



**Mountain Rides Transportation Authority
PUBLIC NOTICE of Regular Board Meeting Agenda**

12:30pm, Wednesday, January 17, 2018

Ketchum City Hall Council Chambers, 480 East Ave. N., Ketchum, ID 83340

Board Members: Chair Kristin Derrig (Ketchum), vice-chair Joyce Fabre (Sun Valley), secretary Tory Canfield (at-large), Grant Gager (Ketchum), Jane Conard (Sun Valley), Dave Patrie (Blaine County), Tom Blanchard (Bellevue), and Seat Open (Hailey)

1. 12:30pm: Call meeting to order
2. Comments from the Chair and Board Member thoughts
3. Public comment period for items not on the Agenda (including questions from the press)
4. Action and discussion items
 - a. Action item: Approve Commuter Van RFP to purchase two vanpool vans (p.2-50)
 - b. Action item: Approve change of contact form for LGIP (Local Government Investment Pool) (p.51-52)
5. Committee reports
 - i. No Committee meetings this month
6. Staff reports
 - a. Dashboard performance report for November 2017 (p.53-56)
 - b. Operations report (p.57)
 - c. Marketing Outreach report (p.58-59)
 - d. Bike-Ped report (p.60)
 - e. Maintenance report (p.61)
 - f. Business Manager report (p.62)
 - g. Interim Executive Director report (p.63)
7. Consent Calendar items
 - a. Approve minutes –December 20 regular board meeting (p.64-75)
 - b. Receive and file October and November 2017 financials and November bills paid (p.76-89)
8. Executive Session per Idaho Code §74-206(1)(a), to discuss personnel
9. Return from Executive Session
 - a. Action Item as a result of Executive Session

10 minute break

10. Discussion item: Continuation of Strategic Planning Session (p.90)
11. Adjournment

NOTE: Public information on agenda items is available from the Mountain Rides office 800 1st Ave. North, or 208-788-7433. Any person needing special accommodation to attend the above noticed meeting should contact Mountain Rides three days prior to the meeting at 208-788-7433.

Mountain Rides Agenda Action Item Summary

Date:

1/17/2018

From:

Ben Varner

Action Item:

4a. Approve Commuter Van RFP to purchase two vanpool vans

Committee Review:

☐

Yes

☒

No

Committee
Purview:

Finance and Performance

Previously
discussed at board
level:

☒

Yes

☐

No

Recommended
Motion:

I move to approve (or approve with changes) the release of RFP 2018 Commuter Vans.

Fiscal Impact:

FY 2018 Budget, Capital - Rolling Stock

Related Policy or
Procedural Impact:

Policy 101 Procurement

Background:

In 2017, MRTA was awarded one-time federal funding that includes purchasing two new commuter vans. This purchase is budgeted for, and the timing fits well with the capital fund cash flow as projected.



Request for Proposals

Mountain Rides Transportation Authority
(MRTA)

RFP 2018 Commuter Vans

January 17, 2018

SECTION 1: NOTICE OF REQUEST FOR PROPOSALS

NOTIFICATION OF REQUEST FOR PROPOSALS

2 vanpool commuter vans with a 3 year option to purchase 6 additional vans

Mountain Rides Transportation Authority

Mountain Rides Transportation Authority (MRTA) will receive sealed proposals at its offices at 800 First Ave North, PO Box 3091, Ketchum, Idaho 83340-3091 until 5 p.m., Local Time, February 15, 2018 for:

2 vanpool commuter van with a 3 year option to purchase 6 additional vans at the same bid price.

Intended use is for MRTA's commuter van pool service. Vans must be built to perform in rigorous passenger use over long periods of time driving principally highway miles.

Specifications include all items listed in Section 6 Technical Specifications.

The successful bidder will be selected through an evaluation process that includes price, delivery time, transportation costs, serviceability, warranties and other maintenance related costs as outlined in Appendix B.

MRTA retains the right to reject any and all responses in the interest of MRTA. Each Response shall be on the form included in the RFP Section 8. Detailed specifications and proposal documents may be examined and obtained at MRTA offices, 800 First Ave North, Ketchum, Idaho 83340-3091. Copies of the Request for Proposals in PDF file format may be obtained by contacting Ben Varner, Maintenance Manager, at 208-788-7433 x105. Printed copies of the Request for Proposals may be obtained upon similar request, at the cost of \$25 for reproduction and handling, plus any necessary postage. No return of reproduced documents is required, and no refund will be made.

Should any vendor have an objection or desire to submit equals/exceptions for approval to MRTA, this must be made known on the written form provided in the RFP document. Objections and/or request for equals/exceptions must arrive in MRTA offices for consideration no later than 5PM January 26, 2018.

The award of the purchase contract shall be subject to the financial assistance contract and all conditions and stipulations pertaining thereto between MRTA, Idaho Transportation Department, and/or the U.S. Department of Transportation (FTA).

Compliance with all FTA Certifications and Assurances found in the RFP document must be certified by signing and returning the appropriate forms in the RFP document.

**Request for Proposal
RFP 2018 Commuter Vans
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All questions regarding this RFP prior to the opening of proposals shall be directed to Ben Varner, Maintenance Manager, at 208-788-7433 x105.

Proposals submitted shall be clearly marked as follows:

Vanpool Bids

Mountain Rides Transportation Authority

PO Box 3091

800 First Ave North

Ketchum, Idaho 83340-3091 OR

Emailed to Ben Varner, ben@mountainrides.org, with “New Vanpool Van” indicated in the subject line of the email and with the response included as an attachment.

Published January 24 and January 31, 2018.

SECTION 2: INSTRUCTIONS TO PROPOSERS

Mountain Rides is stipulating the purchase of 2 vans. An option to purchase 6 additional vans, with similar specifications, within a 3-year time period under the same terms and conditions must be included in the RFP.

IP 1. Proposed Schedule for the Procurement

The following is the solicitation schedule for bidders:

- RFP release date January 18, 2018
- Bidder communications, objections and requests: January 18 to January 26, 2018
- Responses to Bidder's communications and/or Agency addenda: January 29, 2018
- Proposal Due Date: 5PM February 15, 2018
- Public opening of responses 5pm February 15, 2018
- Contract Award following February 21, 2018 Board of Directors meeting

IP 2. Obtaining Proposal Documents

Proposal documents may be obtained from Ben Varner, in person at 800 First Ave North Ketchum Idaho, 83340 or electronically at ben@mountainrides.org. Printed copies of the Request for Proposals will incur a cost of \$25 for reproduction and handling, plus any necessary postage. No return of reproduced documents is required, and no refund will be made.

IP 3. Questions, Clarifications and Omissions

All correspondence, communication and contact in regard to any aspect of this solicitation or offers shall be with the Contracting Officer, Ben Varner, Maintenance Manager or the alternate contact, Tucker Van Law, Business Manager. Unless otherwise instructed by the Contracting Officer, bidders and their representatives shall not make any contact with or communicate with any member of the Agency, or its employees and consultants, other than the designated Contracting Officer or alternate, with regard to any aspect of this solicitation.

At any time during this procurement up to the time specified in "Proposed Schedule for the Procurement," Bidders may request, in writing, a clarification or interpretation of any aspect, a change to any requirement of the RFP, or any addenda to the RFP. Requests may include suggested substitutes for specified items and for any brand names, which whenever used in this solicitation shall mean the brand name or approved equal. Such written requests shall be made to the Contracting Officer. The Bidder making the request shall be responsible for its proper delivery to the Agency as identified on the form Request for Pre-Offer Change or Approved Equal. Any request for a change to any requirement of the Contract documents must be fully supported with technical data, test results or other pertinent information showing evidence that the exception will result in a condition equal to or better than that required by the RFP, without a substantial increase in cost or time requirements.

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All responses to Request for Pre-Offer Change or Approved Equal shall be provided to all bidders. Any response that is not confirmed by a written addendum shall not be official or binding on the Agency.

If it should appear to a prospective Bidder that the performance of the Work under the Contract, or any of the matters relating thereto, is not sufficiently described or explained in the RFP or Contract documents, or that any conflict or discrepancy exists between different parts of the Contract or with any federal, state, local or Agency law, ordinance, rule, regulation or other standard or requirement, then the bidder shall submit a written request for clarification to the Agency within the time period specified above.

IP 4. Addenda to RFP

The Agency reserves the right to amend the RFP at any time in accordance with “Proposed Schedule for the Procurement.” Any amendments to the RFP shall be described in written addenda. Notification of the addenda also will be distributed to all such prospective Bidders officially known to have received the RFP. Failure of any prospective bidder to receive the notification or addenda shall not relieve the Bidder from any obligation under the RFP therein. All addenda issued shall become part of the RFP. Prospective Bidders shall acknowledge the receipt of each individual addendum in their Proposals on the form Acknowledgement of Addenda. Failure to acknowledge in the Proposal receipt of addenda may at the Agency’s sole option disqualify the Proposal.

If the Agency determines that the addenda may require significant changes in the preparation of Proposals, the deadline for submitting the Proposals may be postponed no less than ten (10) days from the date of issuance of addenda or by the number of days that the Agency determines will allow Bidders sufficient time to revise their Proposals. Any new Due Date shall be included in the addenda.

IP 5. Conditions, Exceptions, Reservations or Understandings

Bidders are cautioned to limit exceptions, conditions and limitations to the provisions of this RFP, as they may be determined to be so fundamental as to cause rejection of the Proposal for not responding to the requirements of the RFP.

Any and all Deviations must be explicitly, fully and separately stated in the Proposal by completing Form for Proposal Deviation, setting forth at a minimum the specific reasons for each Deviation so that it can be fully considered and, if appropriate, evaluated by the Agency. All Deviations shall be evaluated in accordance with the appropriate evaluation criteria and procedures and may result in the Bidder receiving a less favorable evaluation than without the Deviation.

Form for Proposal Deviation shall be included in the Technical package.

IP 6. Protest Procedures

All protests must be in writing, stating the name and address of protestor, a contact person, RFP number and title. Protests shall specify in detail the grounds of the protest and the facts supporting the protest and be on the form attached as Appendix D.

IP 6.1 Address

All protests must be addressed as follows:

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- Agency Contact: Ben Varner
- For special delivery or hand delivery: PROTEST RFP 2018 Commuter Vans, 800 First Ave North, Ketchum, Idaho, 83340
- For U.S. Mail: PROTEST RFP 2018 Commuter Vans, P.O. Box 3091, Ketchum, Idaho, 83340
- For email: ben@mountainrides.org with PROTEST RFP 2018 Commuter Vans in the subject line.

Protests not properly addressed to the address shown above may not be considered by the Agency.

Copies of the Agency's protest procedures and the protest provisions of FTA Circular 4220.1F or its successor may be obtained from Tucker Van Law Business Manager, P.O. Box 3091, Ketchum, Idaho 83340. Proposals will be opened and a Notice of Award will be issued by the Agency in accordance with the Agency's protest procedures and the protest provisions of FTA Circular 4220.1F or its successor.

IP 6.2 Pre-Proposal Protests

Pre-Proposal protests are protests based upon the content of the solicitation documents. Copies of Pre-Proposal protests must be received by the Agency's office no later than January 26, 2018. Protests will be considered and either denied or sustained in part or in whole, in writing, in a manner that provides verification of receipt, by February 2, 2018. A written decision specifying the grounds for sustaining all or part of or denying the protest will be transmitted to the protestor by February 2 in a manner that provides verification of receipt. If the protest is sustained, the Proposal Due Date may be postponed and an addendum issued to the solicitation documents or, at the sole discretion of the Agency, the solicitation may be canceled. If the protest is denied, Proposals will be received and opened on the scheduled date unless a protest is filed with FTA. See "FTA Review," below.

IP 6.3 Protests of the Award

All bidders will be notified of the recommended award. This notice will be transmitted to each bidder via email at the email address contained in its Proposal, and will be in the form shown in CER 9.2 Notice of Award. Any Bidder whose Proposal has not lapsed may protest the recommended award on any ground not specified in "Pre-Proposal Protests," above. A full and complete written statement specifying in detail the grounds of the protest and the facts supporting the protest must be received by the Agency at the appropriate address in "Address," above, no later than seven (7) calendar days after the date of Notice of Award. Should no protest be received within this time, the award will be final.

IP 6.4 FTA Review

After such administrative remedies have been exhausted, an interested party may file a protest with the Federal Transit Administration of the U.S. Department of Transportation pursuant to the procedures provided in the FTA C 4220.1F or its successor. FTA review is limited to the alleged failure of the Agency to have written protest procedures, the alleged

failure of the Agency to follow those procedures, the alleged failure of the Agency to review a protest or the alleged violation of federal law or regulation.

IP 7. Preparation of Proposals

IP 7.1 Use of Proposal Forms

Bidders are advised that the forms contained in this RFP are required to be used for submission of a Proposal.

IP 7.2 Proposal Format Requirements

Proposals shall be submitted on the RFP Form attached in Section 8, Exhibit A.

IP 7.3 Agency Treatment of Proprietary/Confidential Information

Upon a request for records from a third party regarding this Proposal, the Agency will notify the Bidder in writing. The Bidder must respond within 5 business days with the identification of any and all “proprietary, trade secret, or confidential commercial or financial” information. Failure to respond within the allowed period shall be deemed an approval to release. The bidder shall indemnify the Agency’s defense costs associated with its refusal to produce such identified information; otherwise, the requested information may be released.

IP 7.4 Signing of Proposal Forms

Proposals shall include firm name; business address; and the name, title and contact information of the responsible individual who may be contacted for receiving notices from the Agency and during the Proposal evaluation period. Proposals shall be signed by those individual(s) authorized to bind the bidder. The bidder shall submit evidence of the official’s authority to act for and bind the Bidder in all matters relating to the Proposal.

A modification of a Proposal already received will be accepted by the Agency only if the modification is received prior to the Proposal Due Date or is specifically requested by the Agency. All modifications shall be made in writing and executed and submitted in the same form and manner as the original Proposal.

A Bidder may withdraw a Proposal already received prior to the Proposal Due Date by submitting to the Agency, in the same manner as the original Proposal, a written request for withdrawal executed by the Bidder’s authorized representative. After the Proposal Due Date, a Proposal may be withdrawn only if the Agency fails to award the Contract within the Proposal validity period prescribed in “Duration of the Validity of Proposals,” or any agreed-upon extension thereof. The withdrawal of a Proposal does not prejudice the right of a Bidder to submit another Proposal within the time set for receipt of Proposals.

IP 7.5 Cost of Proposal Development

This RFP does not commit the Agency to enter into a Contract, to pay any costs incurred in the preparation or presentation of a Proposal, nor to procure or contract for the equipment.

IP 8. Proposal Evaluation, Negotiation and Selection

Proposals will be evaluated, selected and any award made in accordance with the criteria and procedures described in FTA Circular 4220.1F, Sealed Bids (Formal Advertising). Subject to the Agency's right to reject any or all Proposals, the Bidder whose Proposal is found to be most advantageous to the Agency will be selected, based upon consideration of the criteria of "Proposal Selection Process," below.

IP 8.1 Confidentiality of Proposals

Proposals will be publicly opened.

IP 8.2 Duration of the Validity of Proposals

Proposals shall be valid for 30 days after the Proposal Due Date: February 15, 2018.

The Agency may request Bidders to extend this time by written agreement between the Agency and the Bidder(s) concerned.

IP 8.3 Evaluation Committee

An Evaluation Committee, which will be comprised of the Executive Director, Business Manager, Maintenance Manager and the Operations Manager of the Agency, will be established. MRTA reserves the right to substitute or add additional members to the Evaluation Committee as it sees fit. The Evaluation Committee will carry out the detailed evaluations and the selection of the Bidder, if any, that may be awarded the Contract. The Evaluation Committee will report its recommendations and findings to the MRTA Board of Directors, who will be responsible for awarding the Contract.

IP 8.4 Proposal Selection Process

Proposals will be evaluated and a selection made for a potential award based on low price and other cost and delivery considerations outlined in Appendix B. Federal transit law at 49 U.S.C. Section 5325(c) authorizes the Agency to award a contract to other than the lowest bidder if the award furthers an objective consistent with the purposes of 49 U.S.C. Chapter 53, including improved long-term operating efficiency and lower long-term costs.

IP 8.5 Evaluation Procedures

Proposals will be analyzed for conformance with the instructions and requirements of the RFP and Contract documents. Proposals that do not comply with these instructions and do not include the required information may be rejected as insufficient and not considered. The Agency reserves the right to request that a Bidder provide any missing information and make corrections. Therefore, Bidders should pay close attention to and strictly follow all instructions. Submittal of a Proposal will signify that the Bidder has accepted the whole of the Contract documents, except such conditions, exceptions, reservations or understandings explicitly, fully and separately stated on the forms and according to the instructions of Form for Proposal Deviation. The Agency will choose the Proposal that it finds to be most advantageous to the Agency, based upon the evaluation criteria.

IP 9. Response to Proposals

IP 9.1 Single Proposal Response

If only one Proposal is received in response to this RFP and it is found by the Agency to be acceptable, a price or cost analysis, or both, possibly including an audit, may be performed by or for the Agency. The Bidder has agreed to such analysis by submitting a Proposal in response to this RFP.

IP 9.2 Availability of Funds

This procurement is subject to the availability of funding. Funding is in place under an agreement with the Idaho Transportation Department (ITD). This funding is for the purpose of capital equipment for public transportation and may include federal funding through the Federal Transit Administration and administered by ITD. Should this funding disappear or be altered or reduced, MRTA reserves the right to reconsider or retract this RFP.

IP 9.3 Agency Rights

The Agency reserves the right to cancel the procurement in whole or in part, at its sole discretion, at any time before the Contract is fully executed and approved on behalf of the Agency.

The Agency reserves the right to determine any specific Proposal that is conditional or not prepared in accordance with the instructions and requirements of this RFP to be nonresponsive. The Agency reserves the right to waive any Defects, or minor informalities or irregularities in any Proposal which do not materially affect the Proposal or prejudice other Bidders.

If there is any evidence indicating that two or more bidders are in collusion to restrict competition or are otherwise engaged in anti-competitive practices, the Proposals of all such Bidders shall be rejected, and such evidence may be a cause for disqualification of the participants in any future solicitations undertaken by the Agency.

The Agency may reject a Proposal that includes unacceptable Deviations as provided in Form for Proposal Deviation.

IP 9.4 Execution of Contract

The acceptance of a Proposal for award, if made, shall be evidenced in writing by a Notice of Award of Contract delivered to the Proposer whose Proposal is accepted. Failure to fulfill any requirements within the specified time is cause for termination of the Contract under "Termination for Default" in Section 3.

IP 10. Conflicts of Interests and Gratuities

Bidders are prohibited from engaging in any practice that may be considered as a conflict of interests under existing Agency policies and/or state law, and to refrain from participating in any gifts, favors or other forms of compensation that may be viewed as a gratuity in accordance with existing policies and laws.

SECTION 3: GENERAL CONDITIONS

GC 1. Definitions

The following are definitions of special terms used in this document:

Agency: Mountain Rides Transportation Authority (MRTA)

Authorized Signer: The person who is executing this Contract on behalf of the Contractor and who is authorized to bind the Contractor.

Contract: The Proposal and its acceptance by the Agency as manifested by the Contract documents.

Contracting Officer: The person who is executing this Contract on behalf of the Agency and who has complete and final authority except as limited herein.

Contractor: The successful Bidder who is awarded a Contract for providing all equipment described in the Contract documents.

Days: Unless otherwise stated, “days” shall mean calendar days.

Defect: Patent or latent malfunction or failure in manufacture, installation or design of any component or subsystem.

Deviation: Variance from a requirement or specification that does not alter the basis of a contract or adversely affects its performance.

Due Date: The date and time by which Proposals must be received by the Agency as specified in “Section 1: Notice of Request for Proposals.”

Extended Warranty: A warranty available for purchase above the standard warranty.

Pass-Through Warranty: A warranty provided by the Contractor but administered directly with the component Supplier.

Proposal: A promise, if accepted, to deliver equipment and services according to the underlying solicitation of the Agency documented using the prescribed form in the solicitation, including any Proposal.

Bidder: A legal entity that makes a Proposal.

Related Defect: Damage inflicted on any component or subsystem as a direct result of a separate Defect.

Solicitation: Agency’s Request for Proposals.

Superior Warranty: A warranty still in effect after all contractually required warranties have expired. The remaining warranty is administered directly between the sub-Supplier and the Agency.

Work: Any and all labor, supervision, services, materials, machinery, equipment, tools, supplies and facilities called for by the Contract and necessary to the completion thereof.

GC 1.1 Risk of Loss

The Agency shall assume risk of loss of the vehicles on delivery to 800 1st Ave. North Ketchum ID 83340. Prior to delivery, the Contractor shall have risk of loss, including any damages sustained during the delivery regardless of the status of title or payments.

GC 2. Title and Warranty of Title

Adequate documents for registering the vehicles in Idaho shall be provided to the Agency upon Delivery.

GC 3. Changes

GC 3.1 Contractor Changes

Any proposed change in this Contract shall be submitted to the Agency for its prior approval. Oral change orders are not permitted. No change in this Contract shall be made without the prior written approval of the Contracting Officer. The Contractor shall be liable for all costs resulting from, and/or for satisfactorily correcting, any specification change not properly ordered by written modification to the Contract and signed by the Contracting Officer.

GC 4. Legal Clauses

GC 4.1 Indemnification

GC 9.1.1 The Contractor shall, to the extent permitted by law: (1) protect, indemnify and save the Agency and its officers, employees and agents, including consultants, harmless from and against any and all liabilities, damages, claims, demands, liens, encumbrances, judgments, awards, losses, costs, expenses and suits or actions or proceedings, including reasonable expenses, costs and attorneys' fees incurred by the Agency and its officers, employees and agents, including consultants, in the defense, settlement or satisfaction thereof, for any injury, death, loss or damage to persons or property of any kind whatsoever, arising out of or resulting from the intentional misconduct or negligent acts, errors or omissions of the Contractor in the performance of the Contract, including intentional misconduct, negligent acts, errors or omissions of its officers, employees, servants, agents, Subcontractors and Suppliers; and (2) upon receipt of notice and if given authority, shall settle at its own expense or undertake at its own expense the defense of any such suit, action or proceeding, including appeals, against the Agency and its officers, employees and agents, including consultants, relating to such injury, death, loss or damage. Each party shall promptly notify the other in writing of the notice or assertion of such claim, demand, lien, encumbrance, judgment, award, suit, action or other proceeding hereunder. The Contractor shall have sole charge and direction of the defense of such suit, action or proceeding. The Agency shall not make any admission that might be materially prejudicial to the Contractor unless the Contractor has failed to take over the conduct of any negotiations or defense within a reasonable time after receipt of the notice and authority above provided. The Agency shall at the request of the

Contractor furnish to the Contractor all reasonable assistance that may be necessary for the purpose of defending such suit, action or proceeding, and shall be repaid all reasonable costs incurred in doing so. The Agency shall have the right to be represented therein by advisory council of its own selection at its own expense.

GC 4.1.1. None of the above shall relieve the Contractor of any liability for the payment of any liquidated damages owing from a failure to complete the Work by the time for completion that the Contractor is required to pay pursuant to “Liquidated Damages for Late Delivery of the Vehicles” for delays occurring prior to, or subsequent to the occurrence of an excusable delay.

GC 4.1.2. The Agency reserves the right to rescind or shorten any extension previously granted, if subsequently the Agency determines that any information provided by Contractor in support of a request for an extension of time was erroneous; provided, however, that such information or facts, if known, would have resulted in a denial of the request for an excusable delay. Notwithstanding the above, the Agency will not rescind or shorten any extension previously granted if the Contractor acted in reliance upon the granting of such extension and such extension was based on information which, although later found to have been erroneous, was submitted in good faith by the Contractor.

GC 4.1.3. No extension or adjustment of time shall be granted unless: (1) written notice of the delay is filed with the Agency within fourteen (14) calendar days after the commencement of the delay and (2) a written application therefore, stating in reasonable detail the causes, the effect to date and the probable future effect on the performance of the Contractor under the Contract, and the portion or portions of the Work affected, is filed by the Contractor with the Agency within thirty (30) calendar days after the commencement of the delay. No such extension or adjustment shall be deemed a waiver of the rights of either party under this Contract. The Agency shall make its determination within thirty (30) calendar days after receipt of the application.

GC 4.2 Termination

GC 4.2.1. Termination for Convenience

The performance of Work under this Contract may be terminated by the Agency in accordance with this clause in whole, or from time to time in part, whenever the Contracting Officer shall determine that such termination is in the best interest of the Agency. Any such termination shall be effected by delivery to the Contractor of a notice of termination specifying the date upon which such termination becomes effective.

GC 4.2.2. Termination for Default

The Agency may, by written notice of default to the Contractor, terminate the whole or any part of this Contract if the Contractor fails to make delivery of the supplies or to perform the services within the time specified herein or any extension thereof; or if the Contractor fails to perform any of the other material provisions of the Contract, or so fails to make progress as to endanger performance of this Contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of ten (10) business days, or such longer period as the Contracting Officer may authorize in writing, after receipt of notice from the Contracting Officer specifying such failure.

If the Contract is terminated in whole or in part for default, the Agency may procure, upon such terms and in such manner as the Contracting Officer may deem appropriate, supplies or services similar to those so terminated. The Contractor shall be liable to the Agency for any excess costs for such similar supplies or

services, and shall continue the performance of this Contract to the extent not terminated under the provisions of this clause.

The Contractor shall not be liable for any excess costs if the failure to perform the Contract arises out of a cause beyond the control and without the fault or negligence of the Contractor. Notwithstanding any other provision to the contrary herein, in the event of a delay in performance, a partial failure of performance, or a full failure of performance by the Contractor arising out of any cause whatsoever, the Agency may at its sole option (1) terminate and cancel the Contract or (2) postpone delivery and acceptance of any deliverables related to the Contract until Agency is subjectively satisfied that Contractor is able to perform the Contract as specified.

If, after notice of termination of this Contract under the provisions of this clause, it is determined for any reason that the Contractor was not in default under the provisions of this clause, or that the default was excusable under the provisions of this clause, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to termination for convenience of the Agency.

GC 4.2.3. Termination by Either Party

Either party may terminate for failure of the other party to fulfill its obligations, as set forth within the Contract. Reasonable allowances will be made for circumstances beyond the control of the Contractor or the Agency. Written notice of the intent to terminate is required and shall specify the reasons supporting termination.

GC 4.3 Compliance with Laws and Regulations

Contractor shall at all times comply with all applicable laws, regulations, policies, procedures and directives (together, the "Law"), including without limitation, FTA regulations, policies, procedures and directives, including those listed directly or by reference in the agreement between the Agency and FTA, ITD or other grantor that funds any part of this Contract, as they may be amended or promulgated from time to time during the term of this Contract. Contractor's failure to so comply shall constitute a material breach of this Contract.

GC 4.4 Changes of Law

Changes of Law that become effective after the Proposal Due Date may result in price changes. If a price adjustment is indicated, either upward or downward, it shall be negotiated between the Agency and the Contractor and the final Contract price will be adjusted upwards or downwards to reflect such changes in Law. Such price adjustment may be audited, where required.

GC 4.5 Governing Law and Choice of Forum

This Contract shall be governed by the laws of Idaho without regard to conflict of law rules. The Contractor consents to the jurisdiction of the identified State, County of Blaine.

GC 4.6 Disputes

Except as otherwise provided in this Contract, any dispute concerning a question of fact arising under or related to this Contract that is not disposed of by agreement shall be decided in accordance with the following steps. However, by mutual agreement the matter may be taken immediately to any higher step in the dispute resolution process, or mutually agreed to alternative dispute resolution process (which may include structured

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negotiations, mediation or arbitration) or litigation. Pending final resolution of a dispute hereunder, the Contractor shall proceed diligently with the performance of the Contract and in accordance with the Contracting Officer's or Executive Director's decision, as the case may be.

1. **Notice of dispute.** All disputes shall be initiated through a written dispute notice submitted by either party to the other party within 10 (ten) calendar days of the determination of the dispute.
2. **Negotiation between contracting officers.** The parties shall attempt in good faith to resolve any dispute arising out of or relating to this Contract promptly by negotiation between executives who have authority to settle the controversy and who are at a higher level of management than the people with direct responsibility for administration of this Contract. Any party may give the other party written notice of any dispute not resolved in the normal course of business as provided in (1) above. Within 14 (fourteen) calendar days after delivery of the dispute notice, the receiving party shall submit to the other party a written response. The dispute notice and written response shall include: (a) a statement of the party's position and a summary of the arguments supporting that position, (b) any evidence supporting the party's position and (c) the name of the executive who will represent that party and of any others who will accompany the executive in negotiations. Within 28 (twenty-eight) calendar days after delivery of the dispute notice, the Contracting Officer of both parties shall meet at a mutually acceptable time and place, and thereafter as they reasonably deem necessary to attempt to resolve the dispute. All reasonable requests for information by one party to the other shall be honored.

If the matter has not been resolved by these people within 42 (forty-two) calendar days of the dispute notice, the **dispute** may be referred to more senior executives of both parties who have authority to settle the dispute and who shall likewise meet to attempt to resolve the dispute.

3. **Executive Director's decision.** Should the dispute not be resolved by negotiation between Contracting Officers, as provided in (2) above, the Agency's Contracting Officer from (2) above shall submit a written request for decision to the Agency's Executive Director along with all documentation and minutes from the negotiations. The Executive Director shall issue a written decision within 14 (fourteen) days of receipt of a request.
 - A. For disputes involving \$50,000 or less, the decision of the Executive Director shall be administratively final and conclusive. For disputes involving \$50,000 or less, it is the intent of the parties that such administratively final and conclusive decision pursuant to either this paragraph or paragraph 4 shall only be overturned if determined by a court of competent jurisdiction to be fraudulent, arbitrary, capricious, unsupported by the evidence or so grossly erroneous as to imply bad faith. For disputes greater than \$50,000, the decision of the Executive Director shall be administratively final and conclusive unless, within thirty (30) days from the date of delivery of the written decision, the Contractor appeals the decision in writing to the Agency's Board of Directors, or designee, who shall render a written decision within fourteen (14) days of delivery of such written appeal. Such decision by the Board of Directors, or designee, shall be administratively final and conclusive.
 - B. Within thirty (30) days of the issuance of any administratively final and conclusive decision under this paragraph, the Contractor shall notify the Agency in writing of the Contractor's

- agreement with the final decision. Failure to provide such written notice of agreement shall indicate an intent by the Contractor to litigate the claim.
- C. Any dispute that is not resolved by the parties through the operation of the provisions of this paragraph, or any mutually agreed-upon alternative disputes resolution process pursuant to paragraph 4 may be submitted to any court in Idaho.
 - D. Pending final resolution of a dispute hereunder, the Contractor shall proceed diligently with the performance of its obligations under the Contract in accordance with the written directions of the Agency.
4. **Alternatives disputes resolution.** If agreed to by both parties, disputes may be resolved by a mutually agreed-to alternative dispute resolution process that may include structured negotiations different from (2) above, mediation or arbitration.
5. **Arbitration.** Disputes appealed to arbitration involving more than \$50,000 but less than \$250,000 shall be decided by a qualified and disinterested arbitrator, selected through the American Arbitration Association and mutually agreed to by both parties. The arbitrator shall conduct all proceedings in accordance with the rules of the American Arbitration Association, and shall consider the Contract, equity, the prevailing law and established commercial practices in rendering a decision.

Disputes appealed to arbitration involving \$250,000 or more shall be decided by three (3) qualified and disinterested arbitrators selected through the American Arbitration Association. One arbitrator shall be selected by each of the parties, and the two selected arbitrators shall select a third arbitrator within ten (10) calendar days of their selection. The arbitrators shall conduct all proceedings in accordance with the rules of the American Arbitration Association and shall consider the Contract, equity, the prevailing law and established commercial practice in rendering a decision.

The decision by the arbitrators shall be final and enforceable in any court having jurisdiction over the parties.

GC 4.7 Maintenance of Records; Access by Agency; Right to Audit Records

In accordance with 49 CFR § 18.36(i), 49 CFR § 19.48(d), and 49 USC § 5325(a), provided the Agency is the FTA recipient or a sub-grantee of the FTA recipient, the Contractor agrees to provide the Agency, FTA, the Comptroller General of the United States, the Secretary of the U.S. Department of Transportation, Idaho or any of their duly authorized representatives access to any books, documents, papers and records of the Contractor that are directly pertinent to or relate to this Contract (1) for the purpose of making audits, examinations, excerpts and transcriptions and (2) when conducting an audit and inspection.

- 1. In the event of a sole source Contract, single Proposal, single responsive Proposal, or competitive negotiated procurement, the Contractor shall maintain and the Contracting Officer, the U.S. Department of Transportation (if applicable) or the representatives thereof shall have the right to examine all books, records, documents and other cost and pricing data related to the Contract price, unless such pricing is based on adequate price competition, established catalog or market prices of

commercial items sold in substantial quantities to the public, or prices set by law or regulation, or combinations thereof. Data related to the negotiation or performance of the Contract shall be made available for the purpose of evaluating the accuracy, completeness and currency of the cost or pricing data. The right of examination shall extend to all documents necessary for adequate evaluation of the cost or pricing data, along with the computations and projections used therein, including review of accounting principles and practices that reflect properly all direct and indirect costs anticipated for the performance of the Contract.

2. For Contract modifications or change orders the Contracting Officer, the U.S. Department of Transportation, if applicable, or their representatives shall have the right to examine all books, records, documents and other cost and pricing data related to a Contract modification, unless such pricing is based on adequate price competition, established catalog or market prices of commercial items sold in substantial quantities to the public, or prices set by law or regulation, or combinations thereof. Data related to the negotiation or performance of the Contract modification or change order shall be made available for the purpose of evaluating the accuracy, completeness and currency of the cost or pricing data. The right of examination shall extend to all documents necessary for adequate evaluation of the cost or pricing data, along with the computations and projections used therein, either before or after execution of the Contract modification or change order for the purpose of conducting a cost analysis. If an examination made after execution of the Contract modification or change order reveals inaccurate, incomplete or out-of-date data, the Contracting Officer may renegotiate the Contract modification or change order price adjustment, and the Agency shall be entitled to any reductions in the price that would result from the application of accurate, complete or up-to-date data.

The requirements of this section are in addition to other audit, inspection and record-keeping provisions specified elsewhere in the Contract documents.

NOTE: FTA does not require contractors to flow down these requirements to Subcontractors.

GC 4.8 Confidential Information

Access to government records is governed by the Idaho state law. Except as otherwise required by the Idaho state law, the Agency will exempt from disclosure proprietary information, trade secrets and confidential commercial and financial information submitted or disclosed during the Contract period. Any such proprietary information, trade secrets or confidential commercial and financial information that a Contractor believes should be exempted from disclosure shall be specifically identified and marked as such. Blanket-type identification by designating whole pages or sections as containing proprietary information, trade secrets or confidential commercial and financial information will not ensure confidentiality. The specific proprietary information, trade secrets or confidential commercial and financial information must be clearly identified as such.

Upon a request for records from a third party regarding the Contract, the Agency will notify the Contractor in writing. The Contractor must respond within twenty (20) days with the identification of any and all “proprietary, trade secret or confidential commercial or financial” information, and the Contractor shall indemnify the Agency’s defense costs associated with its refusal to produce such identified information; otherwise, the requested information may be released.

The Agency shall employ sound business practices no less diligent than those used for the Agency's own confidential information to protect the confidence of all licensed technology, software, documentation, drawings, schematics, manuals, data and other information and material provided by the Contractor pursuant to the Contract that contain confidential commercial or financial information, trade secrets or proprietary information as defined in or pursuant to the Idaho state law against disclosure of such information and material to third parties except as permitted by the Contract. The Contractor shall be responsible for ensuring that confidential commercial or financial information, trade secrets or proprietary information, with such determinations to be made by the Agency in its sole discretion, bears appropriate notices relating to its confidential character.

During the performance of the Work under the Contract, it may be necessary for either party (the "Discloser") to make confidential information available to the other party (the "Recipient"). The Recipient agrees to use all such information solely for the performance of the Work under the Contract and to hold all such information in confidence and not to disclose same to any third party without the prior written consent of the Discloser. Likewise, the Recipient agrees that all information developed in connection with the Work under the Contract shall be used solely for the performance of the Work under the Contract, and shall be held in confidence and not disclosed to any third party without the prior written consent of the Discloser.

This Confidentiality section shall survive the termination or expiration of the Contract.

GC 4.9 Conflicts of Interest, Gratuities

No member, officer, or employee of the Agency or of a local public body during his or her tenure, or one year thereafter, shall have any interest, direct or indirect, in this Contract or the proceeds thereof.

GC 4.10 General Nondiscrimination Clause

In connection with the performance of Work provided for under this Contract, the Contractor agrees that it will not, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, medical condition, marital status, sex, sexual orientation or age, discriminate or permit discrimination against any person or group of people in any manner prohibited by federal, state or local laws.

GC 4.11 Amendment and Waiver

GC 4.11.1. Amendment

Any modification or amendment of any provisions of any of the Contract documents shall be effective only if in writing, signed by authorized representatives of both the Agency and Contractor, and specifically referencing this Contract.

GC 4.11.2. Waiver

In the event that either party elects to waive its remedies for any breach by the other party of any covenant, term or condition of this Contract, such waiver shall not limit the waiving party's remedies for any succeeding breach of that or of any other term, covenant or condition of this Contract.

GC 4.12 Remedies not Exclusive

The rights and remedies of the Agency provided herein shall not be exclusive and are in addition to any other rights and remedies provided by law or under the Contract.

GC 4.13 Counterparts

This Contract may be executed in any number of counterparts. All such counterparts shall be deemed to constitute one and the same instrument, and each of said counterparts shall be deemed an original thereof.

GC 4.14 Severability

Whenever possible, each provision of the Contract shall be interpreted in a manner as to be effective and valid under applicable law. However, if any provision, or part of any provision, should be prohibited or invalid under applicable law, such provision, or part of such provision, shall be ineffective to the extent of such prohibition or invalidity without invalidating the remainder of such provision or the remaining provisions of the Contract.

GC 4.15 Third-Party Beneficiaries

No provisions of the Contract shall in any way inure to the benefit of any third party, including the public at large, so as to constitute such person a third-party beneficiary of the Contract or of any one or more of the terms and conditions of the Contract or otherwise give rise to any cause of action in any person not a party to the Contract, except as expressly provided elsewhere in the Contract.

GC 4.16 Assignment of Contract

Neither party will assign or subcontract its rights or obligations under the Contract without prior written permission of the other party, and no such assignment or subcontract will be effective until approved in writing by the other party. In the case of Assignment of Option to Purchase under this Contract, this approval shall not be withheld.

GC 4.17 Independent Parties

The Contractor is an independent contractor with respect to the performance of all Work hereunder, retaining control over the detail of its own operations, and the Contractor shall not be considered the agent, employee, partner, fiduciary or trustee of the Agency.

GC 4.18 Survival

The following sections shall survive the nominal expiration or discharge of other Contract obligations, and the Agency may obtain any remedy under law, Contract or equity to enforce the obligations of the Contractor that survive the manufacturing, warranty and final payment periods:

- “Intellectual Property Warranty”
- “Data Rights”
- “Indemnification”
- “Governing Law and Choice of Forum”
- “Disputes”
- “Confidential Information”
- “Parts Availability Guarantee”
- “Access to Records”
- “Training”

SECTION 4: SPECIAL PROVISIONS

SP 1. Options and Option Pricing

The Contractor hereby grants the Agency and any permissible assignee options (“Options”) to purchase two (2) and up to six (6) additional vehicles (“Option Vehicles”). The Options shall be valid for a period of three (3) years from the effective date of the Contract. There shall be no minimum order quantity for any permissible assignee. Subject to the Agency’s right to order modifications, the Option Vehicles shall have the same specifications as the vehicles purchased under this Contract. The Agency may exercise the Options by written notice to the Contractor (“Notice of Exercise of Option”) at any time on or before three (3) years following the effective date of the Contract (“Option Date”).

The price of each Option Vehicle shall be the total Bid Price Price of the one (1) vehicle bid per this Proposal, (“Base Order Price”) adjusted by multiplying the Base Order Price by the following fraction:

$$\frac{\text{Latest Published Preliminary Index Number Prior to Notice of Exercise of Option}}{\text{Index Number on Effective Date of the Contract}}$$

The Index shall be the Producer Price Index for Truck and Bus Bodies, Series No. 1413, published by the United States Department of Labor Bureau of Labor Statistics, or if such Index is no longer in use, then such replacement that is most comparable to the Index as may be designated by the Bureau of Labor Statistics, or as agreed by the parties.

Within thirty (30) days after delivery of the Notice of Exercise of Option to the Contractor, the Contractor shall submit a proposed delivery schedule. The Agency or any permissible assignee may issue a Notice to Proceed at any time after the Contractor submits its proposed delivery schedule. Except as otherwise specially provided in this Contract, all other terms of the Contract shall apply to the Option Vehicles.

SP 1. 1 Assignability of Options

If the Agency does not exercise the option(s) as listed in “Options and Option Pricing,” then the Agency reserves the right to assign the option(s) to other grantees of FTA funds in accordance with FTA Circular 4220.1F or its successors.

SP 2. Payment

The Agency shall pay and the Contractor shall accept the amounts set forth in the price schedule as full compensation for all costs and expenses of completing the Work in accordance with the Contract, including but not limited to all labor, equipment and material required, overhead, expenses, storage and shipping, risks and obligations, taxes (as applicable), fees and profit, and any unforeseen costs.

SP 2.1 Payment Terms

Payment Upon Delivery

All payments shall be made as provided herein, less any additional amount withheld as provided below and less any amounts for liquidated damages in accordance with “Liquidated Damages for Late Delivery.”

The Agency shall make payments for vehicles at the bid prices itemized in the RFP Response Form. The Agency shall make payments for the vehicles within thirty (30) calendar days after the delivery and acceptance of said vehicles and receipt of a proper invoice.

SP 2.2 Payment of Taxes

Unless otherwise provided in this Contract, the Contractor shall pay all federal, state and local taxes, and duties applicable to and assessable against any Work, goods, services, processes and operations incidental to or involved in the Contract, including but not limited to retail sales and use, transportation, export, import, business and special taxes. The Contractor is responsible for ascertaining and paying the taxes when due. The total Contract price shall include compensation for all taxes the Contractor is required to pay by laws in effect on the Proposal Due Date. The Contractor will maintain auditable records, subject to the Agency reviews, confirming that tax payments are current at all times.

SECTION 5: FEDERAL CLAUSES AND REQUIREMENTS

FR 1. Access to Records

The Contractor agrees to maintain all books, records, accounts and reports required under this Contract for a period of not less than three years after the date of termination or expiration of this Contract, except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case Contractor agrees to maintain same until the Agency, the FTA Administrator, the Comptroller General or any of their duly authorized representatives have disposed of all such litigation, appeals, claims or exceptions related thereto. Reference 49 CFR 18.39(i)(11).

The following access to records requirements apply to this Contract:

FR 1.1 Local Governments

In accordance with 49 CFR 18.36(i), the Contractor agrees to provide the Agency, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives access to any books, documents, papers and records of the Contractor that are directly pertinent to this Contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor also agrees, pursuant to 49 CFR 633.17 to provide the FTA Administrator or his authorized representatives including any PMO Contractor access to Contractor's records and construction sites pertaining to a major capital project, defined at 49 USC 5302(a)1, which is receiving federal financial assistance through the programs described at 49 USC 5307, 5309 or 5311.

FR 1.2 State Governments

In accordance with 49 CFR 633.17, the Contractor agrees to provide the Agency, the FTA Administrator or his authorized representatives, including any PMO Contractor, access to the Contractor's records and construction sites pertaining to a major capital project, defined at 49 USC 5302(a)1, which is receiving federal financial assistance through the programs described at 49 USC 5307, 5309 or 5311. By definition, a major capital project excludes contracts of less than the simplified acquisition threshold currently set at \$100,000.

The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

FR 2. Federal Funding, Incorporation of FTA Terms and Federal Changes

The preceding provisions include, in part, certain standard terms and conditions required by the Department of Transportation, whether or not expressly set forth in the preceding Contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F or its successors are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this agreement. The Contractor shall not perform any act, fail to perform any act or refuse to comply with any MRTA requests that would cause MRTA to be in violation of the FTA terms and conditions.

The Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between

Agency and FTA, as they may be amended or promulgated from time to time during the term of this Contract. Contractor's failure to so comply shall constitute a material breach of this Contract.

FR 3. Federal Energy Conservation Requirements

The Contractor agrees to comply with mandatory standards and policies relating to energy efficiency that are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

FR 4. Civil Rights Requirements

The following requirements apply to the underlying Contract:

1. **Nondiscrimination:** In accordance with Title VI of the Civil Rights Act, as amended, 42 USC § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 USC § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 USC § 12132, and Federal transit law at 49 USC § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
2. **Equal Employment Opportunity:** The following equal employment opportunity requirements apply to the underlying Contract:
 - (a) **Race, Color, Creed, National Origin, Sex:** In accordance with Title VII of the Civil Rights Act, as amended, 42 USC § 2000e, and Federal transit laws at 49 USC § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 CFR Parts 60 *et seq.*, (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 USC § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
 - (b) **Age:** In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 USC §§ 623 and Federal transit law at 49 USC § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

- (c) **Disabilities:** In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 USC § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, “Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act,” 29 CFR Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
3. The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

FR 5. No Government Obligation to Third Parties

1. The Agency and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the Solicitation or award of the underlying Contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to the Agency, Contractor, or any other party (whether or not a party to that Contract) pertaining to any matter resulting from the underlying Contract.
2. The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the Subcontractor who will be subject to its provisions.

FR 6. Program Fraud and False or Fraudulent Statements or Related Acts

1. The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 USC §§ 3801 *et seq.* and U.S. DOT regulations, “Program Fraud Civil Remedies,” 49 CFR Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying Contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying Contract or the FTA assisted project for which this Contract Work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.
2. The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a Contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 USC § 5307, the Government reserves the right to impose the penalties of 18 USC § 1001 and 49 USC § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

3. The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the Subcontractor who will be subject to the provisions.

FR 7. Suspension and Debarment

This Contract is a covered transaction for purposes of 49 CFR Part 29. As such, the Contractor is required to verify that none of the Contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

The Contractor is required to comply with 49 CFR 29, Subpart C, and must include the requirement to comply with 49 CFR 29, Subpart C, in any lower-tier covered transaction it enters into.

By signing and submitting its Proposal, the Bidder certifies as follows:

The certification in this clause is a material representation of fact relied upon by MRTA. If it is later determined that the Bidder knowingly rendered an erroneous certification, in addition to remedies available to MRTA, the federal government may pursue available remedies, including but not limited to suspension and/or debarment. The Bidder agrees to comply with the requirements of 49 CFR 29, Subpart C, while this Proposal is valid and throughout the period of any Contract that may arise from this Proposal. The Bidder further agrees to include a provision requiring such compliance in its lower tier covered transactions.

FR 8. Disadvantaged Business Enterprise (DBE)

This Contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.

The Contractor shall maintain compliance with “DBE Approval Certification” throughout the period of Contract performance.

The Contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this Contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted Contract. Failure by the Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as MRTA deems appropriate. Each subcontract the Contractor signs with a Subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

FR 9. BUY AMERICA

The contractor agrees to comply with 49 U.S.C. 5323(j) and 49 C.F.R. part 661, which provide that Federal funds may not be obligated unless all steel, iron, and manufactured products used in FTA funded projects are produced in the United States, unless a waiver has been granted by FTA or the product is subject to a general waiver. General waivers are listed in 49 C.F.R. § 661.7. Separate requirements for rolling stock are set out at 49 U.S.C. 5323(j)(2)(C) and 49 C.F.R. § 661.11.

SECTION 6: TECHNICAL SPECIFICATIONS

ITEM		MINIMUM/REQUIRED SPECIFICATIONS	BIDDER'S SPECIFICATIONS⁽¹⁾	BIDDER'S ACTUAL SPECIFICATIONS⁽²⁾
1	YEAR	2017 or newer	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
2.	ENGINE	250 Horsepower, 345 Torque	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
3.	DRIVE	Two Wheel	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
4.	TRANSMISSION	Automatic	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
5.	BUMPERS	Bumper - Factory Standard includes Running Boards	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
6.	AIR CONDITIONING	Factory Standard Front (CFC Free), Factory Installed Rear with Rear Heater for Passenger Compartment	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
7.	DAYTIME RUNNING LIGHTS	Standard	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
8.	G.V.W.R	Suspension sufficient to support GVW 9000 lbs. approx..	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
9.	AXLE	Traction/Stability Control	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
10.	BRAKES	Power Four Wheel Anti-Lock	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
11.	GAUGES	Standard	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
12.	WHEEL BASE	140 inch approx.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
13.	TIRES	Factory Standard, radial, to meet GVW, spare to be included	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
14.	Spare Tire/Wheel	Factory Standard	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

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15.	WINDOWS & DOORS	Front - Power Windows & Door Locks Rear - Two (2) vertical opening with windows Side – Sliding Side Door with window OR Hinged doors with windows	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform <input type="checkbox"/> Slider <input type="checkbox"/> Hinged	
16.	AIR BAGS	Dual, Factory Installed	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
17.	SEATS	Cloth – 15 Passengers, bucket seats preferred	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
18.	STEERING	Power	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
19.	FLOORING	Factory (Front & Rear)	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
20.	RADIO/STEREO	AM/FM with CD Factory Installed or equivalent	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
21.	GLASS	Factory window tint on all windows.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
22.	WINDSHIELD WIPERS	Multi-speed Intermittent with spray washers	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
23.	MIRRORS	Outside Right/Left below eye level. Inside-one-glare day/night	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
24.	COLOR	White with options for custom paint scheme	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
25.	INTERIOR	Fully Line, top, sides and floor area, factory installed. Color: Beige or Grey PREFER Center Aisle REQUIRE 53+ inches of floor to ceiling clearance	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
26.	POWER OUTLET	Standard	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

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27.	DRIVER CONTROLS	Cruise Control – Tilt Wheel	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
28.	BACK UP ALARM	Standard Back Up Alarm	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
29.	KEYS	10 (Ten) complete sets	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
30.	DELIVERY	Delivery shall be completed within 120 Days After Receipt of Order.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
31.	WARRANTY	Factory Standard 5 year, 100,000 miles	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
32.	WARRANTY WORK	All warranty or recall work is to be done within 180 miles of Ketchum, Idaho by the Bidder, Bidder's designee or an authorized service dealer. If the warranty work is done at a location further than 180 miles from Ketchum ID, all transportation expenses will be paid by the successful bidder	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
33.	MANUALS	Successful bidder is to provide at time of delivery: CD ROM Parts Manual and CD ROM Shop Repair Manual	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
34.	DELIVERY AND FINAL INSPECTION	Upon delivery of the units to MRTA 800 1 st Ave N. Ketchum ID 83340, the unit will be inspected by authorized MRTA employees and all items checked off prior to acceptance. Any discrepancies with these specifications and/or accepted exceptions shall be promptly corrected by the Bidder at no additional cost to MRTA. All transportation costs shall be included in the bid price for this unit.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

35.	METHOD OF PAYMENT	Payment for the unit provided by the vendor will be made on a lump sum basis, within 30 days of acceptance, represented by the Total Bid Price. The total bid price shall include the price of all minimum specifications, transportation cost, fees, overhead, profit, and any other cost associated with the sale of the unit.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
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SECTION 7: FORMS AND CERTIFICATIONS

CER 1. Request for Pre-Offer Change or Approved Equal

This form must be used for requested clarifications, changes, substitutes or approval of items equal to items specified with a brand name and must be submitted as far in advance of the Due Date, as specified in "Questions, Clarifications and Omissions."

Mountain Rides Transportation Authority
RFP06112014

Request #: Bidder: RFP Section: Page:
Questions/clarification or approved equal:
Agency action: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="checkbox"/> Approved <input type="checkbox"/> Denied </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="checkbox"/> See addendum <input type="checkbox"/> See response below </div>

Agency response:

CER 2. Acknowledgement of Addenda

Failure to acknowledge receipt of all addenda may cause the Proposal to be considered nonresponsive to the Solicitation. Acknowledged receipt of each addendum must be clearly established and included with the Proposal.

The undersigned acknowledges receipt of the following addenda to the documents:

Addendum No.:	Dated:
Addendum No.:	Dated:
Addendum No.:	Dated:
Addendum No.:	Dated:

Bidder:
Name:
Title:
Phone:
Street address:
City, state, ZIP:

Authorized signature

Date

CER 3. Contractor Service and Parts Support Data

Location of nearest Technical Service Representative to MRTA

Name:

Address:

Telephone:

Describe technical services readily available from said representative:

Location of nearest Parts Distribution Center to MRTA:

Name:

Address:

Telephone:

Describe the extent of parts available at said center:

Policy for delivery of parts and components to be purchased for service and maintenance:

Regular method of shipment:

Cost to MRTA:

CER 4. Form for Proposal Deviation

This form shall be completed for each condition, exception, reservation or understanding (i.e., Deviation) in the Proposal according to “Conditions, Exceptions, Reservations or Understandings.” One copy without any price/cost information is to be placed in the Technical Proposal as specified in “Technical Proposal Requirements,” and a separate copy with any price/cost information placed in the Price Proposal as specified in “Price Proposal Requirements.”

Mountain Rides Transportation Authority
RFP07202016

Deviation No.:	Contractor:	RFP Item:	Page:
Complete description of Deviation:			
Rationale (pros and cons):			

CER 5. Federal Certifications

CER 5.1 Debarment and Suspension Certification for Prospective Contractor

Primary covered transactions must be completed by proposer for contract value over \$25,000.

Choose one alternative:

- ☐ The Proposer, [insert name], certifies to the best of its knowledge and belief that it and its principals:
1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 2. Have not within a three-year period preceding this Proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or Contract under a public transaction; violation of federal or state antitrust statutes or commission or embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in Paragraph 2 of this certification; and
 4. Have not within a three-year period preceding this Proposal had one or more public transactions (federal, state or local) terminated for cause or default.

OR

- ☐ The Proposer is unable to certify to all of the statements in this certification, and attaches its explanation to this certification. (In explanation, certify to those statements that can be certified to and explain those that cannot.)

The Proposer certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provisions of Title 31 USC § Sections 3801 are applicable thereto.

Executed in [insert city and state]:

Name:

Authorized signature

Date

CER 5.2 Non-Collusion Affidavit

This affidavit is to be filled out and executed by the Proposer; if a corporation makes the Proposal, then by its properly executed agent. The name of the individual swearing to the affidavit should appear on the line marked "Name of Affiant." The affiant's capacity, when a partner or officer of a corporation, should be inserted on the line marked "Capacity." The representative of the Proposer should sign his or her individual name at the end, not a partnership or corporation name, and swear to this affidavit before a notary public, who must attach his or her seal.

State of _____, County of _____	
I, _____, being first duly sworn, do hereby state that <div style="text-align: center; font-size: small;">(Name of Affiant)</div>	
I am _____ of _____ <div style="display: flex; justify-content: space-around; font-size: small;"> (Capacity) (Name of Firm, Partnership or Corporation) </div>	
whose business is _____	
and who resides at _____	
and that _____ <div style="text-align: center; font-size: small;">(Give names of all persons, firms, or corporations interested in the bid)</div>	
is/are the only person(s) with me in the profits of the herein contained Contract; that the Contract is made without any connection or interest in the profits thereof with any persons making any bid or Proposal for said Work; that the said Contract is on my part, in all respects, fair and without collusion or fraud, and also that no members of the Board of Trustees, head of any department or bureau, or employee therein, or any employee of the Authority, is directly or indirectly interested therein.	
_____ Signature of Affiant	_____ Date
Sworn to before me this _____ day of _____, 20____.	
_____ Notary public	_____ My commission expires
Seal	

CER 5.3 Buy America Certification

The bidder must submit to Mountain Rides Transit Authority the appropriate Buy America certification below with its bid. Bids or offers that are not accompanied by a completed Buy America certification will be rejected as nonresponsive.

In accordance with 49 C.F.R. § 661.12, for the procurement of rolling stock (including train control, communication, and traction power equipment) use the following certifications:

Certificate of Compliance with Buy America Rolling Stock Requirements

The bidder or offeror hereby certifies that it will comply with the requirements of 49 U.S.C. 5323(j), and the applicable regulations of 49 C.F.R. § 661.11.

Date: _____

Signature: _____

Company: _____

Name: _____

Title: _____

Certificate of Non-Compliance with Buy America Rolling Stock Requirements

The bidder or offeror hereby certifies that it cannot comply with the requirements of 49 U.S.C. 5323(j), but may qualify for an exception to the requirement consistent with 49 U.S.C. 5323(j)(2)(C), and the applicable regulations in 49 C.F.R. § 661.7.

Date: _____

Signature: _____

Company: _____

Name: _____

Title: _____

CER 6. Other Certifications

CER 6.1 NOTICE OF AWARD

By execution below, Mountain Rides Transportation Authority accepts Proposal from _____
as outlined on the attached RFP Form.

Contracting officer: _____

Authorized signature

Date

SECTION 8: RFP FORM

SEE ATTACHED EXHIBIT A

SECTION 9: APPENDIXES

Appendix A: Guidelines for Calculating Liquidated Damages

Calculation of Liquidated Damages

Cost to Retain Old Fleet

The purpose of the procurement is to replace older vehicles that are being retired. There can be two areas of damage that are additive: extra cost of maintenance and cost of purchasing or renting additional vehicles to meet fleet availability requirements.

1. **Extra cost of maintenance.** The *difference* in maintenance costs, old vehicles minus new ones, is a realistic damage, assuming that older vehicles will be continued in service for the duration and not replaced with alternative leased vehicles.
2. **Cost to obtain additional buses to meet fleet availability.** Reliability of the older vehicles is not expected to be as good as for new ones, and they can be expected to be out of service for maintenance or repair for longer periods than new ones. Therefore, additional vehicles may be needed to ensure that required service on routes is met.

Increased Contract Administrative Costs

Delays in delivery will increase the period that the Contract must be administered and possibly increase the effort or waste the effort of in-house staff to take delivery and acceptance.

1. **Increased Contract period.** The amount of the damage can be calculated as the average daily cost of Contract administration, apart from any technical services.
2. **Increased technical services.** Technical services for in-plant inspection and to assist in taking delivery and acceptance will have been budgeted consistent with the Contract schedule. The extra budget for these services could be determined as a daily rate.

Fines

Damages may include fines for which a court has already imposed or can be expected to be imposed on the Procuring Authority not meeting required emission (noise or air quality) reductions or features mandated by the Americans with Disabilities Act. Include this element only if the Agency can prove its vulnerability for such fines and a purpose of the procurement is to comply with such laws or ordinances.

Fuel Consumption

If the new vehicles are expected to consume less fuel per passenger capacity, then the difference in fuel consumption costs per day may be included.

Appendix B: Evaluation Criteria

A. Evaluation/Selection Committee

An Evaluation/Selection Committee (Committee), which may include MRTA staff, and possibly one or more outside experts, will review and screen the Proposals submitted according to the pre-established criteria as set forth below.

B. Evaluation Process

Following receipt of the Proposals, the Proposals will be evaluated for compliance with the following minimum requirements. Those Proposals that do not evidence compliance may not be considered beyond the preliminary review.

Minimum Requirements

- The Bidder must be a dealer representing an existing vehicle manufacturer
- The Proposal must be for a minimum 15 passenger vehicle.
- The proposed vehicle must meet the minimum specifications listed in **Section 6 Technical Specifications**.

Proposals found to be compliant with the minimum qualifications will then be evaluated to determine those Proposals that represent technically acceptable offers.

Proposals will be evaluated using the following principal selection criteria:

1. **Product design, performance and serviceability (0-20 points):** The information provided by the Bidder will be utilized to evaluate the Proposal in relation to this factor. Vehicle construction and system design, as well as documented reliability, may be used in this evaluation, as well as other design and performance elements. At a minimum, test results, safety and maintenance factors, and cost of normal operation for the vehicle design and system components, may be considered in determining a final value for this factor.
2. **Delivery schedule (0-10 points):** The Committee will review the proposed delivery schedule for the Agency's minimum purchase. Delivery times, with evidence that the timing can be accomplished, may receive higher points for this category.

3. Cost Proposal Evaluation (maximum of 20 points)

As described below, the proposed cost as submitted by the Bidder on the Agency's form will be assigned a maximum of 20 points. The Contractor is *required* to use the Agency's form, without alteration, for submittal of its cost Proposal. *Please DO NOT use your own forms.*

The cost will be evaluated in the following manner:

1. Cost Proposal Criteria (0-20 points)

- a. The Cost Proposal criteria will be based on the "**TOTAL PROPOSED PRICE**" shown on the RFP Form.

- b. The lowest average Cost Proposal will receive 20 points. Every other Proposal previously found to be in the Competitive Range will be given points proportionately in relation to the lowest price. This point total will be calculated by dividing the lowest price by the total price of the Proposal being evaluated and the result multiplied by the maximum weight for price (20 points) to arrive at a Cost Proposal score.

Example: $\text{Lowest Proposed Price} / \text{Bidder's Proposed Price} \times 20 = \text{Proposal Score}$

The application of the above formula will result in a uniform assignment of points relative to the criterion of price.

C. Evaluation Methodology

The maximum number of points achievable in each of the aforementioned areas is as follows:

- **Product design, performance and serviceability:** 20 points
- **Cost proposal:** 20 points
- **Delivery schedule:** 10 points

TOTAL POSSIBLE POINTS: 50

The Agency may require clarifications or oral interviews with Bidders. Discussions may also be held with Bidders to determine acceptability of proposed Deviations and/or to address deficiencies and weaknesses of the Proposal. See “Agency Rights” for additional information.

The Agency does not anticipate negotiation of price offers. The award will be made to the Bidder that whose Proposal conforms to solicitation requirements and is judged to be most advantageous to the Agency, when price, delivery date and other design, performance and serviceability factors are considered.

The Agency is equally concerned with obtaining technical features as with making an award at the lowest overall price to the Agency. However, the Agency will not make an award at a significantly higher overall cost to the Agency to achieve slightly superior technical features.

The Agency reserves the right to reject any or all Proposals, to waive informalities or irregularities to the extent permitted by law in any Proposal received, and to be the sole judge of the merits of the respective Proposal received.

The award will be based upon various design, performance and serviceability factors SOME of which are listed below and may not necessarily be made to the lowest-price Bidder. Minimum vehicle performance requirements

- Maintainability
- Proposed operating cost and reliability
- Emissions
- System safety provisions
- Technical support

The primary sub-criteria under each factor are the following:

- **Maintainability:**
 - Maintainability of the proposed powerplant
 - Maintainability of proposed component parts
 - Maintenance requirements
 - Skills needed to perform maintenance Work
 - Required special equipment, tools or maintenance facility requirements that must be implemented to maintain the vehicles
 - Proposed diagnostic equipment needed to maintain the vehicles
 - Proposed “built-in” diagnostic equipment, if offered
 - Reasonableness of proposed scheduled maintenance requirements
 - Proposed spare parts package required to support the schedule maintenance and replacement of major components
- **Proposed operating costs and reliability:**
 - Expected reliability and service life of major proposed components
- **Projected emissions of the vehicle**
- **System safety provisions:**
 - Proposed safety features
 - Knowledge of state codes and regulations affecting vehicles
 - Vehicle code changes required for the vehicle to legally operate in the state, if any
- **Technical support:**
 - Identification of proposed parts and service center
 - Service center staffing and qualifications
 - Availability of electronic maintenance documentation and comprehensive plan for providing technical updates for the life of the proposed vehicles
 - Proposed availability of spare parts, including methodology for storing parts locally and for expediting needed parts
 - Proposed training plans and instruction program
 - Proposed diagnostic equipment required to maintain the vehicles
 - Provision of advanced features such as wireless self-diagnostics and/or database management.

D. Certifications

The certifications will be reviewed for proper execution and responsiveness.

E. Period for Acceptance

The Proposal shall be valid for 30 calendar days from the date stipulated in the RFP for receipt of Proposals. If this offer is accepted within that time period, the Bidder agrees to furnish all vehicles as stipulated in the RFP and in any accompanying amendments.

Appendix C: Sample Assignment of an Option to Purchase Agreement

Mountain Rides Transportation Authority, "Assignor", hereby assigns to _____ of _____, "Assignee", its option to purchase from, "Seller", _____ van pool van ("Option Vehicles") at a price and under the terms and conditions contained in Assignor's Contract No. [Insert Contract number], dated with Seller ("Contract").

Such option commenced, per terms of Contract, on _____, and may be exercised at any time on or before _____.

With respect to the Option Vehicles assigned hereunder and this Assignment, Assignee agrees to perform all covenants, conditions and obligations required of Assignor under said Contract and agrees to defend, indemnify and hold Assignor harmless from any liability or obligation under said Contract. Assignee further agrees to hold Assignor harmless from any deficiency or Defect in the legality or enforcement of the terms of said Contract or option to purchase thereunder. Assignee agrees and understands that Assignor is not acting as a broker or agent in this transaction and is not representing Seller or Assignee, but rather is acting as a principle in assigning its interest in the above-referenced option to purchase the Option Vehicles under the Contract to Assignee.

Assignee hereby unconditionally releases and covenants not to sue Assignor upon any claims, liabilities, damages, obligations or judgments whatsoever, in law or in equity, whether known or unknown, or claimed, which they or either of them have or claim to have or which they or either of them may have or claim to have in the future against Assignor, with respect to the Option Vehicles or any rights whatsoever assigned hereunder.

Dated this _____ day of _____, 2018__

Assignor

Assignee

I hereby accept and approve the terms of this agreement and agree to hold Assignor harmless from any further liability or obligation under our agreement.

Seller

Appendix D: Protest Form

MOUNTAIN RIDES TRANSPORTATION AUTHORITY PROTEST FORM

DATE:

RPF #:

PROTESTOR:

Address:

Contact:

GROUNDS FOR PROTEST:

FACTS SUPPORTING PROTEST:

EXHIBIT A

**RFP RESPONSE FORM
One (1) 15-Passenger Van**

RFP NO. 2018 Commuter Vans

Mountain Rides Transportation Authority
800 1st Ave North
PO Box 3091
Ketchum ID 83340

RFP DUE DATE:
Please submit on or before
5PM February 15, 2018

1. Responses must be clearly marked on the outside of the sealed envelope: "RFP2018 Commuter Vans
2. All bids must be submitted on this RFP form.
3. In order to be valid, all responses must be signed.
4. No alternate bids will be accepted.
5. **All bid prices, shall include transportation charges, shipping or freight charges.**
6. Bids will remain subject to acceptance for 30 days after Bid Opening.
7. Any questions concerning this bid must be addressed to Ben Varner (208)788-7433x105.
8. Payment shall be made net 30 days of receipt of equipment.
9. No payment will be made prior to receipt of equipment and inspection for conformity to bid specifications and other bid requirements.

DELIVERY DATE _____

Total Bid Price \$ _____

Tax Identification Number

Name of Company

Signature

Title

Business Street Address

City, State, Zip

Telephone Number

ACCEPTED:
Mountain Rides Transportation Authority

BY: _____

Acceptance of this proposal constitutes a contract and is binding on both parties.

EXHIBIT A continued

BID SPECIFICATIONS

GENERAL: The following specifications describe One (1) 2017 or newer 15 Passenger Vans. **ALL SPECIFICATIONS SHALL BE CONSIDERED THE MINIMUM ACCEPTABLE.**

SECTION 6: TECHNICAL SPECIFICATIONS

ITEM		MINIMUM/REQUIRED SPECIFICATIONS	BIDDER'S SPECIFICATIONS ⁽¹⁾	BIDDER'S ACTUAL SPECIFICATIONS ⁽²⁾
1	YEAR	2017 or newer	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
2.	ENGINE	250 Horsepower, 345 Torque	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
3.	DRIVE	Two Wheel	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
4.	TRANSMISSION	Automatic	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
5.	BUMPERS	Bumper - Factory Standard includes Running Boards	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
6.	AIR CONDITIONING	Factory Standard Front (CFC Free), Factory Installed Rear with Rear Heater for Passenger Compartment	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
7.	DAYTIME RUNNING LIGHTS	Standard	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
8.	G.V.W.R	Suspension sufficient to support GVW 9000 lbs. approx..	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
9.	AXLE	Traction/Stability Control	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
10.	BRAKES	Power Four Wheel Anti-Lock	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

**Request for Proposal
RFP 2018 Commuter Vans
January 17, 2018**

11.	GAUGES	Standard	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
12.	WHEEL BASE	140 inch approx.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
13.	TIRES	Factory Standard, radial, to meet GVW, spare to be included	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
14.	Spare Tire/Wheel	Factory Standard	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
15.	WINDOWS & DOORS	Front - Power Windows & Door Locks Rear - Two (2) vertical opening with windows Side – Sliding Side Door with window OR Hinged doors with windows	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform <input type="checkbox"/> Slider <input type="checkbox"/> Hinged	
16.	AIR BAGS	Dual, Factory Installed	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
17.	SEATS	Cloth – 15 Passengers, bucket seats preferred	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
18.	STEERING	Power	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
19.	FLOORING	Factory (Front & Rear)	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
20.	RADIO/STEREO	AM/FM with CD Factory Installed or equivalent	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
21.	GLASS	Factory window tint on all windows.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
22.	WINDSHIELD WIPERS	Multi-speed Intermittent with spray washers	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
23.	MIRRORS	Outside Right/Left below eye level. Inside-one-glare day/night	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
24.	COLOR	White	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

**Request for Proposal
RFP 2018 Commuter Vans
January 17, 2018**

25.	INTERIOR	Fully Line, top, sides and floor area, factory installed. Color: Beige or Grey PREFER Center Aisle REQUIRE 53+ inches of floor to ceiling clearance	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
26.	POWER OUTLET	Standard	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
27.	DRIVER CONTROLS	Cruise Control – Tilt Wheel	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
28.	BACK UP ALARM	Standard Back Up Alarm	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
29.	KEYS	10 (Ten) complete sets	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
30.	DELIVERY	Delivery shall be completed within 120 Days After Receipt of Order.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
31.	WARRANTY	Factory Standard 5 year, 100,000 miles PREFER Extended Warranty	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
32.	WARRANTY WORK	All warranty or recall work is to be done within 180 miles of Ketchum, Idaho by the Bidder, Bidder's designee or an authorized service dealer. If the warranty work is done at a location further than 180 miles from Ketchum ID, all transportation expenses will be paid by the successful bidder	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
33.	MANUALS	Successful bidder is to provide at time of delivery: CD ROM Parts Manual and CD ROM Shop Repair Manual	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

**Request for Proposal
RFP 2018 Commuter Vans
January 17, 2018**

34.	DELIVERY AND FINAL INSPECTION	Upon delivery of the units to MRTA 800 1 st Ave N. Ketchum ID 83340, the unit will be inspected by authorized MRTA employees and all items checked off prior to acceptance. Any discrepancies with these specifications and/or accepted exceptions shall be promptly corrected by the Bidder at no additional cost to MRTA. All transportation costs shall be included in the bid price for this unit.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
35.	METHOD OF PAYMENT	Payment for the unit provided by the vendor will be made on a lump sum basis, within 30 days of acceptance, represented by the Total Bid Price. The total bid price shall include the price of all minimum specifications, transportation cost, fees, overhead, profit, and any other cost associated with the sale of the unit.	<input type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

VENDOR NOTES OR EXCEPTIONS:

Mountain Rides Agenda Action Item Summary

Date:

1/17/2018

From:

Ben Varner

Action Item:

4b. Approve change of contact form for LGIP (Local Government Investment Pool)

Committee Review:

☐ Yes ☒ No

Committee
Purview:

Finance and Performance

Previously
discussed at board
level:

☒ Yes ☐ No

Recommended
Motion:

I move to approve (or approve with changes) updating the LGIP Contact form.

Fiscal Impact:

Access to LGIP Fund

Related Policy or
Procedural Impact:

ED Authority Policy, Business Manager Job Description

Background:

This is an update to our paperwork on file with the LGIP. This is due to Jason's resignation and adds the Interim Executive Director to the file.



Ron G. Crane
Idaho State Treasurer
Idaho State Treasurer's Office

AGENCY CONTACT INFORMATION – CHANGE FORM

The completed form can be faxed, scanned and emailed or mailed to the address below.

Please complete only the areas below which need to be changed (this form will replace previous contact information on file).

Authorization shall be indicated by an original signature on the bottom of this form, **by a member of the agency's governing board** (other than the current or new Contact Person listed below). We acknowledge that we have read the LGIP Investment Statement of Understanding and LGIP Investment Policy and agree to the terms and conditions stated therein, and any subsequent changes thereto. A copy of any changes to the Investment Statement of Understanding and Investment Policy will be provided to this agency upon request.

AGENCY NAME: Mountain Rides Transportation Authority
CONTACT NAME: Ben Varner
E-MAIL ADDRESS: ben@mountainrides.org

Additional Authorized Users:

Name:	<u>Tucker Van Law</u>	Name:	
E-Mail:	<u>tucker@mountainrides.org</u>	E-Mail:	
Phone:	<u>208-788-7433, ext 102</u>	Phone:	

Remove Current Contact/Additional Users:

Name:	<u>Jason Miller</u>	Name:	
-------	---------------------	-------	--

MAILING ADDRESS: Po Box 3091
CITY, STATE: Ketchum, Idaho ZIP: 83340
PHONE: 208-788-7433 FAX: 866-554-1103

The signature below, **by an authorized member of this agency's governing board**, will hereby authorize the State Treasurer to update our account files with the above information. Applicant will include a roster of current authorized board members, on its own letterhead, with this application and will be responsible for providing the STO any future updates to this information as they occur.

This authorization is to remain in full force and effect until the State Treasurer receives notification from us of its termination in such time and in such manner as to afford the State Treasurer and depository a reasonable opportunity to act on it.

Kristin Derrig
NAME of Board Member:

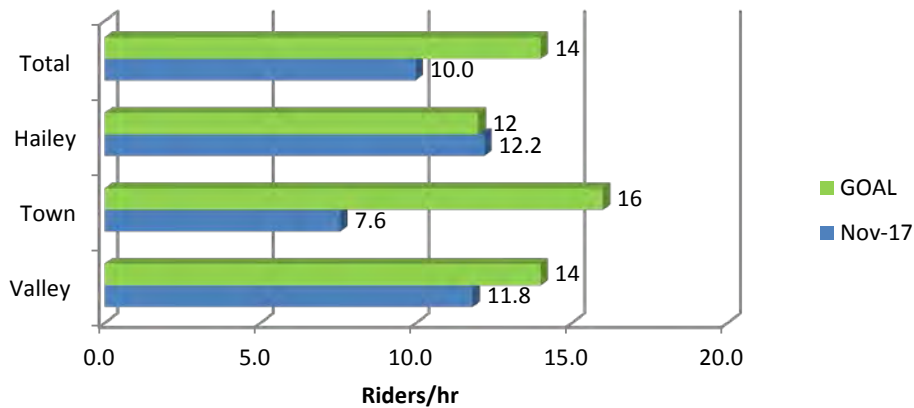
President of the Board
TITLE of Board Member:

SIGNATURE of Board Member
(authorized to act on behalf of above named agency)

1-17-18
DATE

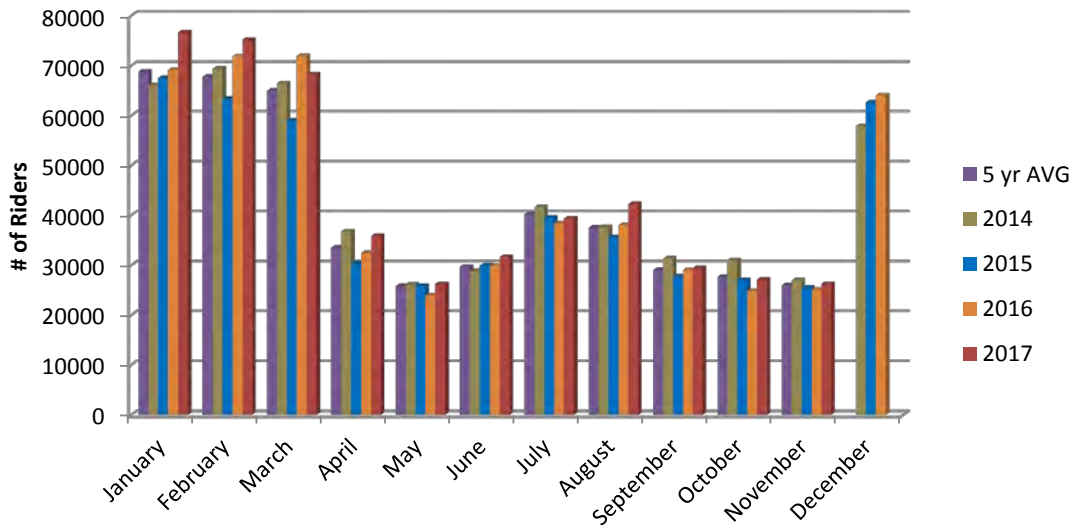
PERFORMANCE DASHBOARD - RIDERSHIP, NOVEMBER 2017

Ridership per hour



Definition: One way rides for the month divided by the number of bus revenue service hours for the month (aka productivity) - being higher than goal is good. 15 is reasonable goal for a resort-rural fixed route system.

Total Ridership by Month



2017 YTD Ridership
478528

2016 YTD Ridership
454952

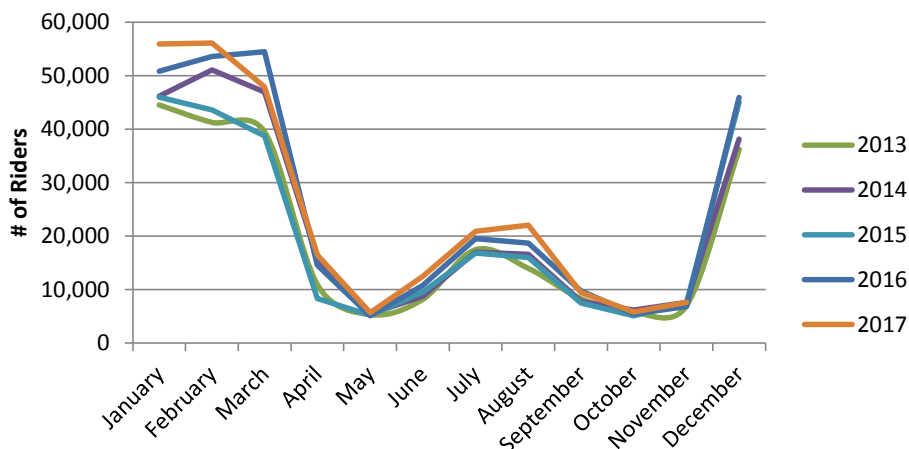
2015 YTD Ridership
431779

2014 YTD Ridership
462534

2013 YTD Ridership
425,891

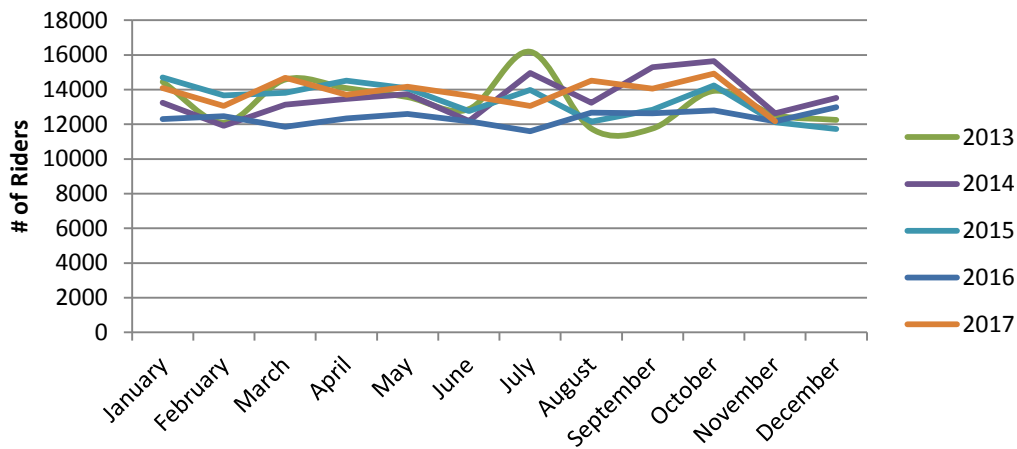
Definition: Monthly ridership compared with one year ago, two years ago and the 5 year average.

Town Routes

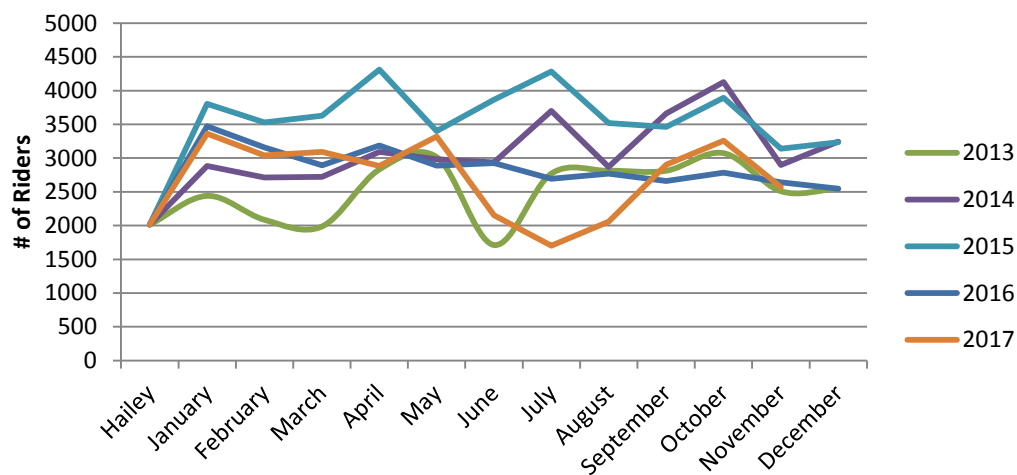


PERFORMANCE DASHBOARD - RIDERSHIP BY ROUTE, NOVEMBER 2017

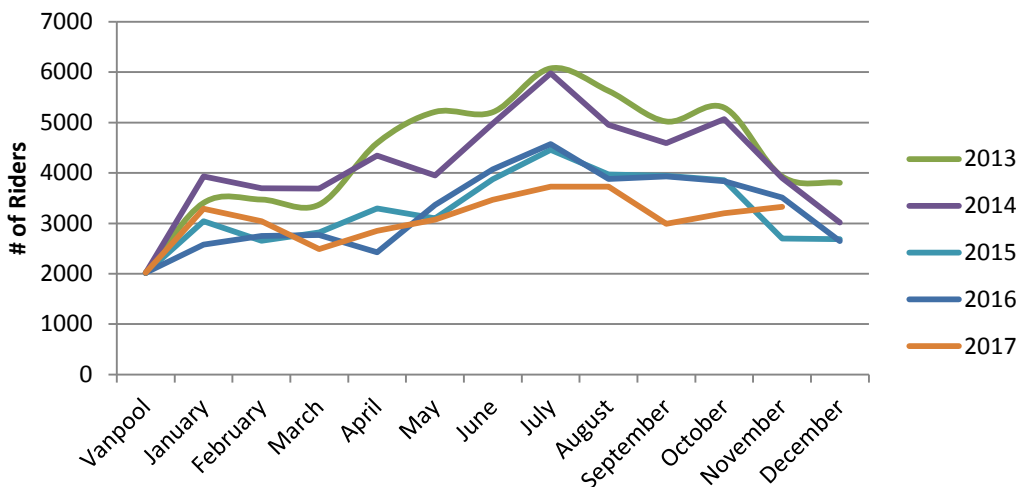
Valley Route



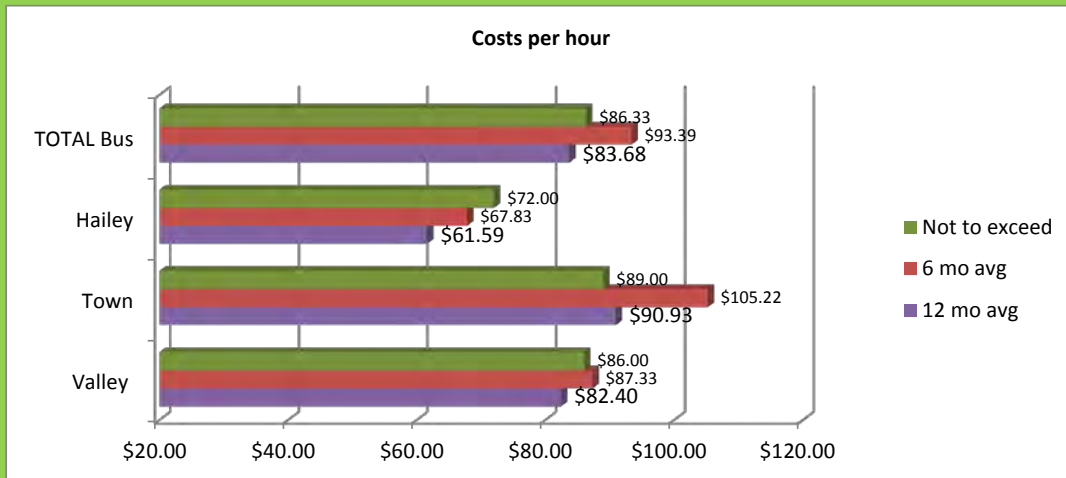
Hailey Route



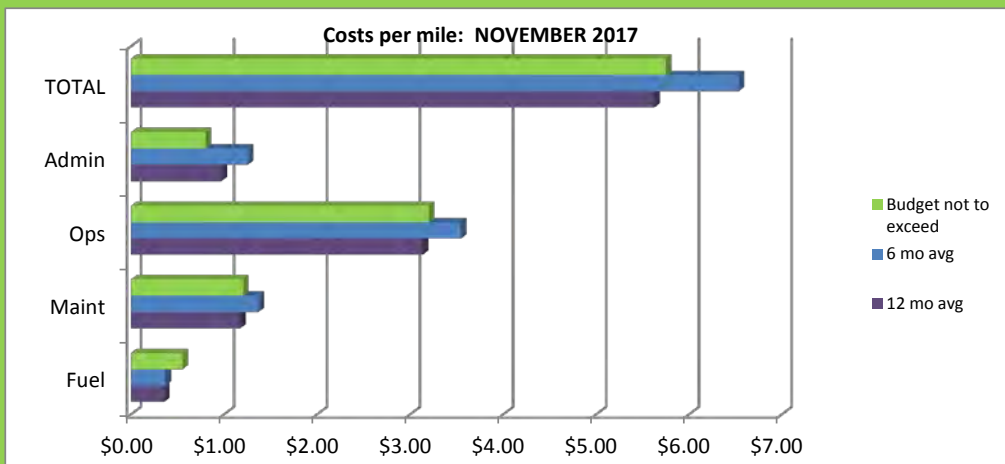
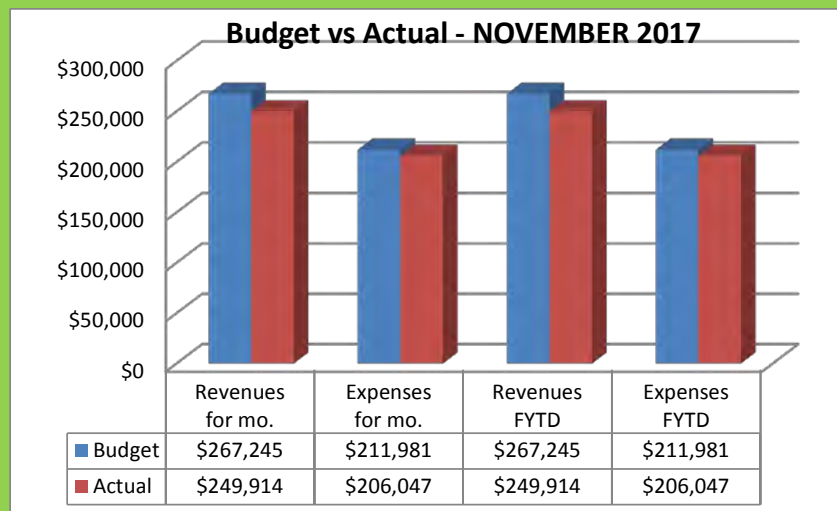
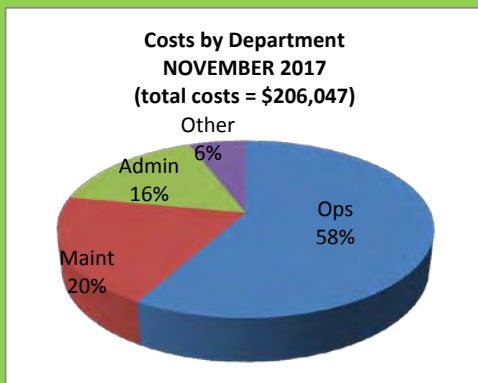
Vanpool



PERFORMANCE DASHBOARD - FINANCIAL, NOVEMBER 2017

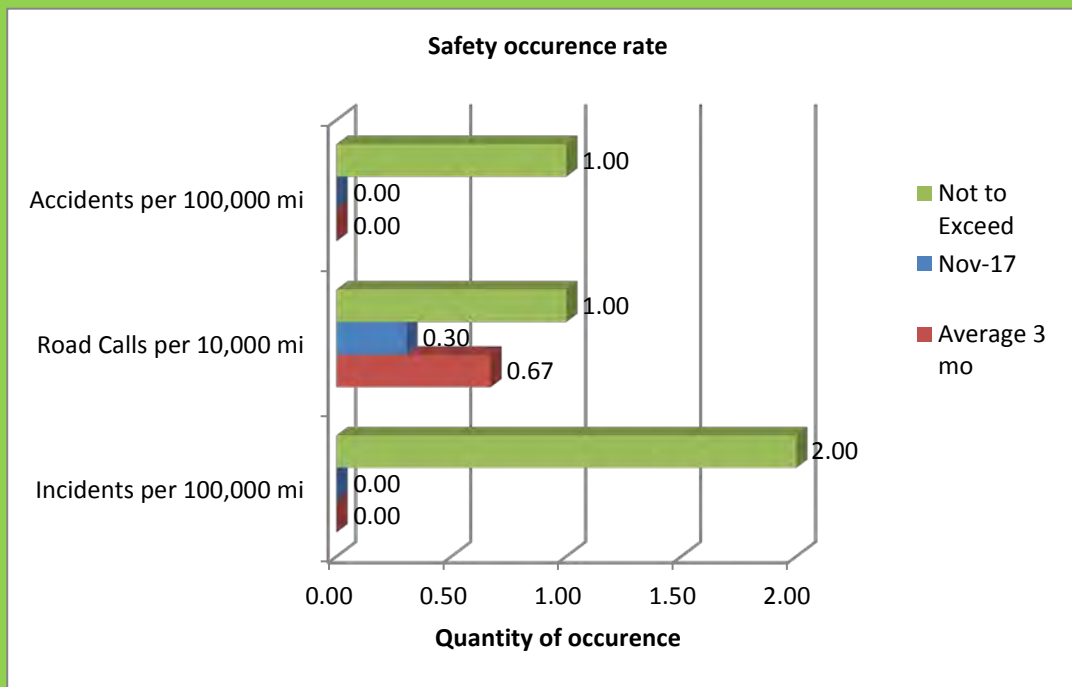


Definition: Monthly costs divided by the number of bus revenue service hours operated for the month. Being lower than goal is good. Monthly numbers are compared to 6 and 12 month averages in order to give a longer time period for reference (monthly fluctuations can be great).



Definition: Costs for services are taken in total for the month and then divided by the mileage operated for the month. Costs are also calculated for each department to show the contribution to costs per mile. The budget is established based on historical averages and what is reasonable on a statewide basis for a rural fixed route system.

PERFORMANCE DASHBOARD - SAFETY, NOVEMBER 2017



Definition: This is the rate at which these safety related items are happening at a rate that is consistent with industry

Safety	Sep-17	Oct-17	Nov-17
Incidents	0	0	0
Accidents	0	0	0
Road Calls	2	0	2

**MAINTENANCE DAYS WITHOUT
A LOSS TIME ACCIDENT OR
INJURY: Current **1467****

Incident is defined as an event that involved a minor collision, injury or altercation that may have caused physical damage or injury (less than \$200) to MRTA property or persons only. No outside parties involved.

Accident is defined as an event that caused damage to one or more MR vehicles or property in excess of \$200 OR damage to vehicles, property or persons unrelated to MRTA in any amount.

Road Call is defined as a vehicle that is taken out of revenue service because of a need for unscheduled maintenance.

Mountain Rides Staff Report

Date: 1/17/18

Staff Member: Mike Knudson

Department: Operations

Department Highlights from the Previous Month:

Total ridership for the month was 58,922 down 8% from last December's 64,087
Blue was at 23,340 down 8% from 25,322 from last winter's record setting season
Bronze carried 714
Galena 170 Up from 101
Silver had 14,943 riders down from 17,390 last December

Progress on projects/initiatives:

Christmas week went well. Now we are settling into normal winter mode (if there is such a thing as that). Staffing levels are good, hired a driver with a CDL and lots of experience in public transit driving. She is progressing well.

No collisions or incidents reported.

Report is that the New Flyer handles very well in the snow.

Challenges/ Opportunities:

Training and coaching continue. Safety awareness also continues now that we have some snow.

Signing up for Route Match User's conference end of March.

Mountain Rides Staff Report

Date:

1/17/2018

Staff Member:

Kim MacPherson

Department:

Marketing and Outreach

Department Highlights
from
the Previous Month:

The ridership highlight for 2017 is that we had our best year ever:
536,219 riders!

Progress
on projects/initiatives:

I am working on a plan to reach out to all the non-profits in the valley and let them know we have the bus scholarship fund available.

Ads have been placed in:

Buena Vista phone book, Local Favorites, Boulder Mountain Tour brochure, Sun Valley SUNS brochure and the Chamber guide.

We also have 3 posters at the airport (see attached) and Galena rack cards have been dispersed.

Challenges/
Opportunities:



Mountain Rides Staff Report

Date:

1/17/18

Staff Member:

Michael David

Department:

Bicycle Pedestrian Programs

Department Highlights from the Previous Month:

Worked with Bellevue, Hailey, Carey, Ketchum and Blaine County to submit grants for pedestrian infrastructure. These grant funds were created by the State Legislature from the surplus fund for a one-time grant for projects that would improve safety by completing or maintaining pedestrian facilities used by children.

Progress on projects/initiatives:

Retrieved and stored bike share bikes for the winter.

Working with BCRD's Jim Keating on presentations to give to SV City Council and Ketchum CC to present ideas for legislation to allow ebikes on the bike path in all jurisdictions. The city of Boise just passed an ordinance allowing ebikes on its paved pathways and the state legislature will be considering a bill allowing ebikes on paved pathways across the state. Hope to have all cities and Blaine County adopt ordinances with similar language by springtime.

Planning for Bike/Walk to School day in May has begun

Challenges/ Opportunities:

Mountain Rides Staff Report

Date:

1/17/18

Staff Member:

Ben Varner

Department:

Maintenance and Facilities

Department Highlights
from
the Previous Month:

The Maintenance and Facilities team continues to have a great Peak Season. Everyone pulled together during the holidays to keep everything running on time. The mechanics worked overtime one evening to get a bus ready for the next day.

Progress
on projects/initiatives:

The Ketchum remodel project is finished after many up and downs. Everyone is enjoying the spruced up space and new furniture. We're very excited to have a nicer place for our folks to have lunch, dinner and take breaks. The behind the scenes network and HVAC upgrades that were done as part of the project are working out very well, too.

Challenges/
Opportunities:

Our new bus has had some engine (Cummins) specific sensor issues. Due to our remote location, warranty work can be a challenge with Techs coming out of Boise or Twin Falls, especially over the holidays. The bus manufacturer got involved and pushed the OEM to get to our shop in a more timely manner, which was helpful.

Mountain Rides Staff Report

Date: 01/17/2018

Staff Member: Tucker Van Law

Department: Business Manager

Department Highlights from the Previous Month:

We received our 5311 Federal funding for October and November. Cash flow is now stable. Before this, cash flow was tight and I temporary borrowed from contingency to cover payroll. Contingency has been paid back and total time borrowed was less than a week.

Progress on projects/initiatives:

My focus for the upcoming weeks will be W-2s, year-end reporting, and retirement census.

Challenges/ Opportunities:

Mountain Rides Staff Report

Date:

1/17/18

Staff Member:

Ben

Department:

Administration

Department Highlights
from
the Previous Month:

Everyone has pulled together very well with Jason's departure. So far, things have been rolling along very smoothly.

Progress
on projects/initiatives:

We'll be working over the next 60 days to plan out the remainder of the Bus Stop improvement project. This will include finishing up the North Valley phases of the project and starting and completing the South Valley phases. Everything looks to be on track.

Challenges/
Opportunities:

We've had some surprise issues with our dental network. Amy at III-A has been working to have some of the local dentists added to our network.

Our first big snow day went well last Friday. All routes started out on time and we had no real delays in service. Congrats to everyone in the organization!



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, December 20, 2017, 12:30 p.m.
Ketchum City Hall Meeting Room, Ketchum, Idaho**

Board Members of the Mountain Rides Transportation Authority met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho.

PRESENT: Chair Jane Reister Conard (Sun Valley), Vice-chair Kristin Derrig (Ketchum), David Patrie (Blaine County), Grant Gager (Ketchum) (arrived late), Becki Keefer (Hailey), Joyce Fabre (Sun Valley) and Tory Canfield (at-large) and Tom Blanchard (Bellevue)

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Business Manager Tucker Van Law
Mountain Rides Maintenance Manager Ben Varner
Mountain Rides Operations Manager Mike Knudson
Mountain Rides Support Specialist Kim MacPherson
Mountain Rides Bicycle Pedestrian Program Coordinator Michael David
Peter Jensen, *Idaho Mountain Express*
Brady Workman, Dennis Brown CPAs
Michelle Griffith, City of Sun Valley city council member

1. CALL TO ORDER

Chair Jane Reister Conard called to order the meeting of Wednesday, December 20, 2017 at 12:31pm and took roll and determined that a quorum was present.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Jane Conard thanked Joyce Fabre for the mixer she had at her house. Jane also thanked Kristin Derrig for taking over the meeting last month. Jane said it has been a pleasure being the chair this past year. Jane also said that it was a surprise 2 weeks ago when Jason Miller gave his 30 day notice.

Jane presented Jason Miller with a plaque and read the inscription:

In recognition of

JASON MILLER

-for ten years of service in the creation, growth, and success of the Mountain Rides Transit Authority;

-for his astute, innovative, and visionary leadership

-for his dedication to excellence in customer service

-for his commitment to his employees and, above all, to safety

With gratitude for his service, leadership, and overall excellence and best wishes for the future,

*Board of Trustees of the Mountain Rides Transportation Authority
December 20, 2017*

Jason Miller responded that this was the “ride of his life” in so many ways. He said it has been his pleasure to lead Mountain Rides. He feels very blessed and thanked his staff and board and all the partners and the community that have helped make Mountain Rides the great organization that it’s been and he has experienced tremendous support. Jane also mentioned that an official letter of resignation had been distributed to every board member. Jane Conard read some of Jason’s letter: *It has been an honor to serve as the Executive Director of Mountain Rides for over ten years – I’ve thoroughly enjoyed it and am very proud of what we have all been able to accomplish together.*

Joyce Fabre commented that Jason has done a great job and she was happy for him. She also said that we have a great staff and board and we will keep things going.

Tom Blanchard commented that he remembered Jason being at the evolution of this group. He and Jason will do an oral interview about the history of Mountain Rides.

Tory Canfield remembered meeting with Jason and Beth when he had Wood River Rideshare. It has been amazing what you have done over the years.

Jason Miller commented that was 12 years ago in the Wood River Rideshare office.

Kristin Derrig said he was happy for him and has done an amazing job of taking board suggestions and putting them into play and making it successful.

Grant Gager arrived.

3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (including questions from Press)

Councilwoman Michelle Griffith made comments (not on behalf of the City of Sun Valley) regarding the letter from Mayor Hendricks of the City of Sun Valley regarding the new bus stop signs in Sun Valley. She asks that they have an opportunity to discuss the Mountain Rides signage in the City of Sun Valley in advance of any more signage going up. Jane Conard let her know that because winter came there will be no work done on the signs in the near future. Michelle said she looks forward to Mountain Rides letting them know with whom they should speak and that they have a chance to discuss the signs.

Michelle Griffith also wanted to comment on Mountain Rides upcoming search for the Executive Director. She supported the idea of hiring a professional search organization. Do what you need to do to hire an Executive Director.

4. Presentation: annual financial audit for FY2017, presented by Brady Workman of Dennis Brown CPAs

Brady Workman of Dennis Brown CPAs passed out the financial audit. He met with the Finance & performance committee early in the month and discussed the audit in depth. Brady mentioned that on page 1 of the audit in their opinion: “they did not make any modifications to this audit” and stated that it is considered an “unmodified audit” and that is the highest audit report that they can give. That is a good job and supported that we have a good staff in regards to the financials. He said they like to see expenses lower if the revenue is lower and that is what happened this year.

Joyce Fabre asked if there were areas of concern and Brady said there were none. Brady said to keep the policies updated and continue to be transparent which Mountain Rides is very good at doing.

5. ACTION ITEMS AND DISCUSSION ITEMS

a. Action item:

Action to approve receipt and filing of Mountain Rides FY2017 audited financial statements, as prepared by Dennis Brown CPAs

Becki Keefer made a motion to approve the receipt and filing of the FY2017 audited financial statements, as presented and prepared by Dennis Brown CPAs. Kristin Derrig seconded and the motion carried.

b. Action item:

Action to approve award of request for proposal RFP-2017-Tires-002 Van Tires to Les Schwab

Ben Varner said to note that we only received one bidder and that was Les Schwab. He said we are recommending that we take this bid for the year. Dave Patrie asked about separating out the van and tire bid and whether that encourages more companies to come forward to bid. Ben said that it does allow for more companies to come forward but this year we only received one.

Grant Gager asked about leasing tires. Valley Ride in Boise had been leasing tires for years and they are getting away from it because of dueling priorities with the companies. The magic number is 70 -100 vehicles. UTA in Salt Lake leases with Les Schwab as well. Grant asked piggy backing on local entities with the county or cities. Ben will look into it and Les Schwab is working well for us.

Joyce Fabre made a motion to award van tire purchasing to Les Schwab for 2018. Becki Keefer seconded. The motion passed unanimously.

c. Action item:

Action to approve award of request for proposal RFP-2017-Tires-001 Bus Tires to Les Schwab

Ben Varner said Les Schwab cares about safety and consider that they are part of our organization.

Tory Canfield made a motion to award bus tire purchasing to Les Schwab for 2018. Becki Keefer seconded and the motion carried.

d. Action item:

Action to approve award of fuel purchase Bid-2017-Fuel-001 to United Oil and authorize Executive Director to execute resulting contract

Ben Varner said he sent this bid out to 10-12 companies. United Oil was the sole respondent. United Oil prices the way we want and we are asking for index pricing. We are very happy with United Oil. The contract was reviewed by legal counsel. Ben Varner said we get rid of the subscription for index pricing.

Kristin Derrig made a motion to approve United Oil's bid for MRTA's 2018 Fuel Purchasing and to authorize the Executive Director to execute the MRTA fuel contract. Dave Patrie seconded. The motion passed unanimously.

e. Action item:

Action to recommend Executive Director and board chair to sign and complete endorsement for uninsured and underinsured as excluded coverage in ICRMP insurance policy

Jane Conard said this was discussed in the Finance and Performance committee.

Jason Miller said this was reviewed and discussed with the board at that time and thought it was important to bring in front of the board again. This is standard practice according to ICRMP to not provide the coverage. Our premiums are around \$110, 000 and to add this would add about \$30-40,000 to the premium.

Tory Canfield asked for a summary about what this means.

Jason Miller said if there was an at-fault collision for Mountain Rides, we are covered regardless. If Mountain Rides was not at-fault and an uninsured or under-insured motorist caused damage to a vehicle or injuries, those would have to be covered by an individual's insurance company or going after that driver in the court system. There would not be coverage in place for that situation.

Tom Blanchard asked about history with this type of issue.

Jason Miller replied that it's been very good with low claims. Passengers in a bus are protected by the size of the vehicle in a lot of cases.

Joyce Fabre asked if we had legal exposure if a passenger on the bus is injured by a driver ruled to be at-fault. Jason Miller said there is none but that doesn't stop someone from bringing a suit or claim against Mountain Rides but we could defend ourselves. Our legal counsel said we could be successful in that defense but there would be a cost to that.

Tucker Van Law said it is not a requirement that we have this insurance.

Jane Conard said after talking about this in the Finance & Performance meeting that ICRMP is not doing this kind of underwriting.

Dave Patrie asked about the risk in not carrying this coverage. Tucker Van Law said our legal counsel said this is a "frivolous suit" which equals some risk.

Tom Blanchard asked about having a reserve for this kind of issue. Jason Miller said we self-insure to some degree and we do have a contingency fund.

Joyce Fabre moved to have the Executive Director and Board Chair sign and complete endorsement and waiver for uninsured and under-insured as excluded coverage in ICRMP insurance policy. Kristin Derrig seconded. The motion passed unanimously.

f. Action item:

Action to approve declaration of Bus 24 as surplus property, pending ITD authorization

Ben Varner stated this is part of the continued disposal of buses and paring down the fleet. This bus was on the Hailey route and airport route and is as close to a lemon as you can get.

Ben also said thank you to Grant Gager for the information about the Public Surplus website.

Becki Keefer asked about what happens if no one buys the bus. Ben Varner said we would work with ITD regarding disposal options and possibly training opportunities.

Dave Patrie made a motion to declare MRTA Bus 24 as surplus property. Becki Keefer seconded and the motion carried.

g. Action item:

Action to approve destruction of records that are older than applicable retention thresholds, per Mountain Rides policy

Tucker Van Law said we are looking for approval to destroy documents that are old and we are running out of space.

Tory Canfield asked about the personnel files.

Tucker Van Law responded that we would always have some record of all employees. Tory asked if it was beneficial to destroy the documents after 5 years. There is some history there for future staff.

Jason Miller responded that there needs to be some clarification for the personnel section of this policy. Jason suggested approving this item with personnel files exempted from this year's destruction until it can be reviewed.

Jane Conard thought this should be reviewed by legal counsel and Tucker Van law confirmed this.

Tom Blanchard asked how would you know what was being destroyed and asked if there was a record.

Tory Canfield suggested that since we are in a transitional spot that it might be wise to hold on the documents until next year.

Dave Patrie made a motion to table this item to the next meeting in January 2018. Dave Patrie suggested having a list of documents to be destroyed for the board to approve. **Tom Blanchard seconded.**

Dave Patrie amended the motion to table this item within 90 days. Tory Canfield seconded and the motion passed unanimously.

h. Action item:

Action to nominate and elect board officers for 2018

Jane Conard stated that most officers serve a one year term and can stay in a position longer but the intent is to have the vice-chair ascend to the chair to give continuity and experience. The other officer position is the secretary.

Jane Conard recognized Kristin Derrig as the vice –chair who will go to the chair position. Next, Becki Keefer nominated Joyce Fabre to be the vice-chair. Jane Conard called for a vote which passed. Next, Joyce Fabre nominated Tory Canfield for secretary. Jane Conard called for a vote which passed.

Becki Keefer made a motion to approve the following slate of officers for 2018: Chair, Kristin Derrig, vice-chair, Joyce Fabre and secretary, Tory Canfield. Dave Patrie seconded and the motion carried.

i. Discussion item:

Discuss rescheduling strategic planning session to January 3rd or 4th from 9am-1pm

Jane Conard opened the discussion for the strategic planning session date. We would have the meeting in lieu of the committee meetings.

Kim MacPherson said with Jason Miller now leaving, we should have the meeting on Weds, Jan 3rd or Thurs, Jan 4th. And then whichever date is chosen we would have a party for Jason after the meeting.

Joyce Fabre made a motion to have the meeting on Jan 3rd at 10:30am. Tory Canfield seconded. The motion carried. Due to having the party for Jason after the meeting the group decided to move the meeting to noon. **Joyce Fabre amended the motion to have the strategic planning meeting on Jan 3rd from noon-4. Kristin Derrig seconded and the motion carries.**

j. Action item:

Action to adopt 2018 board meeting schedule for regular meetings and committee meetings

Jane Conard said as we get closer we will have to change the date of the July committee meeting due it being July 4th. This will happen as we get closer to the date.

Kristin Derrig made a motion to approve the meeting schedule for 2018, as presented. Joyce Fabre seconded and the motion carried.

k. Action item:

Action to approve addendum to Mountain Rides' check signing policy to add the Community and Customer Relations Supervisor as a check signer

Tucker Van Law said that with the resignation of Jason Miller, we are going to need another check signer and to fill in the gap during the transition we recommend the Community and customer relations supervisor, Kim MacPherson be a check signer. Tucker also stated that Kim has been with the company for 6 years and she knows the company and the vendors and is trustworthy.

Tory Canfield made a motion to approve the revised Mountain Rides Check signing Policy 103 to add the Community and Customer Relations Supervisor as a check signer. Kristin Derrig seconded and the motion carried.

The group took a 10 minute break

2:00pm the meeting came back to order

l. Discussion item:

Review and consider letter from City of Sun Valley regarding bus stop signage improvement project

Jason Miller stated that the bus stop improvement project which includes signage, lighting and shelters in a few locations, has been in the works and is 80% federally funded through the bus and bus facility program of the FTA. We have been planning this project for a year and working on it in earnest for the last 6 months. The first phase of signage was installed in the October/November time frame. This letter in particular came about when the first signs went in and concerns that originally were expressed by 2 council members of the city of Sun Valley of which one of them was the president of Sun Valley city council, Keith Saks, with concerns about the esthetics and the visual impact of the signage. The process that we followed was laid out to Mountain Rides as dictated by P&Z of Sun Valley of which we obtained the approval. The comment period came and went. We moved forward with the project. The project was also part of the budget request presentations made to the city of Sun Valley. There was inclusion of this project and signage to the city council. Jason Miller feels good about the process we had to date and the request was surprising. It is now the board's purview.

Jane Conard stated as a member of the Sun Valley city council, when this issue was added to the agenda at the meeting on Dec 7th, it was added as an agenda item and she suggested that because of all the issues we would be facing at our Dec 20th meeting that this matter be delayed. She said that Mayor Hendricks suggested a compromise to hold the situation in status quo and requested Mountain Rides not install anymore signs.

Tory Canfield asked what the concerns were about.

Jason Miller said that council members Keith Saks and Michelle Griffith have concerns about the height and the color of the posts. They thought the signs were too tall; the height has been dictated by the 'Manual of Uniform Traffic and Control Devices' which is a nationwide standard for how street signage is applied so we have the same signage throughout the country. The suggestion made was to change out the color of the white post to brown. It was also expressed to Jason it was a concern of several of their citizenry. Historically, if there was an issue he would usually hear about it from the community. Jason Miller and staff personally has had zero contact

from any individual apart from these two city council members about this project. But we have heard many positive comments about how much more visible they are, how good they look, how helpful they will be and have asked questions about lighting and benches. Not every stop will get a light or bench but yes there will be some. We tried to do as much as we could this fall to get them in the ground in the Ketchum and Sun Valley area but they will be applied in Hailey and Bellevue as well. We now have approval for a dark sky compliant solution for a light from the City of Ketchum which has the most stringent dark sky ordinance. There is more to come from this project which will enhance the passenger experience and increase community awareness and community perception.

Tory Canfield suggested that with the snow that the white will now blend in during the winter season better than a different color.

Joyce Fabre wanted to remind everyone of the facts here: Mountain Rides went through Planning & Zoning with the City of Sun Valley. Mountain Rides received approval for the signs. Jason Miller presented the information including pictures and diagrams of the signs to the city council in June 2017. We had public meetings about the project; it was in the newspaper as well. And now the federal money has been spent so it is bad timing for us to revisit this. Joyce has heard nothing but positive feedback about the signs. She rides the bus all the time, has talked to the realtors and business people and homeowners of all types in the City of Sun Valley and dozens of people tell her they really like the new signs. They like the fact that they are visible; they are good for property values because people can see where the bus stops are located. It is also a safety issue because the signs are now more visible for the drivers and they can see the passengers when they are at a bus stop. Safety is a big priority and that is one of the reasons these signs were chosen. Joyce has only heard of two people so far who don't like the look of the signs so she is not sure it is a real issue with the population of Sun Valley.

Kristin Derrig agrees with Joyce and that the conformity of the signs is one of the biggest reasons to have them. She has been asking people about the signs and has heard 99% positive feedback about how great they look and they are more aware of where stops than before. She is not sure if the brown post would really be a solution to any change.

Jane Conard stated that at this point there has not been a procedure outlined and there has not been a request from the Sun Valley city council because they (both sides: Mountain Rides Board and Sun Valley City Council) agreed to provide more time to determine what process should be taken.

Grant Gager urged the other members of the board to remember why we started this bus stop project. We started this project 6-8 months ago because we had small 8x11 signs screwed on to a stop sign at best and people didn't know where to catch the bus. He hasn't heard a single bad thing about these signs. He would urge the board to receive and file this letter, and not cede our ability and branding to the City of Sun Valley. These signs are a powerful statement of where the bus stops are the existence of this bus system. He feels strongly about moving forward, to receive and file this letter and take no action on it.

Tory Canfield said to invite collaboration and feedback. She suggested that they come to our next meeting and discuss what their concerns are.

Becki Keefer stated that she was not fine with that. She said this is really irritating. We did not come out of the blue with these signs; we had a committee, we hired landscape architects, professional designers. We (staff and board) all had an input into these signs and then we hear from one of our funding partners that they don't like the way they look. She said sorry, that's micro managing and is not willing to compromise. When she sees these signs in Sun Valley, Ketchum, Hailey, Bellevue, county wide, she feels that it is a Wood River Valley community wide

project. If they are good enough for Bellevue, Hailey, the county and Ketchum, why isn't it good enough for the City of Sun Valley? She is very frustrated and disappointed.

Kristin Derrig feels that Becki is being passionate not petty, agreed with her and asked if we were holding off on doing anything else with the signs.

Jason Miller said there is a reality of winter but that we have more information signs that we could put up. Lighting and benches are to come and Sun Valley P & Z wanted to see the final designs on lighting and wait for final approval on the dark sky compliant lighting. We would be ready to go back to the P & Z and seek approval for that lighting very shortly and we do have at least one hole that got missed on the first round.

Jason Miller said his marching orders out the door are to keep going with this project and get it done.

Tom Blanchard said he was inclined to think that private conversations might be worthwhile and not to have this kind of discussion with the City of Sun Valley at an agenda meeting. He said that may not be politic with one of our major funding partners who also cut us back last year in what seemed to be in somewhat of a mean spirit or as Becki Keefer said "a micro managerial move." A little space and private conversations might be helpful to identify some pathways to resolution. Kristin Derrig said we are biased and want to see our project finished and what the conformity represents.

Joyce Fabre was under the impression that Jason Miller already had private conversations with the two council people.

Jason Miller has had conversations with the two council people and with the mayor and the new planning and community development director. Sun Valley wants to know who will be the point after Jason leaves on January 5th. Jason assumed the point persons on our board would be their appointees to the board and then the staff point person would be the interim executive director. Dave Patrie said let's look at what we have here: the letter asks us to do one thing which is to not put up any more signs.

Jason Miller said there is one more place on Morning star and three more on Sun Valley Company property and they are in the boundaries of Sun Valley but not in the public right-of-way.

Dave Patrie stated from a macro perspective, we are dealing with things we cannot change. Ketchum is Ketchum and Sun Valley is Sun Valley. We can explain as much as we want and they are still going to say "we like brown better than white." Maybe the snow will change their minds; maybe in summer they are brown and in winter they are white. There is some acknowledgement here that we went through their process and got approval and doesn't know what their concerns and potential solutions might be. The height is dictated by sign standards and seems like it is non-negotiable to him. They can get their street department involved and we can verify that then. So maybe we are looking at the color of the sleeve and if they are willing to pay for it or do we want to make a big issue about this with a funding partner. How much brain damage does he want to give himself if this doesn't cost Mountain Rides anything? He is not talking about changing the sign at all. It seems like the color of the post is the issue. If their street department wants to pay for sleeve and change them out, it seems like it is on them.

Tory Canfield agrees and said it's important to have that discussion maybe we should let them present to us at our board meeting with more information and we will listen and meet the needs of their community as well. Whether or not Mountain Ride changes anything, that would be after a process.

Joyce Fabre did say that Sun Valley did change one of the posts out by city hall to a brown post and then changed it back. Joyce thinks it looks like a floating orb and makes the sign less visible.

Jayce asked: "If we were to allow these posts to be changed what would happen to the federal money?" Do we have to pay it back?

Jason Miller said the sleeves are powder coated not sure if it can be re-powdercoated another color. And if they are paid for another way, then we could reuse the posts ahead of the next order. They could buy new posts to the height they want. This would then not jeopardize the grant funding and the asset ownership which is 80% federal. The ability to not put the new style signage and not have on Sun Valley Company property is of concern immediately so maybe to have a response for public right-of-way versus not public right-of-way in terms of Mountain Rides board response to this particular letter.

Dave Patrie wrapped up his thoughts by saying the stops are supposed to be visible. He is onboard saying that we don't do anything in the Sun Valley public right-of-way but we can work with Sun Valley Company to get more signs in on Sun Valley company property.

Jason Miller said we will place an order for 30-40 for spring installations, largely in Hailey and Bellevue. There are 6 spots within the city of Ketchum that we didn't get to. The remaining 4 that we didn't get to are earmarked for Sun Valley with 3 being on Sun Valley property.

Grant Gager appreciated the idea of cooperation and has a problem with delaying the project to a date uncertain. This is our brand and feels strongly about changing the color of the sign. He would like to stick with his advice to receive and file this letter.

Dave Patrie made a motion to amend the agenda to add an action item to the agenda. Becki Keefer seconded. Ben Varner said that with the next 90 days we are not going to have a lot of time to work on this project but can work on the Sun Valley property signs. Becki Keefer said we should acknowledge the letter and we are working on it. **The motion passed. Grant Gager opposed.**

I-a. Action item:

Mountain Rides board directs staff to respond to letter from the City of Sun Valley

Dave Patrie moved that the Mountain Rides board directs staff to respond to the letter from the City of Sun Valley in the following manner: to agree to not place any more signage in the City of Sun Valley right-of-way until the Mountain Rides Board of Directors meeting in February and to let the City of Sun Valley know that we will entertain a proposed solution presented by the city in that time at which point if nothing has been received, we will continue with our approved plan. Becki Keefer seconded. Tory Canfield said she doesn't like the term "solutions" because there aren't any problems currently. She instead would be open to hearing their feedback.

Dave Patrie suggested that they come and say this is what we want you to do so we can say yes or no.

Grant Gager pointed out that will put us in the critical path in February when they come back with brown posts and going to our third largest funding partner and saying no. It put us in a precarious position.

Becki Keefer said we chose those fixtures according to safety for both drivers and passengers and our branding and if the city does not hear that then they are not hearing it.

Dave Patrie said ignoring it will give us the same amount of risk.

Grant Gager said we should receive and file.

Tory Canfield suggested saying thank you to your feedback.

Joyce Fabre said to explain why we chose what we did for the signs and that we need to continue installing the signs on Sun Valley company property.

Tom Blanchard would like to strike the last line of the motion: "we will continue with our

approved plan.” He also would like to know whether Sun Valley Company backs our plan. Joyce Fabre said she would say we will take your concerns and would like to know what they are and start a dialogue.

All board members opposed the motion.

Joyce Fabre moved that we respond to the letter from the City of Sun Valley stating that we want to understand their concerns about the signs and we want to start a dialogue about it and we will continue on with the project because it is almost complete in the right-of-way parts of Sun Valley. Grant Gager seconded.

Tom Blanchard amended the motion to add: Due to our scheduling, resignation of our Executive Director and that process and weather concerns we will not be installing posts in the Sun Valley right-of-way until after the February meeting. Becki Keefer seconded the amendment.

Jason Miller stated that some of the posts don’t have the information signs and he suggested we have the ability to put those up.

Kristin Derrig said we should state our reasons why we picked these signs in the letter.

The board said they trusted Jason Miller to write a good letter.

The motion carried. Grant Gager opposed.

m. Action item:

Action to approve updated Executive Director Job description

Jason Miller stated that Jane Conard wanted him to update the job description.

Grant Gager said it is a good looking job description. For him transit operating experience is the number one qualification for the next executive director.

During the last time we were looking for a director, Tory Canfield asked how many applicants we received.

Michael David said we didn’t have a lot of candidates last time.

Jason Miller said Ben Varner and Tucker Van Law came from the private sector. Adding “in a closely related field” would allow for more flexibility.

Joyce Fabre said to keep focus on what’s important for this job.

Tom Blanchard said to attract candidates that we should put the whole salary range on the job description.

Jason Miller agreed that that would be a good change for the job description.

Tory Canfield said to add “bicycle-pedestrian alternative modes” as part of the executive director’s goals.

Jason Miller said you see two very different types of people in his position: one has been a driver and come up through the ranks and one has been an administrator and has not driven a bus.

Driving is not necessarily part of the role.

Tom Blanchard would hope that the effect of the executive director would reach down to the drivers and inspire all employees.

Becki Keefer made a motion to approve the updated Executive Director Job description, as presented with changes noted: adding the whole salary range, bicycle pedestrian modes, support and manage all employees, and inspire, mentor and lead all employees. Kristin Derrig seconded and the motion carried.

n. Action item:

Action to approve release of job posting and recruitment plan for the Executive Director search

Jason Miller stated there are two sides to this: what Jason will do tomorrow and up to Jan 5th

and then what will happen after the 5th. The resources and tools for this are available to get to candidates outside this area. He can bring a track record of hiring and a deeply vested interest and dedication in what it takes to do this job. He has a high degree of competence to do the hiring. Jason said “culture fit” is a very important part of fitting in this job and Jason can balance and leverage this knowledge. It is important for him to get this right and will work very diligently. Jane Conard would like to have the timeline be 90 days.

Joyce Fabre and Tom Blanchard said to leave the job posting open longer. Grant Gager suggested saying “job open until filled” and changing the application receive date to Jan 31st with the first screening. Add an asterisk to read “all dates subject to change.”

Jason Miller said the job posting would reflect the job description.

Joyce Fabre made a motion to approve the attached job posting and recruitment plan for the Executive Director search with changes, as noted. Tory Canfield seconded and the motion carried.

o. Action item:

Action to appoint special committee of the board to review Executive Director candidate applications, carry out interviews and make recommendation to the board on final candidate

Jane Conard opened it up to volunteers who want to be on the hiring committee who can commit the time, energy, passion and interest. Joyce Fabre, Grant Gager, Dave Patrie and Tom Blanchard and Kristin Derrig volunteered.

Chair Jane Reister Conard appointed the following board members to serve on the Executive Director hiring committee: Joyce Fabre, Grant Gager, Dave Patrie, Kristin Derrig and Tom Blanchard. Kristin Derrig seconded and the motion carried.

Tory Canfield left the meeting

p. Discussion item:

Review preliminary scope of work and contract for services with Jason Miller for coordination of Executive Director hiring process and interim project support

Jane Conard used a template for the agreement and asked Jason to draft the scope and payment terms.

Joyce Fabre wanted to understand going with this route: Jason Miller will be the point of contact and liaison to all candidates. There will be full visibility into his work for the board. He would be informing the committee to help choose the candidate.

Jason Miller he would like to be in person for the interviews.

Dave Patrie asked about looking at insurance and Jason Miller will look into it before the next meeting.

Becki Keefer said they all want Jason Miller to be the point for the recruitment process. He will be moving ahead as an employee and then will be hired after January 5th.

6. Executive Session per Idaho code 74-206(1)(a), to discuss hiring personnel to fill a particular vacancy

Dave Patrie made a motion to go into Executive session per Idaho code 74-206(1)(a), to discuss hiring personnel to fill a particular vacancy. Becki Keefer seconded.

Jane Conard called the roll call: Kristin Derrig, Becki Keefer, Grant Gager, Dave Patrie, Joyce Fabre and Tom Blanchard.

7. Return from Executive Session 4:50pm

a. Action item as a result of Executive Session: Appointment of Interim Executive Director
Kristin Derrig made a motion to appoint Ben Varner as Interim Executive Director with scope of authority to fulfill all the duties and responsibilities of Executive Director per Policy 201 from January 5th, 2018 until such time as a new Executive Director has been hired and started work. Joyce Fabre seconded the motion and the restated motion. Dave Patrie has a hard time adding “all” the duties of the executive director. Kristin Derrig added “with scope of authority” to the motion above. **The motion carried. Tom Blanchard abstained.**

6. Committee Reports

Planning & Marketing committee was cancelled due to lack of quorum.

Finance & Performance committee reports for December.

Committee members approved the minutes for Finance & Performance for November. Dave Patrie abstained.

7. Staff reports

- a. Dashboard performance report for October 2017
- b. Operations report
- c. Marketing and Outreach report
- d. Bike-Ped report
- e. Maintenance report
- f. Business Manager report
- g. Executive Director report

Tom Blanchard left the meeting.

8. Consent Calendar items

- a. Approve minutes for November 15th regular board meeting
- b. Receive & File October 2017 bills paid

Becki Keefer moved to approve the consent calendar. Dave Patrie seconded. The motion passed. Becki Keefer and Jane Reister Conard abstained having not been at the regular board meeting.

9. Adjournment

Becki Keefer moved to adjourn the meeting at 4:59pm. Joyce Fabre seconded and the motion carried unanimously.

Chair Jane Reister Conard

MRTA - Operations Main
Revenue & Expenditures Budget Performance
October 2017

	Oct 17	Budget	% of Budget	Oct 17	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
41000 · Federal Funding							
41200 · Federal - 5311	96,726.00	111,864.00	86.5%	96,726.00	111,864.00	86.5%	1,118,648.00
41400 · Federal - 5317	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
41600 · Federal - SRTS	2,185.33	2,500.00	87.4%	2,185.33	2,500.00	87.4%	18,000.00
Total 41000 · Federal Funding	98,911.33	114,364.00	86.5%	98,911.33	114,364.00	86.5%	1,136,648.00
43000 · Local Funding							
43100 · Local - Ketchum	44,908.33	44,908.33	100.0%	44,908.33	44,908.33	100.0%	538,900.00
43200 · Local - Hailey	5,312.50	5,312.50	100.0%	5,312.50	5,312.50	100.0%	63,750.00
43300 · Local - Bellevue	4,568.74	4,569.00	100.0%	4,568.74	4,569.00	100.0%	4,569.00
43400 · Local - Blaine County	9,898.96	9,899.00	100.0%	9,898.96	9,899.00	100.0%	118,788.00
43500 · Local - Sun Valley	21,745.84	21,745.83	100.0%	21,745.84	21,745.83	100.0%	260,950.00
43600 · Local - Sun Valley Company	0.00	4,250.00	0.0%	0.00	4,250.00	0.0%	165,750.00
43700 · Local - Other Business	500.00	500.00	100.0%	500.00	500.00	100.0%	8,000.00
Total 43000 · Local Funding	86,934.37	91,184.66	95.3%	86,934.37	91,184.66	95.3%	1,160,707.00
44000 · Fares							
44100 · Fares - Valley Cash	6,412.22	6,000.00	106.9%	6,412.22	6,000.00	106.9%	75,000.00
44150 · Fares-Airport Service Cash	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
44200 · Fares - Valley Passes	20,966.75	20,000.00	104.8%	20,966.75	20,000.00	104.8%	132,000.00
44250 · Fares- Hailey Route- Cash	716.82	708.00	101.2%	716.82	708.00	101.2%	8,500.00
44300 · Fares - Vanpool	18,464.34	17,380.00	106.2%	18,464.34	17,380.00	106.2%	158,000.00
44400 · Fares - ADA	0.00	166.67	0.0%	0.00	166.67	0.0%	2,000.00
44500 · Fares- Galena Service	0.00	0.00	0.0%	0.00	0.00	0.0%	10,372.00
Total 44000 · Fares	46,560.13	44,254.67	105.2%	46,560.13	44,254.67	105.2%	385,872.00
45000 · Revenue							
45100 · Rev - Advertising	16,100.00	16,100.00	100.0%	16,100.00	16,100.00	100.0%	72,000.00
45450 · Rev - Misc.	0.00	0.00	0.0%	0.00	0.00	0.0%	500.00
45500 · Rev - Charter/Special Event	0.00	0.00	0.0%	0.00	0.00	0.0%	10,000.00
45600 · Rev - Bike Share- Bike Swap	0.00	0.00	0.0%	0.00	0.00	0.0%	1,000.00
Total 45000 · Revenue	16,100.00	16,100.00	100.0%	16,100.00	16,100.00	100.0%	83,500.00
47000 · Private Donations							
47100 · Priv. Donation - Foundations	0.00			0.00			1,000.00
47300 · Priv. Donation - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 47000 · Private Donations	0.00	0.00	0.0%	0.00	0.00	0.0%	1,000.00
48000 · Transfers							
48400 · Transfer - Housing Fund	1,333.34	1,333.34	100.0%	1,333.34	1,333.34	100.0%	16,000.00
Total 48000 · Transfers	1,333.34	1,333.34	100.0%	1,333.34	1,333.34	100.0%	16,000.00
49000 · Interest Income	74.90	8.00	936.3%	74.90	8.00	936.3%	100.00
49800 · Excess Operating Funds	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total Income	249,914.07	267,244.67	93.5%	249,914.07	267,244.67	93.5%	2,783,827.00
Gross Profit	249,914.07	267,244.67	93.5%	249,914.07	267,244.67	93.5%	2,783,827.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance
October 2017

	Oct 17	Budget	% of Budget	Oct 17	YTD Budget	% of Budget	Annual Budget
Expense							
51000 · Payroll Expenses							
51100 · Salaries and Wages	98,497.93	106,000.00	92.9%	98,497.93	106,000.00	92.9%	1,521,000.00
51300 · FICA Expense	5,861.31	6,360.00	92.2%	5,861.31	6,360.00	92.2%	91,260.00
51350 · Medicare Tax Expense	1,370.76	1,484.00	92.4%	1,370.76	1,484.00	92.4%	21,294.00
51400 · Retirement Plan Expenses	0.00	0.00	0.0%	0.00	0.00	0.0%	100,000.00
51500 · Workers Comp Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	63,000.00
51600 · SUI Expense	603.28	1,590.00	37.9%	603.28	1,590.00	37.9%	22,815.00
51650 · FUTA Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
51700 · Medical Ins. Expense	18,226.52	18,333.00	99.4%	18,226.52	18,333.00	99.4%	220,000.00
51800 · Dental Ins. Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
51900 · Employee Assistance expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
51950 · Employee Performance Bonus	250.00	0.00	100.0%	250.00	0.00	100.0%	3,500.00
51000 · Payroll Expenses - Other	107.50	166.00	64.8%	107.50	166.00	64.8%	2,000.00
Total 51000 · Payroll Expenses	124,917.30	133,933.00	93.3%	124,917.30	133,933.00	93.3%	2,044,869.00
52000 · Insurance Expense							
52100 · Ins. - Vehicles	9,463.17	9,463.17	100.0%	9,463.17	9,463.17	100.0%	113,558.00
52150 · Ins- Deductibles/claims	0.00	0.00	0.0%	0.00	0.00	0.0%	5,000.00
Total 52000 · Insurance Expense	9,463.17	9,463.17	100.0%	9,463.17	9,463.17	100.0%	118,558.00
53000 · Professional Fees							
53100 · Accounting & Audit	956.25	830.00	115.2%	956.25	830.00	115.2%	19,000.00
53200 · IT Systems	101.25	500.00	20.3%	101.25	500.00	20.3%	6,000.00
53400 · Legal Fees	700.00	300.00	233.3%	700.00	300.00	233.3%	3,500.00
53450 · Planning/ Design	0.00	0.00	0.0%	0.00	0.00	0.0%	2,000.00
53500 · Other Professional Fees	890.50	500.00	178.1%	890.50	500.00	178.1%	6,000.00
53000 · Professional Fees - Other	0.00			0.00			
Total 53000 · Professional Fees	2,648.00	2,130.00	124.3%	2,648.00	2,130.00	124.3%	36,500.00
54000 · Equipment/ Tool Expense							
54100 · Shop Equipment/ Tools	236.00	250.00	94.4%	236.00	250.00	94.4%	6,000.00
54300 · Office Equipment	0.00	300.00	0.0%	0.00	300.00	0.0%	3,500.00
Total 54000 · Equipment/ Tool Expense	236.00	550.00	42.9%	236.00	550.00	42.9%	9,500.00
55000 · Rent and Utilities							
55200 · Utilities	1,310.20	1,300.00	100.8%	1,310.20	1,300.00	100.8%	22,000.00
Total 55000 · Rent and Utilities	1,310.20	1,300.00	100.8%	1,310.20	1,300.00	100.8%	22,000.00
56000 · Supplies							
56200 · Janitorial & Safety Supplies	752.77	750.00	100.4%	752.77	750.00	100.4%	9,000.00
56300 · Department & Office Supplies	288.81	450.00	64.2%	288.81	450.00	64.2%	5,500.00
56400 · Uniforms	260.55	300.00	86.9%	260.55	300.00	86.9%	8,000.00
56500 · Postage and Delivery	79.90	75.00	106.5%	79.90	75.00	106.5%	900.00
Total 56000 · Supplies	1,382.03	1,575.00	87.7%	1,382.03	1,575.00	87.7%	23,400.00
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maintenance	0.00	0.00	0.0%	0.00	0.00	0.0%	2,000.00
57200 · Building Repairs/Maintenance	1,595.22	1,600.00	99.7%	1,595.22	1,600.00	99.7%	12,000.00
57250 · Bus Stop Repairs/Maint	0.00	0.00	0.0%	0.00	0.00	0.0%	3,500.00
57300 · Grounds Repairs/Maintenance	0.00	0.00	0.0%	0.00	0.00	0.0%	7,000.00
57400 · Bike Share Repairs/Maintenance	0.00	0.00	0.0%	0.00	0.00	0.0%	500.00
57500 · Janitorial Services	182.00	200.00	91.0%	182.00	200.00	91.0%	6,000.00
Total 57000 · Repairs and Maintenance	1,777.22	1,800.00	98.7%	1,777.22	1,800.00	98.7%	31,000.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance
October 2017

	Oct 17	Budget	% of Budget	Oct 17	YTD Budget	% of Budget	Annual Budget
58000 · Communications Expense							
58100 · Office Phone Expense	343.74	375.00	91.7%	343.74	375.00	91.7%	4,500.00
58200 · Cell & Two-Way Mobile	870.87	875.00	99.5%	870.87	875.00	99.5%	10,500.00
58300 · Internet/Website	250.96	250.00	100.4%	250.96	250.00	100.4%	3,000.00
58400 · On-Board Vehicle Computers	13,000.00	13,000.00	100.0%	13,000.00	13,000.00	100.0%	18,000.00
Total 58000 · Communications Expense	14,465.57	14,500.00	99.8%	14,465.57	14,500.00	99.8%	36,000.00
59000 · Travel and Training							
59100 · Vehicle/Airfare	553.66	600.00	92.3%	553.66	600.00	92.3%	2,600.00
59200 · Lodging	-204.78	-200.00	102.4%	-204.78	-200.00	102.4%	2,000.00
59300 · Food/Meals/Entertainment	-49.50	-50.00	99.0%	-49.50	-50.00	99.0%	1,700.00
59400 · Training/Education	8,315.10	8,500.00	97.8%	8,315.10	8,500.00	97.8%	4,000.00
59500 · Safety Curriculum	0.00	0.00	0.0%	0.00	0.00	0.0%	2,000.00
Total 59000 · Travel and Training	8,614.48	8,850.00	97.3%	8,614.48	8,850.00	97.3%	12,300.00
60000 · Business Expenses							
60100 · Vehicle Registration Fees	0.00	0.00	0.0%	0.00	0.00	0.0%	700.00
60400 · Membership,Dues & Subscriptions	369.79	400.00	92.4%	369.79	400.00	92.4%	4,500.00
60500 · Bank Fees	26.36	40.00	65.9%	26.36	40.00	65.9%	500.00
Total 60000 · Business Expenses	396.15	440.00	90.0%	396.15	440.00	90.0%	5,700.00
61000 · Advertising							
61100 · Print Advertising	1,130.14	1,200.00	94.2%	1,130.14	1,200.00	94.2%	13,000.00
61200 · Radio Advertising	0.00	0.00	0.0%	0.00	0.00	0.0%	1,500.00
61300 · Online Advertising	158.99	160.00	99.4%	158.99	160.00	99.4%	1,500.00
61400 · Vehicle Graphics	0.00	0.00	0.0%	0.00	0.00	0.0%	5,000.00
61500 · Bus Adv. Contract	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 61000 · Advertising	1,289.13	1,360.00	94.8%	1,289.13	1,360.00	94.8%	21,000.00
62000 · Marketing and Promotion							
62100 · Info. Displays-Stop Signage	468.00	500.00	93.6%	468.00	500.00	93.6%	6,000.00
62200 · Graphic Design	279.50	300.00	93.2%	279.50	300.00	93.2%	6,000.00
62300 · Promotional Items	695.20	700.00	99.3%	695.20	700.00	99.3%	1,000.00
62400 · Customer Events and Misc.	28.88	30.00	96.3%	28.88	30.00	96.3%	1,000.00
62500 · Staff Appreciation/ Events	194.69	200.00	97.3%	194.69	200.00	97.3%	4,000.00
Total 62000 · Marketing and Promotion	1,666.27	1,730.00	96.3%	1,666.27	1,730.00	96.3%	18,000.00
63000 · Printing and Reproduction							
63100 · Copies, Passes & Flyers	360.52	400.00	90.1%	360.52	400.00	90.1%	3,500.00
63200 · Schedules, Maps & Brochures	0.00	0.00	0.0%	0.00	0.00	0.0%	10,000.00
63000 · Printing and Reproduction - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 63000 · Printing and Reproduction	360.52	400.00	90.1%	360.52	400.00	90.1%	13,500.00
64000 · Fuel Expense	17,644.68	18,000.00	98.0%	17,644.68	18,000.00	98.0%	221,000.00
65000 · Vehicle Maintenance							
65100 · Parts Expense							
65150 · Vehicle Maintenance- freight	6,357.03	2,500.00	254.3%	6,357.03	2,500.00	254.3%	2,500.00
65100 · Parts Expense - Other	6,883.87	7,000.00	98.3%	6,883.87	7,000.00	98.3%	94,500.00
Total 65100 · Parts Expense	13,240.90	9,500.00	139.4%	13,240.90	9,500.00	139.4%	97,000.00
65200 · Fluids Expense	2,087.22	2,100.00	99.4%	2,087.22	2,100.00	99.4%	18,000.00
65300 · Tires Expense	2,291.66	2,300.00	99.6%	2,291.66	2,300.00	99.6%	37,000.00
65400 · Purchased Services	260.00	300.00	86.7%	260.00	300.00	86.7%	5,000.00
65500 · Vehicle Computer/Diagnostic	0.00	0.00	0.0%	0.00	0.00	0.0%	4,000.00
65600 · Vehicle Glass/Windshield Repai	476.23	500.00	95.2%	476.23	500.00	95.2%	5,500.00
65700 · Shop Supplies	270.36	0.00	100.0%	270.36	0.00	100.0%	4,000.00
Total 65000 · Vehicle Maintenance	18,626.37	14,700.00	126.7%	18,626.37	14,700.00	126.7%	170,500.00

3:34 PM

01/05/18

Accrual Basis

MRTA - Operations Main
Revenue & Expenditures Budget Performance
October 2017

	Oct 17	Budget	% of Budget	Oct 17	YTD Budget	% of Budget	Annual Budget
69500 - Fund Transfer	1,250.00	1,250.00	100.0%	1,250.00	1,250.00	100.0%	15,000.00
Total Expense	206,047.09	211,981.17	97.2%	206,047.09	211,981.17	97.2%	2,798,827.00
Net Ordinary Income	43,866.98	55,263.50	79.4%	43,866.98	55,263.50	79.4%	-15,000.00
Net Income	43,866.98	55,263.50	79.4%	43,866.98	55,263.50	79.4%	-15,000.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance
November 2017

	Nov 17	Budget	% of Budget	Oct - Nov 17	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
41000 · Federal Funding							
41200 · Federal - 5311	167,010.00	111,864.00	149.3%	263,736.00	223,728.00	117.9%	1,118,648.00
41400 · Federal - 5317	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
41600 · Federal - SRTS	761.25	1,000.00	76.1%	2,946.58	3,500.00	84.2%	18,000.00
Total 41000 · Federal Funding	167,771.25	112,864.00	148.6%	266,682.58	227,228.00	117.4%	1,136,648.00
43000 · Local Funding							
43100 · Local - Ketchum	44,908.33	44,908.33	100.0%	89,816.66	89,816.66	100.0%	538,900.00
43200 · Local - Hailey	5,312.50	5,312.50	100.0%	10,625.00	10,625.00	100.0%	63,750.00
43300 · Local - Bellevue	0.00	0.00	0.0%	4,568.74	4,569.00	100.0%	4,569.00
43400 · Local - Blaine County	9,898.96	9,899.00	100.0%	19,797.92	19,798.00	100.0%	118,788.00
43500 · Local - Sun Valley	21,745.84	21,745.83	100.0%	43,491.68	43,491.66	100.0%	260,950.00
43600 · Local - Sun Valley Company	37,400.00	37,400.00	100.0%	37,400.00	41,650.00	89.8%	165,750.00
43700 · Local - Other Business	0.00	100.00	0.0%	500.00	600.00	83.3%	8,000.00
Total 43000 · Local Funding	119,265.63	119,365.66	99.9%	206,200.00	210,550.32	97.9%	1,160,707.00
44000 · Fares							
44100 · Fares - Valley Cash	5,162.66	6,000.00	86.0%	11,574.88	12,000.00	96.5%	75,000.00
44150 · Fares-Airport Service Cash	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
44200 · Fares - Valley Passes	9,737.50	10,000.00	97.4%	30,704.25	30,000.00	102.3%	132,000.00
44250 · Fares- Hailey Route- Cash	509.08	708.00	71.9%	1,225.90	1,416.00	86.6%	8,500.00
44300 · Fares - Vanpool	16,482.68	15,800.00	104.3%	34,947.02	33,180.00	105.3%	158,000.00
44400 · Fares - ADA	0.00	166.67	0.0%	0.00	333.34	0.0%	2,000.00
44500 · Fares- Galena Service	65.00	0.00	100.0%	65.00	0.00	100.0%	10,372.00
Total 44000 · Fares	31,956.92	32,674.67	97.8%	78,517.05	76,929.34	102.1%	385,872.00
45000 · Revenue							
45100 · Rev - Advertising	3,100.00	3,100.00	100.0%	19,200.00	19,200.00	100.0%	72,000.00
45450 · Rev - Misc.	0.00	0.00	0.0%	0.00	0.00	0.0%	500.00
45500 · Rev - Charter/Special Event	0.00	0.00	0.0%	0.00	0.00	0.0%	10,000.00
45600 · Rev - Bike Share- Bike Swap	0.00	0.00	0.0%	0.00	0.00	0.0%	1,000.00
Total 45000 · Revenue	3,100.00	3,100.00	100.0%	19,200.00	19,200.00	100.0%	83,500.00
47000 · Private Donations							
47100 · Priv. Donation - Foundations	0.00			0.00			1,000.00
47300 · Priv. Donation - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 47000 · Private Donations	0.00	0.00	0.0%	0.00	0.00	0.0%	1,000.00
48000 · Transfers							
48400 · Transfer - Housing Fund	1,333.34	1,333.34	100.0%	2,666.68	2,666.68	100.0%	16,000.00
Total 48000 · Transfers	1,333.34	1,333.34	100.0%	2,666.68	2,666.68	100.0%	16,000.00
49000 · Interest Income	102.84	8.00	1,285.5%	177.74	16.00	1,110.9%	100.00
49800 · Excess Operating Funds	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total Income	323,529.98	269,345.67	120.1%	573,444.05	536,590.34	106.9%	2,783,827.00
Gross Profit	323,529.98	269,345.67	120.1%	573,444.05	536,590.34	106.9%	2,783,827.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance
November 2017

	Nov 17	Budget	% of Budget	Oct - Nov 17	YTD Budget	% of Budget	Annual Budget
Expense							
51000 · Payroll Expenses							
51100 · Salaries and Wages	155,855.58	160,000.00	97.4%	254,353.51	266,000.00	95.6%	1,521,000.00
51300 · FICA Expense	9,303.35	9,600.00	96.9%	15,164.66	15,960.00	95.0%	91,260.00
51350 · Medicare Tax Expense	2,175.79	2,240.00	97.1%	3,546.55	3,724.00	95.2%	21,294.00
51400 · Retirement Plan Expenses	2,215.00	0.00	100.0%	2,215.00	0.00	100.0%	100,000.00
51500 · Workers Comp Expense	13,194.00	9,000.00	146.6%	13,194.00	9,000.00	146.6%	63,000.00
51600 · SUI Expense	820.74	2,400.00	34.2%	1,424.02	3,990.00	35.7%	22,815.00
51650 · FUTA Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
51700 · Medical Ins. Expense	16,858.62	18,333.00	92.0%	35,085.14	36,666.00	95.7%	220,000.00
51800 · Dental Ins. Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
51900 · Employee Assistance expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
51950 · Employee Performance Bonus	0.00	0.00	0.0%	250.00	0.00	100.0%	3,500.00
51000 · Payroll Expenses - Other	179.25	166.00	108.0%	286.75	332.00	86.4%	2,000.00
Total 51000 · Payroll Expenses	200,602.33	201,739.00	99.4%	325,519.63	335,672.00	97.0%	2,044,869.00
52000 · Insurance Expense							
52100 · Ins. - Vehicles	9,463.17	9,463.17	100.0%	18,926.34	18,926.34	100.0%	113,558.00
52150 · Ins- Deductibles/claims	200.00	0.00	100.0%	200.00	0.00	100.0%	5,000.00
Total 52000 · Insurance Expense	9,663.17	9,463.17	102.1%	19,126.34	18,926.34	101.1%	118,558.00
53000 · Professional Fees							
53100 · Accounting & Audit	911.25	9,830.00	9.3%	1,867.50	10,660.00	17.5%	19,000.00
53200 · IT Systems	135.00	500.00	27.0%	236.25	1,000.00	23.6%	6,000.00
53400 · Legal Fees	200.00	300.00	66.7%	900.00	600.00	150.0%	3,500.00
53450 · Planning/ Design	0.00	0.00	0.0%	0.00	0.00	0.0%	2,000.00
53500 · Other Professional Fees	807.00	500.00	161.4%	1,697.50	1,000.00	169.8%	6,000.00
Total 53000 · Professional Fees	2,053.25	11,130.00	18.4%	4,701.25	13,260.00	35.5%	36,500.00
54000 · Equipment/ Tool Expense							
54100 · Shop Equipment/ Tools	1,153.57	1,500.00	76.9%	1,389.57	1,750.00	79.4%	6,000.00
54300 · Office Equipment	0.00	300.00	0.0%	0.00	600.00	0.0%	3,500.00
Total 54000 · Equipment/ Tool Expense	1,153.57	1,800.00	64.1%	1,389.57	2,350.00	59.1%	9,500.00
55000 · Rent and Utilities							
55200 · Utilities	1,506.97	1,500.00	100.5%	2,817.17	2,800.00	100.6%	22,000.00
Total 55000 · Rent and Utilities	1,506.97	1,500.00	100.5%	2,817.17	2,800.00	100.6%	22,000.00
56000 · Supplies							
56200 · Janitorial & Safety Supplies	691.82	750.00	92.2%	1,444.59	1,500.00	96.3%	9,000.00
56300 · Department & Office Supplies	349.01	450.00	77.6%	637.82	900.00	70.9%	5,500.00
56400 · Uniforms	3,256.60	3,300.00	98.7%	3,517.15	3,600.00	97.7%	8,000.00
56500 · Postage and Delivery	56.35	75.00	75.1%	136.25	150.00	90.8%	900.00
Total 56000 · Supplies	4,353.78	4,575.00	95.2%	5,735.81	6,150.00	93.3%	23,400.00
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maintenance	0.00	0.00	0.0%	0.00	0.00	0.0%	2,000.00
57200 · Building Repairs/Maintenance	2,854.87	2,900.00	98.4%	4,450.09	4,500.00	98.9%	12,000.00
57250 · Bus Stop Repairs/Maint	65.00	100.00	65.0%	65.00	100.00	65.0%	3,500.00
57300 · Grounds Repairs/Maintenance	354.50	400.00	88.6%	354.50	400.00	88.6%	7,000.00
57400 · Bike Share Repairs/Maintenance	0.00	0.00	0.0%	0.00	0.00	0.0%	500.00
57500 · Janitorial Services	182.00	200.00	91.0%	364.00	400.00	91.0%	6,000.00
Total 57000 · Repairs and Maintenance	3,456.37	3,600.00	96.0%	5,233.59	5,400.00	96.9%	31,000.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance
November 2017

	Nov 17	Budget	% of Budget	Oct - Nov 17	YTD Budget	% of Budget	Annual Budget
58000 · Communications Expense							
58100 · Office Phone Expense	346.65	375.00	92.4%	690.39	750.00	92.1%	4,500.00
58200 · Cell & Two-Way Mobile	809.13	875.00	92.5%	1,680.00	1,750.00	96.0%	10,500.00
58300 · Internet/Website	250.93	250.00	100.4%	501.89	500.00	100.4%	3,000.00
58400 · On-Board Vehicle Computers	800.00	800.00	100.0%	13,800.00	13,800.00	100.0%	18,000.00
Total 58000 · Communications Expense	2,206.71	2,300.00	95.9%	16,672.28	16,800.00	99.2%	36,000.00
59000 · Travel and Training							
59100 · Vehicle/Airfare	625.00	600.00	104.2%	1,178.66	1,200.00	98.2%	2,600.00
59200 · Lodging	1,163.23	1,200.00	96.9%	958.45	1,000.00	95.8%	2,000.00
59300 · Food/Meals/Entertainment	428.08	400.00	107.0%	378.58	350.00	108.2%	1,700.00
59400 · Training/Education	-4,855.00	-4,800.00	101.1%	3,460.10	3,700.00	93.5%	4,000.00
59500 · Safety Curriculum	113.03	120.00	94.2%	113.03	120.00	94.2%	2,000.00
Total 59000 · Travel and Training	-2,525.66	-2,480.00	101.8%	6,088.82	6,370.00	95.6%	12,300.00
60000 · Business Expenses							
60100 · Vehicle Registration Fees	115.00	120.00	95.8%	115.00	120.00	95.8%	700.00
60400 · Membership,Dues & Subscriptions	698.81	700.00	99.8%	1,068.60	1,100.00	97.1%	4,500.00
60500 · Bank Fees	13.69	40.00	34.2%	40.05	80.00	50.1%	500.00
Total 60000 · Business Expenses	827.50	860.00	96.2%	1,223.65	1,300.00	94.1%	5,700.00
61000 · Advertising							
61100 · Print Advertising	934.75	1,000.00	93.5%	2,064.89	2,200.00	93.9%	13,000.00
61200 · Radio Advertising	0.00	0.00	0.0%	0.00	0.00	0.0%	1,500.00
61300 · Online Advertising	0.00	0.00	0.0%	158.99	160.00	99.4%	1,500.00
61400 · Vehicle Graphics	1,900.00	1,900.00	100.0%	1,900.00	1,900.00	100.0%	5,000.00
61500 · Bus Adv. Contract	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 61000 · Advertising	2,834.75	2,900.00	97.8%	4,123.88	4,260.00	96.8%	21,000.00
62000 · Marketing and Promotion							
62100 · Info. Displays-Stop Signage	477.86	500.00	95.6%	945.86	1,000.00	94.6%	6,000.00
62200 · Graphic Design	3,250.00	3,300.00	98.5%	3,529.50	3,600.00	98.0%	6,000.00
62300 · Promotional Items	0.00	0.00	0.0%	695.20	700.00	99.3%	1,000.00
62400 · Customer Events and Misc.	0.00	0.00	0.0%	28.88	30.00	96.3%	1,000.00
62500 · Staff Appreciation/ Events	397.12	400.00	99.3%	591.81	600.00	98.6%	4,000.00
Total 62000 · Marketing and Promotion	4,124.98	4,200.00	98.2%	5,791.25	5,930.00	97.7%	18,000.00
63000 · Printing and Reproduction							
63100 · Copies, Passes & Flyers	286.14	300.00	95.4%	646.66	700.00	92.4%	3,500.00
63200 · Schedules, Maps & Brochures	6,848.50	7,000.00	97.8%	6,848.50	7,000.00	97.8%	10,000.00
63000 · Printing and Reproduction - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 63000 · Printing and Reproduction	7,134.64	7,300.00	97.7%	7,495.16	7,700.00	97.3%	13,500.00
64000 · Fuel Expense	18,982.52	19,000.00	99.9%	36,627.20	37,000.00	99.0%	221,000.00
65000 · Vehicle Maintenance							
65100 · Parts Expense							
65150 · Vehicle Maintenance- freight	0.00	0.00	0.0%	6,357.03	2,500.00	254.3%	2,500.00
65100 · Parts Expense - Other	4,117.02	4,200.00	98.0%	11,000.89	11,200.00	98.2%	94,500.00
Total 65100 · Parts Expense	4,117.02	4,200.00	98.0%	17,357.92	13,700.00	126.7%	97,000.00
65200 · Fluids Expense	1,021.81	1,000.00	102.2%	3,109.03	3,100.00	100.3%	18,000.00
65300 · Tires Expense	4,705.52	4,700.00	100.1%	6,997.18	7,000.00	100.0%	37,000.00
65400 · Purchased Services	0.00	0.00	0.0%	260.00	300.00	86.7%	5,000.00
65500 · Vehicle Computer/Diagnostic	0.00	0.00	0.0%	0.00	0.00	0.0%	4,000.00
65600 · Vehicle Glass/Windshield Repai	340.47	400.00	85.1%	816.70	900.00	90.7%	5,500.00
65700 · Shop Supplies	559.13	0.00	100.0%	829.49	0.00	100.0%	4,000.00
Total 65000 · Vehicle Maintenance	10,743.95	10,300.00	104.3%	29,370.32	25,000.00	117.5%	170,500.00

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Accrual Basis

MRTA - Operations Main
Revenue & Expenditures Budget Performance
November 2017

	Nov 17	Budget	% of Budget	Oct - Nov 17	YTD Budget	% of Budget	Annual Budget
69500 - Fund Transfer	1,250.00	1,250.00	100.0%	2,500.00	2,500.00	100.0%	15,000.00
Total Expense	268,368.83	279,437.17	96.0%	474,415.92	491,418.34	96.5%	2,798,827.00
Net Ordinary Income	55,161.15	-10,091.50	-546.6%	99,028.13	45,172.00	219.2%	-15,000.00
Net Income	55,161.15	-10,091.50	-546.6%	99,028.13	45,172.00	219.2%	-15,000.00

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question. Please refer to
Information

Our rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	15.240%	.04175%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.990%	.05846%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
KIMBERLY MACPHERSON	9864	7,500	\$3,732.38

Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
10/20	10/20	7485620970A9K38GF	Branch Payment - Check		
10/20	10/20	7485620970A9K38HH	Branch Payment - Check	5,035.97	
			TOTAL 4856200370127790	338.97	\$5,374.94-

Transaction Summary For **KIMBERLY MACPHERSON**
Sub Account Number Ending In **9864**

10/02	10/03	24692168K2Y0X52DS	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA		
10/03	10/03	24013398N00V6RW2F	WISEGUY PIZZA PIE HAILEY ID	Conference phone	209.95
10/03	10/03	24431068MWQ1J0BTA	ALBERTSONS #0130 HAILEY ID		43.18
10/03	10/03	24767258M00016ELO	RU CONT STUDIES 732-9324700 NJ		40.20
10/05	10/05	24492158NJHEJDX2	SKI RESORT JOBS 2525549520 NC	Ben NTI Training	2,095.00
10/05	10/05	24492158NJHEMGWT9	COOLWORKS.COM 4066482380 CO	Driver West Ad	19.99
10/05	10/05	24692168N2X8E376S	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	Disputing -	139.00
10/11	10/11	24445008X00X0G3TR	USPS PO 1539500470 HAILEY ID		59.94-
10/11	10/11	24639238XS66EW2MF	MAGNETS USA 540-8573045 VA		73.25
10/12	10/12	24692168X2XED52FR	VBS*VONAGE BUSINESS 866-901-0242 GA		553.60
10/13	10/13	24430998ZBM991N9J	MSFT * E02004L3IY 800-642-7676 WA		308.01
10/18	10/18	244309994BM945HGR	MSFT * E04004M5HL 800-642-7676 WA		16.50
10/20	10/20	24610439603PVYTRV	ADOBE *ACROPRO SUBS 800-833-6687 CA		8.25
10/20	10/20	24610439603PVYV78	ADOBE *CREATIVE CLOUD 800-833-6687 CA		14.99
10/25	10/25	24224439B2Z070SMF	ATKINSONS MARKET - HAILEY ID		34.99
10/26	10/26	24492159BS167RW0L	PAYPAL *SUNVALLEYEC 402-935-7733 CA	SUED meeting fee	8.88
10/27	10/27	24445009D00ZB8G2W	USPS PO 1507000313 BELLEVUE ID		100.00
			TOTAL		\$3,732.38

KIMBERLY MACPHERSON / Sub Acct Ending In 9864

Wells Fargo News

EFFECTIVE IMMEDIATELY, THE ADDRESS YOU'VE BEEN SENDING YOUR PAYMENT TO HAS CHANGED.
PLEASE SEND ALL FUTURE PAYMENTS TO:

PAYMENT REMITTANCE CENTER PO BOX 77033 MINNEAPOLIS, MN 55480-7733

IN ORDER TO ENSURE ON TIME PAYMENTS, YOU MUST USE THIS ADDRESS FOR ALL FUTURE PAYMENTS.

Remember there are no foreign transaction fees when you make international purchases or use your card for purchases while travelling outside of the U.S. With your Wells Fargo Business Card, you can take your business anywhere around the world and have the confidence you'll get:
-No foreign transaction fees on your purchases

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01/08/18

Accrual Basis

MRTA - Operations Main

Checks Issued

As of November 30, 2017

Type	Date	Num	Name	Memo	Amount	Balance
11100 - Mountain West Checking						71,487.29
Check	11/01/2017	7153	III-A Trust	Billing Period 11/01/2017 - 11/30/2017 Health/Dental Ins	-21,078.00	50,409.29
Liability Check	11/01/2017		QuickBooks Payroll Service	Created by Payroll Service on 10/31/2017	-36,125.87	14,283.42
Deposit	11/01/2017			Deposit	750.00	15,033.42
Paycheck	11/02/2017	DD	Aguilar, Hortencia	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Andazola, Jesus	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Conlago, Maira P.	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	David, Michael	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Gray, Stuart	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Hoechtl, Gerhard	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Johnson, Mark F	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Kelly, David W	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Knudson, Michael W	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Leon, Teofilo O	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	MacPherson, Kim	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Miller, Jason M	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Nestor, Robert A	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Obland, Bryan	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Romero-Campos, Raul	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Selisch, Kurt	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Sproule, William	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Tellez, Carlos	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Uberuaga, Richard S	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Van Law, Tucker G	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Varnier, Benjamin N	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Victorino, Jose L	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Walsh, Murray S.	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	15,033.42
Paycheck	11/02/2017	DD	Wilson, Jodie L	Direct Deposit	0.00	15,033.42
Liability Check	11/02/2017	7166	Idaho Child Support Receipting	326231	-200.76	14,832.66
Paycheck	11/03/2017	7167	Torres, April L		-20.46	14,812.20
Liability Check	11/03/2017	E-pay	United States Treasury	82-0382250 QB Tracking # 387257592	-3.40	14,808.80
Deposit	11/03/2017			Deposit	885.44	15,694.24
Bill Pmt -Check	11/06/2017	7168	AlSCO		-414.60	15,279.64
Bill Pmt -Check	11/06/2017	7169	United Oil		-9,710.26	5,569.38
Bill Pmt -Check	11/06/2017	7170	Access Idaho		-130.06	5,439.32
Bill Pmt -Check	11/06/2017	7171	Cintas		-51.75	5,387.57
Bill Pmt -Check	11/06/2017	7172	Clear Creek Disposal	1327	-98.08	5,289.49
Bill Pmt -Check	11/06/2017	7173	FallLine	KAR353	-1,114.75	4,174.74
Bill Pmt -Check	11/06/2017	7174	Hawley Graphics, Inc.	Ski Racks	-1,900.00	2,274.74
Bill Pmt -Check	11/06/2017	7175	Integrated Technologies	Bus Graphics	-2.81	2,271.93
Bill Pmt -Check	11/06/2017	7176	Jackson Group Peterbilt	3551	-230.55	2,041.38
Bill Pmt -Check	11/06/2017	7177	Jane's Artifacts		-26.45	2,014.93
Bill Pmt -Check	11/06/2017	7178	Karen Thea	6/5/17 - 11/2/17 Contract Bike-Ped work	-562.50	1,452.43
Bill Pmt -Check	11/06/2017	7179	Ketchum Computers, Inc.		-101.25	1,351.18
Bill Pmt -Check	11/06/2017	7180	Kimberly L Richmond	10/16/17 - 10/31/17	-528.75	822.43
Bill Pmt -Check	11/06/2017	7181	Les Schwab	11700888	-7,350.14	-6,527.71

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Accrual Basis

MRTA - Operations Main

Checks Issued

As of November 30, 2017

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	11/06/2017	7183	Minert & Associates, Inc.		-180.00	-6,707.71
Bill Pmt -Check	11/06/2017	7184	National Benefit Services, LLC		-138.00	-6,845.71
Bill Pmt -Check	11/06/2017	7185	New Flyer of America Inc	Cust #B91761 System Training	-5,921.10	-12,766.81
Bill Pmt -Check	11/06/2017	7186	RouteMatch Software		-300.00	-13,066.81
Bill Pmt -Check	11/06/2017	7187	Superior Door Co.		-150.00	-13,216.81
Bill Pmt -Check	11/06/2017	7188	Napa Auto Parts		-1,456.49	-14,673.30
Check	11/06/2017	7182	Void	VOID:	0.00	-14,673.30
Deposit	11/07/2017			Deposit	20,000.00	5,326.70
Deposit	11/07/2017			Deposit	50.00	5,376.70
Deposit	11/07/2017			Deposit	235.00	5,611.70
Deposit	11/08/2017			Deposit	10,708.00	16,319.70
Deposit	11/10/2017			Deposit	692.10	17,011.80
Bill Pmt -Check	11/13/2017	7189	Copy & Print		-120.38	16,891.42
Bill Pmt -Check	11/13/2017	7190	AC Houston Lumber Company	16203-1	-38.34	16,853.08
Bill Pmt -Check	11/13/2017	7191	City of Bellevue'	RIDES1- 121 Clover St	-134.63	16,718.45
Bill Pmt -Check	11/13/2017	7192	City of Ketchum		-265.72	16,452.73
Bill Pmt -Check	11/13/2017	7193	Express Publishing Inc.	Acct #10004348 Newspaper Ad	-470.14	15,982.59
Bill Pmt -Check	11/13/2017	7194	GO-FER IT Express Inc.		-17.00	15,965.59
Bill Pmt -Check	11/13/2017	7195	Lawson Laski Clark & Pogue, ...		-700.00	15,265.59
Bill Pmt -Check	11/13/2017	7196	Lyle Pearson	Acct #84512	-270.99	14,994.60
Bill Pmt -Check	11/13/2017	7197	Schaeffer MFG. CO.	1140316	-472.38	14,522.22
Bill Pmt -Check	11/13/2017	7198	Atkinsons' Grocery	Acct #5805	-151.93	14,370.29
Bill Pmt -Check	11/13/2017	7199	Les Schwab	11700888	-245.10	14,125.19
Bill Pmt -Check	11/13/2017	ACH	Verizon Wireless	942013229	-68.13	14,057.06
Bill Pmt -Check	11/13/2017	7200	Gem State Welders Supply Inc.		-8.06	14,049.00
Bill Pmt -Check	11/13/2017	7201	ULINE	Customer #8077959	-98.04	13,950.96
Bill Pmt -Check	11/13/2017	7202	AmeriBen Solutions/IEC Group	INVP57646 Annual Fees Retirement Admin	-2,215.00	11,735.96
Bill Pmt -Check	11/13/2017	7203	Certified Folder Display Service...	14-0086946	-76.00	11,659.96
Bill Pmt -Check	11/13/2017	7204	City of Bellevue'	RIDES1- 121 Clover St	-75.00	11,584.96
Bill Pmt -Check	11/13/2017	7205	Clear Mind Graphics, Inc		-3,250.00	8,334.96
Bill Pmt -Check	11/13/2017	7206	GEM State Paper & Supply Co.	105020 Schedules	-98.24	8,236.72
Bill Pmt -Check	11/13/2017	7207	Idaho Transportation Dept.		-115.00	8,121.72
Bill Pmt -Check	11/13/2017	7208	Johnny G's Sub Shack		-107.35	8,014.37
Bill Pmt -Check	11/13/2017	7209	Les Schwab	11700888	-1,144.60	6,869.77
Bill Pmt -Check	11/13/2017	7210	Northern Tool & Equipment	Cust Acct #220930	-244.69	6,625.08
Bill Pmt -Check	11/13/2017	7211	River Run Auto Parts, Inc.	7025	-3.99	6,621.09
Bill Pmt -Check	11/13/2017	7212	RouteMatch Software		-800.00	5,821.09
Bill Pmt -Check	11/13/2017	7213	Tucker Van Law	expense reimbursement FTA Training Seattle	-1,467.02	4,354.07
Bill Pmt -Check	11/13/2017	7214	White Cloud Communications I...		-336.00	4,018.07
Bill Pmt -Check	11/13/2017	7215	Wells Fargo	4856200370127790 See Wells Fargo statement	-3,732.38	285.69
Deposit	11/13/2017			Deposit	105,731.66	106,017.35
Deposit	11/14/2017			Deposit	50,000.00	156,017.35
Liability Check	11/14/2017	E-pay	United States Treasury	82-0382250 QB Tracking # 523938587	-12,495.06	143,522.29
Bill Pmt -Check	11/14/2017	7217	State Insurance Fund	Policy # 495600 Worker's Comp	-13,194.00	130,328.29
Deposit	11/14/2017			Deposit	132,056.06	262,384.35
Liability Check	11/14/2017	ACH	National Benefit Services, LLC	Mountain Rides FSA	-54.04	262,330.31
Liability Check	11/15/2017		QuickBooks Payroll Service	Created by Payroll Service on 11/14/2017	-37,464.97	224,865.34
Deposit	11/15/2017			Deposit	8,660.46	233,525.80
Paycheck	11/16/2017	DD	Aguilar, Hortencia	Direct Deposit	0.00	233,525.80

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MRTA - Operations Main
Checks Issued
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Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	11/16/2017	DD	Andazola, Jesus	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Conlago, Maira P.	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Gray, Stuart	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Hoechtl, Gerhard	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Johnson, Mark F	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Kelbert, Ashley	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	David, Michael	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Kelly, David W	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Knudson, Michael W	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Leon, Teofilo O	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	MacPherson, Kim	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Miller, Jason M	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Nestor, Robert A	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Obland, Bryan	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Parker, Michael J	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Romero-Campos, Raul	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Schultz, Margaret	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Selisch, Kurt	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Sproule, William	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Tellez, Carlos	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Troncao, Austin	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Uberuaga, Richard S	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Van Law, Tucker G	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Varnier, Benjamin N	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Vega, Roberto	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Victorino, Jose L	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Walsh, Murray S.	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	233,525.80
Paycheck	11/16/2017	DD	Wilson, Jodie L	Direct Deposit	0.00	233,525.80
Liability Check	11/16/2017	7216	Idaho Child Support Receipting	326231	-200.76	233,325.04
Deposit	11/16/2017			Deposit	1,176.95	234,501.99
Deposit	11/17/2017		STO eBank	Transfer	-100,000.00	134,501.99
Check	11/17/2017	7218	Jesus Andazola - Vendor	CDL Reimbursement	-129.00	134,372.99
Bill Pmt -Check	11/20/2017	ACH	Idaho Power Acc#2204788885	Acct #2204788885	-301.08	134,071.91
Bill Pmt -Check	11/20/2017	7219	Chateau Drug & True Value Ha...	111	-4.59	134,067.32
Bill Pmt -Check	11/20/2017	7220	Davis Embroidery		-3,048.16	131,019.16
Bill Pmt -Check	11/20/2017	7221	Gillig, LLC	36869600	-326.62	130,692.54
Bill Pmt -Check	11/20/2017	7222	Kimberly L Richmond	11/1/17 - 11/15/17	-461.25	130,231.29
Bill Pmt -Check	11/20/2017	7223	L.L. Green's Hardware	422	-122.44	130,108.85
Bill Pmt -Check	11/20/2017	7224	Lawson Products, Inc.	Acc# 10140112	-5.57	130,103.28
Bill Pmt -Check	11/20/2017	7225	Les Schwab	117-00888	-778.04	129,325.24
Bill Pmt -Check	11/20/2017	7226	Lizzy's Fresh Coffee, LLC		-22.94	129,302.30
Bill Pmt -Check	11/20/2017	7227	Lyle Pearson	Acct #84512	-131.85	129,170.45
Bill Pmt -Check	11/20/2017	7228	Mason's Trophies & Gifts		-69.70	129,100.75
Bill Pmt -Check	11/20/2017	7229	Northwest Equipment Sales, Inc.		-68.75	129,032.00
Bill Pmt -Check	11/20/2017	7230	River Run Auto Parts, Inc.	7025	-34.14	128,997.86
Bill Pmt -Check	11/20/2017	7231	Rush Truck Centers	567941	-22.68	128,975.18

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Accrual Basis

MRTA - Operations Main
Checks Issued
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Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	11/20/2017	7232	Six Roblees' Inc.	64830	-337.38	128,637.80
Bill Pmt -Check	11/20/2017	7233	St Luke's Clinic - Hailey	940000328	-74.00	128,563.80
Bill Pmt -Check	11/20/2017	7234	Superior Door Co.		-342.14	128,221.66
Bill Pmt -Check	11/20/2017	7235	United Oil		-8,901.33	119,320.33
Bill Pmt -Check	11/20/2017	7236	Valley Auto Body		-200.00	119,120.33
Bill Pmt -Check	11/20/2017	7237	White Cloud Communications L...	Bus panel paint	-25.00	119,095.33
Deposit	11/20/2017			Deposit	22,204.12	141,299.45
Deposit	11/21/2017			Deposit	338.31	141,637.76
Deposit	11/21/2017			Deposit	5,983.00	147,620.76
Deposit	11/21/2017			Deposit	971.75	148,592.51
Check	11/21/2017	ACH	National Benefit Services, LLC	FSA Mike Knudson	-184.79	148,407.72
Deposit	11/22/2017			Deposit	1,078.44	149,486.16
Check	11/22/2017	ACH	Capital Equipment Fund'	Radio System Reimbursement	-19,991.52	129,494.64
Bill Pmt -Check	11/27/2017	ACH	Idaho Power Acct#2221850114	Acct #2221850114	-288.51	129,206.13
Bill Pmt -Check	11/27/2017	ACH	CenturyLink	208-726-1690 623B	-35.97	129,170.16
Bill Pmt -Check	11/27/2017	ACH	Intermtn Gas #450 916 6521 1	Acct # 45091665211	-127.13	129,043.03
Bill Pmt -Check	11/27/2017	7239	AC Houston Lumber Company	16203-1	-74.56	128,968.47
Bill Pmt -Check	11/27/2017	7240	Ben Varner'	expense reimbursement	-401.43	128,567.04
Bill Pmt -Check	11/27/2017	7241	Business As Usual		-146.25	128,420.79
Bill Pmt -Check	11/27/2017	7242	Clearwater Landscaping		-329.50	128,091.29
Bill Pmt -Check	11/27/2017	ACH	Cox Communications	Acct #0012401205184001	-285.93	127,805.36
Bill Pmt -Check	11/27/2017	7244	Integrated Technologies		-271.98	127,533.38
Bill Pmt -Check	11/27/2017	7245	Lawson Products, Inc.	Acc# 10140112	-14.13	127,519.25
Bill Pmt -Check	11/27/2017	7246	Lizzy's Fresh Coffee, LLC	Acct #001108	-23.87	127,495.38
Bill Pmt -Check	11/27/2017	7247	Matco Tools	Acct #737	-179.95	127,315.43
Bill Pmt -Check	11/27/2017	7248	Six Roblees' Inc.	64830	-350.83	126,964.60
Check	11/27/2017	7243	Void	VOID:	0.00	126,964.60
Deposit	11/27/2017			Deposit	643.94	127,608.54
Deposit	11/28/2017			Deposit	791.48	128,400.02
Deposit	11/28/2017			Deposit	510.08	128,910.10
Deposit	11/28/2017			Deposit	1,182.50	130,092.60
Liability Check	11/29/2017		QuickBooks Payroll Service	Created by Payroll Service on 11/28/2017	-41,259.04	88,833.56
Paycheck	11/30/2017	DD	Aguilar, Hortencia	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Andazola, Jesus	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Bluma, Christopher	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Conlago, Maira P.	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	David, Michael	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Glasscock, David T	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Gray, Stuart	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Grubbs, Torrey E	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Harter, Hilary	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Hoechtl, Gerhard	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Baumann, Nate	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Johnson, Mark F	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Kelbert, Ashley	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Kelly, David W	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Knudson, Michael W	Direct Deposit	0.00	88,833.56

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MRTA - Operations Main
Checks Issued
As of November 30, 2017

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Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	11/30/2017	DD	Leon, Teofilo O	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	MacPherson, Kim	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	McCarty, Isabelle	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Miller, Jason M	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Nestor, Robert A	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Obland, Bryan	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Parker, Michael J	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Romero-Campos, Raul	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Schultz, Margaret	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Selisch, Kurt	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Sproule, William	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Tellez, Carlos	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Troncao, Austin	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Uberuaga, Richard S	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Van Law, Tucker G	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Varner, Benjamin N	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Vega, Roberto	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Victorino, Jose L	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Wahlgren, Allan	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Walsh, Murray S.	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Williams, Gordon K	Direct Deposit	0.00	88,833.56
Paycheck	11/30/2017	DD	Wilson, Jodie L	Direct Deposit	0.00	88,833.56
Liability Check	11/30/2017	ACH	Aflac	DQR88	-504.54	88,329.02
Deposit	11/30/2017			Interest	4.00	88,333.02
Liability Check	11/30/2017	ACH	MRTA		0.00	88,333.02
Total 11100 · Mountain West Checking					16,845.73	88,333.02
TOTAL					16,845.73	88,333.02

After review, to the best of my knowledge each payment listed on this report is correct as to payee and amount, and is for a proper and authorized purpose, except as otherwise explained below.

Exceptions: 1) None or 2) see below. (Circle One)

 Signed

Business Manager Title

____ Date

Mountain Rides Agenda Discussion Item Summary

Date:	<div>1/17/2018</div>	From:	<div>Staff</div>
Discussion Item:	<div>10. Continuation of Strategic Planning Session</div>		
Committee Review:	<div><input type="radio"/> yes</div> <div><input type="radio"/> no</div>	Committee Purview:	<div></div>
Fiscal Impact:	<div></div>		
Related Policy or Procedural Impact:	<div></div>		
Background:	<div>This is a continuation of the strategic planning session and are picking this discussion up where we left off on Weds, January 3rd.</div>		