

AGENDA

Bloomington Public Transportation Corporation (BPTC)
Tuesday, July 20, 2021

Conference Room **130 W. Grimes Lane** **5:30 P.M.**
Bloomington, IN 47403

The July 20, 2021 Board meeting will be a hybrid meeting with the ability for Board members and/or the public to attend the meeting virtually at the link below:

Join Zoom Meeting at the following link:

<https://us02web.zoom.us/j/83769106684?pwd=K3dIRXFkQTVmQmEzVnloOHFyZVo2UT09>

Meeting ID: 837 6910 6684
Passcode: 387124

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PUBLIC MEETING

- I. ROLL CALL
- II. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC ON NON-ACTION ITEMS
- III. MESSAGES FROM BOARD MEMBERS
- IV. MESSAGES FROM THE MANAGER
 1. COVID-19 Update
 2. Hospital Service Proposal
 3. On Demand Service Proposal
 4. Preliminary FY 2022 Budget
 5. Procurement Update
 6. Electric Bus Update
 7. Personnel Report
 8. June Operating Statistics
- V. MESSAGES FROM THE CONTROLLER
 1. FFY 2022-2024 DBE Goals and Methodology
 2. Management Contract Discussion
 3. June Financial Report
- VI. PUBLIC COMMENT – ACTION ITEMS
- VII. NEW BUSINESS – ACTION ITEMS
 1. Resolution 21-18; a resolution establishing the BPTC’s Disadvantaged Business Enterprise (DBE) Program, and setting the three-year goal for the DBE Program at two percent for the three-year period 2022 to 2024.

2. Motion to authorize staff to move forward with implementation of a temporary Route 10 starting in November 2021 to serve the new regional hospital.
3. Motion to authorize staff to solicit interest and quotes from service providers for a on-demand service.
4. Motion to select a transportation management firm for the provision of transportation management services.

VIII. OLD BUSINESS

IX. MINUTES FOR APPROVAL: June 15, 2021

X. CLAIMS FOR APPROVAL: July 20, 2021

XI. EXECUTIVE SESSION

An Executive Session will be held as authorized under I.C. 5-14-1.5-6.1 for discussion of strategy with respect to collective bargaining.

XII. ADJOURNMENT

NEXT BOARD MEETING – August 10, 2021



Bloomington Public Transportation Corporation

130 West Grimes Lane, Bloomington, Indiana 47403
812.332.5688 Fax 812.332.3660



To: The BPTC Board of Directors
From: Lew May, General Manager
Date: July 16, 2021
Re: Board Meeting, Tuesday, July 20, 2021

Included below are your notes for the meeting of the Board of Directors set for Tuesday, July 20, 2021, at 5:30 p.m. This will be a hybrid meeting with Board members attending in person and perhaps some attending via electronic means. The public will be allowed to attend in person and via electronic means. For those attending electronically, the Zoom meeting link and details are shown below.

Join Zoom Meeting at the following link:

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COVID-19 Update

In June 2021, we carried 131 percent of what we carried in June 2020 for an average weekday. This is about 49.6 percent of what we averaged for a weekday in June 2019, which was the last pre-pandemic month of June. Average weekday ridership per month since the pandemic began is shown in the table on the following page:

Month	2020/2021 Average Weekday Ridership	2019/2020 Average Weekday Ridership
January 2020	12,487	12,183
February	16,922	14,740
March (thru spring break)	10,736	9,618
March (post spring break)	1,503	14,746
April 2020	1,266	14,081
May	1,399	5,651
June	1,913	5,051
July	1,990	4,779
August	2,630	8,213
September	3,627	17,028
October	3,562	16,672
November	3,039	14,494
December	2,147	11,656
January 2021	2,298	12,487
February	3,330	16,922
March	3,543	7,798
April	3,436	1,266
May	2,667	1,399
June	2,506	1,913

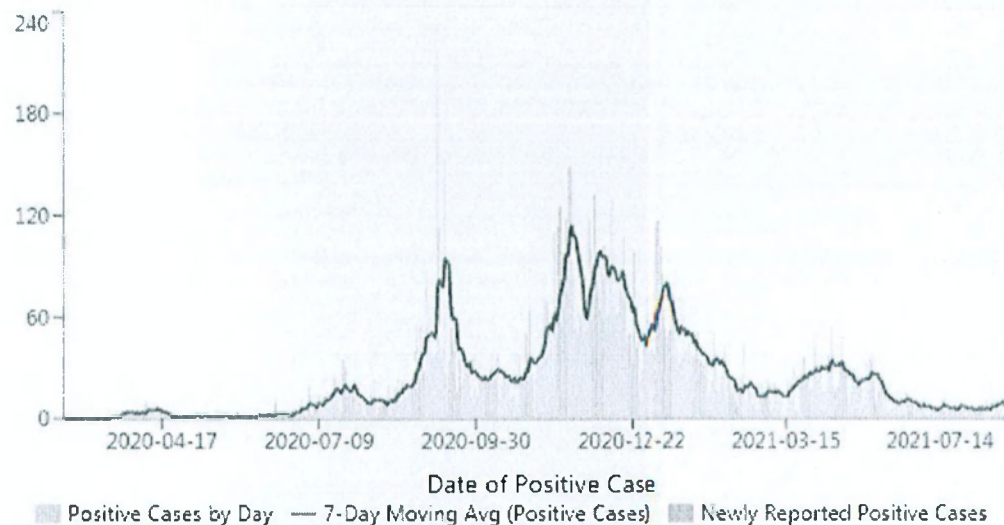
In Monroe County in the past month the number of positive cases for COVID-19 by day has been declining in recent weeks as shown in the graphic on the following page from the Indiana State Department of Health:

Monroe County Positive Cases by Day



All

Newly Reported



The number of positive cases in Monroe County has seen a small uptick in recent days as shown in the graphic. Vaccinations are now available to all persons age 12 and higher in Monroe County. About 56 percent of all BPTC employees have submitted for the \$100 vaccination incentive.

Fare collection and front door boarding resumed on July 1, 2021. We also opened our Downtown Transit Center and the Grimes Lane facility to the public on July 1, 2021 as well. There have been no major issues associated with the resumption of fare collection, front door boarding, or opening of our facilities to the public. We continue to require passengers and employees on all buses to wear masks as required by the Transportation Security Administration (TSA).

Hospital Service Proposal

At the June Board meeting, staff presented a service concept for serving the new regional hospital which is scheduled to open in November 2021. Our proposal is to create a temporary new route that would originate from the Downtown Transit Center using 10th Street as its primary east/west means of travel to the new hospital.

The route would be temporary in the sense that once the route optimization study service changes are implemented, the temporary route to the hospital would be replaced by a new Route 90 which would take the place of the current routes 3

College Mall, Route 9 IU Campus, and Route 9 Limited. We anticipate implementing the route optimization study service changes sometime in 2022.

One change to the concept from what was discussed last month would be to end service at 9:30 p.m. rather than 11:30 p.m. The thought is that service after 9:30 p.m. is likely going to be very poorly patronized. This would save us about 10 hours per week.

Included in your packet is a single page that illustrates the proposed routing for the new route, the frequency of service, and hours of service. Under New Business, we have an action item for the board to authorize staff to move forward with implementation of the temporary Route 10 starting in November 2021.

On Demand Service Proposal

At the June Board meeting, we discussed a concept whereby the low-performing Route 8 Eastside Local service would be replaced with a new on-demand service. The 8 Eastside Local route averages around 7 passenger per hour and is historically the lowest performing route in the BT system. The on-demand service concept could potentially be provided by existing taxi providers such as Uber, Lyft, and possibly other local taxi providers.

Staff has prepared service parameters that service providers would have to meet in order to be an authorized service on-demand service provider. The parameters are included in your packet and we'll discuss them further at the Board meeting.

We have scheduled a public hearing on July 27 at 6:30 p.m. at the Downtown Transit Center multi-purpose room to receive public comment on the possible replacement of Route 8 Eastside Local with the proposed on demand service which could possibly be provided by Uber, Lyft or other taxi providers. We encourage the Board to attend the public hearing to hear public comment. We will summarize the public comments in writing for those who can't make the hearing.

The basic concept would be for BT to replace Route 8 with subsidized on demand service. Subsidy would be a maximum of \$14 per trip. The passenger would be responsible for a \$1.00 fare payment for each trip. Any trip costs above \$15 would be at the passenger's expense. Persons in wheelchairs or other mobility devices would use our BT Access service which has accessible vehicles. Currently this service is under normal capacity due to the ongoing pandemic.

The service area would be about 2.8 square miles and includes all areas with ¼ mile of the existing Route 8. The passenger's trip origin and destination would both have to be within the service area to qualify to use this service. The service

days and hours would be the same as the current Route 8 which is Monday – Saturday, 8:30 a.m. to 7:30 p.m. with major holidays excluded. Response time for the service would be within one (1) hour of requesting an eligible trip. Service providers would have to have a technology app in place to allow riders to request trips. Such technology would have to be fully accessible and support screen reader functionality. A limit of 25 rides per month would be placed on each customer.

It would be critical to get at least two (2) different service providers and possibly more. The greater number of providers the greater the capacity of the service. Moreover, per Federal rules, we would have to have at least two (2) providers in order to waive Federal drug and alcohol testing regulations. The customer would be given the choice of which service provider they prefer to use.

Zac Huneck will discuss more details of the proposed service replacement for Route 8 at the Board meeting. Staff seeks authorization from the Board to solicit interest and quotes from service providers on providing the on demand service. We would bring the quotes back to the Board at the August meeting for further discussion and possible action to award contracts. Under New Business, we have an action item to authorize staff to solicit quotes from service providers for the on demand service.

Preliminary FY 2022 Budget

Christa has done another outstanding job in preparing the preliminary FY 2022 budget. We anticipate presenting the 2021 budget to City Council on or about August 24, 2021. Typically, our budget is considered the same night as police, fire and utilities. Additional Council meetings would be held near the end of September and mid-October for final Council consideration of the FY 2022 budget.

Included in your packet is the preliminary first draft of the budget that will be discussed with the Board at the July 20 Board meeting. We want to get input and guidance from the Board to help us refine the budget and then present a final draft budget at the August Board meeting on August 10 prior to going to City Council.

The primary factors driving the expense side of the preliminary 2022 budget include the following:

- The 2022 budget is based on implementing the proposed service changes in January 2021. Those proposed service changes include an increase in revenue hours of about 1.5 percent and that has been included in the 2022 budget.

- Wage increases were budgeted in the range of 3.0 percent across the board for all positions in the organization.
- The 2022 budget includes a new road supervisor position budgeted at \$49,222 in wages. This position will give us an increased supervisory presence on the street for our daily operation.
- Health insurance is budgeted for an increase of 10 percent as a hedge against the possibility of higher costs. Our self-insured reserves are currently about \$300,000 and we're starting to see the reserve grow again.
- Fuel prices have gone up significantly compared to last year. The current diesel fuel contract that IU holds is priced at \$1.5958/gallon. For 2022 we've budgeted \$2.75/gallon for diesel and \$2.50/gallon for unleaded. As such, the budget for fuel is 17 percent higher than 2021.
- We've included a placeholder in the 2022 budget of \$250,000 for the provision of on-demand microtransit service in order to continue the pilot program that we plan to start soon in 2021.
- A new item in the budget is \$20,000 for outside legal services which is our best estimate at this time.
- Insurance and risk management services show an increase of about 21.6 percent compared to the 2021 budget. We've seen a trend of rising insurance costs in the past year which we anticipate will continue in 2022.
- Electricity costs were budgeted to increase about 26.8 percent. This is primarily due to charging the two (2) electric buses which were recently received.
- There is \$4.377 million in the 2022 budget for the purchase of four (4) battery electric buses and charging stations. This purchase would be funded primarily from Federal competitive grants recently won.
- There is \$150,000 in the 2022 budget purchase of two (2) BT Access replacement vehicles. This purchase would be funded primarily from Federal competitive grants recently won.
- On the small capital side, we have budgeted the following items and amounts:

○ Bus stop improvements	\$100,000
○ Support vehicle replacements	\$80,000
○ Replace oil/water separators	\$80,000
○ Building electronic security	\$50,000
○ Replacement of three (3) diesel pumps	\$40,000
○ Grimes Lane facility automation	\$30,000
○ Bus camera additions	\$30,000

The assumptions we made with regard to revenues for the preliminary 2022 budget are summarized as follows:

- Property tax increases are governed by the local growth quotient. That factor would allow an increase of slightly more than 4 percent for 2022. As such, we have budgeted a 4.12 increase in property tax revenues. Total dollar increase would be about \$58,272.
- Local option income taxes are budgeted to increase 2.88 percent in 2022 compared to 2021, however, this amount is subject to change based on final direction from DLGF.
- Passenger fares are budgeted to increase 25 percent in 2022. These revenues include general public fare revenues, IU faculty/staff revenues, employer pass program revenues, BT Access fare revenues, and mobile pass revenues. These revenues seem to be quickly bouncing back after resumption of fare collection on July 1, 2021.
- Advertising revenues are projected to increase about 40 percent based on current trends. Our current advertising contractor has done an excellent job in generating advertising revenues despite the pandemic in the past year.
- Federal CARES Act funding of \$3.554 million would be used to help balance the 2022 budget. This would exhaust our CARES Act funding.
- About \$902,636 of Federal American Rescue Plan funds would be used as well for the 2022 budget. We project having a balance of about \$1.3 million in American Rescue Plan funds at the end of 2022.
- Federal 5339 funds of \$3.5 million would be used coming primarily in the form of the recently won competitive grants for the four (4) electric buses and charging stations.

- Federal 5307 funds in the amount of \$144,000 would be used in the 2022 budget. We'll provide you with an update on the remaining balance of 5307 funds at the Board meeting.
- Federal 5310 funding of \$149,000 would be used in the 2022 budget coming from a recently won Federal discretionary grant for BT Access bus replacement.
- State PMTF funds are budgeted to increase about 15.3 percent for a total increase of about \$340,000 compared to 2021. These are estimates that INDOT has provided to us based on the General Assembly's budget which restores PMTF funding back to 2020 levels after seeing a decrease in 2021.
- IU contract revenue is simply an estimate at this point and we've projected it at a decrease of about 5.76 percent based on current trends.
- No reserves are proposed to be used for budget balancing purposes. Reserves are currently about \$10 million.

So overall, the preliminary 2022 budget is \$15,038,994 for an increase of 3.68 percent in 2022 compared to 2021. A copy of the preliminary budget is included in your packet. We appreciate the Board's questions and input. We will take your input and direction and further refine the budget and then bring a proposed final budget to you at the August 10 meeting for your review and approval prior to going to City Council on or about August 24.

Procurement Update

For your information, we currently have two (2) Requests for Proposals on the street including the following:

- RFP for Exterior/Interior Bus Advertising Services. Current contract expires December 31, 2021. Proposals are due July 30, 2021. Expect possible Board action in August or September to award a new contract.
- Alternative Fuels and Infrastructure Assessment study. The study proposes to hire a consultant and/or engineering firm to assess what infrastructure needs will be necessary to transition to an entire fleet of alternatively fueled vehicles and will compare/contrast the various alternative fuels including battery electric, compressed natural gas, and hydrogen. Proposals are due

July 30, 2021. Expect possible Board action in August or September to award a contract. Total budget for the study is about \$150,000.

Let me know if any of you are interested in serving on the evaluation committees with staff for these procurements.

Electric Bus Update

We anticipate doing a “soft launch” with one electric bus toward the end of the week of July 18. Over the past few months we’ve trained our maintenance staff and a driver on operation of the bus. We expect to place the bus on Route 2. We’ll get a few days of experience in using and charging the bus. We’ll use that experience in training the rest of our drivers on bus operation. We’ll likely do a formal event to launch the use of both buses later this month. We’ll provide you more information on that event when finalized.

Personnel Report

Brenda Underwood will begin providing you a monthly update at Board meetings of our progress in filling vacancies among drivers, maintenance staff, and admin staff. Her report is summarized on the following page.

**Bloomington Public Transportation Corporation
Personnel Report
June 2021**

	Monthly New Hires	Monthly Terminations	End of Month Vacancies
Administrative Staff	0	0	0
Fixed Route Drivers	1	0	12
BT Access Drivers	0	0	0
Mechanics	0	0	2
Service Person	0	0	1
Service Attendants	0	0	2
Total	1	0	17

June Operating Statistics

Fixed route ridership was up 29 percent in June 2021 compared to June 2020. The gradual recovery from the pandemic is the primary reason for the increase. Year-to-date fixed route ridership is down 56 percent compared to the same period last year.

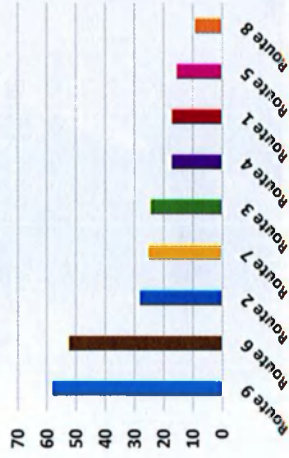
BT Access ridership was up 67 percent in June 2021 compared to June 2020. Year-to-date BT Access ridership is down 6 percent compared to the same period last year.

Copies of the June operating statistics are included in your packet.

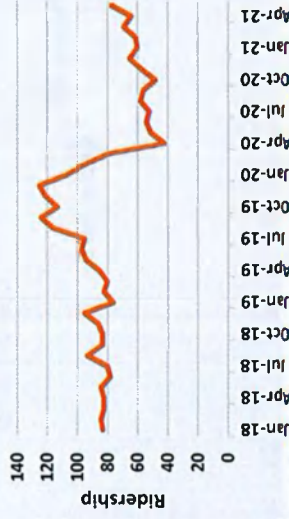
BT On-Demand Service Concept

- Service Area
- Route 8 corridor
- 1/4mi along current route (~2.8 mi²)
- Mon-Sat: 8:30a-7:30p

Passengers Per Hour
Feb 2019-Feb 2020



Weekday Avg Ridership
2018-2021



Service Characteristics

- \$1 Fare + any cost over \$15
- Trips must start and end in highlighted service area
- Trips for non-ambulatory riders to be provided by calling BT Dispatch

Bloomington Public Transportation Corporation

BT Connect On-Demand Pilot Program

Prepared by: Zac Huneck, Planning & Special Projects Manager

June 2021

Overview

- Bloomington Public Transportation Corporation (BPTC) endeavors to incorporate an on-demand pilot program, in partnership with Transportation Network Companies (TNCs) and taxi services, into its operations to replace service where and when fixed route service is unproductive.
- BPTC considers service to be unproductive where fixed routes carry fewer than ten (10) passengers per hour
- BPTC identifies the current Route 8 as the least productive route in its fixed route system. The on-demand pilot program defined by the below parameters is designed to mimic and replace Route 8 fixed route service, while complementing the overall fixed route system.
- BPTC proposes a unique name—BT Connect—to market and brand on-demand service.

Service Parameters

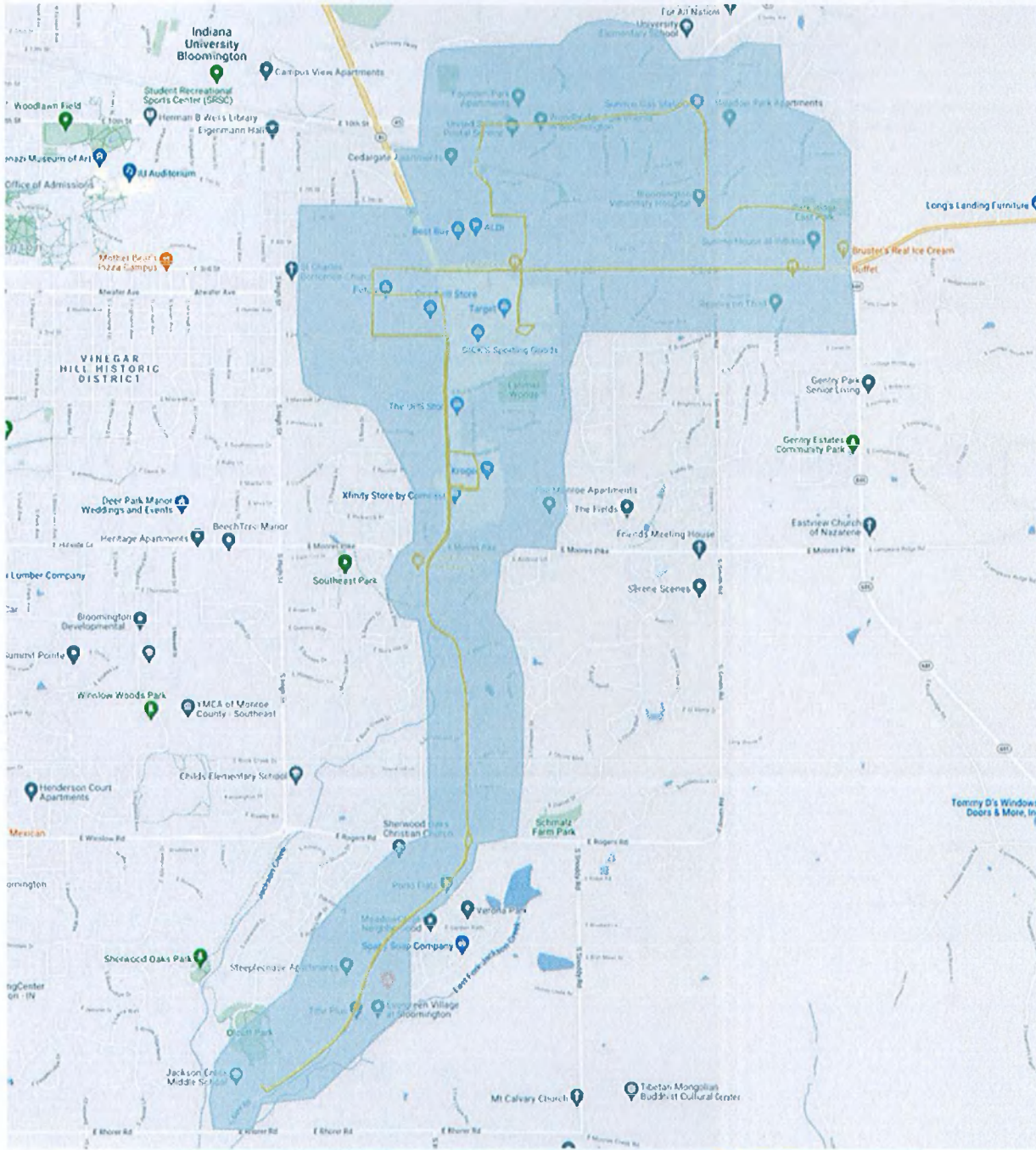
Service Parameter	Description
Pilot Program Initial Term	<ul style="list-style-type: none">• On or about: September 1, 2021 – August 31, 2022
Service Area	<ul style="list-style-type: none">• 1/4mi corridor adjacent to current Route 8, within City of Bloomington boundaries• ~2.8mi² total
Service Time	BT Connect subsidies to apply to operating hours of current Route 8: <ul style="list-style-type: none">• Monday-Saturday: 8:30am-7:30pm• Sunday: No service• Holidays excluded:<ul style="list-style-type: none">• New Year’s Day• Independence Day• Memorial Day• Thanksgiving Day• Christmas Day
Service frequency/response time	<ul style="list-style-type: none">• Riders shall be picked up in no more than one (1) hour from the time of requesting an eligible trip
Ride Type	<ul style="list-style-type: none">• Standard single rider trips for duration of Covid-19 safety measures

	<ul style="list-style-type: none"> • Upon easing of Covid-19 safety protocols, TNCs must institute ride-sharing to meet FTA definition of ‘public transportation’
Technology	<ul style="list-style-type: none"> • Service providers must have existing app-based technology for riders to request trips • App-based technology must be fully accessible and support screen reader functionality • Service providers must allow BPTC access to a web-based dashboard to log trips, and view usage reports
Rider Fare and Subsidy Structure	<ul style="list-style-type: none"> • Rider fare: \$1.00 + Any single trip cost amount in excess of \$15.00 • BPTC subsidy: the maximum subsidy provided by BPTC for any single trip taken within the established service parameters is not to exceed \$14.00
Ride Limit	<ul style="list-style-type: none"> • Riders are eligible for 25 BPTC-subsidized rides per calendar month
Rider Eligibility	<ul style="list-style-type: none"> • Open to the general public. • Any rider hailing a trip that originates and terminates within the defined service parameters is eligible for a BPTC-subsidized trip.
Non-ambulatory trips	<ul style="list-style-type: none"> • BPTC is to provide any trips requiring the use of a wheelchair-accessible vehicle
Reporting	<p>BPTC requires the following data to be accurately reported on no less than a monthly basis:</p> <ul style="list-style-type: none"> • Passenger trips • Unique riders • Revenue hours • Revenue miles • Ride request date/time • Pick-up/drop-off date/time • Passenger miles traveled • Total fare and subsidy amounts in USD
Budget Limitations	<ul style="list-style-type: none"> • Total budget for one 1-year pilot program is \$250,000 in 2021 and another \$250,000 in 2022. Not to exceed budget amounts would be included in contracts with service providers.
Billing	<ul style="list-style-type: none"> • BPTC shall receive monthly statements from TNCs for the total subsidy amount redeemed through BT Connect vouchers.
Termination for Convenience	<ul style="list-style-type: none"> • BPTC may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in BPTC’s best interest. Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination.

Termination for default

- If the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, BPTC may terminate this contract for default.

Service Area



Required Clauses, Affidavits, and Certifications

With submission of a proposal, proposers agree to all of the requirements summarized in the following required clauses:

Program Fraud and False or Fraudulent Statements or Related Acts - (1) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § § 3801 *et seq.* and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

(2) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

(3) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

(4) The Contractor must promptly notify the U.S. DOT Inspector General in addition to the Federal Transit Administration Chief Counsel or Regional Counsel for the Region V, if the Contractor has knowledge of potential fraud, waste, or abuse occurring on a Project receiving assistance from FTA. The notification provision applies if a person has or may have submitted a false claim under the False Claims Act, 31 U.S.C. § 3729 *et seq.*, or has or may have committed a criminal or civil violation of law pertaining to such matters as fraud, conflict of interest, bribery, gratuity, or similar misconduct involving federal assistance. It also applies to subcontractors at any tier. Knowledge, as used in this paragraph, includes, but is not limited to, knowledge of a criminal or civil investigation by a Federal, state, or local law enforcement or other investigative agency, a criminal indictment or civil complaint, or probable cause that could support a criminal indictment, or any other credible information in the possession of the Contractor.

Clean Water - The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 *et seq* . The Contractor agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

Clean Air - The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 *et seq* . The Contractor agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

Recycled Products - The Contractor agrees to comply with all the requirements of Section 6002 of the Resource Conservation and Recovery Act (RCRA), as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

Termination for Convenience -The BPTC may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the Government's best interest. The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to the BPTC to be paid the Contractor. If the Contractor has any property in its possession belonging to the BPTC, the Contractor will account for the same, and dispose of it in the manner the BPTC directs.

Termination for Default - If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the BPTC may terminate this contract for default. Termination shall be effected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by the BPTC that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, the BPTC, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

If the Contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, the BPTC may terminate this contract for default. The BPTC shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. The

Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the BPTC.

Opportunity to Cure - The BPTC in its sole discretion may, in the case of a termination for breach or default, allow the Contractor an appropriately short period of time in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions

If Contractor fails to remedy to the BPTC's satisfaction the breach or default or any of the terms, covenants, or conditions of this Contract within ten (10) days after receipt by Contractor or written notice from the BPTC setting forth the nature of said breach or default, the BPTC shall have the right to terminate the Contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude the BPTC from also pursuing all available remedies against Contractor and its sureties for said breach or default.

Waiver of Remedies for any Breach - In the event that the BPTC elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by the BPTC shall not limit BPTC's remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

Civil Rights - The following requirements apply to the underlying contract:

(1) Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

(2) Equal Employment Opportunity - The following equal employment opportunity requirements apply to the underlying contract:

(a) Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes,

executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(b) Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(c) Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

Disputes - Disputes arising in the performance of this Contract which are not resolved by agreement of the parties shall be decided in writing by the General Manager of the BPTC. This decision shall be final and conclusive unless within ten (10) days from the date of receipt of its copy, the Contractor mails or otherwise furnishes a written appeal to the BPTC General Manager. In connection with any such appeal, the Contractor shall be afforded an opportunity to be heard and to offer evidence in support of its position. The decision of the BPTC General Manager shall be binding upon the Contractor and the Contractor shall abide by the decision.

Unless otherwise directed by the BPTC, Contractor shall continue performance under this Contract while matters in dispute are being resolved.

Should either party to the Contract suffer injury or damage to person or property because of any act or omission of the party or of any of his employees, agents or others for whose acts he is legally liable, a claim for damages therefor shall be made in writing to such other party within a reasonable time after the first observance of such injury of damage.

Unless this contract provides otherwise, all claims, counterclaims, disputes and other matters in question between the BPTC and the Contractor arising out of or relating to this agreement or its breach will be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State in which the BPTC is located.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by the BPTC or Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

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LOBBYING CERTIFICATION

The undersigned Contractor certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)]

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Official

Name and Title of Contractor's Authorized Official

_____ Date

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

- A. Proposer or firm agrees to comply, and assures the compliance of all subcontractor or firms, with Executive Orders Nos. 12549 and 12689, "Debarment and Suspension," 31 U.S.C. § 6101 note, and U.S. DOT regulations, "Government wide Debarment and Suspension (Nonprocurement)," within 49 CFR Part 29.
- B. By signing and submitting a proposal, the prospective primary participant (i.e., proposer) is providing a signed Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered transactions (Attachment E). The signed certification must be submitted with the proposal.
- C. The inability of a person to provide the required certification will result in denial of participation in this covered transaction.
- D. The certification in this clause is a material representation of fact upon which reliance is placed when BPTC enters into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, BPTC may terminate this transaction for cause of default.
- E. The prospective primary participant shall provide immediate written notice to BPTC if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- F. The terms "covered transaction," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," "and" "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549.
- G. The proposer agrees by submitting this proposal that should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized in writing by BPTC.

- H. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by BPTC and included with these specifications, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

- I. A participant in a covered transaction must rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. Proposers shall submit with their proposals, Attachment F, if a lower tier participant is part of the proposal. Each participant must check the Nonprocurement List issued by U.S. General Services Administration.

- J. The proposer further agrees that it and its affected subcontractor or firms will provide immediate written notice if at any time the proposer learns that their subcontractor or firm's certification was erroneous when submitted or has become erroneous because of changed circumstances.

- K. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

- L. Except for transactions authorized under subdivision (G) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to all remedies available to the Federal Government, BPTC may terminate this transaction for cause or default.

_____ Signature of Contractor's Authorized Official

_____ Name and Title of Contractor's Authorized Official

_____ Date

E-VERIFY AFFIDAVIT

Pursuant to Indiana Code 22-5-1.7-11, the Business Entity entering into a contract with the Bloomington Public Transportation Corporation (BPTC) is required to enroll in and verify the work eligibility status of all its newly hired employees through the E-Verify program. The Business Entity is not required to verify the work eligibility status of all its newly hired employees through the E-Verify program if the E-Verify program no longer exists.

The undersigned, on behalf of the Business Entity, being first duly sworn, deposes and states that the Business Entity does not knowingly employ an unauthorized alien. The undersigned further affirms that, prior to entering into its contract with the Agency, the undersigned Business Entity will enroll in and agrees to verify the work eligibility status of all its newly hired employees through the E-Verify program. Business Entity shall submit documentation to BPTC which evidences that the business entity has enrolled in and is participating in the E-Verify program.

Business Entity: _____

By (Written Signature): _____

Printed Name: _____

Title: _____

Important – Notary Signature and Seal Required in the Space Below

STATE OF _____

SS:

COUNTY OF _____

Subscribed and sworn to before me this _____ day of _____, 20__.

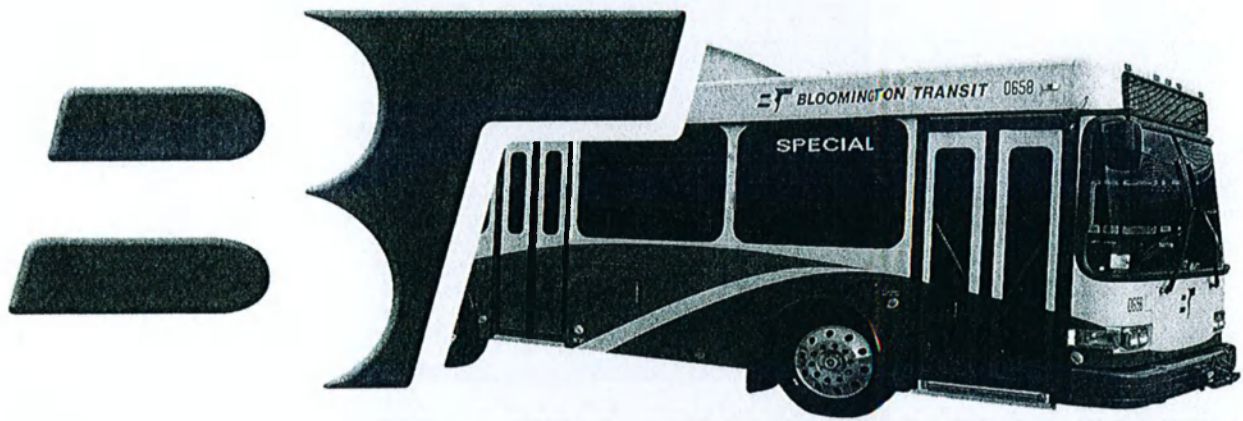
My commission expires: _____

Signed: _____

Residing in _____ County,

State of _____

2022 Draft Budget



Bloomington Transit



OPERATING EXPENSES

Budget Class I

	2022 <u>Proposed</u>	2021 <u>Approved</u>	<u>Percent Change</u>
Salaries (Operators) Fixed and BT Access full and part time operators	3,179,200	3,057,477	3.98%
Salaries (Other Operating) Operations manager and supervisors; road supervisor; and BT Access F/T dispatchers	447,808	384,431	16.49%
Salaries (Maintenance) Maintenance manager, mechanics, service attendants, and parts specialist salaries	792,138	792,344	-0.03%
Salaries (Other) Administrative staff	526,021	505,640	4.03%
FICA	378,306	362,602	4.33%
PERF	440,660	421,289	4.60%
Health/Dental/Disability/Life/Vision Insurance	699,582	612,978	14.13%
Unemployment	12,000	10,000	20.00%
Employee Uniforms	26,250	25,624	2.44%
Tool and CDL Allowance	<u>12,500</u>	<u>12,500</u>	0.00%
Subtotal Budget Class I	<u>\$ 6,514,465</u>	<u>\$ 6,184,885</u>	5.33%

Budget Class II

	2022 <u>Proposed</u>	2021 <u>Approved</u>	<u>Percent Change</u>
Office Supplies	17,320	16,816	3.00%
Garage Uniforms/Drug Testing	15,000	15,000	0.00%
Fuel/Oil/Grease/Fluids	877,500	750,000	17.00%
Parts	500,000	525,000	-4.76%
Other Supplies	<u>115,500</u>	<u>110,000</u>	5.00%
Subtotal Budget Class II	<u><u>\$1,525,320</u></u>	<u><u>\$1,416,816</u></u>	7.66%

Budget Class III

Professional Services	1,032,685	983,510	5.00%
<p>Expenses include contracted transit management services, contracted facility maintenance services, software support services, Microtransit, legal services, employee counseling services, various professional support services/contracts, information technology services, payroll processing, and auditing services</p>			
Telephone	15,347	14,616	5.00%
Postage	4,130	3,933	5.01%
Travel	4,061	3,868	4.99%
Printing	30,447	30,447	0.00%
Advertising	43,358	41,293	5.00%
Insurance/Risk Management	391,693	322,207	21.57%
Electricity	69,750	55,000	26.82%

Budget Class III (continued)

	2022 <u>Proposed</u>	2021 <u>Approved</u>	Percent <u>Change</u>
Water	13,230	12,600	5.00%
Gas	13,500	13,500	0.00%
IU Shared Expenses	95,100	95,100	0.00%
Building Maintenance	20,000	20,000	0.00%
Repairs and Labor	66,837	63,654	5.00%
Training, Dues, and Subscriptions	<u>51,850</u>	<u>42,000</u>	23.45%
Subtotal Budget Class III	<u>\$1,851,988</u>	<u>\$1,701,728</u>	8.83%
Total Operating Expenses	<u>\$9,891,773</u>	<u>\$9,303,429</u>	6.32%

Budget Class IV - Capital

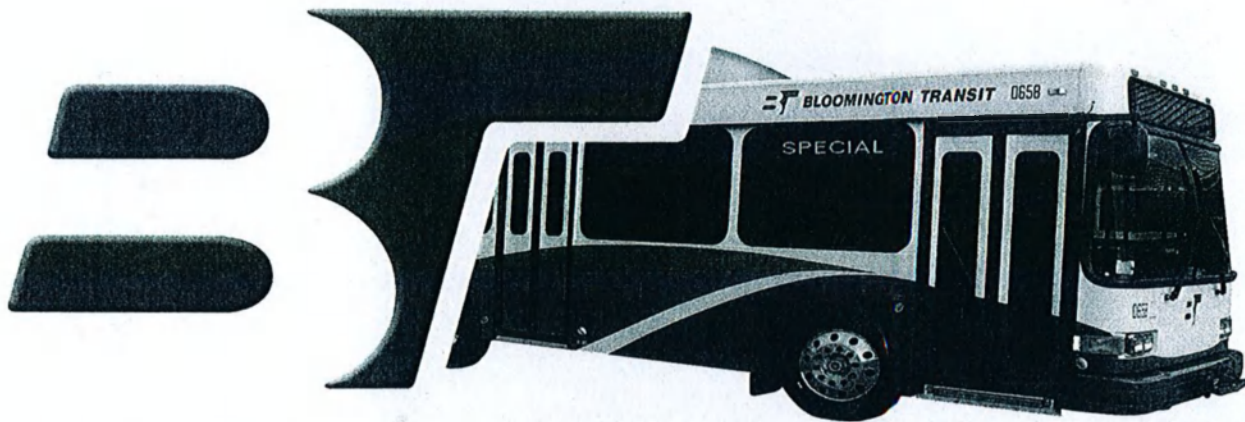
Tires and Engine/Transmission Rebuilds	180,000	212,914	-15.46%
Passenger/Bus stops	100,000	186,250	-46.31%
Equipment and Maintenance	260,000	1,606,000	-83.81%
Includes computer hardware and software, Facility maintenance-diesel pump replacement, new oil separators, updated building security and control automation			
Motor Equipment - 4 buses, 2 Access Van; and 2 support vehicle	<u>4,607,221</u>	<u>3,197,200</u>	44.10%
Subtotal Budget Class IV	<u>\$5,147,221</u>	<u>\$5,202,364</u>	-1.06%
TOTAL EXPENDITURES	<u>\$15,038,994</u>	<u>\$14,505,793</u>	3.68%

Revenues

	2022 <u>Proposed</u>	2021 <u>Approved</u>	Percent <u>Change</u>
Property Tax Levy	\$1,472,209	\$1,413,937	4.12%
Financial Institution Tax	13,664	12,344	10.69%
License Excise Tax	61,487	62,754	-2.02%
Local Option Income Tax	526,770	512,037	2.88%
Commercial Vehicle Excise Tax	4,022	4,098	-1.85%
Passenger Fares	500,000	400,000	25.00%
Advertising Sales	140,000	100,000	40.00%
State PMTF	2,550,664	2,211,957	15.31%
Federal - Operating and Capital	8,356,576	8,338,479	0.22%
IU Contract Revenue	1,168,602	1,240,087	-5.76%
IU Reimbursements	95,100	95,100	0.00%
Miscellaneous	<u>149,900</u>	<u>115,000</u>	30.35%
TOTAL REVENUE	<u>\$15,038,994</u>	<u>\$14,505,793</u>	3.68%

BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION

FTA DBE Goal Setting Methodology
FFY 2022-2024



Bloomington Transit

Submitted in fulfillment of
Title 49 Code of Federal Regulations Part 26



A. INTRODUCTION

The Bloomington Public Transportation Corporation (BPTC) herein sets forth its overall Disadvantage Business Enterprise (DBE) goal along with the corresponding goal-setting methodology for the three-year Federal Fiscal Year (FFY) goal period of 2022-2024, pursuant to Title 49 Code of Federal Regulations (CFR) Part 26 "Participation by Disadvantaged Business Enterprises in U.S. Department of Transportation Programs."

B. BACKGROUND

The Bloomington Public Transportation Corporation, is a recipient of U.S. Department of Transportation (USDOT), Federal Transit Administration (FTA) funding. As a condition of receiving this assistance, the Bloomington Public Transportation Corporation must comply with FTA's DBE requirements. In accordance with Title 49 CFR Part 26; Participation by DBE's in USDOT programs, Bloomington Public Transportation Corporation is required to develop and submit an Overall DBE Goal for its FTA assisted projects.

C. CALCULATION OF BASE GOAL

Calculation of the Base DBE Goal was a 3 (three) step process:

- 1) The budgets, forecast budgets, current year and the Transportation Improvement Plan (TIP) were analyzed to determine the FTA-assisted projects. (See schedule A-Column 2 and 3) The main capital projects consist of purchasing passenger shelters; tires and engine and transmission rebuilds; support vehicles; fare collection equipment; repair and maintenance of operations facility; security enhancements to Grimes Lane facility, and fixed route bus camera additions. Also, the daily operations projects will be funded. The current year was used to analyze amounts/trends/percentage of budget not contractible. Then these same assumptions were used for the three year goal calculation (Schedule A).

Explanation of significant budget line items not contractible follows:

- (a) Salaries, employee taxes, and municipal retirement contributions are not contractible.
- (b) The employee health/life policies are not contractible due to being self insured.
- (c) 10% of the vehicle parts purchased by BPTC are purchased from the original vehicle and related components manufacturer by necessity. Therefore, 10% of the expenditures are not considered contractible. Garage uniforms and Drug testing (Institutional) are not contractible due

to contract with Aramark for uniforms and IU Health for drug testing for the period. Also, diesel fuel is not contractible due to Indiana University purchases some fuel on contract and bills us for our portion.

- (d) Certain professional services are not contractible as follows:
 - Facilities management contract
 - Transit management contract
 - Software support contracts purchased from software providers
 - Legal and Payroll Services
 - Provider of tool cleaning, various professional
 - Annual financial audit performed by the State
- (e) Utilities, postage, insurance, and dues and subscriptions are not contractible except for the training portion of dues and subscriptions.

The total amount of operating expenses contractible is \$6,566,199 (See Schedule A – Column 4)

The \$7,456,927 (Column 6) of FTA operating assistance for the three year period was allocated to each budget class based on the class percentage to the total operating expense budget (Column 2/Subtotal operating Expense*FTA support this is Column 5 and 6). This is done to determine the amount of operating assistance to allocate to contractible expense.

The amount of FTA operating assistance for contractible expenditures was calculated by multiplying the amount of Federal assistance determined for each budget class by the percent of which the applicable class is contractible (Column 7 and 8) which is (Column 4/Column 2* Column 6). FTA assistance for contractible capital expenditures was calculated at 80% of the contractible budget amount with a few exceptions for equipment purchases which will be funded 100% with local funds. The total FTA assistance contractible expenditures were determined to be \$3,469,129 (Column 8-Total Expenditures).

Next, in determining the Base Goal was to break down the dollar amount of the contractible expenditures by North American Industry Classification System (NAICS) codes. The NAICS codes that were appropriate were assigned by going to NAICS website; <https://www.naics.com/search.htm>. Once the codes were determined the contractible expenses were allocated to proper NAICS code and inputted into the Weighted Base Figure worksheet to determine the % of total DOT funds (weight) then proceeded with the following steps.

Due to the low availability of DBEs in our local area we extend our goal setting to the whole State.

- 2) Determine the relative availability of DBE's by NAICS Code.

- a) Then we searched each NAICS code in the Indiana Unified Certification Program(UCP) Directory located at <https://entapps.indot.in.gov/DBELocator/>. This yielded the number of DBEs ready, willing and able contractors that were available within the geographic area available.
- b) Next gathered the total establishments by NAICS code for the State of Indiana. This was done by logging onto the County Business Patterns <https://data.census.gov>. The number represents the total number of contractors available in each NAICS area to provide the goods and services within the State of Indiana

To ensure the information pulled for DBE firms and ALL firms was the same in comparison, the same geographic region (State of Indiana) was selected for both groups. This allowed for the simple ratio of available DBEs agencies to total number of agencies, giving a ratio for each NAICS area. Each NAICS area market share figure was then weighted based on the proportions of projected amounts spent on those areas with the total projected amount to be spent on all areas using the FTA document for weighted DBE goal setting.

3) Determine the Weighted Base Figure

a) Weight X Availability – Divide each project DOT funds into the Total funds to get the weight of the project. Then, divide the DBE firms into total available firms to compute the Relative availability. Finally, multiply the calculated weight of the project times the Availability to get the Weighted Base figure. This resulted in a Base Goal of 2%.

1.) Adjustment to Base Goal

To determine any necessary adjustment to the Base Goal of 2%, Past participation was reviewed and based on past participation and goals a goal of 2% is similar to past and BT will attempt to obtain this goal. The contracts for this period are the same types of contracts as prior years. I, also, consulted with our General Manager and reviewed data from the above step. After discussion and review decided not to adjust the Base goal.

2.) Breakdown of DBE Goal Race Neutral & Race Conscious

Bloomington Transit will meet its DBE goal of 2% through race-neutral measures solely. Based on past history, all of the contracting opportunities are through the procurement process. Typically, DBE goals are not set on contracts; therefore, most all DBE participation is by race-neutral measures. BPTC actively seeks to solicit procurement participation from DBE firms and affirmatively ensures the same in its public notices.

Race neutral and race conscious methods include, but are not necessarily limited to, the following:

- DBE participation through a prime contract obtained through competitive procurement procedures
- DBE participation through a subcontract on a prime contract
- BPTC will provide pre-bid/pre-proposal conferences
- BPTC will advise its contracting community of the online directory of certified DBE's with the State of Indiana.

BPTC will also make efforts to ensure that Request for Proposals (RFPs), Invitation for Bids (IFBs) and all corresponding contracting requirements foster participation by DBEs and other small businesses. Formal RFPs and IFBs are available on the BPTCs website as is BPTCs DBE policy and general information about how to do business with BPTC.

Race Neutral	2%
Race Conscious	<u>-%</u>
Total	<u>2%</u>

3.) PUBLIC PARTICIPATION

In accordance with Public Participation Regulatory Requirements of Title 49 CFR Part 26, minority, women, local business associations, and community organizations within the BPTC market area were provided an opportunity to review the goal analysis and provide input. BPTC mailed twenty-two letters explaining our DBE program to various DBEs, Chamber of Commerce, and Small Business Administration in the five surrounding counties. This resulted in no feedback from the public for our public participation process. BPTC issued a notice on their website of the proposed FTA Overall Goal Setting Methodology for FFY 2022-2024. This notice informed the public that the proposed goal and methodology are available for review on the BPTC's website for 30 days following the date of public notice. Bloomington Transit attempted to also get word out concerning our DBE program and goals by publishing our goals in the Bloomington Herald Times daily paper on June 29, 2021, and in the July 2nd American Public Transportation Association (APTA) publication, as well as the Community Transportation Association of America (CTAA) website as of June 28, 2021. Bloomington Transit works with any known DBE firms and provides the appropriate access to INDOT's DBE website. Also, Bloomington Transit participates in the State DBE outreach programs and local outreach programs to attempt to network and acquire more DBE interest in our area. We are currently in the process of contacting and setting up a meeting with Rite Quality (approved DBE) for office supplies and Uniform House (approved DBE) for uniforms. Bloomington Transit will make every effort to utilize DBE's when available. In order to help determine the availability of minority and women businesses in BPTC's market area the following organizations and/or their websites were consulted:

South Central Indiana Small Business Development Center

Bloomington Chamber of Commerce
Indiana Department of Administration Division of Minority
and Women's Business Enterprises
Bloomington SCORE

These organizations were contacted with the primary purpose of expanding the list of available disadvantaged businesses in the Bloomington and surrounding areas. I had hoped to match available DBE's with the contracting opportunities projected for Bloomington Transit, however, this mostly confirmed the lack of DBE's available for Bloomington Transit's contracting needs.

Bloomington Transit will continue to strive and encourage all staff to continue to find additional opportunities for DBEs when contracting opportunities arise to achieve the DBE goal.

Bloomington Public Transportation Corporation
 Calculation of FTA Support for BPTC Contractable Dollars

Schedule A

COLUMN 1	COL. 2 2022-2024 BUDGET	COL. 3 NOT AVAIL FOR CONTRACT	COL. 4 AMOUNT CONTRACT -IBLE	COL. 5 BUDGET ITEM/TOTAL BUDGET	COL. 6 FTA OPR. SUPPORT \$ 7,456,927 \$ AMOUNT FROM FTA	COL. 7 PERCENT OF BUDGET CONTRACT -IBLE	COL. 8 FTA SUPPORT FOR CONTRACT -IBLE PURCHASES
BUDGET CLASS I	20,351,267	20,257,970	93,297	66.14%	4,932,243	0.5%	22,611
BUDGET CLASS II	4,689,839	966,106	3,723,733	15.24%	1,136,609	79.4%	902,467
BUDGET CLASS III	5,727,435	2,978,266	2,749,169	18.61%	1,388,076	48.0%	666,276
SUBTOTAL OPERATING EXP	30,768,541	24,202,342	6,566,199	1.0000	7,456,927	127.86%	1,591,355
TIRES/REBUILDS	691,218	-	691,218	80%	552,974	100.0%	552,974
EQUIPMENT	1,919,201	-	1,919,201	80%/100%	1,200,000	100.0%	1,200,000
MOTOR EQUIPMENT (NOTE 1)	156,000	-	156,000	80%	124,800	100.0%	124,800
BUDGET CLASS IV	2,766,419	-	2,766,419		1,877,774	100.0%	1,877,774
TOTAL EXPENDITURES	33,534,960	24,202,342	9,332,618		9,334,701	27.8%	3,469,129

(NOTE 1)
 BUS PURCHASES ARE NOT INCLUDED IN
 CALCULATING DBE GOALS.
 These are for Access vans and support vehicles

Step 1 - Determine the weight of each type of work by NAICS Code:

* Enter all the FTA-assisted projects below. Project amounts should be assigned relevant NAICS Code(s).

	NAICS Code	Project	Amount of DOT funds on project:	% of total DOT funds (weight)	
	315210/315220/315280/812331/314999/812332	Uniforms	\$22,611.00	0.0065	
1)					
2)	424120	Office Supplies	\$18,049.00	0.0052	
	441310/336310/336350/326220	Parts	\$379,036.00	0.1093	
3)					
4)	322121/339999	Other supplies	\$90,247.00	0.0260	
5)	424720	Fuel/Oil and grease	\$415,134.00	0.1197	
	561720/561990/561730/561790/811212	Professional Services/Building Maintenance	\$526,358.00	0.1517	
6)					
7)	323111	Printing	\$26,651.00	0.0077	
8)	811121/811111	Repairs and Labor	\$53,304.00	0.0154	
9)	611430/721110	Travel/Training	\$26,651.00	0.0077	
10)	541850/541890	Advertising	\$33,314.00	0.0096	
11)	326212/423130	Tires and Rebuilds	\$552,974.00	0.1594	
13)	336111	Vehicle purchase	\$124,800.00	0.0360	
14)	423420/443142	Computer Equipment/Office Equipment	\$1,200,000.00	0.3459	
15)				0.0000	
16)				0.0000	
17)				0.0000	
18)				0.0000	
19)				0.0000	
20)				0.0000	
21)				0.0000	
22)				0.0000	
23)				0.0000	
24)				0.0000	
25)				0.0000	
26)				0.0000	
27)				0.0000	
28)				0.0000	
29)				0.0000	
30)				0.0000	
31)				0.0000	
32)				0.0000	
33)				0.0000	
34)				0.0000	
35)				0.0000	
	Total FTA-Assisted Contract Funds			\$3,469,129.00	1

Step 2 - Determine the relative availability of DBE's by NAICS Code:

* Use DBE Directory, census data and/or a bidders list to enter the number of available DBE firms and the number of available firms.

	NAICS Code	Project	Number of DBEs available to perform this work	Number of all firms available (including DBEs)	Relative Availability
	315210/315220/315280/ 812331/314999/812332	Uniforms	4	132	0.0303
1)					
2)	424120	Office Supplies	7	61	0.1148
	441310/336310/336350/ 326220	Parts	3	957	0.0031
3)					
4)	322121/339999	Other supplies	2	61	0.0328
	424720	Fuel/Oil and grease	5	38	0.1316
5)					
6)	561720/561990/561730/ 561790/811212	Professional Services/Building Maintenance	115	3947	0.0291
7)	323111	Printing	3	348	0.0086
8)	811121/811111	Repairs and Labor	1	2596	0.0004
9)	611430/721110	Travel/Training	27	1090	0.0248
10)	541850/541890	Advertising	10	200	0.0500
11)	326212/423130	Tires and Rebuilds	1	83	0.0120
13)	336111	Vehicle purchase	0	10	0.0000
14)	423420/443142	Computer Equipment/Office Equipment	0	584	0.0000
15)					
16)					
17)					
18)					
19)					
20)					
21)					
22)					
23)					
24)					
25)					
26)					
27)					
28)					
29)					
30)					
31)					
32)					
33)					
34)					
35)					
Combined Totals			178	10107	0.0176
					Overall availability of DBEs

Step 3 - (Weight) x (Availability) = Weighted Base Figure

	NAICS Code	Project	Weight	Availability	Weighted Base Figure
	315210/315220/315280/812331/314999/812332	Uniforms			
1)	424120	Office Supplies	0.00652	0.03030	0.0002
2)	424120	Parts	0.00520	0.11475	0.0006
3)	326220	Other supplies	0.10926	0.00313	0.0003
4)	322121/339999	Fuel/Oil and grease	0.02601	0.03279	0.0009
5)	424720	Professional Services/Building Maintenance	0.11967	0.13158	0.0157
6)	561720/561990/561730/561790/811212	Printing	0.15173	0.02914	0.0044
7)	323111	Repairs and Labor	0.00768	0.00862	0.0001
8)	811121/811111	Travel/Training	0.01537	0.00039	0.0000
9)	611430/721110	Advertising	0.00768	0.02477	0.0002
10)	541850/541890	Tires and Rebuilds	0.00960	0.05000	0.0005
11)	326212/423130	Vehicle purchase	0.15940	0.01205	0.0019
12)	336111	Computer Equipment/Office Equipment	0.03597		
13)	423420/443142		0.34591		
14)					
15)					
16)					
17)					
18)					
19)					
20)					
21)					
22)					
23)					
24)					
25)					
26)					
27)					
28)					
29)					
30)					
31)					
32)					
33)					
34)					
35)					
				Total	0.0248
				Expressed as a % (*100)	2.48%
				Rounded, Weighted Base Figure:	2%

RESOLUTION 21-18

A RESOLUTION ESTABLISHING THE BPTC'S DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM, AND SETTING THE THREE YEAR GOAL FOR THE DBE PROGRAM AT TWO PERCENT FOR THE THREE YEAR PERIOD 2022 to 2024.

WHEREAS, the Bloomington Public Transportation Corporation is the designated recipient of Federal Transit Administration funds for the Bloomington Urbanized area,

WHEREAS, the BPTC is required to establish a program and program goals for the use of Disadvantaged Business Enterprises for eligible contracted goods and services in accordance with 49 CFR Part 26,

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the BPTC, that:

1. The BPTC Disadvantaged Business Program dated and approved by the BPTC Board of Directors on February 28, 2012 and prepared in accordance with 49 CFR Part 26 is hereby affirmed as the BPTC Disadvantaged Business Program:
2. The three year goal for the DBE program is set at Two percent.
3. The General Manager is directed to maximize the extent to which the BPTC purchases goods and services from properly designated DBEs.
4. The General Manager is nonetheless directed to avoid unduly compromising the quality, cost effectiveness, or timeliness of goods and services obtained through the competitive procurement process guided by the above goals.

ATTEST:

APPROVE:

James McLary, Secretary
Bloomington Public Transportation
Corporation

Nancy Obermeyer, Chair
Bloomington Public Transportation
Corporation

Approved the 20th day of July 2021

Bloomington Public Transportation Corporation

Monthly Statistics and Performance Indicators

Safety													
	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Accidents													
Fixed Route													
2021 Collision Accidents	2	2	2	2	1	1							10
2020 Collision Accidents	6	5	5	0	0	2							18
2020-2021 Change	-4	-3	-3	2	1	-1							-8
Fixed Route													
2021 Preventable Accidents	1	2	2	1	1	0							7
2020 Preventable Accidents	2	3	4	0	0	1							10
2020-2021 Change	-1	-1	-2	1	1	-1							-3
BT Access													
2021 Collision Accidents	0	2	0	0	0	0							2
2020 Collision Accidents	0	0	0	0	0	0							0
2020-2021 Change	0	2	0	0	0	0							2
BT Access													
2021 Preventable Accidents	0	2	0	0	0	0							2
2020 Preventable Accidents	0	0	0	0	0	0							0
2020-2021 Change	0	2	0	0	0	0							2
Roadcalls													
Fixed Route													
2021 Roadcalls	0	6	9	9	2	9							35
2020 Roadcalls	10	26	15	5	2	16							74
2020-2021 Change	-10	-20	-6	4	0	-7							-39
BT Access													
2021 Roadcalls	0	0	0	0	0	0							0
2020 Roadcalls	0	0	0	0	1	0							1
2020-2021 Change	0	0	0	0	-1	0							-1

BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
Ridership & Productivity By Route
Jun-21

Route	2021					2020				
	Total Passengers	Revenue Hours	Revenue Miles	Passengers Per Hour	Passengers Per Mile	Total Passengers	Revenue Hours	Revenue Miles	Passengers Per Hour	Passengers Per Mile
1 BHS North/S. Walnut	9,980	990.0	10,972.5	10.08	0.91	8,983	907.5	10,060.0	9.90	0.89
2 W.11th St./S. Rogers	11,484	690.8	7,319.8	16.62	1.57	9,869	613.1	6,496.1	16.10	1.52
3 College Mall/Highland	21,298	1,508.0	17,166.8	14.12	1.24	18,400	1,465.7	16,589.5	12.55	1.11
4 High St./Bloomfield Rd.	5,034	838.3	10,572.0	6.01	0.48	4,556	707.8	8,903.5	6.44	0.51
5 Sare Road	943	393.9	4,209.5	2.39	0.22	306	349.9	3,740.3	0.87	0.08
6 Campus Shuttle	4,669	838.8	8,723.9	5.57	0.54	1,842	327.7	3,458.7	5.62	0.53
7 Henderson/Walnut Express
8 Eastside Local	2,178	294.8	3,530.9	7.39	0.62	1,443	277.6	3,325.6	5.20	0.43
9 IU Campus/Campus Corner	5,635	805.7	9,398.5	6.99	0.60	1,895	355.8	3,846.7	5.33	0.49
Total	61,221	6,360	71,894	9.63	0.85	47,294	5,005	56,420	9.45	0.84
Year-to-Date Total	419,555	39,140	443,904	10.72	0.95	951,990	37,671	402,970	25.27	2.36

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
FINANCIAL NARRATIVE FOR THE MONTH ENDING
JUNE 30, 2021**

Operating Expenses

Operating expenses for June totaled \$507,451. Salary and Fringe benefits expense for June was \$362,099. This represents a small decrease of 2% from May due to the timing of payrolls and payroll accruals. Materials and Supplies for June were \$52,910. This represents an increase from May contributed to the payment of fuel in June of \$32,203 whereas May had no payments for fuel. Services and Utilities expense for the month totaled \$92,442. This represents a decrease of 7% from May. Through June, Bloomington Transit had spent 34% of the operating budget with 50% of the year completed.

Operating Revenues

Operating revenues for June totaled \$334,423. Operating revenues exceeded operating expenses by \$1,273,564 through June.

Capital Expenditures

During June, the project with Cassady Electric for the two electric charging stations was completed with final payment of \$4,044 bring the total cost for this project to \$80,898.

Operating Cash Balance

June 30, 2021	June 30, 2020	Change
\$10,055,885	\$8,997,356	\$1,058,529 increase

Self - Insurance Fund

Medical premium and claims expense for June was \$28,161.

Self-Insurance Cash Balance

June 30, 2021	June 30, 2020	Change
\$298,790	\$666,496	\$367,706 decrease

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
SUMMARY OF REVENUES AND EXPENSES
FOR THE PERIOD ENDED JUNE 30, 2021**

	MONTH ENDING 6/30/2021	PERCENT OF ANNUAL BUDGET	YTD	ANNUAL BUDGET PLUS ENCUMBRANCES/ ADD'L APPROP.	PERCENT OF ANNUAL BUDGET USED
Operating Expenses:					
Salary and Fringe Benefits	\$ 362,099	6%	\$ 2,303,097	6,184,885	37%
Materials and Supplies	52,910	4%	299,247	1,416,816	21%
Services and Utilities	92,442	5%	566,226	1,718,128	33%
Total Operating Expenses	507,451	5%	3,168,570	9,319,829	34%
Operating Revenues:					
Local Tax Revenue	282,412	14%	1,186,720	2,005,170	59%
Fare Revenue	4,945	0%	213,233	1,536,627	14%
Other Locally Derived Revenue	47,066	5%	210,161	861,145	24%
Total Locally Derived Revenue	334,423	8%	1,610,114	4,402,942	37%
Federal Operating Grants	-	0%	1,910,000	4,295,588	44%
State Operating Grants (PMTF)	-	0%	922,020	2,211,957	42%
Total Operating Revenues	334,423		4,442,134	10,910,487	
Operating Gain/(Loss)	(173,028)		1,273,564		
Federal Capital Grants	-	0%	265,812	5,617,442	5%
State Capital Grants	-	0%	-	-	0%
Transfer from Capital Reserve	-	0%	-	-	0%
Revenue from Capital Grants/Reserve	-	0%	265,812	5,617,442	5%
Capital Expenditures:	9,011	0%	348,354	7,208,100	5%
Capital Gain/(Loss)	(9,011)		(82,542)		
Net Gain/(Loss)	(182,039)		1,191,022		

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
COMPARATIVE SUMMARY OF REVENUES AND EXPENSES
FOR THE PERIODS ENDED JUNE 2020 AND 2021**

	MONTH ENDING 6/30/2021	MONTH ENDING 6/30/2020	% CHANGE	YTD 6/30/2021	YTD 6/30/2020	% CHANGE
Operating Expenses:						
Salary and Fringe Benefits	\$ 362,099	\$339,505	7%	\$ 2,303,097	\$2,292,276	0%
Materials and Supplies	52,910	45,693	16%	299,247	467,843	-36%
Services and Utilities	92,442	110,862	-17%	566,226	909,977	-38%
Total Operating Expenses	507,451	496,060	2%	3,168,570	3,670,096	-14%
Operating Revenues:						
Local Tax Revenue	282,412	157,783	79%	1,186,720	1,034,328	15%
Fare Revenue	4,945	86,020	-94%	213,233	703,620	-70%
Other Locally Derived Revenue	47,066	48,394	-3%	210,161	283,853	-26%
Total Locally Derived Revenue	334,423	292,197	14%	1,610,114	2,021,801	-20%
Federal Operating Grants	-	195,164	-100%	1,910,000	1,170,984	63%
State Operating Grants (PMTF)	-	325,491	0%	922,020	2,296,129	-60%
Total Operating Revenues	334,423	812,852	-59%	4,442,134	5,488,914	-19%
Operating Gain/(Loss)	(173,028)	316,792		1,273,564	1,818,818	
Federal Capital Grants	-	180,903	-100%	265,812	274,141	-3%
State Capital Grants	-	-	#DIV/0!	-	-	#DIV/0!
Transfer from Capital Reserve	-	-	#DIV/0!	-	-	#DIV/0!
Revenue from Capital Grants/Reserve	-	180,903	#DIV/0!	265,812	274,141	-3%
Capital Expenditures:	9,011	231,738	-96%	348,354	358,249	-3%
Capital Gain/(Loss)	(9,011)	(50,835)		(82,542)	(84,108)	
Net Gain/(Loss)	(182,039)	265,957		1,191,022	1,734,710	

BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION

Record of Claims

Board Meeting Date: 7/20/21

Claim Date: 7/20/21

The claims to be approved are represented by the attached list of checks numbered and totaling as follows:

Check Number	Check Number To	Total Dollar Amount
Health Savings Transfer- June and July 27185	27277	\$85,746.77 \$1,943,920.49

The following PERF ACH is to be approved:

6/16/2021	17,403.35	Payroll 6/18/21
7/1/2021	17,501.62	Payroll 7/2/2021
7/14/2021	19,435.21	Payroll 7/16/2021

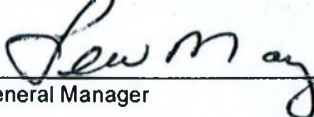
The following Payroll is to be approved:

Pay Ending	Amount	Paydate
6/12/2021	135,636.05	6/18/2021
6/26/2021	136,086.87	7/2/2021
7/10/2021	148,275.22	7/16/2021

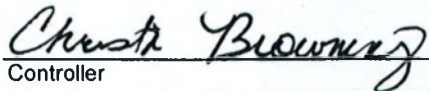
The following disbursements/Premiums for Insurance claims are to be approved.

6/16/2021	772.01	7/14/2021	1,847.34
6/23/2021	3,833.33	July Premium	18,232.35
6/30/2021	1,916.60		
7/7/2021	18,634.35	TOTAL	45,235.98

We hereby certify that each of the above listed claims are true and correct and have audited same in accordance with IC 5-11-10-1.6.



 General Manager



 Controller

(IC 5-11-10-2 permits the governing body to sign Check Register in lieu of signing each claim)

We have examined the claims list on the forgoing Check Register.

Dated this 20th day of July, 2021.

Board of Directors Signatures:

Bloomington Public Transportation Corporation

Check/Voucher Register - CB-Check Register

1010 - CASH

From 6/16/2021 Through 7/20/2021

Check Number	Vendor Name	Effective Date	Check Amount
27185	CITY OF BLOOMINGTON-UTILITIES	6/17/2021	1,592.62
27186	DUKE ENERGY	6/17/2021	107.43
27187	GALM, PATRICK	6/17/2021	16.50
27188	MULLIS, DANIEL	6/17/2021	319.69
27189	TABOR BRUCE ARCHITECTURE & DES...	6/17/2021	970.90
27190	A.F.S.C.M.E. COUNCIL #962	7/8/2021	1,243.76
27191	AFLAC	7/8/2021	1,903.34
27192	AT & T	7/8/2021	1,064.69
27193	AT&T	7/8/2021	163.68
27194	FEDEX	7/8/2021	65.05
27195	GERMAN AMERICAN	7/8/2021	1,205.80
27196	INSCCU - ASFE	7/8/2021	110.00
27197	MILLER TRANSPORTATION	7/8/2021	2,963.75
27198	MONROE COUNTY CLERK	7/8/2021	150.00
27199	ACCIDENT FUND	7/20/2021	16,926.50
27200	ADP SCREENING & SELECTION	7/20/2021	82.20
27201	ADP, LLC	7/20/2021	2,224.38
27202	ANDY MOHR TRUCK CENTER	7/20/2021	1,069.73
27203	ARAMARK	7/20/2021	688.44
27204	AUTO WHEEL AND RIM SERVICE CO. ...	7/20/2021	2,351.56
27205	BLANDS HEAVY WRECKER SERVICE	7/20/2021	225.00
27206	BLOOMINGSCAPES	7/20/2021	131.25
27207	BLOOMINGTON ECONOMY CLEANERS...	7/20/2021	3,469.22
27208	BLUE ACE MEDIA	7/20/2021	4,935.00
27209	BREHOB CORPORATION	7/20/2021	2,116.68
27210	CENTER POINT ENERGY	7/20/2021	191.51
27211	CHAUDION, ERIC SCOTT	7/20/2021	3,225.00
27212	CITY BUS	7/20/2021	7,347.50
27213	CITY GLASS OF BLOOMINGTON, INC.	7/20/2021	589.00
27214	CITY OF BLOOMINGTON-ITS	7/20/2021	2,898.19
27215	CITY OF BLOOMINGTON-LEGAL DEPA...	7/20/2021	804.20
27216	CITY OF BLOOMINGTON-UTILITIES	7/20/2021	1,425.79
27217	Community Transportation Association...	7/20/2021	1,825.00
27218	CUMMINS CROSSPOINT	7/20/2021	1,609.99
27219	DOUBLE MAP	7/20/2021	1,700.00
27220	DUKE ENERGY	7/20/2021	4,283.86
27221	ENDEAVOR BUSINESS MEDIA LLC	7/20/2021	150.00
27222	ERS-OCI WIRELESS	7/20/2021	430.03
27223	FASTENAL COMPANY	7/20/2021	279.12
27224	FEDEX	7/20/2021	32.91
27225	FERGUSON FACILITIES SUPPLY, HP P...	7/20/2021	1,880.12
27226	FLEET PRIDE TRUCK & TRAILER PARTS	7/20/2021	2,124.96
27227	FREEMAN, MARK K	7/20/2021	731.00
27229	GILLIG LLC	7/20/2021	1,723,749.96
27230	GLOBAL EQUIPMENT COMPANY INC	7/20/2021	1,473.99
27231	GRAPHIC VISIONS	7/20/2021	85.00
27232	HAMILTON, JIM	7/20/2021	90.00
27233	HARRELL- FISH INC	7/20/2021	2,916.70
27234	HB WAREHOUSE LLC	7/20/2021	3,026.00
27235	HOOSIER TIMES, INC.	7/20/2021	2,040.03
27236	IN.GOV	7/20/2021	32.00
27237	INDIANA DEPARTMENT OF WORKFOR...	7/20/2021	663.67
27238	INDIANA DOOR & HARDWARE SPECI...	7/20/2021	100.00
27239	INDIANA OXYGEN COMPANY	7/20/2021	36.27
27240	INDIANA UNIVERSITY	7/20/2021	56,264.40

Bloomington Public Transportation Corporation

Check/Voucher Register - CB-Check Register

1010 - CASH

From 6/16/2021 Through 7/20/2021

<u>Check Number</u>	<u>Vendor Name</u>	<u>Effective Date</u>	<u>Check Amount</u>
27241	INTERNET MINDED DESIGN & DEVEL...	7/20/2021	380.00
27242	IU HEALTH BLOOMINGTON OCC	7/20/2021	1,064.00
27243	IZZY'S RENTAL	7/20/2021	8,644.28
27244	JONES OIL COMPANY, INC.	7/20/2021	5,079.90
27245	JORDAN, ELLIOTT	7/20/2021	172.00
27246	KIRBY RISK CORP	7/20/2021	176.56
27247	KIRK'S AUTOMOTIVE, INC	7/20/2021	349.00
27248	KOORSEN FIRE & SECURITY	7/20/2021	1,200.16
27249	LAWSON PRODUCTS	7/20/2021	2,226.07
27250	LIFESERVICES EAP	7/20/2021	883.32
27251	MARKS CAR BRITE	7/20/2021	320.40
27252	MENARDS	7/20/2021	19.97
27253	MIDWEST TRANSIT EQUIPMENT	7/20/2021	171.94
27254	MOHAWK MFG & SUPPLY CO.	7/20/2021	5,023.44
27255	MONROE COUNTY TIRE & SUPPLY	7/20/2021	4,925.93
27256	MUNCIE TRANSIT SUPPLY	7/20/2021	1,380.76
27257	NAPA AUTO PARTS	7/20/2021	1,033.34
27258	NEWCOMER, JOHN MICHAEL	7/20/2021	215.00
27259	NOLAN'S LAWN CARE SERVICE, INC.	7/20/2021	245.00
27260	PEACETREE INC	7/20/2021	110.00
27261	PERFECTION AUTO GLASS OF BLOOM	7/20/2021	1,009.00
27262	PITNEY BOWES GLOBAL FINANCIAL S...	7/20/2021	500.00
27263	PRINCIPAL LIFE INSURANCE COMPANY	7/20/2021	5,645.98
27264	RATP DEV USA, INC	7/20/2021	14,825.00
27265	RAY SKILLMAN	7/20/2021	120.00
27266	RAYBOULD, JEFFREY ALAN	7/20/2021	580.50
27267	ROSS & WHITE COMPANY	7/20/2021	1,482.52
27268	STANSIFER RADIO CO. INC	7/20/2021	26.97
27269	STERNBERG	7/20/2021	3,277.63
27270	TAYLOR & BLACKBURN BATTERY	7/20/2021	1,309.20
27271	THOMAS, KYLE	7/20/2021	688.00
27272	UNIFORM HOUSE	7/20/2021	5,000.76
27273	UNITED ENVIRONMENTAL SOLUTION...	7/20/2021	1,940.00
27274	WORLD ARTS PRINTING	7/20/2021	130.69
27275	YES PEST PROS, INC.	7/20/2021	50.00
27276	DOUBLE MAP	7/20/2021	5,333.63
27277	DUKE ENERGY	7/20/2021	276.17
	Total 1010 - CASH		1,943,920.49
Report Total			1,943,920.49

Credit Card VENDORS
Abstract of Invoices for June 2021

Bloomington
Transit

Zoom-For board meeting- COVID	44.97
Adobe Software	16.04
Amazon-software	63.07
Bells Exhaust	145.00
American Airlines-Galm Travel for Training	911.73 (3)
Staples	24.99
Mary M's - funeral	55.64
Jimmy Johns - funeral	51.00

TOTAL EXPENDITURES BY CARDHOLDER

1,312.44

ADJUSTMENTS:

Service Charge	
Credit card vendor credits	-
Error charges - will be credited	-
overpayment credit	-
Reimbursed by Union	
Reimbursed by the employee	-
Paid from the Driver's Fund - EE family funeral	106.64
Payments to German American	<u>1,205.80</u>

Source of information: VISA invoices; VISA reconciling sheet and documentation