



January 26, 2022

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on January 26, 2022, at 4:00 p.m. in the CyRide Conference room. President Jeffrey called the meeting to order at 4:03 p.m. with Trustees Beatty-Hansen, Cain, Ludwig, Ríos Martínez, and Schainker present.

APPROVAL OF DECEMBER 8, 2021, MINUTES: Trustee Ludwig made a motion to adopt the December 8, 2021, transit board minutes as presented, and Trustee Beatty-Hansen seconded the motion. (Ayes: 6 Nays: None) Motion carried.

PUBLIC COMMENTS: None.

2020 HVAC PROJECT CLOSEOUT: Director Neal requested board approval for the release of retainage in the amount of \$27,185.88 for the completion of the 2020 Heating Ventilation and Air Conditioning (HVAC) Improvement Project (Bid No. 2020-097). The project replaced outdated facility heating, ventilation, and air conditioning (HVAC) equipment throughout the facility. The project budget was \$651,373 and was partially funded through an Iowa Public Transit Infrastructure Grant. The contract was awarded to Mechanical Comfort in the amount of \$539,500 at the March 4, 2020, Transit Board meeting.

Construction started in May 2020 and was substantially completed by January 2022. During the project, there was one change order for \$4,216 due to the necessity to increase the size of a feed wire to accommodate the required electrical power.

The Transit Director recommended approval of Alternative #1. As of January 10, 2022, the project punch list is complete, required project documentation is on file, and Mechanical Comfort has met all contract conditions to the satisfaction of CyRide staff and the A&E firm. Therefore, accepting final completion and release of retainage is the last step needed to complete this upgrade to the CyRide facility.

Trustee Ludwig made a motion to approve Alternative #1, to accept final project completion and approve the retainage in the amount of \$27,185.88 to Mechanical Comfort, Inc. of Ames, Iowa, for the 2020 HVAC Project. Trustee Cain seconded the motion. (Ayes: 6 Nays: None) Motion carried.

2020 INTERIOR IMPROVEMENTS PROJECT CLOSEOUT: Director Neal requested the release of \$6,965.95 in retainage from the 2020 Interior Improvements Project (Bid No. 2020-152). The project parameters and history were reviewed. The initial project budget was \$129,767, which fully utilized the balance of a grant. The contract was awarded to Story Construction in the amount of \$102,620 at the June 24, 2020, Transit Board meeting and included the base bid and two alternates.

Construction started in October 2020 and was close to completion in December 2020 with two change orders totaling \$1,066 occurring during the initial construction phase. At the January 15, 2021, Board meeting, the Board authorized expanding the project scope to include three additional change orders and amending the project contract to \$136,280, which allowed CyRide to utilize the remaining grant dollars for replacing worn materials and increasing energy efficiency within the facility. In addition, two change orders occurred after the January 15, 2021, Board action to ensure that the project complied with City of Ames building codes and industry standards.

The Transit Director recommended approval of Alternative #1. As of January 13, 2022, the project punch list is complete, required project documentation is on file, and Story Construction Company has met all contract conditions to the satisfaction of CyRide staff and the A&E firm. Therefore, accepting final completion and release of retainage is the last step needed to complete this upgrade to the CyRide facility.

Beatty-Hansen asked why HVAC components were included in this grant when the other grant covered HVAC equipment. Director Neal explained that this project had HVAC components that were not funded in the 2020 HVAC project. By replacing HVAC equipment in this project, CyRide could fully utilize an existing grant to replace rooftop unit 12.

Trustee Beatty-Hansen made a motion to approve Alternative # 1, to accept final project completion and approve the release of retainage in the amount of \$6,965.95 to Story Construction Company of Ames, Iowa, for the 2020 Interior Improvements Project. Trustee Ríos Martínez seconded the motion. (Ayes: 6 Nays: None) Motion carried.

BATTERY ELECTRIC BUS FACILITY IMPROVEMENTS PLANS AND SPECIFICATIONS: Director Neal reviewed the Battery Electric Bus (BEB) Project, stating \$152,200 has been allocated for facility modifications necessary for the arrival of two new battery electric buses this summer. When CyRide's facility was originally constructed, a 208-volt transformer was installed. However, the BEB chargers currently require 480 volts to operate. Staff worked with CyRide's A&E firm and the City of Ames Electric Department to determine that the southwest corner of the building would be the best location for a 480-volt transformer needed to supply electricity to charge the buses. The A&E firm was also consulted to develop plans and specifications for installing pads and platforms for the transformer, switchgear, and charging equipment at a higher elevation to avoid water damage in the event of a flood.

Director Neal presented the proposed timeline for the project, stating that bids would be due on March 9, 2022, reported to City Council on March 22, 2022, and the report of bid and award of contract will be brought to the Transit Board for approval at the meeting scheduled on March 23, 2022. The award of contract will be presented to the City Council at the meeting on April 5, 2022.

The Transit Director recommended approval of Alternative #1, approving the BEB plans and specifications so they may be released for bid. Approval of the plans and specifications will allow CyRide to proceed with facility improvements and alterations needed to support the BEBs.

Trustee Ludwig made a motion to Alternative #1, approving the release of plans and specifications for the CyRide Battery Electric Bus Facility Improvements project. Trustee Beatty-Hansen seconded the motion. (Ayes: 6 Nays: None) Motion carried.

BATTERY ELECTRIC BUS DESIGN: Director Neal stated that design proposals were requested from marketing firms to draw attention to the exterior of the battery electric buses arriving this summer. Designs from the winning firm, Trilix, were presented to the board at the December 8, 2021, board meeting, at which time the board narrowed the choices to three designs. A public survey with the three remaining designs was placed on CyRide's website and social media from January 14-21 for people to vote for their favorite design. Design 2, "Electric Plug," received the highest votes, with 747 votes or 43% of the 1,711 votes received. Design 1, "Small Electrons," received the next highest votes with 36%, and Design 3, "Big Electrons," received 21% of the votes.

The Transit Director recommended approval of Alternative #2, to approve Design 2, "Electric Plug," for the exterior of the battery electric bus fleet.

Trustee Cain made a motion to approve Alternative # 2, to Approve Design #2, "Electric Plug," for the exterior of the battery electric bus fleet. Trustee Ludwig seconded the motion. (Ayes: 6 Nays: None) Motion carried.

MONTHLY REPORT:

Automatic Passenger Signage: The large bus fleet is now fully equipped with automatic passenger counter hardware (APC), and the articulated buses will have the software installed this February. At the last board meeting, the Board asked about signage on the buses to encourage APC usage by our passengers. Two of the four different interior bus signs designed to encourage passengers to use the MyRide and MyState apps to determine bus capacities were displayed for the board's review.

ELDT Regulations Update: A new regulation created by the FMCSA states that beginning February 7, 2022, anyone obtaining a specialized endorsement, or a Class A or B commercial driver's license (CDL) must complete an entry-level training program to be allowed to take a CDL skills or knowledge test. CyRide was required to self-certify that we meet all the new federal requirements and register on the Training Provider Register. From now on, CyRide will need to certify that drivers are proficient in theory and behind-the-wheel training. The new process could slow down test scheduling, which currently takes three to four weeks, or may help streamline the process. The board will be made aware of any issues that result from the new process.

OSHA ETS Update: The vaccination statuses of all employees were obtained to comply with the January 10, 2022, deadline for the OSHA COVID-19 Emergency Temporary Standard (ETS). On January 13, 2022, the Supreme Court reinstated the nationwide injunction of the OSHA ETS. The Federal Transit Administration requires that vaccination statuses be reported, so CyRide will continue to collect the information from employees. Masks will continue to be required on buses through March 18, 2022, and passengers without masks will be provided one.

Bipartisan infrastructure Law: Over the next five years, transit funding is expected to increase by 43% through formula and competitive grant funding. Urbanized Area Formula funding (Section 5307) is expected to increase by 30%. Small Transit Intensive Cities (STIC) funding is expected to increase from 2 to 3%. Enhanced Mobility of Seniors and Individuals with Disabilities funding (Section 5310), used for paratransit services, is expected to increase by 43%. Bus and Bus Facilities funding (Section 5339), including competitive funding and funding from the Iowa Department of Transportation, is expected to increase by 30%. Trustee Cain inquired how this additional funding would affect the funding partners. Director Neal said many undetermined factors could affect STIC funding levels, such as the census and ridership recovery. The FTA has not yet released the final apportionments, but staff will continue to take a conservative approach when preparing proformas and budgeting for the local funding partners.

Spring meeting dates:

- February 23, 2022, 4:00 p.m.
- March 23, 2022, 4:00 p.m.
- April 27, 2022, 4:00 p.m.
- May 25, 2022, 4:00 p.m.

Adjourn: Trustee Ludwig made a motion to approve adjourning at 4:26 p.m. Trustee Beatty-Hansen seconded the motion. (Ayes: 6 Nays: None) Motion carried.

Liz Jeffrey, President

Julie Brouard, Recording Secretary