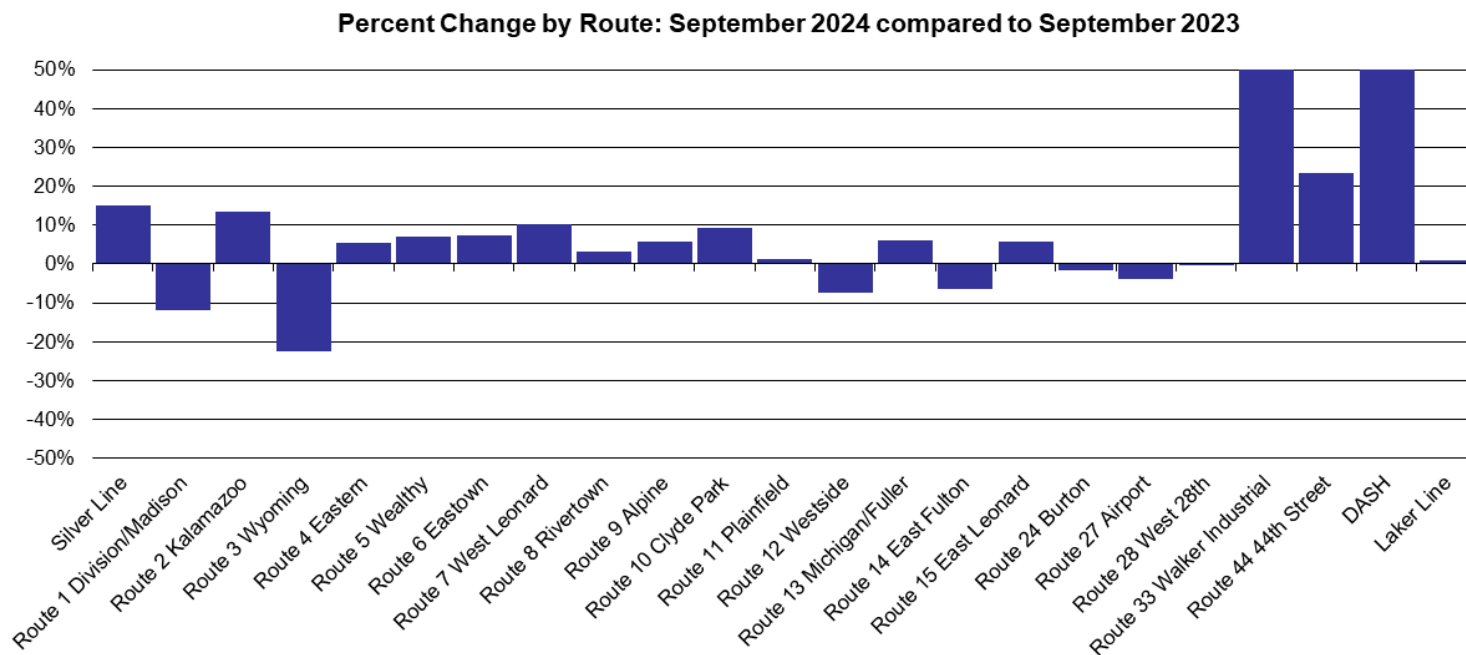
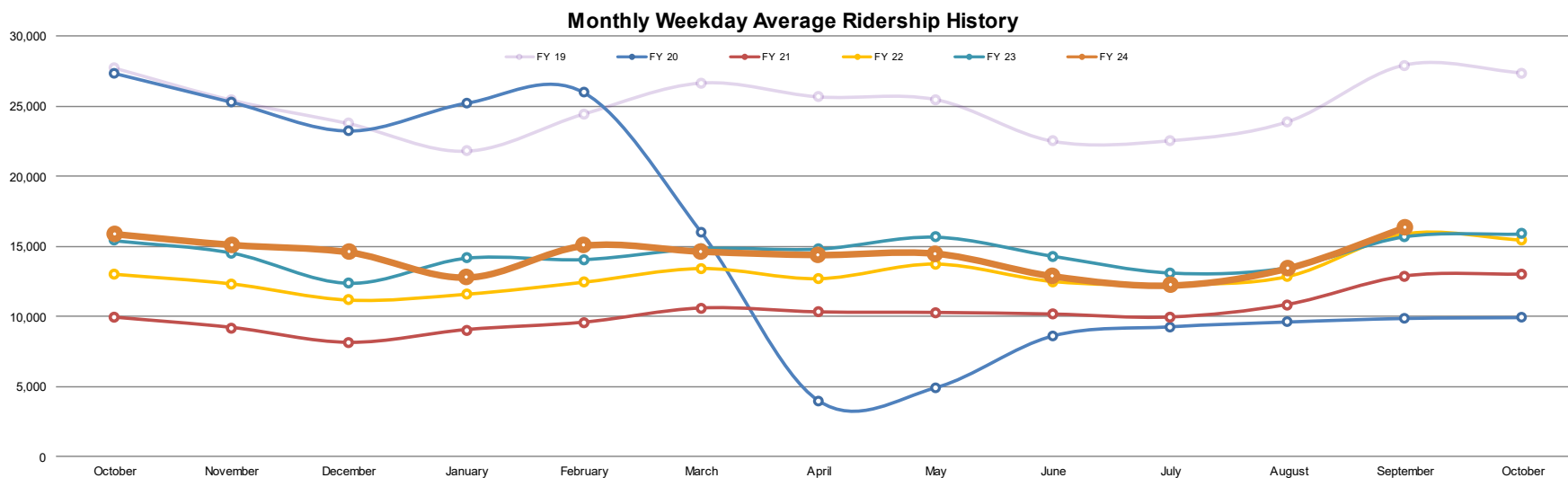
	September 2024	September 2019	% Change
Weekday Total	29,170	45,523	-35.9%
Weekday Evening	4,243	6,337	-33.0%
Saturday	10,185	16,956	-39.9%
Sunday	5,207	6,639	-21.6%

Productivity Summary

	September 2024	September 2019	% Change
Average passengers per hour per route	16.2	21.9	-26.1%
Average passengers per mile per route	1.20	1.78	-32.5%
Average farebox recovery percent per route	12.1%	28.7%	-57.9%

Fiscal Year Ridership

	FY 2024	FY 2019	% Change
Regular Fixed Route Service (<i>Routes 1–44</i>)	4,310,241	7,301,569	-41.0%
Contracted Service (<i>GVSU, DASH, GRCC, and Ferris</i>)	1,899,050	2,845,315	-33.3%
Total Fixed Route Ridership YTD	6,209,291	10,146,884	-38.8%





Interurban Transit Partnership

Date: October 23, 2024
To: ITP Board of Directors
From: Linda Medina, Director of Finance
Subject: August Operating Statements

Attached are the financial reports for general operating and grants through August 2024 along with the Professional Development report for September 2024.

FY 23/24 YTD Operating Statement Analysis

Revenues are overall .2% (\$97,973) over budget while expenses are 15.1% (\$8,048,775) under budget before capitalizing operating expenses, reflecting a positive trend for this fiscal year. We remain stable with little variation in revenue and expense accounts.

Expenses continue to trend under budget except for purchase transportation as the current average passenger per revenue hour is 1.5 compared to the budgeted 2 passengers per hour. We are actively working our contractor to review billing hours.

For any further inquiries regarding the attached financial reports, please don't hesitate to contact me directly at (616) 774-1149 or lmedina@ridetherapid.org.

The Rapid
Operating Statement
Year to Date as of August 30, 2024

	YTD as of August 31, 2024		Variance		Last Year FY 22/23 YTD Actual	% Variance to FY 22/23 YTD Actual	Current Year FY 23/24 Annual Budget
	Budget	Actual	\$	%			
Revenues and Operating Assistance							
Passenger Fares	\$ 4,429,891	\$ 4,322,842	\$ (107,049)	-2.4%	\$ 4,197,784	3%	\$ 4,895,883
Sale of Transportation Services							
CMH Contribution	410,797	329,487	(81,310)	-19.8%	371,589	-11%	447,839
Dash Contract	1,702,279	2,059,987	357,708	21.0%	1,515,945	36%	1,856,468
Grand Valley State University	3,324,646	3,049,000	(275,646)	-8.3%	2,837,406	7%	3,682,642
Van Pool Transportation	-	-	-	0.0%	(1,242)	-100%	-
Township Services	171,945	181,205	9,260	5.4%	370,720	-51%	185,836
Other	188,175	172,397	(15,778)	-8.4%	171,259	1%	218,635
Subtotal Sale of Transportation Services	5,797,842	5,792,075	(5,767)	-0.1%	5,265,676	10%	6,391,421
State Operating	17,596,295	14,696,628	(2,899,667)	-16.5%	12,455,778	18%	18,870,616
Property Taxes	18,022,585	18,905,999	883,414	4.9%	17,075,322	11%	19,661,002
Advertising & Miscellaneous	663,981	2,891,023	2,227,042	335.4%	1,406,707	106%	714,020
Subtotal Revenues and Operating Assistance	46,510,594	46,608,567	97,973	0.2%	40,401,267	15%	50,532,941
Grant Operating Revenue	-	-	-	0.0%	8,321,689	-100%	70,907,963
Unrestricted Net Reserves	-	-	-	0.0%	-		5,474,451
Total Revenues and Operating Assistance	<u>\$ 46,510,594</u>	<u>\$ 46,608,567</u>	<u>\$ 97,973</u>	<u>0.2%</u>	<u>\$ 48,722,956</u>	<u>-4%</u>	<u>\$ 56,007,392</u>
Expenses							
Salaries and Wages							
Administrative	\$ 6,518,173	\$ 5,559,236	\$ (958,937)	-14.7%	\$ 5,087,943	9%	\$ 7,226,977
Operators	14,799,848	11,511,853	(3,287,994)	-22.2%	11,570,994	-1%	16,033,168
Maintenance	2,568,792	2,298,717	(270,075)	-10.5%	1,996,113	15%	2,782,858
Subtotal Salaries and Wages	23,886,813	19,369,806	(4,517,006)	-18.9%	18,655,050	4%	26,043,003
Benefits	9,993,111	7,377,526	(2,615,585)	-26.2%	7,793,659	-5%	10,842,785
Contractual Services	2,975,271	2,821,296	(153,976)	-5.2%	2,661,288	6%	3,912,166
Materials and Supplies				0.0%			-
Fuel and Lubricants	2,802,818	2,014,130	(788,688)	-28.1%	2,415,384	-17%	3,026,466
Other	1,734,119	1,688,350	(45,769)	-2.6%	1,492,283	13%	1,969,374
Subtotal Materials and Supplies	4,536,937	3,702,480	(834,456)	-18.4%	3,907,667	-5%	4,995,840
Utilities, Insurance, and Miscellaneous	4,141,882	3,629,952	(511,930)	-12.4%	4,019,080	-10%	5,699,115
Purchased Transportation	7,804,945	8,389,123	584,178	7.5%	6,800,470	23%	8,514,483
Expenses Before Capitalized Operating	53,338,959	45,290,184	(8,048,775)	-15.1%	43,837,214	3%	60,007,392
Capitalized Operating Expenses	(2,046,182)	(1,880,059)	166,123	-8.1%	(1,182,623)	59%	(4,000,000)
Total Operating Expenses	<u>\$ 51,292,778</u>	<u>\$ 43,410,125</u>	<u>\$ (7,882,652)</u>	<u>-15.4%</u>	<u>\$ 42,654,591</u>	<u>2%</u>	<u>\$ 56,007,392</u>
Net Surplus/(Deficit) before Net Reserves		\$ 3,198,442			\$ (2,253,324)		
Net Surplus/(Deficit) after Net Reserves		\$ 3,198,442			\$ 6,068,365		

Interurban Transit Partnership
Grant Revenues & Expenditures
Month Ended 08/31/24

GL0376

Page 1

	Adopted Budget	Amended Budget	Month To Date	Year To Date	Balance	Percent Target 92%
<u>Grant Revenue</u>						
1. Federal Grant Assistance	16,232,189	16,232,189	3,245,276	15,567,594	664,595	96%
2. State Grant Assistance	4,058,047	4,058,047	811,320	3,891,898	166,149	96%
3. Transfer In - Operating Budget	0	0	0	0	0	100%
4. Use of Restricted Net Assets	0	0	0	0	0	100%
5. Other Local	0	0	0	0	0	100%
6. Total Grant Revenue	20,290,236	20,290,236	4,056,596	19,459,492	830,744	96%
<u>Labor</u>						
7. Administrative Salaries	0	1,000	2,808	2,916	1,916-	292%
8. Driver Wages	0	0	0	0	0	100%
9. Temporary Wages	0	0	0	0	0	100%
10. Fringe Benefit Distribution	0	1,000	1,015	1,060	60-	106%
11. Total Labor	0	2,000	3,823	3,976	1,976-	199%
<u>Material & Supplies</u>						
12. Tires & Tubes	322,000	322,000	22,528	232,451	89,549	72%
13. Office Supplies	0	0	0	0	0	100%
14. Printing	0	0	0	0	0	100%
15. Total Material & Supplies	322,000	322,000	22,528	232,451	89,549	72%
<u>Purchased Transportation</u>						
16. Purchased Transportation	1,200,000	1,200,000	100,000	1,125,757	74,243	94%
17. Specialized Services	0	542,369	198,868	588,857	46,488-	109%
18. Total Purchased Transportation	1,200,000	1,742,369	298,868	1,714,614	27,755	98%
<u>Other Expenses</u>						
19. Dues & Subscriptions	26,000	27,432	0	27,432	0	100%
20. Professional Development	0	0	0	0	0	100%
21. Miscellaneous	0	1,859	0	0	1,859	0%
22. Total Other Expenses	26,000	29,291	0	27,432	1,859	94%
<u>Leases</u>						
23. Office Lease	0	0	0	0	0	100%
24. Transit Center Lease	0	0	0	0	0	100%
25. Storage Space Lease	0	0	0	0	0	100%
26. Total Leases	0	0	0	0	0	100%
<u>Capital</u>						
27. Rolling Stock	4,320,079	12,920,079	3,170,140	7,900,195	5,019,884	61%
28. Facilities	3,617,625	3,912,642	86,816	2,841,763	1,070,879	73%
29. Equipment	675,298	1,362,609	32,595	705,294	657,315	52%
30. Other	1,742,950	3,572,091	334,593	3,566,198	5,893	100%
31. Total Capital	10,355,952	21,767,421	3,624,144	15,013,450	6,753,971	69%
32. Planning Services	4,932,231	973,102	107,233	587,510	385,592	60%
33. Capitalized Operating	3,454,053	3,454,053	0	1,880,059	1,573,994	54%
34. Total Expenditures	20,290,236	28,290,236	4,056,596	19,459,492	8,830,744	69%