



March 30, 2023

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on March 30, 2023, at 5:00 p.m. in the CyRide Conference room. President Jeffrey called the meeting to order at 5:07 p.m. with Trustees Beatty-Hansen, Ludwig, Schainker, and Schnepf present.

APPROVAL OF FEBRUARY 23, 2023, MINUTES:

Trustee Ludwig made a motion to adopt the February 23, 2023, Transit Board minutes as presented; Trustee Beatty-Hansen seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

PUBLIC COMMENTS:

None.

BIODIESEL B100 PILOT PROJECT DISCUSSION ITEM:

Jon Scharingson with Chevron REG provided the board with an overview of B100 and a proposal for CyRide to implement a Biodiesel Pilot Project. REG has been headquartered in Ames since 2007 and was acquired by Chevron in June 2022. The B100 pilot proposal would include retrofitting five buses with Optimus systems, leasing one 2500-gallon B100 tank for \$1.00 per year for the duration of the pilot, and selling B100 biodiesel for the length of the pilot at 10% above the Iowa DOT rack rate for #2 diesel. Chevron would also pay a portion of the capital expense cost. CyRide estimated the three-year pilot project to cost \$113,041. All board members present expressed interest in the project and requested a way to quantify savings at the end of the program and have a third party evaluate tail pipe emissions and general particulate. CyRide staff will work with Chevron Renewable Energy Group, the Purchasing Division, and the Legal Department to develop agreements for review at an upcoming board meeting.

AWARD OF CONTRACT FOR 2023 HVAC IMPROVEMENTS PROJECT:

Director Neal requested approval for award of contract for CyRide's 2023 HVAC Improvements Project, which would replace outdated heating, ventilation, and air conditioning equipment in the maintenance paint bay, body shop, and tire area. The total project budget for this project was \$452,770. The bid included two alternates. Alternate #1 added a fall protection railing on the roof edge in lieu of a roof-mounted fall protection tie-off point. Alternate #2 removed the HVAC control integration. Stein Heating and Cooling and Mechanical Comfort, Inc. submitted bids, with Mechanical Comfort, Inc. having the lower bid. Staff recommended accepting the base bid and rejecting both alternates. If approved, the new project budget would need to increase to \$588,225, including 10% in contingency funding.

Staff recommended using the \$76,201 remaining in the 2022 HVAC Improvements Project and \$97,589 from the Operations Fund. Trustee Ludwig inquired as to how often HVAC equipment would need to be replaced. Assistant Director of Fleet and Facilities James Rendall clarified that a rooftop unit's life span is typically 20 years.

Director Neal recommended approval of Alternative #1 to approve award of contract to Mechanical Comfort, Inc. of Ames, Iowa, for the base bid amount of \$534,750 and reject bid alternate #1 and alternate #2, and reallocate \$97,589 from the Operations Fund closing balance to support this project.

Trustee Ludwig made a motion to approve Alternative #1; Trustee Schnepf seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

CENTER FOR TRANSPORTATION AND THE ENVIRONMENT CONTRACT AMENDMENT:

Director Neal requested approval of a contract amendment to support CyRide's battery electric bus (BEB) project. CyRide currently has a contract with the Center for Transportation and the Environment (CTE) to assist with the purchase and deployment of BEBs. The contract was set to expire on March 31, 2023. Due to the delays with the BEBs, an amendment was requested to extend the contract end date and reallocate funding from the On-Call task to the Key Performance Indicators task.

Director Neal recommended approval of Alternative #1 to approve the contract amendment with CTE, which will provide CyRide the support necessary to deploy BEBs and assist in gathering essential data to measure how well they perform in the community.

Trustee Ludwig made a motion to approve Alternative #1; Trustee Schnepf seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

HIRTA CONTRACT AND ANNUAL CUSTOMER SURVEY:

Director Neal requested approval to enter into a new contract for CyRide's complementary paratransit service. The current contract with HIRTA to provide this service will expire on June 30, 2023. The annual Dial-A-Ride (DAR) survey results, performance measures, and the proposed contract rates were presented to the board. Passengers who rode in 2022 were contacted for the survey and, in summary, indicated they were satisfied with the service that HIRTA provided. HIRTA met most of the performance goals, and the ones not met were due to the increased ridership on DAR. It was noted that the quality and efficiency categories should probably be adjusted in future contracts to better reflect the increases in ridership. HIRTA's contract renewal rate proposal for FY 2024 is \$19.29 per trip (weekday trips) and \$51.38 per hour (weeknight trips and weekend trips). HIRTA has indicated an interest in continuing to provide DAR services under a new three-year contract with two additional one-year options.

Director Neal recommended approval of Alternative #1 to approve entering into a new contract with HIRTA for DAR services. It has proven to be a cost-effective approach to serving individuals who need specialized transportation. It keeps the service consistent for passengers and avoids the high cost of directly operating it.

Trustee Ludwig made a motion to approve Alternative #1; Trustee Schnepf seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

MONTHLY REPORT:

Bus Shelter Requests for Proposals and Bus Stop Improvements: The contract with Colombia Shelter Co. to purchase the new style bus shelter with the red arch has expired, and CyRide will release an invitation for bid this spring. The plan is to install shelters at four bus stops in 2024 and 2025.

Iowa Public Transit Association (IPTA), Washington, D.C. Conference: On March 9 and 10, Chris Crippen and Barb Neal attended the IPTA Legislative Conference in Washington, D.C. They spent some time with Representative Feenstra and Senator Grassley's staff, and with FTA executive leadership.

State Legislative Conference: Shari Atwood, Chris Crippen, and Barb Neal attended the State Legislative Conference in March, as well. At Lobby Day, they discussed Iowa's Rebuild Iowa Infrastructure Fund, which is short over \$100 million this fiscal year.

Battery Electric Buses: Two mechanics are inspecting the battery electric buses in New York. An open house is being planned to introduce Ames to electriCY'd before the students leave for summer break.

Spring meeting dates:

- April 27, 5:00 p.m.

Adjourn: Trustee Ludwig made a motion to approve adjourning at 6:03 p.m.; Trustee Beatty-Hansen seconded the motion. (Ayes: 5 Nays: 0) Motion carried.

Liz Jeffrey, President

Cheryl Spencer, Recording Secretary