



Mountain Rides Transportation Authority

PUBLIC NOTICE

Agenda for the Regular Meeting of the Board of Directors
Wednesday, November 17, 2021, 12:30pm
The Community Library, Idaho Room, 415 Spruce Ave, Ketchum, ID 83340

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/839954533>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3112](tel:+15713173112)

Access Code: 839-954-533

Mountain Rides Board of Directors

Chair Kathleen Kristenson (Blaine County); Vice-Chair Melody Mattson (at-large); Tom Blanchard (Bellevue); Juan Martinez (Hailey); Kristin Derrig & Neil Bradshaw (Ketchum); Rick Webking & 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, October 20, 2021 (p.3-5)
 - b. Receive/file: Performance Dashboard, October 2021 (p.6-9)
 - c. Receive/file: Minutes of Planning & Marketing Committee Meeting, November 3, 2021 (p.10)
 - d. Receive/file: Minutes of Finance & Performance Committee Meeting, November 3, 2021 (p.11)
 - e. Receive/file: Reports: Director, Transit Operations; Director, Finance & Administration; Director, Assets & Planning; Mobility Programs & Resilience Manager; Manager Transit Operations; Executive Director (p.12-17)
5. **Action item:** Approve purchase of four commuter vans (p.18-39)
6. **Action item:** Approve slate of officers for the board (p.40)
7. **Discussion item:** Items of Interest to the Board (p.41)
8. **Adjourn**

Public information regarding 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

Date:

November 17, 2021

From:

MRTA Staff

Action Item:

4. Consent Agenda

Committee Review:

☒ Yes ☐ No

Committee
Purview:

Finance & Performance; Planning & Marketing

Previously
discussed at board
level:

☐ Yes ☒ No

Recommended
Motion:

I move to approve, adopt, receive, and file the Consent Agenda.

Fiscal Impact:

NA

Related Policy or
Procedural Impact:

NA

Background:

- a. Approve: Minutes of Regular Board Meeting, October 20, 2021
- b. Receive/file: Performance Dashboard Report for October 2021
- c. Receive/file: Minutes of P&M Committee Meeting, October 6, 2021
- d. Receive/file: Minutes of F&P Committee Meeting, October 6, 2021
- e. Receive/file: Report per:
 - 1) Director, Transit Operations (Kim MacPherson)
 - 2) Director, Finance & Administration (Tucker Van Law)
 - 3) Director, Assets & Planning (Ben Varner)
 - 4) Manager of Transit Operations (Jamie Canfield)
 - 5) Manager of Mobility Programs and Resilience (Cece Osborn)
 - 6) Executive Director (Wally Morgus)



RECORDED

**REGULAR MEETING MINUTES
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, October 20, 2021, 12:30 p.m.
Conference Call**

The Mountain Rides Transportation Authority's Board of Directors met in a Regular Meeting on a conference call.

PRESENT: Chair Kathleen Kristenson (Blaine County), Vice-chair Melody Mattson (at-large), Rick Webking (Sun Valley), Peter Hendricks (Sun Valley), Neil Bradshaw (Ketchum), Juan Martinez (Hailey) and Tom Blanchard (Bellevue)

NOT PRESENT: Kristin Derrig (Ketchum)

ALSO PRESENT: Mountain Rides Executive Director, Wally Morgus
Mountain Rides Director, Finance & Administration, Tucker Van Law
Mountain Rides Director, Transit Operations, Kim MacPherson
Emily Jones, Idaho Mountain Express
Heather Dawson, City of Hailey

1. CALL TO ORDER

Chair Kathleen Kristenson called to order the meeting of Wednesday, October 20, 2021, at 12:30pm via conference call. Secretary Rick Webking called roll and determined that a quorum was present.

2. COMMENTS FROM THE CHAIR, BOARD MEMBERS and STAFF

Tom Blanchard asked if the board meeting times could change to 1:00pm to line up with the bus schedule. The group agreed to change the time to 1:00pm.

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

There was none.

4. Consent Calendar items

- a. Approve: Minutes of Regular Board Meeting, September 15, 2021
- b. Receive/file: Performance Dashboard report for September 2021
- c. Receive/file: August 2021 Operating Financial Statements and Bills Paid
- d. Receive/file: Minutes of Planning & Marketing Committee Meeting, October 6, 2021
- e. Receive/file: Minutes of Finance & Performance Committee Meeting, October 6, 2021

- f. Receive/file: Reports from Director, Transit Operations; Director, Finance & Administration; Director, Assets & Planning; Manager of Transit Operations; Manager, Mobility Programs and Resilience; Executive Director
- g. Approve/adopt: Banking Resolution
- h. Approve/adopt: Passenger Wi-Fi and Content Policy
- i. Approve/adopt: Van Purchase RFP for four vans

Neil Bradshaw moved to approve, receive, file, and adopt the Consent Agenda. Juan Martinez seconded. The motion passed.

5. DISCUSSION ITEM:

Board Member Expansion

Wally Morgus opened this up to the board members for discussion. Wally Morgus stated that within our by-laws currently, we have the ability to have ex-officio board members. The ex-officio member would have a full voice in the committee discussion, just not an official vote. Juan Martinez stated the City of Hailey has some new positions coming on and one of those is a grant writer. The writer will write grants for the City of Hailey and may include Mountain Rides.

Peter Hendricks stated that he was in favor of ex-officio members with expertise which we have taken care of with the JPA and if there are people interested and knowledgeable about transportation, bring them on. We would welcome the input.

Neil Bradshaw said we are all in this together and it's about moving people efficiently and in an environmentally friendly way around the valley. We recognize the value and that why we put so much money in and would like the other jurisdictions to put more money in.

Rick Webking stated that as far as he understood that the service level provided is adequate in respect to financial contributions. He said Hailey seems to be lagging and at one point charged a fare on the Hailey route. Mountain Rides has fantastic services for visitors and residents of the Wood River Valley.

Heather Dawson from the City of Hailey joined the meeting. She said Hailey has net every one of those funding requests. They postponed the capital funding and are looking at their ARPA funds for that instead of LOT funding.

Wally Morgus stated that there was no additional request from the City of Hailey over and above what we had been doing in prior years with respect to capital funds. All we did this year, and we did this for all of our partners in our funding request, we broke out what we had done as an internal allocation of the funding that we are receiving, both operating and capital money. We looked to restore the FY19 funding levels which is the normal increase in the funding.

Neil Bradshaw asked Juan Martinez what are the services that the City of Hailey would like to see and how would you like to fund them? This may be a good question at budget time.

Tom Blanchard is encouraging the City of Hailey to start an ex-officio position for more support for Mountain Rides. The more we encourage Hailey to build Mountain Rides into their system starting with an ex-officio member and see where that can take them, budget increasing and participation.

Wally Morgus treats the joint powers collectively and our system and for passengers and those we serve holistically.

Juan Martinez said he feels that Hailey's contribution hasn't been enough.

6. DISCUSSION ITEM:

Items of Interest to the Board

There were none.

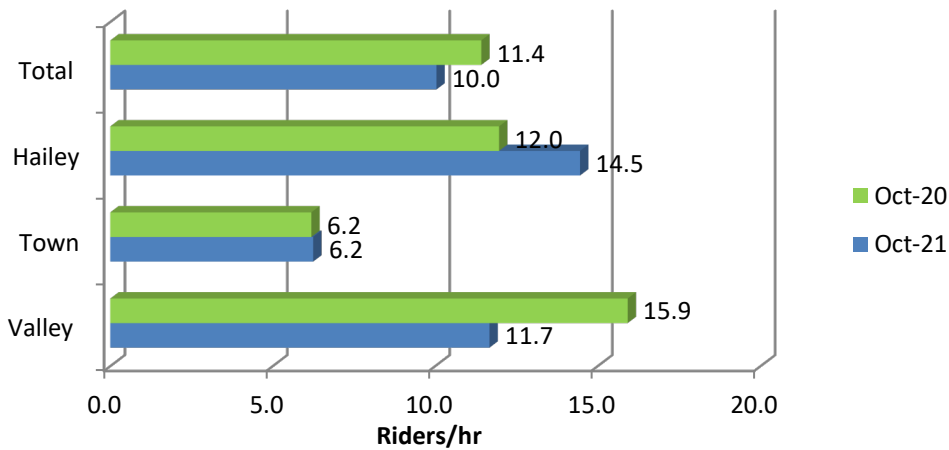
7. ADJOURNMENT

Neil Bradshaw moved to adjourn the meeting at 1:19pm. Juan Martinez seconded. The motion carried unanimously.

Chair Kathleen Kristenson

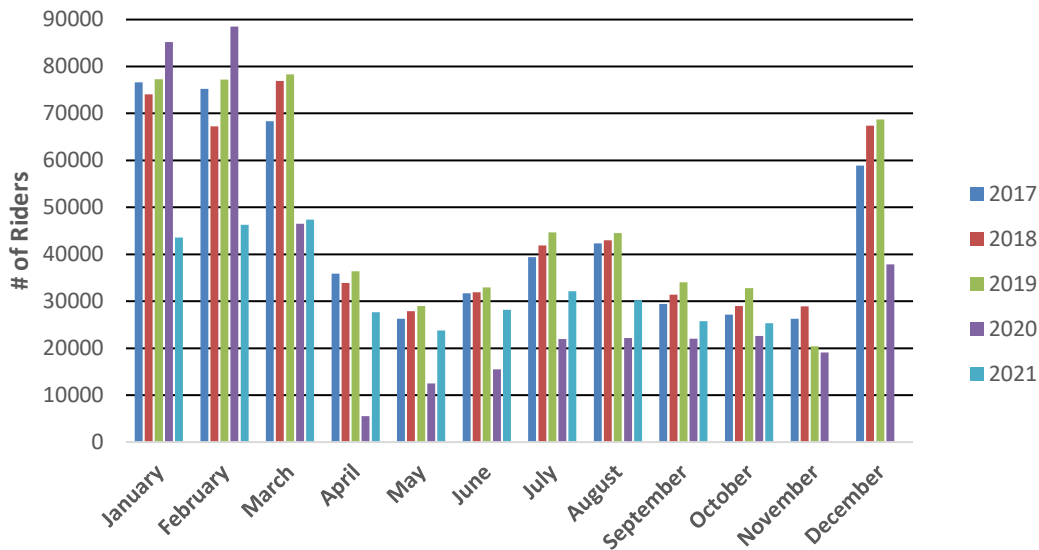
PERFORMANCE DASHBOARD - RIDERSHIP, OCTOBER 2021

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.

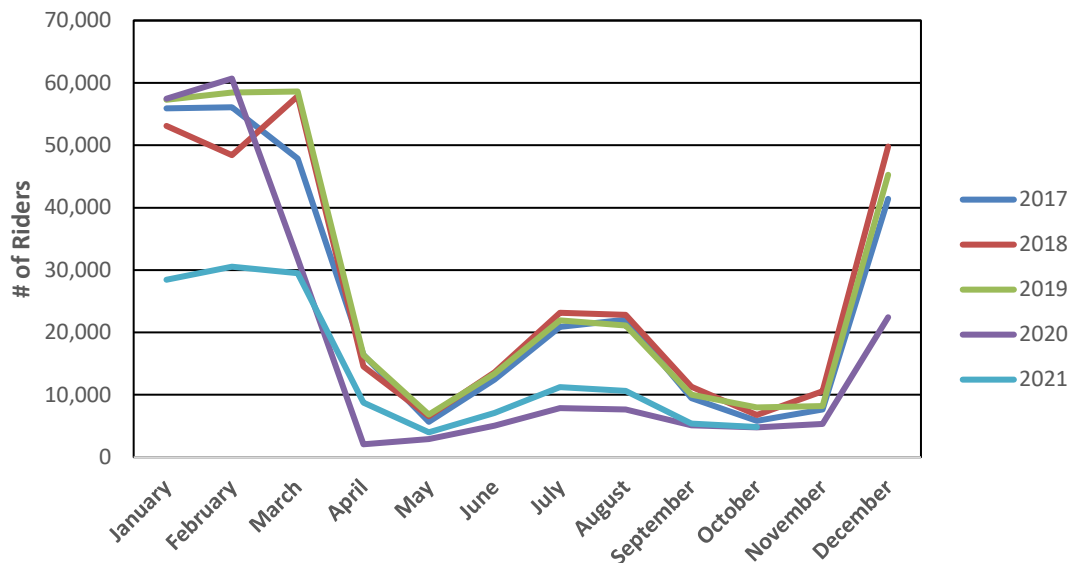
Total Ridership by Month



2021 YTD Ridership
330484
2020 YTD Ridership
340782
2019 YTD Ridership
491205
2018 YTD Ridership
461317
2017 YTD Ridership
452693

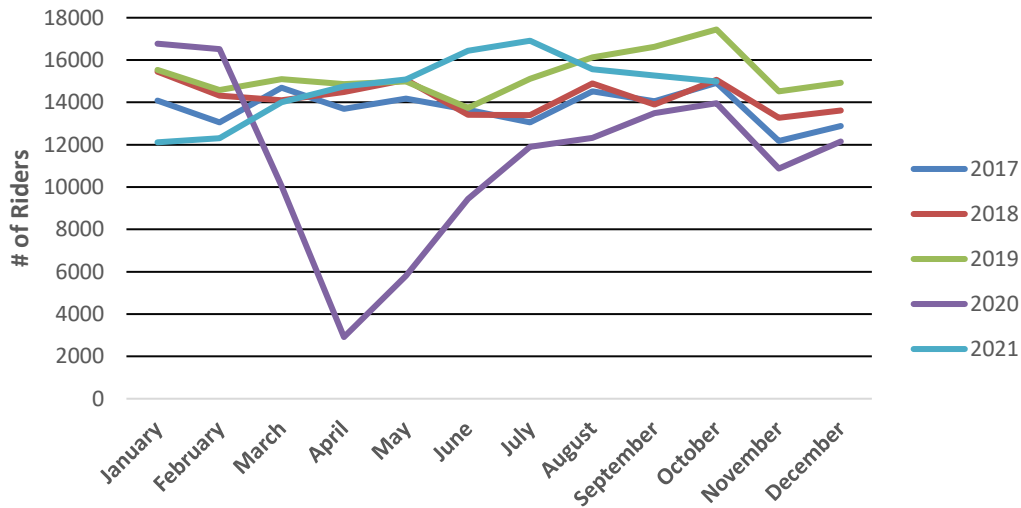
Definition: Monthly ridership compared with one year ago, two years ago and the 5 year average.

Town Routes

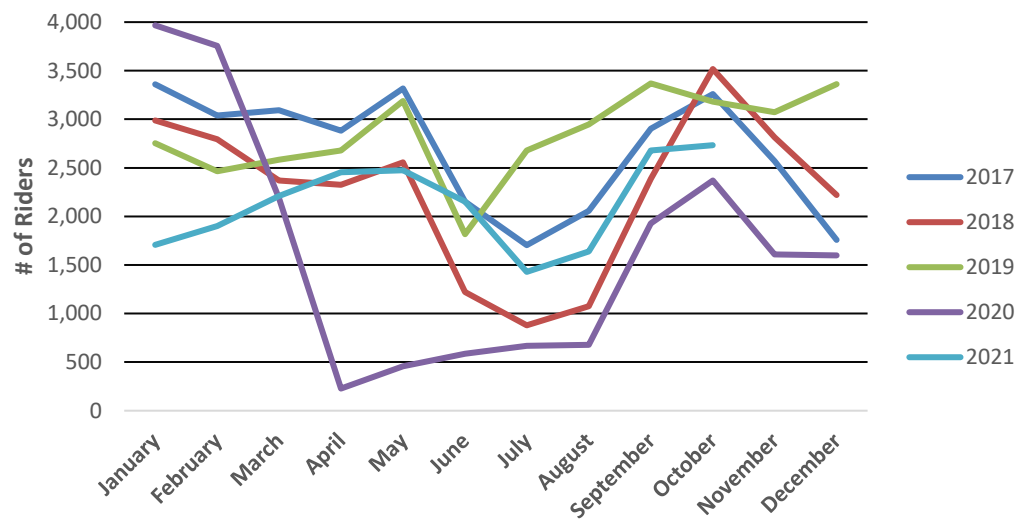


PERFORMANCE DASHBOARD - RIDERSHIP BY ROUTE, OCTOBER 2021

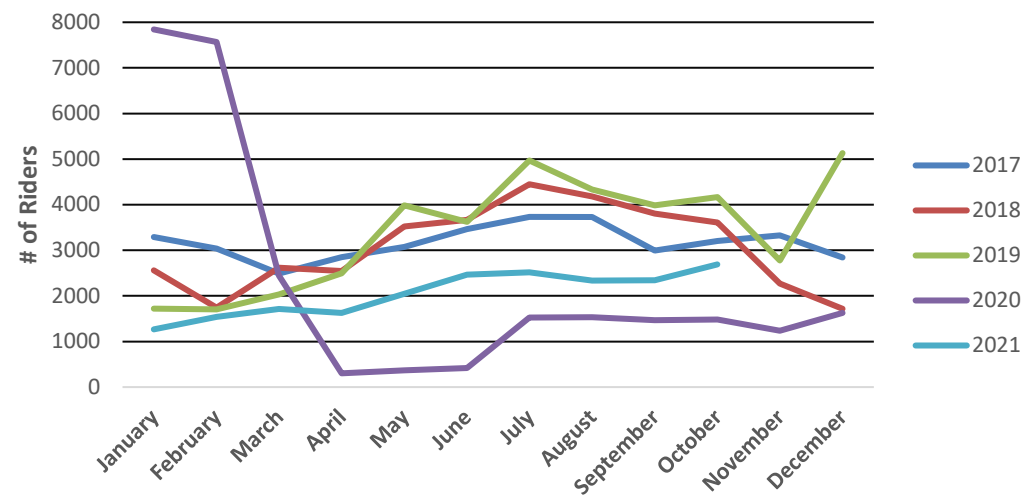
Valley Route



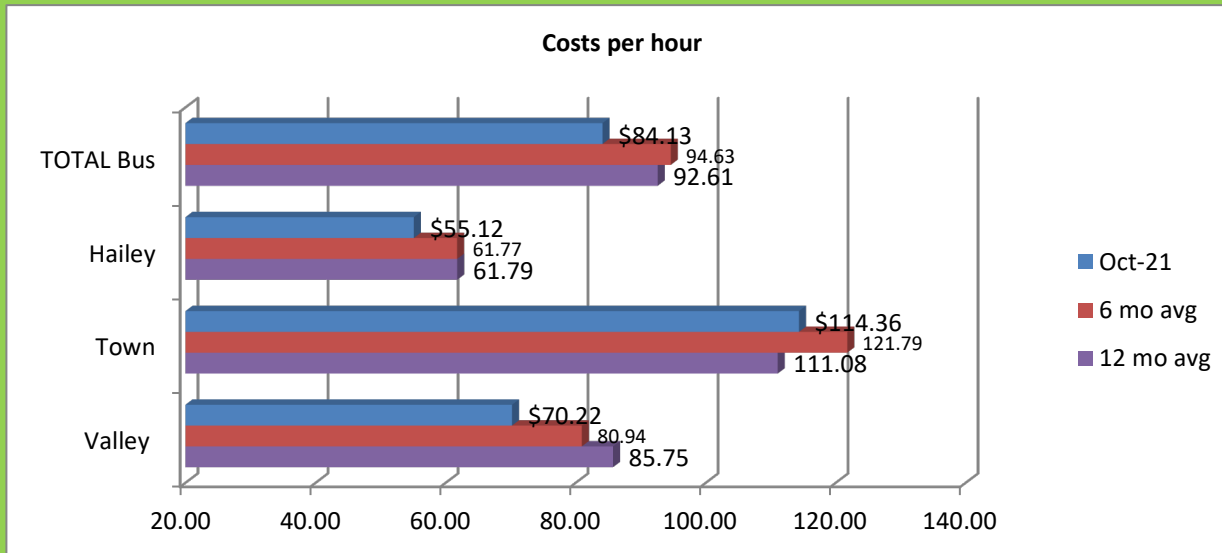
Hailey Route



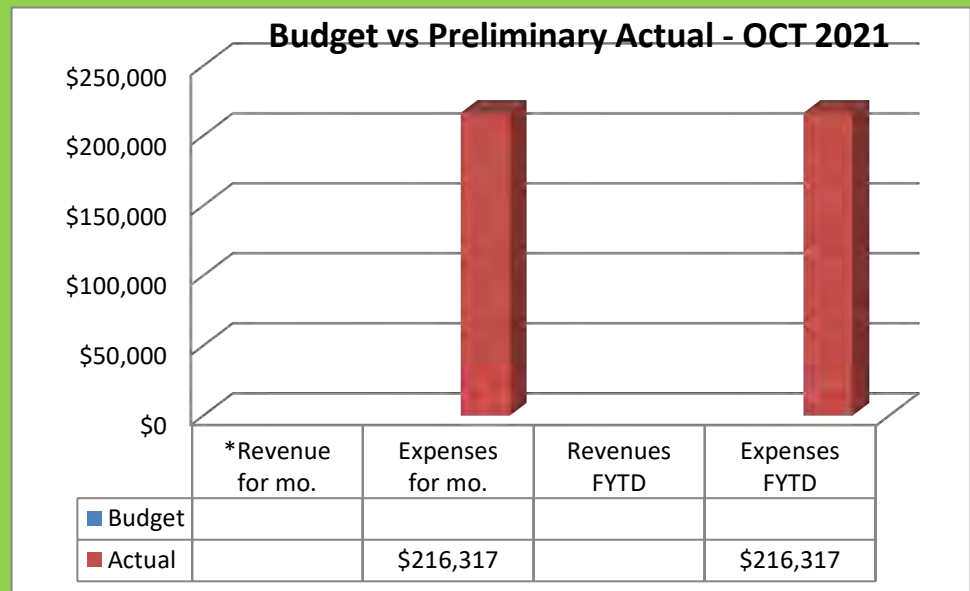
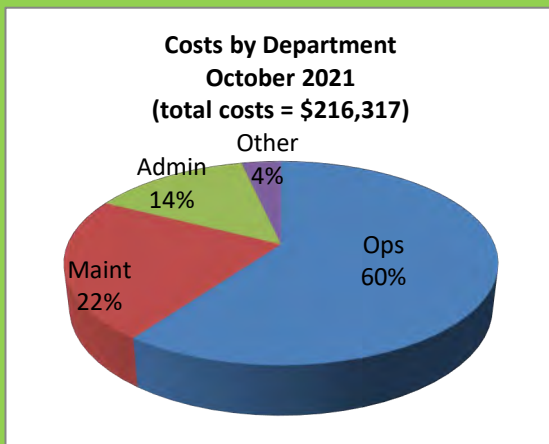
Vanpool



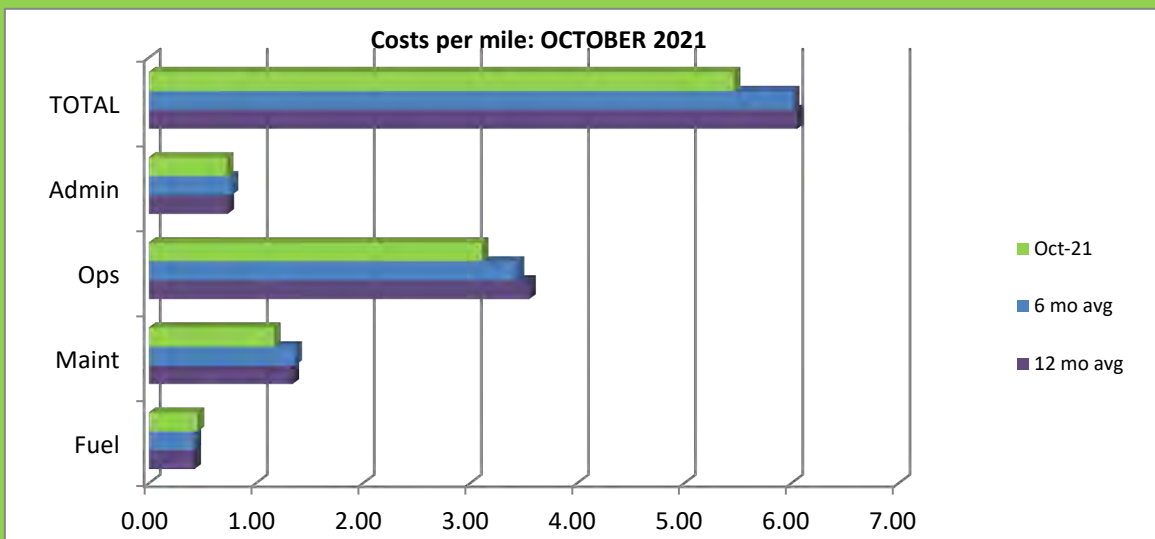
PERFORMANCE DASHBOARD - FINANCIAL, OCTOBER 2021



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).

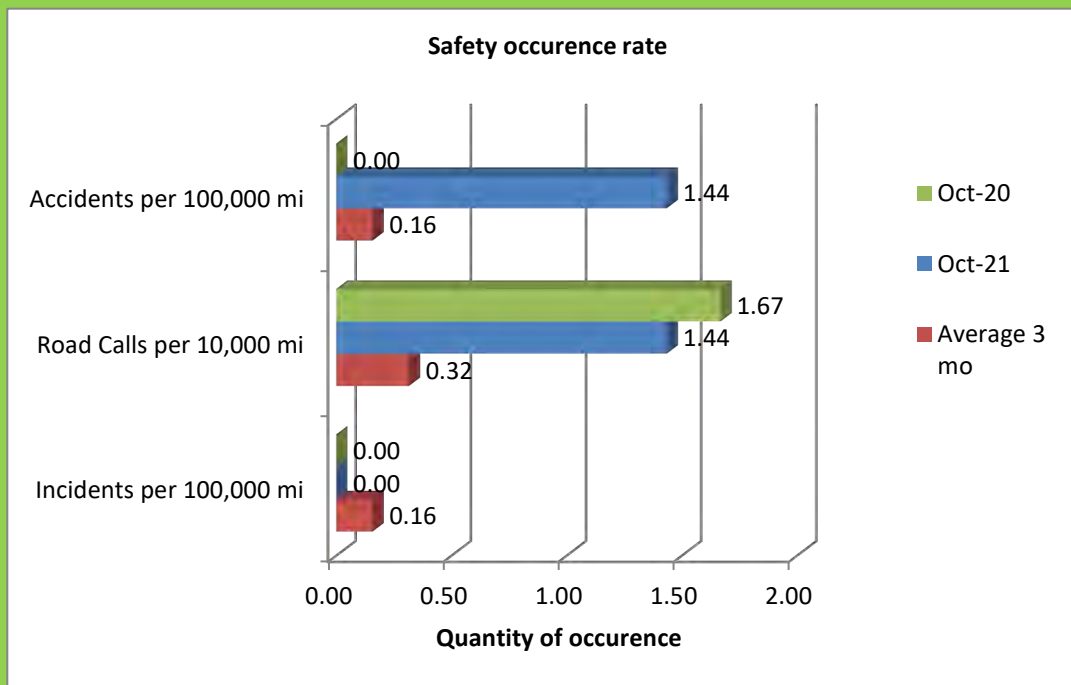


***October Budget & Revenue data not available**



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, OCTOBER 2021



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

Safety	Aug-21	Sep-21	Oct-21
Incidents	0	1	0
Accidents	0	0	1
Road Calls	1	0	1

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**

903

Includes October
Previous record 1996 days



Planning & Marketing Committee

Regular Monthly Meeting

Wednesday, November 3, 2021, 11:30am

MINUTES

In attendance: Kristin Derrig, Melody Mattson, Peter Hendricks, Ben Varner, Kim MacPherson, Jamie Canfield, Wally Morgus, Tucker Van Law and Cece Osborn

- 1) Call to Order
- 2) Comments from the Chair and Members
 - a.) There were none.
- 3) Discuss: Postponement of BEB PO to Spring 2022
 - a.) Wally Morgus spoke about postponing the next order of BEB's. Staff would like to continue to pilot the BEB's and watch the performance over the winter.
- 4) Discuss: Blue Route ridership
 - a.) Wally Morgus spoke about the ridership of the Blue Route service and said that staff is watching the levels of service. Peter Hendricks asked about the Red Route and said it looks like the demographics are changing in Elkhorn. He would like to see more consistent year-round connection in Elkhorn. Kristin Derrig spoke about the late-night blue service and mentioned maybe it doesn't need to go until 2am but could stop at 1am.
- 5) Discuss: Other items that may come before the Committee
 - a.) The group discussed the slate of officers for the board and who would like to move into those roles. This will come to the board meeting as an agenda item.
- 6) Adjourn



Finance & Performance Committee

Regular Monthly Meeting

Wednesday, November 3, 2021, 12:30pm

Minutes

Present: Kathleen Kristenson, Rick Webking, Tom Blanchard, Neil Bradshaw, Wally Morgus, Ben Varner, Kim MacPherson, Brady Workman, and Tucker Van Law

- 1) Call to Order
- 2) Comments from the Chair and Member
- 3) Discuss: FY2021 Financial Audit: Workman & Company will be present to answer questions
 - a) A general discussion ensued regarding the FY2021 Audit.
- 4) Discuss: Postponement of BEB PO to Spring 2022
 - a) Wally Morgus informed the committee of the reasons to postpone the purchase of 7 BEBs to Spring 2022. Wally made it clear Mountains Rides continues to be committed to fleet electrification and that this is a temporary, short duration pause.
- 5) Discuss: Other items that may come before the Committee
 - a) Board officers for 2022 was discussed and will be brought to the full board in November.
- 6) Adjourn

Mountain Rides Staff Report

Date: 11/17/2021

Staff Member: Kim MacPherson

Department: Transit Operations

Department Highlights from the Previous Month:

Bus schedules are here and will be distributed in the next few weeks.

Progress on projects/initiatives:

Working with Jerry on board agenda, packet and minutes.
Working with Transloc to get the tablets up and running and training the drivers on Transloc.

Getting ready for the winter changeover for next week.

Challenges/ Opportunities:

Mountain Rides Staff Report

Date:

11/17/2021

Staff Member:

Tucker Van Law

Department:

Finance & Administration

Department Highlights
from
the Previous Month:

Fiscal year 2021 ended with all funds within Budget. The Operations Fund is +300k under budgeted expenses. These excess operating funds can be used for future capital purchases.

Progress
on projects/initiatives:

Workman and Company, CPAs, will be at the facility November 15-17 to complete the Fiscal 2021 year end financial audit.

Challenges/
Opportunities:

There has been a delay in receiving DEQ funds for the purchase of two heavy duty 35 foot battery electric buses due to staffing issues at the wrecking yard doing the required destruction of 4 old heavy duty diesel buses. This revenue and associated expense for the BEBs was budgeted in FY2021 but will not be recorded until FY2022 due to the delay.

Mountain Rides Staff Report

Date: 11/17/2021

Staff Member: Ben Varner

Department: Assets & Planning

Department Highlights from the Previous Month:

The Maintenance Team continues to get everything prepped for winter Operations. The team is on time with their work and has done a great job getting everything ready.

Progress on projects/initiatives:

MRTA's new technology platform, TransLoc, will "soft-launch" this week. Installation performed by TranLoc went well. Management training began last week and driver training is underway this week. A public launch will occur around Dec. 1-15.

The planning team is starting to evaluate transit needs mid-valley, including the Meadows neighborhood. We are also starting to evaluate demand in the Elkhorn neighborhoods not currently served by year-round service.

Challenges/ Opportunities:

The auto salvage company tasked with completing the bus destruction for the DEQ grants has sent us their documentation. We hope to submit the DEQ reimbursement request this week.

New Flyer and ABB are in town this week to (hopefully) complete final punch-list items with the charging systems.

Mountain Rides Staff Report

Date:

11/17/2021

Staff Member:

Cece Osborn

Department:

Mobility Programs & Resilience

Department Highlights from the Previous Month:

Purchased an 8.5x16 ft enclosed trailer to house and transport Safe Routes program bikes.

Progress on projects/initiatives:

Hosted 6 successful Safe Routes bicycling events with the Bellevue Public Library, Ketchum Rec kids' programs, YMCA afterschool programs, and Hailey Public Library.

Analyzing transit and mobility plans from Mountain Rides' years passed (2005-2010) and other locations (in the Rocky Mountain West, Nevada, Utah, and more).

Collecting data and beginning to analyze data to explore the transit demand involving The Meadows and Elkhorn neighborhoods.

Challenges/ Opportunities:

Opportunities to collaborate with ITD and plan for bus pullouts where HWY 75 will be reconstructed in spring 2022-- McKercher Rd to East Fork Rd.

Mountain Rides Staff Report

Date: 11/17/2021

Staff Member: Jamie Canfield

Department: Transit Operations

Department Highlights from the Previous Month:

Getting ready for Winter Peak season. Continuing hiring drivers for the busy season.

Progress on projects/initiatives:

We have three new drivers, with the possibility of two more. Scheduling the Peak season is coming into focus.

Challenges/ Opportunities:

The drivers are being trained on TransLoc system in the upcoming week. Route training new drivers for the upcoming season.

Mountain Rides Staff Report

Date: Nov 17, 2021

Staff Member: Wally Morgus, Executive Director

Department: Executive Director / Administration

Department Highlights from the Previous Month:

- 1) FY22 funding agreement with Blaine County remains a work-in-process, as County is investigating its options for re-drafting the agreement to accommodate its use of ARPA funds to underwrite some percentage of its FY22 funding of Mountain Rides. No date certain for County's resolution of its (internal) machinations and subsequent issuance of executed FY22 funding agreement. Funding agreement is also delayed by the County's backlog of FY22 funding agreements that it is processing.
- 4) Submitted grant application for 5339 Capital Funds to underwrite construction of new Bellevue building to ITD-PT, Oct 20, 2021. Total grant funding request: \$1,164,000 (80% of Total Project cost).

Progress on projects/initiatives:

As of November 1, all four (4) BEBs from New Flyer are in-service on the Valley Route. Testing, training, and acclimation ongoing. Hardware/software issues persist, specifically with one ABB charger in the Ketchum facility and on-board programming (software) of BEBs to enable sequential charging of the fleet. Expecting said issues to be remedied by end-November (delayed, again, from original expected date of mid-September).

Final work and documentation re: destruction of four (4) diesel buses by TNT Auto Salvage, Boise, which was expected to be completed by ~September 17, has been delayed, with no date certain for completion of work by TNT; however, expectations are that said work will be completed by end of November, at which time documentation will be forwarded to ID-DEQ, triggering award of grant funds (~\$1.65M) that will be used to make final (past due) payment on final two new BEBs received this summer (2021).

Community partners (non-JPAs, e.g., SVCo, BCRD, BCSD) returned to pre-pandemic funding levels for FY22. (Agreement with SVCo remains pending; expect executed agreement in-hand by mid-November.)

Challenges/ Opportunities:

Fleet electrification.

Technology upgrades (CAD/AVL/ITS).

Sustainable, consistent long-term funding.

Staffing & wages against the backdrop of a "seller's market" for labor.

Mobility options for underserved neighborhoods (in the cities and county).

Re-establishing pre-pandemic funding levels from non-JPA community funding partners.

Funding for design and construction of expanded/upgraded Bellevue facility.

Long-term capital investment plan, including underwriting thereof.

Mountain Rides Agenda Action Item Summary

Date:

11/17/21

From:

Ben Varner

Action Item:

5. Approve purchase of four commuter vans

Committee Review:

☒ Yes ☐ No

Committee
Purview:

Finance & Performance

Previously
discussed at board
level:

☐ Yes ☒ No

Recommended
Motion:

I approve the purchase of four commuter vans in an amount not to exceed \$48,000/each and authorize the Executive Director to execute the purchase.

Fiscal Impact:

FY22 Capital Budget

Related Policy or
Procedural Impact:

MRTA Procurement Policy, Idaho State Code

Background:

MRTA has been awarded federal funding for four commuter vans this fiscal year. The vans are funded with 80% federal dollars and 20% local funds.

MRTA advertised an RFP for this purchase. Several regional and one national dealer were also provided copies of the RFP. One qualified response was received from Corwin Ford.

The final price per unit is \$47,332. MRTA budgeted \$45,000 per unit in this year's approved budget. Staff believes we have room in the FY22 adopted budget to absorb this cost increase. The increase is due to the way Ford handles some government contracts.

Today's action will allow staff to place an order that should get the vans delivered within the fiscal year.



Request for Proposals

Mountain Rides Transportation Authority
(MRTA)

RFP 2021 Commuter Vans

October 20, 2021

SECTION 1: NOTICE OF REQUEST FOR PROPOSALS

NOTIFICATION OF REQUEST FOR PROPOSALS

4 vanpool commuter vans with a 3-year option to purchase 8 additional vans

Mountain Rides Transportation Authority

Mountain Rides Transportation Authority (MRTA) will receive electronic proposals emailed to ben@mountainrides.org until 5 p.m., Local Time, November 11, 2021 for:

4 vanpool commuter vans with a 3-year option to purchase 8 additional vans at the same bid price.

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

Specifications include all items listed in Section 6 Technical Specifications.

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

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

Should any vendor have an objection or desire to submit equals/exceptions for approval to MRTA, this must be made known on the written form provided in the RFP document. Written objections to specifications or bid procedures must be received by ben@mountainrides.org at least one (1) business day before the date and time upon which bids are scheduled to be received.

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

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

All questions regarding this RFP prior to the opening of proposals shall be directed to Ben Varner, at 208-788-7433 x105, ben@mountainrides.org.

**Request for Proposal
RFP 2021 Commuter Vans
October 20, 2021**

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

Published October 27 and November 3, 2021.

SECTION 6: TECHNICAL SPECIFICATIONS

ITEM		MINIMUM/REQUIRED SPECIFICATIONS	BIDDER'S SPECIFICATIONS ⁽¹⁾	BIDDER'S ACTUAL SPECIFICATIONS ⁽²⁾
1.	YEAR	2022 or newer	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
2.	ENGINE	250 Horsepower, 345 Torque	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
3.	DRIVE	Two Wheel	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
4.	TRANSMISSION	Automatic	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
5.	BUMPERS	Bumper - Factory Standard includes Running Boards	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
6.	AIR CONDITIONING	Factory Standard Front (CFC Free), Factory Installed Rear with Rear Heater for Passenger Compartment	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
7.	DAYTIME RUNNING LIGHTS	Standard	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
8.	G.V.W.R	Suspension sufficient to support GVW 9000 lbs. approx..	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
9.	AXLE	Traction/Stability Control	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
10.	BRAKES	Power Four Wheel Anti-Lock	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
11.	GAUGES	Standard	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
12.	WHEEL BASE	140 inch approx.	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	148" Wheel base
13.	TIRES	Factory Standard, radial, to meet GVW, spare to be included	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
14.	Spare Tire/Wheel	Factory Standard	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

**Request for Proposal
RFP 2021 Commuter Vans
October 20, 2021**

15.	WINDOWS & DOORS	Front - Power Windows & Door Locks Rear - Two (2) vertical opening with windows Side – Sliding Side Door with window OR Hinged doors with windows	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform <input checked="" type="checkbox"/> Slider <input type="checkbox"/> Hinged	
16.	AIR BAGS	Dual, Factory Installed	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
17.	SEATS	Cloth – 15 Passengers, bucket seats preferred	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
18.	STEERING	Power	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
19.	FLOORING	Factory (Front & Rear)	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
20.	RADIO/STEREO	AM/FM with CD Factory Installed or equivalent	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	AM/FM Only CD player no longer available from the factory.
21.	GLASS	Factory window tint on all windows.	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
22.	WINDSHIELD WIPERS	Multi-speed Intermittent with spray washers	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
23.	MIRRORS	Outside Right/Left below eye level. Inside-one-glare day/night	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
24.	COLOR	White with options for custom paint scheme	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
25.	INTERIOR	Fully Line, top, sides and floor area, factory installed. Color: Beige or Grey PREFER Center Aisle REQUIRE 53+ inches of floor to ceiling clearance	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
26.	POWER OUTLET	Standard	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	

**Request for Proposal
RFP 2021 Commuter Vans
October 20, 2021**

27.	DRIVER CONTROLS	Cruise Control – Tilt Wheel	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
28.	BACK UP ALARM	Standard Back Up Alarm	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
29.	KEYS	4 (Four) complete sets with remote, 6 (six) key only	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	Dealer will provide 6 (six) total keys with remote. The maximum amount that will start the vehicle.
30.	DELIVERY	Delivery shall be completed within 120 Days After Receipt of Order.	<input type="checkbox"/> Conforms <input checked="" type="checkbox"/> Does Not Conform	No ETA for delivery published at this time!
31.	WARRANTY	List Factory Standard	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	Ford Factory: 3 Year or 36K miles Bumper to Bumper. 5year or 60K miles Powertrain.
32.	WARRANTY WORK	All warranty or recall work is to be done within 180 miles of Ketchum, Idaho by the Bidder, Bidder's designee or an authorized service dealer. If the warranty work is done at a location further than 180 miles from Ketchum ID, all transportation expenses will be paid by the successful bidder	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	
33.	MANUALS	Successful bidder is to provide at time of delivery: CD ROM or online Parts Manual and CD ROM or online Shop Repair Manual	<input type="checkbox"/> Conforms <input checked="" type="checkbox"/> Does Not Conform	It is no longer "cost effective" for MRTA to purchase the CD ROM manuals as with new technology Corwin Ford and or other certified dealers can assist MRTA with online options to gather information.
34.	DELIVERY AND FINAL INSPECTION	Upon delivery of the units to MRTA 800 1 st Ave N. Ketchum ID 83340, the unit will be inspected by authorized MRTA employees and all items checked off prior to acceptance. Any discrepancies with these specifications and/or accepted exceptions shall be promptly corrected by the Bidder at no additional cost to MRTA. All transportation costs shall be included in the bid price for this unit.	<input checked="" type="checkbox"/> Conforms <input type="checkbox"/> Does Not Conform	No ETA for delivery established at this time!

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

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

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

Mountain Rides Transportation Authority
RFP 2021 Commuter Vans


Request #: N/A Bidder: RFP Section: Page:	
Questions/clarification or approved equal: N/A	
Agency action:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> See addendum <input type="checkbox"/> See response below

**Request for Proposal
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Agency response:

CER 2. Acknowledgement of Addenda

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

The undersigned acknowledges receipt of the following addenda to the documents:	
Addendum No.:	N/A
Dated:	N/A
Addendum No.:	Dated:
Addendum No.:	Dated:
Addendum No.:	Dated:
Bidder: Corwin Ford Name: Tim Lowber Title: Commercial Account Manager Phone: (208) 475-1124 Street address: 5707 East Gate Blvd City, state, ZIP: Nampa, ID 83687	
 Authorized signature	11/11/2021 Date

CER 3. Contractor Service and Parts Support Data

Location of nearest Technical Service Representative to MRTA

Name: Silver Creek Ford

Address: 920 S Main ST Hailey, ID

Telephone: (208) 788-2217

Describe technical services readily available from said representative:

Full Service Support

Full Parts Support

Location of nearest Parts Distribution Center to MRTA:

Name: Same as Above

Address:

Telephone:

Describe the extent of parts available at said center:

O.E.M

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

Regular method of shipment: Ground delivery.

Cost to MRTA: Varies on parts ordered. Must negotiate with dealer.

CER 4. Form for Proposal Deviation

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

Mountain Rides Transportation Authority
RFP 2021 Commuter Vans

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

CER 5. Federal Certifications

CER 5.1 Debarment and Suspension Certification for Prospective Contractor

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

Choose one alternative:

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

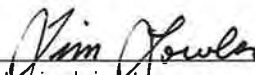
OR

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

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

Executed in [insert city and state]:

Name: Tim Lowber

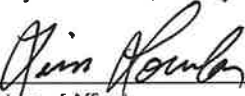
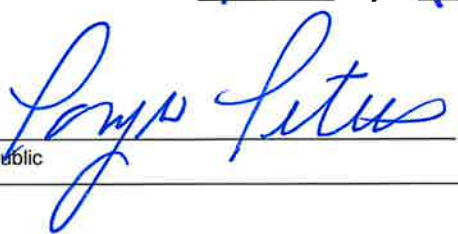

Authorized signature

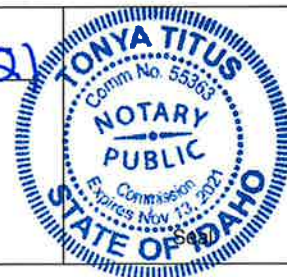
11/11/2021

Date

CER 5.2 Non-Collusion Affidavit

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

State of <u>Idaho</u> , County of <u>Canyon</u>	
I, <u>Tim Lowber</u> , being first duly sworn, do hereby state that <small>(Name of Affiant)</small>	
I am <u>Commercial Account Manager</u> of <u>Corwin Ford</u> <small>(Capacity) (Name of Firm, Partnership or Corporation)</small>	
whose business is <u>Ford Auto Dealership</u>	
and who resides at <u>5707 East Gate Blvd Nampa, ID 83687</u>	
and that <u>Corwin Ford Tim Lowber</u> <small>(Give names of all persons, firms, or corporations interested in the bid)</small>	
is/are the only person(s) with me in the profits of the herein contained Contract; that the Contract is made without any connection or interest in the profits thereof with any persons making any bid or Proposal for said Work; that the said Contract is on my part, in all respects, fair and without collusion or fraud, and also that no members of the Board of Trustees, head of any department or bureau, or employee therein, or any employee of the Authority, is directly or indirectly interested therein.	
<u></u> <small>Signature of Affiant</small>	<u>11/10/2021</u> <small>Date</small>
Sworn to before me this <u>10</u> day of <u>November</u> , 20 <u>21</u>	
<u></u> <small>Notary public</small>	<u>11-13-21</u> <small>My commission expires</small>



CER 5.3 Buy America Certification

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

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

Certificate of Compliance with Buy America Rolling Stock Requirements

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

Date: 11/11/2021
Signature: Tim Lowber
Company: Corwin Ford
Name: Tim Lowber
Title: Commercial Account Manager

Certificate of Non-Compliance with Buy America Rolling Stock Requirements

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

Date: _____
Signature: _____
Company: _____
Name: _____
Title: _____

Ford Automotive Operations
US CONTENT FOR 2021
Transit Commercial Van
BUS M2-390M-XLT-129-LOW-K1Y-

.019 PINION SHIM	UNITED STATES	0.00%
.020 PINION SHIM	UNITED STATES	0.00%
.021 PINION SHIM	UNITED STATES	0.00%
.022 PINION SHIM	UNITED STATES	0.00%
.023 PINION SHIM	UNITED STATES	0.00%
.044 PINION SHIM	UNITED STATES	0.00%
.045 PINION SHIM	UNITED STATES	0.00%
.046 PINION SHIM	UNITED STATES	0.00%
.047 PINION SHIM	UNITED STATES	0.00%
.048 PINION SHIM	UNITED STATES	0.00%

US Vehicle Content **79.62%**

Foreign Vehicle Content	20.38%
US Vehicle Content *	79.62%
Total Vehicle Content	100.00%

Assumptions

- * Non-Ford manufacturing facilities are noted.
- * Percentages include prorated direct assembly labour, engineering costs, overhead, other costs, and profit.
- * Component material costs based on 2021 Bill of Material.
- * Costs are for vehicles pertaining to request. Content for other Transit Commercial Van vehicles could be different.

This document may contain confidential business information. It is being supplied with the understanding that it will not be released to third parties, and that it will be used solely for the purpose of complying with the Buy America requirements of federal law or other applicable content requirements.

CORWIN FORD
5707 EAST GATE BLVD.
NAMPA ID 83687

CER 6. Other Certifications

CER 6.1 NOTICE OF AWARD

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

Contracting officer: _____

Authorized signature

Date

SECTION 8: RFP FORM

SEE ATTACHED EXHIBIT A

Appendix C: Sample Assignment of an Option to Purchase Agreement

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

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

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

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

Dated this 11th day of November, 2021__

Assignor

Tim Lowber Corwin Ford
Assignee

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

Corwin Ford
Seller

Appendix D: Protest Form

MOUNTAIN RIDES TRANSPORTATION AUTHORITY PROTEST FORM

DATE:

RPF #:

PROTESTOR: N/A

Address:

Contact:

GROUND FOR PROTEST:

FACTS SUPPORTING PROTEST:

EXHIBIT A

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

RFP NO. 2021 Commuter Vans

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

RFP DUE DATE:
Please submit on or before
5PM November 11, 2021

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

DELIVERY DATE No ETA Published at this time

Total Bid Price \$ 47,332.⁰⁰ Per Unit

46-3104508
Tax Identification Number

Corwin Ford
Name of Company

 Commercial Account Manager
Signature Title

**Request for Proposal
RFP 2021 Commuter Vans
October 20, 2021**

5707 East Gate Blvd _____

Business Street Address

Nampa, ID 83687 _____

City, State, Zip

(208) 475-1124 or (208) 880-7446 _____

Telephone Number

ACCEPTED:
Mountain Rides Transportation Authority

BY: _____

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

Mountain Rides Agenda Action Item Summary

Date:

11/17/21

From:

Board of Directors

Action Item:

6. Approve slate of officers for the board

Committee Review:

☒ Yes ☐ No

Committee
Purview:

Both

Previously
discussed at board
level:

☐ Yes ☒ No

Recommended
Motion:

I move to elect and seat, effective January 1, 2022, for a term ending December 31, 2022, Melody Mattson, Tom Blanchard, Rick Webking, and Tucker Van Law, as Chair, Vice-Chair, Secretary, and Treasurer, respectively, of the Board of Directors of Mountain Rides Transportation Authority.

Fiscal Impact:

N/A

Related Policy or
Procedural Impact:

MRTA By-Laws

Background:

Those named in the motion, above, have agreed to serve in the respective roles for the calendar year 2022.

Mountain Rides Agenda Discussion Item Summary

<u>Date:</u>	<div>11/17/2021</div>	<u>From:</u>	<div>MRTA Staff</div>
<u>Discussion Item:</u>	<div>7. Items of interest to the board</div>		
<u>Committee Review:</u>	<div><input type="radio"/> yes</div> <div><input checked="" type="radio"/> no</div>	<u>Committee Purview:</u>	<div></div>
<u>Fiscal Impact:</u>	<div></div>		
<u>Related Policy or Procedural Impact:</u>	<div></div>		
<u>Background:</u>	<div>Agenda item for the Board to discuss items of interest, if any, pertaining to Mountain Rides.</div>		