

## Notice of Meeting and Agenda

**Bi-State Development  
Operations Committee  
Tuesday, October 16, 2018 8:00 a.m.**

**Headquarters - Board Room, 6<sup>th</sup> Floor  
One Metropolitan Square, 211 N. Broadway, Suite 650  
St. Louis, Missouri 63102**

**This location is accessible to persons with disabilities. Individuals with disabilities needing information or communication accommodations should call Bi-State Development at (314) 982-1400, for TTY access, call Relay 711. Sign language interpreter services or other accommodations for persons with hearing or speech disabilities will be arranged if a request for such service is made at least two days in advance of the meeting. Large print material, Braille material or other formats will also be provided upon request.**

| <b>Agenda</b>   | <b>Disposition</b> | <b>Presentation</b>                          |
|---|--------------------|--|
| 1. Call to Order  | Approval           | Chairman Buehlhorn                           |
| 2. Roll Call  | Quorum             | S. Bryant                                    |
| 3. Public Comment*  | Information        | Chairman Buehlhorn                           |
| 4. Minutes from August 21, 2018, Operations Committee   | Approval           | Chairman Buehlhorn                           |
| 5. Contract Award: Midwest Transit – Purchase of Paratransit Vans   | Approval           | J. Mefford-Miller /<br>L. Jackson / D. Curry |
| 6. Contract Modification: MetroLink Elevator Rehabilitation – Phase 1   | Approval           | J. Mefford-Miller /<br>S. Grott / G. Smith   |
| 7. Metro Reimagined Update  | Information        | J. Mefford-Miller                            |
| 8. 1st Quarter Operations Summary   | Information        | J. Mefford-Miller                            |
| 9. Unscheduled Business   | Approval           | Chairman Buehlhorn                           |
| 10. Call of Dates for Future Committee Meetings   | Information        | S. Bryant                                    |
| 11. Adjournment to Executive Session:   | Approval           | Chairman Buehlhorn                           |
| <p><i>If such action is approved by a majority vote of The Bi-State Development Agency's Board of Commissioners who constitute a quorum, the Board may go into closed session to discuss legal, confidential, or privileged matters pursuant to Bi-State Development Board Policy Chapter 10, Section 10.080 (D) Closed Records: Legal under §10.080(D)(1); Real Estate under §10.080(D)(2); Personnel under §10.080(D)(3); Health Proceedings under §10.080(D)(4); Employee Negotiations under §10.080(D)(5); Data Processing under §10.080(D)(6); Purchasing and Contracts under §10.080(D)(7); Proprietary Interest under §10.080 (D)(8); Hotlines under §10.080(D)(9); Auditors under §10.080(D)(10); Security under §10.080(D)(11); Computers under §10.080(D)(12); Personal Access Codes under §10.080(D)(13); Personal Information under §10.080(D)(14); Insurance Information under</i></p> |                    |  |

| Agenda  | Disposition | Presentation |
|---|-------------|--------------|
| <i>§10.080(D)(15); Rail, Bus, or Facilities Safety and Accidents under §10.080(D)(16) or Protected By Law under §10.080(D)(17).</i> |             |              |

**\*Note: Public comment may be made at the written request of a member of the public specifying the topic(s) to be addressed and provided to the Agency's information officer at least 48 hours prior to the meeting.**

**Open Session Item**

**4**

**BI-STATE DEVELOPMENT  
OPERATIONS COMMITTEE MEETING  
OPEN SESSION MINUTES  
August 21, 2018**

**Committee Members in Attendance**

Michael Buehlhorn, Chairman  
Vernal Brown  
Derrick Cox  
Irma Golliday, (present @ 8:17 a.m.)  
Rose Windmiller

**Other Commissioners in Attendance**

Constance Gully  
Justin Zimmerman, (via phone)

**Staff in Attendance**

John Nations, President and Chief Executive Officer  
Barbara Enneking, General Counsel and Deputy Secretary  
Shirley Bryant, Certified Paralegal  
Jessica Mefford-Miller, Interim Executive Director Metro Transit  
Barbara Georgeff, Director of Executive Services  
Jim Cali, Director Internal Audit  
Lisa Burke, Executive Assistant  
Larry Jackson, Executive Vice President of Administration  
Kent Swagler, Director Corporate Compliance & Ethics  
Patti Beck, Director of Communications  
John Langa, Vice President Economic Development  
Ted Zimmerman, Interim Vice President of Marketing and Communications  
Julianne Stone, Vice President Strategic Initiatives  
Mark Vago, Sr. Vice President, Chief Financial Officer  
Michael Gibbs, Manager Financial Operation-Admin & Business Operations  
Chris Poehler, Assistant Executive Director Engineering Systems  
Diana Bentz, Vice President Organizational Effectiveness  
Kerry Kinkade, Vice President Chief Information Officer  
Richard Zott, Chief of Public Safety  
Kathy Brittin, Director Risk Management, Safety & Claims  
Virginia Alt-Hildebrandt, Manager Administrative Services  
Matthew Hibbard, Social Media Communications Manager  
Cynthia Davis, Director Program Development & Grants  
Angela Staicoff, Senior Internal Auditor  
Charles Stewart, Vice President Pension & Insurance  
Elizabeth Farr, Assoc. Project Manager – Economic Development  
Greg Smith, Vice President Procurement & Inventory Management  
Timothy Nittler, Director Capital Projects  
Stacy McMurray, Director Organizational Development  
Jeff Braun, Director Real Estate  
Ken Franklin, Vice President Government Relations & Policy Initiatives  
John Wagner, Director, Research Institute

Jenny Nixon, Executive Director Tourism Innovation

**Others in Attendance**

None

1. **Call to Order**  
**8:00 a.m.** Chairman Buehlhorn called the Open Session Operations Committee Meeting to order at 8:00 a.m.
2. **Roll Call**  
**8:00 a.m.** Roll call was taken.
3. **Public Comment**  
**8:01 a.m.** There was no public comment.
4. **Minutes from May 18, 2018 Combined Audit, Finance & Administration/Operations Committee**  
**8:02 a.m.** The May 18, 2018 Combined Audit, Finance & Administration/Operations Committee Meeting minutes were provided in the Committee packet. A motion to approve the minutes was made by Commissioner Brown and seconded by Commissioner Gully. Commissioner Windmiller abstained and Commissioners Brown, Gully, Buehlhorn, Cox, and Zimmerman voted "Yes." **Motion passed with a majority vote.**
5. **St. Louis Regional Freightway Priority Freight Project List for 2019**  
**8:03 a.m.** The briefing paper report and exhibits regarding the St. Louis Regional Freightway (**Freightway**) Priority Freight Project List for 2019 were provided in the Committee packet. John Nations, President & CEO, provided a brief overview. The Freight Project List for 2019 was presented to the Regional Freight Council in April and was presented at the annual Freight Conference in May. Freightway has been tasked with identifying projects that are priorities for the region in order to improve freight movement. The list contained in the Committee packet under Agenda Item 5(a) and the multimodal project under Agenda Item 5(b) have been extensively discussed across the region with the various stakeholders both public and private. Some of the projects that have been modified for the 2019 list include: I-270 improvements; the Earth City Access improvements; the North Riverfront Commerce; and the I-70 improvements from Warrenton to the Stan Musial Memorial Bridge. In the three (3) years since the Freightway started, it has become nationally known. In the first year, they hosted a freight luncheon that three years later has now become "Freight Week." Freightway hosted a very successful Freight Week event on May 24, 2018, with hundreds of people in attendance.

Some discussion followed regarding how a particular project becomes a priority and how funding for certain projects affect its priority status on the list. In response to the Commissioners' concerns, John Langa, Vice President Economic Development, informed the Committee that Freightway has a Policy Committee, a Transportation Committee, and an Infrastructure Committee to vet various projects. When the vetting process is completed, the selected projects are presented to various other committees and individuals in Jefferson City, Springfield, and Washington DC to make the funding decisions. This process helps to keep the project list current and as flexible as possible based on funding opportunities.

A motion to approve this agenda item as presented and forward to the full Board for final approval was made by Commissioner Cox and seconded by Commissioner Gully. **Motion passed unanimously.**

6. **Contract Award: Data and Analysis Consulting Services for St. Louis Regional Freightway 8:10 a.m.** A briefing paper was contained in the packet. Mr. Nations gave an overview of the issues as presented in the briefing paper. Mr. Nations explained that one of the first challenges encountered by the Regional Freightway was the lack of current and reliable data on the movement of freight from, to, and through the St. Louis region. While so much data is available from both government and private sources on so many areas of transportation in particular and the economy in general, that does not hold true for the freight movements. Staff has learned that this is in large part due to the fact that so much of the nation's freight network is privately owned; not just the companies themselves, but also, for example, the railroad rights of way on which so much of freight travels. Regional Freightway Executive Director Mary Lamie, working with our partners, has developed a proposal which will produce the data for freight movements in St. Louis. Such data will not only permit better planning and decision making, it will also be valuable as a potential income stream for the Regional Freightway, since the data model has never been developed. Mr. Nations said he is pleased to report that of the total projected project cost of \$720,000, the Illinois Department Of Transportation has awarded a grant covering \$576,000 of the cost. Mr. Nations said that all partners involved with the Freightway efforts have recognized the importance of the data to be developed. The remaining \$144,000 local match will come from Bi-State Development funds. Commissioner Windmiller asked about the source of the funding of \$144,000. Mr. Nations responded that the local match will come from funds BSD has provided in the Operating Budget approved by the Board of Commissioners in April for the 2019 fiscal year. Commissioner Windmiller said she is concerned that in her review of the financial statements provided, it is her understanding that the Regional Freightway has not generated a profit for BSD and that the funds for its operations must come from other funds within BSD. Mr. Nations responded that when the Freightway was first envisioned, there were multiple scenarios as to how it might be financed long term, such as having each of the separate jurisdictions pay a fee, funding from the Regional Chamber, and funding from East-West Gateway, to name some. In fact, East-West Gateway has provided funding. But, Mr. Nations said BSD was specifically selected because of its unique abilities in the region, and that funding scenarios and possibilities were discussed extensively during its formation. Mr. Nations said that while the Regional Freightway has not earned a profit on paper, its success has been without question and its benefits and value for the region are well recognized. Mr. Nations said that we continue to work on generating the funding for the Freightway and that one of the most promising ways to do that was to approve this proposal so that the data could be developed and used to generate income for the Freightway. Mr. Nations said that if there is concern about funding for the Freightway, supporting this proposal, especially in light of the grant from IDOT, would be a way to alleviate those concerns and establish an income stream. Mr. Nations said that, in any event, BSD was specifically given this responsibility unanimously by the region and that BSD is certainly fulfilling it. Commissioner Windmiller said that her concern is that money from the jurisdictions are being used to fund the Freightway and that she is not sure that the jurisdictions know that. Mr. Nations responded that the jurisdictions are well informed of that fact and that Mrs. Lamie reports regularly to the full Board of Directors of East-West Gateway, which is the Board that designated that the freight effort be an operating division of BSD. Mr. Nations offered to meet with Commissioner Windmiller to go through the funding information and answer any

additional questions or concerns she may have about the Regional Freightway, its funding, and anything else Commissioner Windmiller would like to discuss.

Commissioner Cox moved that the Contract Award: Data and Analysis Consulting Services for the St. Louis Regional Freightway be forwarded to the Board of Commissioners, with the Committee's recommendation of approval. Commissioner Gully seconded the Motion. There being no further discussion, a voice vote was taken, with the following results: Commissioner Windmiller voted "No", and Commissioners Gully, Brown, Buehlhorn, Cox, and Zimmerman voted "Yes." **Motion passed with majority vote.**

7. **Contract Modification: MetroLink – Boyle Avenue (CORTEX) Station/Central West End Platform Extension Construction Contract**

**8:17 a.m.** The briefing paper for the contract modification – MetroLink – Boyle Avenue (CORTEX) Station/Central West End Platform Extension Construction Contract was provided in the Committee packet. Chris Poehler, Assistant Executive Director Engineering Systems, provided a brief overview. Staff is requesting a no-cost time extension to the contract with Sachs Electric for work on communications systems for the new Cortex Station as well as the Central West End (CWE) platform extension. Sachs work is approximately 90% complete, but the remainder of their work is dependent on other contractors. The facilities contractor has started the work on the CWE platform station and it is expected to continue through the end of the 2018. This no cost time extension through May 2019 would allow Sachs to complete all their work while the facility contractor continues their work; and allow ample time to close out the project.

A motion to approve this agenda item as presented was made by Commissioner Gully and seconded by Commissioner Brown. **Motion passed unanimously.**

**\*\*8:17 a.m. Commissioner Golliday joined the meeting.**

8. **4<sup>th</sup> Quarter Operations Summary.**

**8:18 a.m.** The 4<sup>th</sup> Quarter Operations Summary was provided in the Committee packet. Jessica Mefford-Miller, Interim Executive Director Metro Transit, provided a brief overview. Metro ended the 4<sup>th</sup> quarter with ridership beginning to stabilize. In the last quarter, the Cortex MetroLink Station opened on July 31. A new technology was launched that allows customers to send text messages to Bi-State Development (BSD) customer service Monday through Friday 7 a.m. to 4 p.m. Customers are able to text Metro Public Safety, and those messages are dispatched to Securitas, Metro Public Safety, or local law enforcement. Shifting customer service to include messaging is reflective of the way people communicate and wish to receive information. This has been supported within the existing operating budget by reducing the number of people taking phone calls as technology evolves. No major changes to the service level or service package is expected until fall of 2019, although some quarterly adjustments will continue to be made. The St. Clair County Transit District (SCCTD) is under new leadership and some changes are anticipated in their service market. Ultimately SCCTD would like to redesign their entire system, and BSD will be assisting with the redesign for an anticipated fall 2019 launch as well. In the interim, BSD will be making some minor adjustments to routing and service levels in response to SCCTD needs. Adjustments to BSD's fleets are being made in both Missouri and Illinois through the Vehicle Maintenance Division. An initial delivery of electric buses is expected to arrive in Missouri in late 2019. Ameren and Metro Engineering are working to retrofit the Brentwood Operating Facility to accommodate those new vehicles. Two to four buses are

initially expected with an anticipated delivery of an additional eighteen articulated buses by 2021. BSD will piggyback on the Paratransit Contract to acquire smaller buses for fixed route services in early 2020. The redesign of the system through Metro Reimagined will include new vehicles, branding, signage and routing. Some discussion followed regarding public engagement to finalize the redesign of the system; service availability and security on MetroBus. Public Safety patrols are currently riding the system to ensure the safety and security of the customers and the MetroBus operators.

Additional discussion followed regarding the SCCTD's participation in Metro Reimagined; ridership decline and BSD's ridership comparison to peer transit agencies; the trend of expansion and redesign efforts in the industry; emerging technology; and the public response and use of the new security reporting through text messages.

Mr. Nations informed the Committee that since Ray Friem's retirement, Jessica Mefford-Miller is now the Interim Director of Metro Transit. Ms. Mefford-Miller has been in charge of Planning and System Development for a number of years; and we are delighted that we have the depth of talent within the Agency to promote her to the interim position. Both the Board and the region will be hearing a lot more from her in the future. The Commissioners congratulated Ms. Mefford-Miller on her promotion.

Commissioner Windmiller requested clarification on the methodology used to determine the rise in ridership at Washington University as it is reflected in this 4<sup>th</sup> quarter report. In response, Ms. Mefford-Miller stated that ridership is measured across different fare types. For MetroBus ridership, the numbers are measured via the farebox. Each time a rider swipes, taps or pays with cash, their fare payment method is identified. A fare survey is conducted twice per year on MetroLink that provides data to help build a model to measure the percentage of people using each fare type. The actual boardings on MetroLink are captured via automated passenger counters that are infrared sensors placed over every door. The boarding data for MetroLink is reported twice annually, and the boarding data on MetroBus is reported monthly. The Washington University ridership percentage is a bit higher in part due to the parking restrictions on campus. The MetroLink surveys are conducted typically in October and April during non-event days and while school is in session. Ridership is monitored at all of the stations during all of Metro Transit operating hours, typically over a period of three days with two make-up days as needed. The data is captured and recorded allowing BSD to calculate a percentage for each station, including each fare type used. It is an estimate, as many of our data streams are, but it is a rigorous estimate. The automated passenger counters go through a separate auditing process to ensure that those numbers are correct. Ms. Mefford-Miller also discussed the fiscal year-end revenue expenses and the \$20 million being held for a specific appropriation.

This agenda item was informational only and no Committee action was required. A copy of this report will be kept at the office of the Deputy Secretary.

9. **Unscheduled Business**  
**8:35 a.m.** There was no unscheduled business.

**10. Call of Dates for Future Committee Meetings**

**8:35 a.m.** The Committee was advised of upcoming meetings as follows:

|  |                                       |
|--|---------------------------------------|
| Audit, Finance & Administration Committee: | Friday, August 24, 2018, 8:00 a.m.    |
| Board Meeting:                             | Friday, September 28, 2018, 8:00 a.m. |
| Operations Committee:                      | Tuesday, October 16, 2018, 8:00 a.m.  |

- 11. Executive Session - If such action is approved by a majority vote of the Bi-State Development Agency's Board of Commissioners who constitute a quorum, the Board may go into closed session to discuss legal, confidential, or privileged matters pursuant to Bi-State Development Board Policy Chapter 10, Section 10.080(D) Closed Records; Legal under § 10.080(D)(1); Real Estate under §10.080(D)(2); Personnel under § 10.080 (D)(3); Health Proceedings under §10.080(D)(4); Employee Negotiations under § 10.080(D)(5); Data Processing under § 10.080(D)(6); Purchasing and Contracts under § 10.080(D)(7); Proprietary Interest under § 10.080(D)(8); Hotlines under § 10.080(D)(9); Auditors under § 10.080(D)(10); Security under § 10.080(D)(11); Computers under § 10.080(D)(12); Personal Access Codes under § 10.080(D)(13); Personal Information under § 10.080(D)(14); Insurance Information under § 10.080(D)(15); Rail, Bus, or Facilities Safety and Accidents under § 10.080(D)(16) or Protected by Law under § 10.080(D)(17).**

**8:35 a.m.** Pursuant to the requirements of Bi-State Development Board Policy, Chapter 10, Section 10.080(D); (1); (2); (7); (11); and (16), Chairman Buehlhorn requested a motion to allow the Committee to go into closed session. A motion to go into Executive Session was made by Commissioner Cox and seconded by Commissioner Gully. A roll call vote was taken, and the Commissioners present, Brown, Gully, Windmiller, Buehlhorn, Golliday, Cox and Zimmerman voted to approve this agenda item. **Motion passed unanimously, and the Open Session meeting was adjourned at 8:35 a.m.**

  
Deputy Secretary to the Board of Commissioners  
Bi-State Development

**Bi-State Development  
Operations Committee  
Agenda Item  
October 16, 2018**

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**From:** Jessica Mefford-Miller –Executive Director Metro Transit  
**Subject:** **Contract Award: Midwest Transit – Purchase of Paratransit Vans**  
**Disposition:** Approval  
**Presentation:** Jessica Mefford-Miller–Executive Director Metro Transit; Larry Jackson, Executive Vice President of Administration; Darren Curry, Chief Mechanical Officer

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**Objective:**

To present to the Operations Committee for discussion and referral to the Board of Commissioners a request for authorization to award a 5 year, Indefinite Delivery/Indefinite Quantity Contract to Midwest Transit for the purchase of paratransit vans (minimum quantity 35, maximum quantity 150).

**Board Policy:**

*Board Policy Chapter 50.010.E* – Purchasing requires Board approval of Negotiated Procurements exceeding \$500,000

**Funding Source:**

Funding will be established for each subsequent purchase against this contract prior to issuance of firm commitment for production based on funds available and as established in the annual capital budgets. Funding for purchase of paratransit vans is typically 80% federal funds including Surface Transportation Program (**STP**) and Congestion Mitigation and Air Quality (**CMAQ**) funds and 20% local match. Individual task orders will be issued against this contract as requirements materialize and funding becomes available.

**Background:**

The Agency operates Call-A-Ride paratransit service to customers throughout our service area in the City of St. Louis and St. Louis County. The current Call-A-Ride fleet operates approximately 6 million miles annually, has an average fleet age of 5.84 years and 316,390 miles. The initial sixty-nine (69) vehicles that are in critical need of replacement are nine (9) years old and average over 450,000 miles. This far exceeds the FTA required five (5) years or 150,000 miles.

This contract allows for a measured approach that quickly repopulates the paratransit fleet, replacing thirty-five (35) vans on the first year production. The anticipated production will depend on chassis availability, and at this time July 2019, is a reasonable target date for beginning full production. The second production of 35 vans will be scheduled for July 2020, and will replace the remainder of the Chevrolet fleet that has far exceed its useful life. The new vans would be put on a three (3) year replacement cycle due to the relatively high mileage requirements at Call-A-Ride.

Following the replacement of seventy (70) vans described here, the balance of the paratransit fleet would consist of thirty-seven (37) 2014 and seventeen (17) 2016 Freightliners. These vehicles would be the last of the paratransit fleet equipped with three wheelchair positions. In 2019-2020 Product Development along with Call-A-Ride Operations will evaluate the performance of this type of vehicle in our operating profile. We will determine if the current contracted van can suffice for full fleet deployment. The alternative to continuing to purchase vehicles under this proposed contract would be to pursue a larger vehicle with three wheelchair positions. Replacing the remaining fifty-four (54) vans in the fleet with an alternative would require an additional contract.

The proposed contract award is based upon anticipated minimum and maximum requirements over the next five years. Bi-State Development Agency (**BSDA**) / Metro issued solicitation 18-RFP-104994-DH on February 15, 2018, which closed on April 25, 2018. Sixteen (16) potential manufacturers and their dealers, listed on the FTA Transit Vehicle Manufacturers (**TVM**) approved listing were invited to participate. Four (4) bidders responded offering choices of nine (9) different brands/configurations of vans. The Agency utilized a “Competitive Negotiation/Best Value” procurement method for this solicitation for the required new vans. This method was selected to ensure that the vehicle procured offered maximum customer comfort as well as operational utility and efficiency for the cost.

**Analysis:**

All proposals were scored considering both technical and cost data submitted by five (5) members of the Quality Assurance and Maintenance departments.

Then, on September 13 and 14 members of the Metro Product Development and Procurement Department met with the top three (3) competitive bidders on the current Call-A-Ride solicitation for new vans. Each offeror was given a questionnaire regarding warranty processes for their proposed vehicle and the chassis original equipment manufacturer (**OEM**). All three offerors explained their warranty processes and how they intend to partner with Metro on this contract.

Midwest Transit had a clearly higher technical score than the others and came in significantly less expensive than the other offerors. Midwest Transit offering the Starcraft on the Chevrolet chassis was deemed both responsive and responsible and appeared to offer the best value. Pricing remains firm for 180 days after contract award. Thereafter, pricing will be adjusted up or down based on the PPI Index change for category 1413 Truck/Bus bodies unadjusted. Chassis price changes are subject to review. The change in the index will be used to adjust base order prices.

The original bids are listed below:

| Bidder                  | Proposal # | Technical Score | BASE COST    |                                |
|-------------------------|------------|-----------------|--------------|--------------------------------|
| Central States Bus      | 1          | 489             | \$94,400.00  | El Dorado Aerotech 220         |
| Central States Bus      | 2          | 483             | \$88,815.00  | El Dorado Advantage 220        |
| Central States Bus      | 3          | 436             | \$147,000.00 | Arboc                          |
| Huntleigh               | 1          | 335             | \$103,559.00 | Glaval Universal               |
| Huntleigh               | 2          | 305             | \$133,290.00 | Glaval Titan II Low Floor      |
| Huntleigh               | 3          | 320             | \$99,590.00  | Glaval Titan II                |
| Master's Transp.        | 1          | 480             | \$95,140.00  | El Dorado World Trans E26      |
| Midwest Transit - Ford  | 1          | 539             | \$83,403.00  | Starcraft on Ford Chassis      |
| Midwest Transit - Chevy | 2          | 539             | \$82,097.00  | Starcraft on Chevrolet Chassis |

**Committee Action Requested:**

Management recommends that the Operations Committee discuss and forward to the Board of Commissioners for approval this request to award a five (5) year Indefinite Delivery/Indefinite Quantity contract to Midwest Transit for the Starcraft van on the Chevrolet Chassis.

**Bi-State Development  
Agenda Item  
Operations Committee  
October 16, 2018**

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**From:** Jessica Mefford-Miller, Executive Director Metro Transit  
**Subject:** **Contract Modification:** MetroLink Elevator Rehabilitation – Phase 1  
**Disposition:** Approval  
**Presentation:** Jessica Mefford-Miller, Executive Director Metro Transit, Scott Grott, General Manager MetroLink, Gregory Smith, VP Procurement & Inventory Management

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**Objective:**

To present to the Operations Committee for discussion and referral to the Board of Commissioners a request for authorization to design and construction contract modifications associated with the MetroLink Elevator Rehabilitation Project and extend the period of performance to add East Riverfront MetroLink Station elevators.

**Board Policy:**

Board Policy Chapter 50.010 G., *Purchasing*, requires Board of Commissioners to approve contract extensions in excess of 180 days.

**Funding Source:**

*Infrastructure Repair Additional Contingency* - Federal Transit Administration (**FTA**) State of Good Repair Grant Number MO-54-0001 and Prop M Local Match.

*Add 2 Units at East Riverfront Station* - FTA State of Good Repair Grant Number MO-2018-002 and St. Clair County Transit District (**SCCTD**) Local Match.

**Background:**

On January 20, 2017, The Board of Commissioners approved the award of a single bid contract to The Harlan Company in the amount of \$2,145,450 with performance period not-to-exceed twenty-four months for the rehabilitation of MetroLink Station elevators that were constructed as part of the original 1993 MetroLink stations.

On May 9, 2017, Bi-State Development (**BSD**) awarded a firm fixed price contract in the amount \$2,145,450 to Harlan Company to perform elevator rehabilitation at four MetroLink stations, including the following MetroLink stations and quantity of elevators: 1-Laclede's Landing, 2-Convention Center, 2- 8th & Pine and 1-Union Station.

Metro Staff has identified additional infrastructure repairs needed for the rehabilitation of the remaining elevators. Capital funding of \$450,000 has been identified for this effort.

On September 21, 2018, SCCTD authorized local matching funds to activate project ML1620 Elevator Rehabilitation – Illinois – 2 units (East Riverfront Station Elevators), which now has available capital funding of \$369,000.

**Analysis:**

The original bid scope included a total of eight (8) elevators. The negotiated final scope included only six elevators due limited funds. The eliminated elevators included: Central West End, which will be replaced under a station redevelopment project, and North Hanley Garage, which is a newer elevator.

The purpose of the rehabilitation project is to extend the life of the elevator asset twenty (20) years. Harlan Company has successfully completed two (2) of six (6) elevator units (1- Laclede's Landing, 1-Union Station). Due to unforeseen additional infrastructure repairs (leaking roofs, elevator hoistway deterioration, and improper drainage), the completion of these elevators has resulted in increased cost and time. The additional expenses incurred to date have totaled just over \$225,000 for the two (2) units and has depleted budgeted contingencies. The additional repairs will result in the project exceeding the approved twenty-four (24) month duration. Recent inspection of the remaining four (4) units in Missouri (2 - Convention Center and 2 - 8<sup>th</sup> & Pine Stations) has determined similar infrastructure repairs are needed to reach an additional twenty (20) year useful life for these units. The estimated cost of these additional infrastructure repairs is \$450,000. Additional funding has been identified and is listed in the Funding Source section above.

Funding has now been identified for the two (2) additional elevators that are located at the East St. Louis, Illinois East Riverfront MetroLink Station. Harlan Company is currently mobilized and uniquely experienced with the existing conditions, elevator equipment, and infrastructure repairs. Due to this unique experience, Metro believes this contractor is best qualified to continue elevator rehabilitation work on the two (2) recently funded units at East Riverfront Station. Funding for the additional infrastructure repair contingency and added East Riverfront units, totaling \$360,000, has been identified in the current capital budget and is listed in the Funding Source section above.

**Committee Action Requested:**

Management recommends that the Operations Committee approve and forward to the Board of Commissioners for approval, the request that the President & CEO enter into a contract modification to add scope for the East Riverfront Elevators and additional infrastructure repairs at the four (4) elevators, including increasing the project budget an additional amount to support additional infrastructure repairs and , not to exceed **\$819,000**, and to extend performance period for the design and construction duration an additional **eighteen (18) months**.

**Bi-State Development  
Operations Committee  
Agenda Item  
October 16, 2018**

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**From:** Jessica N. Mefford-Miller, Executive Director Metro Transit  
**Subject:** Metro ReImagined Project Update  
**Disposition:** Information  
**Presentation:** Jessica N. Mefford-Miller, Executive Director Metro Transit

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**Objective:**

To provide a progress overview of *Metro ReImagined*, Metro's vision for designing and operating transit service for the next five to ten years.

**Board Policy:**

*Board Policy Chapter 10.040, Section 5, OPERATIONS COMMITTEE (revised 11/18/11)*. The purpose of this Committee is to provide operational and program oversight of all current and proposed operations plans to ensure that such plans accord with the strategic direction set for the Agency by the Board. The Committee will:

- Regularly review guidelines for the execution of the transit service, including system performance, geographical coverage, levels of service, and consumer interfaces.
- Monitor system safety issues and system performance in conformance with regulatory requirements under programs such as Title VI and ADA.
- Review management's recommendations concerning development opportunities created by the Agency's expansions of service and investments in infrastructure, and review activities supporting the implementation of the *Moving Transit Forward* plan including regular updates of same.
- Make regular reports of its findings and/or recommendations to the full Board of Commissioners.

**Funding Source:**

Funding is accommodated within the FY17-19 Operating Budget.

**Background:**

*Metro ReImagined* offers a new vision for public mobility in the St. Louis region, expanding Metro's role from a transportation provider to a convener of services that improve access to economic prosperity and enhanced quality of life. *Metro ReImagined* is a comprehensive operational analysis that will better match a mobility service type to any given market. This vision is the result of nearly 18 months of analysis, service and network redesign, and public and community input.

This analysis and engagement informed the development of guiding principles for the new network plan:

- Provide mobility based on **existing** and **future** needs
- Value **personal mobility** in the quality of life and economic vitality of the region
- Embrace **best practice strategies** and **innovate mobility options**
- Work with our partners to build an **effective** and **efficient** integrated system

- Progress **within our current and potential financial capacity**

The final draft *Metro ReImagined* plan recommends an array of service strategies guided by these principles and matched to corresponding transit markets that are designed to improve performance in the following key areas:

1. Cost effectiveness
2. Ridership
3. Customer experience

### **Analysis:**

This *Metro ReImagined* vision is based on the in-depth analysis of system productivity, industry best practices, technology, and community feedback. Community engagement to date has included engaging customers in fall 2017 and spring 2018, and dozens of meetings with key external partners and Metro staff. These conversations have generated approximately 2,200 total comments on the proposed improvements to bus service. This *Metro ReImagined* vision responds to customer and community feedback in the following ways:

- Fixed-route coverage has been added in some markets in response to customer requests for additional route options and shorter walk distances;
- the addition of more fixed-route “coverage” has been offset by targeted reductions in some service frequency included in the prior iteration;
- service frequency has been further refined to reflect the greatest periods of demand;
- and this vision proposes identical service plans on Saturdays and Sundays in response to customer and community requests for greater Sunday service.

This plan outlines a core fixed-route MetroBus network that prioritizes service frequency and minimizes route deviations, and is supported by proposed market areas for “community mobility solutions” that will utilize alternative service strategies and new technologies to complete our transit network more effectively. This tiered network of service better matches service to geographic markets across the region. Some of Metro’s routes will retain most of their current shape, while others are being modified to improve directness and travel time:

Proposed service tiers include:

1. **Frequent:** These routes will provide a minimum of 15-minute service during varying periods of time in operating hours. Nine routes will operate 15-minute service on weekdays during the peak and midday, and 30-minute service on nights and weekends. *Metro’s existing highest-performing routes – such as the #70 Grand and the #74 Florissant – will be included in this category.* Four additional routes will offer 15-minute service either during peak travel time only, or only on certain segments of the route. *Routes like the #90 Hampton and #94 Page with moderately high demand are included in this category.*
2. **Local:** The majority of bus routes across the network (35 routes in Missouri) will operate primarily with 30-minute frequencies. Most routes in this tier will provide 30-minute service during both peak and midday hours, and 60-minute service on nights and weekends. *This*

*service tier will include some aberrations to that norm, either with 30-minute service during all operating hours, or 30-minute service only during peak hours or on certain segments of the route.*

3. **Express:** Four express routes will provide only a few trips in the morning and evening peak operating hours on weekdays to service specific job and population centers. *These routes will operate with more limited stops and connect commuters directly to major employment centers including Downtown and the Central West End.*
4. **Community:** For approximately seven markets that may not be well suited for fixed-route, all-day service (due to low density, lack of transit-supportive infrastructure, or demand for short-distance trips), Metro will utilize a variety of new mobility strategies such as microtransit and other on-demand services. This Community tier of service will also include some limited fixed routes that only operate at certain times of day or less frequently than the Local service. This tier is intended to complete Metro's network coverage, and is likely to be brokered by Metro and supported by partnerships with institutions and other providers. *An example of a community mobility solution that could be developed is a "last mile" circulation service within Downtown St. Louis, which would replace the #99 Downtown Trolley, and a microtransit option that supports employment clusters in markets like Hazelwood and the I-64 corridor west of Ballas Transit Center.*

Metro will present this near-final draft of *Metro ReImagined* to the public starting in mid-October 2018, with the objective of sharing the revised draft for information and final feedback before presenting the proposed network and service plan to the Bi-State Development Board of Commissioners in spring 2019.

With outreach assistance from Vector Communications, this fall 2018 engagement will include:

- A stakeholder forum to release the final draft plan to key external partners (such as technical peers from other government agencies, civic and regional leaders);
- Key meetings with elected officials in both the City of St. Louis and in St. Louis County;
- Public meetings at Metro transit facilities to share this final draft plan with customers and the general public;
- Public hearings to afford members of the public an opportunity to make formal comments about the final draft plan;
- Meetings with community/neighborhood groups and similar interested parties;
- Updated project website including an online interactive map and commenting tool, a Customer Service telephone number, and a physical mailing address to gather feedback through Fall 2018

The project team will incorporate final community feedback into a revision of the *Metro ReImagined* plan in late 2018. This service plan, and an accompanying financial, capital, and implementation plan, will be presented to the Board of Commissioners in late winter / early spring 2019.

**Committee Action Requested:**

No action required, for information only.



# Metro Transit 1<sup>st</sup> Quarter Ridership & Major Projects Update

## System Ridership

August 2018

|             | FY19      | FY18      | +/- Prior Year |
|-------------|-----------|-----------|----------------|
| MetroLink   | 1,199,600 | 1,272,900 | -5.8%          |
| MetroBus*   | 2,140,100 | 2,214,600 | -3.7%          |
| Call-A-Ride | 50,000    | 48,900    | 2.2%           |
| System      | 3,389,700 | 3,536,400 | -4.1%          |

\* includes MetroBus special service

Both MetroLink and MetroBus saw some loss in the month August 2018 compared to August 2017. This loss follows recent trends. Noteworthy events in August 2018 include fewer weekend Cardinals baseball games, wet weather and a major crime event. Ridership on MetroLink and MetroBus fell drastically on the days following the death of a St. Louis County official on August 21<sup>st</sup> at a bus stop at the Grand MetroLink station by a stray bullet from a nearby altercation.

Preliminary first quarter 2019 ridership data shows some declines over the first of quarter of fiscal year 2018. Trends across the nation mirror trends in the Saint Louis region. The last few months see the national rate of ridership decline lessening, though reports of stabilization or growth at most peer agencies are rare.

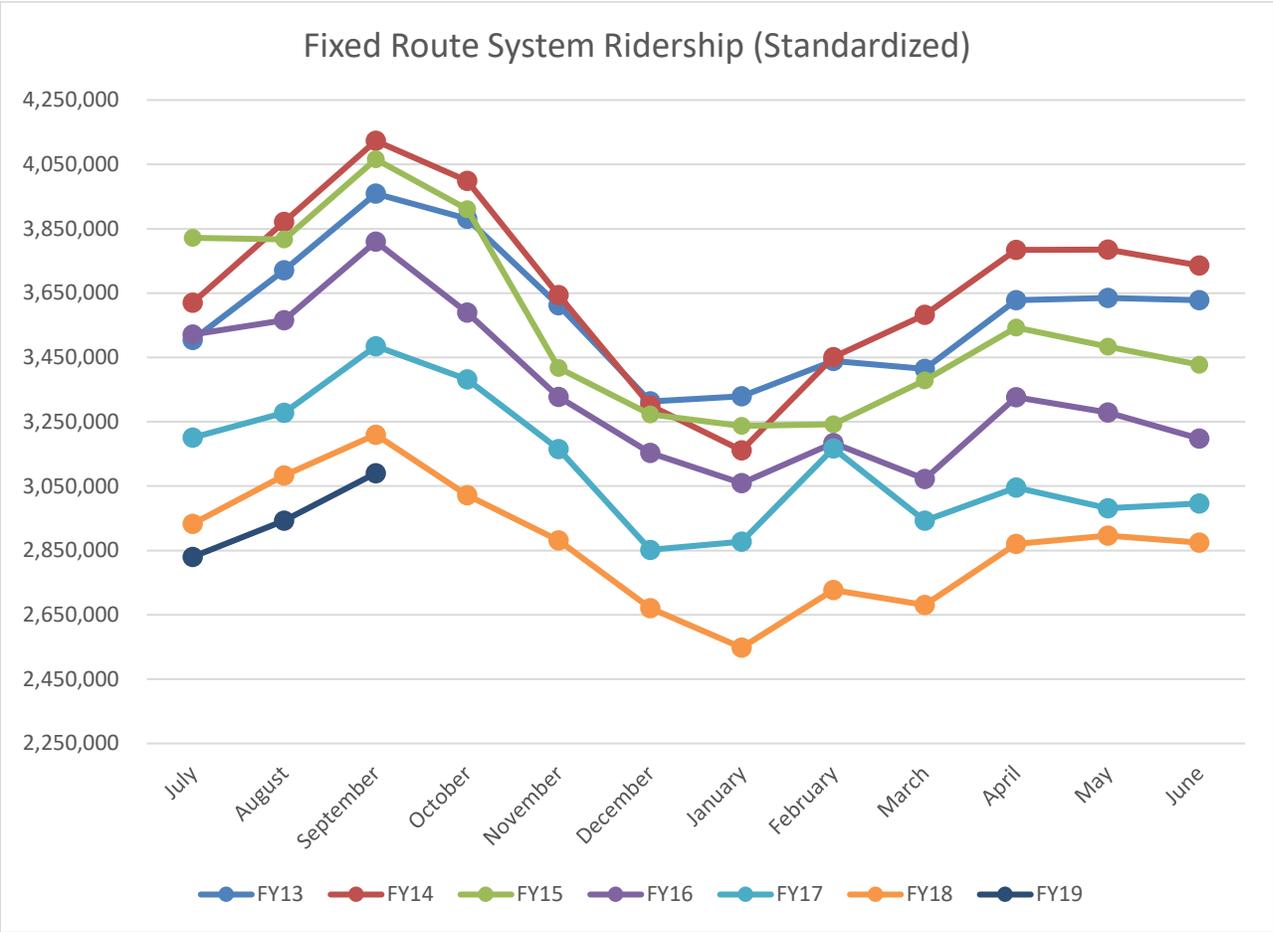
### *Preliminary 1st Quarter Fiscal Year 2019*

#### Change in actual 1<sup>st</sup> Quarter MetroBus Ridership compared to Q1 FY18

- **FY19** totals are down by (-3.4%)
  - *MetroBus hosted about (212,600) thousand fewer passenger trips compared to FY18*

#### Change in actual 1<sup>st</sup> Quarter MetroLink Ridership compared to Q1 FY18

- **FY19** totals are down by (-5.4%)
  - *MetroLink hosted about (200,100) thousand fewer passenger trips compared to FY18*



## Major Projects Update

### Metro Reimagined

Metro is working to create a revision of the *Metro Reimagined* transit network, to be released to the public in mid-October 2018. This revised vision considers input received in fall 2017 – spring 2018, and includes opportunities for enhanced service frequency; reduced route deviations; and introduction of innovative mobility solutions including microtransit and employer-focused shuttles.

We anticipate the outcome would be a series of investments and service adjustments implemented incrementally, beginning as early as summer 2018. This work will be bolstered by adjustments to Metro’s capital program, including our fleet acquisition plan, addition of passenger amenities, and enhanced emphasis on customer needs, customer experience, and our community. Deployment of some recommendations of Metro Reimagined will require the creation of new partnerships for service, including the possibility of mobility options not directly operated by Metro.

### Public Safety

Metro and our partners recognize the need to bolster public safety on and around the Metro transit system, and in order to do that we must develop and execute an actionable public safety and law enforcement plan. The path toward a more effective public safety and policing system requires constructive relationships and dialogue with our local and regional law enforcement entities. Recent developments in the realm of system security include:

1. Metro Department of Public Safety has begun to create a strategic deployment plan for Metro Transit Authority Officers (TAOs) that maximize officer visibility and patrols across the MetroLink and MetroBus system. The initial phase of this deployment plan became effective October 8, 2018.
2. St. Clair County passed a resolution that will soon authorize St. Clair County Sheriff's Deputies to patrol in the City of St. Louis. St. Clair County Sheriff's department is awaiting Peace Officer Standards and Training (POST) certification from the State of Missouri before beginning Missouri patrols.
3. Metro and our partners are participating in the ongoing MetroLink Security Assessment, led by East-West Gateway Council of Governments with WSP as the prime contractor. This assessment is expected to be complete in December 2018. A peer review including personnel from four peer transit agencies is being conducted the week of October 8.
4. Metro is in the process of scoping its forthcoming security contract, of which the primary component is front line security at MetroLink Stations. The new contract will become effective in winter 2019.
5. Metro is collaborating with St. Louis County, the City of St. Louis, and St. Clair County to create an interoperable radio system that would connect MetroLink patrols from each of these four entities. St. Louis County Police report that this system can become operable sometime between January – March 2019.

### Marketing

Metro has engaged the expertise of Pavlov, a national marketing firm that specializes in transit. This effort has begun with employee engagement and communication in 2018, and a public-facing program in 2019. The initial rebranding will include an updated color scheme and logo; new system signage; vehicle appearances; and targeted marketing campaigns.

### Wayfinding

Design firm Merje has been tasked with launching a signage update for Metro transit to include all MetroBus stop signage and updates across much of the MetroLink system. This design process is under way, and deployment of new signage will begin with MetroBus stop signs in 2019.

### Revenue Vehicle Replacement

Metro anticipates awarding a contract this fall for replacement of at least seventy Call-A-Ride paratransit vans. The current Call-A-Ride fleet operates approximately 6 million miles annually, has an average fleet age of 5.84 years and 316,390 miles. The initial sixty-nine vehicles that are in critical need of replacement are nine (9) years old and average over 450,000 miles. This far exceeds the FTA required five (5) years or 150,000 miles. At this time July 2019 is the manufacturers target date for the initial production of thirty vehicles.

Metro is continuing to work in conjunction with Jacobs Engineering and Ameren UE to create the design for facilities and equipment that will accommodate electric buses at the Brentwood MetroBus Facility. Metro anticipates receiving the initial delivery of four 40' electric buses in July 2020, and about seventeen 60' electric buses in October 2020. Metro is also exploring opportunities to begin operating smaller vehicles in some MetroBus markets.

|                           |                         |                          |                              |                              |
|---------------------------|-------------------------|--------------------------|------------------------------|------------------------------|
| <b>Project Milestones</b> | Purchase 3 40' IL Buses | Purchase 17 40' MO Buses | Paratransit Van Solicitation | Purchase 30 Paratransit Vans |
| <b>Completion Date</b>    | October 2018            | November 2017            | October 2018                 | July 2019                    |

#### Central Corridor Transit Access Project

The Cortex MetroLink Station and the initial segment of the Chouteau Greenway opened on July 31, 2019. In August 2018 Metro began the final segment of this project, which includes extending the Central West End MetroLink platform approximately 60 feet to the east. This will increase passenger waiting space at one of the busiest and narrowest station platforms on the MetroLink system. During the construction period, access between the Central West End Transit Center and the MetroLink platform is closed. Metro is providing a Call-A-Ride van on site during construction for customers who are unable to navigate the accessible sidewalk path from the north side of the transit center to the MetroLink station access at Euclid Avenue. This project is anticipated to be complete in early 2019.

|                           |                         |                          |                              |  |
|---------------------------|-------------------------|--------------------------|------------------------------|--|
| <b>Project Milestones</b> | Purchase 3 40' IL Buses | Purchase 17 40' MO Buses | Paratransit Van Solicitation | Central West End Construction Completion |
| <b>Completion Date</b>    | October 2018            | November 2017            | October 2018                 | January 2019                             |

#### Fare Collection Project (Smart Card)

This multi-year project included procuring new fare boxes for MetroBus; validator equipment for MetroLink; and handheld reader equipment for fare inspection. This equipment is capable of reading smart cards which may have pre-loaded passes or cash value. This project has required hardware and software vendors to interface existing system components with new equipment and software, including fare boxes, automatic vehicle location (AVL), and back end product database. Final system wide pilot testing occurred in 2017, and on March 1, 2018 the Gateway Card stored value card became available to full-fare customers. Staff and contractors continue to prepare for the release of increased functionality, including a reduced fare card option and product website.