

Nashville MTA Board Meeting

Tennessee State Library & Archives
 1001 Rep. John Lewis Way. N., Nashville, TN 37219
 May 23, 2024 | 2:30 p.m.

Board Members:

Gail Carr Williams, Chair
Janet Miller, Vice Chair

Jessica Dauphin
Kathryn Hays Sasser

Aron Thompson

1. **Call to Order**
2. **Roll Call**
3. **Approval of the April 18, 2024, MTA Board Minutes**
4. **Public Comment**
5. **Information Only Items** – The following information is contained in the distributed Board packet for member review. There is no planned discussion of these items, but the staff is available for discussion should members have questions.
 - Monthly Financial Report Compared to Budget – Ed Oliphant, CFO **M-I-24-015** **P. 6**
 - Monthly Operating Statistics – Andy Burke, COO **M-I-24-016** **P. 9**
 - Upcoming Procurements Projects List – Vince Malone, COSA **M-I-24-017** **P. 14**
6. **Consent Agenda Items** - There are no consent agenda items this month.
7. **Operations & Finance Committee – Jessica Dauphin, Chair**
 - Quarterly Route Performance Report – Katie Freudberg, Scheduling & Service Planning Manager **OF-D-24-006** **P. 15**
 - 40’ Clean Diesel Bus Purchase – Carl Rokos, Director of Maintenance **M-A-24-009** **P. 18**
 - Project Management Software Modification & Implementation – Lydia Benda, Director of Engineering, Construction & Project Management **M-A-24-010** **P. 19**
 - Vehicle Lifts & Garage Equipment Purchase – Patrick Hester, Deputy COO – Assets & Infrastructure **M-A-24-011** **P. 21**
 - Multimodal Mobility Plan Contract Award – Felix Castrodad, Director of Planning & Grants **M-A-24-012** **P. 22**
8. **New Initiatives & Community Engagement Committee – Janet Miller, Chair**
 - WeGo Link Program Update – Hannah Schaefer, Transit Business Analyst and Robert Johnson, Transit Planner **NICE-D-24-003** **P. 24**
9. **CEO’s Report – Stephen G. Bland, CEO**
10. **Chair’s Report – Gail Carr Williams, Chair**
11. **Other Business**
12. **Adjournment**

NASHVILLE METROPOLITAN TRANSIT AUTHORITY
Board of Directors Meeting

April 18, 2024

I. **Call to Order:** The regular meeting of the Nashville Metropolitan Transit Authority (Nashville MTA) Board of Directors was held at the Tennessee Bankers Association located at 211 Athens Way, Nashville, TN 37228, on Thursday, April 18, 2024.

II. **Roll Call of Persons Present:**

Gail Carr Williams, Chair	Renuka Christoph, CCO
Janet Miller, Vice Chair	Ed Oliphant, CFO
Jessica Dauphin, Member	Vince Malone, COSA
Aron Thompson, Member	Eric Melcher, PIO
Margaret Behm, Board Secretary	
Stephen Bland, CEO	
Monica Howse, Sr. Exec. Asst. & Board Liaison	

A quorum was established, and Board Chair Carr Williams called the meeting to order at 2:33 p.m.

III. **Approval of Minutes:** Vice Chair Miller made a motion to approve the March 28, 2024, Nashville MTA Board minutes; Mr. Thompson seconded the motion, and the Board unanimously approved the minutes.

IV. **Public Comments:** Board Chair Carr Williams opened the floor for public comments. The public was reminded that comments were limited to two minutes. The following members of the public gave public comments:

- Darius Knight

V. **Consent Agenda Items:**

a. **State WeGo Ride Contract Renewal (M-I-24-011):** Chief Financial Officer Ed Oliphant provided the following item for action:

Staff requested Board approval for the Nashville MTA to enter into a contract with TDOT for the WeGo Ride program at \$2.50 per ride, \$3.70 for WeGo Access per ride, and \$65 per month per rider on the vanpool services with a contract amount of \$1.75 million and a contract term of July 1, 2024, through June 30, 2025.

Ms. Dauphin made a motion to approve the State WeGo Ride Contract Renewal; Mr. Thompson seconded the motion, and the Board unanimously approved it.

VI. **Informational Items:** The following items were presented for the Board members' review:

- Monthly Financial Report Compared to Budget – No questions
- Monthly Operating Statistics – No questions
- Upcoming Procurement Projects List – No questions

VII. **Operations & Finance Committee Report:** Committee Chair Dauphin presented the following items for discussion and action:

a. **Annual Pension Overview (OF-D-24-005):** Chief Financial Officer Ed Oliphant presented the following items for discussion:

CFO Oliphant provided an update on the current financial status of the Annual Pension Plan and answered questions from the Board. This discussion item is in preparation for a separate action

item with an additional amendment to the plan for authorization to have the CEO sign the amendment for MTA as the guarantor.

Vice Chair Miller asked if there is a targeted level of funding and at what point you begin to worry. CFO Oliphant said the goal is always to be 100% funded but that minor changes in actuarial assumptions can change the funding level significantly from year to year. Each year, the actuaries project contributions are based on current conditions, and we have recently been able to make contributions in excess of this required amount. As such, he indicated that the plan is healthy. She also asked what the normal contribution is for transit agencies. CFO Oliphant said it really depends on the plan. CEO Bland said that the 8% is normal, but the defined benefit plans can be anywhere from 7-10%.

CFO Oliphant said the State Comptroller, along with two other entities, reviewed this plan to make sure that the plan was sound.

Board Chair Carr Williams asked if the auditors ever had questions or suggested changes to the pension plan. CFO Oliphant said no. However, the Comptroller's office is of the opinion that the plan should be subject to State oversight. The State sets the estimated return for pension plans overseen by the State. While WeGo's pension lawyers say that the plan is not subject to State oversight, the Pension Committee made the decision to still follow State guidance. This means the plan must stay within ½ percent of whatever the State sets as the expected rate of return. The State was at 7% for last year, and the plan was at 7.25%, so the plan was within 25 basis points of the State's rate and within the accepted range.

- b. **Pension Plan Amendments (M-A-24-008)**: Chief Financial Officer Ed Oliphant presented the following item for discussion and action:

In the previous discussion item, the MTA Board reviewed its role as guarantor of the Disability and Retirement Plan ("Plan") of Davidson Transit Organization (DTO) and Local 1235 of the Amalgamated Transit Union (ATU) and also received a positive financial stability update of the pension plan. The plan is amended from time to time for various reasons. The Pension Agreement was developed to ensure that the board is made aware of any amendments, with MTA as the guarantor.

There is one new amendment covering two areas of the plan being presented in this action item, as summarized below, which have no financial impact on the plan and have been reviewed by Margaret Behm, MTA's attorney.

The first area reflects current practice and is administrative in nature. The amendment clarifies Article 7.3 of the Plan regarding how a pension amount is calculated utilizing the best 5 out of 8 years of an employee's earnings. The amendment clarifies that the pension calculation uses calendar years as opposed to service years based on an employee's anniversary date. This is intended to maximize an employee's retirement using the most current and highest earnings, even if it is a partial year of earnings in the year of retirement.

The second area adds provisions to accept Qualified Domestic Relations Orders (QDROs). The amendment also allows the plan to assess any legal or actuarial fees to the employee for processing the QDRO. Consequently, there will not be any additional expense to the plan.

The Operations and Finance Committee made a recommendation to approve the Pension Plan Amendments; Ms. Miller seconded the motion, and the Board unanimously approved it.

- VIII. **New Initiative & Community Engagement Committee Report**: Committee Chair Miller introduced the following items for discussion and action:

- a. **WeGo Youth Action Team Year-End Report (NICE-D-24-002)**: Chief Communications Officer Renuka Christoph introduced the WeGo Youth Action Team representatives who presented the following 2023-2024 school year progress report:

WeGo Public Transit has partnered with the Oasis Center since 2013 to engage high school students in representing student riders and facilitating outreach with schools. Students are led under the supervision of Alyssa Vega, the Oasis Center Youth Action Team (YAT) Program Coordinator.

YAT is a group of eight high school students who meet weekly to participate in leadership development, team building skills, and:

- Meet with WeGo staff and tour transit facilities,
- Develop travel training for youth audiences,
- Experience WeGo through monthly excursions,
- Advocate for increased ridership and Metro funding,
- Assist with community outreach events and
- Speak to community stakeholders about transit challenges and opportunities.

Current YAT members represent Hume-Fogg Academic High School, Big Picture High School, Templeton Academy High School, Ensworth High School, MNPS Early College High School, Hillsboro High School, and Martin Luther King, Jr. Magnet High School.

Board Chair Carr Williams said the presentation was amazing and beneficial information. She said the team did an outstanding job, asking the right questions. Committee Chair Miller said she thought it was great that the team was comprised of students from different schools who worked well together.

Board Chair Carr Williams asked if the team had sent surveys to independent schools. The team said they did not include independent schools in their research, but during the process, they were able to educate people and make them aware of how to use the transit system.

IX. CEO's Report: CEO Steve Bland provided the following report:

1. On April 19th, Mayor O'Connell will roll out details of the "Choose How You Move" Nashville Transportation Improvement Program initiative. Over the past several months, CEO Bland said he has been pleased and proud, and a few of the staff have engaged in support roles to help Mayor O'Connell put this program together. In particular, and at the risk of leaving someone out, Felix Castrodad was the quarterback for us on this program, Lydia Benda contributed excellent expertise to the technical team, Katie Freudberg put together the service plan, and Renuka Christoph and Eric Melcher are serving on the communications team. Hats off to WeGo's procurement team for helping to quickly onboard HDR to support plan development and to the Maintenance Department for putting together a nice surprise for the Mayor's event. CEO Bland said he regrets that he won't be able to attend due to a family conflict, but he appreciates the staff and Board members who will attend the announcement.
2. Work continues to advance on three significant planning efforts:
 - a. Stantec has spent the past few months collecting data to support our Zero Emission Fleet Transition Plan, including a workshop on key issues with many of our staff. Later this spring, WeGo anticipates having Stantec present information to the Board on issues associated with the Zero emissions fleet so that the Board is better positioned to adopt informed policy direction after the effort.
 - b. Marine Tiger has been on site several times to conduct fieldwork associated with the System Security Plan. This is the first time WeGo has taken a comprehensive look at the security planning and systems through an outside consultant. CEO Bland thanked

Chief Drake and the Metro Nashville Police Department for actively participating in this process.

- c. WeGo received proposals for the next update to our comprehensive service development plan – the update to the nMotion Plan. Staff from WeGo, Metro Planning, and NDOT are reviewing these proposals and anticipate recommending a contract award at your next meeting. This process will be a collaboration among the four entities (including MTA and RTA) and will also include an update to the Major and Collector Street Plan for Metro Nashville.

- 3. CEO Bland said he participated in a panel discussion of transportation and mobility issues for a visiting delegation from Greensboro, NC. Like Nashville, people in Greensboro increasingly understand the importance of connecting land use issues with transit issues, particularly regarding affordable housing.

WeGo continues to meet with leadership from the Tennessee Titans, NDOT, MNPD, and other stakeholders to discuss potential approaches to event management and promote greater use of transit to get to stadium events, both during construction and after completion of the new stadium.

- 4. Service changes went into effect as planned on March 31. These changes were much larger than usual, with significant service restructuring and a general service expansion. WeGo has been working through a few hiccups, but overall, the changes have gone smoothly, and anxious to see longer-term results.
- 5. Earlier this week, several WeGo staff and Board members had the opportunity to tour the Dr. Ernest Rip Patton Jr. North Nashville Transit Center construction site with Kia Lewis. Progress has been impressive, and all were blown away by the work of muralist WokeThree, who is working on the plaza walls—special thanks to Board Chair Gail Carr Williams and Jessica Dauphin for participating.
- 6. Last week, CEO Bland traveled to Washington, D.C., to participate in the Annual Legislative Conference and Committee meetings of the American Public Transportation Association. While there, he had the opportunity to visit with Senator Marsha Blackburn and Congressman John Rose to update them on various WeGo activities and staff members from Congressman Mark Greene's Office and Congressman Andy Ogle's Office. Overall, WeGo's messages were well received.

7. On the RTA side:

- a. CEO Bland met with Nicole Rowan to conduct an RTA Board Member orientation. Governor Lee recently appointed Ms. Rowan, the Sumner County Governors Appointee, to the RTA Board.
- b. WeGo continues to advance land acquisition toward a permanent park-and-ride location in Murfreesboro. At this point, WeGo is awaiting final approval of the property sale by the current owner and engaging in the environmental assessment of the property. The design will commence upon completion of the sale transaction.
- c. Hatch Consulting Group continues to advance the WeGo Star Future Vision Study. Following the review of the preliminary findings with the RTA Board last month, Hatch is working with rail operator RJ Corman to model the preferred scenarios in more detail.
- d. WeGo continues to work with the development team of HG Hill and Southeast Venture on a joint development project at Donelson Station. The team has arrived at a preferred layout for the property and transit center that would be co-located there, and the land is being surveyed to replat it to accommodate the preferred development pattern. WeGo's attorneys and real estate advisors also outline a joint development agreement that would

form the basis of the partnership and would have to be approved by the RTA Board and the Federal Transit Administration. Earlier today, CEO Bland and Felix Castrodad presented information about the project to the Board of Directors of the Nashville and Eastern Railroad Authority.

8. Lastly, CEO Bland announced and congratulated Patrick Hester, who was recently promoted to Deputy Chief Operating Officer for Assets & Infrastructure. Patrick will oversee all aspects of the fleet, facilities, transit centers, stops, and shelters in this position. Congratulations Patrick!

IX. Chair's Report: Board Chair Carr Williams presented the following report:

Board Chair Gail Carr Williams said she loved the hard-hat tour of the Dr. Ernest Rip Patton Jr. North Nashville Transit Center construction site. It was great to meet all of the architects and students from John Early, who also worked on the mural.

She congratulated the Oasis Team for an excellent presentation at the meeting and wished them a great rest of the school year.

Board Chair Carr Williams concluded by reminding the board of the Choose How You Move Board Workshop that would be scheduled in the upcoming weeks.

X. Other Business: There was no further business to come before this Board.

IX. Adjournment: With no further business, Jessica Dauphin made a motion to adjourn the meeting. Janet Miller seconded the motion, and the meeting was adjourned at 3:22 p.m.

Attested:

Gail Carr Williams
Chair

Margaret L. Behm
Secretary

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion Item

Item Number:	M-I-24-015	Meeting Date:	5/23/2024
Item Title:	Monthly Financial Report Compared to Budget		

BACKGROUND:

Attached is a statement of operations for March 2024 compared to the budget and a balance sheet as of March 31, 2024.

Overall operating revenues are beginning to lag budgeted revenues as we get closer to year-end. Some of the lag is related to how we have spread budgeted fare across the months as an educated guess as to how revenues will fall out as the year progresses based upon seasonal trends. Overall, the annual fare revenue budget was spread monthly, with an increasing trend throughout the year as new services were implemented, following the theory that ridership and the corresponding fare revenue would increase. The final three-month budget for fare revenue will represent the highest anticipated fares for the year. Looking at fare revenues compared to last year's actuals is also showing an overall decrease in fare revenues year over year. Several factors have impacted actual fares collected this year versus last year. First, as we have previously discussed, revenues are down because of the half-fare promotion that ran from September through January of this year to encourage customers to adopt QuickTicket and move away from our old magnetic fare media. We also know that fare capping continues to grow as our customers learn to take advantage of achieving the most economical way to ride our buses. One last impact relates to some of our free fare programs WeGo has partnered with Metro, which are related to the Cold Weather cards and the Homeless Card programs. Staff is in the process of doing a deep dive into all these factors to present to the Board in the near future as to how they have and will impact fare revenues as we go forward.

Operating expenses are running favorably to budget for several reasons that were discussed in last month's financial report to the Board. While Casualty and Liability Expense was addressed last Fall, culminating from a major Access accident in August that increased liability reserves, it should be noted that in working through our transition to our new third-party administrator, we have seen an increase over the last quarter in auto liability claims causing a potential increase in claim payouts. We will have additional information in the near future to allow for a more accurate assessment of needed reserves. An additional \$300,000 was added to the auto liability reserve in March until we better understand the nature of the claims being submitted to our third-party administrator.

As of March 31, 2024, RTA owed Nashville MTA approximately \$231,000 for services provided to and from Rutherford County, as well as management fees and back office shared expenses related to the quick Ticket fare collection system due. MTA also had an account payable to RTA of approximately \$56,500 for fares collected, shared back-office expenses related to the Quick Ticket system, and WeGo Ride revenue sharing due.

CURRENT STATUS:

Chief Financial Officer Ed Oliphant will be available to answer questions at the meeting.

APPROVED:



Chief Financial Officer

5/23/2024

Date

Metropolitan Transit Authority
Statement of Operations Compared to Budget
For the Period Ending March 31, 2024
UNAUDITED

	Actual Month	Month Budget	Month End Variance	F / U	Prior Year Y-T-D	Actual Y-T-D	Budget Y-T-D	Y-T-D Variance	F / U	Annual Budget
Revenue from Operations:										
Passenger Fares	\$397,256	\$622,840	(\$225,584)	U	\$5,043,851	\$4,575,007	\$4,982,770	(\$407,763)	U	\$6,885,000
WeGo Access	39,952	59,230	(19,278)	U	447,464	403,624	464,480	(60,856)	U	637,640
Contract Revenues	234,831	249,936	(15,105)	U	2,086,304	2,142,603	2,170,632	(28,029)	U	2,922,790
Advertising	10,623	25,980	(15,357)	U	364,835	237,433	223,210	14,223	F	300,000
Other Non-Trans Revenue	143,955	112,475	31,480	F	1,008,277	1,072,697	1,018,945	53,752	F	1,363,240
Total Operating Revenue	826,617	1,070,461	(243,844)	U	8,950,731	8,431,364	8,860,037	(428,673)	U	12,108,670
Federal/State/Local Income:										
Local Assistance	5,690,900	5,000,000	690,900	F	58,500,000	74,690,900	69,000,000	5,690,900	F	74,690,900
State Assistance	0	0	0	F	5,314,300	5,340,300	5,314,300	26,000	F	5,314,300
Federal Assistance - CARES Act	30,137	0	30,137	F	115,813	89,271	0	89,271	F	6,539,540
Total Assistance Income	5,721,037	5,000,000	721,037	F	63,930,113	80,120,471	74,314,300	5,806,171	F	86,544,740
Capital Revenue:										
American Rescue Operating Reimbursement	0	593,470	(593,470)	U	14,000,000	593,470	593,470	0	F	593,470
Capital Operating Reimbursement	0	0	0	F	0	71,625	0	71,625	F	18,631,290
Capital ADA Reimbursement	2,750,000	2,750,000	0	F	0	2,750,000	2,750,000	0	F	2,750,000
Total Capital Income	2,750,000	3,343,470	(593,470)	U	14,000,000	3,415,095	3,343,470	71,625	F	21,974,760
Total Revenue	\$9,297,654	\$9,413,931	(\$116,277)	U	\$86,880,844	\$91,966,930	\$86,517,807	\$5,449,123	F	\$120,628,170
Expenses from Operations:										
Labor and Fringes	\$7,543,005	\$7,620,280	\$77,275	F	\$57,706,342	\$62,022,704	\$63,560,210	\$1,537,506	F	\$85,804,050
Services	1,460,776	1,358,680	(102,096)	U	9,865,057	11,149,421	11,075,510	(73,911)	U	15,084,160
Fuel	506,557	668,340	161,783	F	4,965,859	4,576,993	5,742,010	1,165,017	F	7,686,320
Parts, Materials and Supplies	674,808	616,260	(58,548)	U	4,850,009	5,235,101	5,337,680	102,579	F	7,139,980
Utilities	104,326	148,010	43,684	F	1,109,499	993,416	1,164,570	171,154	F	1,531,870
Casualty and Liability	520,252	220,430	(299,822)	U	2,161,882	2,593,682	1,983,870	(609,812)	U	2,645,180
Other	64,050	61,398	(2,652)	U	327,178	466,495	552,582	86,087	F	736,610
Total Operating Expenses	10,873,774	10,693,398	(180,376)	U	80,985,826	87,037,812	89,416,432	2,378,620	F	120,628,170
Operating Surplus / (Deficit)	(\$1,576,120)	(\$1,279,467)	(\$296,653)	U	\$5,895,018	\$4,929,118	(\$2,898,625)	\$7,827,743	F	\$0
Capital Grant Revenue	1,905,709		1,905,709	F	7,864,143	12,419,927	12,419,927		F	
Capital Grant Revenue -CARES Act	12,437		12,437	F	240,007	1,153,360	1,153,360		F	
Rental income - MCC Amortization	49,167		49,167	F	442,503	442,503	442,503		F	
Gain/(Loss) on Sale of Property	0		0	F	0	83,264	83,264		F	
GASB 87 Lease Interest Expense	(20,651)		(20,651)	U	(183,280)	(185,207)			U	
Depreciation	(1,805,266)		(1,805,266)	U	(16,446,531)	(16,617,161)		(16,617,161)	U	0
Surplus / (Deficit)	(\$1,434,724)	(\$1,279,467)	(\$155,257)	U	(\$2,188,140)	\$2,225,804	(\$2,898,625)	\$5,309,636	F	\$0

Metropolitan Transit Authority

Comparative Balance Sheets

	Month Ended March 31, 2024	Month Ended June 30, 2023
	(unaudited)	(audited)
CURRENT ASSETS		
Cash and cash equivalents	\$8,879,077	\$4,766,148
Receivables from federal, state and local government	908,003	9,433,271
Accounts receivable	830,241	810,751
Materials and supplies	4,412,852	3,670,350
Prepaid expense and other	1,366,749	1,093,689
Pension & OPEB Deferred Outflow	33,188,603	33,188,603
Total Current Assets	49,585,525	52,962,812
PROPERTY AND EQUIPMENT		
Land	14,733,025	14,733,025
Building, shelter and benches	121,400,795	121,284,665
Revenue equipment and parts	198,307,155	210,023,772
Office furniture and equipment	7,342,016	6,934,113
Work-in-Progress	21,669,034	10,451,608
	363,452,025	363,427,183
Less: Accumulated Depreciation	(198,766,246)	(195,334,438)
Total Property and equipment, net	164,685,779	168,092,745
OTHER ASSETS		
North Nashville Property (Lease)	7,063,765	7,063,765
Cash and investments for self-insurance and other	350,003	350,003
	7,413,768	7,413,768
TOTAL ASSETS	\$221,685,072	\$228,469,325
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$2,791,143	\$4,807,518
Accrued expenses	7,946,271	7,408,435
Deferred revenue	257,073	290,683
Note Payable	0	7,000,000
Total Current Liabilities	10,994,487	19,506,636
NON-CURRENT LIABILITIES		
Deferred Revenue	5,164,938	5,607,441
North Nashville Lease Liability	7,049,599	7,049,599
Net Pension Liability	15,627,464	15,627,464
Pension & OPEB Deferred Inflows	17,925,974	17,925,974
Net other postemployment benefits obligations	78,178,905	78,178,905
NET ASSETS		
Invested in capital assets	159,520,841	160,101,512
Reserve for capital purchases	0	0
Unrestricted	(75,002,940)	(86,501,421)
Current Year Surplus / (deficit)	2,225,804	10,973,215
Total Net Assets	86,743,705	84,573,306
TOTAL LIABILITIES AND NET ASSETS	\$221,685,072	\$228,469,325

	Current	> 30 days	> 60 Days	> 90 days	Total
Accounts Receivable	\$640,874	\$91,407	\$67,209	\$30,751	\$830,241
	77.2%	11.0%	8.1%	3.7%	100.0%
Accounts Payable	\$2,576,619	\$211,215	\$5,809	(\$2,500)	\$2,791,143
	92.3%	7.6%	0.2%	-0.1%	100.0%

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion Item

Item Number:	M-I-23-016	Meeting Date:	5/23/2024
Item Title:	Monthly Operating Statistics		

BACKGROUND:

Attached are monthly operating statistics through March 2024.

While we are not above pre-pandemic ridership again for this month, overall growth is still strong with a more than 5% increase from March of 2023. Productivity in terms of passengers per vehicle hour has also been steadily increasing over the last few months but will drop at least temporarily in April's data. This is a result of the large increase in service associated with the opening of the North Nashville Transit Center, as it generally takes at least six to twelve months for ridership to respond completely to significant service increases.

As we continue to expand service, our Transit Stop team is also hard at work installing shelters at both existing and new stop locations. Nearly one in five of all bus stops in the city now have a shelter, though the stops without shelters are generally not high ridership locations. This is evident in looking at boarding locations that occur at sheltered stops, where nearly three-quarters of all passenger boardings occur at a transit center or other location with a bus shelter.

CURRENT STATUS:

Chief Operating Officer Andy Burke will be available for specific questions regarding the Monthly Operating Statistics at the committee meeting.

APPROVED:



Chief Operating Officer

5/23/2024

Date

Operations Dashboard Report

	March 2024	March 2023	Pct. Change	Goal	Indicator
Ridership					
Bus Ridership	733,388	691,988	6.0%		
Access Ridership	32,563	33,038	-1.4%		
Total Ridership	765,951	725,026	5.6%	700,000	●
Percentage of Pre-Pandemic Ridership	96.4%	91.3%	5.2%	85.0%	●
Productivity & Efficiency					
Bus Passengers per Revenue Hour	16.13	15.83	1.9%	16.00	●
Access Passengers per Revenue Hour	1.65	1.69	-2.4%	1.75	▲
Cost Per Scheduled Revenue Hour	\$178.60	\$159.46	12.0%	\$141.46	◆
Safety					
Total Collisions per 100,000 miles	5.9	7.7	-23.4%	4.8	◆
Preventable Collisions per 100,000 miles	3.7	4.0	-7.5%	1.6	◆
Service Quality					
Bus Trip Completion	99.77%	99.76%	0.01%	99.75%	●
Bus On-Time Performance	84.0%	83.1%	0.9%	85.0%	▲
Access On-Time Performance	93.4%	93.1%	0.3%	92.0%	●
Maintenance					
Bus Miles Between Road Calls	5,199	7,004	-25.8%	6,000	◆
Access Miles Between Road Calls	43,088	61,662	-30.1%	18,000	●
Customer Care					
Bus Passengers per Complaint	2,922	4,194	-30.3%	4,000	◆
Access Passengers per Complaint	362	359	0.8%	400	▲
Percent of Calls Answered	92.7%	92.0%	0.6%	95.0%	▲
Staffing					
% of Operator Positions Filled	94.1%	96.7%	-2.6%	95.0%	▲
% of Maintenance Positions Filled	81.3%	80.9%	0.4%	95.0%	◆
Customer Amenities					
% of Stops with Shelters (including Central)	18.9%	18.4%	0.5%	18.0%	●
% of Boardings at Covered Stops (including Central)	74.2%	72.1%	2.1%	73.0%	●

● Exceeding Goal
 ▲ Within 10% of Goal
 ◆ More than 10% off Goal

Operations Dashboard Report

	FY2024	FY2023			
	March 2024	March 2023	Pct. Change	Goal	Indicator
Ridership					
Bus Ridership	6,310,550	5,754,215	9.7%		
Access Ridership	282,921	268,027	5.6%		
Total Ridership	6,593,471	6,022,242	9.5%	6,300,000	●
Percentage of Pre-Pandemic Ridership	90.3%	82.5%	7.8%	85.0%	●
Productivity & Efficiency					
Bus Passengers per Revenue Hour	15.93	15.23	4.6%	16.00	▲
Access Passengers per Revenue Hour	1.65	1.73	-4.6%	1.75	▲
Cost Per Scheduled Revenue Hour	\$159.37	\$159.66	-0.2%	\$141.46	◆
Safety					
Total Collisions per 100,000 miles	5.5	4.8	13.5%	4.8	◆
Preventable Collisions per 100,000 miles	2.9	2.2	29.8%	1.6	◆
Service Quality					
Bus Trip Completion	99.72%	99.65%	0.08%	99.75%	▲
Bus On-Time Performance	83.7%	85.1%	-1.4%	85.0%	▲
Access On-Time Performance	93.0%	92.3%	0.8%	92.0%	●
Maintenance					
Bus Miles Between Road Calls	6,463	6,912	-6.5%	6,000	●
Access Miles Between Road Calls	22,680	21,397	6.0%	18,000	●
Customer Care					
Bus Passengers per Complaint	3,027	5,004	-39.5%	4,000	◆
Access Passengers per Complaint	309	333	-7.3%	400	◆
Percent of Calls Answered	86.2%	88.4%	-2.2%	95.0%	▲
Staffing					
% of Operator Positions Filled	89.1%	92.9%	-3.8%	95.0%	▲
% of Maintenance Positions Filled	85.9%	83.0%	2.9%	95.0%	▲
Customer Amenities					
% of Stops with Shelters (including Central)	19.3%	18.0%	1.3%	18.0%	●
% of Boardings at Covered Stops (including Central)	73.0%	72.0%	1.1%	73.0%	●

● Exceeding Goal ▲ Within 10% of Goal ◆ More than 10% off Goal

Operations Dashboard Glossary

Metric	Definition
Ridership	
Bus	Total fixed route passenger boardings on all WeGo operated services
Access	Total paratransit boardings (WeGo vehicles and third-party service providers, and Access-on Demand ridership)
Total	Total Bus & Access ridership combined
Percentage of Pre-Pandemic Ridership	Total ridership for the current period divided by total ridership for the same period in Fiscal Year 2019
Productivity & Efficiency	
Bus Passengers per Revenue Hour	Total fixed route passenger boardings divided by total scheduled fixed route revenue vehicle hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public
Access Passengers per Revenue Hour	Total fixed route passenger boardings divided by total scheduled fixed route revenue vehicle hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public
Total Cost Per Scheduled Revenue Hour of Service	Total fully allocated cost to deliver service divided by the total scheduled revenue hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public
Safety	
Miles Between Total Collisions	Total number of Collisions divided by total number of revenue miles multiplied by 100,000. An Collision is defined as any time the vehicle makes contact with something other than the road resulting in any damage and/or injuries
Miles Between Preventable Collisions	Total number of Collisions determined to be preventable divided by total number of revenue miles multiplied by 100,000. A preventable Collision is defined as an Collision in which the Operator did not do everything reasonably possible to avoid the collision
Service Quality	
Bus Trip Completion Percentage	Percentage of one-way fixed route revenue trips completed versus scheduled. Includes partial missed trips
Bus On-Time Performance	Percentage of total scheduled fixed route timepoint departures occurring between 59 seconds early and 5 minutes 59 seconds late as recorded by the Automated Vehicle Location (AVL) system. Arrivals are used for on-time performance calculations for the last stop of the trip, with early arrivals at end of line considered as on-time
Access On-Time Performance	Percentage of total scheduled paratransit trips, not including Access-on-Demand or WeGo Link, where vehicle arrives no later than 59 seconds outside of the scheduled pick-up window

Operations Dashboard Glossary

Metric	Definition
Maintenance	
Bus Miles Between Road Calls	Any mechanical or system failure of any nature (excluding accidents) occurring on an MTA-operated vehicle in fixed route revenue service that causes the vehicle to be removed from service.
Access Miles Between Road Calls	Any mechanical or system failure of any nature (excluding accidents) occurring on an MTA-operated vehicle in paratransit (Access) revenue service that causes the vehicle to be removed from service.
Customer Care	
Bus Passengers Carried per Complaint	Total fixed route passengers divided by total fixed route customer complaints.
Access Passengers Carried per Complaint	Total paratransit (WeGo and third-party service providers) passengers divided by total paratransit customer complaints.
Percent of Calls Answered	Percentage of calls received that were answered. Unanswered calls are calls that are lost for any reason once in the customer call phone queue.
Staffing	
% of Operator Positions Filled	Total WeGo Operators available divided by total number of operator positions budgeted for service. Part-time Access operators are not included
% of Maintenance Positions Filled	Total WeGo Maintenance positions available divided by total number of maintenance positions budgeted for service. All maintenance and cleaning positions for vehicles and facilities are included
Customer Amenities	
% of Stops with Shelters (including Central)	The total number of stops with shelters divided by total number of stops WeGo operates.
% of Sheltered Boardings (including Central)	The total number of riders who boarded with a shelter (including WeGo Central boardings) divided by the total number of riders for the time period.

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

List of Upcoming Procurement Projects

Meeting Date: 5/23/2024

Item #: M-I-23-017

Project Name: On-Board Vehicle Video Surveillance Equipment Purchase and Installation

- **Brief Description:** A sole source contract with March Network is needed to maintain existing equipment and purchase and install new surveillance equipment as required.
- **Anticipated Publish Date:** May 2024
- **Estimated Individual Contract Value:** TBD

Project Name: EAM System

- **Brief Description:** The contract is to provide an Enterprise Asset Management System (EAM System) solution.
- **Anticipated Publish Date:** May 2024
- **Estimated Individual Contract Value:** TBD

Project Name: Schedule Design Services

- **Brief Description:** Contract to assist with designing passenger information materials to enhance the transit passengers' experience.
- **Anticipated Publish Date:** July 2024
- **Estimated Project Value:** TBD

Project Name: Automatic Teller Machine Services

- **Brief Description:** Contract to provide ATM services at WeGo Central.
- **Anticipated Publish Date:** September 2024
- **Estimated Individual Contract Value:** TBD

Project Name: Express Bus Services (RTA)

- **Brief Description:** Contract to provide express transportation services within the RTA 10-county region.
- **Anticipated Publish Date:** October 2024
- **Estimated Project Value:** TBD

CURRENT STATUS:

Pursuant to earlier Board discussions, staff will provide a rolling list of upcoming procurements to the Board on a monthly basis. Staff requests members make them aware of any potentially interested suppliers for planned procurement activity.

Unless there are questions from staff, no discussion is planned at the meeting. This material is provided for information only.

APPROVED:



Director of Procurement & Business Diversity

5/23/2024

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion

Item Number:	OF-D-24-006	Meeting Date:	5/23/2024
Item Title:	Quarterly Performance Report		

BACKGROUND:

The Quarterly Route Performance Report for January, February, and March 2024 is provided on the following pages.

Despite over a week of severe winter weather in January that resulted in service reductions and interruptions, ridership this quarter was down slightly from last quarter's ridership at just under ninety-seven percent of pre-pandemic ridership. We operated 7.3% more service this year compared to the same quarter the previous year, while ridership increased 8.8% over last year, meaning that ridership growth has more than kept pace with service growth.

On-time performance remained steady, but this partially reflects changes in route timing to keep up with traffic patterns. Even though on-time performance remains similar, customers on several corridors have longer travel times due to congestion.

Route 71 Trinity began operation on the last day of this quarter, March 31st, 2024, so ridership and service hours are included in the report, but next quarter will reflect the first full quarter that Route 71 Trinity and other service changes associated with the opening on the North Nashville Transit Center are in operation.

Regional ridership continues to lag behind local service in terms of recovery from the pandemic at forty-three percent of pre-Covid ridership. Still, ridership was higher than last quarter despite several days when regional service was canceled due to weather conditions.

CURRENT STATUS:

Scheduling & Service Planning Manager Katie Freudberg will review this report at the committee meeting.

APPROVED:

Katie Freudberg

Scheduling & Service Planning Manager

5/23/2024

Date

QUARTERLY ROUTE PERFORMANCE INDICATOR REPORT - JANUARY THROUGH MARCH 2024

Route	Ridership			Revenue Hours		Productivity				On-Time Performance	
	Ridership	Ridership Change	Pre-Pandemic Ridership %	Revenue Hrs	Rev Hrs Change	Pax/Hr	Pax/Hr Change	Pax/Trip	Pax/Trip Change	OTP	OTP Change
Frequent Service											
3 - West End	145,958	2.7%	85.0%	10,847	3.0%	13.5	-0.3%	11.3	-0.1%	82.98%	-0.93%
4 - Shelby	57,761	17.9%	73.3%	4,135	6.7%	14.0	10.6%	7.5	13.0%	91.56%	4.31%
7 - Hillsboro	111,402	12.7%	95.9%	6,922	18.3%	16.1	-4.8%	10.9	-2.2%	89.87%	6.28%
22 - Bordeaux	105,427	17.7%	76.6%	6,004	2.4%	17.6	15.0%	9.1	15.0%	87.68%	-1.59%
23 - Dickerson	173,654	12.4%	125.7%	9,053	2.4%	19.2	9.7%	13.4	10.2%	90.19%	0.47%
50 - Charlotte Pike	151,038	6.8%	97.4%	8,325	2.9%	18.1	3.8%	13.6	4.0%	85.67%	-1.46%
52 - Nolensville Pike	207,265	-0.7%	102.0%	12,953	4.0%	16.0	-4.5%	15.4	-2.4%	78.30%	-1.11%
55 - Murfreesboro Pike	359,292	6.3%	129.8%	15,769	4.6%	22.8	1.7%	22.9	4.9%	79.96%	2.50%
56 - Gallatin Pike	283,462	7.0%	97.0%	13,738	0.9%	20.6	6.0%	18.9	5.7%	85.90%	1.06%
Total	1,595,259	7.3%	101.6%	87,747	4.2%	18.2	2.9%	14.4	3.9%	84.56%	0.62%
Local Service											
6 - Lebanon Plke	52,270	11.9%	110.0%	4,684	16.3%	11.2	-3.8%	11.3	0.7%	79.32%	-0.89%
8 - 8th Avenue South	71,278	9.0%	113.8%	3,747	24.1%	19.0	-12.1%	11.8	-10.6%	84.03%	0.86%
9 - Metrocenter	22,643	17.4%	67.1%	1,386	-3.2%	16.3	21.2%	6.4	21.1%	93.51%	-1.52%
14 - Whites Creek	20,398	3.5%	58.5%	2,007	1.8%	10.2	1.7%	5.1	2.9%	86.18%	-0.80%
17 - 12th Avenue South	39,964	10.7%	88.3%	3,589	0.4%	11.1	10.3%	6.6	10.4%	92.02%	2.76%
18 - Airport/Elm Hill	39,516	31.7%	125.3%	2,778	12.5%	14.2	17.1%	9.6	21.2%	79.70%	-4.29%
19 - Herman	55,237	7.0%	72.3%	4,269	-0.1%	12.9	7.1%	8.6	7.0%	89.69%	-0.67%
28 - Meridian	16,594	-4.5%	58.2%	1,941	0.4%	8.6	-4.9%	4.2	-5.0%	91.78%	2.32%
29 - Jefferson	44,123	13.4%	92.7%	3,313	0.6%	13.3	12.7%	6.1	13.1%	92.39%	0.82%
34 - Opry Mills - Music Valley	23,101	11.1%	86.7%	1,523	1.0%	15.2	10.0%	7.4	9.5%	92.05%	4.20%
41 - Golden Valley	3,725	13.9%	72.0%	312	-9.1%	11.9	25.4%	6.1	17.7%	79.33%	-4.14%
42 - St.Cecilia - Cumberland	26,160	27.8%	87.0%	1,953	14.5%	13.4	11.5%	6.4	12.7%	89.63%	-3.40%
Total	415,009	12.3%	85.9%	31,500	6.6%	13.2	5.3%	7.7	7.4%	87.43%	-0.28%
Connector Service											
70 - Bellevue	2,990	N/A	N/A	751	N/A	4.0	N/A	2.0	N/A	89.19%	N/A
71 - Trinity	123	N/A	N/A	25	N/A	4.8	N/A	2.3	N/A	75.00%	N/A
75 - Midtown	7,104	16.6%	51.9%	2,298	61.8%	3.1	-27.9%	2.3	-26.2%	81.49%	-0.23%
76 - Madison	20,802	5.9%	86.9%	1,636	-3.1%	12.7	9.3%	8.0	5.9%	86.75%	-1.97%
77 - Thompson – Wedgewood	20,579	37.5%	105.1%	4,391	60.4%	4.7	-14.3%	6.1	-17.3%	78.74%	-2.74%
79 - Skyline	14,013	26.6%	N/A	1,773	4.0%	7.9	21.7%	3.5	23.7%	85.02%	0.78%
WeGo Link	699	-7.8%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total	66,310	26.2%	103.8%	10,875	44.0%	6.1	-12.4%	4.5	-9.1%	82.26%	-1.50%

QUARTERLY ROUTE PERFORMANCE INDICATOR REPORT - JANUARY THROUGH MARCH 2024

Route	Ridership			Revenue Hours		Productivity				On-Time Performance	
	Ridership	Ridership Change	Pre-Pandemic Ridership %	Revenue Hrs	Rev Hrs Change	Pax/Hr	Pax/Hr Change	Pax/Trip	Pax/Trip Change	OTP	OTP Change
Regional Bus Service											
64 - Star Downtown Shuttle	1,151	-1.6%	17.5%	150	-3.2%	7.6	1.6%	2.4	2.4%	77.72%	-9.34%
84 - Murfreesboro Express	7,056	9.7%	88.0%	2,116	4.4%	3.3	5.1%	5.0	9.3%	80.60%	-0.87%
86 - Smyrna - LaVergne	3,111	86.8%	47.4%	490	-5.1%	6.3	97.0%	7.3	93.0%	67.14%	-11.76%
87 - Gallatin - Hendersonville	5,060	-5.9%	48.8%	571	-3.2%	8.9	-2.9%	10.4	-2.9%	93.75%	11.06%
88 - Dickson	1,390	10.7%	33.1%	286	-3.2%	4.9	14.3%	5.7	14.3%	98.44%	-0.02%
89 - Springfield - Joelton	1,561	32.2%	42.5%	339	-3.2%	4.6	36.5%	6.4	36.5%	94.53%	0.30%
93 - Star West End Shuttle	7,921	13.1%	47.0%	242	-3.2%	32.7	16.9%	21.5	15.9%	83.60%	-6.21%
94 - Clarksville	5,879	8.9%	35.4%	660	-3.2%	8.9	12.5%	9.6	12.5%	72.03%	-16.74%
95 - Spring Hill - Franklin	4,974	10.1%	72.5%	689	-3.2%	7.2	13.7%	10.2	13.7%	97.46%	-1.58%
Total	38,103	12.1%	43.3%	5,543	-0.6%	6.9	12.7%	8.0	14.5%	80.63%	-4.27%
Regional Rail Service											
90 - WeGo Star Commuter Rail	25,412	11.6%	36.8%	696	-3.2%	36.5	15.3%	34.7	15.3%	96.96%	-1.84%
Total	25,412	11.6%	36.8%	696	-3.2%	36.5	15.3%	34.7	15.3%	96.96%	-1.84%
System Total	2,140,093	8.9%	93.0%	136,361	6.9%	15.7	1.9%	11.6	3.1%	85.01%	0.10%

Totals by Service Family (Agency)

Service Family (Agency)	Ridership			Revenue Hours		Productivity				On-Time Performance	
	Ridership	Ridership Change	Pre-Pandemic Ridership %	Revenue Hrs	Rev Hrs Change	Pax/Hr	Pax/Hr Change	Pax/Trip	Pax/Trip Change	OTP	OTP Change
Local (MTA)	2,076,578	8.8%	96.8%	130,122	7.3%	16.0	1.4%	11.6	2.7%	85.05%	0.16%
Regional (RTA)	63,515	11.9%	40.4%	6,239	-0.9%	10.2	12.9%	11.5	14.5%	81.68%	-4.10%
System Total	2,140,093	8.9%	93.0%	136,361	6.9%	15.7	1.9%	11.6	3.1%	85.01%	0.10%

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-24-009	Meeting Date:	5/23/2024
Item Title:	40' Clean Diesel Bus Purchase		

BACKGROUND:

In August 2023 the board approved a 5-year contract with Gillig LLC for the acquisition of 40' clean diesel buses. Concurrent with MTA's efforts to operate within our Capital Fleet Plan for 40' buses, staff requests approval to purchase twelve (12) clean diesel 40' coaches from this contract. These buses will replace twelve (12) buses that have reached the end of their useful life and will be retired. Authorization is requested to proceed with the procurement using this 40' bus contract instrument with Gillig Corporation.

Authorization of this purchase will be consistent with the agency's efforts to execute a more balanced schedule for capital spending and fleet replacement. Considering the lead time for the production schedule, staff anticipates delivery dates for these twelve (12) buses in the early spring of 2025.

WeGo's third-party inspector, Transit Resources Center (AmeriTran), has conducted the required Pre-Award Audit to validate that the overall bus components comply with federal requirements for a minimum of 70% American Built Content and final assembly requirements, proving compliance with Buy America requirements. When bus production is completed, Transit Resources Center (AmeriTran) will perform a post-delivery inspection and confirm Buy American content requirements are met.

RECOMMENDATION:

Staff recommends that the Board provide the Chief Executive Officer authority to acquire Twelve (12) 40' buses from Gillig Corporation for vehicles used in Fixed route service. The requested contract authorization is for a not-to-exceed price of \$658,324 per bus plus an additional \$12,000 per bus for tools and training.

The total not-to-exceed purchase authorization for this acquisition is \$8,043,888. Staff will return to the Board in future years for specific authorization to acquire equipment under the remainder of this contract. Funding for this acquisition is already in place, with \$8,600,000 in Metro Nashville FY 2024 Capital Spending Plan funds for bus replacement funds.

APPROVED:

5/23/2024

Board Secretary

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-24-010	Meeting Date:	5/23/2024
Item Title:	Project Management Software Modification & Implementation		

BACKGROUND:

Historically, the nature of WeGo Public Transit’s capital project portfolio lent itself to rudimentary project management systems and techniques, often relying on a series of disparate spreadsheets maintained in different departments (project departments, Finance, Grants, etc.). These systems then required significant manual intervention to produce necessary project management tools such as project management plans, grant reporting documentation, executive status updates, change order management systems and the like. Project information was then passed manually among the various departments involved in project delivery – Engineering for design and construction management; Procurement for purchase order and change order management; Finance for the payment of contractors; Grants Management for grant reporting and reimbursement; and Facilities/Operations for project commissioning, to name a few. This approach was perfectly acceptable when our project portfolio consisted mainly of fleet purchases, simple projects, and the occasional large-scale project (such as the construction of the Elizabeth Duff Transit Center at WeGo Central or the Myatt Headquarters building) where outside expertise was brought in to provide “almost turnkey” project management services.

As we have evolved as an agency, so too have our project management needs. Even our small projects, such as bus shelter installations, have become more complex. These have evolved from simply bolting a shelter to an existing sidewalk into complex construction projects involving right of way acquisition, engineering design, retaining wall structures, stormwater management techniques, and ADA/pedestrian access facilities. The complexity of our projects has continued to evolve with transit centers as evidenced by the Hillsboro Transit Center Project and the Dr. Ernest Rip Patton Jr. North Nashville Transit Center. If Mayor O’Connell’s “Choose How You Move” transportation improvement program is approved by the voters in November, both the complexity and pace of our capital improvement program will increase significantly, and we will be severely challenged in delivering projects on time and on budget without an evolution of our project management techniques. Even if the plan is not approved by voters, we still anticipate increasingly complex capital construction projects like transit centers, stop improvements and corridor upgrades, albeit at a much slower pace. Recognizing the increasing complexity of our capital project portfolio, the MTA Board included \$500,000 in the adopted FY2024-2028 Capital Improvement Plan to begin implementation of project management solutions. In February 2022, after evaluation of available software, WeGo used the State contract to obtain and implement Oracle Unifier Asset Management software for Facilities management from the Facilities, State of Good Repair budget. The contract amount was below the Board’s threshold for approval. This was seen as an interim approach until a full evaluation and recommendation for Enterprise Asset Management (EAM) could be completed.

At its meeting on February 23, 2023, the MTA Board of Directors engaged the firm eVision to undertake an Enterprise Asset Management (EAM) Plan to provide a roadmap for the appropriate management of our capital assets like fleet and facilities, and a brief evaluation of project delivery. As part of the EAM Plan work, eVision considered various alternatives, and the consultant and staff deemed the Oracle Unifier Project Controls Project Management Software to best meet its current and evolving needs, with the additional advantage of integrating with our Facilities Management System through Oracle Unifier. Interfaces will be developed to integrate with our Financial Management, Procurement, and Grants Management System. The Oracle Unifier software system is used widely around the nation in similar (and even larger and more complex) public transportation agencies.

Features of the proposed system include a centralized project repository, where all project-related information such as scopes, schedules, budgets, project documents, invoices and communications can be centrally stored

and made accessible to necessary users. Project performance tools to simplify planning, scheduling, cost management, document control and risk management are also included in this installation. Finally, advanced reporting to facilitate timely project reporting, including necessary documentation for our funding agencies, are a part of the deliverables for this project.

RECOMMENDATION:

Staff recommends several interrelated actions by the Board to implement the Oracle Unifier Project Controls Project Management System as the backbone software for our capital project delivery systems:

1. Approval of an amendment to the most recently adopted capital plan (FY2024-2028) to move \$750,000 from the Enterprise Asset Management System line item (currently budgeted at \$2.5 million) and reassigning these funds to the Project Management Software Line Item, for a total authorized amount of \$1.25 Million. The most significant project remaining in the Enterprise Asset Management System is a Fleet Maintenance Information System. This system is currently being evaluated as part of the overall Enterprise Asset Management Systems study by eVision, and will be considered for inclusion in upcoming capital improvement plans with a more detailed cost estimate.
2. Authorization for the Chief Executive Officer to enter purchase agreements for a total project expense not to exceed \$1,250,000 as follows (including 15% contingency) as follows:
 - a. Oracle - \$550,000 for modification and implementation of the Oracle Unifier Project Controls Project Management Software.
 - b. eVision - \$256,000 to provide project management, testing, change management and training services to support this implementation.
 - c. Kemper - \$144,000 to develop, test and successfully implement systems integration tools between the Oracle Unifier Project Controls Project Management System and our Sage Accounting/Financial Management Software.
 - d. WeGo Project Management - \$300,000 for staff to manage the project, and work with the consultants and staff to modify and implement the software.

Funding for this project will come from a combination of Federal Transit Administration Section 5307 Funds with State and Local matching Capital Grants.

This system is anticipated to result in ongoing annual operating expenses of approximately \$104,000 for annual licenses and product support, which will be incorporated into our annual operating budgets.

APPROVED:

5/23/2024

Board Secretary

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-23-011	Meeting Date:	5/23/2024
Item Title:	Vehicle Lifts & Garage Equipment Purchase		

BACKGROUND:

The Agency currently maintains 168 buses and 91 cutaway vans. The Nestor facility manages the bulk of the daily operations and maintenance while the Myatt facility performs heavy vehicle repair work (i.e., engine, transmission, etc.), and auto body work, and houses the training & apprenticeship programs. Service expansions such as bus acquisitions, Myatt route dispatching, and growth within the apprenticeship program have placed a strain on assigned equipment such as Vehicle/Bus Lifts.

Vehicle lifts are essential for inspecting, maintaining, and repairing the transit fleet and are indispensable for the protection of our mechanics while maintaining efficiency and overall accessibility for different types of vehicles. The agency currently owns ninety-six (96) Steril-Koni Lifts. Scoping and purchasing a product that is compatible with our current lifts is important to ensure safety, training, and interchangeability.

The agency identified a contract to purchase an additional forty-eight (48) Steril-Koni lifts which was competitively procured following Federal regulations by the State of Louisiana on behalf of the National Association of State Procurement Officials (NASPO ValuePoint). The Master Agreement is in effect until March 31, 2028, and is beneficial to the replacement program.

The Procurement Department complied with Federal requirements by guaranteeing that the State of Louisiana's contract was awarded under full and open competition and exempt from any geographical preferences. The vendor has signed the necessary Buy America Certificate, and all additional federal clauses will accompany the purchase order.

If approved the first truckload of lifts will arrive within four to six weeks with the subsequent truck arriving within the following six-week timeframe.

RECOMMENDATION:

The staff requests that the Board provide the Chief Executive Officer authorization to use a Louisiana State contract on behalf of the National Association of State Procurement Officials (NASPO ValuePoint) to procure forty-eight (48) Steril-Koni Heavy Duty Lifts directly from Steril-Koni USA, Inc. for a not to exceed amount of \$865,000. This project has been programmed in previous capital improvement plans under the general category of Facility Maintenance and Capital Replacement and will be funded with currently available Federal Section 5307 formula funds with State and local match.

APPROVED:

5/23/2024

Board Secretary

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-24-012	Meeting Date:	5/23/2024
Item Title:	Multimodal Mobility Plan Contract Award		

BACKGROUND:

In August of 2016, during the only joint meeting in their history, the Board of Directors of the Metropolitan Transit Authority of Nashville and Davidson County (MTA) and the Board of Directors of the Regional Transportation Authority of Middle Tennessee (RTA) unanimously approved the nMotion Strategic Transit Plan. Since that time, WeGo Public Transit has used this document as a blueprint for advancing project and service initiatives to enhance the role and responsiveness of public transportation in the region.

The rapidly changing nature of our region necessitates an update to the transit plan, and several other major environmental changes also suggest a change in the approach to this process. Among these have been the creation of the Nashville Department of Transportation and Intermodal Infrastructure (NDOT), greater emphasis on the inclusion of public transit in development reviews by Metro Planning, and several highly successful collaborative planning efforts such as the East Bank Vision Plan and Connect Downtown. Simultaneous with the need for WeGo Public Transit to update its strategic service plan, NDOT and Metro Planning are also in need of significant updates to various planning initiatives such as Metro Planning's Major and Collector Street Plan (MCSP) and to identify a list of priority projects for implementation along with an updated layered network of streets that support those projects.

As staff prepares for an update to the nMotion plan, this effort presents an opportunity for WeGo (MTA and RTA), NDOT, and Metro Planning to closely coordinate due to the synergies between the agencies for transportation improvement needs that impact transit as well as the timing between the development of the two plans. It also allows us to achieve significant coordination (and economies of scale) with respect to various shared elements of the plans, such as public engagement and data collection.

In preparation for this joint effort, the MTA Board of Directors during their December 21, 2023, meeting, authorized the CEO to execute a Memorandum of Understanding with the Nashville Department of Transportation & Multimodal Infrastructure, the Metro Planning Department, and the Regional Transportation Authority for carrying out the work activities of the Multimodal Mobility Plan and updating the nMotion plan and the MCSP. The agencies have agreed on extending this collaboration to the development of their plans to optimize public engagement opportunities and maximize the coordination of necessary elements for both agencies within the scope of work. Under this approach, the projects were combined under one solicitation and an overall scope of work. However, specific elements pertaining to each agency's needs have been clearly identified under detailed separate tasks to accommodate the specific analysis and deliverables of each plan. Each participating agency shall remain in full control of the elements of the multimodal plan specific to that agency. The MTA conducted the solicitation of professional services for the project and will serve as the contracting agency for consulting services. MTA will be reimbursed by other participating partners for their respective share of project expenses in accordance with the consultant's pricing schedule.

On December 8, 2023, the MTA Procurement Department announced a Request for Qualifications (RFQ) on WeGo's website and Transit Talent and reached out to more than 20 firms via email. Our Marketing team and NDOT also utilized platforms like LinkedIn, the American Planning Association, and Planetizen. By the February 13, 2024 closing date, we received submissions from three firms: Kimley-Horn, SSR, and AECOM.

We encouraged Disadvantaged Business Enterprise (DBE) participation, either as prime contractors or subcontractors, aiming for a 20% overall contract-specific goal for DBE participation.

For contracting Architectural & Engineering (A&E) services, we followed the Brooks Act method, using qualification-based procurement procedures. Evaluation criteria included project approach, work methodology, availability, qualifications, and experience of the firm, project team, and key personnel. An evaluation committee comprised of representatives from the respective partner agencies met on March 6, 2024, to evaluate and score proposals. The evaluation committee found Kimley-Horn's submission to be the most favorable, leading to further discussions/interviews, and a request for a cost proposal for all tasks.

On April 30th, the committee reviewed and discussed Kimley-Horn's proposed cost of \$1,996,890 with a 12-month schedule, deciding to request a Best and Final Offer (BAFO). The BAFO request included an 18-month schedule, considering elections and holidays, along with negotiations on cost. Staff also asked for additional information on needed analysis for transit service options pertaining to the Tennessee Department of Transportation's (TDOT) Choice Lanes initiative as part of the Build With Us program. Kimley-Horn agreed to the 18-month revised schedule for a cost of \$1,998,990. Kimley-Horn also submitted two options for integration of public transit with TDOT's Choice Lane analysis, Option 1 not including transportation modeling for \$73,500; and Option 2 including transportation modeling for \$273,000.

After consideration of the 18-month schedule BAFO from Kimley-Horn, it was decided to move with the submitted BAFO of \$1,998,990 and include Option 1 for Choice Lane integration of public transit for \$73,500. The total amount for the BAFO and Option 1 is \$2,072,490.

Acknowledging that the modeling of the transit use of Choice Lanes will provide additional helpful analysis for future implementation, staff will maintain the possibility of Option 2 should additional resources be identified in conversations with TDOT.

Kimley-Horn has committed to meet or exceed the 20% DBE goal for this project through their subcontractors on the project, Burch Transportation, Fairpointe Planning, and Foursquare ITP.

RECOMMENDATION:

Staff request that the Board of Directors provide the Chief Executive Officer the authority to enter a professional services contract with Kimley-Horn to conduct the Multimodal Mobility Plan in the amount of \$2,250,000. That includes \$1,998,990 for the base proposal, \$73,500 for Option 1 of Choice Lane integration with transit (no transportation modeling), and a contingency of \$177,510. The total contract term is 24 months, with a milestone for final recommendations at 18 months. Funding for the study includes FTA 5307 funds identified in the Capital Plan, FTA 5303 Metropolitan Planning funds through GNRC, and Local funds from Metro Government through NDOT and Metro Planning Department.

APPROVED:

Board Secretary

5/23/2024

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion Item

Item Number:	NICE-D-24-003	Meeting Date:	5/23/2024
Item Title:	WeGo Link Program Update		

BACKGROUND:

As part of the recommendations for improving access to transit, the nMotion plan recommended exploring first/last mile “Mobility on Demand” zones to service lower-demand areas in a more cost-effective way. The development of these zones allows for improved connections to fixed-route transit service, especially in areas where access is limited due to the amount of distance to the main road and where the lack of proper pedestrian infrastructure makes walking conditions difficult and unsafe.

During the fall of 2021, WeGo, in partnership with Uber Technologies, Inc., and Mobility Solutions, launched a mobility-on-demand pilot program in the Antioch area, which was branded as WeGo Link. The model for the pilot and currently used for the program entails riders in the zone connecting to a designated transfer location along an adjacent transit route. Riders wanting to access the program can download a voucher through the Uber app and only pay \$2.00 (same as a regular bus fare) for the Uber ride as long as the trip begins and/or ends at any of the designated bus stops serving as transfer locations within a specific zone. WeGo covers the rest of the Uber ride cost up to \$10.00. Mobility Solutions provides the same type of service for individuals who need an accessible vehicle or need to pay cash for their fare.

Since the launch of the pilot zone in Antioch, 12 more zones have been established throughout Davidson County to expand the reach of the program and extend these benefits to other communities in Nashville. In determining areas for WeGo Link zones, staff established a few criteria factors for prioritization:

- Areas without fixed-route transit coverage that can connect to relatively robust transit services like a high-frequency corridor.
- Areas with suitable transfer locations that are ADA accessible.
- Areas with clusters of higher concentration of transit propensity characteristics such as low-income population, minority population, zero or low car households, and higher employment density.

The expansion of the program during the last few years has seen many areas that meet these characteristics receive a WeGo Link zone. Although the current bus network offers relatively good coverage for such a big service area like Davidson County, riders in other areas continue to need transit service.

During recent months, staff received a few requests for adjustments to current zones as well as the addition of new WeGo Link zones in areas that were not prioritized initially based on the criteria above but that we believe merit consideration. Based on this and considering the proposed Transportation Improvement Program (TIP) announced by Mayor O’Connell that includes WeGo Link expansion, the staff is proposing to have a discussion with the Board of Directors about the current program operation, emerging needs, and potential future direction moving forward.

CURRENT STATUS:

Hannah Schaefer, Transit Business Intelligence Analyst, and Robert Johnson, Transit Planner, will present to the Board of Directors and lead discussions about the program and potential pilot zone additions.

APPROVED:



Director of Planning & Grants

5/23/2024

Date