

*January 11, 2024*

# **Regional Transit Authority**

## **Finance Committee**



The New Orleans Regional Transit Authority (RTA) hereby declares that, in accordance with La. R.S. 42:17.1 (A)(2)(a)-(c), a meeting will be held on Thursday, January 11, 2024, at 11:00 a.m. The agency's website streams the in-person meeting live, and mask-wearing is encouraged inside the boardroom.

This meeting is accessible to persons with disabilities. To help assure availability, modifications or accommodations linked to a disability must be requested 72 hours before the meeting or hearing. Please direct requests for public meeting accommodations to the Office of Board Affairs, 2817 Canal Street, NOLA 70119, or call 504-827-8341 or by email ([rtaoard@rtaforward.org](mailto:rtaoard@rtaforward.org)).



Written comments on any matter included on the agenda will be accepted in the following ways: 1) Submission of a Speaker Card on meeting day; 2) Electronically by email sent to: [rtaboard@rtaforward.org](mailto:rtaboard@rtaforward.org) prior to the meeting; or 3) By U.S. Mail send to 2817 Canal Street, Attention: Office of Board Affairs, New Orleans, LA 70119.



# ***Agenda***

- 1. Call to Order**
- 2. Roll Call**



# ***Agenda***

## **3. Consideration of Meeting Minutes**

[Finance Committee Meeting – October 17, 2023]

23-186



# ***Agenda***

## **4. Committee Chairman's Report**



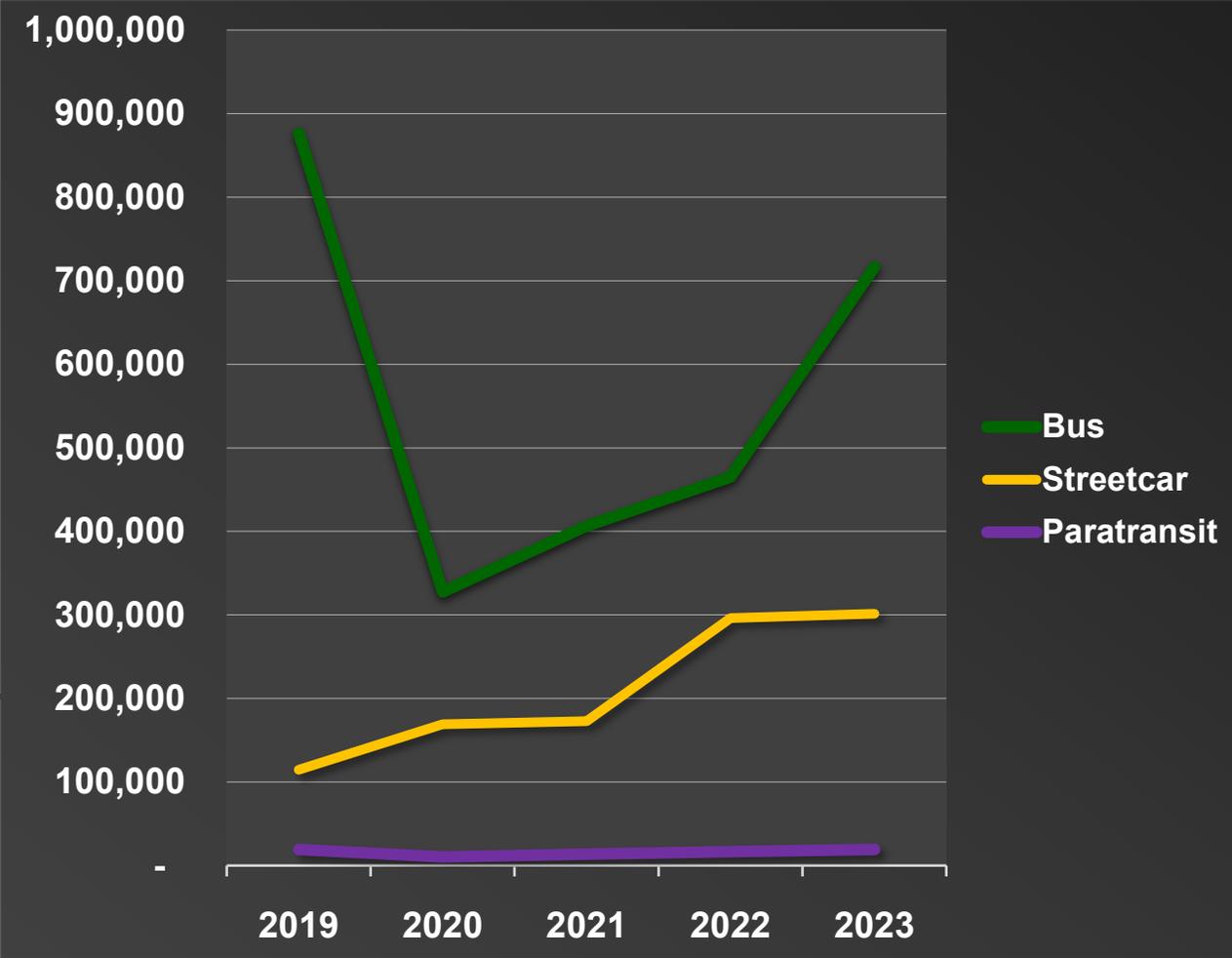
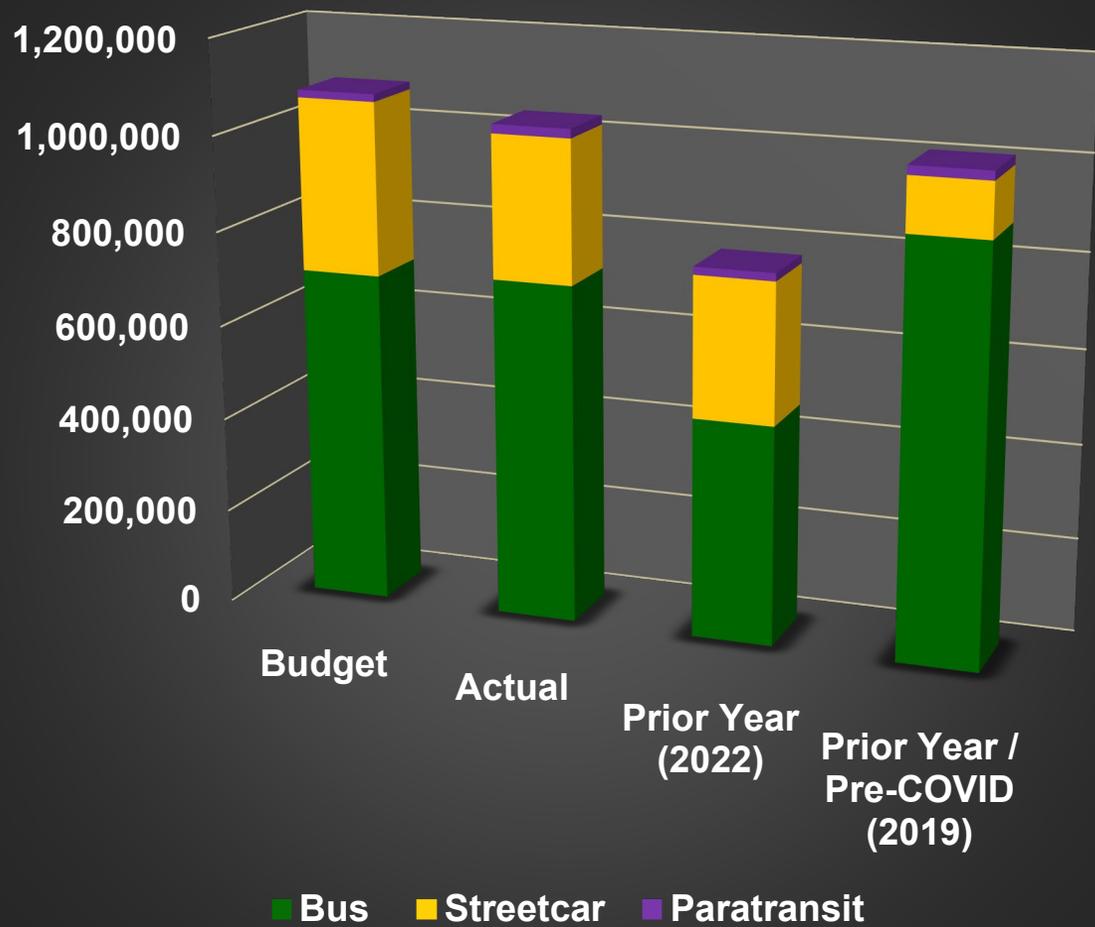
# ***Agenda***

## **5. Chief Executive Officer's Report**



# ***Agenda***

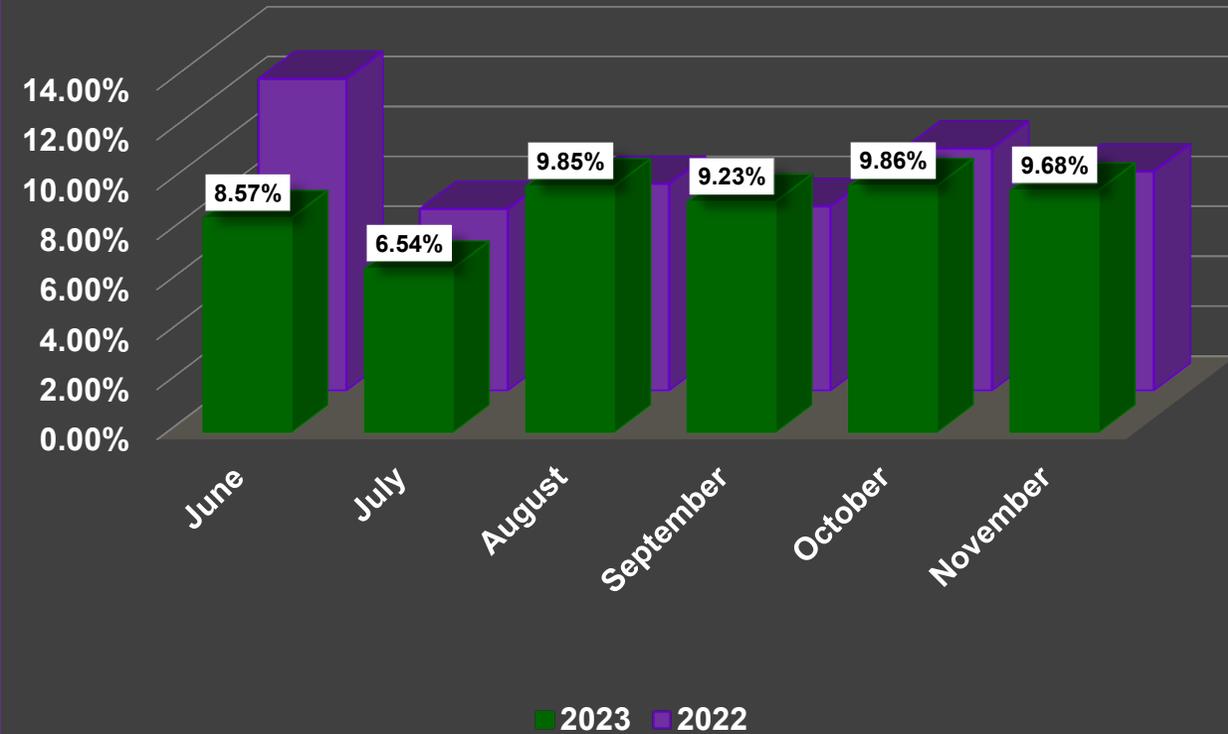
## **6. Chief Financial Officer's Report**



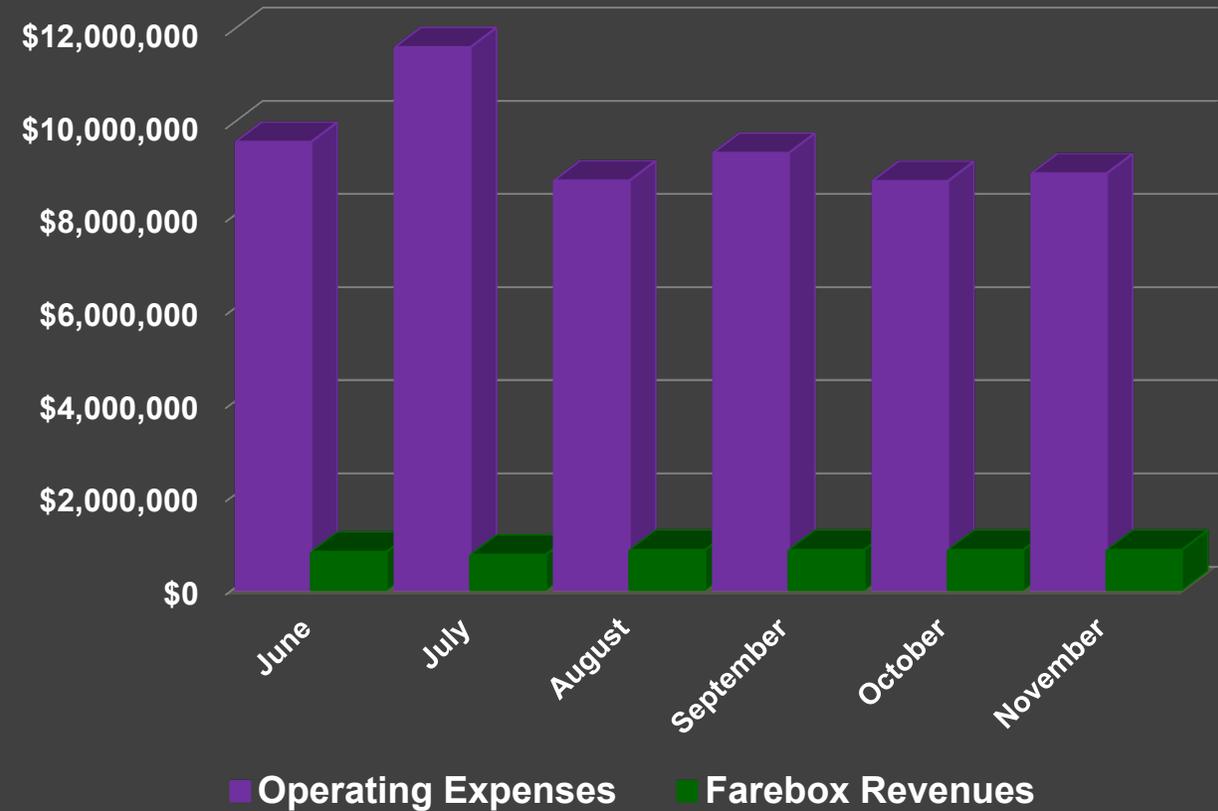
# Ridership

Ridership in November decreased by 11.4% when compared to October 2023 actuals. In November, total system ridership (bus, streetcar and paratransit) was 1.04M, 133K less than 1.17M for the previous month of October.

## FAREBOX RECOVERY RATES 2023 vs 2022



## TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY

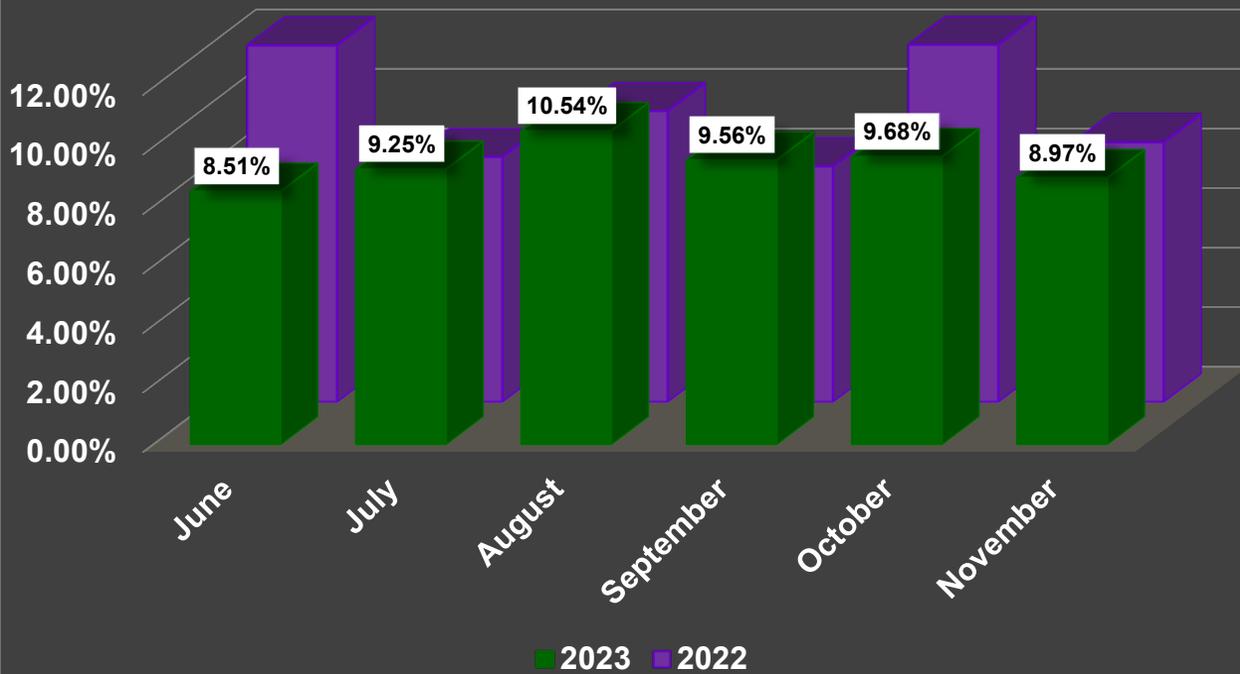


### ***Farebox Recovery Rates 2023 vs. 2022***

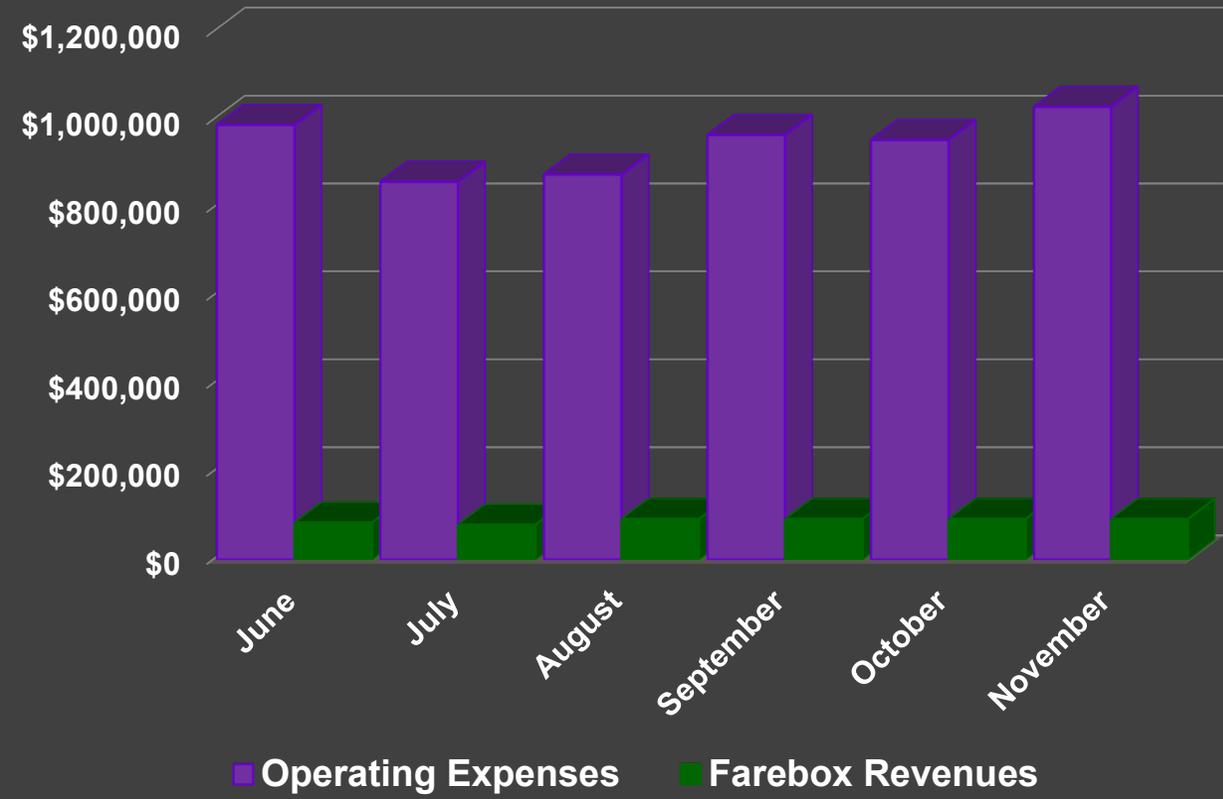
Fare revenue continues to offset a slightly modest percentage of operating expenses as ridership continues to rebound. November's farebox recovery rate decreased from 9.86% in the prior month to 9.68%; a total decrease of 0.18%



### FAREBOX RECOVERY RATES 2023 vs 2022



### TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY



### **FERRY- Farebox Recovery Rates 2023 vs. 2022**

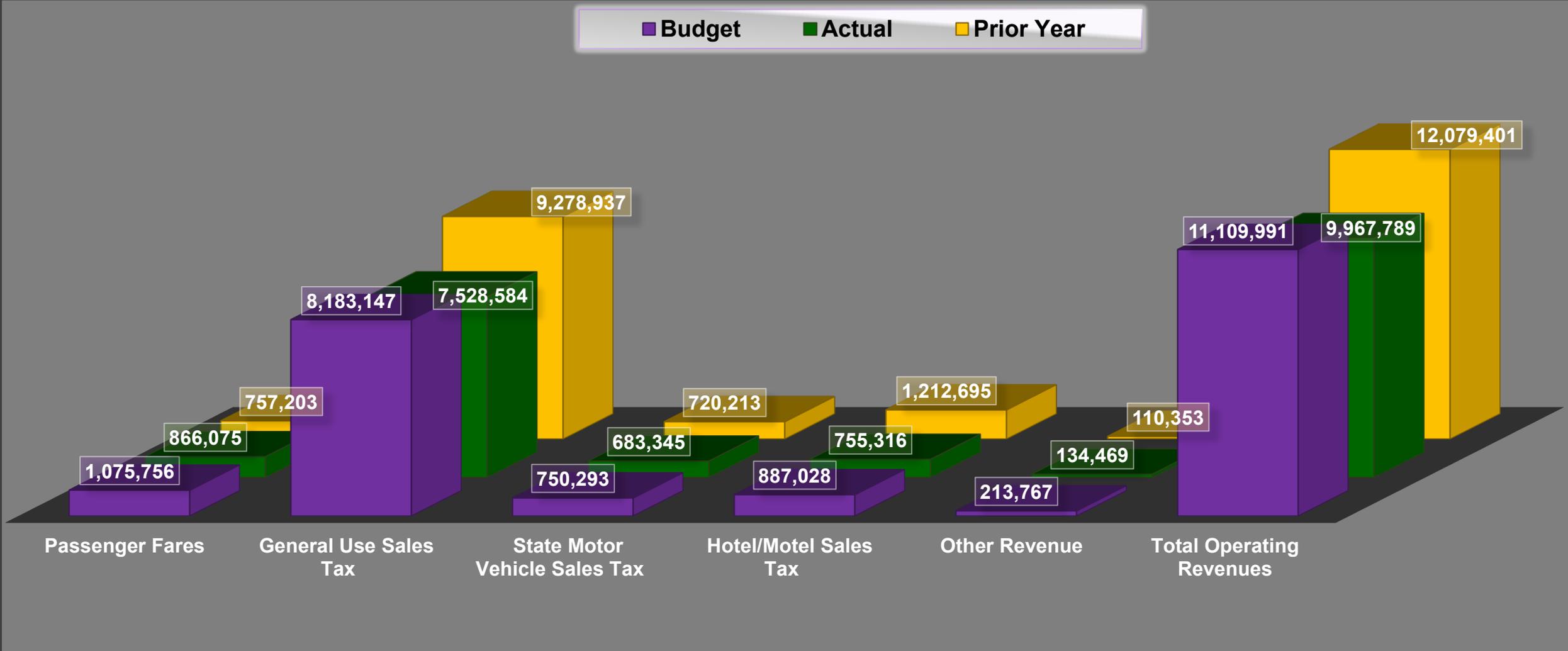
The decrease in farebox recovery to 8.97% in November from 9.68% in October is a result of an increase in operating expenses from the prior month. Fare revenues continue to offset a small percentage of operating costs.



# November 2023 Summary of Sources

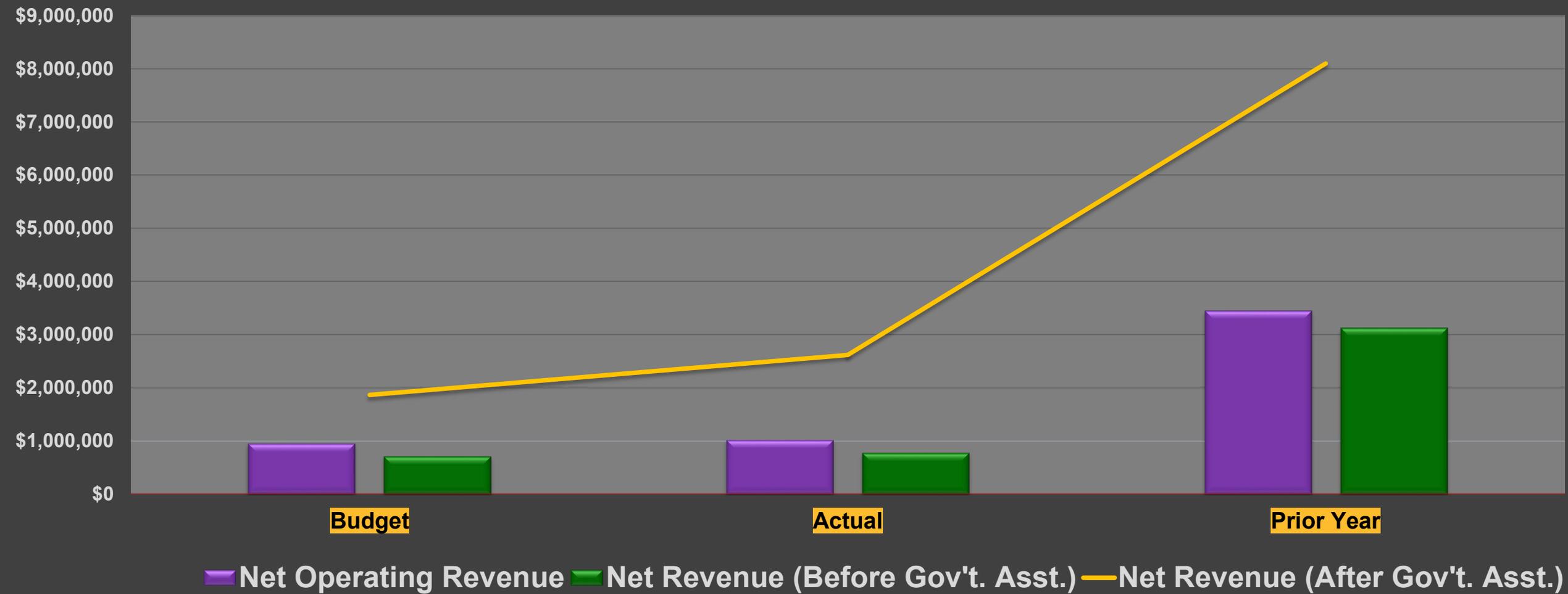
## SUMMARY OF SOURCES

	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Sales Tax	9,820,468	8,967,245	(853,223)	-8.69%	100,168,778	93,701,461
Government Assistance	1,701,951	1,884,288	182,337	10.71%	28,543,951	20,727,173
<b>Sales Tax and Government Assistance</b>	<b>11,522,419</b>	<b>10,851,533</b>	<b>(670,886)</b>	<b>-5.82%</b>	<b>128,712,729</b>	<b>114,428,633</b>
Passenger Fares	1,075,756	866,075	(209,681)	-19.49%	10,248,018	9,526,827
Other Operating Revenues	213,767	134,469	(79,298)	-37.10%	2,351,442	1,479,157
<b>Subtotal Transit Operations</b>	<b>1,289,523</b>	<b>1,000,544</b>	<b>(288,979)</b>	<b>-22.41%</b>	<b>12,599,460</b>	<b>11,005,985</b>
<b>Total Operating Revenues</b>	<b>12,811,942</b>	<b>11,852,078</b>	<b>(959,864)</b>	<b>-7.49%</b>	<b>141,312,189</b>	<b>125,434,618</b>
Federal Capital Funding	1,450,511	1,582,321	131,810	9.09%	15,955,621	17,405,533
Investment Income	6,247	146,479	140,232	100.00%	68,714	1,611,271
<b>Subtotal Capital and Bond Resources</b>	<b>1,456,758</b>	<b>1,728,800</b>	<b>272,042</b>	<b>18.67%</b>	<b>16,024,335</b>	<b>19,016,805</b>
<b>Total Revenue</b>	<b>14,268,700</b>	<b>13,580,878</b>	<b>(687,822)</b>	<b>-4.82%</b>	<b>157,336,524</b>	<b>144,451,423</b>
Operating Reserve	0	(2,355,648)	(2,355,648)	-100.00%	0	(12,916,624)
<b>Total Sources</b>	<b>14,268,700</b>	<b>11,225,230</b>	<b>(3,043,470)</b>	<b>-21.33%</b>	<b>157,336,524</b>	<b>131,534,799</b>



## ***Operating Revenues (Budget, Actual & Prior Year)***

RTA's two largest revenue sources are General Use Sales Tax (\$7.5M) and Passenger Fares (\$866K). The two combined make up 84% or \$8.4M of total revenue. Overall, total operating revenues for the month of November are \$10M.



## ***Net Revenues (Before and After Government Assistance)***

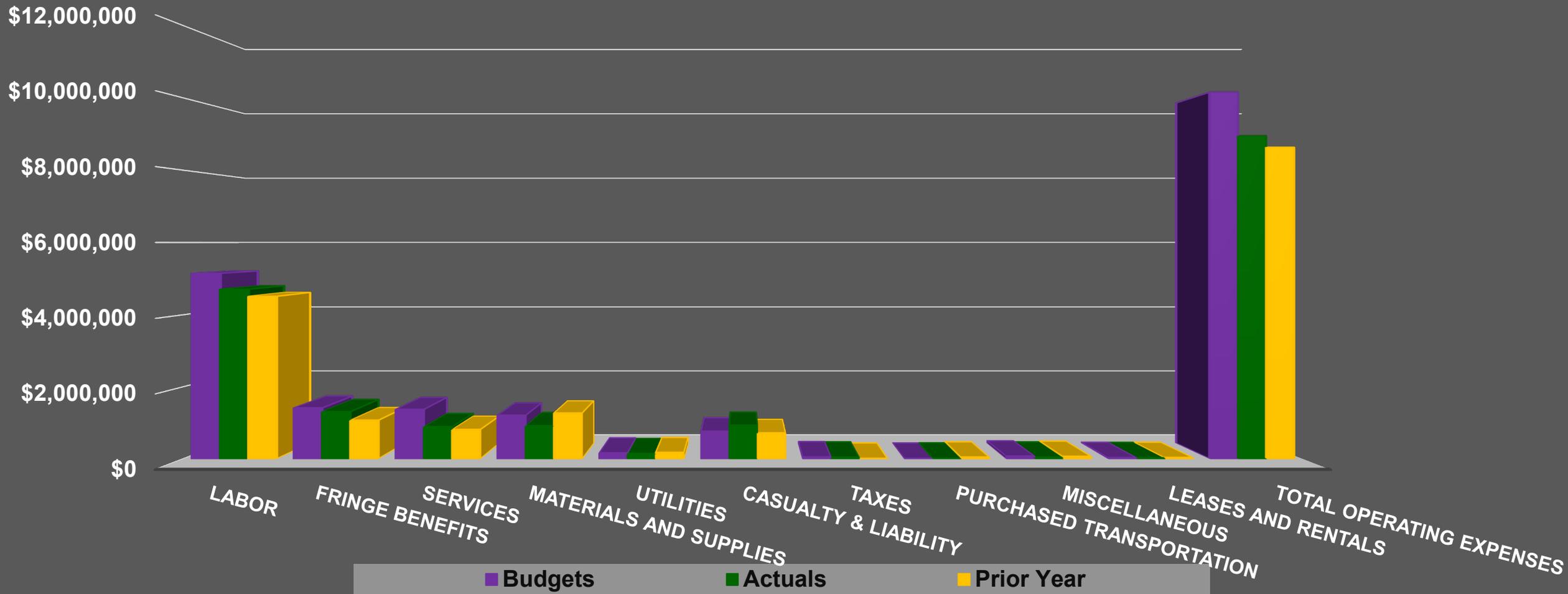
Net Revenue (Before Government Assistance) is \$783K for the month of November. After applying the month's \$1.9M in Government Operating Assistance, Net Revenue is \$2.6M for the month of November.

# November 2023 Summary of Uses

## Summary of Uses

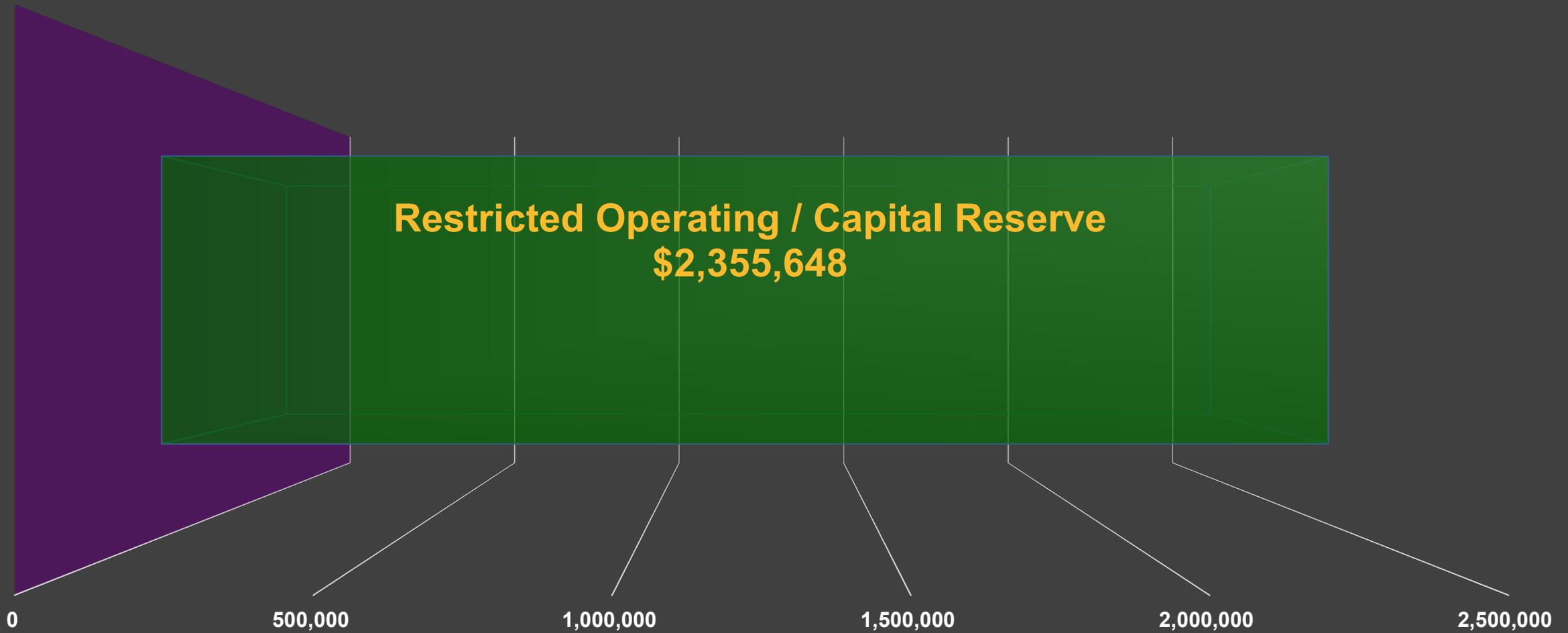
	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Transit Operations	10,156,085	8,946,385	1,209,700	11.91%	112,081,821	101,820,146
TMSEL Legacy Costs	239,162	238,219	943	0.39%	2,630,780	2,620,410
Maritime Costs	552,503	53,595	498,908	0.00%	6,093,473	2,568,636
Capital Expenditures	2,648,839	1,539,373	1,109,466	41.88%	29,137,229	19,601,377
FEMA Project Worksheet Expenditures	0	0	0	0.00%	0	0
Debt Service	672,111	447,657	224,454	33.40%	7,393,221	4,924,229
<b>Total Expenditures</b>	<b>14,268,700</b>	<b>11,225,230</b>	<b>3,043,470</b>	<b>21.33%</b>	<b>157,336,524</b>	<b>131,534,799</b>
Operating Reserve	0	0	0	0.00%	0	0
<b>Total Uses</b>	<b>14,268,700</b>	<b>11,225,230</b>	<b>3,043,470</b>	<b>21.33%</b>	<b>157,336,524</b>	<b>131,534,799</b>

## Operating Expenses (Actual - \$9,386,268)



# Operating Expenses

Operating Expenses for the month of November are roughly \$8.9M. Labor and Fringe Benefits, the largest expenditure at \$6M, comprised 67% of this month's actual expenses. In total, Operating Expenses for the month of November show an increase of 1.9% from \$8.8M in October.



## ***Operating Reserve***

The positive variance that resulted from Net Revenue (After Government Assistance of approximately \$1.9M) added \$2.4M to the Restricted Operating/Capital Reserve after the offset of \$448K in Debt Service.



# Procurement

Purchase Orders Less than \$100K  
(December 1, 2023 – December 31, 2023)

PURCHASE ORDER #	VENDOR	COST CENTER	COST CENTER DESCRIPTION	TRANS DATE	REFERENCE	TOTAL
RTAP00137	Vehicle Inspection Systems	1450006	Vehicle Maintenance	12/1/2023	Vehicle Parts And Repairs	\$ 15,261.78
RTAP00138	CCS Industrial Services	1284306	Building Maintenance	12/5/2023	Materials And Supplies	\$ 635.00
RTAP00140	Crescent Decal Specialist	1430002	Streetcar Maintenance	12/7/2023	Materials And Supplies	\$ 7,068.00
RTAP00141	Vaughn's Power Equipment	1430099	Streetcar Maintenance	12/8/2023	Materials And Supplies	\$ 9,959.43
RTAP00143	JM Test Systems	1430099	Streetcar Maintenance	12/8/2023	Streetcar Repairs	\$ 1,650.00
RTAP00144	Nu-Lite Electric	1284399	Building Maintenance	12/11/2023	Materials And Supplies	\$ 6,105.20
RTAP00146	Creative Bus Sales	1450006	Vehicle Maintenance	12/11/2023	Vehicle Parts And Repairs	\$ 3,788.45
RTAP00147	Kenworth of Louisiana	1430002	Vehicle Maintenance	12/12/2023	Vehicle Parts And Repairs	\$ 18,141.06
RTAP00148	Kenworth of Louisiana	1430002	Vehicle Maintenance	12/13/2023	Vehicle Parts And Repairs	\$ 16,058.16
RTAP00149	Kenworth of Louisiana	1430002	Vehicle Maintenance	12/13/2023	Vehicle Parts And Repairs	\$ 5,301.14
RTAP00154	Progressive Marketing	1760002	Marketing	12/18/2023	Materials And Supplies	\$ 6,487.68
RTAP00155	Johnstone Supply	1284302	Building Maintenance	12/18/2023	Materials And Supplies	\$ 2,908.80
RTAP00156	AirGas USA LLC	1430099	Streetcar Maintenance	12/18/2023	Materials And Supplies	\$ 23,868.13
RTAP00157	Grainger	1284302	Building Maintenance	12/18/2023	Materials And Supplies	\$ 1,872.20
RTAP00159	Grainger	1780002	Vehicle Maintenance	12/18/2023	Materials And Supplies	\$ 1,245.69
RTAP00160	Johnstone Supply	1284304	Building Maintenance	12/19/2023	Materials And Supplies	\$ 400.22
RTAP00162	Dell Marketing	1290002	IT	12/19/2023	Software Licenses	\$ 71,502.00
RTAP00165	Sunbelt Rental	1284318	Building Maintenance	12/20/2023	Tower Light Rental	\$ 34,112.78
RTAP00166	Creative Bus Sales	1450006	Vehicle Maintenance	12/20/2023	Vehicle Parts And Repairs	\$ 2,516.59
RTAP00167	MAX Accel	1290002	IT	12/21/2023	Software Licenses	\$ 58,410.00
RTAP00168	Kenworth of Louisiana	1430002	Vehicle Maintenance	12/21/2023	Vehicle Parts And Repairs	\$ 7,717.81
RTAP00169	Kenworth of Louisiana	1430002	Vehicle Maintenance	12/21/2023	Vehicle Parts And Repairs	\$ 18,559.01
RTAP00171	Creative Bus Sales	1450006	Vehicle Maintenance	12/21/2023	Vehicle Parts And Repairs	\$ 1,193.74
RTAP00172	Fastenal	1430006	Vehicle Maintenance	12/21/2023	Vehicle Parts And Repairs	\$ 1,216.67
RTAP00173	Grainger	1430000	Vehicle Maintenance	12/27/2023	Materials And Supplies	\$ 1,160.92
RTAP00174	Lamarque	1450006	Vehicle Maintenance	12/27/2023	Vehicle Parts And Repairs	\$ 1,793.57

***Thank You!***





# ***Agenda***

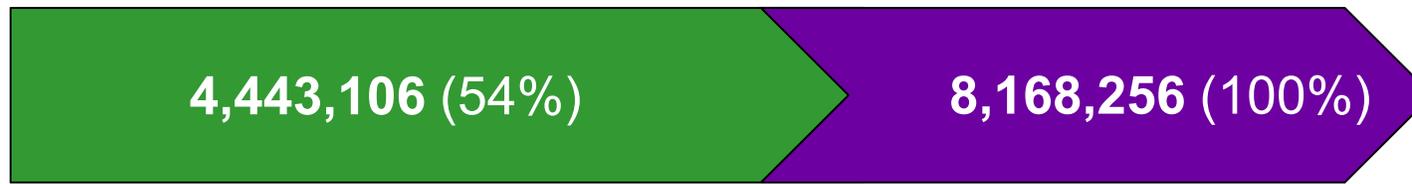
## **7. DBE Report**

## ***Contract Awards December 2023***

\$8,168,256 in contracts were awarded

- \$4,443,106 was awarded to DBE firms.
- Of the DBE contracts \$4,443,106 was awarded to DBE Prime Contractors and \$1,026,565 was awarded to SBE Prime Contractors.

Total DBE participation (commitment) is 54%.



 **Agenda**

# ***Current DBE Projects***

<b>Project</b>	<b>Contract Amount</b>	<b>DBE Goal</b>	<b>DBE Goal</b>	<b>% Goal Achieved</b>	<b>Tentative Completion Date</b>
CMAR – Canal Street Ferry Terminal (Construction)	\$19,861,432	\$2,979,214	15%	16%	8/2023
Disaster Recovery Grants Management and Administration	\$137,888	\$67,565	49%	39%	6/2024
Transit Ferry Services	\$8,442,843	\$842,442	10%	29%	1/2024
OSHA Program Development and Training	\$203,800	\$203,800	100%	0%	1/2024

 **Agenda**

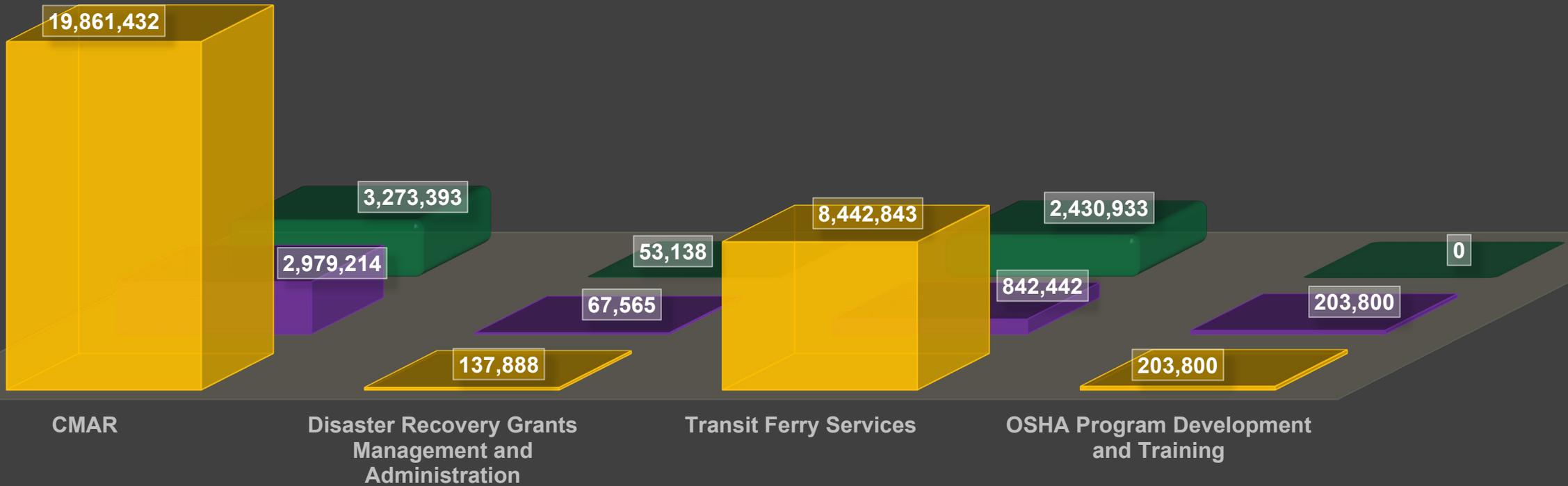
# ***Current DBE Projects***

<b>Project</b>	<b>Contract Amount</b>	<b>DBE Goal</b>	<b>DBE Goal</b>	<b>% Goal Achieved</b>	<b>Tentative Completion Date</b>
On Call Technical Safety Support	\$391,850	\$391,850	100%	69%	10/2024
Napoleon Facility Renovation & Upgrade	\$5,920,838	\$1,460,536	30.8%	24%	12/2023
Rampart Streetcar Line: Emergency Repair Project	\$1,271,000	\$141,204	13.83%	0%	12/2023

■ Contract Amount

■ DBE Goal

■ DBE Goal Achieved

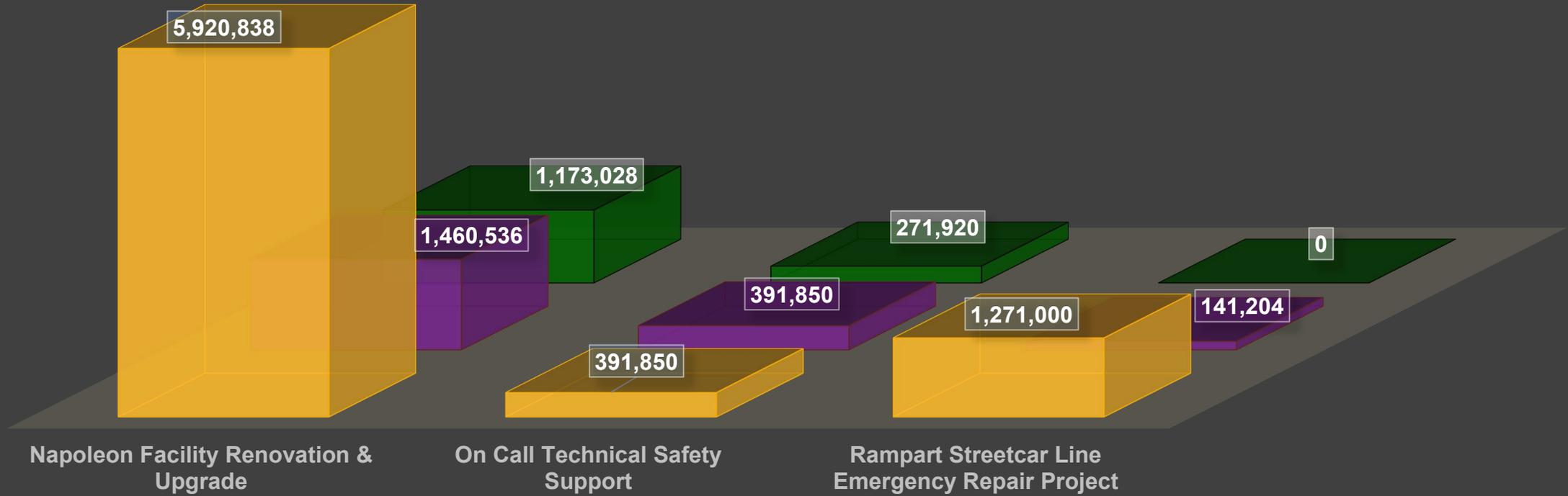


# Current DBE Projects

Contract Amount

DBE Goal

DBE Goal Achieved



## *Current DBE Projects*

# ***Current SBE Projects***

<b>Project</b>	<b>Contract Amount</b>	<b>SBE Goal</b>	<b>SBE Goal</b>	<b>% Goal Achieved</b>	<b>Tentative Completion Date</b>
DBE Consulting Services	\$181,682	\$181,682	100%	75%	2/2024
Construction Cost Audits	\$78,902	\$78,902	100%	78%	2/2024
Bus Rapid Transit Feasibility Study	\$599,949	\$599,949	100%	98%	3/2024
On Call A&E Services for Design of Interim Downtown Transit Hub	\$94,000	\$94,000	100%	87%	12/2023
Facility Maintenance & Construction Support Services	\$1,362,506	\$1,362,506	100%	60%	12/2023

 **Agenda**

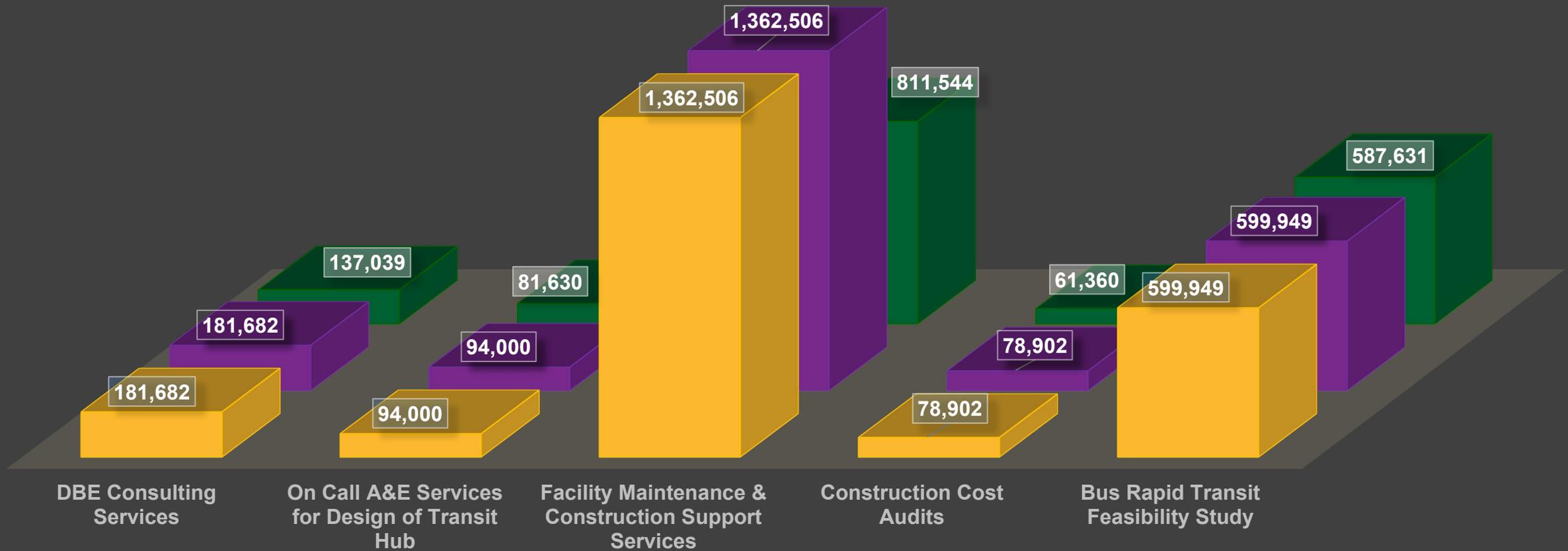
# ***Current SBE Projects***

<b>Project</b>	<b>Contract Amount</b>	<b>SBE Goal</b>	<b>SBE Goal</b>	<b>% Goal Achieved</b>	<b>Tentative Completion Date</b>
Temporary Janitorial Services	\$1,528,000	\$1,528,000	100%	76%	4/2024
Advertising Campaigns & Media Buying Services	\$400,000	\$400,000	100%	54%	2/2024
Non-Advertisement Bus Shelters	\$745,270	\$745,270	100%	50%	3/2024
Tree Pruning	\$81,295	\$81,295	100%	100%	3/2024
Transfer Hubs Programming	\$151,320	\$151,320	100%	0%	3/2024
Algiers Ferry Buildings Renovation	\$1,100,000	\$1,100,000	100%	0%	9/2024

■ Contract Amount

■ SBE Goal

■ SBE Goal Achieved

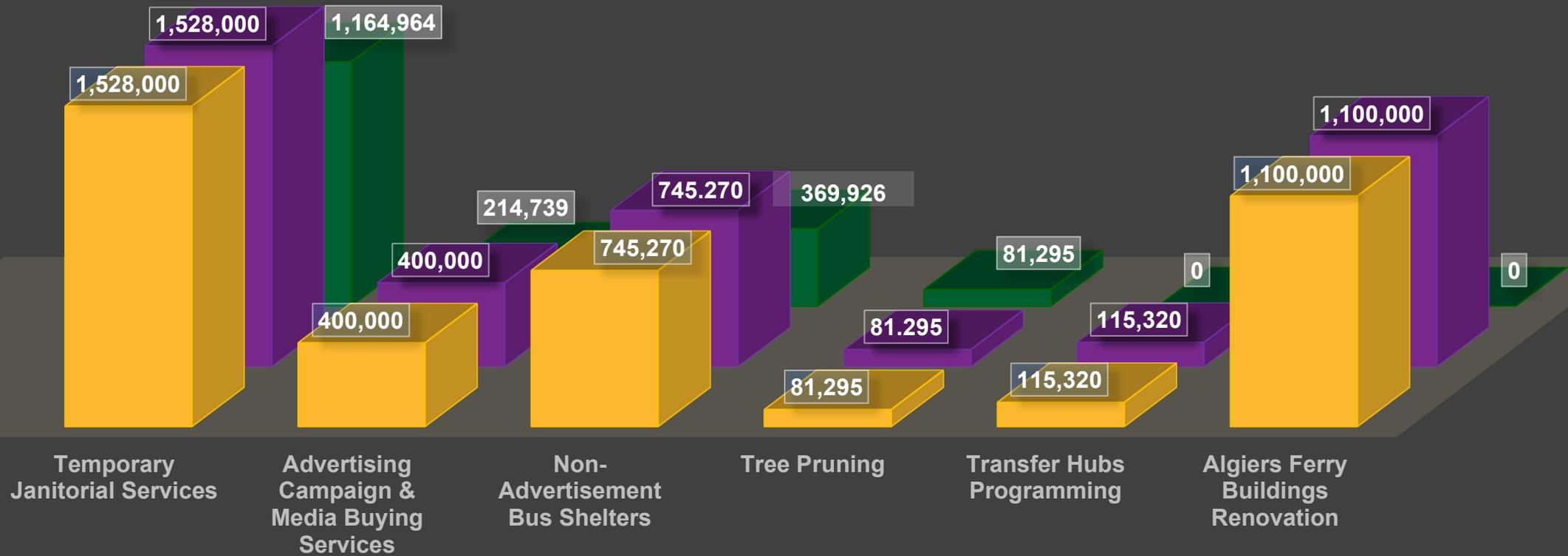


## ***Current SBE Projects***

Contract Amount

SBE Goal

SBE Goal Achieved



## Current SBE Projects



# Agenda

## Upcoming DBE/SBE Projects

### DBE/SBE Goal

#### Current Solicitations

IFB 2023-023 Carrollton Double Crossover Widening  
(Bids due 1/11/2024)

35.53% DBE

RFP 2023-024 Universal Accessibility Study  
(Proposals due 1/17/2024)

33.92% DBE

RFP 2023-025 Website Services  
(Proposals due 1/24/2024)

100% SBE

# ***DBE/SBE Business Development Trainings***

## **DBE Workshop: How to Write a Bank or Investor-Ready Business Plan**

The learning objective of this workshop is to provide entrepreneurs with a blueprint for writing the ultimate bank, management, or investor-ready business plan.

**Tuesday, January 30<sup>th</sup> 5:30 PM to 7:00 PM**

RTA Board Room, 2nd Floor  
2817 Canal Street, New Orleans

 **Agenda**

# ***DBE/SBE Outreach Events***



**Partnership:**  
**The Power Play**  
January 19, 2024

**9 a.m. – Roundtable**  
Hispanic Chamber of Commerce  
*Small Businesses learn how to do business with the Convention Center*

**10 a.m. – Win with NOENMCC**

**11 a.m. – Networking**

 **SMALL & EMERGING BUSINESS PROGRAM**  
*Connect to More.*

 **NEW ORLEANS ERNEST N. MORIAL CONVENTION CENTER**



## **Agenda**

# ***2023 DBE/SBE Business Development Trainings***

- **Responding to Bids and RFP's**
- **How to Write a Clear, Concise and Powerful Capability Statement**
- **Entrepreneurial Leadership & Influence**
- **Small Business Resources for Success**
- **Building Business Credit in 120 days**
- **Understanding Personal Credit and How to Fix It**
- **Social Media Marketing Mastery**
- **Accessing Capital for Growth**



## **Agenda**

# ***DBE/SBE***

## ***2023 Outreach Events***

### **January 2023**

Urban League of Louisiana Opportunities Outlook 2023

Ernest N. Morial Convention Center Small & Emerging Business Outreach Event

### **March 2023**

Small Business Enterprise Program with City of New Orleans Office of Economic Development

### **April 2023**

Ernest N. Morial Convention Center Small & Emerging Business Outreach Event

### **May 2023**

RTA's DBE Opportunity Conference along with City of New Orleans, Ernest Morial Convention Center, and NOLA Public Schools

### **June 2023**

Port of New Orleans Procurement Fair



## **Agenda**

# ***DBE/SBE***

## ***2023 Outreach Events*** *cont'd*

### **July 2023**

Small Business Administration (SBA) Connecting the DOT's Business Expo  
N.O. Regional Black Chamber Black Business Expo & Policy Event

### **August 2023**

Ernest N. Morial Convention Center Small & Emerging Business Outreach Event

### **September 2023**

Women's Business Executive Council (WBEC) Summit and Business Matchmaker

### **November 2023**

Baton Rouge Metropolitan Airport Annual Business Opportunities Outreach Event



# *Questions?*



# ***Agenda***

## **8. Chief Planning and Capital Project Officer's Report**



# Open Projects: Construction

## Napoleon Facility Stabilization

### Contracting:

Engineer: Landmark

Contractor: C.D.W. Services LLC

Contracting Strategy: D/B/B

### Project Costs:

- Construction: \$4,742,000

### Status:

- Installing sprinkler/life safety system
- Completing water/sewer hookup
- Finalizing interior details

### Schedule:

- Anticipated Substantial Completion: [January 2023](#)



### Board Actions:

- None currently



# Open Projects: Construction

## Rampart Streetcar Restoration

### Contracting:

Engineer: AECOM

Contractor: Walter J Barnes Electric

Contracting Strategy: D/B/B

### Project Costs:

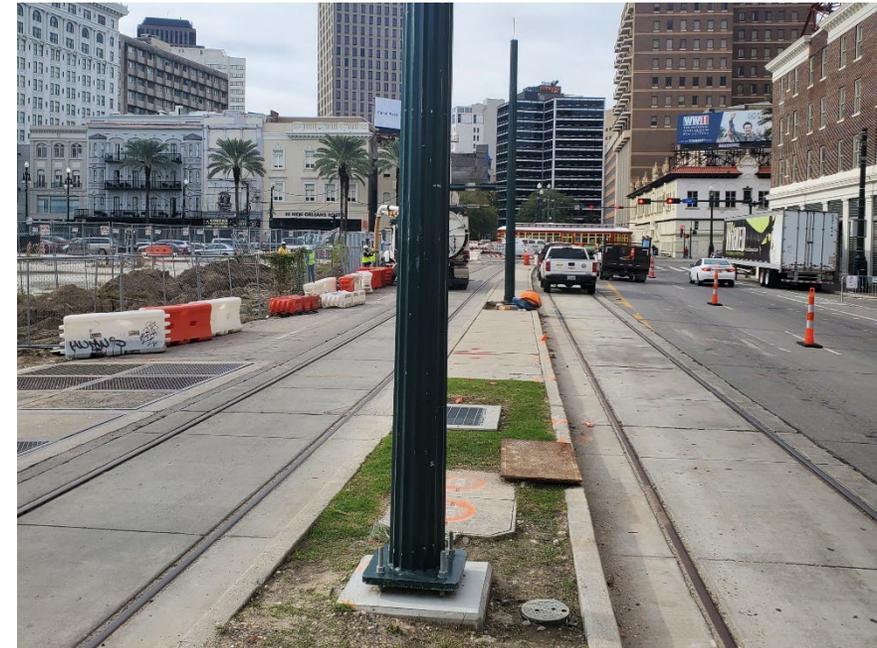
- Construction: \$1.22 million

### Status:

- Foundations for all OCS poles set
- **NOPD/DPW required RTA to hold work until Entergy completes emergency repair work on Canal St**
- **3-week Canal shutdown for webbing starting mid-February**

### Schedule:

- Anticipated Substantial Completion: **March 2024**
- Revenue service begins: **April 2024**





# Open Projects: Procurement

## 2023 Shelter Installation

### **Contracting:**

Engineer: Infinity

Contractor: Pivotal Engineering

Contracting Strategy: D/B/B

### **Project Costs:**

- Design: \$112,000
- Construction: \$1,062,100 (20% contingency)

### **Status:**

- 7 of 23 pads complete
- 7 pads being poured
- 4 locations require relocation

### **Schedule:**

- Construction NTP: September 2023
- Anticipated Substantial Completion: [April 2024](#)





# Open Projects: Design

## Algiers Ferry Buildings Renovation

Rehabilitate and modernize the 40-year-old Algiers Ferry Terminal for modern vessels and access, add Marine administrative offices, develop concessions/public space. Renovate Lower Algiers Maintenance Facility.

**Engineer:** Batture

**Contractor:** TBD

**Contracting Strategy:** D/B/B

**Project Budget:**

Total: \$9,580,000 (80% grant funded)

**Description:**

**Schedule:**

- Design NTP: January 2023
- Community design input: January – May 2023
- Solicit for Construction Contractor: October 2024
- Construction NTP: December 2024
- Substantial Completion: October 2025





# Open Projects: Design

## Zero Emission Bus Pilot

Purchase of three (3) electric buses and the charging infrastructure. Engineering is included in the purchase.

### **Contracting:**

Engineer: TBD

Contractor: New Flyer

Contracting Strategy: Named partner

### **Project Budget:**

Total: \$5,705,938 (80% grant funded)

### **Status:**

- Finalizing grant award

### **Schedule:**

- NTP for Design: August 2023
- Design 100% complete: [March 2024](#)
- Construction NTP: [May 2024](#)
- Electric Bus Roll Out: December 2024





# Open Projects: Planning

## Transfer Hubs Programming

Develop standard for hub types of varying sizes and requirements; establish design program for 6 transfer hub locations based on operational and rider requirements

### Contracting:

Planning: Manning Architects

### Project Budget:

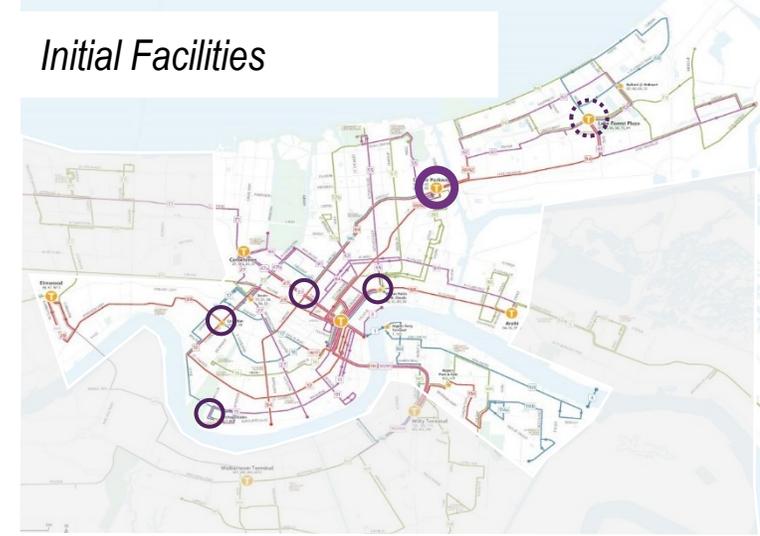
Planning: \$116,000

### Schedule:

- Project Launch: September 2023
- Submit Environmental Documentation: **January 2024**
- Study Completion: March 2024



*Initial Facilities*





# Open Projects: Procurement

Name	Number	Solicitation	Status	Budget
Algiers Ferry Barges Replacement	2022-MA-01	100% Design	For award in February 2024	\$1.5 million
Carrollton Double Crossover Replacement	2019-FG-01	Installation of track	Reponses due 1/18	\$800,000
Downtown Transit Center	2015-FA-01	100% Design	RFQ release in 01/2024	\$33 million (total project)
BRT East-West Bank Corridor	2021-FG-01	30% Design and environmental PM/CM Support	RFQ in review RFQ in review	TBD TBD



# Plans/Studies

Plan/Study	Scope	Status	Budget	Funding Source
Universal Accessibility Study	Roadmap for access to all RTA services regardless of ability, implementation plan and evaluation framework	RFP responses due 1/17/24	\$250,000	Local (Operating)
Lo/No Implementation Planning	Evaluate program delivery options; develop future fleet facility plan	RTP (on-call A&E) due 1/31	\$180,000	Local (Operating)
Transit Stop Inventory Update & Assessment	Update transit stops inventory and ADA compliance; develop improvement program; monitor progress	RTP (on-call A&E) in development	TBD	Local (Operating)
Fare Modernization Initiative Consultant	Update fare modernization plan; prepare RFP for technology; support implementation	RFP in development	TBD	FTA Grants (80%)



# Grants / Funding Request

Grant Program	Funding Request	Status	Federal Amount Awarded	Scope Request
Transit Oriented Development (TOD) Pilot Program	\$800,000 Fed \$200,000 RTA	Submitted	TBD	Develop TOD land-use regulations, station area plans and opportunity sites along BRT
State Capital Outlay FY24-25	\$4,649,299 LA	Submitted	N/A	Matching funds for ferry capital improvement program
All Stations Accessible Program (ASAP)	\$5,600,000 FTA \$1,400,000 RTA	Grant Due 1/30/24	TBD	Design/construction of ADA stations on all streetcar routes



# *Questions?*



# Agenda

## 9. Procurements

### A. Authorizations:

Non-proprietary Bus Parts	23-180
Dell Technologies Apex Contract Award	23-214
RTA NeoGov Contract Renewal	23-215
5-Year Capital Investment Program 2024-2028	23-216

### B. Grants:

FY 2024 All Stations Accessibility Program Grant	23-220
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# ***Agenda***

## **10. New Business**



# ***Agenda***

## **11. Audience Questions & Comments**



# ***Agenda***

## **12. Adjournment**