



JANUARY 26, 2023

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on January 26, 2023, at 5:00 p.m. in the CyRide Conference room. President Jeffrey called the meeting to order at 5:01 p.m. with Trustees Beatty-Hansen, Ludwig, Norton, Schinker, and Schnepf present.

APPROVAL OF DECEMBER 21, 2022, MINUTES:

Trustee Ludwig made a motion to adopt the December 21, 2022, Transit Board minutes as presented; Trustee Schinker seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

2022 HVAC PROJECT CLOSEOUT:

Director Neal updated the board on the 2022 HVAC project, which replaced and combined old, outdated HVAC equipment in the maintenance areas. The project was funded with a PTIG grant, and bids closed on August 11, 2021. Stein Heating and Cooling was awarded the contract, and construction started in January 2022 and was substantially completed in September 2022. As of January 18, the punch list is complete, the required documentation is on file, and all contract conditions have been met to the satisfaction of CyRide staff and the A&E firm. Accepting final completion and moving retainage is needed to finish this project.

Director Neal recommended Alternative #1 to accept final completion and approve the release of retainage to Stein Heating and Cooling. All conditions of the project contract have been completed to the satisfaction of CyRide and the A&E firm.

Trustee Beatty-Hansen made a motion to approve Alternative #1; Trustee Ludwig seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

2023 HVAC IMPROVEMENTS PLANS AND SPECIFICATIONS:

Director Neal reported at the December 21 board meeting that no bids were received in response to the 2023 HVAC Improvements Project (Bid No. 2023-074). After consulting with the A&E firm, it was agreed that this project could move forward without changes to the project scope or budget if re-released for bid. If approved by the board, the bid letting would be February 15, 2023, with bids due by March 15, 2023, and results would be reported at the March board meeting. President Jeffrey asked if there were any changes to increase bids or if it was a timing issue with the contractors. Assistant Director Rendall said there was a timing issue. He said there should have been a bid, but confusion between the two contractors meant neither submitted a bid. The A&E Firm will contact additional contractors to help get bids for this project.

Director Neal recommended accepting the plans and specifications, which would allow us to replace obsolete equipment with modern, energy-efficient alternatives and improve our employees' working environment.

Trustee Ludwig made a motion to approve Alternative #1; Trustee Norton seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

FEDERAL SECTION 5307 GRANT APPLICATION – FFY 2023 STBG FUNDING:

Director Neal reported that the STBG funding is available and dispersed through the Ames Area MPO. This is the 4th year CyRide will receive \$225,000 to fund the additional cost of purchasing an articulated bus. This project is programmed in the CIP and is the last component required to upgrade a 40' bus to a 60' articulated bus.

Director Neal recommended the approval of Alternative #1 to authorize the Transit Director to execute and file an STBG application in the amount of \$225,000 to the Federal Transit Administration, which would allow CyRide to operate the #23 Orange Route with all articulated buses, increasing capacity on this route without increasing operating costs.

Trustee Ludwig made a motion to approve Alternative #1; Trustee Schnepf seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

MONTHLY REPORT:

Demand Response Software Update: January 16 was the launch of the demand response software, which allows passengers to self-schedule rides on EASE and Moonlight Express. EASE has fully transitioned to the software and customer feedback has been positive. Due to the winter break, Moonlight Express started with a soft launch. There were a few glitches, but the app will be fully operational this weekend.

Iowa DOT Bus Funding: At the last board meeting, staff explained that the low-floor cutaway bus order had been cancelled due to significant supply chain issues and that the IDOT was working with vendors to update vehicle pricing and reallocate federal funding to help address these large cost increases. Earlier this month, the IDOT sent out preliminary information regarding additional funding. The IDOT is proposing increasing funding for the two low-floor cutaway buses and the two bus projects in the FY22/23 capital plan. Based on the information available, the amount of additional local funding necessary to replace all five of these vehicles should be under \$7,000. Additional planning steps must be completed before this funding proposal can be brought to the Transit Board for consideration at a future meeting.

Bus Passes for Ames High School: Staff have been working with Ames High School to help ensure that access to transportation isn't a barrier to education. Ames High has approximately 25 students who are homeless and 10 students who need transportation to DMACC Academy on S. Bell Avenue as part of their education plan. The Ames Police Foundation purchased bus passes for the remainder of the school year for these students.

Spring meeting dates:

- February 23, 2023, 5:00 p.m.
- March 23, 2023, 5:00 p.m.
- April 27, 2023, 5:00 p.m.
- May 25, 2023, 5:00 p.m.

Adjourn: Trustee Ludwig made a motion to approve adjourning at 5:19 p.m.; Trustee Norton seconded the motion. (Ayes: 6 Nays: 0) Motion carried.

Liz Jeffrey, President

Cheryl Spencer, Recording Secretary