


*June 8, 2023*


# **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, June 8, 2023, at 11:00 a.m. Please be advised that mask wearing is encouraged inside the boardroom.



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@rtafoward.org](mailto:rtaboard@rtafoward.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 – May 11, 2023]

23-096



# ***Agenda***

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



# ***Agenda***

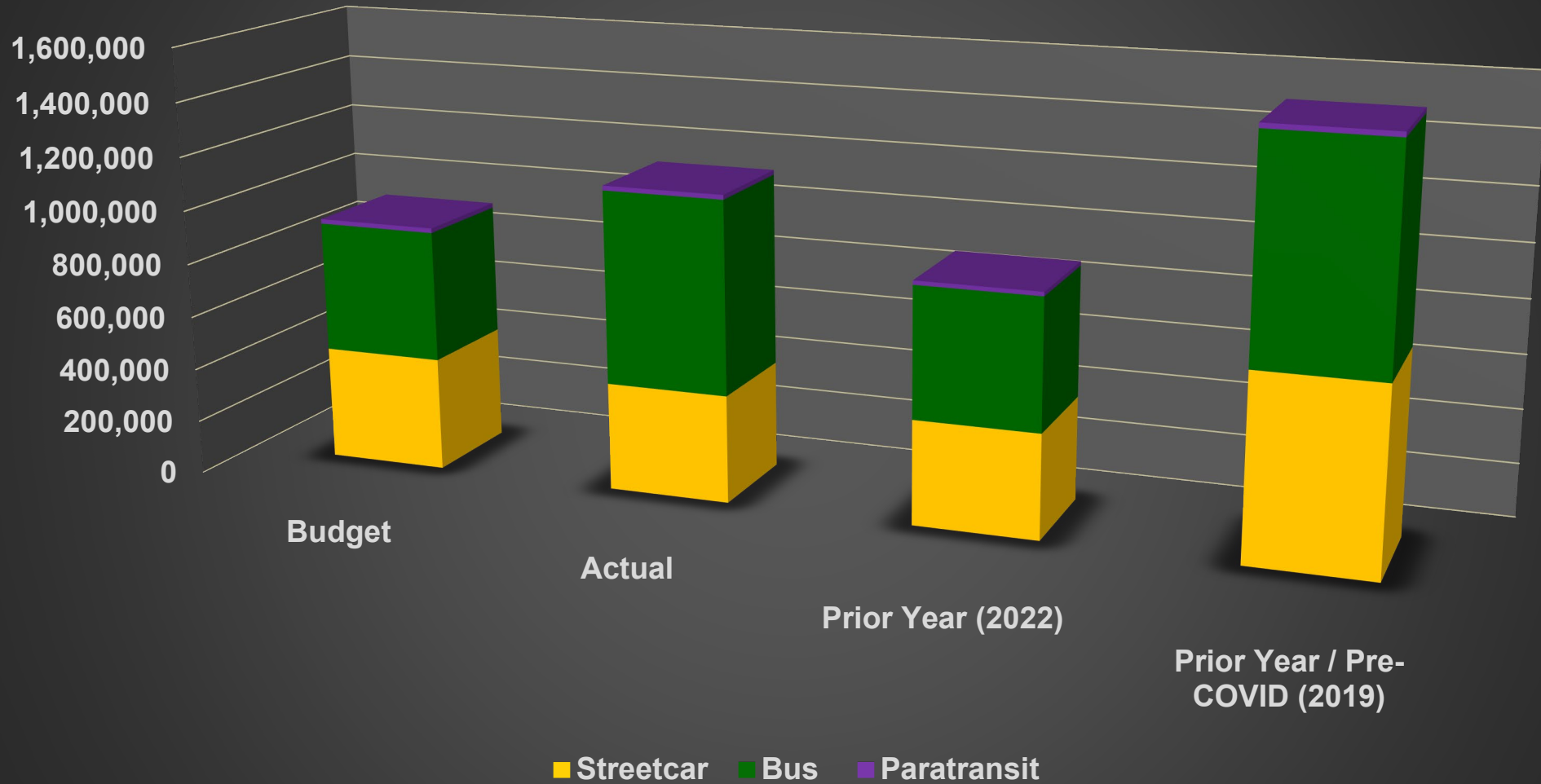
## **5. Chief Executive Officer's Report**



# ***Agenda***

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



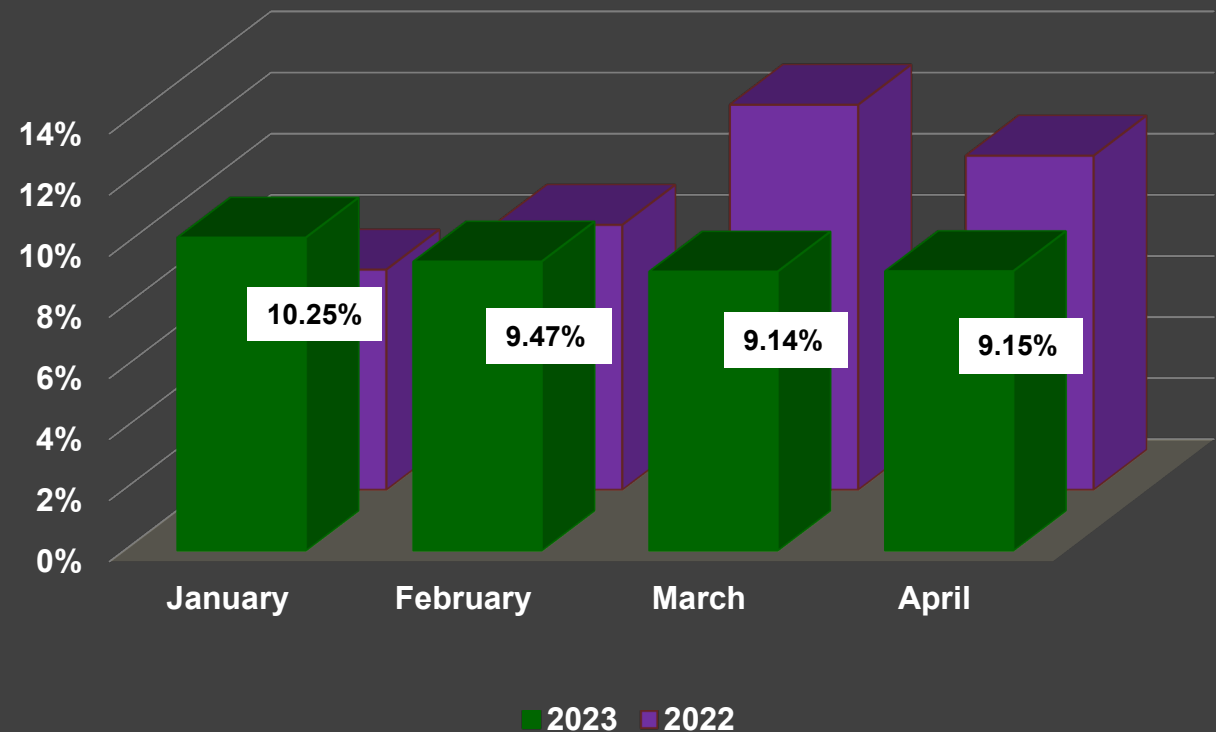


# Ridership

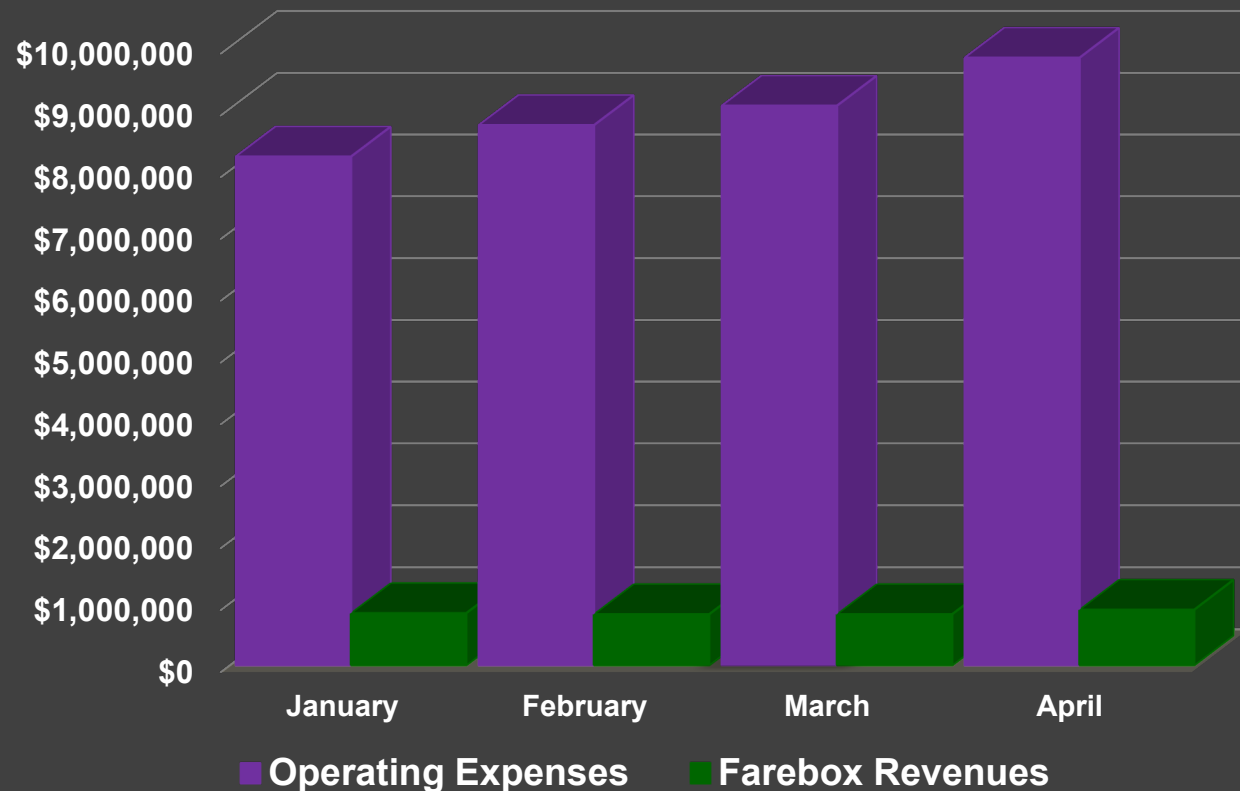
Ridership in April increased by 15% when compared to March 2023 actuals. In April, total system ridership (bus, streetcar and paratransit) was 1.1M, compared to 988K for the previous month of March.



## FAREBOX RECOVERY RATES 2023 vs 2022



## TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY

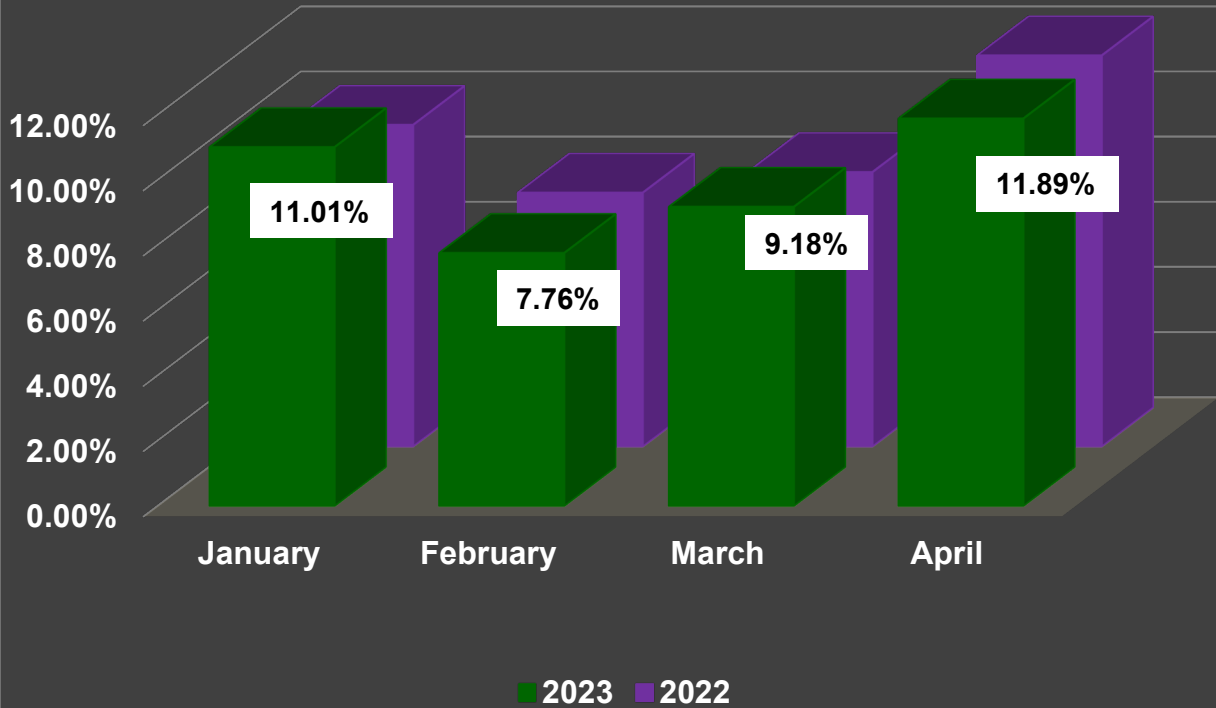


### ***Farebox Recovery Rates 2023 vs. 2022***

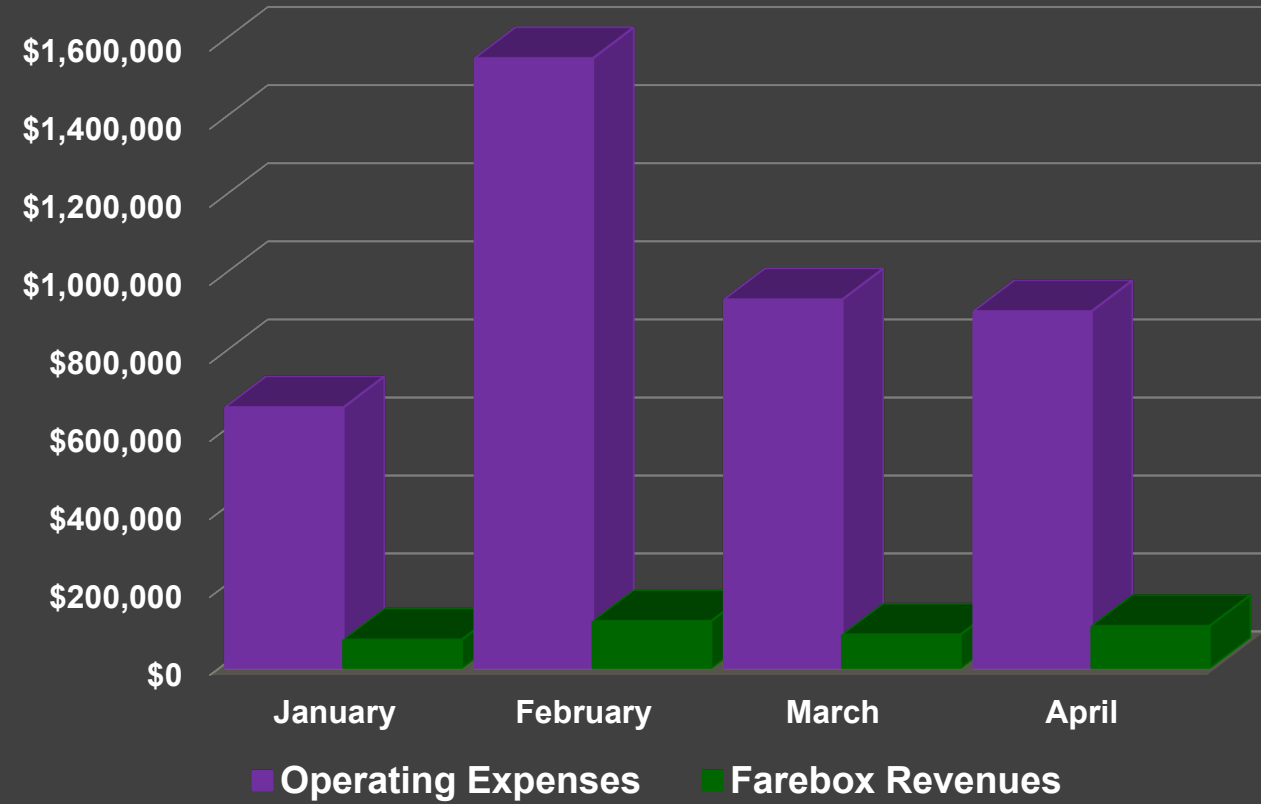
Fare revenue continues to offset a slightly modest percentage of operating expenses as ridership continues to rebound. April's farebox recovery rate increased slightly from 9.14% in the prior month to 9.15%; a total increase of 0.01%.



## FAREBOX RECOVERY RATES 2023 vs 2022



## TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY



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

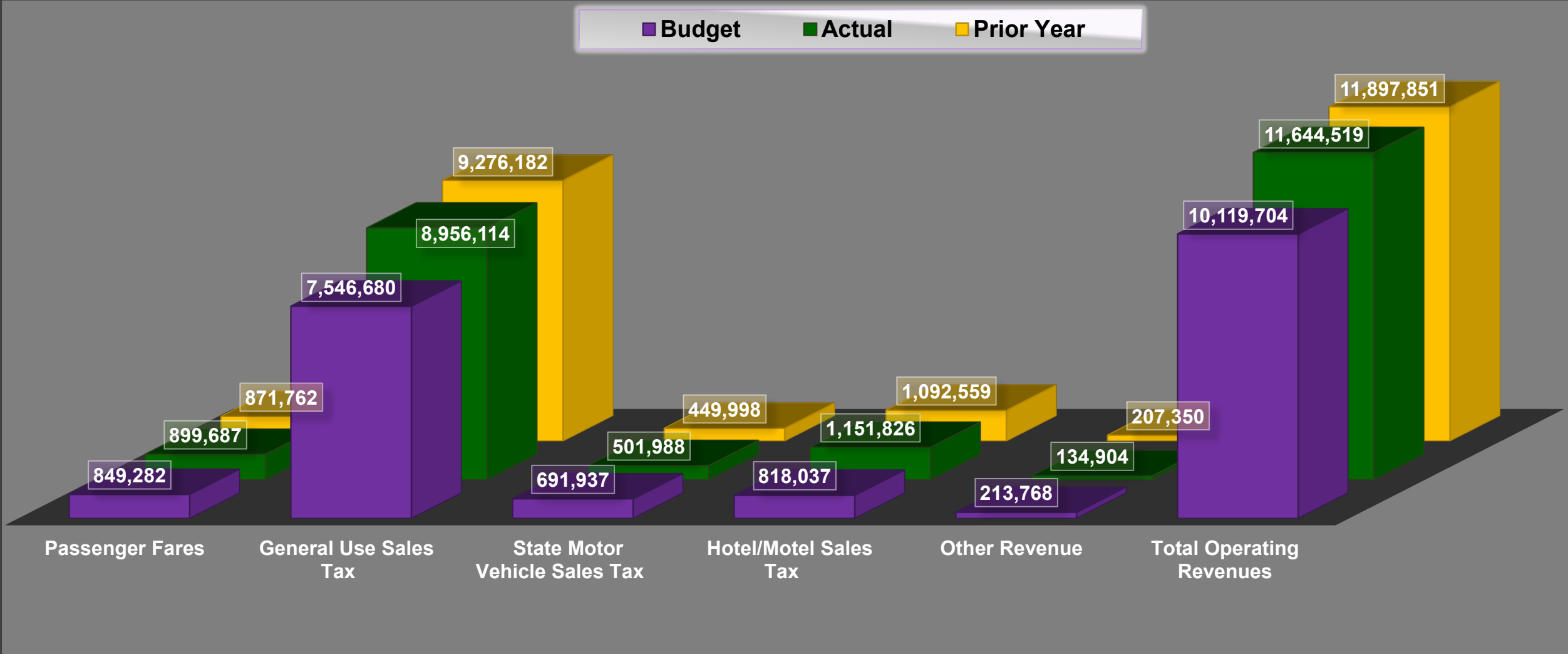
The increase in farebox recovery to 11.89% in April from 9.18% in March is a result of a decrease in operating expenses and an increase in passenger revenues from the prior month. Fare revenues continue to offset a small percentage of operating costs.



# April 2023 Summary of Sources

## SUMMARY OF SOURCES

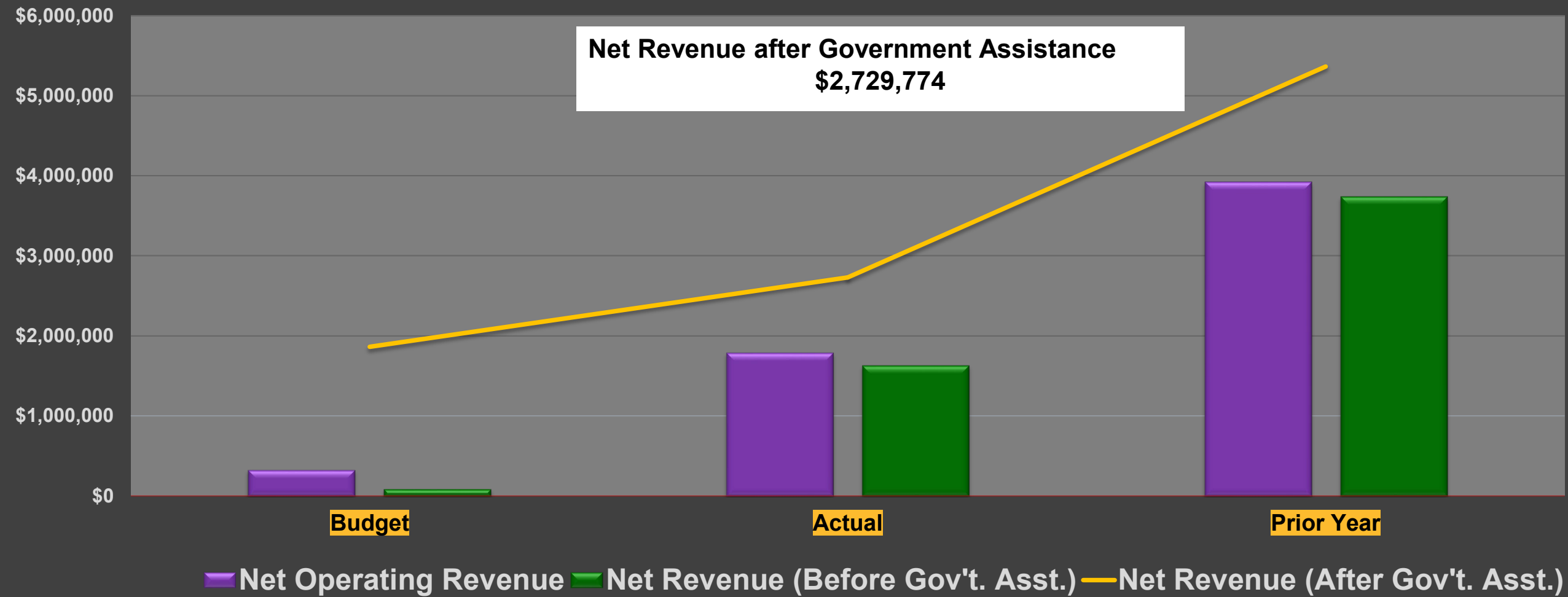
	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Sales Tax	9,056,654	10,609,928	1,553,273.73	17.15%	35,080,896	36,410,264
Government Assistance	2,327,022	1,427,749	(899,272.79)	-38.64%	10,708,408	5,611,952
<b>Sales Tax and Government Assistance</b>	<b>11,383,676</b>	<b>12,037,677</b>	<b>654,000.94</b>	<b>5.75%</b>	<b>45,789,304</b>	<b>42,022,216</b>
Passenger Fares	849,282	899,687	50,405.14	5.94%	3,255,583	3,563,825
Other Operating Revenues	213,768	134,904	(78,864.37)	-36.89%	855,070	566,975
<b>Subtotal Transit Operations</b>	<b>1,063,050</b>	<b>1,034,591</b>	<b>(28,459.23)</b>	<b>-2.68%</b>	<b>4,110,653</b>	<b>4,130,801</b>
<b>Total Operating Revenues</b>	<b>12,446,726</b>	<b>13,072,268</b>	<b>625,541.71</b>	<b>5.03%</b>	<b>49,899,957</b>	<b>46,153,017</b>
Federal Capital Funding - RTA	2,058,594	493,986	(1,564,608.34)	-76.00%	8,234,376	2,820,931
Federal Capital Funding - Maritime Only	586,417	101,273	(485,143.66)	-82.73%	2,345,668	513,731
Interest Income (Bonds & other)	6,247	124,599	118,352.00	1894.54%	24,987	498,396
<b>Subtotal Capital and Bond Resources</b>	<b>2,651,258</b>	<b>719,858</b>	<b>(1,931,400.00)</b>	<b>-72.85%</b>	<b>10,605,031</b>	<b>3,833,058</b>
<b>Total Revenue</b>	<b>15,097,984</b>	<b>13,792,126</b>	<b>(1,305,858.29)</b>	<b>-8.65%</b>	<b>60,504,988</b>	<b>49,986,075</b>
Operating Reserve	0	(1,849,279)	(1,849,278.66)	100.00%	0	(4,629,055)
<b>Total Sources</b>	<b>15,097,984</b>	<b>11,942,847</b>	<b>(3,155,136.95)</b>	<b>-20.90%</b>	<b>60,504,988</b>	<b>45,357,020</b>



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

RTA's two largest revenue sources are General Use Sales Tax (\$9M) and Fare Revenue (\$900K). The two combined make up 84.6% or \$9.9M of total revenue. Overall, total operating revenues for the month of April are \$11.6M.





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

Net Revenue (Before Government Assistance) is \$1.6M for the month of April. After applying the month's \$1.4M in Government Operating Assistance, Net Revenue is \$2.7M for the month of April.

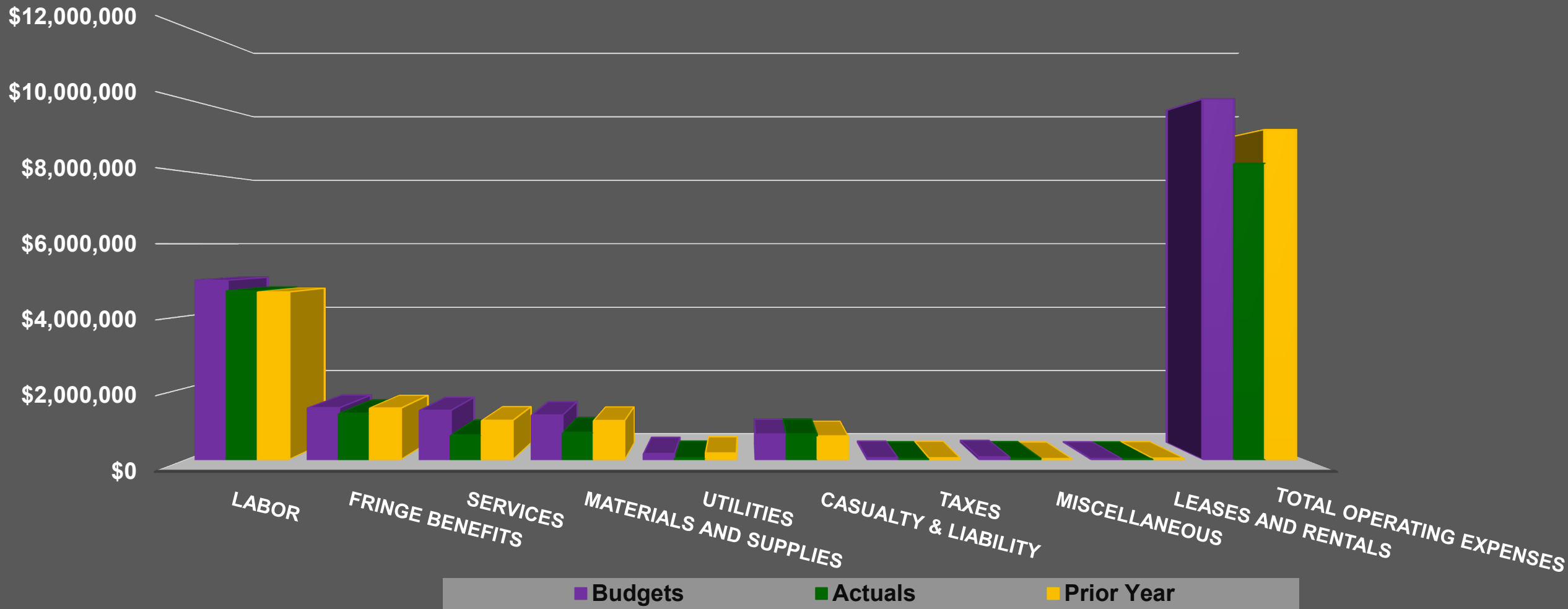


# April 2023 Summary of Uses

## Summary of Uses

	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Transit Operations	9,789,072	9,828,635	(39,562.61)	-0.40%	39,265,987	35,872,436
TMSEL Legacy Costs	239,162	183,658	55,504.24	23.21%	956,645	813,826
Maritime Costs	554,300	330,201	224,098.72	0.00%	2,220,556	1,776,085
Capital Expenditures - RTA	3,235,256	493,986	2,741,270.34	84.73%	12,941,024	2,820,931
Capital Expenditures - Maritime Only	608,083	545,496	62,586.84	10.29%	2,432,332	2,226,507
FEMA Project Worksheet Expenditures	0	0	0.00	0.00%	0	0
Debt Service (Principal & Int)	672,111	560,872	111,239.42	16.55%	2,688,444	1,847,236
<b>Total Expenditures</b>	<b>15,097,984</b>	<b>11,942,847</b>	<b>3,155,136.95</b>	<b>20.90%</b>	<b>60,504,988</b>	<b>45,357,020</b>
Operating Reserve	0	0	0.00	0.00%	0	0
<b>Total Uses</b>	<b>15,097,984</b>	<b>11,942,847</b>	<b>3,155,136.95</b>	<b>20.90%</b>	<b>60,504,988</b>	<b>45,357,020</b>

## Operating Expenses (Actual - \$9,828,635)



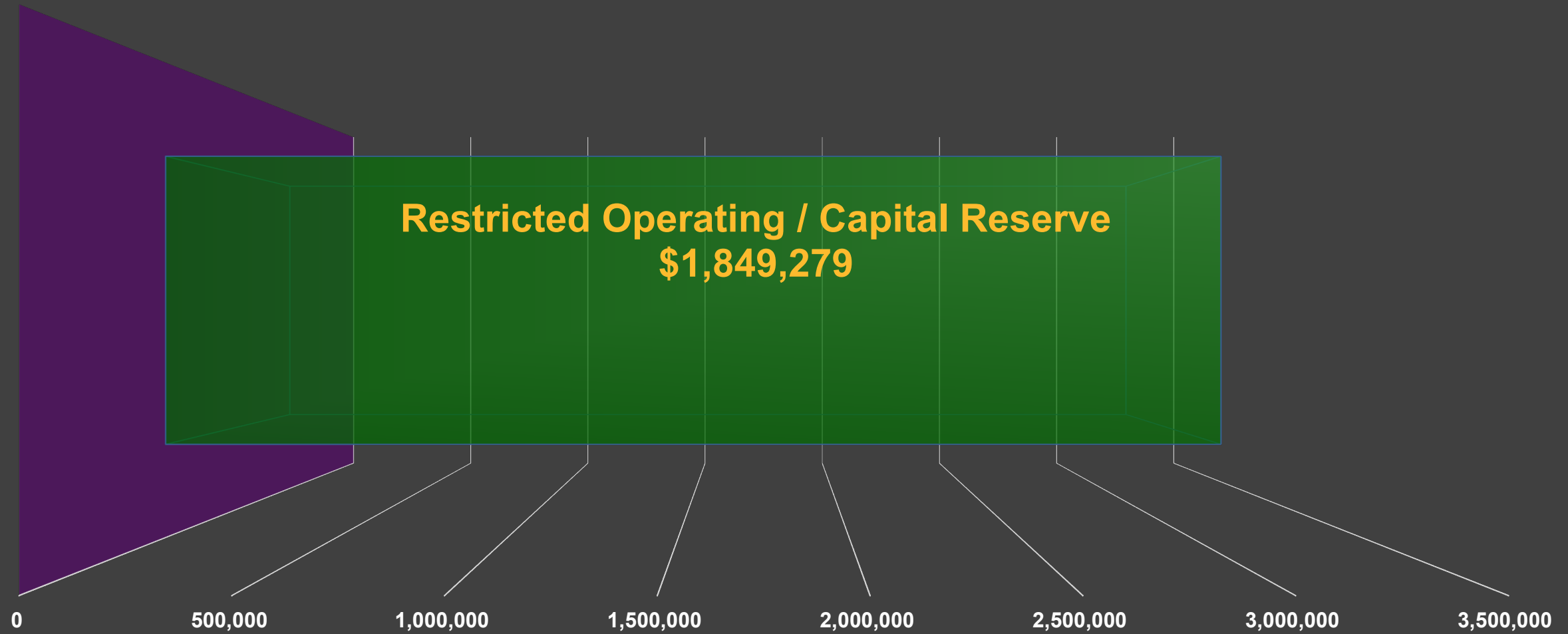
## Operating Expenses

Operating Expenses for the month of April are roughly \$9.8M. Labor and Fringe Benefits, the largest expenditure at \$6.3M, comprised 64.4% of this month's actual expenses.

In total, Operating Expenses for the month of April show an increase of 8.6% from \$9.1M in March.







## ***Operating Reserve***

The positive variance that resulted from Net Revenue (After Government Assistance of approximately \$1.4M) added \$1.8M to the Restricted Operating/Capital Reserve after the offset of \$561K in Debt Service.





# Procurement

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

PURCHASE ORDER #	VENDOR	COST CENTER	COSTER CENTER DESCRIPTION	TRANS	REFERENCE	ORDER TOTAL
914976	American Red Cross	1460002	Safety	5/3/2023	CPR Training	3,864.00
914985	ReadyOP Communications	1290002	IT	5/5/2023	Crsis Management	8,000.00
914987	Rudy Smith Service	1430002	Bus Maintenance	5/5/2023	Tow Services	2,826.00
914988	Kenworth of Louisiana	1430002	Bus Maintenance	5/5/2023	Bus Repairs	5,437.98
914989	Kenworth of Louisiana	1430002	Bus Maintenance	5/5/2023	Turbo & EGR Cooler Repairs	13,110.23
914990	Tri State Refrigeration	1430002	Bus Maintenance	5/5/2023	ECM Module	1,156.60
914994	Elerts	1290002	IT	5/10/2023	Annual Licences	19,039.00
914995	Transit App	1290002	IT	5/10/2023	Annual Licences	21,000.00
915000	Tri State Refrigeration	1430002	Bus Maintenance	5/11/2023	Clutch Gap Repairs	2,218.15
915006	Cummins Inc	1430002	Bus Maintenance	5/15/2023	VGT Replacement	3,257.97
915007	Kenworth of Louisiana	1430002	Bus Maintenance	5/15/2023	Bus Repairs	3,842.58
915017	Tri State Refrigeration	1430002	Bus Maintenance	5/30/2023	Bus Repairs	5,072.70
915020	Overhead Door Company	1284306	Facility Maintenance	5/23/2023	Repairs	3,888.75
915021	The Sound Source	1710002	Marketing	5/24/2023	Hurricane Preparedness	2,800.00
915031	Reliable Transmission Services	1430002	Bus Maintenance	5/26/2023	Transmission Rebuild	9,994.81
915032	Kenworth of Louisiana	1430002	Bus Maintenance	5/26/2023	Bus Repairs	5,437.98
915044	Tri State Refrigeration	1430002	Bus Maintenance	5/31/2023	Bus Repairs	2,077.06
912736-005	Robert Half	1210002	HR	5/16/2023	Change Order:Temp Staffing	40,500.00

**153,523.81**

***Questions?***



# ***Agenda***

## **7. CY 2022 Single & Financial Audit Acceptance Update**



# ***Agenda***

## **8. DBE Report**

## ***Contract Awards May 2023***

\$1,477,885 in contracts were awarded

- \$435,055 was awarded to DBE firms.
- Of the DBE contracts \$435,055 was awarded to DBE Prime Contractors and \$945,270 was awarded to SBE Prime Contractors.

Total DBE participation (commitment) is 29%.



 **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	\$7,004,708	30.55%	15%	8/2023
Disaster Recovery Grants Management and Administration	\$137,888	\$67,565	49%	39%	9/2023
Transit Ferry Services	\$8,442,843	\$842,442	10%	14%	1/2024

 **Agenda**

# ***Current DBE Projects***

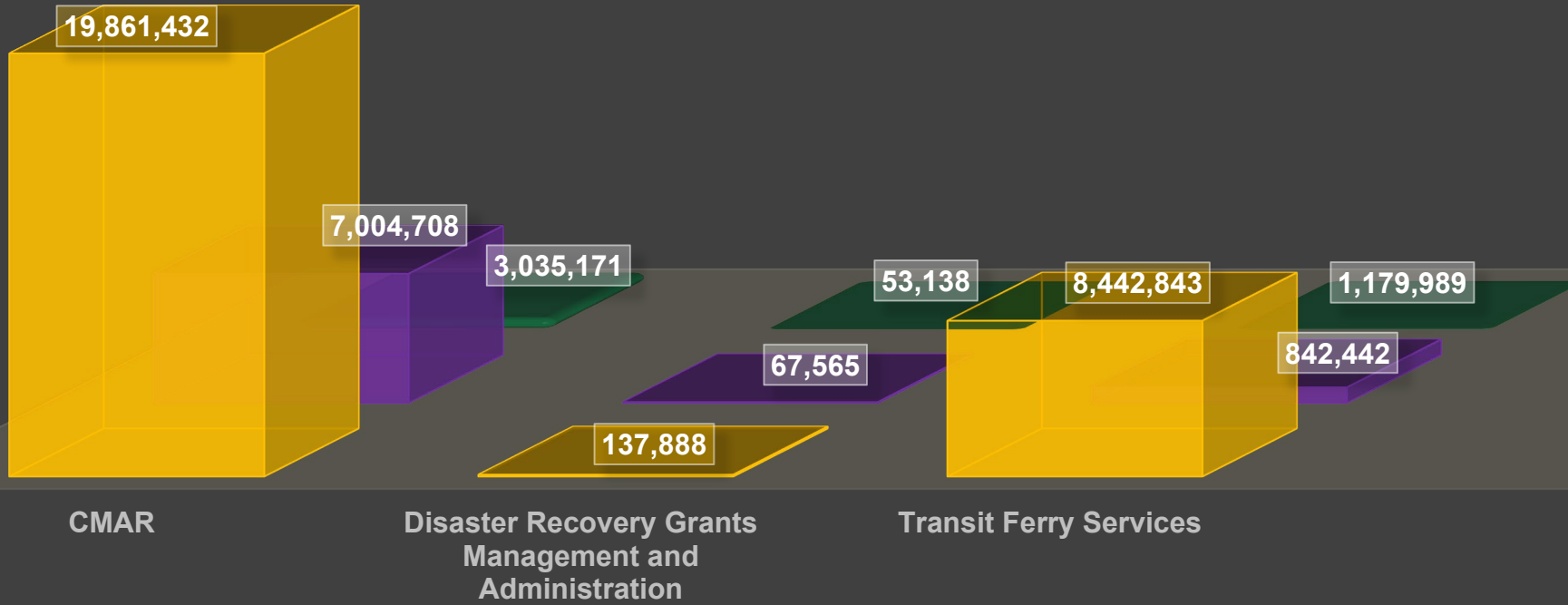
<b>Project</b>	<b>Contract Amount</b>	<b>DBE Goal</b>	<b>DBE Goal</b>	<b>% Goal Achieved</b>	<b>Tentative Completion Date</b>
Business Intelligence & Data Management Reporting System	\$331,497	\$331,497	100%	57%	10/2024
On Call Technical Safety Support	\$300,000	\$300,000	100%	35%	10/2024
Napoleon Facility Renovation & Upgrade	\$4,921,590	\$1,460,536	30.8%	9%	10/2023
Rampart Streetcar Line: Emergency Repair Project	\$1,021,000	\$141,204	13.83%	0%	8/2023



■ Contract Amount

■ DBE Goal

■ DBE Goal Achieved

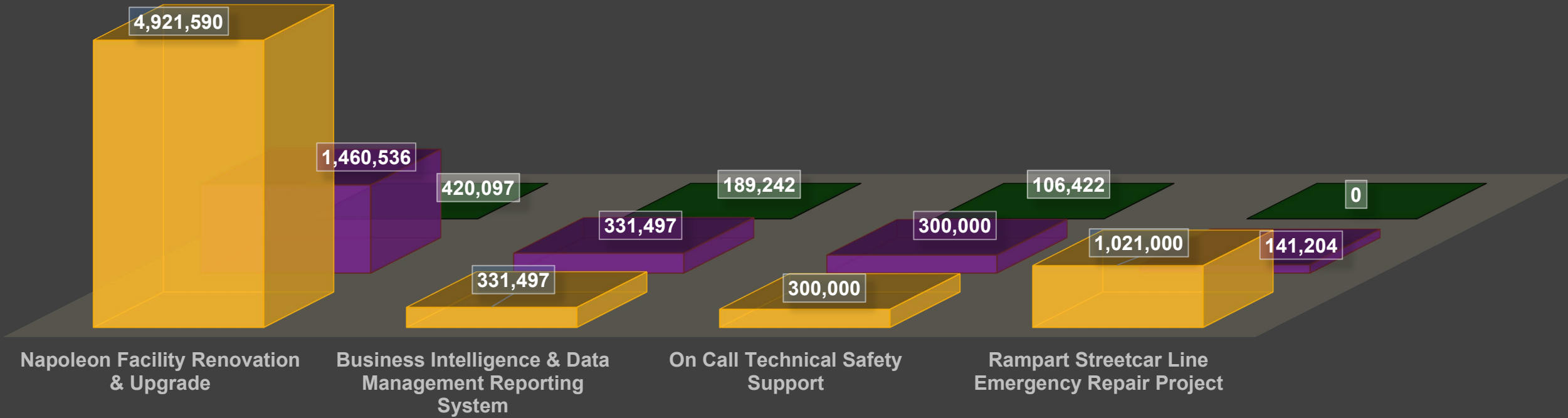


## *Current DBE Projects*

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%	8/2023
Construction Cost Audits	\$78,902	\$78,902	100%	78%	6/2023
Bus Rapid Transit Feasibility Study	\$599,949	\$599,949	100%	65%	7/2023
On Call A&E Services for Design of Interim Downtown Transit Hub	\$70,000	\$70,000	100%	98%	9/2023

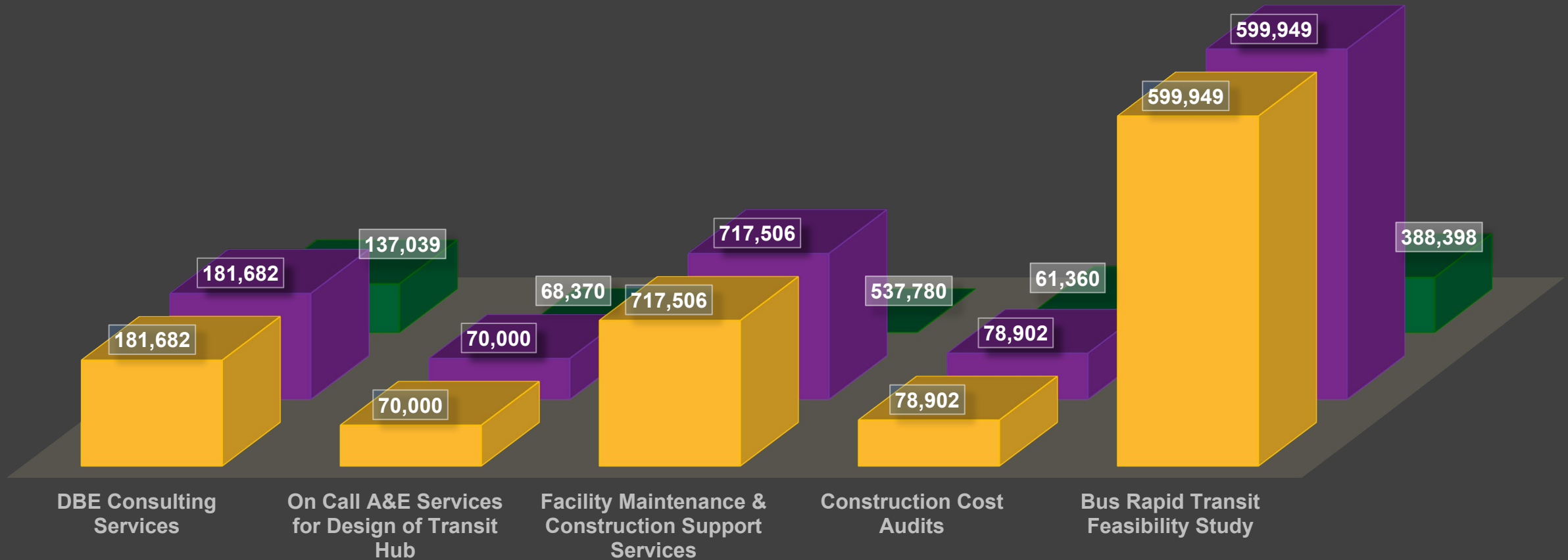
# ***Current SBE Projects***

<b>Project</b>	<b>Contract Amount</b>	<b>SBE Goal</b>	<b>SBE Goal</b>	<b>% Goal Achieved</b>	<b>Tentative Completion Date</b>
Facility Maintenance & Construction Support Services	\$717,506	\$717,506	100%	75%	9/2023
Classification and Compensation Study	\$166,000	\$166,000	100%	100%	3/2023
Leadership & Change Management Training	\$449,200	\$449,200	100%	72%	5/2023
Temporary Janitorial Services	\$1,004,000	\$1,004,000	100%	72%	7/2023
Advertising Campaigns & Media Buying Services	\$400,000	\$400,000	100%	0%	2/2024
Non-Advertisement Bus Shelters	\$745,270	\$745,270	100%	0%	10/2023

Contract Amount

SBE Goal

SBE Goal Achieved

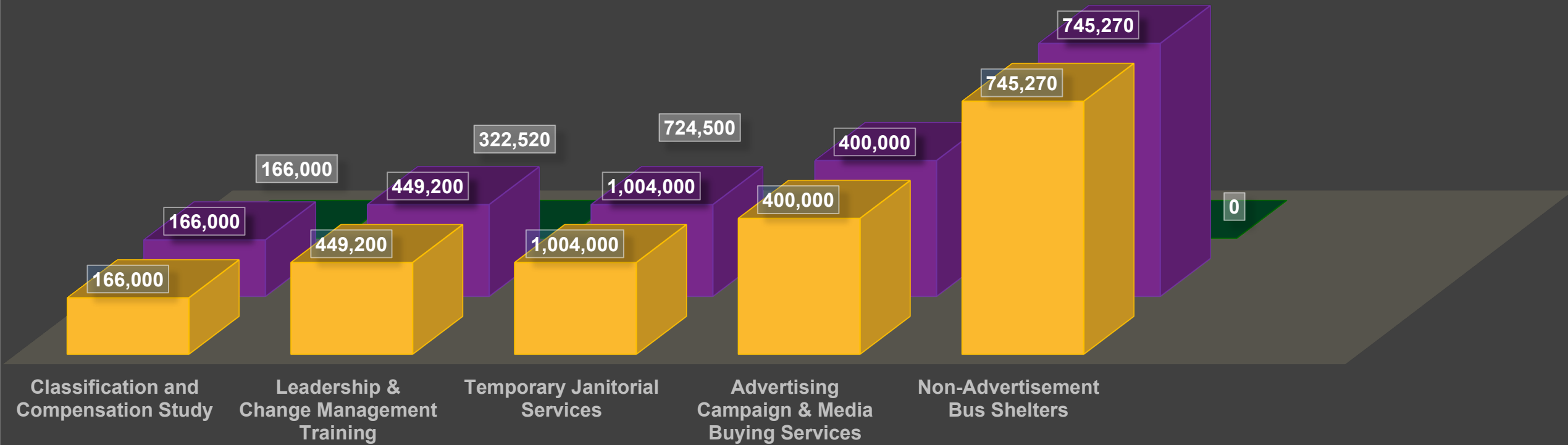


## *Current SBE Projects*

Contract Amount

SBE Goal

SBE Goal Achieved



## *Current SBE Projects*



# Agenda

## *Upcoming DBE/SBE Projects*

### DBE/SBE Goal

#### Current Solicitations

RFP 2023-001 Transit Security Services  
(TEC interviews scheduled for 6/13/2023)

23% DBE

IFB 2023-012 Janitorial Services  
(Site Visit on 6/22/2023)  
(Bids due 7/11/2023)

100% SBE

RFP 2023-007 Canal Ferry Terminal Concession Operator  
(Site Visit on 6/27/2023)  
(Proposals due 7/10/2023)

100% SBE

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

Business Development Training for Certified Disadvantaged and Small Businesses

## **WORKSHOPS STARTING BACK IN AUGUST**

Suggested Topics:

The Art & Science of Strategic Business Planning

How to write a Bank, Management or Investor-Ready Business Plan

Accessing Capital for Growth

Insurance & Risk Management – How to Protect your business and personal assets

Social Media Marketing Mastery

Introduction to Construction Project Management & Surety Bonds



# ***RTA Mentor-Protégé Program***



**Mentor-Protégé Program Guide**  
May 2023

***Questions?***



# ***Agenda***

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

# Open Projects: Construction

## Canal Street Ferry Terminal

**Engineer:** Infinity Engineering Consultants LLC

**Contractor:** Woodward/APC

**Contracting Strategy:** CMAR

### **Project Costs:**

Design & Construction: \$36.4 million

### **Status:**

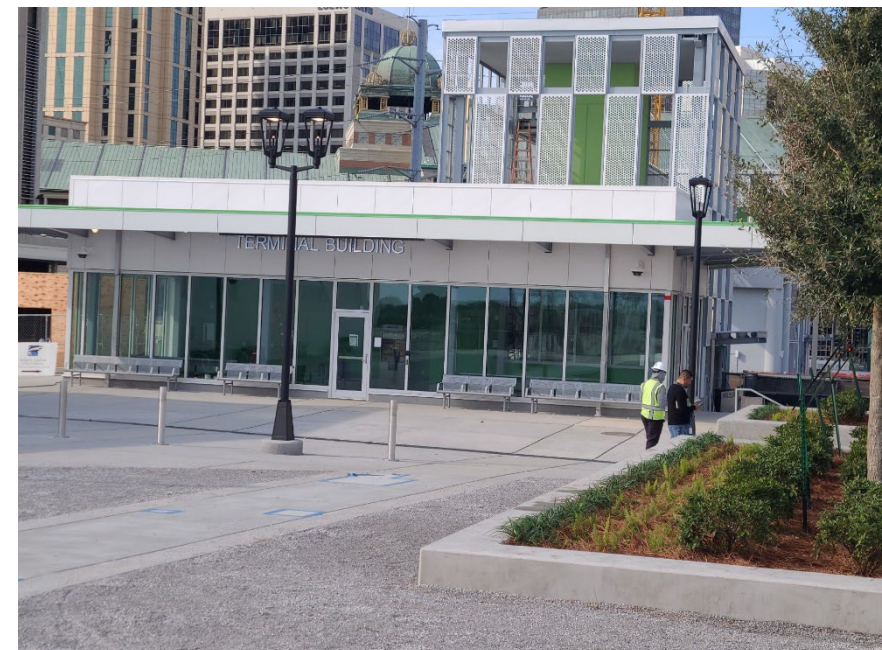
Wharf: **Substantially complete**

- Terminal Building: **Substantially complete**

Towers: **Substantially complete**

### **Schedule:**

- Substantial Completion: May 2023
- Audubon Riverfront Enhancements: July 2023
- Riverfront streetcar Canal to Poydras: August 2023
- Ribbon-cutting: **mid-August 2023**





# ***Open Projects: Construction***

## **Napoleon Facility Stabilization**

**Engineer:** Landmark

**Contractor:** C.D.W. Services LLC

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

**Project Costs:**

Construction: \$4,742,000

**Status:**

- Walls and windows prepped
- Waiting for window delivery (4-6 weeks)
- Utilities for sewer/water connection completed

**Schedule:**

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





## Open Projects: Construction

# Rampart Streetcar Restoration

**Engineer:** AECOM

**Contractor:** Walter J Barnes Electric

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

**Project Costs:**

Construction: \$1.02 million

**Status:**

- Permit in final review by CNO
- Work to start end of this month

**Schedule:**

- Anticipated Substantial Completion: [October 2023](#)
- Revenue service begins: December/January 2023



# Open Projects: Procurement

## 2023 Shelter Installation

**Engineer:** Infinity

**Contractor:** Pivotal Engineering

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

### **Project Costs:**

Design: \$112,000

Construction: \$1,062,100 (20% contingency)

### **Schedule:**

- Anticipated construction NTP: [June 2023](#)
- Anticipated Substantial Completion: October 2023





## Open Projects: Design

# Algiers Ferry Terminal Revitalization

**Engineer:** TBD

**Contractor:** TBD

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

**Project Budget:**

Total: \$3,046,335 (80% grant funded)

**Description:**

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

**Schedule:**

Assign Task to On-Call A/E Firm: [July 2023](#)

Community design input: [August – October 2023](#)

Solicit for Construction Contractor: [December 2023](#)

Construction NTP: [January 2024](#)

Substantial Completion: [January 2025](#)







## ***Open Projects: Design***

# **UPT Admin Offices**

**Engineer:** MSMM

**Contractor:** TBD

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

**Project Budget:**

Total: \$5,000,000 (80% grant funded)

**Description:**

Renovate 2<sup>nd</sup> floor of Union Passenger Terminal (UPT) for administrative

**Schedule:**

Complete lease agreement: [July 2023](#)

Design 100% complete: October 2023

Construction NTP: January 2024





## ***Open Projects: Design***

# **Zero Emission Bus Pilot**

**Engineer:** TBD

**Contractor:** New Flyer

**Contracting Strategy:** Sole Source Procurement

**Project Budget:**

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

**Description:**

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

**Schedule:**

NTP for Design: August 2023

Design 100% complete: January 2024

Construction NTP: February 2024

Electric Bus Roll Out: December 2024



# Open Projects: Planning

## BRT: East-West Bank Corridor

**Planning:** ILSI/HNTB/Hawthorne

**Engineer:** TBD

**Contractor:** TBD

**Contracting Strategy:** CMAR

### **Project Budget:**

Planning: \$600,000

Design/Construction: \$250-350 million



### **Schedule:**

Finalize LPA Adoption: **Complete**

Complete Feasibility Study: **May 2023**

Submit CIG Entry Application: **Complete**

RFQ for Design/Environmental: **July 2023**

NTP Design/Environmental: **August 2023**

Ratings Request Application for CIG: August 2023



# Grants / Funding Request

Grant Program	Funding Request	Status	Federal Amount Awarded	Scope Request
RAISE FY23	\$24.8M Fed + \$5.8M RTA + \$1.4M CNO	Submitted	TBD	RTA will be lead applicant w/ CNO Downtown Transit Center + multi-modal corridor
Lo/No FY23	\$83.3M Fed + \$10.2M RTA	Submitted	TBD	20 electric buses for 2026 Charging infrastructure Microgrid for energy resilience Workforce development
Capital Investment Grant (CIG): Small Starts	N/A	Submitted	TBD	BRT Design/Environmental
All Stations Accessible Program (ASAP)	TBD	NOFO release Q4 2023	TBD	Design/construction complete ADA stations on St Charles streetcar

***Questions?***



# ***Agenda***

## **10. Procurements**



# Agenda

## 10. Procurements

### A. Authorizations:

Purchase of Non-Revenue Support Vehicles (Ram 1500 Trucks)	23-070
New State Contract for Fuel Card Services	23-081
RTA Compensation Schedule	23-086
Purchase Canal and Riverfront Streetcar Inverter Upgrades	23-087

### B. Amendments:

McPherson Oil Contract Extension	23-079
Change Order for Fuel Card Services	23-080
Change Order for Transit Security Services	23-089



# ***Agenda***

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





# ***Agenda***

## **12. New Business**



# ***Agenda***

## **13. Adjournment**