



Mountain Rides Transportation Authority

PUBLIC NOTICE

Agenda for Regular Meeting of the Board of Directors

Wednesday, April 17, 2019, 12:30pm

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

Members: Chair Kristin Derrig (Ketchum), Vice-Chair Grant Gager (Ketchum), Secretary Tory Canfield (at-large), Kathleen Kristenson (Blaine County), Tom Blanchard (Bellevue), Jim Finch (Hailey), Rick Webking (Sun Valley), Peter Hendricks (Sun Valley)

1. Call to Order
2. Comments from the Chair, Members, and Staff
3. Public comment re: items not on the Agenda (and questions from the press)
4. Action item: Consent Agenda (p.2)
 - a. Approve: Minutes of Regular Board Meeting, Mar 20, 2019 (p.3-5)
 - b. Receive/file: Performance Dashboard Report for Mar 2019 (p.6-9)
 - c. Receive/file: Financial Statements and Bills Paid Reports for February 2019 (p.10-15)
 - d. Receive/file: Marketing & Planning Committee, Apr 3, 2019, Minutes & Report from Chair (p.16)
 - e. Receive/file: Finance & Performance Committee, Apr 3 & Apr 11, 2019, Minutes & Reports from Chair (p.17-19)
 - f. Receive/file: Reports from Director, Community Development; Director, Transit Operations; Director, Finance & Administration; Executive Director (p.20-23)
 - g. Approve: Distribution of MRTA RFP #1905-001-MRTA (Graphic Design and Marketing) (p.24-39)
 - h. Approve: Submission to FTA of 2019 FTA Certifications and Assurances (p.40-57)
 - i. Approve: Distribution of Joint Powers Agreement Extension to Joint Powers (p.58-67)
5. Action item: Approve Summer/Fall 2019 Service Plan (p.68-69)
6. Action item: Appoint committee to conduct Executive Director's annual review (p.70-72)
7. Discussion item: Preliminary FY20 budget and Joint Powers' funding requests (p.73-80)
8. Adjourn

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

Mountain Rides Consent Agenda Item Summary

<u>Date:</u>	<input type="text" value="4/17/2019"/>	<u>From:</u>	<input type="text" value="MRTA staff"/>
<u>Action Item:</u>	<input type="text" value="4. Consent Agenda"/>		
<u>Committee Review:</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<u>Committee Purview:</u>	<input type="text" value="Finance & Performance; Planning & Marketing"/>
<u>Previously discussed at board level:</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No		
<u>Recommended Motion:</u>	<input type="text" value="I move to approve, receive, file, and adopt the Consent Agenda."/>		
<u>Fiscal Impact:</u>	<input type="text" value="n/a"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text" value="n/a"/>		
<u>Background:</u>	<div><p>a. Approve: Minutes: BoD Meeting, 3/20/2019</p><p>b. Receive/file: Performance Dashboard Report for March 2019</p><p>c. Receive/file: Financial Statements & Bills Paid, February 2019</p><p>d. Receive/file: P&M Committee, 4/3/2019, Minutes & Report from Chair</p><p>e. Receive/file: F&P Committee, 4/3 & 4/11, 2019, Minutes & Report from Chair</p><p>f. Receive/file: Reports from Director, Community Development; Director, Transit Operations; Director, Finance & Administration; Executive Director</p><p>g. Approve: Distribution of MRTA RFP #1905-001-MRTA (Graphic Design and Marketing)</p><p>h. Approve: Submission to FTA of 2019 FTA Certifications and Assurances</p><p>i. Approve: Distribution of Joint Powers Agreement Extension to Joint Powers</p></div>		



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, March 20, 2019, 12:30 p.m.
Ketchum City Hall Meeting Room, Ketchum, Idaho**

The Mountain Rides Transportation Authority's Board of Directors met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho.

PRESENT: Chair Kristin Derrig (Ketchum), Vice-chair Grant Gager (Ketchum), Secretary Tory Canfield (at-large) (by phone), Jim Finch (Hailey) and Kathy Kristenson (Blaine County)

ABSENT: Rick Webking (Sun Valley), Tom Blanchard (Bellevue) and Peter Hendricks (Sun Valley)

ALSO PRESENT: Mountain Rides Executive Director, Wally Morgus
Mountain Rides Director, Transit Operations, Ben Varner
Mountain Rides Director, Finance & Administration, Tucker Van Law
Mountain Rides Director, Community Development, Kim MacPherson
Peter Jensen, *Idaho Mountain Express*

1. CALL TO ORDER

Chair Kristin Derrig called to order the meeting of Wednesday, March 20, 2019 at 12:30pm. Grant Gager called roll and determined that a quorum was present.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Kristin Derrig mentioned that she rode the 1:20am Blue Route bus home last night and there were 7 people on the bus at that hour.

Grant Gager thanked the staff for all their hard work through this busy winter season including February with all the snow.

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

There was none.

4. ACTION ITEM: Approve Consent Calendar items

- a. Approve minutes: Regular board meeting, Feb 20, 2019
- b. Receive/file: Performance Dashboard report for February 2019
- c. Receive/file: Financial Statements and Bills Paid reports for January 2019
- d. Receive/file: Planning & Marketing Committee, Mar 6, 2019, Minutes & Report from Chair
- e. Receive/file: Finance & Performance Committee, Mar 6, 2019, Minutes & Report from Chair

- f. Receive/file: Reports from Director, Community Development; Director, Transit Operations; Director, Finance & Administration; Executive Director
- g. Approve: Excess Operating Funds policy
- h. Approve: Distribution of MRTA RFP #1904-001-MRTA (Alternate Fuel Technology Consultant)

Grant Gager moved to approve the Consent Agenda. Jim Finch seconded. The motion passed.

5. DISCUSSION ITEM: Summer 2019 Service Plan Considerations

Wally Morgus highlighted the changes route by route that staff suggests for the upcoming summer schedule.

Blue Route: Wally Morgus said operationally, ending the Blue Route at midnight would work better. Grant Gager asked about the ridership from 1:00 – 2:00am. To end the route earlier is a major change for the Blue Route. The Ketchum police also appreciate the late-night bus. Staff showed ridership numbers for the last few years for the Blue Route by trip.

Kristin Derrig said there is not a lot of taxi services available to help drive people home from the bars.

Wally said we will stay with the current schedule ending at 2:05am.

Red Route: Wally Morgus said there will be service during the symphony weeks.

Hailey Route: Wally Morgus said Hailey route will run from 8am-5pm instead of to 6pm. He suggested that Hailey town route should be fare free like the other town routes in our system. The fare was instituted many years ago when Hailey didn't fully fund the service. Jim Finch agrees that it should be treated like a town route and should be fare free. Grant Gager asked if the City of Hailey wanted it to be fare free.

Wally Morgus said the City of Hailey is not interested in getting us back to whole and doesn't want to increase their funding for Mountain Rides.

Jim Finch said having the route be fare free and if the ridership increased would show how important transit can be to Hailey.

Valley Route: Wally Morgus said we will have the holidays this summer (2 days) run on the Saturday schedule rather than the Sunday schedule.

Summer Silver and Ketchum Circulator Routes: Wally Morgus said both routes are contingent on funding. There is a good argument to be made for service from Sun Valley to River Run in the summer.

Grant Gager said that we have reconfirmed that the Valley route is the backbone of the system. When we meet for service planning for FY20, we should look at adding service to the Valley route especially late-night hours.

Kathleen Kristenson suggested adding hours to the Valley route more than frequency.

Kristen Derrig suggested that the owners of The Mint would like to see more late-night service. Riders would like to go between Ketchum and Hailey for various events.

Wally Morgus said by adding to the Valley Route, there is a modicum of safety by putting people on the buses.

Grant Gager said there are restaurateurs that are driving their employees and customers home late night. Kristin Derrig agreed, and she has also driven customers home.

6. Executive Session: Per Idaho Code 74-206(1)(b), to discuss personnel matters

Grant Gager made a motion that the Mountain Rides' Board of Directors enter Executive Session as authorized by Idaho Code 74-206(1)(b) at 1:40pm. Jim Finch seconded.

Roll call: Jim Finch, Grant Gager, Kristin Derrig and Kathleen Kristenson.
Grant Gager stated return to open/public session at 1:50pm.

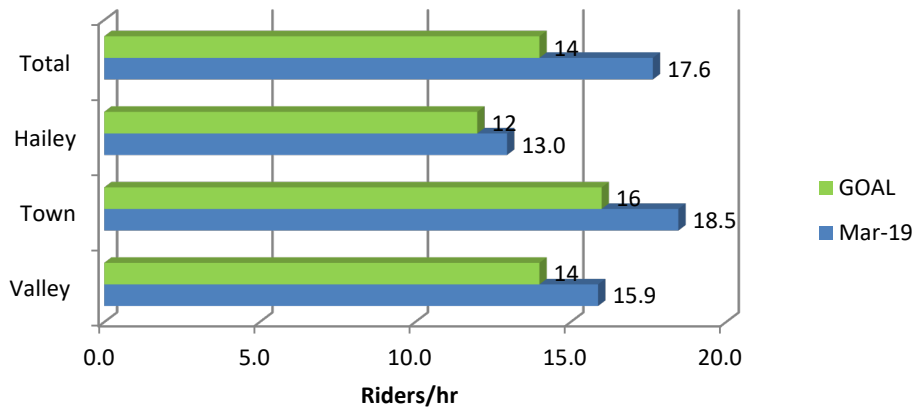
7. ADJOURNMENT

Jim Finch moved to adjourn the meeting at 1:50pm. Grant Gager seconded. The motion carried unanimously.

Chair Kristin Derrig

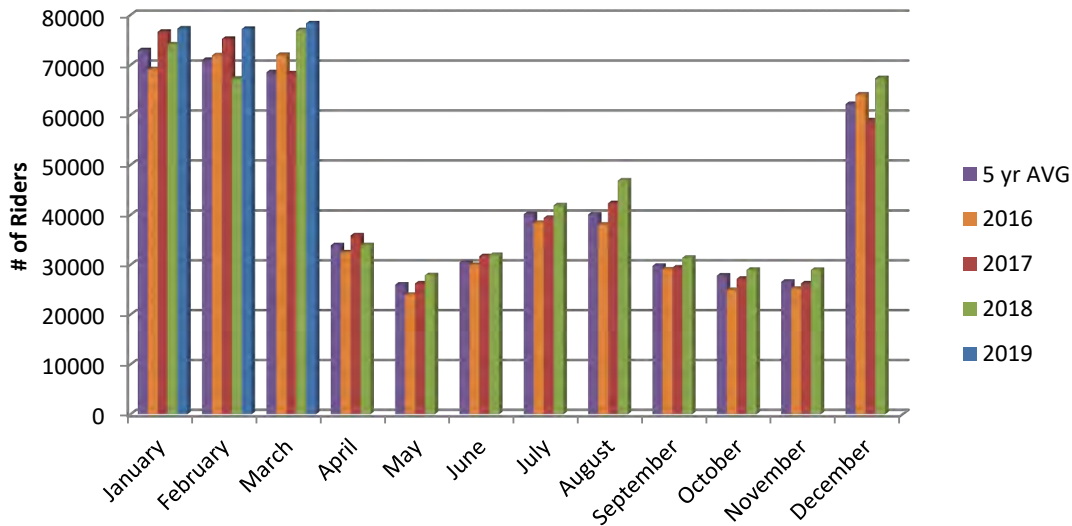
PERFORMANCE DASHBOARD - RIDERSHIP, MARCH 2019

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.

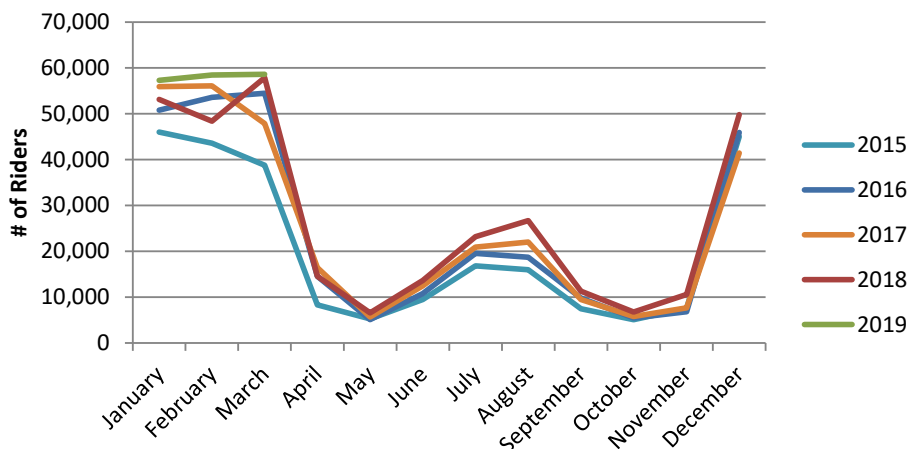
Total Ridership by Month



2019 YTD Ridership
232873
2018 YTD Ridership
218399
2017 YTD Ridership
220217
2016 YTD Ridership
213094
2015 YTD Ridership
190033

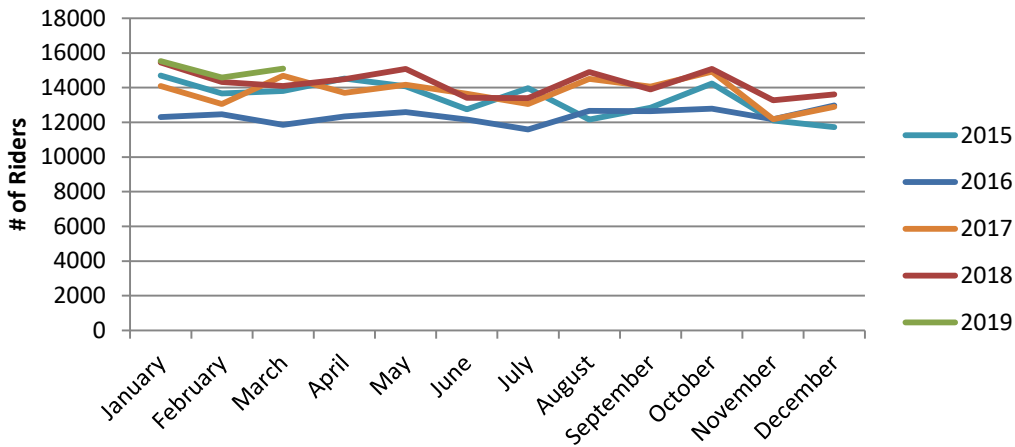
Definition: Monthly ridership compared with one year ago, two years ago and the 5 year average.

Town Routes

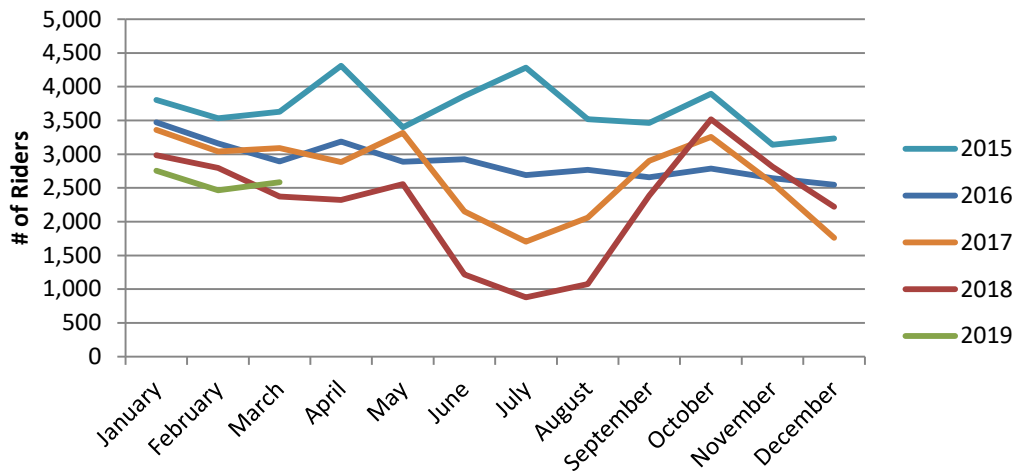


PERFORMANCE DASHBOARD - RIDERSHIP BY ROUTE, MARCH 2019

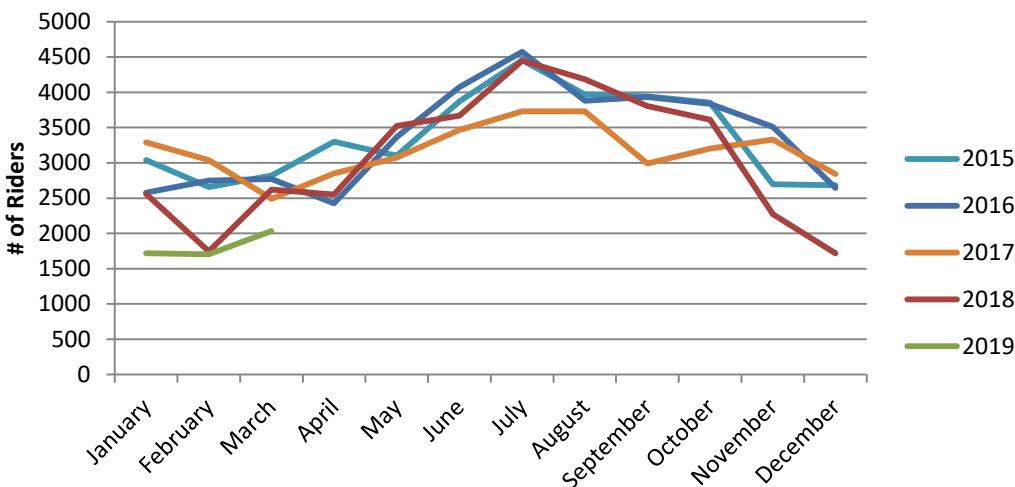
Valley Route



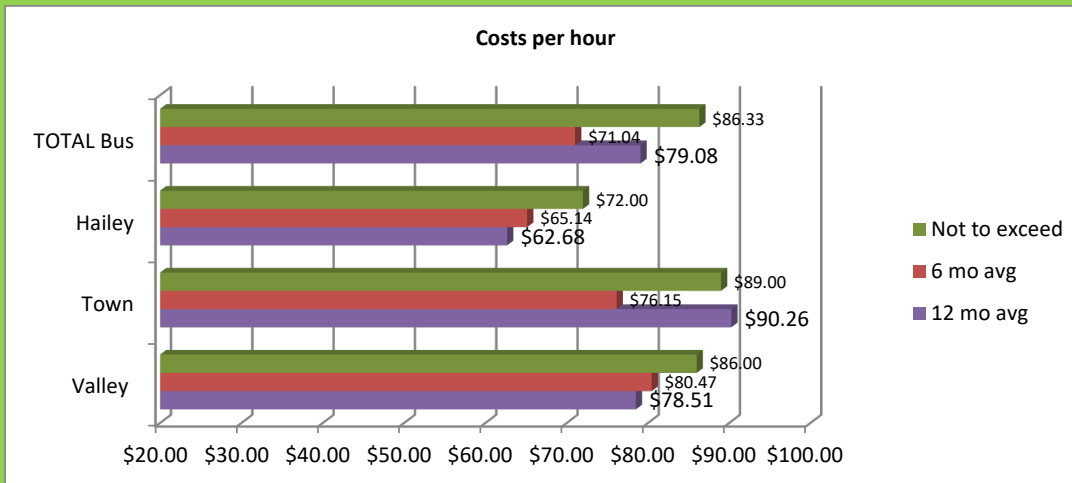
Hailey Route



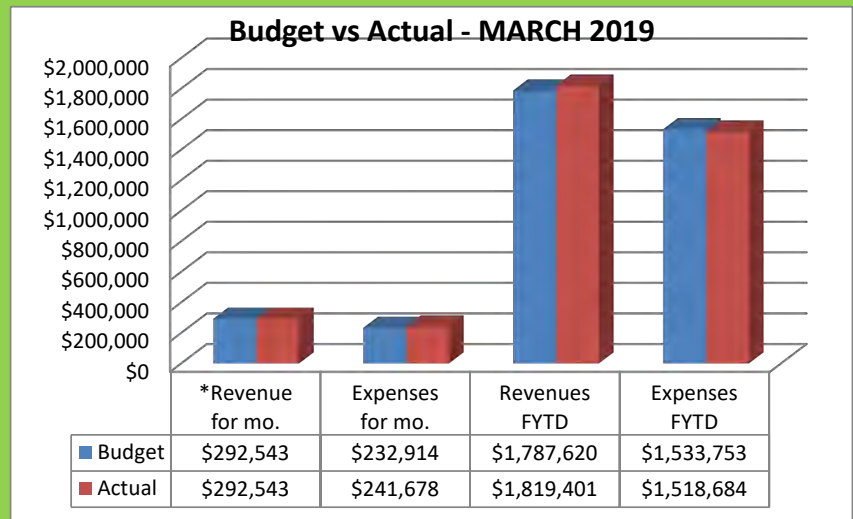
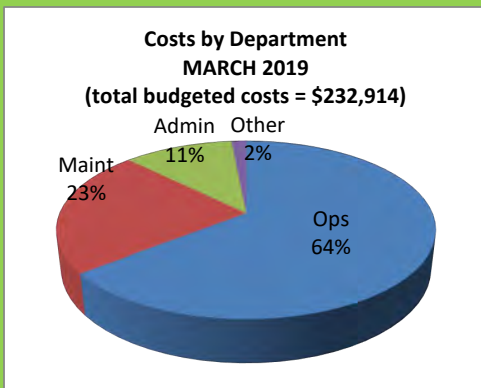
Vanpool



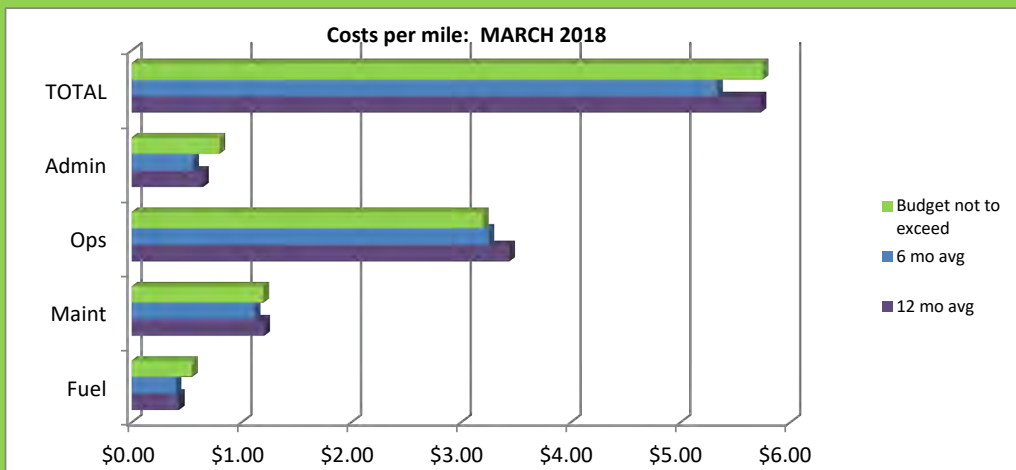
PERFORMANCE DASHBOARD - FINANCIAL, MARCH 2019



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).

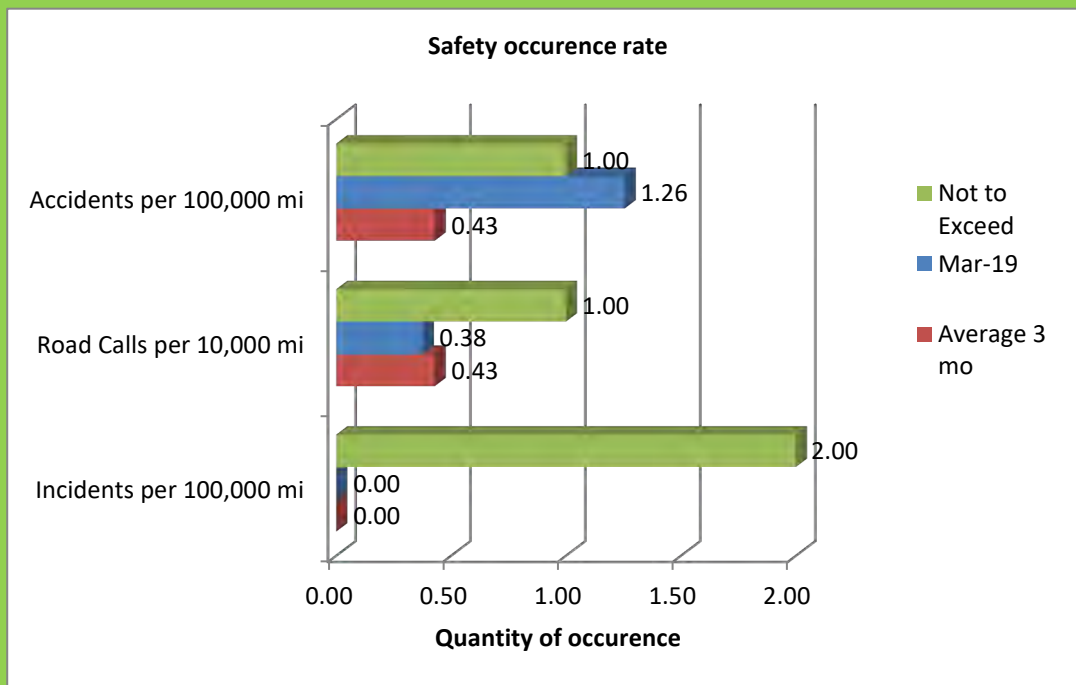


***Revenues reflect budgeted amounts**



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, MARCH 2019



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

Safety	Jan-19	Feb-19	Mar-19
Incidents	0	0	0
Accidents	1	1	1
Road Calls	0	0	3

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.

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

1953

includes March

MRTA - Operations Main Revenue & Expenditures Budget Performance

Accrual Basis

February 2019

	Feb 19	Budget	% of Budget	Oct '18 - Feb 19	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
41000 · Federal Funding							
41200 · Federal - 5311	142,304.00	150,000.00	94.9%	731,540.00	710,000.00	103.0%	1,268,065.00
41600 · Federal - SRTS	1,131.00	1,000.00	113.1%	6,242.00	6,500.00	96.0%	21,000.00
41800 · Federal - RTAP	0.00	1,000.00	0.0%	4,128.78	7,000.00	59.0%	20,000.00
Total 41000 · Federal Funding	143,435.00	152,000.00	94.4%	741,910.78	723,500.00	102.5%	1,309,065.00
43000 · Local Funding							
43100 · Local - Ketchum	44,380.00	44,380.00	100.0%	221,900.00	221,900.00	100.0%	532,560.00
43200 · Local - Hailey	5,250.00	5,250.00	100.0%	26,250.00	26,250.00	100.0%	63,000.00
43300 · Local - Bellevue	0.00	0.00	0.0%	4,515.25	4,515.00	100.0%	4,515.00
43400 · Local - Blaine County	9,782.49	9,782.50	100.0%	48,912.56	48,912.50	100.0%	117,390.00
43500 · Local - Sun Valley	21,490.00	21,490.00	100.0%	107,450.00	107,450.00	100.0%	257,880.00
43600 · Local - Sun Valley Company	32,000.00	32,000.00	100.0%	128,000.00	128,000.00	100.0%	159,600.00
43700 · Local - Other Business	0.00	0.00	0.0%	19,300.00	15,000.00	128.7%	15,000.00
Total 43000 · Local Funding	112,902.49	112,902.50	100.0%	556,327.81	552,027.50	100.8%	1,149,945.00
44000 · Fares							
44100 · Fares - Valley Cash	5,181.74	6,250.00	82.9%	25,258.52	31,250.00	80.8%	75,000.00
44200 · Fares - Valley Passes	10,118.60	9,000.00	112.4%	60,283.81	58,000.00	103.9%	132,000.00
44250 · Fares- Hailey Route- Cash	497.14	460.00	108.1%	3,522.55	2,300.00	153.2%	5,500.00
44300 · Fares - Vanpool	8,287.94	9,000.00	92.1%	73,208.50	68,000.00	107.7%	158,000.00
44400 · Fares - ADA	0.00	0.00	0.0%	184.00	0.00	100.0%	0.00
44500 · Fares- Galena Service	488.20	2,000.00	24.4%	3,260.95	7,000.00	46.6%	7,000.00
Total 44000 · Fares	24,573.62	26,710.00	92.0%	165,718.33	166,550.00	99.5%	377,500.00
45000 · Revenue							
45100 · Rev - Advertising	5,000.00	2,000.00	250.0%	51,375.00	45,350.00	113.3%	70,000.00
45450 · Rev - Misc.	100.00			1,125.00	0.00	100.0%	0.00
45500 · Rev - Charter/Special Event	1,125.00	0.00	100.0%	1,400.00	0.00	100.0%	15,000.00
45600 · Rev - Bike Share- Bike Swap	0.00	0.00	0.0%	0.00	0.00	0.0%	1,000.00
Total 45000 · Revenue	6,225.00	2,000.00	311.3%	53,900.00	45,350.00	118.9%	86,000.00
47000 · Private Donations							
47100 · Priv. Donation - Foundations	0.00	0.00	0.0%	1,850.00	1,000.00	185.0%	1,000.00
Total 47000 · Private Donations	0.00	0.00	0.0%	1,850.00	1,000.00	185.0%	1,000.00
48000 · Transfers							
48400 · Transfer - Housing Fund	1,250.00	1,250.00	100.0%	6,250.00	6,250.00	100.0%	15,000.00
Total 48000 · Transfers	1,250.00	1,250.00	100.0%	6,250.00	6,250.00	100.0%	15,000.00
49000 · Interest Income							
49000 · Interest Income	270.26	80.00	337.8%	901.29	400.00	225.3%	1,000.00
49600 · Misc. Income	0.00			1.43			
49800 · Excess Operating Funds	0.00	0.00	0.0%	0.00	0.00	0.0%	45,000.00
49810 · Returned Check Charges	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total Income	288,656.37	294,942.50	97.9%	1,526,859.64	1,495,077.50	102.1%	2,984,510.00
Gross Profit	288,656.37	294,942.50	97.9%	1,526,859.64	1,495,077.50	102.1%	2,984,510.00
Expense							
51000 · Payroll Expenses							
51100 · Salaries and Wages	134,258.73	134,000.00	100.2%	679,744.78	677,000.00	100.4%	1,550,000.00
51300 · FICA Expense	8,032.77	8,040.00	99.9%	40,492.43	40,620.00	99.7%	93,000.00
51350 · Medicare Tax Expense	1,878.62	1,876.00	100.1%	9,469.94	9,478.00	99.9%	21,700.00
51400 · Retirement Plan Expenses	0.00	0.00	0.0%	33,176.82	30,000.00	110.6%	120,000.00
51500 · Workers Comp Expense	12,525.00	15,000.00	83.5%	18,224.00	30,000.00	60.7%	60,000.00
51600 · SUI Expense	866.75	938.00	92.4%	3,174.03	4,739.00	67.0%	10,850.00
51700 · Medical Ins. Expense	22,833.60	22,666.00	100.7%	111,541.69	113,330.00	98.4%	272,000.00
51950 · Employee Performance Bonus	0.00	0.00	0.0%	0.00	0.00	0.0%	6,000.00
51000 · Payroll Expenses - Other	149.50	165.00	90.6%	766.25	825.00	92.9%	2,000.00
Total 51000 · Payroll Expenses	180,544.97	182,685.00	98.8%	896,589.94	905,992.00	99.0%	2,135,550.00
52000 · Insurance Expense							
52100 · Ins. - Vehicles	10,139.50	9,439.50	107.4%	50,697.50	47,197.50	107.4%	113,274.00
52150 · Ins- Deductibles/claims	0.00	600.00	0.0%	-1,682.38	2,200.00	-76.5%	5,000.00
Total 52000 · Insurance Expense	10,139.50	10,039.50	101.0%	49,015.12	49,397.50	99.2%	118,274.00
53000 · Professional Fees							
53100 · Accounting & Audit	912.50	1,000.00	91.3%	14,195.00	15,000.00	94.6%	22,000.00
53200 · IT Systems	0.00	400.00	0.0%	942.50	2,200.00	42.8%	5,000.00
53400 · Legal Fees	340.00	300.00	113.3%	460.00	1,500.00	30.7%	3,500.00
53450 · Planning/ Design	0.00			0.00	0.00	0.0%	0.00
53475 · Medical	212.00	200.00	106.0%	2,079.00	1,800.00	115.5%	3,200.00
53500 · Other Professional Fees	0.00	400.00	0.0%	1,051.08	2,000.00	52.6%	4,800.00
Total 53000 · Professional Fees	1,464.50	2,300.00	63.7%	18,727.58	22,500.00	83.2%	38,500.00
54000 · Equipment/ Tool Expense							
54100 · Shop Equipment/ Tools	193.68	500.00	38.7%	1,443.74	2,500.00	57.7%	6,000.00
54300 · Office Equipment	0.00	300.00	0.0%	797.30	1,500.00	53.2%	3,500.00
Total 54000 · Equipment/ Tool Expense	193.68	800.00	24.2%	2,241.04	4,000.00	56.0%	9,500.00
55000 · Rent and Utilities							
55200 · Utilities	2,877.74	2,600.00	110.7%	10,739.87	10,800.00	99.4%	22,000.00
Total 55000 · Rent and Utilities	2,877.74	2,600.00	110.7%	10,739.87	10,800.00	99.4%	22,000.00
56000 · Supplies							
56200 · Janitorial & Safety Supplies	843.18	680.00	124.0%	4,018.14	3,360.00	119.6%	8,000.00
56300 · Department & Office Supplies	8.71	400.00	2.2%	1,337.44	2,000.00	66.9%	5,000.00
56400 · Uniforms	100.16	200.00	50.1%	5,020.93	5,000.00	100.4%	8,000.00
56500 · Postage and Delivery	69.55	70.00	99.4%	274.72	350.00	78.5%	800.00
Total 56000 · Supplies	1,021.60	1,350.00	75.7%	10,651.23	10,710.00	99.5%	21,800.00
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maintenance	0.00	160.00	0.0%	0.00	800.00	0.0%	2,000.00
57200 · Building Repairs/Maintenance	0.00	1,000.00	0.0%	4,660.97	8,000.00	58.3%	12,000.00
57250 · Bus Stop Repairs/Maint	705.79	500.00	141.2%	5,024.68	2,400.00	209.4%	3,500.00
57300 · Grounds Repairs/Maintenance	1,430.00	100.00	1,430.0%	2,511.25	500.00	502.3%	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	1,273.25	800.00	159.2%	3,435.42	2,800.00	122.7%	6,000.00
Total 57000 · Repairs and Maintenance	3,409.04	2,560.00	133.2%	15,632.32	14,500.00	107.8%	31,000.00

MRTA - Operations Main
Revenue & Expenditures Budget Performance

Accrual Basis

February 2019

	Feb 19	Budget	% of Budget	Oct '18 - Feb 19	YTD Budget	% of Budget	Annual Budget
58000 · Communications Expense							
58100 · Office Phone Expense	326.61	375.00	87.1%	1,637.57	1,875.00	87.3%	4,500.00
58200 · Cell & Two-Way Mobile	1,000.09	1,215.00	82.3%	5,262.61	6,075.00	86.6%	14,600.00
58300 · Internet/Website	178.00	330.00	53.9%	1,914.75	1,690.00	113.3%	4,000.00
58400 · On-Board Vehicle Computers	132.67	0.00	100.0%	15,245.59	15,100.00	101.0%	18,000.00
Total 58000 · Communications Expense	1,637.37	1,920.00	85.3%	24,060.52	24,740.00	97.3%	41,100.00
59000 · Travel and Training							
59100 · Vehicle/Airfare	2,036.46	550.00	370.3%	3,506.22	2,750.00	127.5%	6,600.00
59200 · Lodging	0.00	400.00	0.0%	923.50	2,000.00	46.2%	5,000.00
59300 · Food/Meals/Entertainment	26.09	300.00	8.7%	683.54	1,500.00	45.6%	3,600.00
59400 · Training/Education	2,200.00	800.00	275.0%	3,633.68	4,000.00	90.8%	9,500.00
59500 · Safety Curriculum	0.00	0.00	0.0%	373.58	0.00	100.0%	500.00
Total 59000 · Travel and Training	4,262.55	2,050.00	207.9%	9,120.52	10,250.00	89.0%	25,200.00
60000 · Business Expenses							
60100 · Vehicle Registration Fees	0.00	50.00	0.0%	161.00	350.00	46.0%	700.00
60400 · Membership,Dues & Subscriptions	129.46	300.00	43.2%	1,018.39	1,500.00	67.9%	5,250.00
60500 · Bank Fees	43.27	40.00	108.2%	147.44	200.00	73.7%	500.00
60700 · Bad Debt	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total 60000 · Business Expenses	172.73	390.00	44.3%	1,326.83	2,050.00	64.7%	6,450.00
61000 · Advertising							
61100 · Print Advertising	551.44	700.00	78.8%	2,511.92	5,200.00	48.3%	13,000.00
61200 · Radio Advertising	0.00	500.00	0.0%	500.00	1,500.00	33.3%	2,000.00
61300 · Online Advertising	54.32	500.00	10.9%	293.36	1,000.00	29.3%	1,500.00
61400 · Vehicle Graphics	901.00	550.00	163.8%	901.00	2,750.00	32.8%	7,000.00
Total 61000 · Advertising	1,506.76	2,250.00	67.0%	4,206.28	10,450.00	40.3%	23,500.00
62000 · Marketing and Promotion							
62100 · Info. Displays-Stop Signage	76.00	500.00	15.2%	1,077.68	2,500.00	43.1%	6,000.00
62200 · Graphic Design	0.00	0.00	0.0%	4,537.00	5,000.00	90.7%	7,000.00
62300 · Promotional Items	0.00	100.00	0.0%	66.91	400.00	16.7%	1,000.00
62400 · Customer Events and Misc.	0.00	200.00	0.0%	275.00	600.00	45.8%	1,136.00
62500 · Staff Appreciation/ Events	268.19	100.00	268.2%	2,880.66	3,500.00	82.3%	5,000.00
Total 62000 · Marketing and Promotion	344.19	900.00	38.2%	8,837.25	12,000.00	73.6%	20,136.00
63000 · Printing and Reproduction							
63100 · Copies, Passes & Flyers	94.63	100.00	94.6%	1,059.12	1,700.00	62.3%	3,500.00
63200 · Schedules, Maps & Brochures	0.00	0.00	0.0%	7,220.85	6,500.00	111.1%	10,000.00
Total 63000 · Printing and Reproduction	94.63	100.00	94.6%	8,279.97	8,200.00	101.0%	13,500.00
64000 · Fuel Expense	25,531.40	28,500.00	89.6%	120,826.49	132,500.00	91.2%	300,000.00
65000 · Vehicle Maintenance							
65100 · Parts Expense							
65150 · Vehicle Maintenance- freight	33.74	200.00	16.9%	545.03	1,000.00	54.5%	2,500.00
65100 · Parts Expense - Other	8,799.46	8,000.00	110.0%	52,478.10	44,000.00	119.3%	100,000.00
Total 65100 · Parts Expense	8,833.20	8,200.00	107.7%	53,023.13	45,000.00	117.8%	102,500.00
65200 · Fluids Expense	324.36	1,600.00	20.3%	8,234.65	8,000.00	102.9%	19,000.00
65300 · Tires Expense	181.97	1,500.00	12.1%	22,926.79	19,500.00	117.6%	38,000.00
65400 · Purchased Services	685.00	0.00	100.0%	9,392.42	5,000.00	187.8%	5,000.00
65500 · Vehicle Computer/Diagnostic	0.00	300.00	0.0%	1,126.95	1,500.00	75.1%	4,000.00
65600 · Vehicle Glass/Windshield Repai	0.00	450.00	0.0%	263.50	2,250.00	11.7%	5,500.00
65700 · Shop Supplies	58.42	300.00	19.5%	1,783.57	1,500.00	118.9%	4,000.00
Total 65000 · Vehicle Maintenance	10,082.95	12,350.00	81.6%	96,751.01	82,750.00	116.9%	178,000.00
69500 · Contribution to Fund Balance	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
Total Expense	243,283.61	250,794.50	97.0%	1,277,005.97	1,300,839.50	98.2%	2,984,510.00
Net Ordinary Income	45,372.76	44,148.00	102.8%	249,853.67	194,238.00	128.6%	0.00
Net Income	45,372.76	44,148.00	102.8%	249,853.67	194,238.00	128.6%	0.00

11:53 AM

03/27/19

Accrual Basis

MRTA - Operations Main Checks Issued

As of February 28, 2019

Type	Date	Num	Name	Memo	Amount	Balance
11100 - Mountain West Checking						189,697.20
Check	02/01/2019	8371	Ill-A Trust	Billing Period 02/01/2019 - 02/28/2019 Health Ins	-27,719.00	161,978.20
Deposit	02/01/2019			Deposit	145.05	162,123.25
Liability Check	02/04/2019	ACH	Idaho State Tax Commission	000186434	-3,723.00	158,400.25
Bill Pmt -Check	02/04/2019	ACH	Intermtn Gas Co #826 580 3000 0	#826 580 3000 0	-993.05	157,407.20
Bill Pmt -Check	02/04/2019	8385	Napa Auto Parts	3752	-2,197.82	155,209.38
Bill Pmt -Check	02/04/2019	8386	AmeriPride Services, Inc	240001334	-291.05	154,918.33
Bill Pmt -Check	02/04/2019	8388	Cintas	Cust #16952	-168.77	154,749.56
Bill Pmt -Check	02/04/2019	8389	City of Bellevue'	RIDES1- 121 Clover St	-118.05	154,631.51
Bill Pmt -Check	02/04/2019	8390	Clear Creek Disposal	1327	-105.58	154,525.93
Bill Pmt -Check	02/04/2019	8391	Clear Mind Graphics, Inc		-156.00	154,369.93
Bill Pmt -Check	02/04/2019	8392	Clearwater Landscaping		-387.50	153,982.43
Bill Pmt -Check	02/04/2019	8393	Copy & Print		-153.75	153,828.68
Bill Pmt -Check	02/04/2019	8394	GEM State Paper & Supply Co.	105020	-142.80	153,685.88
Bill Pmt -Check	02/04/2019	8395	Gillig, LLC	36869601	-362.45	153,323.43
Bill Pmt -Check	02/04/2019	8396	Integrated Technologies		-49.20	153,274.23
Bill Pmt -Check	02/04/2019	8397	Jane's Artifacts		-14.97	153,259.26
Bill Pmt -Check	02/04/2019	8398	RouteMatch Software, Inc	Data for tablets on buses	-300.00	152,959.26
Bill Pmt -Check	02/04/2019	8399	Six Roblees' Inc.	64830	-145.66	152,813.60
Bill Pmt -Check	02/04/2019	8400	United Oil	38068	-13,875.15	138,938.45
Bill Pmt -Check	02/04/2019	8401	Webb Landscape	Cust #MOU005	-422.50	138,515.95
Bill Pmt -Check	02/04/2019	8402	Kimberly L Richmond	1/16/19 - 1/31/19	-462.50	138,053.45
Check	02/04/2019	8387	VOID	VOID:	0.00	138,053.45
Bill Pmt -Check	02/05/2019	8403	Atkinsons' Grocery	Acct #5805	-31.67	138,021.78
Bill Pmt -Check	02/05/2019	8404	Certified Folder Display Service, Inc	14-0086946	-76.00	137,945.78
Bill Pmt -Check	02/05/2019	8405	City of Ketchum		-340.15	137,605.63
Bill Pmt -Check	02/05/2019	8406	Gem State Welders Supply Inc.		-62.14	137,543.49
Bill Pmt -Check	02/05/2019	8407	Schaeffer Mfg Co	1140316 Oil	-1,063.15	136,480.34
Bill Pmt -Check	02/05/2019	8408	White Cloud Communications Inc.		-336.00	136,144.34
Liability Check	02/05/2019	E-pay	United States Treasury	82-0382250 QB Tracking # -498971774	-14,712.36	121,431.98
Deposit	02/05/2019			Deposit	210.00	121,641.98
Liability Check	02/06/2019		QuickBooks Payroll Service	Created by Payroll Service on 02/05/2019	-51,663.03	69,978.95
Deposit	02/06/2019			Deposit	40,095.00	110,073.95
Deposit	02/06/2019			Deposit	1,585.26	111,659.21
Paycheck	02/07/2019	DD	Aguilar, Hortencia	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Andazola, Jesus	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Conlago, Maira P.	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	David, Michael	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Glasscock, David T	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Gray, Stuart	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Harter, Hilary	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Hoechtl, Gerhard	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Johnson, Mark F	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Juarez, Felimon	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Kelbert, Ashley	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Kelly, David W	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Knudson, Michael W	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Leon, Teofilo O	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	MacPherson, Kim	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Morgus, Wallace	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Nestor, Robert A	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Obland, Bryan	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Parker, Michael J	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Perez, Jose	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Ransom, Robert	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Romanchuk, Ryan	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Romero-Campos, Raul	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Russell, Tiffany	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Sanchez, Jose J	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Schultz, Margaret	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Selisch, Kurt	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Sproule, William	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Tellez, Carlos	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Uberuaga, Richard S	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Van Law, Tucker G	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Varner, Benjamin N	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Victorino, Jose L	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Vultaggio, Lara	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Wahlgren, Allan	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Walsh, Murray S.	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Ward, Douglas B	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	111,659.21
Paycheck	02/07/2019	DD	Williams, Gordon K	Direct Deposit	0.00	111,659.21
Liability Check	02/07/2019	8409	Blaine County Collectors	20716	-75.00	111,584.21
Liability Check	02/07/2019	8410	Idaho Child Support Receipting	326231	-200.76	111,383.45
Liability Check	02/07/2019	8411	United States Treasury	2006 1040A LEVY PROC	-15.54	111,367.91
Bill Pmt -Check	02/11/2019	8413	State Insurance Fund	Policy # 495600 Worker's Comp	-12,525.00	98,842.91
Bill Pmt -Check	02/11/2019	8414	Business As Usual		-361.50	98,481.41
Bill Pmt -Check	02/11/2019	8415	Express Publishing Inc.		-151.44	98,329.97
Bill Pmt -Check	02/11/2019	8416	Freightliner of Idaho		-1,432.00	96,897.97
Bill Pmt -Check	02/11/2019	8417	GEM State Paper & Supply Co.	105020	-303.59	96,594.38
Bill Pmt -Check	02/11/2019	8418	Jackson Group Peterbilt	3551	-1,785.72	94,808.66
Bill Pmt -Check	02/11/2019	8419	Johnny G's Sub Shack		-61.56	94,747.10
Bill Pmt -Check	02/11/2019	8420	Lyle Pearson	Acct #84512	-1,218.00	93,529.10
Bill Pmt -Check	02/11/2019	8421	Minert & Associates		-147.00	93,382.10
Bill Pmt -Check	02/11/2019	8422	National Benefit Services, LLC		-150.00	93,232.10
Bill Pmt -Check	02/11/2019	8423	Rush Truck Centers	R567941	-348.77	92,883.33
Bill Pmt -Check	02/11/2019	8424	Windy City Arts Inc.		-901.00	91,982.33
Bill Pmt -Check	02/11/2019	8425	Wells Fargo	4856200370127790 Replace ad Bus 12 See Wells Fargo Statement	-1,479.77	90,502.56
General Journal	02/11/2019			stop payment fee on ck #8088	-30.00	90,472.56
Deposit	02/14/2019			Deposit	177.56	90,650.12

11:53 AM

03/27/19

Accrual Basis

MRTA - Operations Main Checks Issued

As of February 28, 2019

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	02/15/2019			Deposit	108,508.34	199,158.46
Deposit	02/15/2019			Deposit	1,444.12	200,602.58
Deposit	02/15/2019			Deposit	272.18	200,874.76
Bill Pmt -Check	02/18/2019	ACH	Idaho Power Acc#2204788885	Acct #2204788885	-309.89	200,564.87
Bill Pmt -Check	02/18/2019	ACH	Verizon Wireless	942013229	-59.45	200,505.42
Bill Pmt -Check	02/18/2019	8426	United Oil	38068	-13,979.08	186,526.34
Bill Pmt -Check	02/18/2019	8427	AC Houston Lumber Company	16203-1	-23.29	186,503.05
Bill Pmt -Check	02/18/2019	8428	Ashley Kelbert (Vendor)	expense reimbursement	-609.60	185,893.45
Bill Pmt -Check	02/18/2019	8429	Cummins Rocky Mountain LLC		-105.48	185,787.97
Bill Pmt -Check	02/18/2019	8430	GEM State Paper & Supply Co.	105020	-277.84	185,510.13
Bill Pmt -Check	02/18/2019	8431	Gillig, LLC	36869601	-506.99	185,003.14
Bill Pmt -Check	02/18/2019	8432	Kimberly L Richmond	2/1/19 - 2/15/19	-487.50	184,515.64
Bill Pmt -Check	02/18/2019	8433	L.L. Green's Hardware	422	-29.49	184,486.15
Bill Pmt -Check	02/18/2019	8434	St Luke's Clinic - Hailey	940000328	-142.00	184,344.15
Bill Pmt -Check	02/18/2019	8435	Tucker Van Law	expense reimbursement	-1,974.10	182,370.05
Bill Pmt -Check	02/18/2019	8436	Les Schwab	117-00888	-1,245.00	181,125.05
Liability Check	02/19/2019	E-pay	United States Treasury	82-0382250 QB Tracking # 512042326	-15,000.42	166,124.63
Liability Check	02/20/2019		QuickBooks Payroll Service	Created by Payroll Service on 02/19/2019	-52,695.39	113,429.24
Deposit	02/20/2019			Deposit	105,236.90	218,666.14
Deposit	02/20/2019			Deposit	410.20	219,076.34
Deposit	02/20/2019			Deposit	224.96	219,301.30
Deposit	02/20/2019			Deposit	1,118.99	220,420.29
Paycheck	02/21/2019	DD	Aguilar, Hortencia	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Andazola, Jesus	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Conlago, Maira P.	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Cosio-Tamayo, Jeronimo	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	David, Michael	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Garcia-Izarraras, Gerardo	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Glasscock, David T	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Gray, Stuart	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Harter, Hilary	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Hoechtl, Gerhard	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Johnson, Mark F	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Juarez, Felimon	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Kelbert, Ashley	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Kelly, David W	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Knudson, Michael W	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Leon, Teofilo O	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	MacPherson, Kim	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Morgus, Wallace	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Nestor, Robert A	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Obland, Bryan	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Parker, Michael J	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Perez, Jose	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Ransom, Robert	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Romanchuk, Ryan	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Romero-Campos, Raul	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Russell, Tiffany	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Sanchez, Jose J	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Schultz, Margaret	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Selisch, Kurt	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Sproule, William	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Tellez, Carlos	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Uberuaga, Richard S	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Van Law, Tucker G	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Varner, Benjamin N	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Victorino, Jose L	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Vultaggio, Lara	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Wahlgren, Allan	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Walsh, Murray S.	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Ward, Douglas B	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Williams-Mehra, Colleen	Direct Deposit	0.00	220,420.29
Paycheck	02/21/2019	DD	Williams, Gordon K	Direct Deposit	0.00	220,420.29
Liability Check	02/21/2019	8437	Blaine County Collectors	20716	-75.00	220,345.29
Liability Check	02/21/2019	8438	Idaho Child Support Receipting	326231	-200.76	220,144.53
Liability Check	02/21/2019	Transfer	III-A Trust		0.00	220,144.53
Deposit	02/21/2019			Deposit	446.00	220,590.53
Deposit	02/22/2019			Transfer	-100,000.00	120,590.53
Liability Check	02/22/2019	ACH	STO eBank	Aflac	-323.76	120,266.77
Bill Pmt -Check	02/25/2019	8440	AC Houston Lumber Company	DQR88	-34.88	120,231.89
Bill Pmt -Check	02/25/2019	8441	B&W Wrecker Service	Acct #16-0232948	-685.00	119,546.89
Bill Pmt -Check	02/25/2019	8442	Ben Varner'	expense reimbursement	-1,606.60	117,940.29
Bill Pmt -Check	02/25/2019	8443	Boulder Mountain Tour Ltd.		-284.40	117,655.89
Bill Pmt -Check	02/25/2019	8444	Cummins Rocky Mountain LLC		-138.79	117,517.10
Bill Pmt -Check	02/25/2019	8445	Gillig, LLC	36869601	-866.44	116,650.66
Bill Pmt -Check	02/25/2019	8446	Integrated Technologies		-37.52	116,613.14
Bill Pmt -Check	02/25/2019	8447	Les Schwab	117-00888	-181.97	116,431.17
Bill Pmt -Check	02/25/2019	8449	Transit Information Products		-1,552.00	114,879.17
Bill Pmt -Check	02/25/2019	8450	Western Integrated Technologies		-289.52	114,589.65
Bill Pmt -Check	02/25/2019	8451	Silver Creek Ford		-204.22	114,385.43
Check	02/25/2019	8448	Void	VOID:	0.00	114,385.43
Deposit	02/27/2019			Deposit	162,774.00	277,159.43
Deposit	02/27/2019			Deposit	329.10	277,488.53
Deposit	02/27/2019			Deposit	1,033.37	278,521.90
Deposit	02/28/2019			Deposit	42.12	278,564.02
Deposit	02/28/2019			Interest	6.14	278,570.16
Total 11100 · Mountain West Checking					88,872.96	278,570.16
TOTAL					88,872.96	278,570.16

Well's Fargo				2/11/2019	
Date	Type	Reference	Original Amt.	Balance Due	Discount
1/31/2019	Bill	Jan	1,479.77	1,479.77	
				Check Amount	Payment
					1,479.77
					1,479.77

PAYMENT
RECORD

Mountain West Check 4856200370127790

1,479.77

10085 J204892 (3/15)



100851

Rev 2/14

Summary of Sub Account Usage

Name	Sub Account Number Ending In	Monthly Spending Cap	Spend This Period
4856200379067328	7328		\$900.13
KIMBERLY MACPHERSON	2287	7,500	\$579.64

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
01/15	01/15	74856200G0A9B361D	Branch Payment - Check	494.77	
			TOTAL 4856200370127790 \$494.77-		

Transaction Summary For **4856200379067328**
Sub Account Number Ending In **7328**

01/02	01/03	2449398030T2LSVBT	8X8 INC 888-898-8733 408-654-0850 CA	Phones	288.37
01/08	01/08	24445000900XJ9LAL	USPS PO 1507000313 BELLEVUE ID		59.32
01/11	01/11	24445000Q00ZX29AF	USPS PO 1507000313 BELLEVUE ID		12.58
01/14	01/14	24204290E000ESWP8	MSFT * E02007B415 800-6427676 WA		49.50
01/15	01/15	24445000G00X7ZZ1R	USPS PO 1507000313 BELLEVUE ID		5.50
01/15	01/15	24492150FJHAXJ6Q2	SP * SUPERIOR-HARDWARE SUPERIORHARDW FL	Door closer	111.00
01/16	01/16	24431060HWQ1K9BWG	ALBERTSONS #0130 HAILEY ID	Board meeting	41.28
01/17	01/17	24717050JTADQVWMN	DELTA AIR 0062354553100 DELTA.COM CA		247.30
	01/17/19		WASHINGTON/DEBO	transmitting	
		1 D L L	LAS VEGAS NEW YORK	card closer	
		150098	DELTA.COM		
01/18	01/18	24431060J0RTQ0VAM	ADOBE *ACROBAT STD 800-833-6687 CA		14.99 ✓ OK
01/18	01/18	24692160J2XS1Q6R4	VIRGIN MOBILE USA 888-322-1122 KS		5.12
01/19	01/19	24055230LBMNDY3FZ	LYFT *RIDE FRI 7AM lyft.com CA		65.17
			TOTAL \$900.13		
			4856200379067328 / Sub Acct Ending In 7328		

Transaction Summary For **KIMBERLY MACPHERSON**
Sub Account Number Ending In **2287**

01/17	01/17	F5921000N000TF022	ITEM TRANSFER, ACCT BAL TRANSFER (TF)	247.30	
01/18	01/18	F5921000N000TF022	ITEM TRANSFER, ACCT BAL TRANSFER (TF)	5.12	
01/19	01/19	F5921000N000TF022	ITEM TRANSFER, ACCT BAL TRANSFER (TF)	65.17	
01/22	01/22	F5921000N000AF022	*FINANCE CHARGE* PURCHASES REFUND	1.43 ✓ OK	
01/28	01/28	24204290W8JKRAQY0	FACEBK WH2X3KSJH2 650-5434800 CA		8.35
01/29	01/29	24431060X0RTY76F9	ADOBE *ACROPRO SUBS 800-443-8158 CA		29.98
01/29	01/29	24431060X0RTY77RG	ADOBE *CREATIVE CLOUD 800-443-8158 CA		34.99
01/29	01/29	24692160X2XPA0AGY	GOTPRINT.COM 818-252-3000 CA	Business cards	156.39
01/31	01/31	244309910BM32GFWQ	DRI*WWW.SHAREIT.INFO element5.info MN	Maintenance Fleet Pro	649.00
01/31	01/31	24692160Z2X8G87GS	EAUTOREPAIR.NET 888-724-6742 CA	Bus part	19.95
			TOTAL \$579.64		
			KIMBERLY MACPHERSON / Sub Acct Ending In 2287		



Planning and Marketing Committee

Regular Monthly Meeting

Wednesday, April 3, 2019, 1:00pm

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

MINUTES

In attendance: Tom Blanchard, Tory Canfield, Jim Finch, Kristin Derrig, Wally Morgus, Kim MacPherson, Tucker Van Law and Ben Varner

- 1) Call the meeting to order at 1pm.
- 2) Discuss: RFP for graphic design
 - a. The group discussed the RFP for graphic design which will be released on May 1, 2019. This will go to the regular board meeting for approval.
- 3) Discuss: Review of FY19 Service Plan, as adopted Sep 2018, for Summer 2019, with adjustments and revisions.
 - a. The group discussed the summer service plan which will be brought to the full board for approval.
- 4) Discuss: Other items that may come before the Committee
 - a. Tucker Van Law brought to the group the issue of rear bike racks and whether we will be installing them for summer. This item will also go to the Finance & Performance committee.
- 5) The meeting adjourned at 2:21pm



Finance and Performance Committee

Minutes

Wednesday, April 3, 2019, 2:30pm

Ketchum City Hall, Council Chambers

480 East Avenue

Ketchum, ID 83340

Present: Grant Gager, Rick Webking, Kathleen Kristenson, Wally Morgus, Ben Varner, and Tucker Van Law

- 1) Call to Order.
- 2) Comments from the Chair and Members.
 - a) There were none.
- 3) Review: MRTA's February 2019, Operating Revenue & Expense and bills paid.
 - a) The group went over the financials and bills paid with Tucker Van Law to answer questions. Rick Webking made a motion to recommend adding this to the consent agenda to be received and filed by the board and Kathleen Kristenson seconded. All members approved.
- 4) Discuss: FTA Fiscal Year 2019 Certifications and Assurances.
 - a) Tucker Van Law informed the committee he had reviewed the 2019 Certifications and Assurances and found one minor change staff would implement in the summer schedule. The change has to do with the price charged to seniors and those with disabilities. Other than the one change, Tucker indicated to the best of his knowledge MRTA is in compliance with the 2019 Certifications and Assurances.
 - b) Rick Webking made a motion to recommend adding this to the consent agenda to be received and filed by the board pending legal review and a comparison to the 2018 Certifications and Assurances. Kathleen Kristenson seconded and all members approved.
- 5) Discuss: JPA Extension and Bylaws.
 - a) Wally Morgus presented the JPA Extension and Bylaws informing the committee the current JPA extension expires in September 2019.
 - b) Rick Webking recommended adding language to the JPA to define when the current extension expires.

- c) Rick Webking made a motion to recommend adding the JPA extension and Bylaws to the consent agenda to be received and filed by the board pending legal review and added language to include when the current JPA extension expires. Kathleen Kristenson seconded and all members approved.
- 6) Discuss: Revised 2019 Capital Budget.
 - a) Tucker Van Law presented a revised capital budget to includes expenses for an alternate fuel technology consultant. Rick Webking recommended tabling revising the budget until the true cost was determined. All members agreed.
- 7) Discuss: 2020 Budget.
 - a) Beginning discussions of the 2020 budget.
- 8) Discuss: Executive Director Annual Review Committee.
 - a) Grant recommended bringing this to the full board. All members agreed.
- 9) Discuss: Other items that may come before the Committee.
 - a) Tucker Van Law brought concerns to the board regarding the safety of rear bike racks. He explained the bus manufactures do not recommend and will not install rear bike racks due to safety concerns. Additionally, the bike rack manufacturer designs them for the front of a bus not the rear. Given this the committee and all present recommended removing rear bike racks due to safety concerns.
- 10) Adjourn.



Finance and Performance Committee

Minutes

Thursday, April 11, 2019, 10:00am

Ketchum City Hall, Council Chambers

480 East Avenue

Ketchum, ID 83340

Present: Grant Gager, Kathleen Kristenson, Wally Morgus, and Tucker Van Law

- 1) Call to Order.
- 2) Comments from the Chair and Members.
 - a) There were none.
- 3) Discuss: Discussion of the FY20 Budget.
 - a) High level review of the FY20 budget and FY20 local funding.
- 4) Discuss: Other items that may come before the Committee.
 - a) There were none.
- 5) Adjourn.

Mountain Rides Staff Report

Date: 4/17/2019

Staff Member: Kim MacPherson

Department: Community Development

Department Highlights from the Previous Month:

Progress on projects/initiatives:

As we wind down the winter, we are looking towards summer and all that entails.

Bike to Work/School day is on Weds, May 22nd. Looking at having a few more sponsors on the trail this year.

With the approval of the summer service plan, I will begin work on the bus schedule for the summer.

Challenges/ Opportunities:

The public transportation industry is gearing up for the inaugural Get on Board Day on April 25, 2019.

Every three years we put out an RFP for Graphic Design and is included in the consent agenda this month. Release date is set for May 1, 2019.

Mountain Rides Staff Report

Date:

4/17/2018

Staff Member:

Ben Varner

Department:

Operations and Maintenance

Department Highlights
from
the Previous Month:

As the winter peak season winds down, I'd like to recognize the Operations and Maintenance staff for doing an outstanding job delivering service this year. Mountain Rides had a minimal amount of "bumps in the road" and that is due to our awesome staff of managers, drivers, mechanics and techs.

Progress
on projects/initiatives:

It's spring cleaning time. Both the Operations and Maintenance staff will be busy changing out information signs, cleaning stops and getting ready for summer over the next few weeks.

Challenges/
Opportunities:

We had a great crop of four new hires as winter drivers this past season and hope that they all return for the 2020 winter.

Graffiti has been an issue at several of our stops and shelters in the City of Hailey. We have discussed with the Police Department and continue to clean up what we find, but it is frustrating for our staff.

Mountain Rides Staff Report

Date:

04/17/2019

Staff Member:

Tucker Van Law

Department:

Director, Finance & Administration

Department Highlights
from
the Previous Month:

1st draft of the FY2020 operating budget has been complete.

Progress
on projects/initiatives:

2019 FTA Certification and Assurances was executed by legal council and a FTA document that discusses the changes to the 2019 Certification and Assurances was provided to the F&P committee as requested. Given this the 2019 FTA Certification and Assurances will be added to the consent agenda.

Challenges/
Opportunities:

Maintenance costs continue to be a concern and over budget by 50% in March. This brings YTD maintenance cost to 21% over budget or 20k over budget stated in dollars.

Payroll expenses are over budget in March but remain under budget YTD. April is trending over budget.

We are beginning to notice Valley cash fares declining slightly. We believe this is due to increased pass sales and increased ridership on the Hailey route. While the revenue is down ridership is up. We see this as a positive trend as people move to riding more frequently and purchasing a pass.

While our budget is very tight we are staying within the adopted 2019 budget in total expenses.

Mountain Rides Staff Report

Date: April 17, 2019

Staff Member: Wally Morgus, Executive Director

Department: Administration

Department Highlights from the Previous Month:

Indication by Idaho DEQ re: highly likely award of funding (exceeding that requested) vis-a-vis the VW Mitigation Grant program...official announcement expected in early May.

Indication by ITD re: highly likely award of funding vis-a-vis ITD's One-time Capital Grant FFY 2020 program...anticipate award of \$232,000 to fund real property acquisition and development planning.

Hailey Route driver (Gerry) performed life-saving CPR on passenger waiting at bus stop in Hailey!

Progress on projects/initiatives:

DRAFT of preliminary FY20 operating budget completed.

Submission of FY 2019 Low or No Emission Bus Program 5539(c) Grant application to ITD, Apr 5, 2019: Three (3) BEBs and charging infrastructure, 5339(c) funding sought: \$ 2,128,500; local match: \$ 361,500.

Challenges/ Opportunities:

Upcoming, in May, funding requests to Joint Powers.

Efficient, effective application of grant funding (FTA 5339(c) + DEQ VW mitigation) to purchase of BEBs and infrastructure (or other qualifying Low-No buses and infrastructure).

Selection of consultant (per RFP) and subsequent consulting gig re: AFT analysis and recommendations.

Mountain Rides Consent Agenda Item Summary

Date:	<div>4/17/2019</div>	From:	<div>Kim MacPherson</div>
Consent Item:	<div>4g. Approve Distribution of MRTA RFP #1905-001-MRTA (Graphic Design and Marketing)</div>		
Committee Review:	<div><div><input checked="" type="radio"/> yes</div><div><input type="radio"/> no</div></div>	Committee Purview:	<div>Planning & Marketing</div>
Fiscal Impact:	<div></div>		
Related Policy or Procedural Impact:	<div>Marketing budget</div>		
Background:	<div>Following is an RFP for Graphic Design and Marketing for distribution</div>		



Mountain Rides Transportation Authority

Request for Proposal

RFP # 1905-001-MRTA

Graphic Design and Marketing Services

May 2019

1) Introduction and Background:

Mountain Rides Transportation Authority (MR) is seeking proposals from qualified parties to support marketing efforts through compelling graphic design and customer resource creation. Efforts may include graphic design for ad campaigns, bus schedules and bus pass creation; website updates and online social media support.

Since formation as a regional public transportation provider in 2007, Mountain Rides has always had a logo and brand that has unified the look and feel of our vehicles, outreach materials, website and printed schedule; however, we need someone who can further refine our brand and provide better integration across our various platforms. MR promotes its current services through a variety of means including on the interior of our buses, ads in the Idaho Mountain Express newspaper and seasonally on the local radio stations, in our printed brochures and schedules (approximately 25,000 pieces printed per year), in email newsletters, and at events throughout Blaine County.

MR is the regional provider of public transportation options in Blaine County, Idaho. MR is a public partnership made up of the local cities and county with purpose and goals as:

Statement of Purpose: Mountain Rides provides and supports a full range of transportation alternatives* for Blaine County and adjacent communities that are safe, user oriented, environmentally friendly, economically sustainable and supportive of a strong local economy.

Goals:

1. Provide and advocate for well-funded transportation system that reduces the number of single occupancy vehicle trips and meet the needs of our communities.
2. Promote knowledge and increase awareness of the social, financial, environmental and community benefits of transportation alternatives*.
3. Promote regional cooperation on transportation issues.

**Alternatives include, but are not limited to, walking, biking, rideshare, vanpool, carshare, bikeshare, fixed route bus, paratransit demand response, custom bus, commuter bus, transportation planning and transportation counseling.*

Our culture statement is:

Mountain Rides is defined by the excellent service we provide. Our employees operate with a commitment to the community built upon adaptable partnerships that improve the way people move around. Our relationships with each other are based on mutual respect and trust. The essence of Mountain Rides is that we perform our jobs efficiently by cooperating to get the job done to the highest standard.

2) GENERAL INFORMATION

a. Procurement Schedule:

RFP Release Date	5/1/2019
Deadline for RFP Questions	5/15/2019
RFP Closing Date	5/29/2019
Initial evaluations of Proposals	6/3-6/5/2019
Interviews with highest ranked (2-3) Proposers	6/10-6/14/2019
Award Date	6/21/2019

b. Issuing Office & Submission of Questions:

This solicitation is issued by Mountain Rides (MR). MR is the only contact for this solicitation. Written questions must be submitted via e-mail to:

Kim MacPherson, Director, Community Development

E-mail: kim@mountainrides.org

The deadline for receipt of questions is May 15, 2019. To be considered, questions must be received via e-mail by 5:00 p.m. Mountain Standard Time, on that date.

c. Additional Terms and Conditions:

Where conflict occurs, these Additional Terms and Conditions shall take precedence.

1. Proposals, including cost proposal, shall remain valid for at least thirty (30) calendar days beginning the first working day after the proposal Closing Date.
2. MR reserves the right to reject any and all Proposals, and part or parts of a Proposal, waive any technicalities, and award any or all of the contract in a manner that is in the best interest of MR. Contracts will be awarded to the lowest proposer when it is in the best interest of MR.
3. Proposals may be withdrawn by submitting a written request to MR before the time fixed for Proposal opening. Withdrawal of an offer will not preclude the proposer from submitting a new proposal, provided that the withdrawal is timely and before the closing date.
4. The Proposer, by signing the Proposal forms, certifies that the Proposal is offered by a business that is fully licensed to do the work relating to the scope of work herein.
5. MR reserves the right to terminate any resulting Contract, in part or in whole, without penalty to MR, upon twenty (20) days written notice to the successful Contractor.
 - a. Upon termination for any reason, MR will pay for all work completed satisfactorily up to the point of termination
 - b. Upon termination for any reason, the successful Contractor will immediately deliver all work completed up to the point of termination
6. After award of the Contract, MR and the successful Contractor will mutually agree on a development plan and budget for each project assigned to the Contractor by MR.
7. The successful Contractor and MR may agree to add to, delete from, or otherwise modify the Scope of Work, and associated tasks, at any time during the contract term, as deemed appropriate by the parties, to complete them. MR

reserves the right to unilaterally modify the Scope of Work based on the availability of funding.

8. Mountain Rides retains ownership of all materials and creative that has been paid for. In accordance with the terms of any resulting agreement, MR will have unlimited right and use of all artwork and products.
9. Services provided by Contractor through a resulting agreement will be on an “as-needed” basis with no guaranteed usage and/or spend per year.
10. Protests: For pre-award protests, submittal must be made no less than ten (10) days before the scheduled receipt of proposals. For post-award protests, submittal must be made not less than five (5) days after notification of the award. Protests must be made to the Executive Director and must reference this RFP and state the specific reason(s) for the protest, along with a suggested remedy.
11. Termination: MR reserves the right to terminate this contract in whole or in part after giving thirty (30) days written notice to the contractor upon non-performance, violation of terms, or for convenience of MR.
12. Taxes: MR is a tax-exempt entity. These taxes are not to be included in the Proposal price. Tax exemption information, upon request, will be provided to the successful proposer upon award of the contract.
13. Addenda: Any changes in these instructions or other requirements will be accomplished by a written addendum sent to all prospective proposers. All such addenda shall become a part of the contract. Failure to acknowledge receipt of all addenda may cause the Proposal to be considered non-responsive, and therefore rejected.
14. Audit and Inspection: The proposer agrees to allow MR, the Federal Transit Administration, or any of their duly authorized representatives, for the purpose of audit and examination: a) Inspect all work, materials, payrolls, and other data/records associated with the project; and b) Audit the books, records, and accounts associated with the project. c) In addition, the contractor must also agree to maintain all required records for a minimum of three (3) years after MR makes final payments and all other pending matters are closed.

3) SCOPE OF WORK

MR needs assistance with various marketing and public relations activities from an outside firm that has graphic design, branding and marketing product creation. The work will be assigned to the firm on a task-by-task basis. MR staff may provide technical assistance depending on the specific requirements of the tasks.

a. Examples of work needed:

1. Bus schedules, twice a year, June and November: schedule will be to act as an information source for our current or potential riders. Information regarding pricing for services, system maps, and schedule time tables will be the focus. The MR schedule must convey a feeling of high-quality services focused on moving people via a variety of transportation modes. The schedule must convey a feeling of reliability and ease of use.
2. Newspaper advertising, advertising campaign: will be an advertising campaign to market the Mountain Rides brand, as well as to market the importance of alternative transportation choices in our community.

3. **Website:** Integrate advertising into the website and keep website looking current. Mountain Rides current website was designed in 2016, www.mountainrides.org, and the route section with timetables was designed and implemented by Greyhound Design. It has a lot of function, and we look to keep that section intact and would like to be able to have someone who can work with Greyhound Design.
 4. **Bus passes:** We will need our bus passes designed twice a year with the seasons. The seasons go from Dec 1 to May 31 (Winter/Spring) and Jun 1 to Nov 30 (Summer/Fall). We have a 6-month pass, monthly passes, a Hailey/Bellevue monthly pass and adult and youth one-way passes.
 5. **Social Media support:** we have a Facebook page, a Twitter account, and an Instagram account that we update with events, rider alerts, news, and interesting transportation related links. We would like to be able to work with a firm that can help us provide a more regular and consistent message that matches our branding strategy.
 6. **Overall branding:** we need a firm to help keep our graphics standards updated and more comprehensively applied.
 7. **Bus graphics:** we need to keep our brand fresh and relevant on the exterior of buses, which may include periodic updating, and will need help developing bus templates and graphic files for vinyl graphic installers.
 8. **Video production and photography services:** this is an optional requirement. MR may contract specifically for this need outside of this RFP. If you have these services, please indicate your firm's video production capabilities. Mountain Rides is looking for production of 2-3 minute (or current standard) videos that spotlight people using our services or highlight an accomplishment.
- b. Audience:** The main audience for Mountain Rides will be those who need to figure out how to immediately use MR services (for ex., bus routes) or gather information for how to move themselves around Blaine County for reference or future use. Winning over new users is very important. Other potential audiences include the general public who want to learn about MR, businesses who may want to do business with MR, Spanish speakers who may want to use MR services, those looking for bike or pedestrian resources, or local stakeholders and funding partners who need organizational information.
- c. Business Objective:** The primary objective of the chosen firm will be the keeper of our brand and integrate the look and feel across all assets. Additionally, MR is looking for a firm that can best communicate complicated schedule information in printed and online form.
- d. Content:** MR will provide the existing schedule in Adobe Illustrator and InDesign formats. MR will provide the timetable information for each route. MR will also provide our logo and past ads for reference.
- e. Look and Feel:** MR needs a firm who can update our overall look and create a cohesive feel for our marketing materials and associated branded assets. Our goal is to create a brand image that conveys that MR is high quality organization that is focused on connecting our community through convenient, dependable, safe, accessible services.

- f. Maintenance and Updates:** MR does have Adobe Illustrator and InDesign software programs for editing and updating purposes only. Proposer will be responsible for coordinating periodic updates of marketing and outreach materials with MR input.
- g. Assignment of Work and Deliverables:** Project details will be assigned to the Contractor by the MR Director, Community Development or his/her designee. The Community Development Director will be the primary contact and will work with the Contractor to establish timelines and details regarding the associated tasks and deliverables.

4) PROPOSAL FORMAT AND DETAIL

a. Content Requirements

The proposal must comply with the format and content requirements detailed in this section. The proposer must submit a complete proposal that provides proof of experience and qualifications to conduct the required activities and the approach to completing the tasks. If a proposer does not follow the required format its proposal may be found non-responsive and receive no further consideration.

b. Confidentiality

During the evaluation phase and any discussions conducted, adequate procedures will be used to ensure that the contents of the proposer's proposals are not released outside of the MR's evaluation and procurement personnel. Any information that a proposer considers to be confidential, and not subject to release, even after award of the RFP, must be clearly marked as such. A proposer may not mark its entire proposal "confidential." In addition, pricing information will not be considered "confidential." Proposer agrees that any and all information, in oral or written form, whether obtained from MR, its agents or assigns, or other sources, or generated by Contractor pursuant to this contract shall not be used for any purpose other than fulfilling the requirements of this contract. Contractor further agrees to keep in absolute confidence all data relative to the business of MR, their agents or assigns. No news release, including but not limited to photographs and film, public announcement, denial or confirmation of any part of the subject matter of any phase of any program hereunder shall be made by Contractor without written approval of MR.

c. Required Items

A complete proposal must include the following:

- 1.** A transmittal letter: There must be a transmittal letter on company letterhead, signed by the principal of the Contractor. The individual signing the signature page must indicate his or her position/title. A contact person for further information must also be identified.
- 2.** Work Examples: Provide a description of your firm's experience in carrying out the scope of work, including direct experience doing a project for a transit agency or multi-modal transportation organization. Include at least three (3) work examples relevant to this RFP.

3. Capabilities: Describe your firm's capabilities relative to the examples of work needed in section 3a of this RFP. Indicate in which areas your firm is interested in being considered.
4. Team: Describe your team and the personnel that would be involved with carrying out the work you propose.
5. Diversity: describe the ownership of your firm and whether your firm is certified by the state of Idaho as an MBE or WBE. Fill out Attachment B for DBE certification.
6. References: provide a list of three (3) references for which you performed similar projects, which were completed within the last three (3) years.
7. Cost Proposal: please fill out cost sheet (Attachment C) that details hourly rates of key personnel and example rates for specific projects listed on the cost sheet. Also, please indicate alternative features or approaches that may save MR money.
8. Sign acknowledgement of federal requirements (signature page is the last page of Attachment A).

5) INSTRUCTIONS FOR PROPOSAL SUBMITTAL

a. Proposal Response

Provide one (1) original and two (2) copies of your proposal response.

b. Address

Proposals can be made either by email, mail, or in person:

Send your response by email to:

kim@mountainrides.org

Send your response by mail to:

Mountain Rides Transportation Authority
PO Box 3091
Ketchum, ID 83340

Deliver your response in person to:

Mountain Rides Transportation Authority
121 Clover St
Bellevue, Idaho 83313

6) PROPOSAL EVALUATION AND AWARD

- a. Proposals will initially be evaluated to determine whether they comply with the proposal submission requirements, including timely receipt and inclusion of required elements.
- b. MR will evaluate complying proposals by an evaluation team established by MR according to the following evaluation criteria and associated points.

Evaluation Criteria	Point value
Quality of relevant work examples and firm capabilities	35 points
Staffing and team experience, especially with public transportation	25 points
References	15 points
Cost proposal	15 points
Disadvantaged Business Enterprise certification	10 points
TOTAL	100 points

- c. Following award of the contract to the highest ranked proposer, according to the point values given by the evaluation team from 6b. above, a contract will be developed based on this RFP, and the parties will mutually agree on a work plan. If a contract and work plan cannot be agreed upon, MR reserves the right to award to the next highest ranked proposer.

ATTACHMENT A – Federal Requirements (for contracts less than \$25,000) and Acknowledgement of Compliance.

As Mountain Rides is a public transportation entity and recipient of Federal Transit Administration funding, the following FTA clauses apply to this RFP.

Access to Records and Reports.

49 U.S.C. 5325

18 CFR 18.36(i)

49 CFR 633.17

The following access to records requirements applies to this Contract:

1. The Contractor agrees to provide the Purchaser, 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 which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor also agrees, pursuant to 49 C.F.R. 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 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311.
2. 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 Purchaser, 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).
3. FTA does not require the inclusion of these requirements in subcontracts.

Federal Changes.

49 CFR Part 18

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

No Obligation by the Federal Government.

- (1) The Purchaser 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 Purchaser, 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.

Program Fraud and False or Fraudulent Statements or Related Acts.

31 U.S.C. 3801 et seq.

49 CFR Part 31 18 U.S.C. 1001

49 U.S.C. 5307

(1) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. 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 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 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.

Termination.

If this contract is less than \$10,000 this clause does not apply.

49 U.S.C. Part 18

FTA Circular 4220.1F

a. Termination for Convenience. MR may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the Government's best interest.

b. Termination for Default. If the Contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, MR may terminate this contract for default. MR shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract.

c. Opportunity to Cure. MR, in its sole discretion may, in the case of a termination for breach or default, allow the Contractor 10 days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.

Civil Rights Requirements

29 U.S.C. 623, 42 U.S.C. 2000

42 U.S.C. 6102, 42 U.S.C. 12112

42 U.S.C. 12132, 49 U.S.C. 5332

29 CFR Part 1630, 41 CFR Parts 60 et seq.

The following requirements apply to the underlying contract:

(1) Nondiscrimination - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 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 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 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 C.F.R. 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 U.S.C. § 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 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 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 U.S.C. § 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 C.F.R. 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.

Disadvantaged Business Enterprises

49 CFR Part 26

- a. 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. MR's overall goal for DBE participation is 2.0%.
- b. 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 MR deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

The successful proposer/offeror will be required to report its DBE participation obtained through race-neutral means throughout the period of performance. A monthly reporting form will be provided for reporting to MR the payments to DBE subcontractors.

d. The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from the MR. In addition, is required to return any retainage payments to those subcontractors within 30 days after the subcontractor's work related to this contract is satisfactorily completed.

e. The contractor must promptly notify MR, whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of MR.

ACKNOWLEDGEMENT OF FEDERAL CLAUSES

I, _____ (print name), of _____ (firm), have read and understand the federal clauses contained herein under Attachment A and agree to abide by these requirements if a contract results from the submission of the proposal from my firm.

Signed

Date

Attachment B
DBE Certification

The firm that submits this proposal form
____IS____IS NOT a Disadvantaged Business Enterprise.

Signature: _____

Print or Type: _____

Name & Title of Signing Officer Company: _____

Date: _____

Mailing Address:

Phone: _____

Email: _____

Attachment C Cost Proposal

Please fill out the following table with current hourly costs for specific work functions. MR understands that these are current costs for your firm and are subject to change. Costs submitted must remain valid for at least thirty (30) days after RFP closing date. For any functions for which your firm is not making a proposal, please mark the function hourly cost as “n/a.”

Function	Hourly cost
Graphic design	
Branding consultation	
Website updates	
Social Marketing support	
Bus graphic support	
Ad creation	
Video production	

Please note any potential cost saving measures:

Signature: _____

Print or Type: _____

Name & Title of Signing Officer Company: _____

Date: _____

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

This certification appears on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
 - (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 C.F.R. Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 C.F.R. Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated

- against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
- (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 C.F.R. Part 27;
 - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
 - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 C.F.R. Part 24.
 - (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
 - (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
 - (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
 - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
 - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 C.F.R. Part 200, Subpart F, "Audit Requirements", as adopted and implemented by U.S. DOT at 2 C.F.R. Part 1201.
- (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.

- (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a sub-recipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget's standard form 424D "Assurances—Construction Programs" and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

1.3. Procurement.

The Uniform Administrative Requirements, 2 C.F.R. 200.324, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 C.F.R. Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost

Principles, and Audit Requirements for Federal Awards,” 2 C.F.R. Part 200, particularly 2 C.F.R. §§ 200.317–200.326 “Procurement Standards;

- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 C.F.R. Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant’s exclusion status. 2 C.F.R. § 180.300. Additionally, each applicant must disclose any information required by 2 C.F.R. § 180.335 about the applicant and the applicant’s principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;
- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification;
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

CATEGORY 2. TAX LIABILITY AND FELONY CONVICTIONS.

Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. As prescribed by U.S. DOT Order 4200.6, FTA requires each applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 3. LOBBYING.

If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 C.F.R. § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 C.F.R. Part 20.

3.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3.2. Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 4. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.

4.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 C.F.R. § 604.4.

The applicant agrees that it, and each of its subrecipients, and third party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 C.F.R. Part 604, the terms and conditions of which are incorporated herein by reference.

4.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 C.F.R. § 605.15.

- (a) If the applicant is not authorized by the FTA Administrator under 49 C.F.R. § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
 - (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
 - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 C.F.R. § 605.11, the applicant agrees as follows:
 - (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
 - (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.
 - (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
 - (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 5. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it has, or will develop, a transit asset management plan in compliance with 49 C.F.R. Part 625.

CATEGORY 6. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.

6.1. Rolling Stock Buy America Reviews.

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 C.F.R. § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 C.F.R. Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 C.F.R. Part 663.

6.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 C.F.R. § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility and that the bus received a passing test score as required by 49 C.F.R. Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 7. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;

- (c) Will maintain equipment and facilities in accordance with the applicant's transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
 - (1) Senior;
 - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
 - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);
- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);
- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);
- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
 - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
 - (2) Has decided that the expenditure for security projects is not necessary;
- (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
- (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 8. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5310(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
 - (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
 - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and
- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected intercity bus service providers, and the intercity bus service needs of the State are being met adequately.
- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
 - (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
 - (2) It has determined that otherwise eligible local transit needs are being addressed.

CATEGORY 9. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

CATEGORY 10. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants) or subsection (b) (competitive grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3) and (b)(6), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants) or subsection (b) (competitive grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3) and (b)(6), respectively.

If the applicant, regardless of whether it is in an urbanized or rural area, will apply for an award under subsection (c) (low or no emission vehicle grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(c)(3).

Making this certification will incorporate by reference the applicable certifications in Category 7 or Category 8.

CATEGORY 11. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 7 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 7, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 7 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 7, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;
- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and
- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 12. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA’s State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, this certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4).

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant’s most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 C.F.R. Part 625.

CATEGORY 13. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks (“SIB”) Program (23 U.S.C. § 610), it must make the certifications in Category 7 for the Urbanized Area Formula Grants Program, Category 9 for the Fixed Guideway Capital Investment Grants program, and Category 12 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 7, 9, and 12 by reference.

CATEGORY 14. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 C.F.R. § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 C.F.R. Part 655.

CATEGORY 15. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 C.F.R. §§ 659.43, 672.31, and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 C.F.R. part 659, "Rail Fixed Guideway Systems; State Safety Oversight";
- (b) Compliant with the requirements of 49 C.F.R. part 672, "Public Transportation Safety Certification Training Program"; and
- (c) Compliant with the requirements of 49 C.F.R. part 674, "State Safety Oversight".

CATEGORY 16. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 C.F.R. Part 37, it must make the following certification. This certification is required by 49 C.F.R. § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;

- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;
- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

CATEGORY 17. INTEREST AND FINANCING COSTS.

If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

CATEGORY 18. CONSTRUCTION HIRING PREFERENCES.

If the applicant will ask FTA to approve the use of geographic, economic, or any other hiring preference not otherwise authorized by law on any contract or construction project to be assisted with an award from FTA, it must make the following certification. This certification is required by the Consolidated Appropriations Act, 2019, Pub. L. 116-6, div. G, title I, § 191.

The applicant certifies the following:

- (a) That except with respect to apprentices or trainees, a pool of readily available but unemployed individuals possessing the knowledge, skill, and ability to perform the work that the contract requires resides in the jurisdiction;
- (b) That the applicant will include appropriate provisions in its bid document ensuring that the contractor does not displace any of its existing employees in order to satisfy such hiring preference; and

- (c) That any increase in the cost of labor, training, or delays resulting from the use of such hiring preference does not delay or displace any transportation project in the applicable Statewide Transportation Improvement Program or Transportation Improvement Program.

FTA FISCAL YEAR 2019 CERTIFICATIONS AND ASSURANCES
FEDERAL FISCAL YEAR 2019 CERTIFICATIONS AND ASSURANCES FOR FTA
ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: _____

The Applicant certifies to the applicable provisions of categories 01–18. _____

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Tax Liability and Felony Convictions	_____
03 Lobbying	_____
04 Private Sector Protections	_____
05 Transit Asset Management Plan	_____
06 Rolling Stock Buy America Reviews and Bus Testing	_____
07 Urbanized Area Formula Grants Program	_____
08 Formula Grants for Rural Areas	_____
09 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
10 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____
11 Enhanced Mobility of Seniors and Individuals with Disabilities Programs	_____
12 State of Good Repair Grants	_____
13 Infrastructure Finance Programs	_____
14 Alcohol and Controlled Substances Testing	_____
15 Rail Safety Training and Oversight	_____
16 Demand Responsive Service	_____
17 Interest and Financing Costs	_____
18 Construction Hiring Preferences	_____

FEDERAL FISCAL YEAR 2019 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE

PAGE

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2019)

AFFIRMATION OF APPLICANT

Name of the Applicant: _____

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2019, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2019.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature _____ Date: _____

Name _____ Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant):

Mountain Rides Transportation Authority

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature _____ Date: *4-11-19*

Name *Michael D. Pogue* Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

**Extension of Amended Agreement of the Ketchum-Sun Valley Public Transit Authority
to Provide Multimodal Public Transportation Services in Blaine County**

WHEREAS, on October 8, 2007, the undersigned governmental entities agreed to and caused to be recorded with the Blaine County Recorder that certain agreement known as the Amended Agreement of the Ketchum-Sun Valley Public Transit Authority to Provide Multimodal Public Transportation Services in Blaine County (“Joint Powers Agreement”) on November 1, 2007, as Instrument No. 552903 in Blaine County, Idaho;

WHEREAS, on October 8, 2007, the “Ketchum-Sun Valley Public Transit Authority” was renamed the “Mountain Rides Transportation Authority”; and

WHEREAS, the undersigned governmental agencies desire to extend the Joint Powers Agreement as set forth below.

NOW THEREFORE, the undersigned governmental agencies agree as follows:

1. The Joint Powers Agreement, currently set to expire September 30, 2019, attached hereto as Exhibit 1 and incorporated by reference, is hereby extended for four (4) years, until September 30, 2023.
2. Except as so changed herein, all provisions of the Joint Powers Agreement shall remain in full force and effect.

(seal)

City of Sun Valley

By: _____

Its: Mayor

Date: _____

Attest: _____

City Clerk

(seal)

City of Ketchum

By: _____

Its: Mayor

Date: _____

Attest: _____

City Clerk

(seal)

City of Hailey

By: _____

Its: Mayor

Date: _____

Attest: _____

City Clerk

(seal)

City of Bellevue

By: _____

Its: Mayor

Date: _____

Attest: _____

City Clerk

(seal)

Blaine County Commission

By: _____

Commissioner

Date: _____

By: _____

Commissioner

Date: _____

By: _____

Commissioner

Date: _____

Attest: _____

Its: _____

COPY

**AMENDED AGREEMENT OF
THE KETCHUM-SUN VALLEY PUBLIC TRANSIT AUTHORITY TO PROVIDE
MULTIMODAL PUBLIC TRANSPORTATION SERVICES IN BLAINE COUNTY**

Revised October 1, 2007

This Agreement ("Agreement"), made and entered into in OCT. 8th 2007, by and between the CITY OF KETCHUM, IDAHO, a municipal corporation ("Ketchum"), the CITY OF SUN VALLEY, IDAHO, a municipal corporation ("Sun Valley"), the CITY OF HAILEY, a municipal corporation ("Hailey"), the CITY OF BELLEVUE, a charter city ("Bellevue"), the CITY OF CAREY, a municipal corporation ("Carey") and the COUNTY OF BLAINE, a body politic and corporate ("Blaine County") all described, individually as "Party," or jointly as "Parties";

WITNESSETH:

WHEREAS, on June 5, 1989 the Cities of Ketchum and Sun Valley entered into an agreement for the formation of the Ketchum-Sun Valley Public Transit Authority ("Authority") and have since that commencing date jointly funded and operated a public transportation system commonly known as KART within and between the two municipalities through the Authority; and

WHEREAS, since June 2002, Ketchum, Sun Valley and Blaine County have participated in the funding of the PEAK Bus, a regional public transportation service along Idaho State Highway 75 between Bellevue and Ketchum and Sun Valley operated by Wood River Rideshare, a 501c3 non profit corporation; and

WHEREAS, on December 11, 2003, Ketchum and Sun Valley entered into an agreement extending the Ketchum-Sun Valley Public Transit Authority Agreement of June 5, 1989 to (1) ensure the June 5, 1989 Agreement remained in full force and effect, (2) set the term of commitment by Ketchum and Sun Valley to December 31, 2006; and 3) allow for renegotiation or dissolution of the Ketchum-Sun Valley Public Transit Authority Agreement in the event of the formation of a Regional Transportation authority or similar agency ; and

WHEREAS, in August 2005, Blaine County became the sole manager of the PEAK Bus service and solicited and received funding assistance from Ketchum, Sun Valley and Bellevue for fiscal year 2005-06; and

WHEREAS, on January 31, 2006, Ketchum, Sun Valley, Bellevue and Blaine County entered into an agreement (known as the "Amended Agreement of the Ketchum-Sun Valley Public Transit Authority") to operate the KART services in Ketchum and Sun Valley and the Highway 75 services from Bellevue to Ketchum; and

WHEREAS, in May 2006, the Ketchum-Sun Valley Public Transit Authority became the sole manager of the PEAK Bus service and solicited and received funding assistance from Ketchum, Sun Valley, Bellevue and Blaine County for fiscal year 2006-07; and

WHEREAS, on February 21, 2007 The Authority adopted a Vision, Mission and Goals Statement to reflect its broader role as the primary multimodal public transportation agency within Blaine County and outside of Blaine County to counties with commuters traveling to Blaine County;

Instrument # 552903

HAILEY, BLAINE, IDAHO

2007-11-01 11:39:30 No. of Pages: 8

Recorded for : BLAINE COUNTY COMMISSIONERS

JOLYNN DRAGE Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONER AGREEMENTS

AB

VISION (the big picture): To be the sustainable transportation backbone of Blaine County and adjacent communities

MISSION (what we do): Manage transportation demand by providing access and mobility to those who live, work, or visit Blaine County with service alternatives to the single occupancy vehicle that are environmentally sustainable, energy efficient, attractive, safe, convenient, reliable, and cost-effective.

GOALS (how we succeed):

- Provide attractive and easy to use multimodal transportation services at fair and equitable costs to users and tax payers
- Reduce Blaine County's transportation generated pollution and its "carbon footprint"
- Promote land-use policies in Blaine County that facilitate multimodal transportation

and

WHEREAS, in August 2007, Wood River Rideshare merged with KART allowing the Authority to expand its services to all of those operated by Wood River Rideshare, to include vans, carpools, bicycles, walking, transportation information, counseling and advice and other multimodal public transportation services operating within Blaine County and outside of Blaine County to counties with commuters traveling to Blaine County;

WHEREAS, the Parties have adopted comprehensive plans, transportation plans and/or governing board policies identifying the goals, policies and/or action items to support county-wide transportation planning which includes multimodal public transportation services to meet the resident, visitor and commuter needs through regional transportation planning; and

WHEREAS, the public transportation demands for residents, visitors and workers commuting to employment centers in the region are increasing and it is the desire of the Parties to provide for efficient and responsive multimodal public transportation services which are easily identifiable, are coordinated in a manner to encourage the ease of ridership with incentives such as a variety of high quality services, park and ride lots, and high occupancy vehicle lanes, in order to reduce the congestion, costs and pollution caused in part, by individual vehicular trips within Blaine County; and

WHEREAS, the City parties hereto are municipal corporations organized and existing under and by virtue of the laws of the State of Idaho and as such are authorized and empowered by Idaho Code, Section 50-322, to purchase, lease, or otherwise procure multimodal public transportation systems, and to provide by general ordinance for the regulations governing the maintenance and operation of the same; and,

WHEREAS, it is the mutual desire of the Parties hereto, acting pursuant to Idaho Code, Section 67-2328, to maintain an Authority Board to procure, establish, operate, maintain and plan for a multimodal public transportation system in and between the corporate limits of Sun Valley, Ketchum, Hailey, Bellevue, and Carey and within Blaine County and outside of Blaine County to counties with commuters traveling to Blaine County; and,

WHEREAS, it is the mutual desire of the Parties hereto that there are no disruptions to public transportation services as the mutual terms, covenant and conditions of this Agreement are implemented including that the current level of services historically provided by KART for the residents and visitors of Ketchum and Sun Valley and the services to Wood River Valley that were provided by the PEAK Bus are maintained.

NOW, THEREFORE, in order to accomplish the aforesaid purposes, and in consideration of the mutual terms, covenants and conditions set forth herein, the Parties hereto agree as follows:

1. Corporate Name.

Authority shall be renamed the "Mountain Rides Transportation Authority" which replaces the previous name: "Ketchum-Sun Valley Public Transit Authority" (or "KART").

2. Transportation Authority Membership.

The governing Board of the Authority shall be configured as defined below:

- A. Subject to sub-paragraph E below, two (2) members from the City of Ketchum and two (2) members from the City of Sun Valley shall be appointed by the Mayors of Ketchum and Sun Valley with the concurrence of the City Council of each city.
- B. Subject to sub-paragraph E below, one (1) member each to be appointed by the Mayors of Hailey, Bellevue and Carey, with the concurrence of the City Council of each such City.
- C. Subject to sub-paragraph E below, one (1) member from Blaine County to be appointed by the Board of County Commissioners.
- D. One "Member-at-Large" who is a routine user of the multimodal services of the Mountain Rides Transportation Authority shall be appointed by the Board of the Authority. The Board shall consult with and accept advice as to this appointment from Wood River Rideshare (or its successor), a 501c3 non profit corporation.
- E. Parties will join and become voting members of the Board upon execution of this Agreement by its respective governing body.
- F. The Mayors, Council Members, Commissioners and employees of the Parties hereto shall not be excluded from membership on the Authority by virtue of their relationship with the Cities and County involved.
- G. Employees, directors, shareholders, partners, owners and others with financial interests in any business, company or entity which the Authority has employed or contracted with to provide equipment or services shall not be appointed or remain members of the Authority. Members of the Authority shall be appointed without respect to political affiliation or religious denomination, and shall serve without compensation. Any person may be eligible for appointment

3. Term of Office

The term of office on said Authority shall be for the following initial terms:

- 1 member from Ketchum for one (1) year
- 1 member from Ketchum for three (3) years
- 1 member from Sun Valley for one (1) year
- 1 member from Sun Valley for three (3) years
- 1 member from Blaine County for two (2) years
- 1 member from Hailey for two (2) years
- 1 member from Bellevue for one (1) year
- 1 member from Carey for three (3) years

Subsequent appointments shall be for three (3) years and a board member shall hold a seat on the board until his or her successor has been appointed and qualified. Vacancies occurring otherwise than through the expiration of appointed terms, shall be filled for the remainder of the term by the Party that appointed the board member.

4. Organization.

The Authority shall be governed by the Mountain Rides Transportation Authority By-laws specifying the method and manner by which it shall conduct its business and affairs, provided, however, that said By-laws shall be amended so as not be inconsistent with or contrary to the provisions of this Agreement, or any applicable local, state or federal law and shall provide that at least a simple majority must concur for the Authority to act.

5. Purposes and Powers

The purpose of the Authority is to establish, implement, maintain, fund and operate a comprehensive multimodal public transportation system by motor buses, fixed guideway systems, van and car pools, bicycles, amenities for walking or other appropriate means, including transportation counseling and advice for scheduled or unscheduled and charter services within Blaine County and outside of Blaine County to counties with commuters traveling to Blaine County for the benefit of commuters and the inhabitants and visitors to Blaine County. In furtherance of that purpose, the Parties hereto hereby delegate to the Authority their power to purchase, lease, or otherwise procure multimodal transportation systems, and to promulgate regulations governing the maintenance and operation of the same. Such delegated powers shall more specifically include, but not be limited to, the following:

- A. As a separate legal entity under state and federal statutes, to apply for, receive and operate under financial assistance from the federal or state government, and from any agency or political subdivision thereof, or from any private sources;
- B. To acquire by purchase, gift, lease, sublease or otherwise, to the extent and in the manner that a city or county operating under the laws of the State of Idaho might do so, real or personal property necessary for the establishment, operation and maintenance of a multimodal public transportation system including but not limited to land and easement acquisitions, facilities, employee housing and rolling stock;

- C. To fund operational and maintenance costs of operating a comprehensive multimodal public transportation system;
- D. To contract with public or private agencies, companies or entities for the provision of multimodal public transportation services or for expansion of multimodal public transportation services in the Authority's service area;
- E. To undertake or contract for studies relating to the multimodal public transportation needs of the Parties and the methods by which said needs can best be served;
- F. To participate in, contribute to and support the regional transportation plans, as from time to time may be proposed, adopted and amended.

6. Manner of Financing.

The Authority shall annually adopt a budget. Each Party hereto will annually budget and contribute to the Authority an amount of money necessary to operate and maintain a comprehensive multimodal public transportation system. During each fiscal year, the Parties shall contribute their respective amount of money as determined by the adopted budget, subject to approval of each Party's governing board. Upon approval of the Board, a Party may contribute its share of the budget through in-kind services, equipment, personal or real property or leases.

- A. In adopting the annual budget, it is anticipated that Ketchum and Sun Valley will continue, as a base, the fiscal year 2005-2006 level of financial support which has historically been provided through their respective local option tax ("LOT") revenue for KART and the PEAK Bus. Further, it is anticipated that the County will continue its financial support for the multimodal public transportation services operated by the Authority in and beyond the County.
- B. Any Party may contribute additional funds to the Authority. Said additional funds shall be deemed as contribution not subject to matching from any other Party and shall be calculated for division of property upon termination of the Authority under Paragraph 8 herein below, if such contribution(s) were for capital acquisitions.
- C. Any funds received by the Authority shall be used for the purpose of maintaining the Authority and planning for, establishing, acquiring, operating or maintaining a multimodal public transportation system, or for paying costs associated with a contract whereby multimodal public transportation services are provided by others. The budgeting, allocation and use of said funds by the Authority shall be in accordance with the purposes and powers herein provided for, and in no event shall the Authority use, spend, encumber or commit funds of the Parties hereto in amounts exceeding those actually budgeted and contributed to the Authority by the Parties.

7. Duration.

The duration of the Authority created by this Agreement shall be for a period of four (4) years, provided, however, that the same may be extended for an additional period or periods of time, as

the Parties hereto deem appropriate. Any such extension of this Authority shall be in writing, adopted by the governing body of each of the Parties hereto.

Any Party may withdraw from the Authority upon one (1) year's written notice. Such notice to be effective shall be given in the month of August. Withdrawal of either Ketchum or Sun Valley shall constitute dissolution of the Authority.

8. Dissolution of the Authority

Subject to section 7 above, the Authority may be dissolved and terminated by majority vote of the Parties. Upon the dissolution of the Authority created by this Agreement or any extension or renewal thereof, for whatever reason, the property, real and personal, owned by the Authority shall be sold or distributed in the manner provided for by law for the disposition of property by cities and counties, and the proceeds of any such sale shall be divided between the Parties hereto in proportion equal to the annual operating and capital contributions of each to the Authority since its inception. Provided, however, that prior to any sale of property, real or personal, Parties may agree to distribute said property between themselves in a manner deemed by them to be equitable and approved in writing by the governing body of each. Property of KART or the Cities of Sun Valley or Ketchum existing at the date of this Agreement, or provided by them after the effective date of this Agreement, shall remain their sole and exclusive property and shall not be divided between the Parties hereto. A schedule of such property shall be prepared and attached hereto as Exhibit "A" upon execution of this Agreement. Such property includes, but is not limited to, buses, vans, vehicles, equipment, tools, furnishings, real property, bus maintenance facility and work force housing units.

9. Mediation.

Any controversy or claim arising out of or relating to this Agreement or breach thereof, shall be submitted to mediation upon the written request of any Party and conducted by one (1) neutral mediator. If the Parties are unable to select a mediator, then selection shall follow the procedure published by the American Arbitration Association Commercial Mediation Rules. Mediation shall be held in Blaine County. This Agreement to mediate and any other agreement or consent to mediate entered into in accordance with this Agreement shall be specifically enforceable under the prevailing law of Idaho. Each party shall bear its own costs and the parties shall split equally the cost and expenses of the mediator.

10. Execution and Effect.

Upon execution of this Agreement by Ketchum and Sun Valley, the "Agreement Extending the Ketchum-Sun Valley Public Transit Authority" dated December 11, 2003 and the Agreement by Ketchum, Sun Valley, Bellevue and Blaine County, the "Amended Agreement of the Ketchum-Sun Valley Transit Authority" dated January 31, 2006, shall both be deemed cancelled and replaced by this Agreement. This Agreement may be executed in counterparts, each of which shall be deemed to be an original.

11. Amendment.

This Agreement may only be amended upon the approval of a majority of the Parties. To be effective, any such amendment shall be in writing signed by the Chair of the Board certifying that such amendment had been approved by majority vote of the Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by the duly-authorized representatives this 8th day of October, 2007.



CITY OF KETCHUM

By: [Signature]

Mayor

Date: 10/11/07

ATTEST:

[Signature]
City Clerk

CITY OF SUN VALLEY

By: [Signature]

Mayor

Date: 10/11/07



ATTEST:

[Signature]
City Clerk

CITY OF HAILEY

By: [Signature]

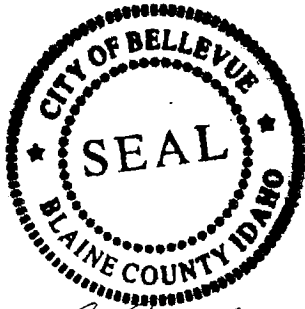
Mayor

Date: October 8, 2007



ATTEST:

[Signature]
City Clerk



ATTEST:

Narathy L Barton
City Clerk

CITY OF BELLEVUE

By: Jim B O

Mayor

Date: 10/25/2007

CITY OF CAREY

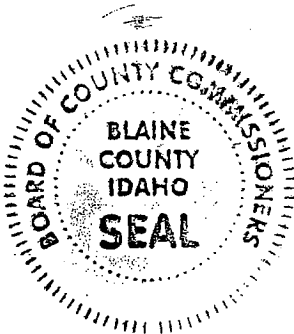
By: _____

Mayor

Date: _____

ATTEST:

City Clerk



ATTEST

J Lynn Drage
JOLYNN DRAGE

BLAINE COUNTY COMMISSIONERS

By: Ben Bowman

Date: 10-16-07

By: Sarah Michael

Date: 10-16-07

By: [Signature]

Date: 10/16/07

Mountain Rides Agenda Action Item Summary

<u>Date:</u>	<input type="text" value="4/17/2019"/>	<u>From:</u>	<input type="text" value="Staff"/>
<u>Action Item:</u>	<input type="text" value="5. Approve Summer/Fall 2019 Service Plan"/>		
<u>Committee Review:</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<u>Committee Purview:</u>	<input type="text" value="Planning & Marketing"/>
<u>Previously discussed at board level:</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No		
<u>Recommended Motion:</u>	<input type="text" value="I move to approve the 2019 Summer/Fall Service Plan as presented."/>		
<u>Fiscal Impact:</u>	<input type="text" value="FY19 service plan"/>		
<u>Related Policy or Procedural Impact:</u>	<input type="text"/>		
<u>Background:</u>	<input type="text"/>		



FY2019 Summer/Fall Service Plan

Blue Route	Warm Springs-Ketchum-Sun Valley-Elkhorn Springs. FY19 service mirrors FY18, except no Morning Star connection in FY19... Late Night (1:00am -2:15am)...1:00am Elkhorn Springs – 1:10am BV Circle – 1:20am Main & 4th – 1:30am BV Circle – 1:40am Main & 4th – 1:50am BV Circle – [2:00am Elkhorn Springs (request)] – 2:00am [2:15am] Main & 4th – 2:05am [2:20am] YMCA – 2:10am [2:25am] Warm Springs Neighborhood (request).
Red Route	Summer Symphony evenings: Twin Creeks-Dollar Circle... Two (2) runs pre-concert, one (1) run post-concert each night of a pavilion concert.
Valley Route (fare)	Year-round. Bellevue, Hailey, Ketchum, Sun Valley. Mon - Fri: 5:55am – 11:00pm. 30-min headway AM/PM commutes; 60-min headway midday. Sat: 6:30am – 11:30pm. Sun: 6:30am – 8:00pm. Holiday Schedule is same as <u>Saturday Schedule</u>.
Hailey Route (fare)	Mon – Fri. Service: 8:00am – 5:00pm ; 60-min headway. Airport Stop is at the rear of St. Luke's Med Center. Fare-FREE Summer Promotion...Jun 24 - Sep 2 (51 days).
Silver Route <i>Contingent on Funding</i>	SV Village-Ketchum-River Run-Ketchum-SV Village. Jun 21 – Sep 2 (74 days), 30-min headway, 8:30am – 4:30pm daily. Cost: \$48,000.
Demand-Response (fare) (Meadows, Ketchum, Elkhorn)	Apr 15, 2019 – Nov 27, 2019. Mon - Fri: 7:30am -10:00am & 2:30pm - 5:30pm; 24-hr advance reservation; \$1.00 fare. Serves: Meadows...Ketchum...Elkhorn (Red).

Mountain Rides Agenda Action Item Summary

Date:

4/17/2019

From:

MRTA Board

Action Item:

6. Appoint committee to conduct Executive Director's annual review

Committee Review:

☐ Yes ☒ No

Committee
Purview:

Previously
discussed at board
level:

☐ Yes ☒ No

Recommended
Motion:

I move to appoint [Board member names] to a special committee to conduct the Executive Director's annual review

Fiscal Impact:

Related Policy or
Procedural Impact:

Background:



Performance Evaluation

Name		Title		Dept	
------	--	-------	--	------	--

PERFORMANCE MEASURE		RATING
Organizational Development & Contribution Works smart. Works hard. Accountable. Diligent. Takes ownership.		0.0
<i>Comments & Examples:</i> Type comments here...		
Customer Service & Satisfaction Satisfies customers. Exhibits creativity. Communicates positively & professionally.		0.0
<i>Comments & Examples:</i> Type comments here...		
Co-worker Service & Satisfaction Fosters teamwork. Builds morale. Communicates. Collaborates. Earns respect & high-regard.		0.0
<i>Comments & Examples:</i> Type comments here...		
Safety, Sustainability, Efficiency, Compliance Develops/implements policies re: safety & regulatory compliance. Enhances safety & efficiency.		0.0
<i>Comments & Examples:</i> Type comments here...		
Personal Attributes & Accountability Exhibits a positive, can-do attitude. Strives for improvement and growth. Embraces accountability. Enhances the workplace for others.		0.0
<i>Comments & Examples:</i> Type comments here...		
Total Evaluation Rating		00.0
<i>Other Comments re: Performance:</i> Type comments here...		

LOOKING AHEAD: THE NEXT YEAR; THINGS TO WORK ON	
Personal Objectives	Priority*
* 1 = Crucial 2 = Very Important 3 = Important	

EMPLOYEE'S COMMENTS

PERFORMANCE RATINGS DEFINITIONS				
Unacceptable (1)	Needs to Improve (2)	Competent (3)	Excellent (4)	Exceptional (5)
Fails to meet normal work requirements, even with close supervision and prompting. Fails to show progress in skills & proficiency. Lacks initiative and know-how to perform properly. Shows minimal or no improvement.	Delivers results, but requires management prompting, oversight & follow-up. Periodically fails to perform up to minimum expectations. Fails to take initiative and show interest needed to meet job requirements.	Makes consistent contributions. Is a good, contributing member of the team. Exhibits good work ethic. Supports management & coworkers in achieving goals & objectives. Understands job requirements; carries them out with proper level of supervision.	Delivers results that exceed expectations. Has superior grasp of requirements. Contributes information and advice. Outperforms most coworkers. Requires minimal to no direction or supervision.	Performs at exemplary level. Achieves results well above expectations. Leads by example re: performance and conduct. Consistently performs well above and beyond requirements of the job. Is highly self-motivated and positive.

WE HAVE REVIEWED AND DISCUSSED THIS PERFORMANCE EVALUATION:	
	<div>SignatureDate</div>
EMPLOYEE	
REVIEWING MANAGER	
EXECUTIVE DIRECTOR	

Manager: Please forward original documents to Employee’s Personnel File.

Mountain Rides Agenda Discussion Item Summary

Date:	<div>4/17/2019</div>	From:	<div>Wally Morgus</div>
Discussion Item:	<div>7. Discussion of preliminary FY20 budget and Joint Power's funding requests</div>		
Committee Review:	<div><input checked="" type="radio"/> yes</div> <div><input type="radio"/> no</div>	Committee Purview:	<div>Finance & Performance</div>
Fiscal Impact:	<div>FY 2020 Budget</div>		
Related Policy or Procedural Impact:	<div></div>		
Background:	<div>DRAFT of FY20 Operating Budget: Total Income: \$3,121,925 Total Expenses: \$3,121,910 Alternatives for determining JP funding requests: 3% increase over FY19 funding for each JP Equal dollar amount increase for each JP (as adjusted)</div>		

Mountain Rides Teansportation Authority
Operating Budget
Apr 11, 2019

P&L: \$ 15

	FY19 Budget	FY20 Draft	\$ Change	% Change	Comments
Income					
41000 · Federal Funding					
41200 · Federal - 5311	\$ 1,268,065	\$ 1,268,065	\$ -	+ 0.0 %	Grant Awards for FY19 & FY20
41600 · Federal - SRTS	21,000	21,000	-	+ 0.0 %	Safe Routes to School Reimbursement
41800 · Federal - RTAP	20,000	20,000	-	+ 0.0 %	Training/Travel Reimbursement
Total 41000 · Federal Funding	\$ 1,309,065	\$ 1,309,065	\$ -	\$ -	
42000 · State Funding					
42400 · State - Training	-	-	-	+ 0.0 %	
Total 42000 · State Funding	\$ -	\$ -	\$ -	\$ -	
43000 · Local Funding					
43100 · Local - Ketchum	\$ 532,560	\$ 606,600	\$ 74,040	+ 13.9 %	Greater % allocation of Local Funding to Ops vs. Capital in FY20 vs. FY19; thus the large % Change year-over-year.
43200 · Local - Hailey	63,000	71,700	8,700	+ 13.8 %	
43300 · Local - Bellevue	4,515	5,100	585	+ 13.0 %	
43400 · Local - Blaine County	117,390	133,700	16,310	+ 13.9 %	
43500 · Local - Sun Valley	257,880	293,700	35,820	+ 13.9 %	
43600 · Local - Sun Valley Co	159,600	181,800	22,200	+ 13.9 %	
43700 · Local - BCRD/Other Galena	15,000	19,000	4,000	+ 26.7 %	+26.7% Increase
Total 43000 · Local Funding	\$ 1,149,945	\$ 1,311,600	\$ 161,655	+ 14.1 %	
44000 · Fares					
44100 · Down Valley Cash	\$ 75,000	\$ 66,000	\$ (9,000)	- 12.0 %	-12.0% Decrease
44150 · Airport Service Cash	-	-	-	+ 0.0 %	+1.0% Increase
44200 · Down Valley Passes	132,000	135,960	3,960	+ 3.0 %	+3.0% Increase
44250 · Hailey Route	5,500	5,000	(500)	- 9.1 %	-9.1% Decrease
44300 · Vanpool	158,000	165,000	7,000	+ 4.4 %	+4.4% Increase
44400 · ADA/demand	-	-	-	+ 0.0 %	+1.0% Increase
44400 · Galena	7,000	4,000	(3,000)	- 42.9 %	-42.8% Decrease
Total 44000 · Fares	\$ 377,500	\$ 375,960	\$ (1,540)	- 0.4 %	

Mountain Rides Teansportation Authority
Operating Budget
Apr 11, 2019

P&L: \$ 15

	FY19 Budget		FY20 Draft		\$ Change	% Change	Comments
45000 · Other Revenue							
45100 · Advertising	\$	70,000	\$	72,000	\$ 2,000	+ 2.9 %	+2.9% Increase
45450 · Miscellaneous		-		-	-	+ 0.0 %	+0.0% Increase
45500 · Charter/Special Event		15,000		15,300	300	+ 2.0 %	+2.0% Increase
45600 · Bike Share		1,000		1,000	-	+ 0.0 %	+0.0% Increase
Total 45000 · Other Revenue	\$	86,000	\$	88,300	\$ 2,300	+ 2.7 %	
Total 47000 · Private Donations	\$	1,000	\$	1,000	\$ -	+ 0.0 %	
48000 - Transfer from Housing Fund	\$	15,000	\$	15,000	\$ -	+ 0.0 %	
49000 · Interest Income	\$	1,000	\$	1,000	\$ -	+ 0.0 %	Based on actuals
50000 · Excess Operating Funds	\$	45,000	\$	20,000	\$ (25,000)	- 55.6 %	
Total Income	\$	2,984,510	\$	3,121,925	\$ 137,415	+ 4.6 %	

	FY19 Budget	FY20 Draft	\$ Change	% Change	Comments
Expenses					
51000 · Payroll Expenses					
51100 · Salaries and Wages	\$ 1,550,000	\$ 1,572,480	\$ 22,480	+ 1.5 %	+1.5% Increase
51300 · FICA Expense	93,000	96,670	3,670	+ 3.9 %	6.0% of Salaries, Wages, Merit
51350 · Medicare Tax Expense	21,700	22,560	860	+ 4.0 %	1.4% of Salaries, Wages, Merit
51400 · Retirement Plan Expenses	120,000	124,870	4,870	+ 4.1 %	7.8% of Salaries, Wages, Merit
51600 · SUI Expense	10,850	11,280	430	+ 4.0 %	0.7% of Salaries, Wages, Merit
51500 · Workers Comp Expense	60,000	60,000	-	+ 0.0 %	+0.0% Increase
51700 · Medical Ins. Expense	272,000	282,200	10,200	+ 3.8 %	+3.8% Increase
51000 · Payroll Expenses - Other	2,000	2,000	-	+ 0.0 %	+0.0% Increase
51850 · Payroll - Merit Increases	-	38,750	38,750	+ 0.0 %	2.50% of Prior Year's Salaries & Wages
51900 · Employee Assistance	-	-	-	+ 0.0 %	+0.0% Increase
51950 · Performance Bonus	6,000	6,000	-	+ 0.0 %	+0.0% Increase
Total 51000 · Payroll Expenses	\$ 2,135,550	\$ 2,216,810	\$ 81,260	+ 3.8 %	
52000 · Insurance Expense					
52100 · Liability/Vehicles	\$ 113,274	\$ 128,000	\$ 14,726	+ 13.0 %	+13.0% Increase
52150 · Deductible/Claims	5,000	5,000	-	+ 0.0 %	+0.0% Increase
Total 52000 · Insurance Expense	\$ 118,274	\$ 133,000	\$ 14,726	+ 12.5 %	
53000 · Professional Fees					
53100 · Accounting & Audit	\$ 22,000	\$ 22,440	\$ 440	+ 2.0 %	+2.0% Increase
53200 · IT Systems & ITS	5,000	5,000	-	+ 0.0 %	+0.0% Increase
53400 · Legal Fees	3,500	3,500	-	+ 0.0 %	+0.0% Increase
53450 · Planning/Design-Studies	-	-	-	+ 0.0 %	+0.0% Increase
53500 · Other (Drug Testing, Consulting)	8,000	8,240	240	+ 3.0 %	+3.0% Increase
Total 53000 · Professional Fees	\$ 38,500	\$ 39,180	\$ 680	+ 1.8 %	
54000 · Equipment/Tools					
54100 · Shop Equipment / Tools	\$ 6,000	\$ 6,180	\$ 180	+ 3.0 %	+3.0% Increase
54300 · Office Equipment	3,500	3,000	(500)	- 14.3 %	-14.25% Decrease
Total 54000 · Equipment/Tools	\$ 9,500	\$ 9,180	\$ (320)	- 3.4 %	

Mountain Rides Teansportation Authority
Operating Budget
Apr 11, 2019

P&L: \$ 15

	FY19 Budget		FY20 Draft		\$ Change	% Change	Comments
55000 · Rent and Utilities							
55100 · Rent	\$	-	\$	-	\$	+ 0.0 %	+0.0% Increase
55200 · Utilities		22,000		22,440	440	+ 2.0 %	+2.0% Increase
Total 55000 · Rent and Utilities	\$	22,000	\$	22,440	\$ 440	+ 2.0 %	
56000 · Supplies							
56200 · Janitorial & Safety Supplies	\$	8,000	\$	8,160	\$ 160	+ 2.0 %	+2.0% Increase
56300 · Department and Office Supplies		5,000		5,000	-	+ 0.0 %	+0.0% Increase
56400 · Uniforms		8,000		8,000	-	+ 0.0 %	+0.0% Increase
56500 · Postage and Delivery		800		850	50	+ 6.3 %	+6.0% Increase
Total 56000 · Supplies	\$	21,800	\$	22,010	\$ 210	+ 1.0 %	
57000 · Repairs and Maintenance							
57100 · Equipment Repairs/Maint.	\$	2,000	\$	2,000	\$ -	+ 0.0 %	+0.0% Increase
57200 · Building Repairs/Maintenance		12,000		12,000	-	+ 0.0 %	+0.0% Increase
57250 · Bus Stop Repairs/Maint.		3,500		4,500	1,000	+ 28.6 %	+28.6% Increase
57300 · Grounds Repairs/Maintenance		7,000		7,000	-	+ 0.0 %	+0.0% Increase
57400 · BikeShare Repairs/Maintenance		500		500	-	+ 0.0 %	+0.0% Increase
57500 · Janitorial Services		6,000		7,500	1,500	+ 25.0 %	+25.0% Increase
Total 57000 · Repairs and Maint.	\$	31,000	\$	33,500	\$ 2,500	+ 8.1 %	
58000 · Communications Expense							
58100 · Office Phone Expense	\$	4,500	\$	4,600	\$ 100	+ 2.2 %	+2.2% Increase
58200 · Cell & Two-Way Mobile		14,600		15,000	400	+ 2.7 %	+2.75% Increase
58300 · Internet/Website		4,000		4,000	-	+ 0.0 %	+0.0% Increase
58400 · On-Board Vehicle Computers		18,000		18,000	-	+ 0.0 %	+0.0% Increase
Total 58000 · Communications Exp.	\$	41,100	\$	41,600	\$ 500	+ 1.2 %	
59000 · Travel, Training and Meetings							
59100 · Vehicle/Airfare	\$	6,600	\$	6,700	\$ 100	+ 1.5 %	+1.5% Increase
59200 · Lodging		5,000		5,080	80	+ 1.6 %	+1.5% Increase
59300 · Food (travel & training related)		3,600		3,650	50	+ 1.4 %	+1.5% Increase
59400 · Training/Education		9,500		9,640	140	+ 1.5 %	+1.5% Increase
59500 · Safety Curriculum & Awards		500		520	20	+ 4.0 %	+3.0% Increase
Total 59000 · Travel and Training	\$	25,200	\$	25,590	\$ 390	+ 1.5 %	

	FY19 Budget		FY20 Draft		\$ Change	% Change	Comments
60000 · Business Expenses							
60100 · Vehicle Registration Fees	\$	700	\$	700	\$ -	+ 0.0 %	+0.0% Increase
60400 · Dues & Subscriptions		5,250		5,200	(50)	- 1.0 %	-1.0% Decrease
60500 · Bank Fees		500		500	-	+ 0.0 %	+0.0% Increase
Total 60000 · Business Expenses	\$	6,450	\$	6,400	\$ (50)	- 0.8 %	
61000 · Advertising							
61100 · Print Advertising	\$	13,000	\$	11,000	(2,000)	- 15.4 %	-15.4% Decrease
61200 · Radio Advertising		2,000		1,500	(500)	- 25.0 %	-25.0% Decrease
61300 · Online Advertising		1,500		1,500	-	+ 0.0 %	+0.0% Increase
61400 · Vehicle Graphics		7,000		7,000	-	+ 0.0 %	+0.0% Increase
61500 · Bus. Adv. Contract		-		-	-	+ 0.0 %	+0.0% Increase
Total 61000 · Advertising	\$	23,500	\$	21,000	\$ (2,500)	- 10.6 %	
62000 · Marketing and Promotion							
62100 · Displays, Signage, Cust. Info	\$	6,000	\$	6,000	-	+ 0.0 %	+0.0% Increase
62200 · Graphic Design		7,000		7,200	200	+ 2.9 %	+2.8% Increase
62300 · Promotional Items		1,000		4,000	3,000	+ 300.0 %	+300.0% Increase
62400 · Customer Events		1,136		1,000	(136)	- 12.0 %	-12.0% Decrease
62500 · Staff/Board Events & Meetings		5,000		5,000	-	+ 0.0 %	+0.0% Increase
Total 62000 · Mrktg and Promotion	\$	20,136	\$	23,200	\$ 3,064	+ 15.2 %	
63000 · Printing and Reproduction							
63100 · Copies, Passes & Flyers	\$	3,500	\$	3,000	(500)	- 14.3 %	-14.2% Decrease
63200 · Schedules, Maps & Brochures		10,000		10,500	500	+ 5.0 %	+5.0% Increase
Total 63000 · Printing and Reproduction	\$	13,500	\$	13,500	\$ -	+ 0.0 %	

Mountain Rides Teansportation Authority
Operating Budget
Apr 11, 2019

P&L: \$ 15

	FY19 Budget	FY20 Draft	\$ Change	% Change	Comments
64000 · Fuel Expense	\$ 300,000	\$ 309,000	\$ 9,000	+ 3.0 %	+3.0% Increase
65000 · Vehicle Maintenance					
65100 · Parts Expense	\$ 100,000	\$ 115,000	\$ 15,000	+ 15.0 %	+15.0% Increase
65150 · Vehicle Mainten Freight	2,500	2,500	-	+ 0.0 %	+0.0% Increase
65200 · Fluids Expense	19,000	19,000	-	+ 0.0 %	+0.0% Increase
65300 · Tires Expense	38,000	38,000	-	+ 0.0 %	+0.0% Increase
65400 · Purchased Services	5,000	10,000	5,000	+ 100.0 %	+100.0% Increase
65400 · Glass Repair/wWindshields	5,500	5,500	-	+ 0.0 %	+0.0% Increase
65500 · Vehicle Computer/Tech	4,000	4,000	-	+ 0.0 %	+0.0% Increase
65700 · Shop Supplies	4,000	4,000	-	+ 0.0 %	+0.0% Increase
Total 65000 · Vehicle Maintenance	\$ 178,000	\$ 198,000	\$ 20,000	+ 11.2 %	
68000 · Management Reserve					
68600 · Adminstrative	\$ -	\$ 2,500	\$ 2,500	+ 0.0 %	+0.0% Increase
68610 · Community Development	-	2,500	2,500	+ 0.0 %	+0.0% Increase
68650 · Operations	-	2,500	2,500	+ 0.0 %	+0.0% Increase
Total 68000 · Management Reserve	\$ -	\$ 7,500	\$ 7,500	+ 0.0 %	
69500 · Contribution to Fund Balance	\$ -	\$ -	\$ -	+ 0.0 %	
Total Expense	\$ 2,984,510	\$ 3,121,910	\$ 137,400	+ 4.6 %	
Net Surplus (Deficit)	\$ -	\$ 15	\$ 15	+ 0.0 %	

Mountain Rides Transportation Authority

Local Funding: FY20

Apr 11, 2019

P&L: \$ 15

Funding Partner	FY2019 Allocation			FY2020 Allocation			Share of Total JP Funding	Prior Year Share of Total JP Funding
	FY19 Funding	Operating: 80.00%	Operating: 20.00%	FY20 Req: +3.00%	Operating: 88.47%	Capital: 11.53%		
Ketchum	\$ 665,700	\$ 532,560	\$ 133,140	\$ 685,700	\$ 606,600	\$ 79,100	54.6%	54.6%
Sun Valley	\$ 322,350	\$ 257,880	\$ 64,470	\$ 332,000	\$ 293,700	\$ 38,300	26.4%	26.4%
Hailey	\$ 78,750	\$ 63,000	\$ 15,750	\$ 81,100	\$ 71,700	\$ 9,400	6.5%	6.5%
Bellevue	\$ 5,644	\$ 4,515	\$ 1,129	\$ 5,800	\$ 5,100	\$ 700	0.5%	0.5%
Blaine County	\$ 146,738	\$ 117,390	\$ 29,348	\$ 151,100	\$ 133,700	\$ 17,400	12.0%	12.0%
Sun Valley Co.	\$ 199,500	\$ 159,600	\$ 39,900	\$ 205,500	\$ 181,800	\$ 23,700		
Total	\$ 1,418,681	\$ 1,134,945	\$ 283,737	\$ 1,461,200	\$ 1,292,600	\$ 168,600	100.0%	100.0%

P&L: \$ 115

Funding Partner	FY20 \$\$/Partner Change: +\$20,300			FY2020 Allocation			Share of Total JP Funding	Share of Total Expense Budget
	% \$\$/Partner Change	Annual \$\$ Change	Annual Change Percent	FY20 Funding Req	Operating: 86.00%	Capital: 14.00%		
Ketchum	100.0%	+ \$ 20,300	+ 3.0%	\$ 686,000	\$ 590,000	\$ 96,000	53.0%	20.6%
Sun Valley	111.5%	+ \$ 22,650	+ 7.0%	\$ 345,000	\$ 296,700	\$ 48,300	26.7%	10.4%
Hailey	45.5%	+ \$ 9,250	+ 11.7%	\$ 88,000	\$ 75,700	\$ 12,300	6.8%	2.6%
Bellevue	9.0%	+ \$ 1,856	+ 32.9%	\$ 7,500	\$ 6,500	\$ 1,000	0.6%	0.2%
Blaine County	100.0%	+ \$ 20,263	+ 13.8%	\$ 167,000	\$ 143,600	\$ 23,400	12.9%	5.0%
Sun Valley Co.	49.5%	+ \$ 10,000	+ 5.0%	\$ 209,500	\$ 180,200	\$ 29,300		
Total	69.2%	+ \$ 84,319	+ 5.9%	\$ 1,503,000	\$ 1,292,700	\$ 210,300	100.0%	38.8%