

**10-15 TRANSIT BOARD
MINUTES
October 25, 2007**

Present: Mike Pech Bob Woodruff Ernie Greiner
Bill Randolph Greg Kenning Cathy Reece
Jody McDanel Dale Taylor

Absent: Lawrence Rouw, Michael Beary, and Don Greenlee

Others: Ed Mosbey Pam Ward Brenda Stevens

Guests: Chris Kukla, Area XV RPC

AGENDA: Reece reviewed the agenda, and the agenda was approved as presented.

MINUTES The minutes from the meeting of September 27, 2007 were presented. Following review, Pech moved and Randolph seconded a motion to approve the minutes as presented. Motion carried.

EXPENSES

Expenses for the Month of September were presented in the amount of \$49,719.91.

Greiner asked if Transit could buy ahead for fuel. Pam stated that this would be possible, except that Transit owns no major storage. Further, the larger the tanks the more regulations must be addressed. She stated that the Wright Express accounts provides a \$.03 discount on pump prices and prevent us from paying taxes and then claiming the refund. In addition, the Wright Express allows us to patronize local businesses.

Following a review, Greiner moved and Pech seconded a motion to acknowledge and file the expenses. Motion carried.

REVENUE/EXPENSE REPORT

Pam presented the Revenue/Expense Report for the month of September. Pam explained how the various sheets compare to one another.

Revenues for Lee County are down \$7,631 from a year ago. Revenues for 10-15 are down \$10,808 from a year ago.

Expenses for Lee County are up \$10,593 from a year ago. Expenses for 10-15 are up \$82,283 from a year ago.

Following a brief discussion, the report was accepted as presented.

RIDERSHIP REPORT

In September 21,658 rides were provided; 89,736 miles were driven; and 4,292.50 hours were spent in delivering the services. Last year, 20,591 rides were provided, 88,260 miles were driven, and 4,051.25 hours were spent in delivering the services.

Following review and discussion, the report was accepted as presented.

STATUS REPORT

Drivers

Openings remain in Lee County and Keokuk County.

No action is needed by the 10-15 Transit Board.

Bus 975

At this writing, no response has been received after answering the second letter.

Legislative Priorities

Pam updated the Board on the IPTA Legislative priorities. She discussed the action plan now in the works.

RouteMatch Update

Tom provided an update on the problems that have occurred with Alltel and the actions being taken to correct these problems.

LOCAL CAPITAL PROJECTS

In accordance with the purchasing policy, this update is provided on the projects listed on the attachment:

At this time, no additional purchases have been made. We are, however, heavily involved in the procurement process on the following projects:

- Skid Loader 3 bids were received 10-08-07. Pam and Ed are reviewing the differences in the machines and will be prepared with a more complete report for the Board. All three (3) machines without accessories are within the budgeted amount of \$25,500. None of the machines are within that budgeted amount once accessories are purchased. In addition, the staff has a full bid analysis and recommendation on purchase.

A report showing all the factors used in the analysis is attached. The following are key considerations leading to the staff recommendation.

Of the 3 bids received, Cat 216B meets all the specification as written. The Case 410 has 13 exceptions to the specs 4 that are considered serious variables. The Case 420 has 10 exceptions to the specs 4 that are considered serious variables.

Based on the analysis, the analysis concludes that the Case 410 does not meet the specifications as written and is excluded.

The basic warranty on Case 420 is better than Cat 216B offering 2 years / 2000 hours on the motor.

We requested each vendor to provide us with projected maintenance costs per year. Cat rated considerably lower in this area than Case. In addition, Cat's 5 year extended warranty was significantly lower than Case's although the hours were slightly different.

Almost universally, the work tools / accessories were higher from Case than Cat.

In calculating the anticipated investment and factoring in 5 years of maintenance costs for each machine, the difference between Cat 216B and Case 420 was \$2,857.60

In light of the fact that Cat met all the specifications, and calculates a lower maintenance cost over 5 years (and probably beyond the extended warranty), the staff recommends that the bid be awarded to Cat.

Further, in test operating each machine, the operators were more favorable to the Cat's operation over the Case machine.

Greiner moved and McDanel seconded a motion to approve the staff recommendation for the Cat 216B and work tools. Motion carried.

- Bus Cameras The 8 bids received have been narrowed down to the top 3 competitors. After 10-24-07, the final and best offers will be requested following a presentation by the vendors. We are prepared to make a final recommendation until November.

- Buses 7 potential bidders are participating at this point in time. First round approved equal requests have been submitted. We await Iowa DOT's concurrence on the second round of responses developed by staff. They are to be released 10-25-07.
- Minivan We are working with Iowa DOT on specification development for the ADA minivans. We have contracts for 2 and at least one other Iowa transit system has requested to be included in this procurement with us. Bid process is due to commence on November 10, 2007.
- We gathered quotes on the band saw, wire welder, and smithy machine at this time. A small portion of these machines' costs will be covered by federal funds remaining in one of last year's contracts.

Quotes were requested on the Millermatic 210 welder with spool gun. Linweld quoted \$2,045. Wright Welding quoted \$1,885.

The staff recommends the welder be purchased from Wright Welding of Oskaloosa in the amount of \$1,885.

Greiner moved and Randolph seconded a motion to approve the staff recommendation. Motion carried by unanimous vote.

Quotes were requested on a Jet Band Saw Model 414459. Eagle Industrial Products quoted \$1,495. Central Iowa Fasteners quoted \$1,175.55.

The staff recommends the band saw be purchased from Central Iowa Fasteners in the amount of \$1,175.55.

Pech moved and McDanel seconded a motion to approve the staff recommendation. Motion carried by unanimous vote.

The Smithy machine is a unique piece of equipment. Photos will be presented at the Boards' meetings. This is a multi-functional piece of equipment. It is a milling, drilling, and lathe machine for metal. This machine will enable the mechanics to fabricate parts and modify parts in house while performing the maintenance work. We have only been able to locate one vendor and that is factory direct.

The machine being recommended is not the largest, but has the features and functions Ed feels would be most useful in the shop. The current, on sale, price is \$3,459. The regular price is \$4,599.

The staff recommends the smithy machine be purchased from Smithy in the amount of \$3,459.

Taylor moved and Greiner seconded a motion to approve the staff recommendation. Motion carried by unanimous vote.

IOWA DOT AGREEMENT

Iowa DOT has offered an amendment extending the expiration date on an existing contract. This change is necessary since our minivan specification have not been approved and authorized for letting. The contract will be extended for 6 months at least.

The staff recommends that the Board authorized the 10-15 Transit Vice Chairman to sign on behalf of the 10-15 Board.

Greiner moved and Pech seconded a motion to approve the staff recommendation. Motion carried.

PROGRESSIVE MAINTENANCE REPORT

There were no questions on the Progress Maintenance Report due to Ed's absence for training.

NEXT MEETING

The next meeting was schedule for Thursday, November 15, 2007 at 10:15 a. m. at 2417 S. Emma.

ADJOURNMENT With no further business to conduct, the meeting was adjourned at 11:40 a. m.

Don Greenlee, Chairman

Cathy Reece, Vice Chairman

Ernie Greiner, Secretary