



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority

Board of Commissioners

Meeting Agenda - Final

Tuesday, November 28, 2023

10:00 AM

RTA Board Room

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 in person on Tuesday, November 28, 2023, at 10:00 a.m.

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 prior to the meeting; or 3) By U.S. Mail send to 2817 Canal Street, Attention: Office of Board Affairs, New Orleans, LA 70119.

1. Call to Order

2. Roll Call

3. Consideration of Meeting Minutes

[Board Minutes - October 31, 2023]

[23-197](#)

4. Reports

A. RTA Chairman's Report

B. Operations & Administration Committee Chairman's Report

C. Finance Committee Chairman's Report

D. Jefferson Parish Report

E. RTA General Counsel's Report

F. RTA Chief Executive Officer's Report

G. Chief of Staff Legislative Update

H. Operations Update

I. RTA Chief Financial Officer's Report

5. Authorizations

Algiers Ferry Buildings Renovation Project [23-165](#)

Motorola APX Radios Purchase [23-171](#)

Renewal of Excess Workers' Compensation Insurance for RTA Employees [2023-2025] [23-176](#)

Licensing Agreement with Mignon Faget [23-179](#)

Service Reliability Restoration Plan [23-191](#)

6. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)

7. Audience Questions and Comments

8. Executive Session (2/3RDS VOTE TO Consider)

Personnel Matters

9. Adjournment

[11.28.23 Board Presentation Report] [23-203](#)



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-197

Board of Commissioners

[Board Minutes - October 31, 2023]



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority Board of Commissioners

Meeting Minutes - Draft

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10:00 AM

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1. Call to Order

2. Roll Call

Commissioners Present: Commissioner Walton, Commissioner DeFrancesch, Commissioner Ewell, Commissioner LeBeouf, Commissioner Neal and Commissioner Sams

Commissioner Absent: Commissioner Raymond

3. Consideration of Meeting Minutes

Commissioner Ewell moved and Commissioner DeFrancesch seconded to approve the Board Meeting of September 26, 2023. The motion was approved unanimously.

A motion was made by Commissioner Ewell, seconded by Commissioner DeFrancesch and approved. The motion carried by the following vote:

Aye: Commissioner Neal, Commissioner LeBeouf, Vice-Chairman Walton, Commissioner Ewell, Commissioner DeFrancesch, and Commissioner Sams

Absent: Chairman Raymond, and Commissioner Coulon

[Board of Commissioners Meeting September 26, 2023]

[23-184](#)

4. Reports

A. RTA Chairman's Report

A moment of silence was taken in remembrance of Commissioners Sams mother.

B. Operation & Administration Committee Chairman's Report

No Report.

C. Finance Committee Chairman's Report

Commissioner Walton stated that the Board will get an update from staff on the implementation of Oracle.

D. Jefferson Parish Report

Commissioner DeFrancesch gave the Jefferson Parish Report. This report can be found in the Board PowerPoint Presentation for October 31, 2023, under the Jefferson Parish Report.

Commissioner Neal stated that he would like a tour of the new Jefferson Parish Facility once it is completed.

E. RTA General Counsel's Report

Sundiata Haley stated that his report will be handled in Executive Session.

F. RTA's Chief Executive Officer's Report

Lona Hankins reported that October was Professional Development Month and various staff participated and completed the following training :

Latinos in Transit Leadership Academy

2023 ENO Transportation Mid-Manager Accelerate Program

WTS Mid-Career Signature Leadership Training

Leadership APTA

USDOT Transportation Safety Institute (hosted in New Orleans)

Lona Hankins reported that Sarah McLaughlin Porteous was named Chief of External Affairs and Ryan Moser was promoted to Chief Asset Management Officer.

The RTA held a 100 Year Anniversary Block Party for the Perley A. Thomas Streetcars that was well attended by the Community. Commissioners Neal, Ewell and DeFrancesch stated that this was an amazing event and thanked staff for a wonderful

job.

The RTA Employee of the Month was as follows:

Michael Peabody - Operator

Christopher Richardson - Maintenance

Floyd Hurts - Administration

G. RTA's Chief of Staff Legislative Update

The RTA 2024 Budget Presentation to City Council - November 13, 2023.

H. Operations Update

Christopher Clark gave the Operations Update. This report can be found in the Board of Commissioners PowerPoint Report dated October 3, 2023, under the Operations Update.

Christopher Clark reported that "Game" for Temporary Detours denotes the Pelican and the New Orleans Saints Games.

In response to a question from Commissioner LeBeouf, Lona Hankins reported that the RTA in January started using APC Counters instead of counting passengers by farebox. This APC Counting was an FTA requirement and was accurate and staff does not report passenger counts by farebox anymore. Currently, the staff does not have a year of data for the APC Counting.

I. RTA Chief Financial Officer's Report

Commissioner Coulon came to the meeting during this report.

Gizelle Banks gave the RTA Chief Financial Officer's Report. This report can be found in the Board of Commissioners PowerPoint Report dated October 3, 2023, under the Finance Officer's Report.

It was reported that the use of the APC Count was a National Standard and the 30% discrepancy in the farebox count to the APC count was the RTA's difference. Commissioner Neal stated that the APC Counter was a Federal Standard and he asked that at the Operations Committee Meeting staff do a presentation on how the APC Counter works on buses and streetcars.

In response to a question from Commissioner Ewell, Gizelle Banks reported that during the summer months Sales Tax Revenue was lower than during the holiday season and currently the RTA is 3% under budget. The City of New Orleans Economist have tightened projects for Sales Tax revenue to 9%-10% for this year and the RTA's projected budget for Sales Tax was 6%-7% and staff knew that Sales Tax was going to slow down.

In response to a question from Commissioner Neal, Gizelle Banks reported that Sales

Tax Revenue was adjusted for the Budget by months and staff do take into consideration Sales Tax trends.

A motion was made by Commissioner Neal, seconded by Commissioner LeBeouf and approved. The motion carried by the following vote:

Aye: Commissioner Neal, Commissioner LeBeouf,
Vice-Chairman Walton, Commissioner Coulon,
Commissioner Ewell, Commissioner DeFrancesch, and
Commissioner Sams

Absent: Chairman Raymond

5. Consent Agenda

Commissioner Ewell moved and Commissioner DeFrancesch seconded to defer Janitorial Services. This item was taken out of the Consent Agenda. The motion was approved unanimously.

Commissioner Fred moved and Commissioner LeBeouf seconded to adopt all remaining items in the Consent Agenda. Resolution No. 23-073 was adopted unanimously.

Streetcar Motor Repair Contract [23-128](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the Streetcar Motor Repair Contract. Resolution No. 23-074 was adopted unanimously.

Enactment No: 23-074

Change Order for Transit Security Services [23-153](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the Change Order for Transit Security Services. Resolution No. 23-075 was adopted unanimously.

Enactment No: 23-075

Janitorial Services Contract-KSM [23-161](#)

After the Board was informed that a protest was received, Commissioner Ewell moved and Commissioner DeFrancesch seconded to defer Janitorial Services Contract-KSM. The motion was deferred unanimously.

This Resolution was tabled.

6. Authorizations

FY 2024-2025 State Capital Outlay Request: Ferry Capital Program

[23-168](#)

In response to Commissioner Walton, Lona Hankins reported that the RTA was awarded 2 Grants to renovate the Algiers Point Ferry Terminal and the Lower Algiers Maintenance Facility and at the November Board Meeting staff will be asking the Board to approve the Architectural Services Contract for both of these projects Also, the Landing Barge at the Algiers Ferry and Chalmette Ferry on the Algiers side are going to be replaced.

In response to Commissioner Ewell, Lona Hankins reported that the RTA spent \$4.6Million of its own money on the Canal Street Ferry Terminal.

In response to Commissioner Coulon, Lona Hankins reported that if the State does not give the RTA all of the money that was requested the projects will be prioritized.

Commissioner Neal moved and Commissioner DeFrancesch seconded to adopt the FY 2024-2025 State Capital Outlay Request: Ferry Capital Program. Resolution No 23-076 was adopted unanimously.

A motion was made by Commissioner Neal, seconded by Commissioner DeFrancesch and approved. The motion carried by the following vote:

Aye: Commissioner Neal, Commissioner LeBeouf, Vice-Chairman Walton, Commissioner Coulon, Commissioner Ewell, Commissioner DeFrancesch, and Commissioner Sams

Absent: Chairman Raymond
Enactment No: 23-076

Contract to Purchase 8 New Flyer Transit Buses

[23-170](#)

In response to Commissioner Ewell, Lona Hankins reported that the delivery date should be the same time as the 21 buses that were ordered which is March 2024.

Commissioner LeBeouf moved and Commissioner Ewell seconded to adopt the Contract to Purchase 8 New Flyer Transit Buses. Resolution No. 23-077 was adopted unanimously.

A motion was made by Commissioner LeBeouf, seconded by Commissioner Ewell and approved. The motion carried by the following vote:

Aye: Commissioner Neal, Commissioner LeBeouf, Vice-Chairman Walton, Commissioner Coulon, Commissioner Ewell, Commissioner DeFrancesch, and Commissioner Sams

Absent: Chairman Raymond
Enactment No: 23-077

RTA 2023 Bank Signatures[23-177](#)

Commissioner Ewell moved and Commissioner DeFrancesch seconded to adopt the RTA 2023 Bank Signatures. Resolution No. 23-078 was adopted unanimously.

A motion was made by Commissioner Ewell, seconded by Commissioner DeFrancesch and approved. The motion carried by the following vote:

Aye: Commissioner Neal, Commissioner LeBeouf, Vice-Chairman Walton, Commissioner Coulon, Commissioner Ewell, Commissioner DeFrancesch, and Commissioner Sams

Absent: Chairman Raymond
Enactment No: 23-078

7. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)

None.

8. Audience Questions and Comments

Alan Drake - There is a mile of unused streetcar track - The Convention Center is sponsoring River District - the RTA can add tracks to service the new River District.

Millie Tanner - Paratransit Service is a valuable service - Paratransit is changing the original times that the passengers are scheduling - buses are arriving outside of the window given to arrive - the routers are sending the buses to the wrong address and some schedule rides are not showing up on the manifest for pickup. She stated that she has sent emails to the Board expressing her concerns.

Barbara Bloodworth - stated that the elderly have to walk 12 blocks to catch a Tulane Bus in Hollygrove - the Airline and Louisiana Buses no longer service her area. It is easier for her to catch a Jefferson Parish Bus instead of the RTA. She asks the RTA if they can put a walkway bridge over the railroad tracks.

Louise Colman - there is a new hospitality app that the RTA can join to show the bus/streetcar schedules and events.

Shirani Jayasuriya - Ride - The current transit system is not working for the riders due to the lack of working buses and the RTA is not providing accurate, reliable information on when buses are taken out of service - riders are constant late for work - riders are getting fired and this is a crisis for the working poor. RTA should provide timely information on service disruption and be transparent - The Board Members should do outreach with Ride to understand the issues.

Kory Dupree - There was an operator that was shot in Sacramento while operating a bus - operators have concerns about their safety. How can the RTA protect the operators while on the vehicles - It is a serious situation when operators pull-up to a stop late and passengers

are frustrated - He is glad that the RTA was ordering additional buses.

Commissioner Neal stated that New Flyer Bus Manufacture has a lot of new safety features that the RTA needs to investigate these features for the operators when ordering the new buses.

Commissioner Coulon stated that last month Ride talked about these same issues. He would like to get an answer on how complaints are being handled by staff and how can the Board receive a copy of the resolved complaints.

Commissioner Walton stated that currently there is nothing set-up for the Board to review complaints that have been submitted by the public and he would like the Board to be notified when staff has handled complaints received.

Commissioner LeBeouf would like to know that the complaints submitted to the Board has been responded to by staff.

9. Executive Session (2/3RDS VOTE TO Consider)

Commissioner Sams moved and Commissioner LeBeouf seconded to approve to go into Executive Session. The motion was approved unanimously.

Commissioner Neal moved and Commissioner Ewell seconded to come out of Executive Session.

A motion was made by Commissioner Sams, seconded by Commissioner LeBeouf and approved. The motion carried by the following vote:

Aye: Commissioner Neal, Commissioner LeBeouf, Vice-Chairman Walton, Commissioner Coulon, Commissioner Ewell, Commissioner DeFrancesch, and Commissioner Sams

Absent: Chairman Raymond

ULU Local 100

Personnel Matters

10. Adjournment

Commissioner Neal moved and Commissioner DeFrancesch seconded to adjourn the Board Meeting of October 31, 2023. The meeting was adjourned unanimously.



Board Report and Staff Summary

File #: 23-165

Board of Commissioners

Algiers Ferry Buildings Renovation Project

DESCRIPTION: Requesting Board authorization to award the task order for design service to Batture, LLC	AGENDA NO: Click or tap here to enter text.
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ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other

RECOMMENDATION:

Authorize the Chief Executive Officer to award a task order to Batture, LLC a Certified DBE/SLDBE contracted as part of the on-call Architecture and Engineering pool, to complete preliminary and final design for the renovation and modernization activities for the Algiers Point Ferry Terminal and Lower Algiers Maintenance Facility for an amount not to exceed \$1,100,000.

ISSUE/BACKGROUND:

In 2019, RTA received an award from the Federal Transit Administration (FTA) Passenger Ferry Grant Program to rehabilitate the Algiers Point Ferry Terminal and Lower Algiers Ferry Maintenance Building. In 2022, RTA received an additional FTA grant to further enhance the scope and scale of renovations of the Algiers Point Ferry Terminal.

The Algiers Point Ferry Terminal renovations aim to make the terminal more operationally effective by removing the now obsolete pedestrian bridge; upgrading the main passenger access ramps; retrofitting the site to improve site circulation, landscaping, and stormwater retention; and upgrading the interior for enhanced community use and administration offices. The current ceiling height of approximately 26' in the terminal is not energy or space-efficient, and the proposal is to reduce the ceiling volume by adding a second floor. This will reduce operating expenses and double the usable square footage of the building. The main floor can then be used for concession or similar use to generate operating revenue. The RTA is also interested in providing infrastructure that may be needed during emergency situations, such as an Emergency Operations Center (EOC), and/or cooling and heating stations. This will be a coordinated effort with the local utility's ongoing programs for Energy Smart savings. Many of the LEED design principles will be incorporated into the design effort, to assist with the reduction of operating expenses.

The Ferry Maintenance Facility, located next to the Lower Algiers ferry landing, is in need of repairs. The exterior envelope of the building needs to be waterproofed by either replacing the roof and/or recoating the surface. The HVAC system needs to be replaced and there is some general deferred maintenance related to other building systems that need to be replaced or upgraded. There will also be some enhancements made to the building's floor plan to improve operational efficiency.

A robust community engagement process will be included during the design phase to ensure riders,

residents and community stakeholders are part of the process from the outset.

These scopes of work are aligned with the Agency's *Strategic Mobility Plan-World-Class Rider Experience* goal

DISCUSSION:

The Algiers Ferry Buildings Renovation Project *will* deliver the following:

- **Conceptual Design Phase:**
 - **Refined goals and design requirements for each building**
 - **Community input collected from engagement activities to show** the preferences and needs of transit riders, adjacent residents, local businesses, and other community stakeholders.
 - Detailed site and building condition assessment.
 - Up to 3 design concepts that address the needs and preferences of the community, RTA design requirements, and fit the overall project budget for selection to the next phase.
 - Materials for a review of the conceptual design by stakeholders.
- **Detailed Design Phase:**
 - Preliminary plans at 30%, 60%, and 90% for review and consideration by RTA. Additionally, draft specifications and construction cost estimates will be provided with 30%, 60%, and 90% plans for review and consideration by RTA. A high-level 10-year building operating costs and revenue pro forma will also be provided at each planning stage for the Algiers Point Terminal Building. All submittals will include a summary letter detailing all of this and any other considerations RTA should be aware of.
 - Bid package(s) for phased demolition activities, including demolition activities following the completion of 30% design. These may include selective demolition and removal work necessary for complete site condition assessment, and selective structure demolition of the pedestrian bridge or other elements to be removed.
 - Final plans and specifications, construction cost estimate, estimated time for construction, and a summary letter detailing all of this, and any other considerations RTA should be aware of.
- **Construction Phase:**
 - Construction support services, as described in the scope of work above.

FINANCIAL IMPACT:

The project is funded by LA2019-005 and the FY2022 Passenger Ferry grants. The total project amount (including design and construction) is not to exceed \$9,580,000, the federal share is \$7,664,000 and the local share is \$1,916,000. The final not-to-exceed amount for design service during all phases of the project is \$1,100,000.

NEXT STEPS:

Staff will issue the Notice to Proceed to Batture, LLC.

ATTACHMENTS:

1. Resolution
2. Batture, LLC Proposal
3. Algiers Ferry Buildings Renovation Project - Design Phase Scope

Prepared By: Joanna Farley, jfarley@rtaforward.org
Title: Senior Transportation Planner

Reviewed By: Dwight Norton, dnorton@rtaforward.org
Title: Interim Chief of Infrastructure, Planning, and Information Technology

Reviewed By: Gizelle Johnson-Banks
Title: Chief Financial Officer



Lona Edwards Hankins
Chief Executive Officer

11/3/2023

Date



BATTURE LLC
engineers + land surveyors

September 01, 2023

New Orleans Regional Transit Authority
Attn: Joanna Farley
2817 Canal Street
New Orleans, LA 70119

Subject: RTP # 2032-02
Design Services for Algiers Ferry Buildings Renovation
Project # 2019-MA-01

Ms. Farley,

Batture is dedicated to the idea that a highly inspired team can deliver outstanding results while also creating powerful social and environmental change. That's why every one of our engineering or surveying projects is energized by this unique purpose. Because our clients deserve our best efforts and so does our amazing city. We are thrilled you contacted us and look forward to collaborating with the Regional Transit Authority on this project.

Our team members are the same ones we submitted in our response to your RFQ in March 2021. We have a great working relationship with our team members Studio West Design & Architecture, Synergy Consulting Engineers, and VGP, LLC. We have included some supplemental projects and resumes that reflect our experience working together and working on similar building renovation projects.

If you have any questions, please contact me at (504) 261-7143 at your convenience.

Thank You,
BATTURE, LLC

Robert Mora, PE, PLS, ENV-SP
Managing Partner

Contractor Information

PRIME CONTRACTOR

Batture LLC
5110 Freret Street
New Orleans, LA 70115
Point of Contact
Robert Mora
504-261-7143
bmora@batture-eng.com



SUB CONTRACTORS

STUDIO WEST Design & Architecture
2340 Dauphine Street
New Orleans, LA 70117



Synergy Consulting Engineers, LLC
805 Howard Avenue, Suite 101
New Orleans, LA 70113



VGP, LLC
P.O. Box 57588
New Orleans, LA 70157



Project Understanding

Objectives of the Project

The primary objective of this project is to revitalize and enhance both the Algiers Point Ferry Terminal and Maintenance Facility, embracing modernization, operational efficiency, and community input. Through the removal of the obsolete pedestrian bridge, addition of a second floor for functional office space, and conversion of the main floor for community and commercial use, the project aims to transform the terminal into a dynamic hub of activity while reducing operating expenses. Simultaneously, the Maintenance Facility will undergo improvements including waterproofing, HVAC replacement, and enhanced layout for heightened operational efficiency. By integrating sustainable design principles, resiliency measures, and engaging local stakeholders, the project seeks to create a harmonious blend of functionality, aesthetic appeal, and positive impact on the community and environment.

Significant Opportunities

The RTA has identified numerous opportunities in the request for proposals that align with our company values of creating positive social and environmental impact through our work. These include:

- Adding Vendors to the Ferry Building.
- Improved Energy efficiency
- Improved stormwater management
- Add offices (increase usable square footage)
- Improve the aesthetics of the building
- Resilience - add a generator, better lighting, security cameras, signage, landscaping

With the recent ribbon cutting and opening of the east bank Ferry Terminal, there exists an opportunity to upgrade the Algiers Ferry Building to provide users a first-class experience at each stopping point.



Constraints

We have completed projects as a firm both on and adjacent to the Mississippi River. We fully understand the constraint this creates on the project during design, permitting, and construction. Another constraint we are considering is the continued operation of the Ferry Terminal and the Maintenance Building during construction.

Key Issues

The upgrades to these two buildings need to address a number of critical items in order to consider the project a success.

- Accessibility – ADA compliance
- Improving Energy Efficiency of both Buildings
- Waterproofing the maintenance building

Experience

EXPERIENCE

Our original response to the RTA's request for qualifications included projects with a focus on infrastructure and transportation projects. Of those submitted projects we would like to highlight the Lakeshore Landing Phase I, Gretna Resilience, and 1009 Poydras.

Lakeshore Landing Phase I is relevant because the project was a marine project (on Lake Pontchartrain) which also included revitalization of existing commercial buildings along with new construction.

The Gretna Resilience Project is relevant due to the consideration of accessibility as well as highlighting our firm's wide range of capabilities. We provided land surveying, civil engineering, structural engineering, H&H modeling, and arborist services on the project. Also of note was our subconsultant Synergy MEP provided the electrical design on this project.

1009 Poydras highlights our structural engineering, civil engineering and landscape architecture capabilities, along with our subconsultant StudioWest's architectural, interior design, and project management capacity. Synergy MEP provided mechanical and electrical design on this project.

SUPPLEMENTAL EXPERIENCE

We are providing the following additional projects to highlight our capabilities relevant to this RTP. The project data is on the next page in the original CQ – 2012 format.

Interior Renovations

Center for Engaged Learning & Teaching at Howard-Tilton Memorial Library

Second Line Stages

Building Renovations

Carrollton Courthouse

Second Line Stages

Projects on or adjacent to the MS River

Changeover Point

Diamond B Asphalt Plant

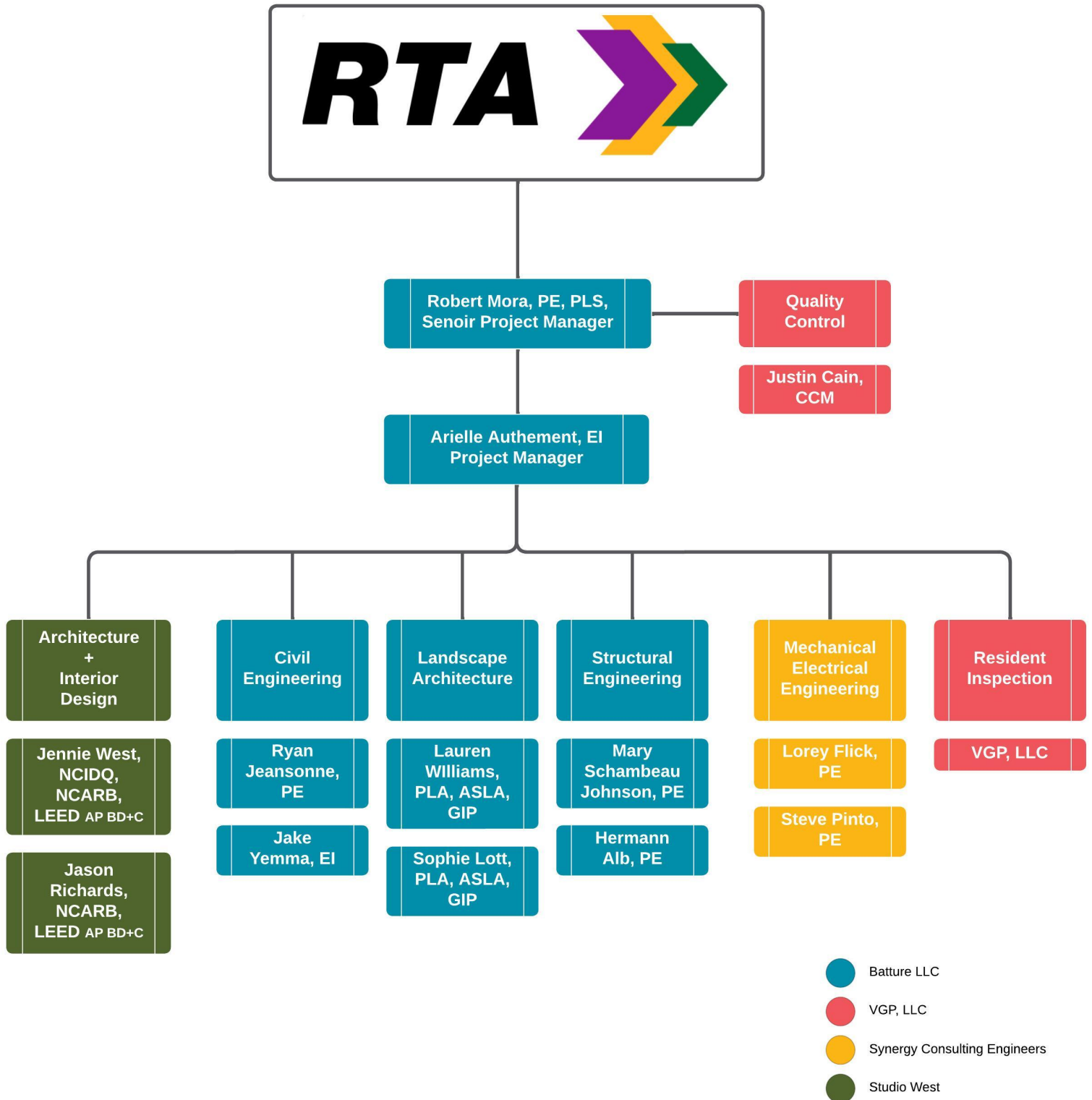
Hillaryville Survey

15. List work by firm and the firm's personnel to be assigned to this project which best illustrates current qualifications relevant to this project (limit 15 projects).

a. Project name, location, and owner's name	b. Reference contact name, telephone number, and e-mail	c. Project description	d. Nature of firm's responsibilities	e. Completion date (actual or estimate)	f. Estimated fees (000's)	
					Entire project	Firm's work
Center for Engaged Learning & Teaching at Howard-Tilton Memorial Library, New Orleans, Tulane University	Julie Hadzor, Tulane University 504-862-8130 jhadzor@tulane.edu.	Renovation of 9,nterior office and classroom spaces. Reconfiguration existing underutilized office and classroom areas into a faculty hub, with a central gathering area and kitchenette, around which offices for faculty resource staff are located. Graduate carrels at the third floor were renovated into more flexible spaces for graduate students	Studio West as Prime: Architecture, Interior Design, & Furniture Selection	01/2015	\$114,000	\$81,000
Second Line Stages, New Orleans, Second Line Stages	Trey Burvant 504-224-2243 tburvant@secondlinestages.com	Historic warehouses renovation. The existing building is one of the few remaining cotton press warehouses in the Lower Garden District and dates by to the 1880s. The project required careful integration of stormwater management into the historic site area.	Studio West as Prime: Architecture & Interior Design Batture as Sub: Structural, Civil, Stormwater, Landscape Architecture, & Survey	01/2022	\$131,000	\$61,000
Carrollton Courthouse, New Orleans, Felicity Property Company	Patrick Schindler 504-586-8305 patrick@felicitypropertyco.com	Re-development of the Carrollton Courthouse into a retirement facility.	Batture as Sub: Structural	03/2022	unk	\$134,200
Changeover Point, Algiers Point, New Orleans, Changeover Point, LLC	Dan Goodman dg@jarcorp.net	The development of an entire vacant block in Algiers Point.	Batture as Sub: Structural, Civil, Stormwater, Landscape Architecture, Survey, USACE permitting	10/2024	unk	\$202,000
Diamond B Asphalt Plan - Westwego, Louisiana	Reldon Owens rowens@diamondb.com	Development of an asphalt plan on MS River in Westwego.	Batture - Civil Engineering, USACE permitting, truck sweep path analysis	12/2016	unk	\$20,000
Hillaryville Survey, Ascension Parish, Louisiana	Jim Wilson jwilson@msmmeng.com	Topographic Survey for permitting and design of a sewer effluent discharge line crossing the MS River levee.	Batture - Land Surveying	12/2014	unk	\$15,000

Project Team

We are proposing the following team members and structure for the Algiers Ferry and Maintenance Building Project. Additional Resumes are included for individuals not included on our March 2021 RFQ response.



14. Brief resumes of key persons anticipated for this project (clearly identify if alternate office location if different than listed in item 3).

a. Name and title: Sophie Lott, PLA, ASLA, GIP	a. Name and title: Lauren Williams, PLA, ASLA, GIP
b. Position or assignment for this project: Professional Landscape Architect	b. Position or assignment for this project: Professional Landscape Architect
c. Years of professional experience with this firm: 1 With other firms: 4	c. Years of professional experience with this firm: 1 With other firms: 4
d. Education: College or University/ Degree / Year / Specialization Louisiana State University/ MLA / 2019 / Master of Landscape Architecture New Mexico State University/ BA / 2012 / Business Administration Marketing (Major) Advertising (minor)	d. Education: College or University/ Degree / Year / Specialization North Carolina State University / B.L.A / 2016 / Design Studies (Major), Landscape Architecture (Minor) North Carolina State University / M.L.A / 2018/ Landscape Architecture
e. Active registration or applicable certifications: State / Discipline/ License number / First year registered LA / Landscape Architect / L-259 / 2022 LA / Green Infrastructure Professional / n/a/ 2020	e. Active registration or applicable certifications: State / Discipline/ License number / First year registered LA/ Landscape Architecture/ W-266/ 2022 LA/ Arborist/ 23-2610/ 2022 LA/ Green Infrastructure Professional/ 1226
f. Experience and qualifications relevant to this project: Sophie Lott is a Landscape Architect, where she has been shaping beautiful, functional outdoor spaces since 2018. Combining her understanding of human ecology with her expertise in design, Sophie creates landscapes that are both visually stunning and deeply connected to the people who use them. She specialized in urban design, green infrastructure, stormwater management, and complete streets. Annunciation and Nazareth Inn, New Orleans, LA: Site design for renovations to two senior living facilities which aim improve accessibility and enrich the lives of senior residents with the creation of communal areas that foster a stronger connection to the outdoors and their community, ultimately encouraging socialization, improving health, and reducing stress. Safety, security, and comfort are a cornerstone of this renovation. Loyola Dorms, New Orleans, LA: Site design for a courtyard and building exterior areas for a new dormitory at Loyola University. The project will be a hub for pedestrian activity and an important landmark as a gateway into the university. Paving patterns will encourage movement and will be softened by planting to create intimate seating and gathering spaces. Green infrastructure highlights include rain gardens and permeable pavers all intertwined to capture the site's stormwater runoff. Charity Hospital, New Orleans, LA: Site design and planting design for a historic facility with deep ties to the community that is slated for adaptive reuse. Improvements include a new transportation hub, renovations to the historic courtyard, bioretention areas with native planting, and a stormwater management system that captures site stormwater runoff and the building's condensate to be used for irrigation. Gretna City Hall Plaza, Gretna, LA: Construction administration assistance for outdoor plaza improvements which consisted of permeable parking, seating, and planted parking bump outs for stormwater management. American Airlines Campus, Fort Worth, TX: Assisted site design for multi-modal corporate campus. Design included work-enabled courtyards, active recreation areas, woodland trail systems and regional multi-use connection paths, encouraging employees to walk between buildings, spend time in the fresh air and collaborate with coworkers across departments.	f. Experience and qualifications relevant to this project: Lauren Williams, PLA, GIP, is a licensed Professional Landscape Architect at Batture with a focus on green infrastructure site interventions in an urban environment. Lauren has extensive experience in community engagement and public outreach for sustainable stormwater management solutions. As a Green Infrastructure Professional, (GIP), she played a key role in multiple award-winning green infrastructure projects in both Louisiana and North Carolina. Ms. Williams' experience includes design of large-scale neighborhood stormwater management projects. As a project manager, she has overseen several private jobs that focus on nature-based solutions for pedestrian-oriented design.

14. Brief resumes of key persons anticipated for this project (clearly identify if alternate office location if different than listed in item 3).

a. Name and title: Joseph (Jake) Yemma, EI	a. Name and title: Justin Cain, CCM (VGP, LLC employee)
b. Position or assignment for this project: Civil Engineer	b. Position or assignment for this project: Senior Project Manager
c. Years of professional experience with this firm: 1 With other firms: 7	c. Years of professional experience with this firm: 6 mo With other firms: 20
d. Education: College or University/ Degree / Year / Specialization Louisiana State University / B.S. / 2016 / Civil Engineering	d. Education: College or University/ Degree / Year / Specialization Bachelor of Science in Construction Management, Louisiana State University, 05/1999 Certified Construction Manager OSHA 30 Certified US Army Corps of Engineers Construction Quality Management Certification LEED Green Associate Transportation Work Identification Credential – TWIC
e. Active registration or applicable certifications: State / Discipline/ License number / First year registered LA / EI / 33794 / 2018	e. Active registration or applicable certifications: State / Discipline/ License number / First year registered
f. Experience and qualifications relevant to this project: Jake Yemma is a civil engineer with 7 years of experience in site development and transportation design. He has specialized in designs involving pedestrian access, complete streets, storm water management, drainage improvements, green infrastructure and site grading. Relevant project experience includes: -St John the Baptist Parish Library - Design of a brand new library in St John the Baptist Parish along River Rd. Focus on site grading, levee permitting, parking lot design and drainage improvements. -Hicksville Train Station Transit hub: Study and conceptual design to revitalize a major transit hub on Long Island with a focus on pedestrian access and safety, pick up/ drop off of passengers, and circulation of traffic around the area. -Bayshore Bay-Way: Multi-modal street revitalization design, to connect a train station to the nearby ferry terminal. Focus on pedestrian and bike safety/access, functional and efficient pick up drop off areas, and circulation of traffic. -Suffolk Community College Parking and Roundabout - A multiphase overhaul of the existing parking on campus and conversion of an existing signalized intersection to a roundabout. Focus on master planning, pedestrian safety, efficient use of space to maximize parking, stormwater management, site grading, traffic circulation, and signage.	f. Experience and qualifications relevant to this project: RTA Street Car Expansion Program – Construction Management Plus, New Orleans, LA Project Manager for the multi-phase program merging the rails of 3 major streetcar lines and the along the main Central Business District corridor in New Orleans and impacts public and private underground utilities, communications, parks and roadways, local businesses and residents. Mr. Cain leads construction management services include inspections, document administration, a portion of the engineering management, and change order management. This also involves field inspections to observe demolition, excavation, utility re-location, piling, concrete, asphalt, earthwork, and track-work to ensure compliance with drawings and specifications. RTA Canal Street Ferry Terminal, Project Manager, Regional Transit Authority of New Orleans, New Orleans, LA Royal was selected by the New Orleans Regional Transit Authority to provide project management services for their new Canal Street Ferry Terminal Project. This \$30M project includes the demolition and new construction of the Ferry Terminal at the foot of Canal Street. The RTA is using the Construction-Manager-At-Risk (CMAR) procurement method for the first time. In this role, Royal managed design consultants, provided scheduling services, performed cost estimates, tracked design information, managed compiling of contract documents for bid, assisted in creating Construction-Manager-At-Risk procurement, and various other tasks as requested.

Proposed Project Approach

Our team envisions the Algiers Point Ferry Terminal and Maintenance Facility renovation project as an opportunity to weave together our expertise and creativity to rejuvenate these integral components of New Orleans' transportation and community landscape. Guided by a commitment to excellence, innovation, and sustainable design, our proposed project approach is grounded in a comprehensive strategy that addresses both the functional and communal aspects of these facilities. We approach this endeavor not merely as a project, but as an opportunity to infuse life and vibrancy into these vital spaces. We pledge to work hand in hand with the client and community stakeholders to transform these structures into beacons of functionality, community engagement, and enduring elegance.

Kick off Meeting

The project commences with a deep dive into the project scope, objectives, and constraints. Collaborative discussions with the client will provide insights into their aspirations, enabling us to tailor our approach to align with their vision. We understand the significance of these facilities for the community and the broader transportation network, and our multidisciplinary team is prepared to embark on a journey characterized by innovation, sensitivity, and meticulous attention to detail. Communication channels with the client and stakeholders are established to foster clear and open lines of dialogue.

Preliminary Design

The team, in conjunction with thoroughly reviewing the existing drawings, undertakes site visits and data gathering to comprehend the existing conditions of the Algiers Point Ferry Terminal and Maintenance Facility. Engaging with community stakeholders and collaborating with the City of New Orleans Department of Public Works helps in

developing a comprehensive understanding of the community's needs and traffic requirements. Preliminary design concepts for the terminal renovation and maintenance facility upgrades are crafted to serve as a foundation for further development.

30% Design

Building upon the preliminary concepts, the team delves into the refinement of design ideas for the Algiers Point Ferry Terminal. The focus lies in conceptualizing the removal of the outdated pedestrian bridge, reimagining pedestrian pathways, and enhancing site circulation. Design concepts are presented to the client for feedback and approval, ensuring alignment with their vision.

Concurrently, the design development phase at 30% focuses on conceptualizing the future of the Maintenance Facility. Initial plans for waterproofing, HVAC replacement, and layout enhancements are sketched out to provide a preliminary framework. These design concepts, which incorporate functional efficiency and aesthetic factors, are then presented to the client for input and collaborative refinement.

60% Design

As we progress to the 60% design stage, the Algiers Point Ferry Terminal's evolution gains further clarity. The pedestrian pathways are taking shape, and the envisioned retail spaces are now more defined in their purpose. The second-floor office layout is becoming concrete, promising heightened functionality and cost reduction.

Sustainability remains a focal point, with our incorporation of LEED design principles continuing to guide energy-efficient choices that harmonize with the terminal's surroundings.

Inside the Maintenance Facility, our innovative design solutions continue to unfold. The replacement of the roof and

Proposed Project Approach

exterior waterproofing measures are taking form, ensuring the facility's resilience. Internally, the redesigned HVAC system and layout are progressing to a stage where their positive impact on operational efficiency and employee satisfaction is becoming apparent.

90% Design

At the 90% design milestone, the Algiers Point Ferry Terminal's transformation is near completion on paper. Pedestrian pathways are refined, retail spaces are taking on their final form, and the second-floor office layout is now a well-defined space that promises practicality and savings. Our unwavering commitment to sustainability, expressed through LEED design principles, is now deeply ingrained in the terminal's design, ensuring an environmentally conscious facility that blends seamlessly with nature. Within the Maintenance Facility, the 90% design stage signifies the realization of our vision for improved functionality. Roof replacement and exterior waterproofing solutions are now fully detailed, ensuring the facility's durability. Internally, the redesigned HVAC system and layout alterations are reaching their final iteration, ready to create a workspace that promotes efficiency and enhances the well-being of its occupants.

100% Design: Construction Documents

The journey culminates in the 100% design phase, where the final design documents, specifications, and construction drawings are

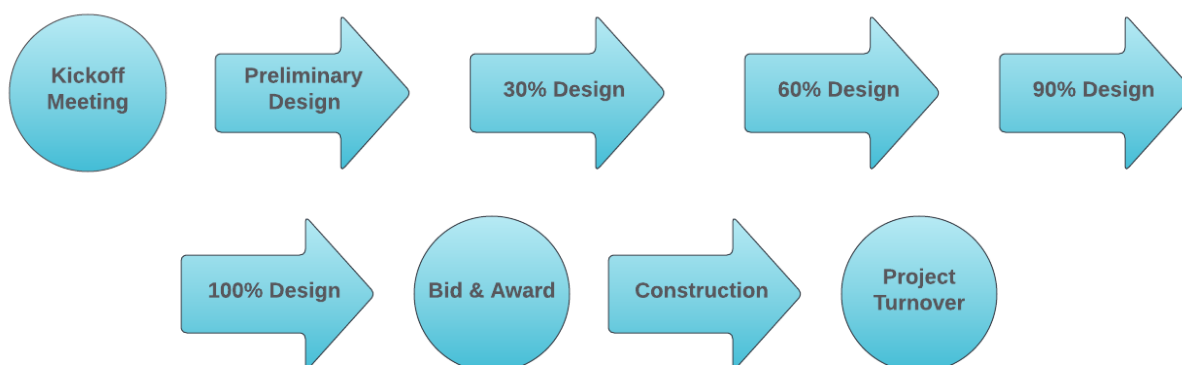
perfected. The entire design package is rigorously reviewed to ensure complete compliance with regulatory requirements and stakeholder expectations. Detailed design packages are prepared to facilitate bid processes, ensuring that the transition from design to construction is seamless.

Phased Demolition and Construction Planning

With design completion, the focus shifts to coordinated demolition and construction planning for the Algiers Ferry Terminal. A phased demolition plan, including selective forensic activities, carefully orchestrated at 30%, is developed to ensure safe and efficient execution. Bid packages for the demolition phase are meticulously prepared, aligning with the overall project timeline and objectives.

Construction Administration

Our commitment to functional brilliance extends beyond the drawing board. During the construction phase, we are dedicated to assuring quality, scrutinizing every detail to ensure alignment with design intent. Prompt review and approval of shop drawings, coupled with our agility in responding to Architectural Supplemental Instructions (ASI) and Requests for Information (RFI), will foster a cooperative atmosphere that nurtures excellence. These efforts collectively contribute to the successful execution of the design vision on-site.



Proposed Project Approach

Quality Management Plan

The Batture Team is committed to providing Quality Management on all of our projects. The Batture Team accepts full responsibility for the quality of design documents and reports we produce and will be accountable for the accuracy and completeness of the work. Our Quality Management Plan consists of both Quality Control and Quality Assurance as two distinct practices.

Quality Control

Our Quality Control plan is tailored to any project we undertake based on the project's unique set of design requirements. We will submit a quality control plan that addresses the structure and format of the reviews and checks that will take place to ensure a quality project. Reviews by independent experts will take place at key strategic times during the design process. The review will focus on ensuring that the project stays within budget, the plans and information generated are at a satisfactory level, and that all questions are being addressed and answered. The project manager will work closely with the quality assurance reviewer to make sure that all areas identified during the quality control checks are identified to all members of the design team and addressed completely. We will utilize internal checklists and procedures to track review comments and note when the required changes have been completed. The comments will not be closed out until they have been fully addressed.

Quality Assurance

Quality Assurance is an often-misunderstood part of the overall Quality Management of engineering and construction projects. Our team will ensure Quality Control and Quality Assurance are implemented in concert at the onset of the project and continue all the way through construction. We have assigned a Quality Assurance Manager for this project whose role will be to ensure that Quality Control is taking place, being properly documented, and corrective actions are taking place to resolve all quality deficiencies. This person's role will require them to view our work from the perspective of the RTA and the residents of New Orleans. They will assure we are performing in the best interests of those parties.

Design Standards

As a young company, we are constantly working to improve and expand our design standards. Issues that arise and are resolved during the QA/QC reviews will become part of our design standards and lessons learned for future projects.

Hourly Billing Rates

Batture LLC

Principal Engineer	\$225
Senior Engineer	\$165
Project Manager	\$145
Engineer in Training	\$120
CAD Technician	\$ 90
Administrative	\$ 65
Prof. Landscape	\$110

Synergy Consulting Engineers, LLC

Partner	\$225
Senior Engineer	\$175
Engineer	\$150
Designer	\$120
Technician	\$ 95

STUDIO West Design & Architecture

Principal	\$180
Senior Architect	\$140
Interior Designer	\$120
Architect	\$100
Design Staff	\$ 80
Design Support	\$ 60

VGP, LLC

Senior PM	\$145
Resident Inspector	\$ 95

RTP # 2023-02

Project Name: Algiers Ferry Buildings Renovation

Project #: 2019-MA-01

Project Type: Administration, Operation and Transit Facilities

To: All firms pre-qualified through RTA RFO #2020-035

Issue Date:	August 4, 2023
Advance Questions Deadline:	August 16, 2023
Responses to All Questions Posted:	August 23, 2023
Deadline for Proposals:	September 1, 2023 by 5pm CST
Submit proposals to jfarley@rtaforward.org (see Section 6 for proposal requirements)	
Contract Intent Award Notification:	October 6, 2023

The New Orleans Regional Transit Authority (RTA) is soliciting proposals from firms pre-qualified through RTA's Request for Qualifications #2020-035 for On-Call Architecture and Engineering Services. RTA is issuing this Request for Technical Proposals (RTP) to a pre-qualified consultant pool per the Task Order assignment process to better assess expertise and qualifications for the following scope of services to provide design and engineering services to complete needed renovations and modernization on the RTA's Algiers Point Ferry Terminal and Lower Algiers Ferry Maintenance Facility. Consultant teams who are comfortable and qualified leading a project in the 'Administration, Operation and Transit Facilities' category are encouraged to apply. The terms and conditions of RFQ #2020-035 shall apply to all proposals submitted under this RTP. In addition, the representations in the responses made by the firms prequalified under RFQ #2020-035 are assumed to apply to this process unless firms notify RTA, in writing, and through proposals, of any possible relevant changes affecting prequalification eligibility such as ownership or staffing. RTA may request additional information it considers necessary to determine firm eligibility for continuing prequalification status.

RTA has been investing in major upgrades to the Mississippi River passenger ferry service. Two new passenger ferries went into service in 2020 and a new ferry terminal and barge at Canal St is operational and nearly complete. In 2019, RTA received an award from the Federal Transit Administration (FTA) Passenger Ferry Grant Program to rehabilitate the Algiers Point Ferry Terminal and Lower Algiers Ferry Maintenance Building. In 2022, RTA received an additional FTA grant to further enhance the scope and scale of renovations of the Algiers Point Ferry Terminal. This RTP will identify a firm with expertise in Transit Facilities complete design services for these activities.

The Algiers Point Ferry Terminal, located at 101 Morgan Street, New Orleans, LA 70114, is across from the new Canal Street Ferry Terminal that will be commissioned in early 2023. This RTP includes services to renovate the terminal to make it more operationally effective by removing the now obsolete pedestrian bridge; to upgrade the main passenger access ramps; to retrofit the site to improve site circulation, landscaping and stormwater retention; and to upgrade the interior for enhanced community use and administration offices. The current ceiling height of approximately 26' in the terminal is not energy or space efficient, and the proposal is to reduce the ceiling volume by adding a second floor. This will reduce operating expenses and double the usable square footage of the building. The main floor can then be used for concession or similar use to generate operating revenue. The RTA is also interested in providing infrastructure that may be needed during emergency situations, such as an Emergency Operations Center (EOC), and/or cooling and heating stations. This will be a coordinated effort with the local utility ongoing programs for Energy Smart savings. Many of the LEED design principles will be incorporated into the design effort, to assist with reduction of operating expenses.

The Maintenance Facility is a combination maintenance facility, storage warehouse and administrative offices located in Lower Algiers next to the Lower Algiers ferry landing. Most of the maintenance activities on ferries and barges occur at this facility. The exterior envelope of the building needs to be waterproofed by either replacing the roof and/or recoating the surface. The HVAC system needs to be replaced and there is some general deferred maintenance related to other building systems that need to be replaced or upgraded. There will also be some enhancements made to the building's floor plan to improve operational efficiency.

4. Purpose of this Request for Technical Proposals

The RTA is issuing this RTP to identify pre-qualified architecture and engineering firms to provide specific services in support of the design of rehabilitation and modernization activities at these facilities. This includes:

- Design of Algiers Point Ferry Terminal Renovation, including:
 - Community stakeholder engagement for developing site and building programming and final design requirements
 - Removal of pedestrian bridge
 - Improved pedestrian walkway, including decking and covering
 - Site circulation for pedestrians, cyclists, and vehicles, including a review of the “bus only” lanes and traffic configuration in the parking lot and in the 100 block of Bouny Street (in coordination with City of New Orleans Department of Public Works)
 - Addition of 2nd floor in the interior terminal space and office layoutRetrofit of main floor for community and commercial concession use
 - Addition of HVAC systems
 - Review of ADA compliance
 - Landscaping for improved natural environment and to support stormwater retention requirements
 - Resiliency upgrades to support building during emergency events and rapid restoration of services
- Design of Maintenance Facility Renovation, including
 - Waterproofing the facility
 - HVAC replacement
 - Floorplan improvements for operational efficiency

- Phased demolition plan and bid package(s) for the Algiers Ferry Terminal, including but not limited to selective forensic demolition activities at 30%
- Complete drawing packages for each building for construction bid
- Construction Support Services for Algiers Ferry Terminal Building and Lower Algiers Maintenance Facility renovation, including, but not limited to:
 - Review and approve all shop drawings as required
 - Respond to requests for Architectural Supplemental Instruction (ASI) and Request for Information (RFI)

5. Scope of Services

Total Project Budget: \$9,580,000

Desired Start Date: November 1, 2023

Estimated Contract Length: 21 months (not to exceed 9 months for design, estimated additional 12 months for construction support services).

Actual contract period may vary, depending upon service and project needs.

The goal of the project activities is to modernize and renovate the ferry terminal building by removing the pedestrian bridge from the existing terminal, adding a 2nd floor for office space, converting the 1st floor to air-conditioned space, and considering retail use for the 1st floor space.

This scope will also include the removal of the pedestrian bridge. Pedestrian boarding traffic will take place by utilizing the existing vehicular ramp and the main deck of the barge. A shelter on the existing vehicular ramp will need to be added to create a covered waiting area. Upgrades to the facility should also include the placement of a standby generator, exterior lighting, exterior electrical circuits, security cameras, signage, landscaping, and stormwater management. The agency would also like the A/E firm to present possible commercial utilization on the property. This spatial utilization should not adversely impact the normal flow of pedestrian traffic or affect the normal ferry operations. This concept seeks to provide business opportunities for local entrepreneurs. The proposal will include all required site preparation details. The selected Consultant firm will ensure that the construction is completed in compliance with the plans and specifications.

Project Deliverables and Additional Information

- **Conceptual Design Phase:**
 - Develop RTA's refined goals and detailed design requirements for each building
 - The selected consultant will participate in community engagement activities, organized by the RTA, to understand the preferences and needs of transit riders, adjacent residents, local businesses and other community stakeholders.
 - Detailed site and building condition assessment.
 - Develop up to 3 design concepts that address the needs and preferences of community, RTA design requirements and fit overall project budget for selection to next phase.
 - The Consultant will prepare materials for a review of the conceptual design by stakeholders. Materials include project information posters and handouts, website content, and PowerPoint presentations sufficient for a lay understanding of the conceptual design. The Consultant will work with RTA to publish and solicit feedback on the conceptual design and will participate in a public meeting.

- **Detailed Design Phase:**
 - The Consultant shall draft and provide a set of preliminary plans at 30%, 60%, and 90% for review and consideration by RTA. Additionally, draft specifications, construction cost estimate shall be provided with 30%, 60% and 90% plans for review and consideration by RTA. A high-level 10-year building operating costs and revenue pro forma will also be provided at each plan stage for the Algiers Point Terminal Building. All submittals shall include a summary letter detailing all of this and any other considerations RTA should be aware of.
 - The Consultant shall draft and prepare bid package(s) for phased demolition activities, including demolition activities following the completion of 30% design. These may include selective demolition and removal work necessary for complete site condition assessment, and selective structure demolition of the pedestrian bridge or other elements to be removed.
 - Following the RTA's acceptance of the 90% plans and draft specifications, the Consultant shall prepare and provide a set of final plans and specifications, construction cost estimate, estimated time for construction and a summary letter detailing all of this and any other considerations RTA should be aware of.
- **Construction Phase:**
 - Construction support services, as described in the scope of work above.

6. Proposal Requirements

Interested applicants must provide RTA with the following information and responses to questions stated below. RTA reserves the right to reject all bids. If a satisfactory contract cannot be negotiated in a reasonable time with the selected Respondent, then RTA, in its sole discretion, may terminate negotiations and reissue a Request for Quote, a Request for Qualifications, Request for Technical Proposals, or a Request for Proposals or it may determine that no project will be pursued.

Contractor Information (1 page)

- Contractor Name
- Contractor Address
- Name of Contact Person
- Contact Phone Number
- Contact Email Address
- Date Submitted to RTA

Project Understanding (maximum of 1 page)

Outline objectives of the project, significant opportunities and constraints and key issues.

Experience (maximum of 2 pages)

- Reference projects from submitted qualifications that demonstrate experience relevant to design services for building renovations and transit facilities
- List any additional projects considered relevant to this scope of work

Project Team (maximum of 2 pages)

- Describe the staffing structure proposed for services under this RTP

- Provide narrative information on the proposed project roles and responsibilities and qualifications of project principals and key staff members, including subcontractor staff.
 - You may propose team members not listed in the prequalification application. Changes to the staffing should be reflected in the current proposal document. For staff not included in the prequalification application, please also include:
 - A written assurance that all individuals not listed in the pre-qualification application and identified on the current RTP will be performing the work and will not be substituted with other personnel or reassigned to another project without RTA's prior approval.
 - A resume for each new staff person (page limit of 2 pages per staff person. These pages do not count towards 2 page section limit).

Proposed Project Plan (maximum of 5 pages)

Using the Background, Scope of Services and Project Deliverable sections above as a guide, propose a project plan, which details your proposed project approach. The proposed project plan will be subject to review and adjustment by RTA following a selection of a Contractor as part of a final negotiation of project and price. Include what provisions are identified for dealing with potential impacts, impediments, or conflicts.

Hourly Billing Rates

Firms should also submit:

- Hourly billing rates for permanent staff by project role (e.g. Project Manager, Analyst)
- For subcontractors, name of subcontractor and/or subcontractor firm, hourly billing rates by project role (e.g. Project Manager, Analyst). SUBCONTRACTORS MUST BE A PART OF THE TEAM ORIGINALLY SUBMITTED IN CONTRACTOR'S PROPOSAL FOR RFQ #2020-035, UNLESS CHANGES PREVIOUSLY APPROVED BY RTA IN WRITING.

Proposal and any questions regarding this RTP should be submitted to Joanna Farley
jfarley@rtaforward.org.

7. Selection Criteria

Narrative responses to the Experience, Proposed Staff Qualifications and Proposed Project Plan prompts above will be reviewed and scored. Point allocations per prompt are as follows:

50% - Firm's demonstrated experience within the Transit Facilities category of work, particularly related to building renovation and modernization

50% - Firm's approach to meet the needs and deliverables described



RESOLUTION NO. 23-079

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO AWARD DESIGN SERVICES FOR THE ALGIERS FERRY
TERMINAL BUILDINGS RENOVATION PROJECT TO BATTURE, LLC**

Introduced by Commissioner Neal, seconded by Commissioner
Ewell.

WHEREAS, the New Orleans RTA Algiers Ferry Buildings Renovation Project – Design Phase will result in the delivery of design and engineering services needed to complete needed renovation and modernization activities on the RTA’s Algiers Point Ferry Terminal and Lower Algiers Ferry Maintenance Facility; and

WHEREAS, the New Orleans RTA Algiers Ferry Terminal Building Renovation Project – Design Phase will deliver the following:

- **Conceptual Design Phase:**
 - Goals and detailed design requirements for each building
 - Completion of community engagement activities, organized by the RTA with participation by the consultant, to understand the preferences and needs of transit riders, adjacent residents, local businesses and other community stakeholders.
 - Detailed site and building condition assessment.
 - Up to 3 design concepts that address the needs and preferences of community, RTA design requirements and fit overall project budget for selection to next phase.
 - Materials for the conceptual design to be reviewed by stakeholders.
- **Detailed Design Phase:**
 - Preliminary plans provided at 30%, 60%, and 90% for review and consideration by RTA.
 - Draft specifications, construction cost estimate provided with 30%, 60% and 90% plans for review and consideration by RTA. A high-level 10-year building operating costs and revenue pro forma will also be provided at each plan stage for the Algiers Point Terminal Building. All submittals shall include a summary letter detailing all of this and any other considerations RTA should be aware of.
 - Bid package(s) for phased demolition activities, including demolition activities following the completion of 30% design. These may include selective demolition and removal work necessary



RESOLUTION NO. 23-079

Page 2

- for complete site condition assessment, and selective structure demolition of the pedestrian bridge or other elements to be removed.
 - Following the RTA's acceptance of the 90% plans and draft specifications, delivery of final plans and specifications, construction cost estimate, estimated time for construction and a summary letter detailing all of this and any other considerations RTA should be aware.
- **Construction Phase:**
 - Construction support services, as described in the scope of work above.

WHEREAS, Batture, LLC is a Certified DBE/SLDBE that was selected to be a part of the On-Call pool for Architecture and Engineering services; and

WHEREAS the contract with Batture, LLC will provide deliverables and will be managed by the Capital Projects Department; and

WHEREAS, the project is funded by the LA2019-005 and FY2022 Passenger Ferry grants, the total project amount (design and construction) is not to exceed \$9,580,000, with \$1,916,000 coming from local funds and \$7,664,000 from grant funds; and

WHEREAS, the negotiated fee amount is not-to-exceed \$1,100,000; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority (RTA) that the Chairman of the Board, or his designee, award a contract to Batture, LLC and issue a Notice to Proceed for a not-to-exceed price of \$1,100,000 for the design and constructure support services of the Algiers Ferry Terminal Buildings Renovation Project.



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com

RESOLUTION NO. 23-079

Page 3

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS:	<u>8</u>
NAYS:	<u>0</u>
ABSTAIN:	<u>0</u>
ABSENT:	<u>0</u>

AND THE RESOLUTION WAS ADOPTED ON THE 28th DAY OF NOVEMBER, 2023.

A handwritten signature in black ink, appearing to read "Mark Raymond".

**MARK RAYMOND
CHAIRMAN
BOARD OF COMMISSIONERS**



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-171

Board of Commissioners

Motorola APX Radios Purchase

DESCRIPTION: Motorola APX 6000 portable radio procurement	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive Officer to approve the purchase of 25 Motorola APX 6000 Radios and 30 APX 6500 radios, in the amount of \$282,072.90 utilizing an existing state contract.

ISSUE/BACKGROUND:

Last year the agency conducted a radio inventory of all portable handheld radios. Staff found that the agency had a lot of radios that had exceeded their useful life and needed replacement. Replacement parts for our old XTS radios are also getting harder to come by. Last year the agency replaced 30 handheld radios. The agency has worked out a replacement plan for the remainder of the radios that have exceeded their use full life.

The agency is also purchasing new buses, which will require new radios for these vehicles. The radios that are in vehicles that are being retired have exceeded their useful life.

DISCUSSION:

This order pertains to the replacement of 25 APX 6000 portable radios, which will effectively replace approximately half of the end-of-life radios currently within our system. In the following year, our agency anticipates replacing the remaining radios, thereby ensuring the up-to-date status of our radio inventory. Our inventory radio target will remain at 175 radios.

The agency has been updating its bus radios with new vehicle procurements. Thirty (30) APX 6500 radios will be purchased and installed by staff to ensure compatibility within our Motorola radio environment.

The procurement for these radios will be conducted through the existing Louisiana state contract numbers 4400022728 and 4400022750.

FINANCIAL IMPACT:

Funding for this project is available through local funds via account code 01-2943-00-8690-011 in the amount of \$282,072.90

NEXT STEPS:

Once approved staff will work on issuing a Purchase order.

ATTACHMENTS:

1. Resolution
2. LA State Contract
3. Procurement Routing

Prepared By: Elliot Amsbaugh
Title: Fleet Technology Manager

Reviewed By: Ryan Moser
Title: Chief of Asset Management

Reviewed By: Gizelle Banks
Title: Chief Financial Officer



Lona Edwards Hankins
Chief Executive Officer

11/3/2023

Date



STATE OF LOUISIANA

Competitive Contract

Vendor: 310015221
Company
MOTOROLA SOLUTIONS INC
500 W MONROE ST
CHICAGO IL 60661
Phone : 337-290-0433
Fax : (847)761-1338

T Number: 92835
Version: 5
LAPS Contract: Yes
Fiscal Year: 2022
Min.Ord.Value: 0.00
Distributor Contract: No
PCard:No
Co-op Agreement:Yes

Contract number: 4400022728
Description: Motorola BN Portable Radios SW

Buyer Information

Name: KRYSTAL FRANK
Tel Number: 225-342-4672
Email: krystal.frank@la.gov

SEBD Vendor: No
SEHI Vendor: No
VSE Vendor: No
DVSE Vendor: No
Contract Valid Dates:
08/19/2021 - 07/31/2024

Delivery: 21 Days After Receipt of Order

Supplier Text: Final renewal of a Statewide Contract for the State of Louisiana to furnish Motorola Brand Name Portable Radios, for a period of delivery beginning August 01, 2023 and ending July 31, 2024.

Contract Documents Include:

Attachment A - Special Terms and Conditions - Pages 1-8
Attachment B - Price Sheet - Pages 1-23

State Contract Number 4400022728 has been designated as a Louisiana Pricing Schedule ("LAPS") contract and LAC 34.V.1709 must be followed by Louisiana purchasing entities utilizing the contract.

Notice to Vendor:

Line	Material No. Supplier Part No.	Description	Prod. Cat.	UOM	Net Price	Discount
1		Motorola Brand Name Portable Radios Refer to Attachment B - Price Sheet for pricing. In Accordance with Motorola Master Terms and Conditions Agreement No. 07-13634/CR.	43191510		0.00000	

Recommending Approval: _____

Approved by: _____

Contract number: 4400022728 T Number: 92835	Vendor: 310015221 Distributor Contract: NO	Page 2 of 4
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Line	Material No. ----- Supplier Part No.	Description	Prod. Cat.	UOM	Net Price	Discount

Contract number: 4400022728 T Number: 92835	Vendor: 310015221 Distributor Contract: NO	Page 3 of 4
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Standard Terms and Conditions

1. THIS IS NOT AN ORDER TO SHIP (OR BEGIN SERVICE). A CONTRACT RELEASE OR PURCHASE ORDER MUST BE ISSUED BEFORE YOU ARE AUTHORIZED TO SHIP (OR BEGIN SERVICE).
2. THIS IS NOTICE THAT THE CONTRACT REFERENCED ABOVE HAS BEEN AWARDED TO YOU BASED ON THE BID (OR PROPOSAL) SUBMITTED. ALL TERMS, CONDITIONS, AND SPECIFICATIONS OF THE SOLICITATION WILL APPLY TO ALL ORDERS.
3. ANY AGENCY AUTHORIZED TO PURCHASE FROM THIS CONTRACT MUST ISSUE AN ORDER AND REFERENCE THE CONTRACT NUMBER, LINE NUMBER AND COMMODITY ITEM NUMBER FOR EACH ITEM.
4. CHANGES IN ITEMS TO BE FURNISHED ARE NOT PERMITTED (UNLESS APPROVED BY THE ISSUING AGENCY PRIOR TO DELIVERY). PRIOR APPROVAL MUST ALSO BE OBTAINED BEFORE DISTRIBUTORS CAN BE ADDED OR DELETED.
5. IF A DISTRIBUTOR LIST WAS SUBMITTED, CONTRACTOR MUST SEND COPIES OF THIS AWARD TO EACH DISTRIBUTOR.
6. QUANTITIES LISTED ARE ESTIMATED AND NO QUANTITIES ARE GUARANTEED (UNLESS "COMMITTED VOLUME" IS SPECIFICALLY STATED). CONTRACTOR MUST SUPPLY ACTUAL REQUIREMENTS ORDERED AT THE CONTRACT PRICE AWARDED.
7. COMPLIANCE WITH CIVIL RIGHTS LAWS.

THE CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE IV AND TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, THE FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VIETNAM ERA VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND CONTRACTOR AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. CONTRACTOR AGREES TO NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT, WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY CONTRACTOR OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE SHALL BE GROUNDS FOR TERMINATION OF THIS AGREEMENT AND ANY CONTRACT ENTERED INTO AS A RESULT OF THIS AGREEMENT.

8. IN ACCORDANCE WITH LA R.S. 39:1602.1, FOR ANY CONTRACTS WITH A VALUE OF \$100,000 OR MORE AND FOR ANY VENDOR WITH 5 OR MORE EMPLOYEES, THE VENDOR CERTIFIES THAT IT IS NOT ENGAGING IN A BOYCOTT OF ISRAEL AND IT WILL, FOR THE DURATION OF ITS CONTRACTUAL OBLIGATIONS, REFRAIN FROM A BOYCOTT OF ISRAEL.

9. CONTRACT CANCELLATION

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT IMMEDIATELY FOR ANY OF THE FOLLOWING REASONS: (A) MISREPRESENTATION BY THE CONTRACTOR; (B) CONTRACTOR'S FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE OF LOUISIANA; (C) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (D) ABUSIVE OR BELLIGERENT CONDUCT BY CONTRACTOR TOWARDS AN EMPLOYEE OR AGENT OF THE STATE; (E) CONTRACTOR'S INTENTIONAL VIOLATION OF THE PROCUREMENT CODE (LA. R.S. 39:1551 ET SEQ.) AND ITS CORRESPONDING REGULATIONS; OR, (F) ANY LISTED REASON FOR DEBARMENT UNDER LA. R.S. 39:1672.

THE STATE OF LOUISIANA MAY TERMINATE THE CONTRACT FOR CONVENIENCE AT ANY TIME (1) BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION: OR (2) BY NEGOTIATING WITH THE CONTRACTOR AN EFFECTIVE DATE. THE STATE SHALL PAY CONTRACTOR FOR, IF APPLICABLE: (A) DELIVERABLES IN PROGRESS; (B) THE PERCENTAGE THAT HAS BEEN COMPLETED SATISFACTORILY; AND, (C) FOR TRANSACTION-BASED SERVICES UP

Contract number: 4400022728 T Number: 92835	Vendor: 310015221 Distributor Contract: NO	Page 4 of 4
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TO THE DATE OF TERMINATION, TO THE EXTENT WORK HAS BEEN PERFORMED SATISFACTORILY.

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT FOR CAUSE BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION FOR ANY OF THE FOLLOWING NON-EXCLUSIVE REASONS: (A) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (B) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; OR, (C) ANY OTHER BREACH OF CONTRACT.



Regional Transit Authority State Contract Procurement Routing Sheet

INSTRUCTION: The user department is responsible for providing all information requested below and securing the requisite signatures.

Solicitation ID	161
ProjectSchedule Delivery Date	1/1/2024 6:00 AM
Technical Specs attached	No
Scope of Work attached	No

- A. I have reviewed this form and the attachments provided and by signing below I give authority to the below stated Department Representative to proceed as lead in the procurement process.

Name: AMSBAUGH, ELLIOT
Title: FLEET TECHNOLOGY MANAGER
Ext: 7900

B. Name of Project, Service or Product:

Motorola portable radios

C. Justification of Procurement:

Purchase of additional Motorola APX handhelds to meet the needs of department personnel currently without a radio and for the replacement of outdated XTS models which can no longer be repaired.

D. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant?

Director of Grants / Federal compliance:	
Signature	
Date	

E. Safety, Security and Emergency Management: Include Standard Safety Provisions Only:

Additional Safety Requirements Attached

false

Chief	Michael J Smith
Signature	Michael J. Smith
Date	October 11 2023

Risk Management:



Include Standard Insurance Provisions Only?

true

Include Additional Insurance Requirements Attached ?

false

Risk Management Analyst	Marc Popkin
Signature	<i>Marc Popkin</i>
Date	October 11 2023

F. Funding Source:

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

ICE Amount: \$114,607.50

Total Projected Cost: \$114,607.50

Funding Type: Local

Federal Funding	State	Local	Other
		\$148,000.00	
Projected Fed Cost	State	Local	Other
		\$114,607.50	

FTA Grant IDs	Budget Codes
	01-2943-00-8690-011-00-00-00000-00000

Funds allocated by multi-year and budget codes:

Year	Amount	Budget Code
Year-1		01-2943-00-8690-011-00-00-00000-00000
Year-2		
Year-3		
Year-4		
Year-5		
Total all years		

Budget Analyst	Tiffany Gourrier
-----------------------	------------------



Signature	<i>Tiffany Gournier</i>
Date	October 11 2023

G. DBE/SBE GOAL:

% DBE	0
% Small Business	0

Director of Small Business Development:	Adonis Charles Expose'
Signature	<i>Adonis Charles Expose'</i>
Date	October 11 2023

DBE/EE Manager	Adonis Charles Expose'
Signature	<i>Adonis Charles Expose'</i>
Date	October 11 2023

H. Information Technology Dept. vetting.

IT Director	Sterlin J. Stevens
Signature	<i>Sterlin J. Stevens</i>
Date	10/11/2023 7:15 PM

I. Authorizations: I have reviewed and approved the final solicitation document.

Department Head	Ryan Moser
Signature	<i>Ryan Moser</i>
Date	October 10 2023

Chief	Ryan Moser
Signature	<i>Ryan Moser</i>
Date	October 11 2023

Director of Procurement	Ronald Gerard Baptiste
Signature	<i>Ronald Gerard Baptiste</i>
Date	October 11 2023

FOR PROCUREMENT USE ONLY

Type of Procurement Requested:

SC - State Contract



Invitation for Bid (IFB) This competitive method of awarding contracts is used for procurements of more than \$25,000 in value. The agency knows exactly what and how many of everything it needs in the contract, as well as when and how the products and services are to be delivered. The award is generally based on price.

Request for Quote (RFQ) This type of solicitation is often used to determine current market pricing.

Request for Proposal (RFP) This approach to contracting occurs when the agency isn't certain about what it wants and is looking to you to develop a solution and cost estimate.

Sole Source (SS) this procurement can be defined as any contract entered into without a competitive process, based on a justification that only one known source exists or that only one single supplier can fulfill the requirements.

State Contract (SC) this procurement is via a State competitive procurement

Two-step Procurement - request for qualifications step-one used in the formal process of procuring a product or service. It is typically used as a screening step to establish a pool of vendors that are then qualified, and thus eligible to submit responses to a request for price proposal (RFP). In this two-step process, the response to the RFQ will describe the company or individual's general qualifications to perform a service or supply a product, and RFP will describe specific details or price proposals.

	Required if Total Cost above \$15K
Chief Financial Officer	Gizelle Johnson-Banks
Signature	<i>Gizelle Johnson-Banks</i>
Date	October 13 2023

	Required if Total Cost above \$50K
Chief Executive Officer	Lona Hankins
Signature	<i>Lona Hankins</i>
Date	October 16 2023



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com

RESOLUTION NO. 23-080

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO AWARD CONTRACT
FOR THE PURCHASE OF MOTOROLA APX RADIOS**

Introduced by Commissioner Coulon, seconded by
Commissioner DeFrancesch.

WHEREAS, the Regional Transit Authority (RTA) has the need to replace end-of-life handheld radios (portable); and

WHEREAS, the Regional Transit Authority (RTA) has the need to purchase new radios for our new order of buses (mobile radios); and

WHEREAS, with the purchase of portable radios, RTA will effectively carry out its day-to-day operation as it relates to its communication systems; and

WHEREAS, RTA's management has evaluated and determined that purchasing portable radios with local funding through the Louisiana state contract number 4400022728,4400022750 is the most cost-effective way to upgrade; and



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

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RESOLUTION NO. 23-80

Page 2

WHEREAS, RTA's Disadvantage Business Compliance Manager determined that there was no DBE goal set for this project since there are no subcontracting opportunities; and

WHEREAS, funding for the replacement of portable radios is available through local funds account 01-2943-00-8690-011 in the amount of TWO HUNDRED EIGHTY-TWO THOUSAND SEVENTY-TWO DOLLARS (\$ 282,072.90); and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority hereby authorize the Chairman of the Board or its designee to execute one or more contracts with Motorola Solutions to carry out the initiatives that are part of the project described in the above whereas.

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS:	<u>8</u>
NAYS:	<u>0</u>
ABSTAIN	
:	<u>0</u>
ABSENT:	<u>0</u>

AND THE RESOLUTION WAS ADOPTED ON THE 28TH DAY OF NOVEMBER 2023

MARK RAYMOND JR.
CHAIRMAN
BOARD OF COMMISSIONERS



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-176

Board of Commissioners

Renewal of Excess Workers' Compensation Insurance for RTA Employees [2023-2025]

DESCRIPTION: Renewal of Excess Workers' Compensation Insurance Coverage for RTA employees	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive Officer to proceed with renewal of Excess Workers' Compensation insurance coverage for all RTA employees for the policy period of 12/20/2023-12/20/2025 at a total cost of \$455,742.00.

ISSUE/BACKGROUND:

Under Louisiana law, every employer is required to carry workers' compensation insurance or must be approved for self-insurance. All employees, full- or part-time, must be covered. Until 2020, RTA employees, all classified as administrative, were covered under a first-dollar workers' compensation program through LWCC, the Louisiana Workers' Compensation Corporation, with a corresponding minimal cost in premium. However, with the transition of Transdev employees to the RTA in late 2020, the bulk of whom were operational, the cost of such a program with LWCC became prohibitive. As such, in December 2020, RTA moved to a self-insurance program managed by a third-party administrator, with excess workers' compensation insurance in place for only the most severe or catastrophic claims. With Board approval, this coverage was initially placed with Safety National Casualty Company for policy period 2020-2021, and again, for policy period 2021-2022. For policy period 2022-2023, the Board approved Midwest Employers Casualty Company for optimal coverage.

Request for approval is sought today for a renewal of this excess workers' compensation insurance coverage with incumbent Midwest Employers Casualty Company, which has provided a highly competitive two-year quote for policy period 2023-2025.

DISCUSSION:

The RTA insurance broker of record, The Kennedy Financial Group of Louisiana, Inc., has obtained three (3) excess workers' compensation quotations. One is from Safety National Casualty Corporation, the initial carrier, for a one-year term. The other two (2) quotations are from Midwest Employers Casualty Company, the current carrier, for both a one-year and two-year term. Each

carrier is rated highly by A M Best. And all quotes have Self-Insured Retentions ["SIRs"] of \$1,000,000, with limits of \$1,000,000.

Note that the RTA insurance broker of record approached all potential Excess Workers' Compensation carriers writing in Louisiana. Other than the incumbent Midwest Employers Casualty Company, Safety National Casualty Corporation is the only other entity that offered a quote.

The terms provided by each carrier for a one-year quote are essentially the same. Midwest Employers is quoting an annual premium of \$227,871; Safety National is quoting an annual premium of \$240,784.

However, Midwest is also offering a two-year quote of \$455,742.00 [\$227,871 for 2023-2024; \$227,871 for 2024-2025] with no increase in the premium cost for year two [2024-2025] of coverage. Given the current insurance market, it is highly advisable that RTA secure this quote and elect this two-year option.

Therefore, staff and broker hereby recommend selection of Midwest Employers Casualty Company for renewal of RTA excess workers' compensation coverage for a two-year term [2023-2025] for optimal cost savings.

FINANCIAL IMPACT:

\$455,742.00

Funds for this contract are available from the RTA operational budget [Account # 1830002.9137.167] for year one [2023-2024] and will be available from the operational budget for year two [2024-2025].

NEXT STEPS:

Proceed with this renewal of excess workers' compensation insurance coverage with Midwest Employers Casualty Company.

ATTACHMENTS:

1. Resolution for Renewal of Workers' Compensation Insurance for RTA Employees [2022-2025]

2. Excess Workers' Compensation Insurance Options: Midwest Employers Casualty Company and Safety National Insurance Corporation

Prepared By: Marc Popkin
Title: Risk Analyst

Reviewed By: Mark A. Major
Title: Deputy CEO

Reviewed By: Lona Edwards Hankins
Title: Chief Executive Officer



Lona Edwards Hankins
Chief Executive Officer

11/3/2023

Date



RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

**RESOLUTION FOR RENEWAL OF
EXCESS WORKERS' COMPENSATION INSURANCE
FOR RTA EMPLOYEES [2023-2025]**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, the Board of Commissioners of the Regional Transit Authority (RTA) has considered the matter of renewal of contract award for Excess Workers' Compensation insurance coverage for all employees; and

WHEREAS, the RTA insurance broker, The Kennedy Financial Group of Louisiana, Inc., has approached all five (5) insurance carriers writing Excess Workers' Compensation insurance coverage in the State of Louisiana; and

WHEREAS, two (2) of these carriers, Midwest Employers Casualty Company and Safety National Casualty Corporation, admitted carriers in the State of Louisiana and highly rated by A M Best, quoted for this coverage; and

WHEREAS, staff received and reviewed these options to provide the insurance coverage required, and has determined the most appropriate insurance carrier by quality and premium cost to be a two-year quote from Midwest Employers Casualty Company with no increase in premium cost for the second year of coverage; and

RESOLUTION NO. _____

PAGE TWO

WHEREAS, the Board of Commissioners has determined that the Excess Workers' Compensation insurance coverage offered by Midwest Employers Casualty Company meets the requirements of the Regional Transit Authority in providing adequate and sufficient coverage to its employees; and

WHEREAS, funds for this contract are available for 2023-2024, and will be available for 2024-2025, from the operational budget, RTA Budget Account # 1830002.9137.167.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority that the Chief Executive Officer, or her designee, is authorized to execute a two-year contract with Midwest Employers Casualty Company for Excess Workers' Compensation insurance coverage with a premium of **FOUR HUNDRED FIFTY-FIVE THOUSAND SEVEN HUNDRED FORTY-TWO AND 00/100 DOLLARS (\$455,742.00).**

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

AND THE RESOLUTION WAS ADOPTED ON THE _____ DAY OF NOVEMBER, 2023.

MARK RAYMOND, JR.
CHAIRMAN
RTA BOARD OF COMMISSIONERS

Regional Transit Authority

Excess Workers Compensation

Terms	Expiring	Option 1	Option 2	Option 3
Carrier	Midwest Employers	Midwest Employers	Midwest Employers	Safety National
Payroll Reporting Period	Annual	Annual	Two Year Term	Annual
Policy Term	12/20/2022-2023	12/20/2023-2024	12/20/2023-2025	12/20/2023-2024
Estimated Annual Payroll	\$43,491,335	\$51,176,132	\$51,176, 132	\$51,176,132
Pay Plan	Annual Payment	Annual Payment	Annual Payments	Annual Payment
Audit Type	Voluntary	Voluntary	Voluntary	Voluntary
Self-Insured Retention	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Specific Limit	Statutory	Statutory	Statutory	Statutory
Employers Liability Limit Per Occurrence/Aggregate	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Premium Rate per \$100 payroll	\$0.44	\$0.45	\$0.45	\$0.4705
Minimum Premium includes terrorism	\$189,933	\$227,871	\$455,742 *	\$240,784

*Midwest is offering a two-year term with no caveats and no renewal submission materials needed if you elect the two-year option when you bind the 2023-2024 renewal.

If the RTA elects the two-year renewal terms, the 12/20/2024-2025 policy term invoice \$227,871 will be issued on December 2, 2024.

Market Responses:

ACE/Chubb	Declined, based on their current evaluation of the risk
Arch	Declined, Insured's operations are outside of appetite
US Specialty/Starr	Did not meet quote deadline
Midwest Employers	Incumbent, offered renewal terms
Safety National	Received formal quote



Board Report and Staff Summary

File #: 23-179

Board of Commissioners

Licensing Agreement with Mignon Faget

DESCRIPTION: A request to negotiate and execute licensing or other legal agreements to facilitate retail revenue streams	AGENDA NO: Click or tap here to enter text.
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive Officer to negotiate and execute licensing or other legal agreements to facilitate retail revenue streams, including a licensing agreement with Mignon Faget.

ISSUE/BACKGROUND:

This agreement will position the RTA to generate additional revenue derived from an agreed percentage of RTA streetcar-branded Mignon Faget merchandise to include but not limited to glass drinkware and holiday ornaments for the 2023 holiday season.

In September 2023 after a competitive procurement process, the RTA entered a contract with Bayou Brands Merch LLC to facilitate the merchandise selection for the agency's retail sales line of business which is intended to serve as an additional revenue stream. Retail revenue will be generated from a combination of licensing agreements and direct merchandise sales through the RTA website and limited in-person opportunities.

Bayou Brands Merch on behalf of the RTA coordinates product selection, product sourcing, design consultation, and vendor facilitation, including this licensing agreement with Mignon Faget.

The RTA Marketing Department is also seeking approval to enter any additional licensing or other agreements required to facilitate revenue from retail sales.

The items included in the licensing agreement will be available at Mignon Faget for the 2023 holiday season.

DISCUSSION:

The RTA is committed to exploring innovative strategies to generate revenue for the agency, including this effort to leverage the iconic streetcar brand. As a result of our partnership with Bayou Brands, the agency is hoping to become the "go to" place to purchase RTA and streetcar-branded merchandise which benefits public transit. In addition to partnering with local iconic brands like Mignon Faget, the agency intends to include underrepresented "makers" and vendors in the

merchandise selection process for the online store.

FINANCIAL IMPACT:

There is an opportunity for the agency to generate additional revenue from the gross sales.

NEXT STEPS:

The RTA CEO and Mignon Faget will negotiate and execute a licensing agreement.

ATTACHMENTS:

1. Resolution
2. Licensing Agreement

Prepared By: Angele Young
Title: Director of Marketing

Reviewed By: Sarah Porteous
Title: Chief of External Affairs

Reviewed By: Gizelle Banks
Title: Chief Financial Officer



Lona Edwards Hankins
Chief Executive Officer

11/3/2023

Date



RESOLUTION NO. _____

STATE OF LOUISIANA
PARISH OF ORLEANS

**AUTHORIZE THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE
AND EXECUTE A LICENSING AGREEMENT WITH MIGNON FAGET**

Introduced by Commissioner _____, seconded by Commissioner
_____.

WHEREAS, on September 13, 2023, after a competitive procurement process, the RTA entered a contract with Bayou Brands Merch LLC to facilitate the merchandise selection for the agency's retail sales line of business which is intended to serve as an additional revenue stream. Retail revenue will be generated from a combination of licensing agreements and direct merchandise sales through the RTA website and limited in-person opportunities.

WHEREAS, Bayou Brands Merch LLC on behalf of the RTA has been authorized to coordinate product selection, product sourcing, design consultation, and vendor facilitation.

WHEREAS, Bayou Brands Merch LLC has facilitated a potential licensing agreement with Mignon Faget, for RTA's streetcars branded merchandise including drinkware and holiday ornaments.

WHEREAS, upon execution of the licensing agreement, the RTA will receive an agreed percentage of gross revenues within an identified timeframe of agreed RTA streetcars branded merchandise.

NOW, THEREFORE, BE IT RESOLVED that the RTA's Chairman of the Board or its designee has the authority to negotiate and execute licensing or other legal agreements to facilitate retail revenue streams, including a licensing agreement with Mignon Faget.

**THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE
ADOPTION THEREOF AND RESULTED AS FOLLOWS:**

YEAS: _____
NAYS: _____
ABSTAIN: _____
ABSENT: _____

**AND THE RESOLUTION WAS ADOPTED ON THE ____ DAY OF NOVEMBER,
2023.**

MARK RAYMOND, JR.
CHAIRMAN
RTA BOARD OF COMMISSIONERS



Regional Transit Authority Solicitation Request Routing Sheet

INSTRUCTION: The user department is responsible for providing all information requested below and securing the requisite signatures.

Solicitation ID	135
ProjectSchedule Delivery Date	October 2, 2023
Technical Specs attached	No
Scope of Work attached	Yes

- A. I have reviewed this form and the attachments provided and by signing below I give authority to the below stated Department Representative to proceed as lead in the procurement process.

Name: YOUNG, ANGELE

Title: DIRECTOR OF MARKETING

Ext: 8416

B. Name of Project, Service or Product:

RTA Retail Store Pilot

C. Justification of Procurement:

The New Orleans Regional Transit Authority (RTA) is seeking proposals from suppliers to provide high-quality, private-label or custom wholesale merchandise for the agency's retail store pilot to launch Fall 2023. The intention of this pilot is to sell transit related merchandise to generate revenue to support public transit programs and initiatives. The RTA will prioritize high-quality merchandise from a variety of vendors with preference of small, women-owned and minority suppliers.

The RTA will select items from a variety of vendors that meet the quality, pricing, design and aesthetics, and the vision of the RTA retail store. Using the sample list of products below, qualified vendors should submit a written proposal describing proposed products they are prepared to produce as either private label or custom merchandise that will be sold exclusively by the RTA (unless otherwise agreed). All items should include the product minimums, production times, design and set-up fees, wholesale cost per item, suggested retail cost, any other costs including shipping, and provide similar/sample products or photos for consideration. The above information should be provided separately for each proposed retail item.

D. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant?

Director Grants / Federal Compliance	
Signature	
Date	

E. Information Technology:

IT Dept Head	Sterlin Stevens
Signature	<i>Sterlin Stevens</i>



Date	5/22/2023 3:23 PM
------	-------------------

F. Safety, Security and Emergency Management: Include Standard Safety Provisions Only:

Additional Safety Requirements Attached:

Chief	Michael J Smith
Signature	<i>Michael J Smith</i>
Date	May 19 2023

G. Risk Management:

Include Standard Insurance Provisions Only?

No

Include Additional Insurance Requirements Attached ?

Risk Management Analyst	Marc L Popkin
Signature	<i>Marc L Popkin</i>
Date	May 19 2023

H. Funding Source:

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

Multiple Years allocation if required:

Year	Amount
Year-1	
Year-2	
Year-3	
Year-4	
Year-5	
Total all years	

Independent Cost Estimate (ICE): \$67,500.00

Projected Total Cost: \$67,500.00

Funding Type: Local

Federal Funding	State	Local	Other
		\$67,500.00	
Projected Fed Cost	State	Local	Other
		\$67,500.00	

FTA Grant IDs	Budget Codes
	1710002.9496.181



Budget Analyst	Eugenie Fenerty
Signature	<i>Eugenie Fenerty</i>
Date	May 05 2023

I. DBE/SBEGoal:

% DBE	0
% Small Business	0

Director Small Business	Adonis Charles Expose
Signature	<i>Adonis Charles Expose</i>
Date	May 19 2023

DBE/EECompliance Manager	Adonis Charles Expose
Signature	<i>Adonis Charles Expose</i>
Date	May 19 2023

J. Authorizations: I have reviewed and approved the final solicitation document.

Department Head	Angele Young
Signature	<i>Angele Young</i>
Date	May 04 2023

Chief	Angele Young
Signature	<i>Angele Young</i>
Date	May 19 2023

Director of Procurement	Ronald Gerard Baptiste
Signature	<i>Ronald Gerard Baptiste</i>
Date	May 22 2023

FOR PROCUREMENT USE ONLY

Type of Procurement Request:

RFP - Request for Proposal

Invitation for Bid (IFB) This competitive method of awarding contracts is used for procurements of more than \$25,000 in value. The agency knows exactly what and how many of everything it needs in the contract, as well as when and how the products and services are to be delivered. The award is generally based on price.

Request for Quote (RFQ) This type of solicitation is often used to determine current market pricing.

Request for Proposal (RFP) This approach to contracting occurs when the agency isn't certain about what it wants and is looking to you to develop a solution and cost estimate.

Sole Source (SS) this procurement can be defined as any contract entered into without a competitive process, based on a justification that only one known source exists or that only one single supplier can fulfill the requirements.



State Contract (SC) this procurement is via a State competitive procurement

Two-step Procurement - request for qualifications step-one used in the formal process of procuring a product or service, It is typically used as a screening step to establish a pool of vendors that are then qualified, and thus eligible to submit responses to a request for price proposal (RFP). In this two-step process, the response to the RFQ will describe the company or individual's general qualifications to perform a service or supply a product, and RFP will describe specific details or price proposals.

Chief Financial Officer	Gizelle Johnson-Banks
Signature	<i>Gizelle Johnson-Banks</i>
Date	May 23 2023

Chief Executive Officer	Lona Edwards Hankins
Signature	<i>Lona Edwards Hankins</i>
Date	May 23 2023



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-191

Board of Commissioners

Service Reliability Restoration Plan

DESCRIPTION: Authorization to improve fixed-route service reliability by optimizing the active bus fleet, reducing fixed-route frequencies, and reducing ferry service hours	AGENDA NO:
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Authorize the Chief Executive Officer to improve fixed-route service reliability by optimizing the active bus fleet, reducing fixed-route frequencies and reduce Canal Street-Algiers Point ferry service hours. This includes reducing total active bus fleet and reduce fixed-route bus frequency to provide more reliable fixed-route service; reduce ferry service based on available revenue in 2024; and authorize the Chief Executive Officer to complete any additional approvals as required by local, state and federal regulations. As the RTA introduces new buses into its fleet, the agency will reassess service levels systemwide.

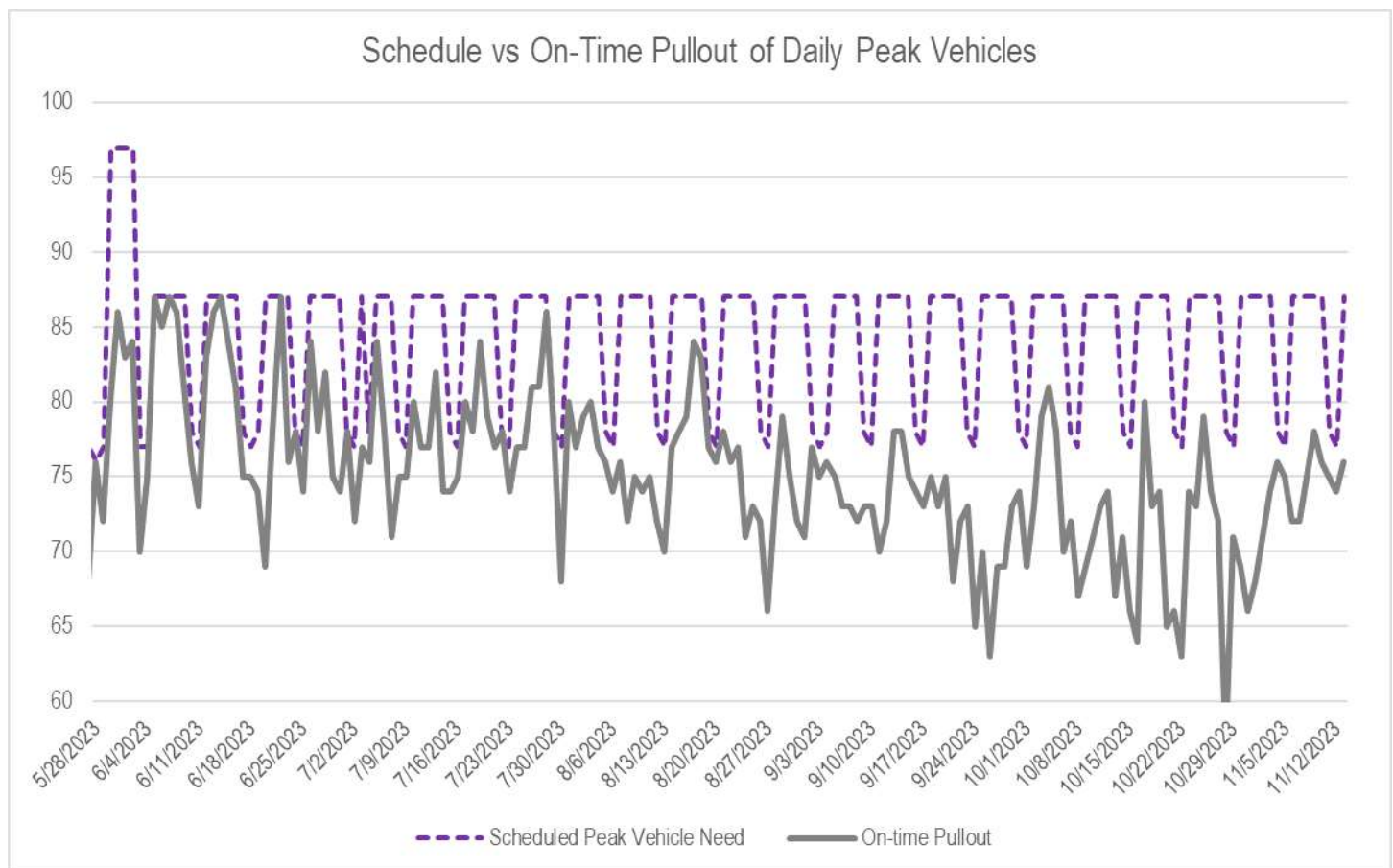
ISSUE/BACKGROUND:

The agency's current challenges are directly related to a combination of major events going back over fifteen years. After several years of negotiating federal recovery funds for the loss of RTA's fleet in 2005, the agency received 104 buses for fixed-route service from 2008 to 2010. The standard useful life for buses per the Federal Transit Administration (FTA) is twelve (12) years. Without such a system shock event, buses are typically purchased and replaced on an evenly distributed schedule. While the timeline for the replacement of these 104 buses was well known, no complete plan for their funding nor for smoothing out future replacement schedule was put in place by previous management. While an additional 31 buses were ordered in 2011-2013, these vehicles served to expanded fleet and service as population and jobs continued their recovery. However, no new buses were ordered for service from 2013 to 2018.

In the last 5 years, RTA has ordered and received 66 buses and as a result has retired 53 of those 2008-10 buses. Staff has also secured funding for complete replacement of the remaining aging fleet by 2025 with the bulk in 2024. Staff utilized a significant portion of one-time pandemic recovery funds from the American Rescue Plan (ARP) Act to fund 21 buses now on order. Staff also worked with the State of Louisiana Office of Community Development to identify leftover disaster-CDBG funds which will pay for another 8 buses on the heels of the previous order. The remaining fleet will be replaced through a combination of smaller grants including one to pilot use of smaller 23' buses in neighborhoods; the battery-electric bus pilot as part of the agency's first Lo/No Vehicle Emission grant award; and through right sizing of the active fleet, discussed further in the next section.

Also, during the last five years came the COVID-19 global pandemic, which completely disrupted global supply chains and entire labor forces. Bus parts and mechanics were significantly affected by these events and as a result, the entire transit industry has seen major delays in getting replacement parts and the availability of qualified staff to diagnose and repair bus fleets.

During spring of 2023, it became evident that the aging fleet combined with maintenance challenges was not able to keep with the requirements of the scheduled service just recently transformed in September 2022 for the New Links plan implementation. As a result, staff reduced service by 10% for the June 4, 2023 schedule update in attempts to ease the burden. The result was a reduction of peak vehicles required for service during the weekday from 97 to 87 with most of the reduction in the highest frequency and lower ridership routes which had the most number of buses in order to minimize a disparate impact to overall riders and lower frequency routes with only a few buses. While this approach worked well for a short while, a record drought and heat struck the region severely impacting vehicle maintenance and reliability already stretched thin. The result, as illustrated in the graph below, is that RTA has been unable to make the required 87 vehicles for peak pullout on a regular basis, sometimes by as much as 20%. For riders, this translates to unreliable arrivals, much longer waits, vehicles breaking down with no replacement available for relief, and other severe impacts to their travel to work and other destinations.



DISCUSSION:

While the long-term solution to replacing aging fleet has been addressed, that relief will not start arriving until well into Summer 2024. RTA staff has been evaluating and implementing numerous options to improve the fleet available for service.

Options considered, but not feasible for implementation include leasing vehicles, getting vehicles from other transit agencies, and using paratransit vehicles for fixed routes. The agency also tried to use its contingency fleet, but this has resulted in more labor due to the long-term use of the fleet.

Options evaluated and underway include bringing in outside technicians to help with our shortage, evaluating funding sources to procure new vehicles, establishing training for technicians and continuing to utilize overtime.

As a result of the current condition and including the option listed above, staff is proposing a plan to restore service reliability that involves reducing both the active fleet and scheduled service for fixed-route bus as necessary to delivery consistent service until more resources are available and other efforts start producing results in mid to late 2024.

Optimizing Fleet Size

Despite the efforts listed above, a daily average of 50-60 vehicles are unavailable due to some required maintenance on a total of 126 active vehicles and 14 contingency vehicles. This means understaffed maintenance resources are spread even more thin trying provide basic and required maintenance. Currently there are an average of 5.1 mechanics-to-bus ratio.

Staff will retire 8 buses that are well past their useful life to reduce the total fleet to 132 and “sleep” another 24 as back-up contingency, reducing the active fleet for regular service to 108. The result will mean a lower mechanic-to-bus ration of 3.8. Sleeping buses will still get repaired on a schedule, but at a much lower demand allowing for prioritization of the 108 active buses for higher reliability. The details are provided in the table below:

Type	Current Fleet	Reduced Fleet
2008 Orion	3	2
2010 Orion	49	42
2011 Artic New Flyer	5	5
2012 Orion	7	7
2012 Artic New Flyer	10	10
2019 New Flyer	8	8
2020 New Flyer	15	15
2021 New Flyer	22	22
2022 New Flyer	21	21
Total Fleet	140	132
Contingency/Sleeping Fleet	14	24
Total Active Fixed	126	108

Reduce Scheduled Bus Service

Even with a reduced active fleet, analysis by staff has determined shown that daily average vehicles available for service far exceed the buses available to provide required vehicles for on-time pullout at current schedule and account for the typical incidents and accidents that require vehicles to be called out of service and need replacement. Based on this detailed review with the primary goal of ensuring the next schedule update for Winter 2024 is one that RTA can deliver with 98+% reliability, **staff recommends a significant reduction of the frequency of scheduled bus service.** The maximum proposed reduction, shown in the table below, was developed to reduce the number of vehicles required for pullout from current weekday peak of 87 and weekend peak of 78 down to a 7-day peak of 72 vehicles, which represents an estimated 18% reduction of total vehicles deployed daily. Individual routes will experience smaller or larger impact based on the reductions proposed below.

The routes proposed for reduction were based on a number of factors including:

- Maintain all current coverage; no routes eliminated
- No reductions to routes that would result in 90+ minute frequency
- No reductions to critical connection routes with high transfers (e.g. 68 and 80)
- Minimize and distribute the total impact based on ridership and passengers per revenue hour

Route	Passenger s / Revenue Hour	Total Daily Boardings	Cycle Time (min)	Current Peak Vehicles	Current Peak Frequency (minutes)	Proposed Vehicle Change	Proposed Peak Frequency (minutes)
67 Michoud Loop	7.6	191	60	2	30	-1	60
66 Hayne Loop	7.8	199	70	2	35	-1	70
105 Algiers Local	8.0	269	80	2	40	-1	80
86 St. Maurice-Chalmette	8.2	135	60	1	60	0	60
80 Desire-Louisa	10.3	328	70	2	35	0	35
45 Lakeview	10.5	140	60	1	60	0	60
32 Leonidas-Treme	10.8	364	120	2	60	0	60
31 Leonidas-Gentilly	11.8	424	120	2	60	0	60
201 Kenner Loop	12.1	345	60	2	30	0	30
103 General Meyer Local	12.4	514	90	3	30	-1	45
27 Louisiana	12.6	640	105	3	35	-1	53
68 Little Woods Loop	14.7	461	48	2	24	0	24
52 Paris-Broadmoor	15.0	972	136	4	34	-1	45
11 Magazine	15.8	1007	96	4	24	-1	32
57 Franklin-Freret	16.1	1077	148	4	37	0	37
202 Airport Express	17.6	292	90	1	90	0	90
84 Galvez-L9	17.8	952	90	3	30	-1	45
114A Garden Oaks-Sullen	18.2	1333	120	4	30	-1	40

114B Garden Oaks-Woodland	18.8	1182	120	4	30	-1	40
61 Lake Forest-Village de L'Est	19.6	1680	120	5	24	-1	30
55 Elysian Fields	19.8	1321	112	4	28	0	28
9 Broad-Napoleon	23.4	2895	160	8	20	-1	23
3 Tulane-Elmwood	25.0	2372	120	6	20	-1	24
8 St. Claude - Arabi	25.0	1729	72	4	18	-1	24
91 Jackson-Esplanade	25.1	1679	120	4	30	0	30
51 St. Bernard-Claiborne	25.4	1225	102	3	34	0	34
62 Morrison-Bullard	27.0	1871	120	5	24	-1	30
Total Vehicles Required for Peak (AM) Pullout				87		72	

Staff will continue to monitor vehicle availability while the finalized reductions and detailed schedules are developed during November. **Given the scale of the reduction, staff will be completing a Title VI report in accordance with the RTA's Title VI policy.** This process includes requirements for equity analysis and community input. Due to the timing of this effort, the results will be brought to the board in December for approval.

As part of this reduced service plan, no layoffs will be required. Staff will be working to develop schedules such that all work assignments will meet ATU contract obligations. Additional training and other related activities are also being researched as supplemental work opportunities.

After implementation, should additional vehicles become available, they will be added to relieve congestion on the most crowded routes in a common practice (usually for streetcar service) of adding “trippers”. This unscheduled service will provide added capacity for riders on busy routes during the busiest times on routes such as 3, 8, 9, 61, and 114A.

Reduce Ferry Service:

Separate but concurrent to the bus fleet challenges is revenue shortfall for ferry service. Beginning January 1, 2024, the Canal Street - Algiers Point Ferry service hours will be reduced to cover a \$3M budget shortfall. Prior to the fiscal year (FY) 2023 state budget cycle, the RTA projected a \$19.8M ferry operations budget shortfall for FY 2024. As a cost saving measure, the agency removed the second Chalmette ferry vessel from service to avoid \$6M in repair costs which were scheduled for next year. The agency also received \$10M from the Louisiana State Legislature in House Bill 1 to partially cover the cost of Canal Street-Algiers Point Ferry and Lower Algiers-Chalmette ferry service, leaving a \$3M shortfall. Because the RTA's local sales tax funding was established by public referendum with the intent purpose to fund streetcar and bus service, these funds cannot be used to support ferry operations.

FINANCIAL IMPACT:

The reduction of revenue service hours is expected to have modest reduction in expenses related to maintenance and operations due primarily to reduced fuel demand. Since no reduction of staff is

required for this plan, no reduction in labor costs is anticipated.

NEXT STEPS:

Upon Board approval, staff will complete final details of schedules and reviews necessary for implementation and begin outreach and communication of upcoming changes to public.

Staff will also finalize all required approvals as required by local, state and federal regulations. This includes a Title VI analysis and report on service reductions for Board adoption in December. While Title VI policy does allow for temporary or emergency changes, staff recommends proceeding with analysis to ensure full compliance.

ATTACHMENTS:

1. Resolution

Prepared By: Dwight Norton, dnorton@rtaforward.org
Title: Chief Planning & Capital Projects Officer

Reviewed By: Ryan Moser, rmoser@rtaforward.org
Title: Chief Asset Management Officer

Reviewed By: Sara Porteous, sporteous@rtaforward.org
Title: Chief External Affairs Officer

Reviewed By: Katherine Felton, kfelton@rtaforward.org
Title: Chief of Staff



11/22/2023

Lona E. Hankins
Chief Executive Officer

Date



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com

RESOLUTION NO. 23-191

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO REDUCE FIXED ROUTE BUS FREQUENCY TO IMPROVE
SERVICE RELIABILITY AND TO REDUCE FERRY SERVICE HOURS TO MEET
AVAILABLE 2024 FUNDING**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, due to a confluence of major events resulting in a large portion of the bus fleet past its useful life, global supply chain disruption of parts and vehicle production, and industry-wide shortage of mechanics; RTA has been unable to provide vehicles needed to meet scheduled service consistently, even after reducing service in June 2023; and

WHEREAS, the RTA will reduce the total fixed-route bus active fleet from approximately 126 to 108 vehicles through a combination of retiring and “sleeping” vehicles for contingency use to lower mechanic-to-bus ratio from approximately 5.1 to 3.8. Sleeping buses will still get repaired on a schedule but at a much lower demand allowing for prioritization of the approximate 108 active buses for higher reliability; and

WHEREAS, the reduction in fixed-route bus schedule to reduce the number of vehicles required for pullout from current weekday peak of 87 and weekend peak of 78 down to 7-day peak of approximately 70 vehicles. The routes reduced is based on directive to: 1) maintain all current coverage; no routes eliminated; 2) will avoid reductions to routes that would result in 90+ minute frequency; 3) avoid reductions to critical connection routes with high transfers ; and 4) minimize total impact based on ridership and passengers per revenue hour; and



RESOLUTION NO. _____

Page 2

WHEREAS, there the cost to implement this plan will be a modest reduction of operating expenses related to reduced bus frequency, but not require any layoffs.

WHERAS, Prior to the fiscal year (FY) 2023 state budget cycle, the RTA projected a \$19.8M ferry operations budget shortfall for FY 2024. As a cost saving measure, the agency removed the second Chalmette ferry vessel from service to avoid \$6M in repair costs which were scheduled in 2024. The agency also received \$10M from the state legislature in House Bill 1 to partially cover the cost of Canal Street-Algiers Point Ferry and Lower Algiers-Chalmette ferry service, leaving a \$3M shortfall.

WHERAS, the RTA's local sales tax funding was established by public referendum with the intent purpose to fund streetcar and bus service, our so that revenue source funds cannot be used to support ferry operations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority (RTA) to authorize the Chief Executive Officer (CEO), or her designee, to reduce total active bus fleet and reduce fixed-route bus service frequency to provide reliable fixed-route service; to reduce ferry service to meet projected revenue levels; and to complete any additional approvals as required by local, state and federal regulations.

THE FOREGOING WAS READ IN FULL, THE ROLL WAS CALLED ON THE ADOPTION THEREOF AND RESULTED AS FOLLOWS:

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____



Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119-6301

504.827.8300

www.norta.com

AND THE RESOLUTION WAS ADOPTED ON THE 28th DAY OF NOVEMBER, 2023.

**MARK RAYMOND
CHAIRMAN
BOARD OF COMMISSIONERS**



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-203


Board of Commissioners

[11.28.23 Board Presentation Report]



November 28, 2023

**New Orleans
Regional Transit Authority
Monthly Board Report**



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 in person on Tuesday, November 28, 2023, at 10:00 a.m. Please be aware that wearing masks in the boardroom is encouraged.

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 prior to the meeting; or 3) By U.S. Mail send to 2817 Canal Street, Attention: Office of Board Affairs, New Orleans, LA 70119. Live stream access: norta.legistar.com



Agenda

1. Call to Order

2. Roll Call

3. Consideration of Meeting Minutes

[Board of Commissioners Meeting October 31, 2023]

23-197



Agenda

4. Reports

A. RTA Chairman's Report



Agenda

4. Reports

B. Operation & Administration Committee Chairman's Report



Agenda

4. Reports

C. Finance Committee Chairman's Report



Agenda

4. Reports

D. Jefferson Parish Report



Agenda

4. Reports

E. RTA General Counsel's Report



Agenda

4. Reports

F. RTA's Chief Executive Officer's Report

Fixed-Route Service Optimization




Online Store Launch


WELCOME TO OUR NEW STORE - MORE TO COME!

FOR EVERYONE WHO LOVES NEW ORLEANS

FEATURED PRODUCT



← →




PERLEY A. THOMAS STREETCAR 100 YEAR ANNIVERSARY T-SHIRT

\$34.00

Pay in 4 interest-free installments for orders over **\$50.00** with [shop !\[\]\(903130ed6058e2c828f13cd7443f1600_img.jpg\)](#) [Learn more](#)

Featuring a streetcar graphic from the original blueprints, this t-shirt is charming and designed to move. Wear it while riding down St. Charles. Or join us on the shop floor of our Willow St. barn, where streetcars are maintained by hand to the very specifications of their original 1923 build.

SIZE

Small 

[ADD TO CART](#) [Buy with !\[\]\(d985d645507ce76ee0109eae98a32c20_img.jpg\) Pay](#)

[More payment options](#)

Congratulations Dwight



- Congratulations to Dwight Norton on being named Chief Planning and Capital Projects Officer.
- With the support of his planning and capital team, he will continue to advance our transportation capital projects, push for innovation in our transit service planning, modernize our fare technology and software systems, and spearhead our region's first Bus Rapid Transit project

Employee of the Month and Highlights



Fay Phillips
Operator
October



Harold Parker
Maintenance
October

Questions?





Agenda

4. Reports

G. RTA's Chief of Staff Legislative Update

Legislative Update

- **City Council Transportation Committee, Nov 30th**

Questions?

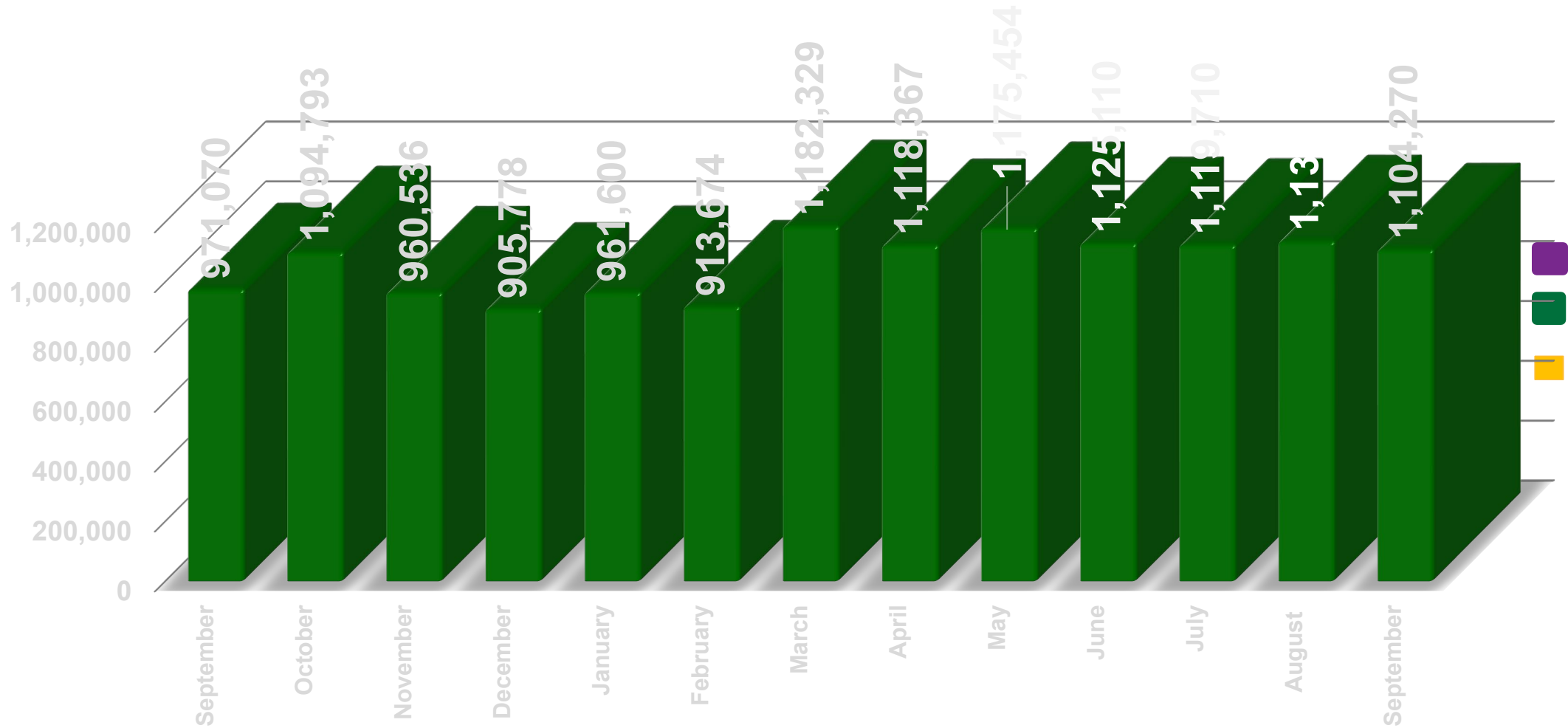




Agenda

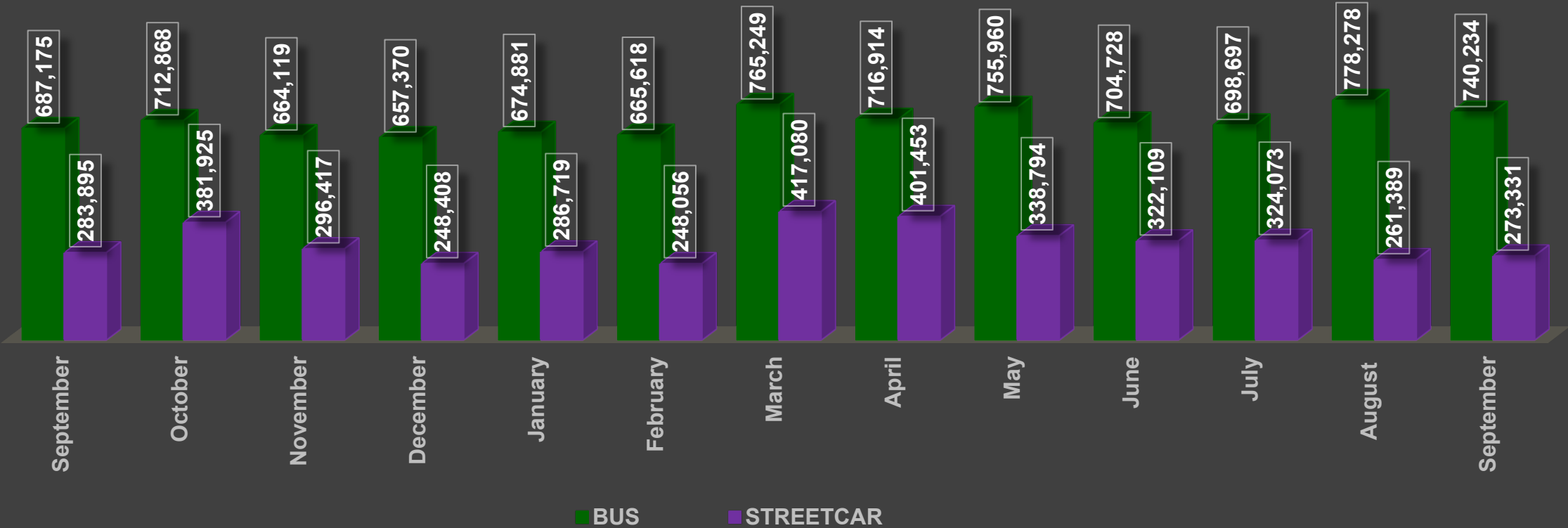
4. Reports

H. Operations Update



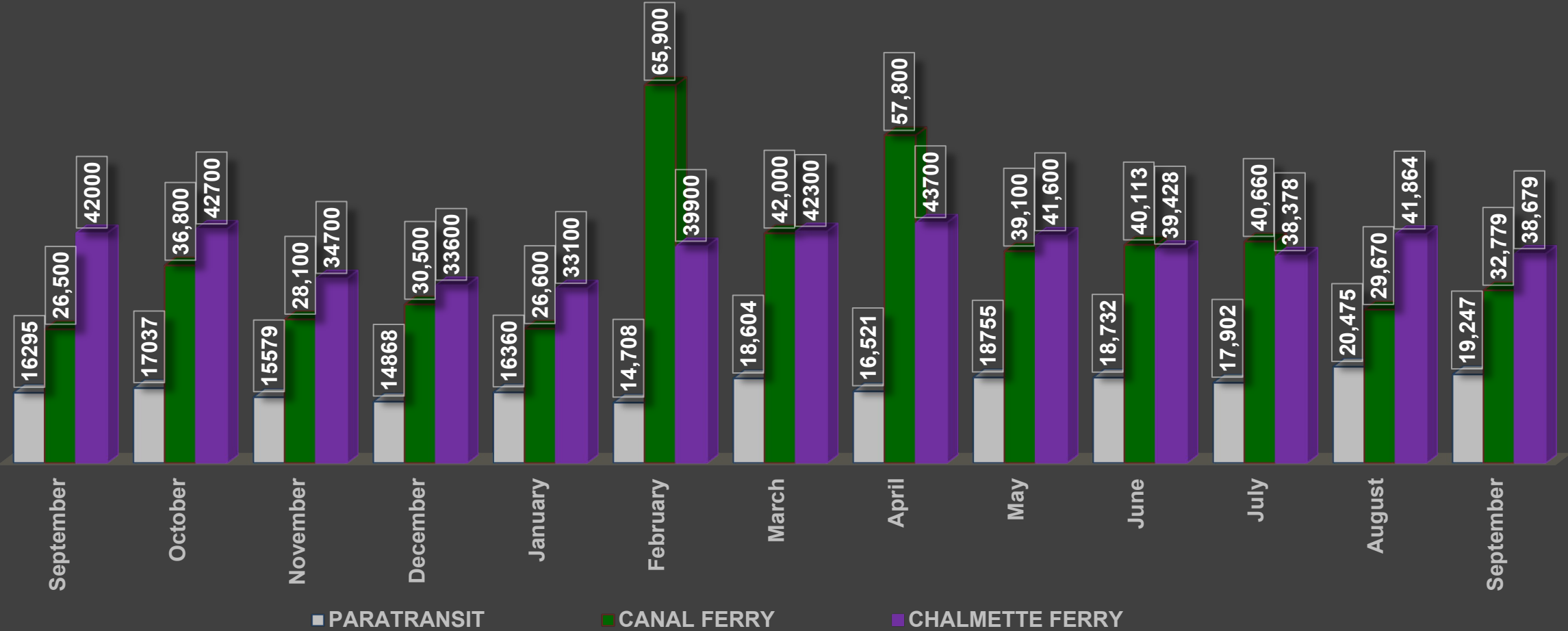
TOTAL RIDERSHIP - BUS, STREETCAR, PARATRANSIT & FERRY

BUS & STREETCAR RIDERSHIP | SEPTEMBER 2023



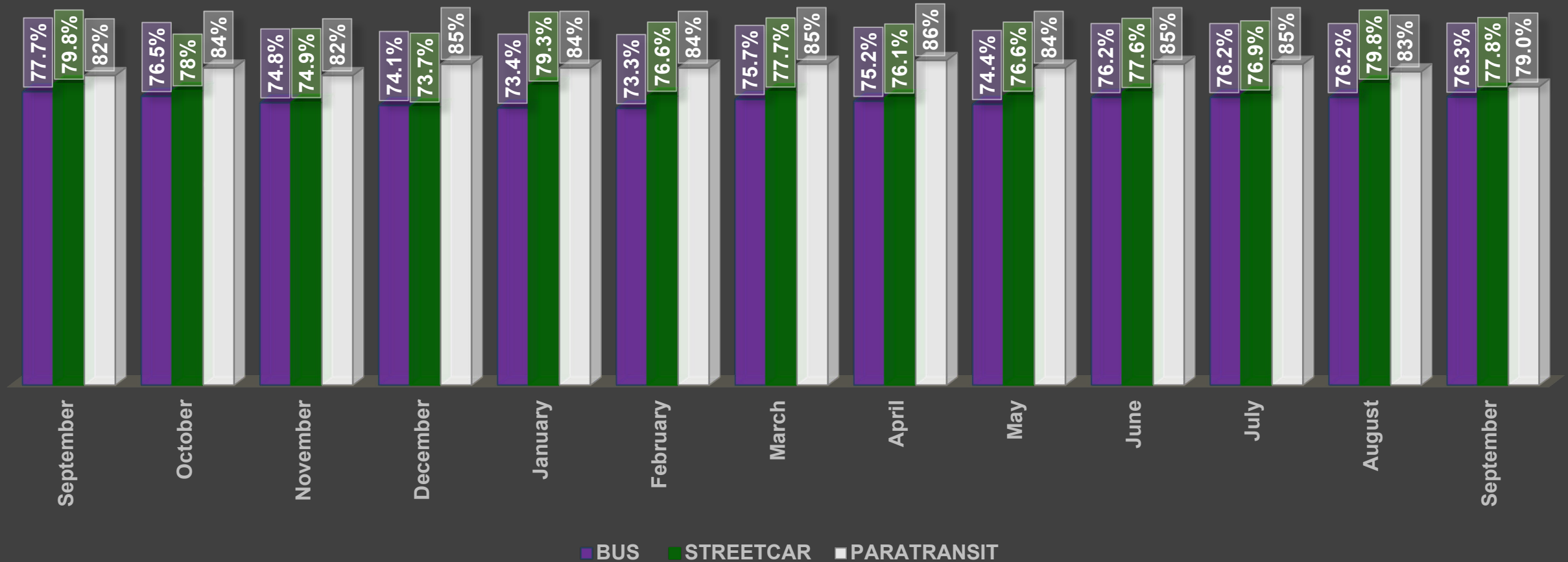
BUS AND STREETCAR RIDERSHIP

PARATRANSIT & FERRY RIDERSHIP | SEPTEMBER 2023



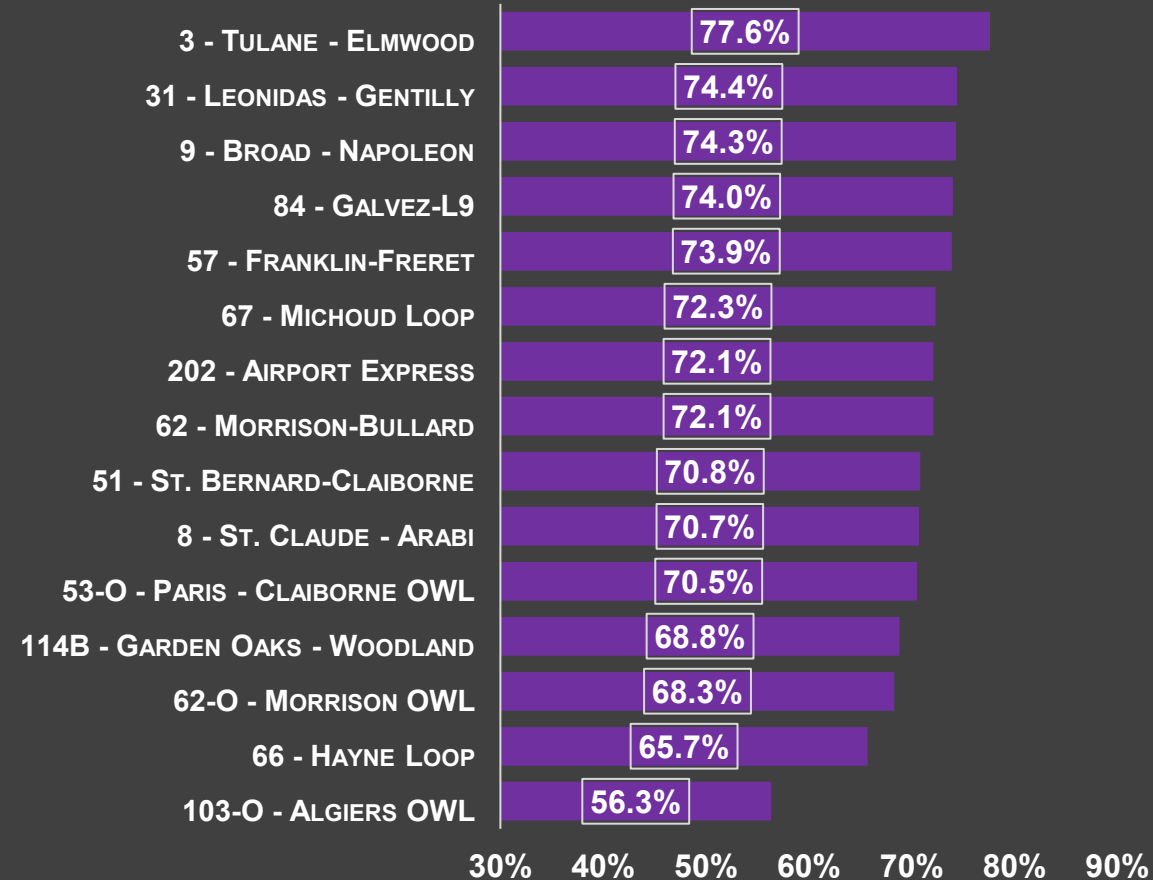
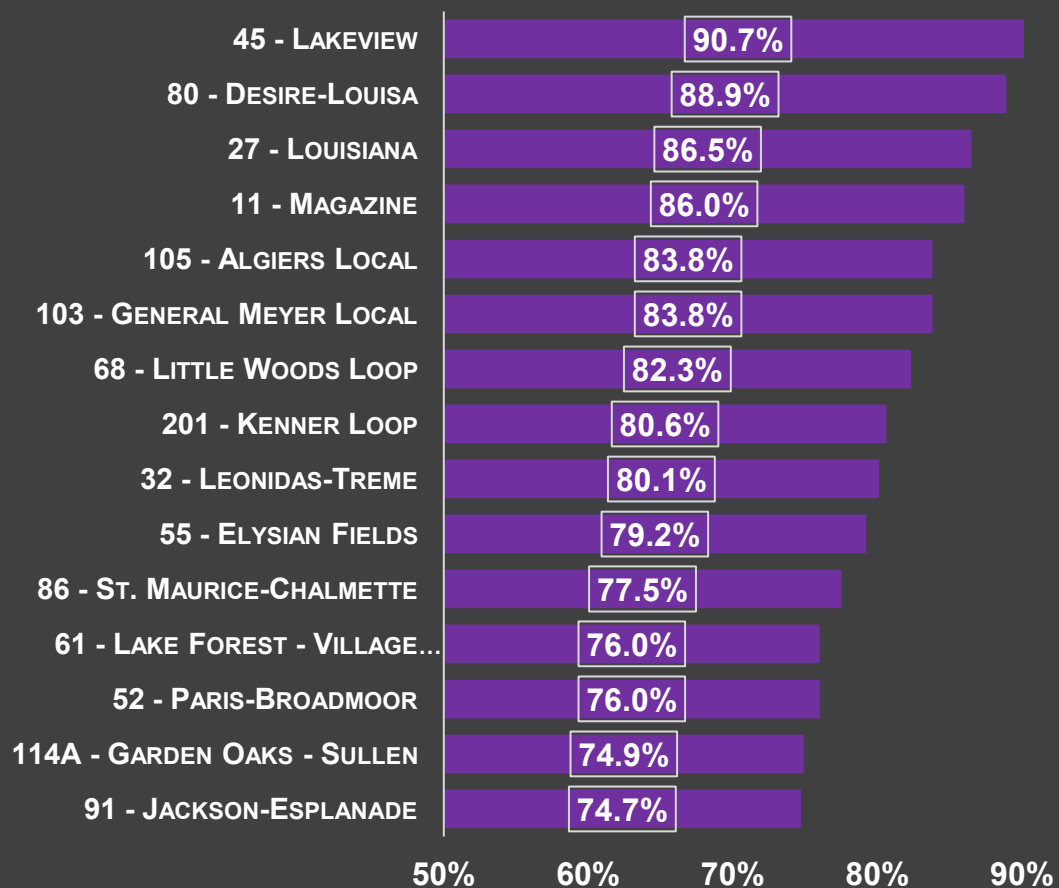
PARATRANSIT AND FERRY RIDERSHIP

ON-TIME PERFORMANCE | BUS, STREETCAR & PARATRANSIT

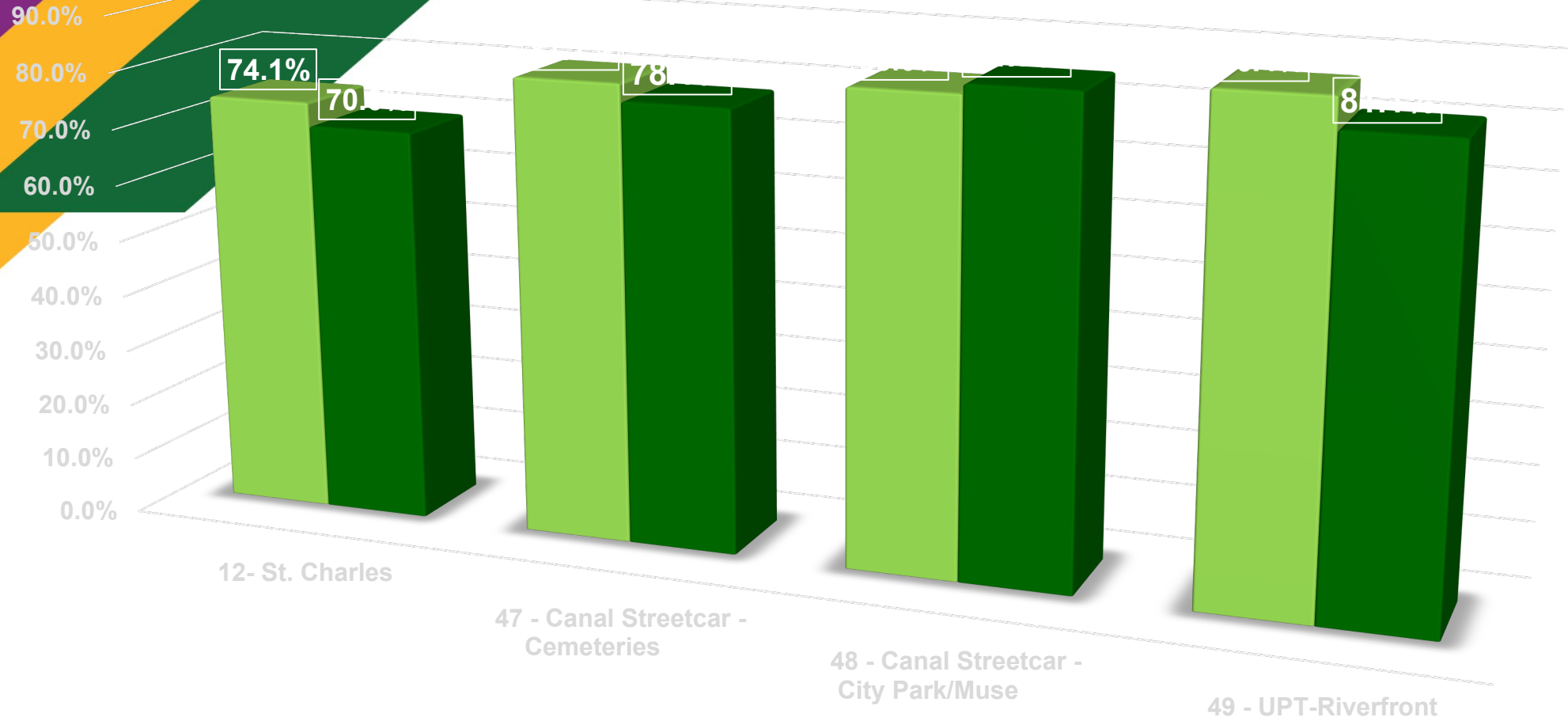


ON-TIME PERFORMANCE BUS, STREETCAR, AND PARATRANSIT:

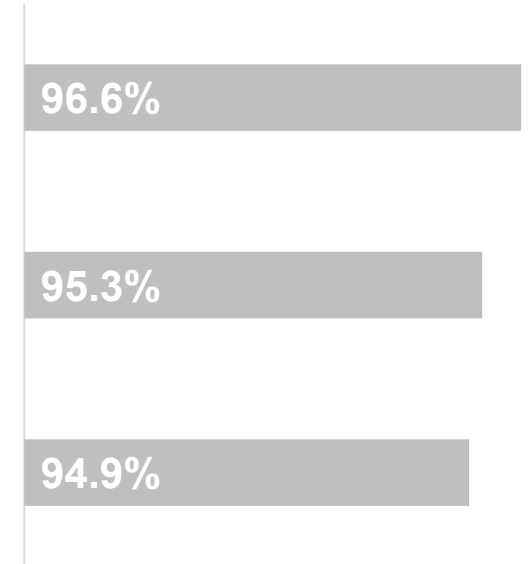
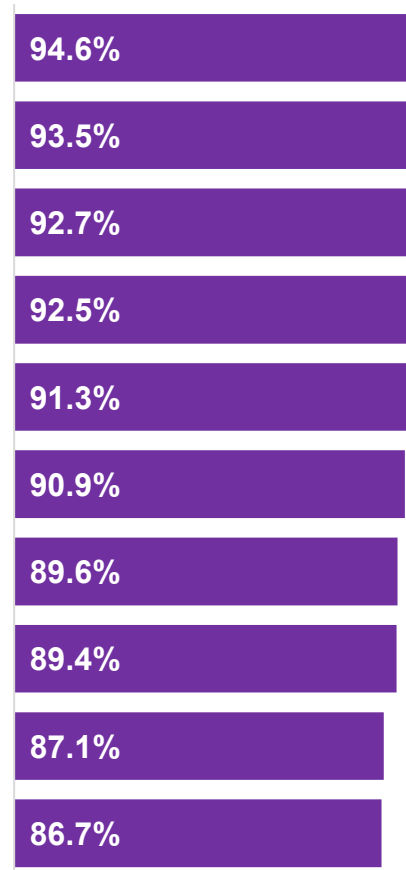
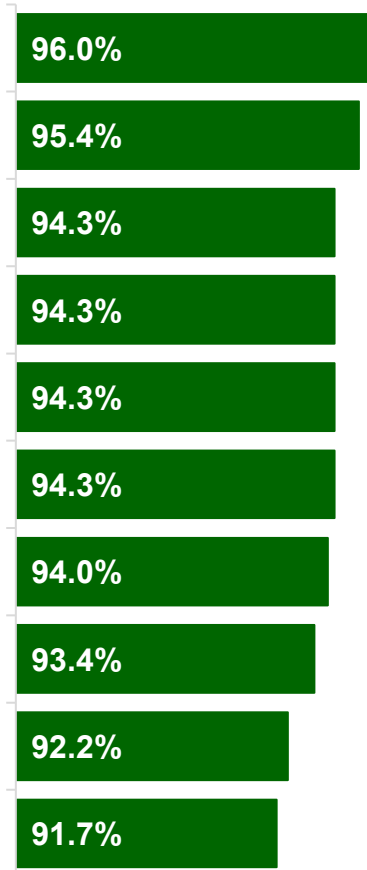
BUS ON-TIME PERFORMANCE BY ROUTE



STREETCAR OTP | AUGUST 2023 AND SEPTEMBER 2023



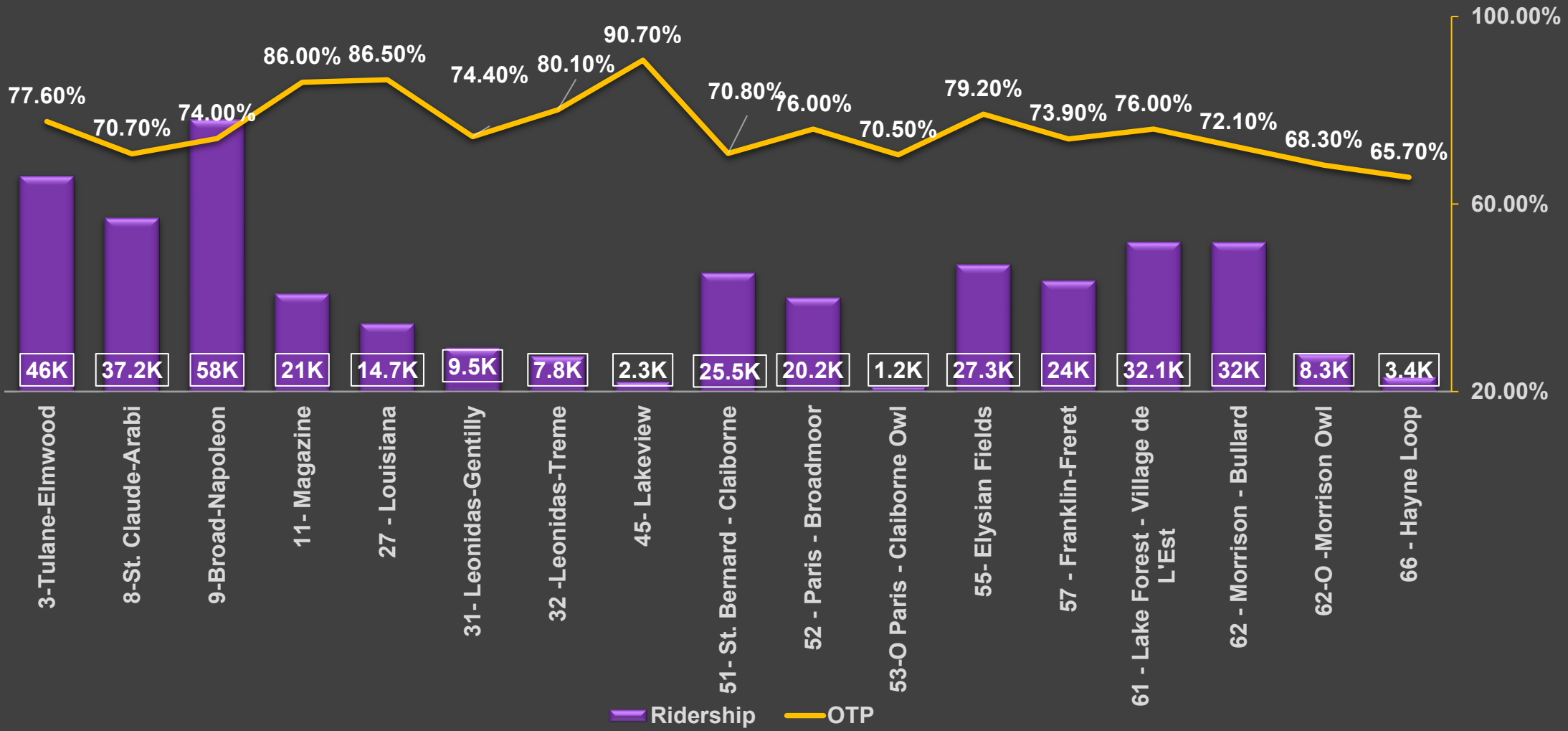
ON-TIME-PERFORMANCE STREETCAR:



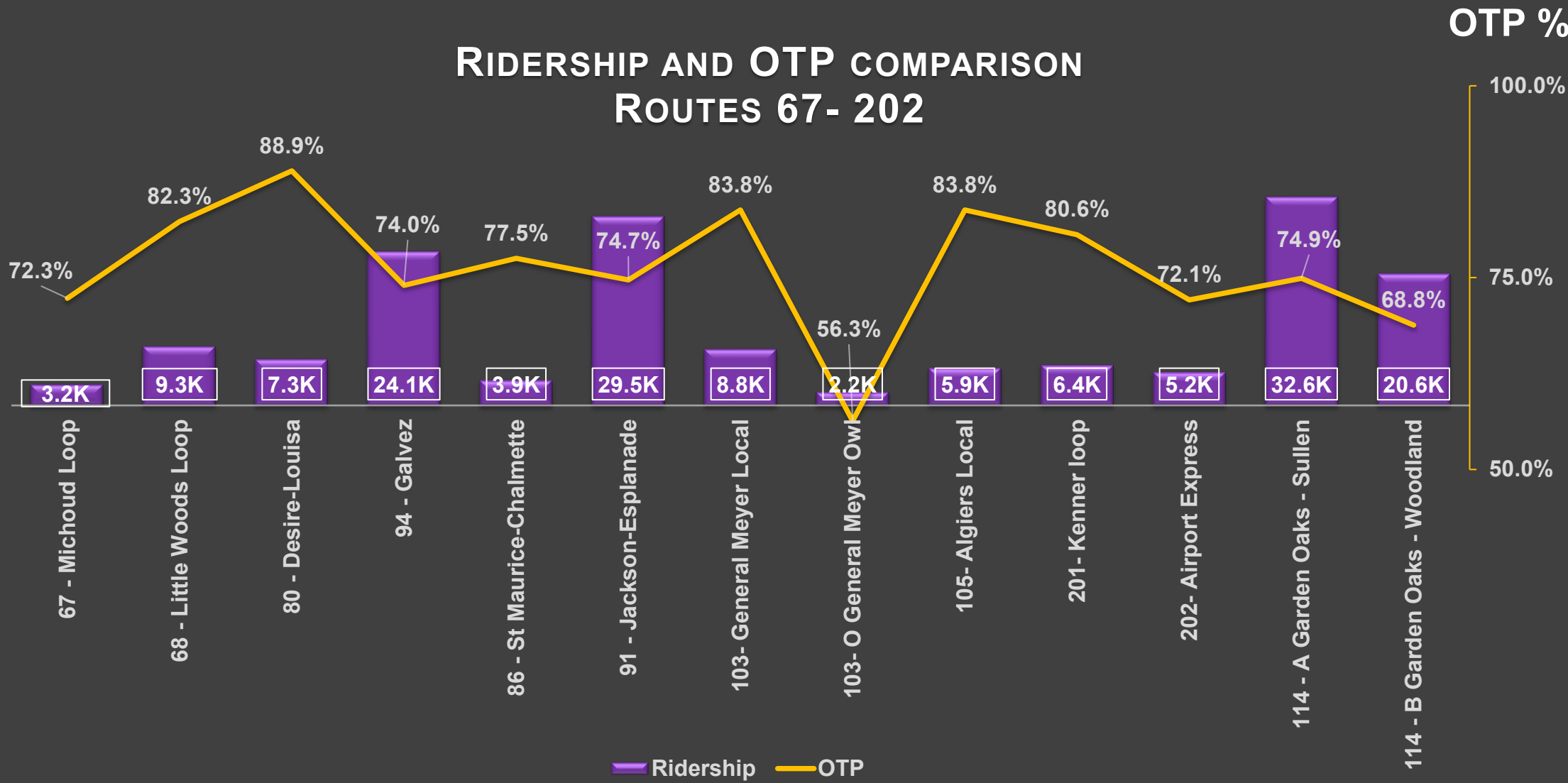
TOP ON-TIME-PERFORMANCE BY MODE:

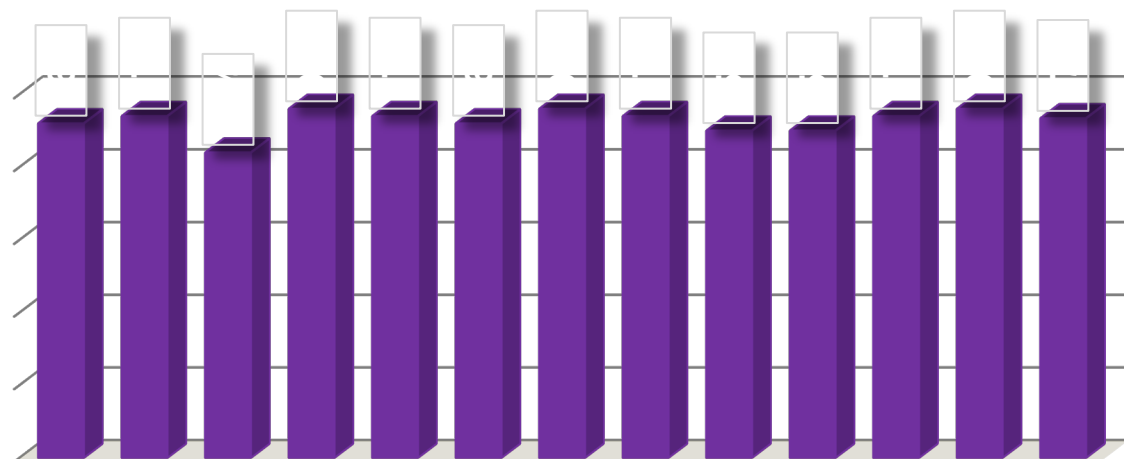
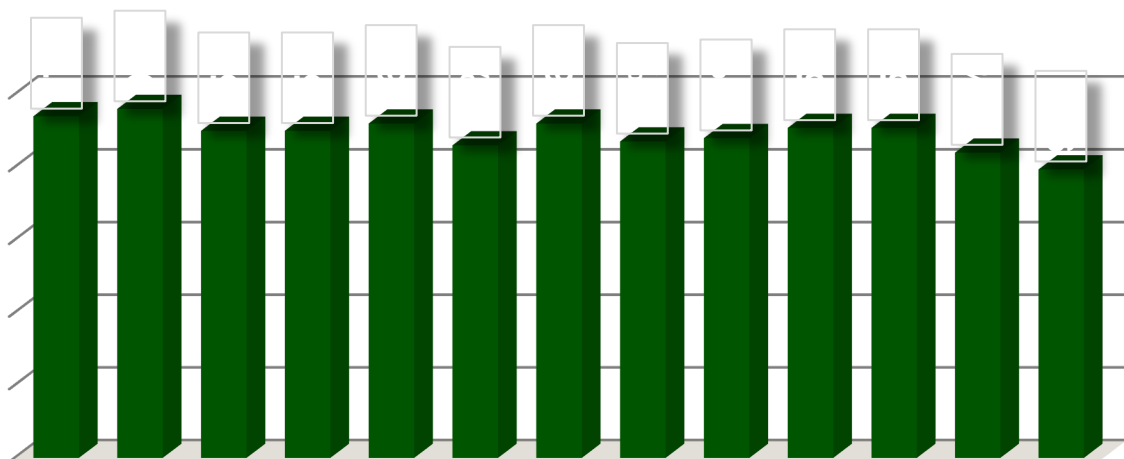
RIDERSHIP AND OTP COMPARISON ROUTES 3 - 66

OTP %



RIDERSHIP AND OTP COMPARISON ROUTES 67- 202



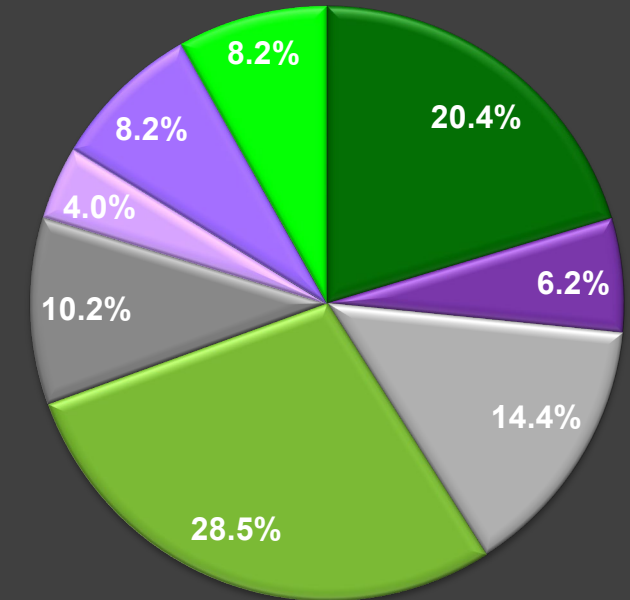


LONG-TERM DETOURS AFFECTING ALL MODES

ROUTES AFFECTED BY LONG-TERM DETOURS	CAUSE
3 – Tulane / Elmwood	Road Construction
31 – Leonidas / Gentilly	Road Construction
32 – Leonidas / Tremé	Road Construction
12, 47, 48, 49	Roadway/Track Maintenance
52 – Paris / Broadmoor	Road Construction
53 – Paris / Claiborne	Road Construction
57 – Franklin / Freret	Road Construction
84 - Galvez	Road Construction
105 - Algiers Local	Downed Tree
114A - Garden Oaks / Sullen	Undriveable Street
114B – Garden Oaks / Woodland	Undriveable Street

PERCENTAGE OF TEMPORARY DETOURS BY CAUSE

- Road Closure
- Festival
- Civilian Accident
- Police Activity
- Game
- Bridge Closure
- Tree Cutting
- S&WB/Entergy



Questions?

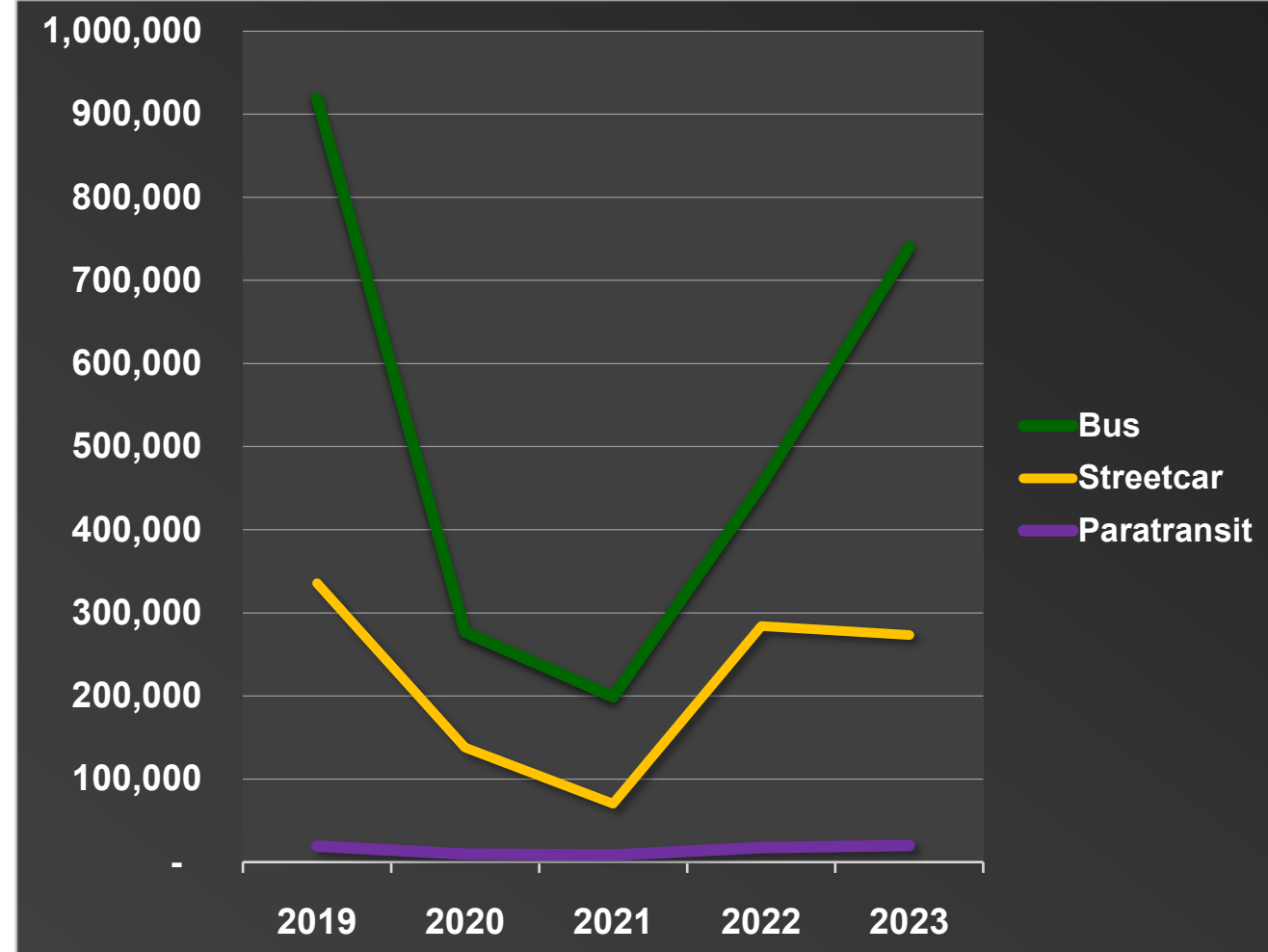
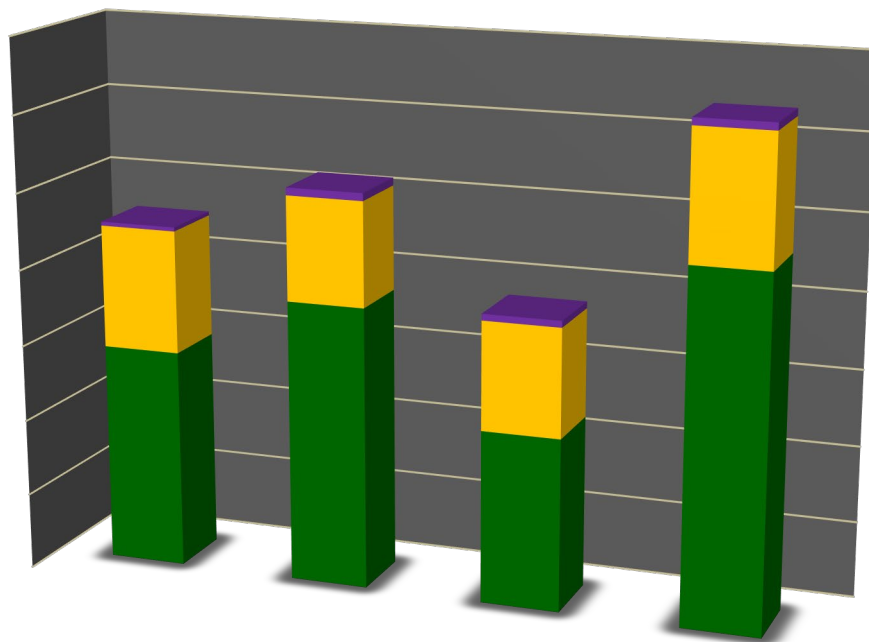




Agenda

4. Reports

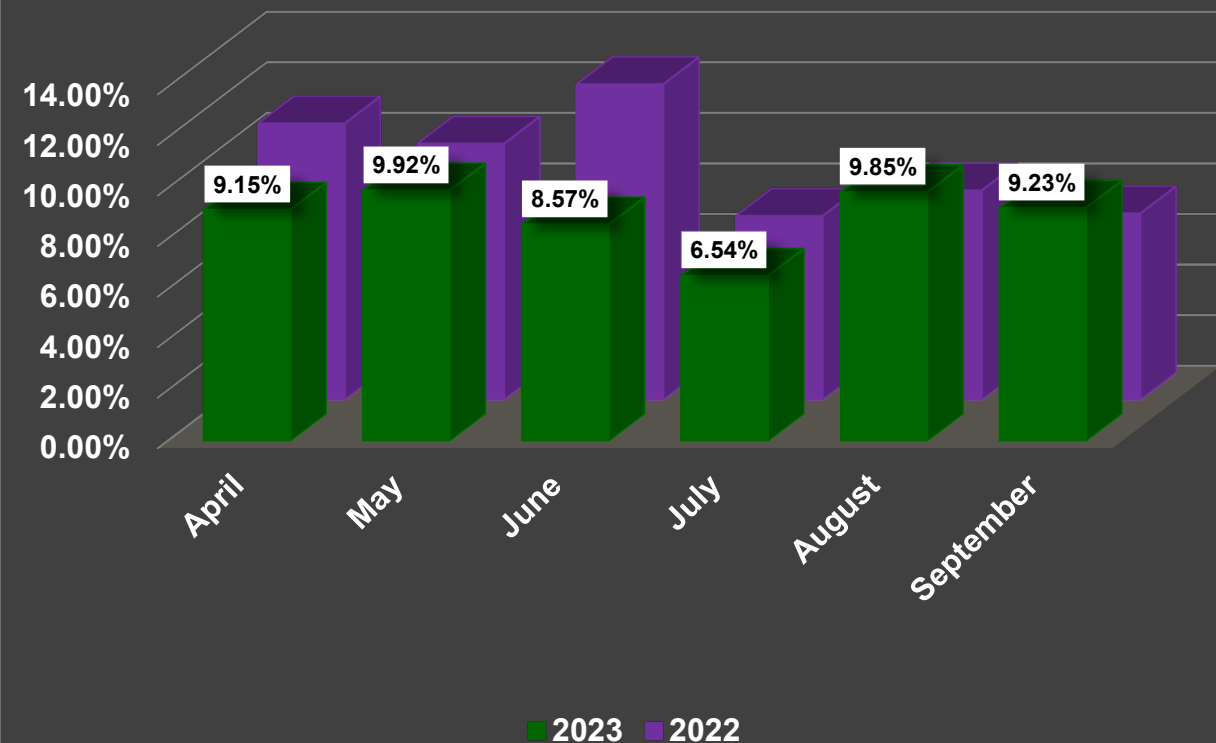
I. RTA Chief Financial Officer's Report



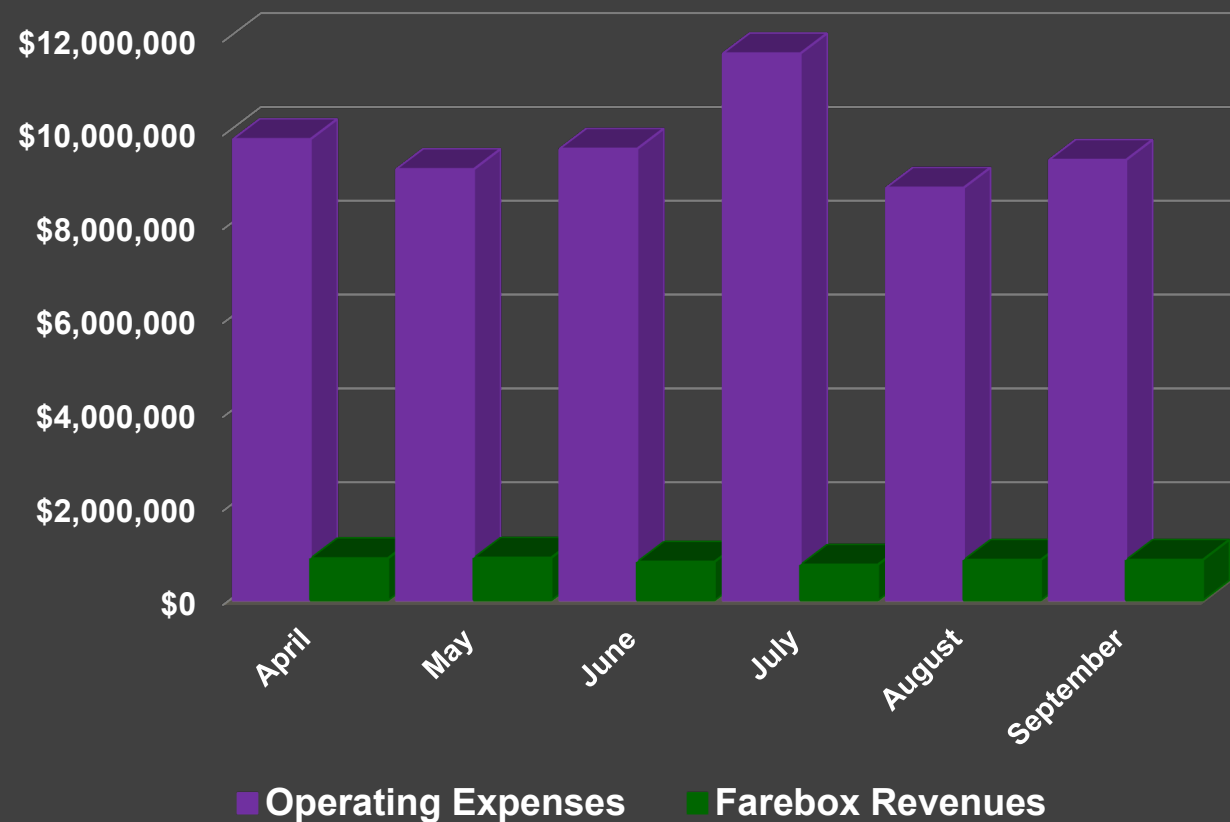
Ridership

Ridership in September decreased by .03% when compared to August 2023 actuals. In September, total system ridership (bus, streetcar and paratransit) was 1.03M, 31K less than 1.06M for the previous month of August.

FAREBOX RECOVERY RATES 2023 vs 2022



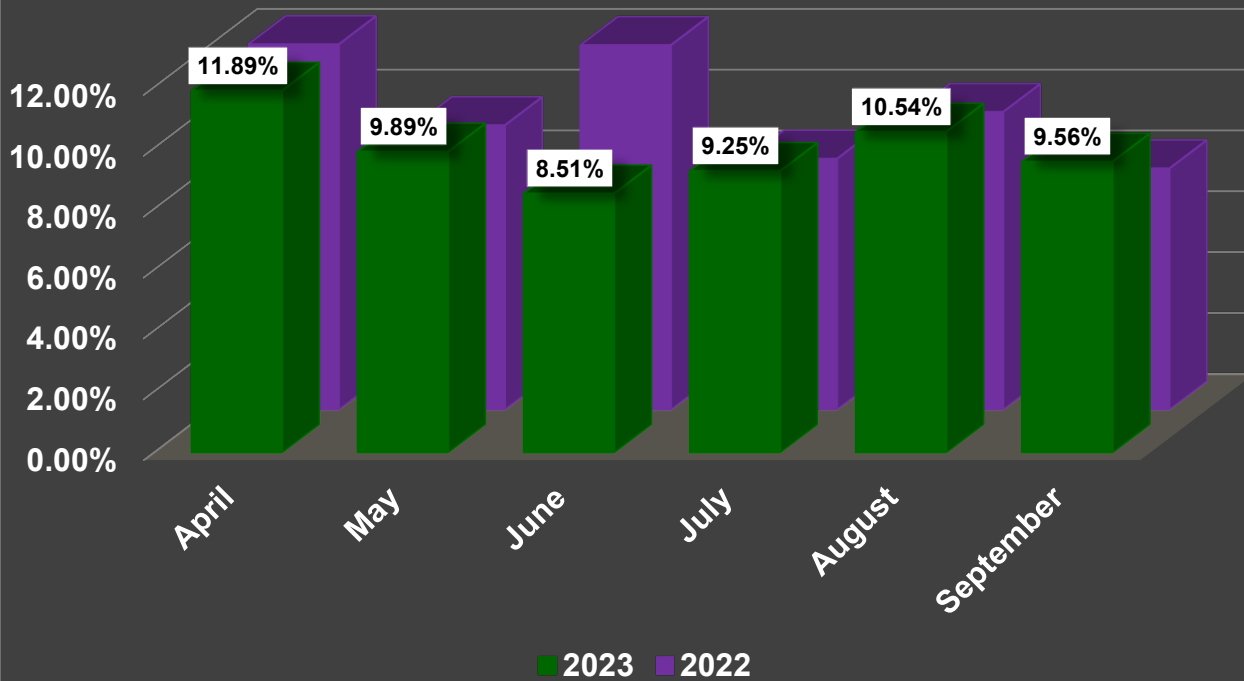
TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY



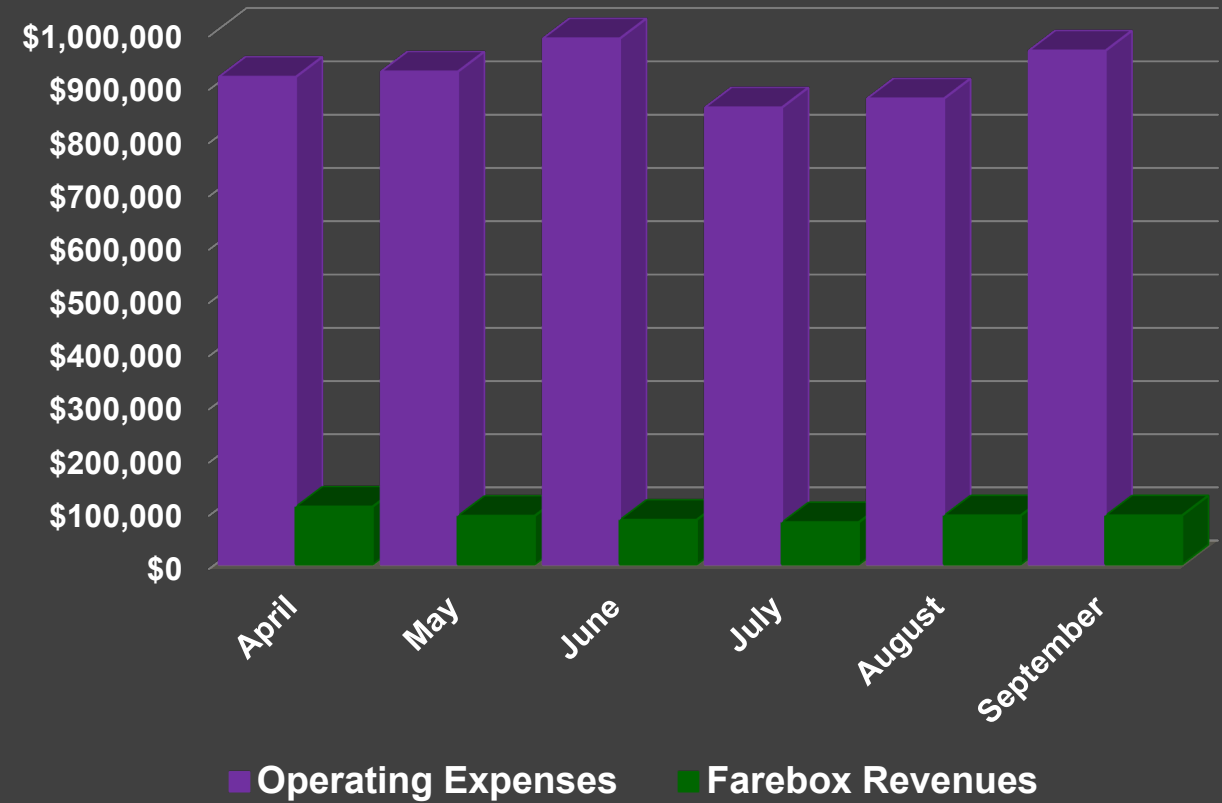
Farebox Recovery Rates 2023 vs. 2022

Fare revenue continues to offset a slightly modest percentage of operating expenses as ridership continues to rebound. September's farebox recovery rate decreased from 9.85% in the prior month to 9.23%; a total decrease of 0.62%

FAREBOX RECOVERY RATES 2023 vs 2022



TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY



FERRY- Farebox Recovery Rates 2023 vs. 2022

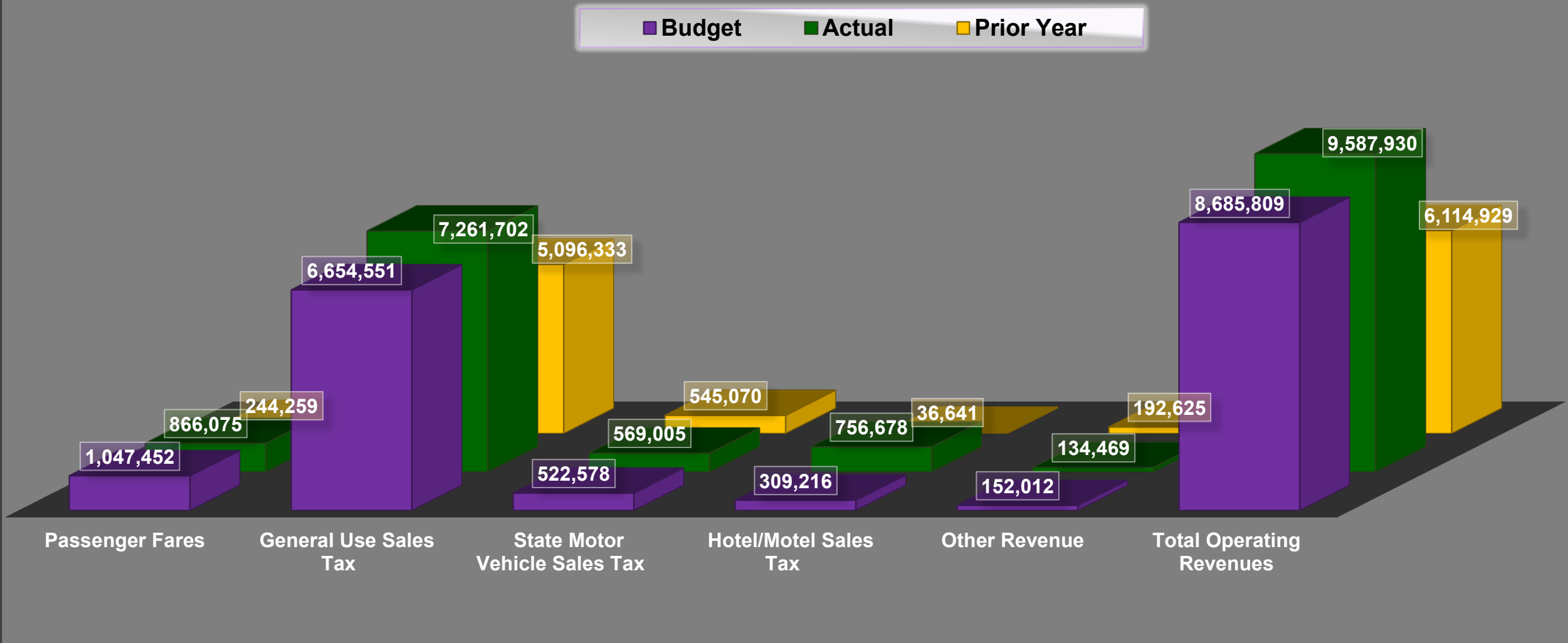
The decrease in farebox recovery to 9.56% in September from 10.54% in August is a result of an increase in operating expenses from the prior month. Fare revenues continue to offset a small percentage of operating costs.



September 2023 Summary of Sources

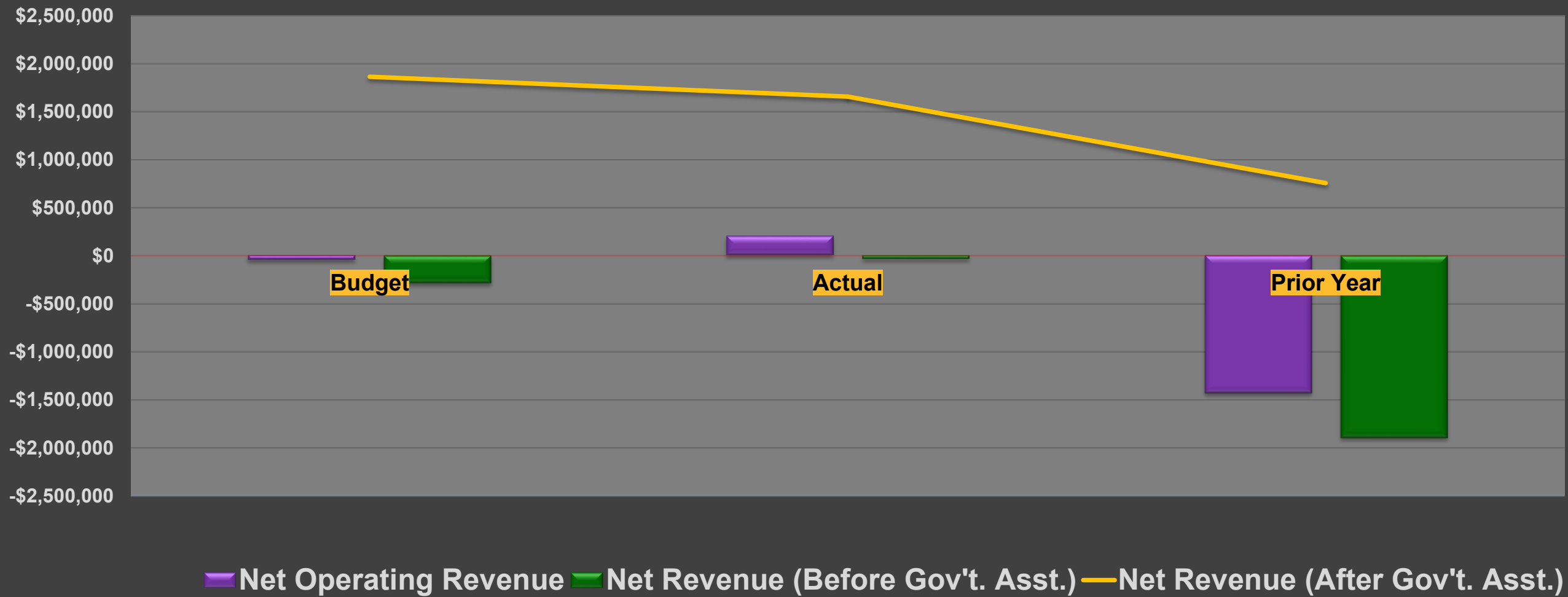
SUMMARY OF SOURCES

	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Sales Tax	8,729,305	8,587,386	(141,919)	-1.63%	79,982,260	77,286,474
Government Assistance	2,703,894	1,884,288	(819,606)	-30.31%	25,889,969	16,958,596
Sales Tax and Government Assistance	11,433,199	10,471,674	(961,525)	-8.41%	105,872,229	94,245,070
Passenger Fares	1,047,452	866,075	(181,377)	-17.32%	8,068,193	7,794,677
Other Operating Revenues	213,767	134,469	(79,298)	-37.10%	1,923,907	1,210,220
Subtotal Transit Operations	1,261,219	1,000,544	(260,675)	-20.67%	9,992,100	9,004,897
Total Operating Revenues	12,694,418	11,472,219	(1,222,199)	-9.63%	115,864,329	103,249,967
Federal Capital Funding	1,450,511	1,582,321	131,810	9.09%	24,000,093	14,240,891
Investment Income	6,246	146,479	140,233	100.00%	56,220	1,318,313
Subtotal Capital and Bond Resources	1,456,757	1,728,800	272,043	18.67%	24,056,313	15,559,204
Total Revenue	14,151,175	13,201,019	(950,156)	-6.71%	139,920,642	118,809,171
Operating Reserve	0	(1,499,073)	(1,499,073)	0.00%	0	(9,100,326)
Total Sources	14,151,175	11,701,946	(2,449,229)	-17.31%	139,920,642	109,708,844



Operating Revenues (Budget, Actual & Prior Year)

RTA's two largest revenue sources are General Use Sales Tax (\$7.3M) and Passenger Fares (\$866K). The two combined make up 84.8% or \$8.1M of total revenue. Overall, total operating revenues for the month of September are \$9.6M.



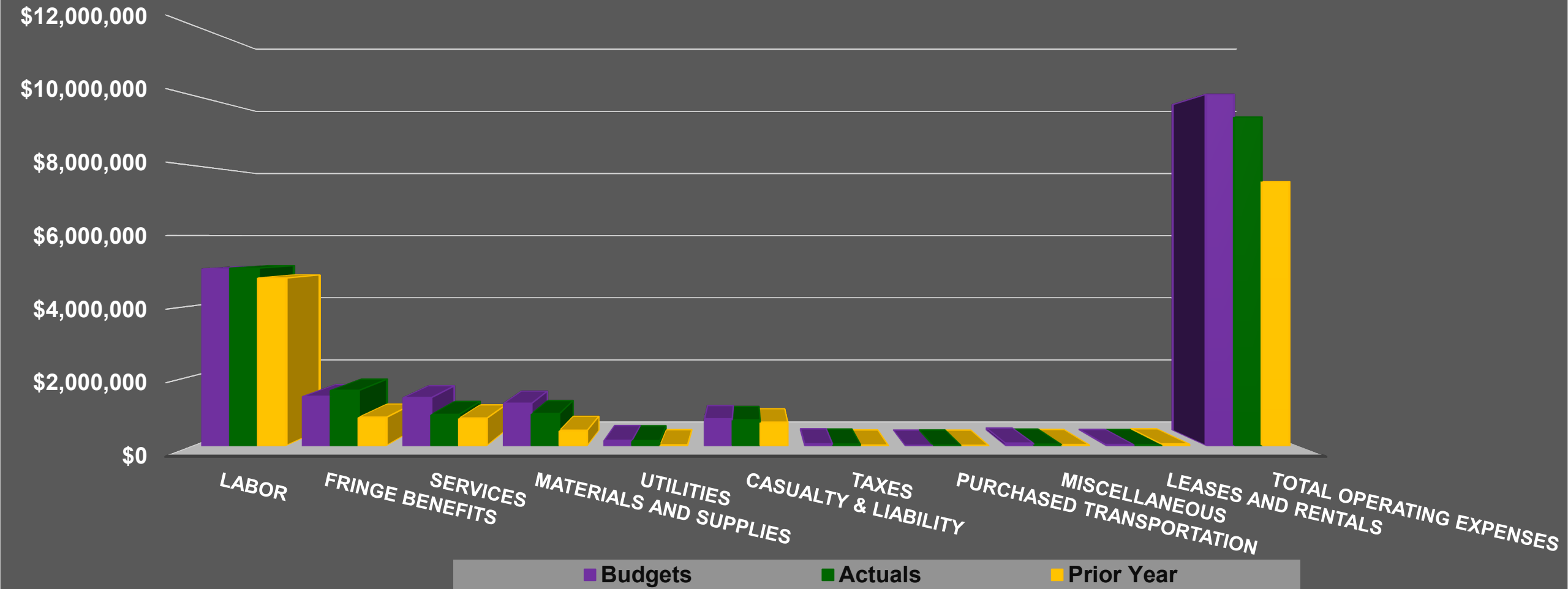
Net Revenues (Before and After Government Assistance)

Net Revenue (Before Government Assistance) is -\$37K for the month of September. After applying the month's \$1.9M in Government Operating Assistance, Net Revenue is \$1.7M for the month of September.

September 2023 Summary of Uses

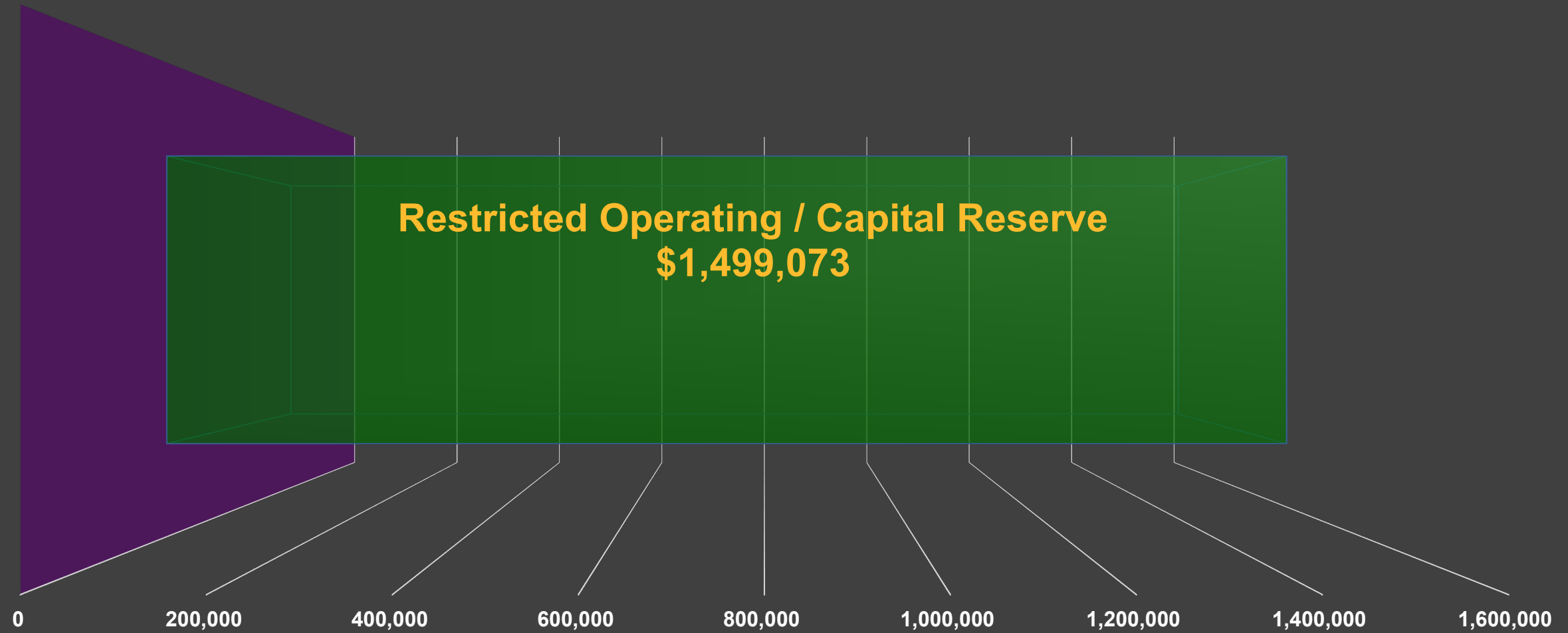
Summary of Uses						
	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Transit Operations	10,038,510	9,386,268	652,242	6.50%	91,944,386	84,476,415
TMSEL Legacy Costs	239,162	238,219	943	0.39%	2,152,456	2,143,972
Maritime Costs	552,553	189,602	362,951	0.00%	4,989,756	2,536,911
Capital Expenditures	2,648,839	1,440,199	1,208,640	45.63%	34,395,057	16,522,631
FEMA Project Worksheet Expenditures	0	0	0	0.00%	0	0
Debt Service	672,111	447,657	224,454	33.40%	6,048,999	4,028,915
Total Expenditures	14,151,175	11,701,946	2,449,229	17.31%	139,530,654	109,708,844
Operating Reserve	0	0	0	0.00%	0	0
Total Uses	14,151,175	11,701,946	2,449,229	17.31%	139,530,654	109,708,844

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



Operating Expenses

Operating Expenses for the month of September are roughly \$9.4M. Labor and Fringe Benefits, the largest expenditure at \$6.6M, comprised 71% of this month's actual expenses. In total, Operating Expenses for the month of September show an increase of 6.7% from \$8.8M in August.



Operating Reserve

The positive variance that resulted from Net Revenue (After Government Assistance of approximately \$1.9M) added \$1.5M to the Restricted Operating/Capital Reserve after the offset of \$448K in Debt Service.

Questions?





Agenda

5. Authorizations

Algiers Ferry Buildings Renovation Project	23-165
Motorola APX Radios Purchase	23-171
Renewal of Excess Workers' Compensation Insurance for RTA Employees [2023-2025]	23-176
Licensing Agreement with Mignon Faget	23-179
Service Reliability Restoration Plan	23-191

November 28, 2023

Regional Transit Authority

Service Reliability Update



Service Reliability Update

Overview

- Optimizing Fleet Management
- Level Set Fleet Availability
- Reduce Service for Winter Schedule Update

Fleet Management: Reduce Fixed-Route Bus Fleet

Type	Current Fleet	Reduced Fleet
2008 Orion	3	2
2010 Orion	49	42
2012 Orion	7	7
2010 Artic New Flyer	5	5
2012 Artic New Flyer	10	10
2019 New Flyer	8	8
2020 New Flyer	15	15
2021 New Flyer	22	22
2022 New Flyer	21	21
Total Fleet	140	132
Contingency/Sleeping Fleet	14	24
Total Active Fixed	126	108

Plan

- Retire 8 buses
- “Sleep” 24 (similar to pandemic)

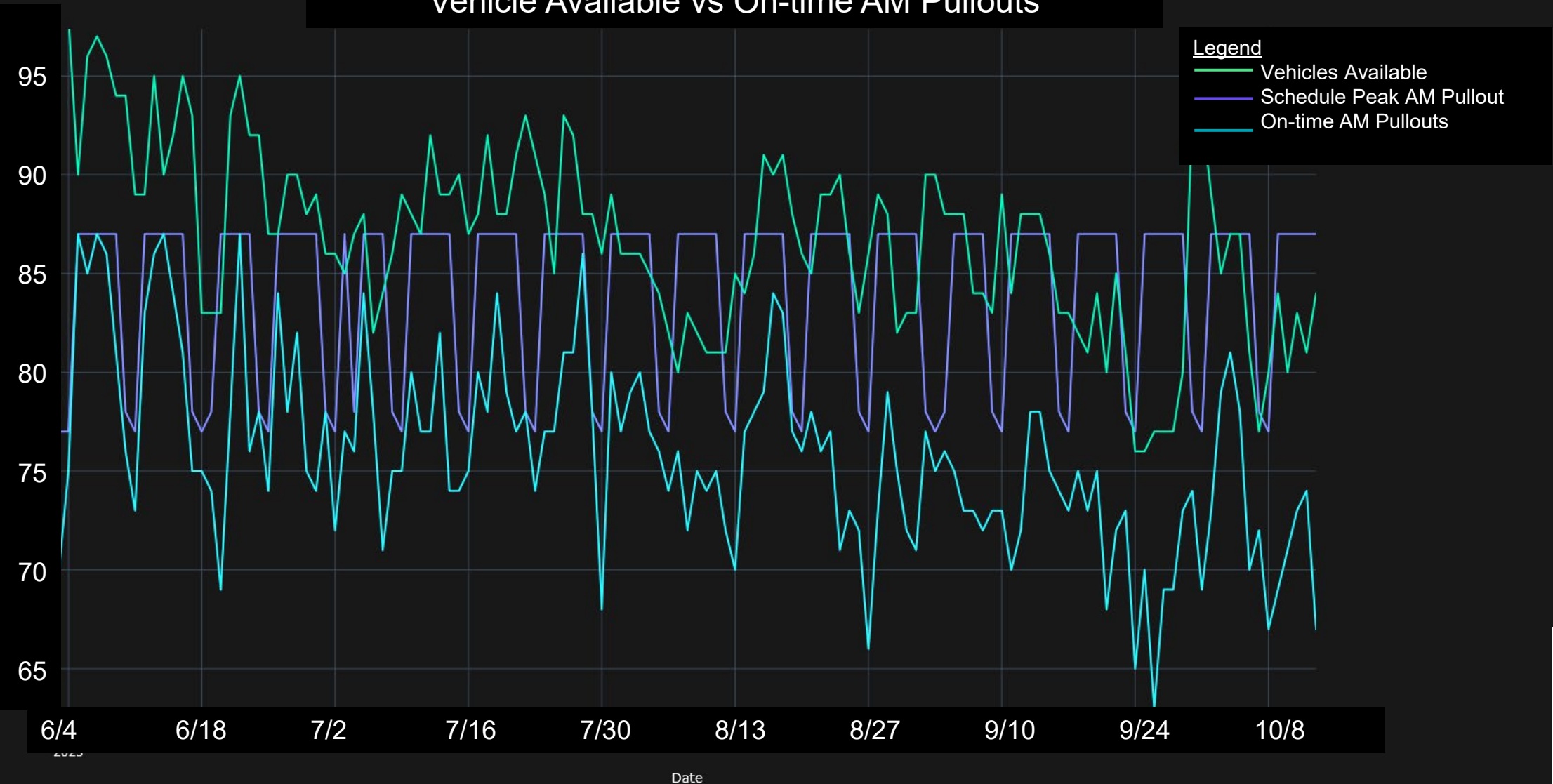
Benefit

- Better utilization of resources
Mechanic-to-bus ratio 5:1 → 3.8
- Prioritize the 108 for higher reliability
- Sleeping buses repaired on a prioritized schedule



Fleet Availability and Pullout

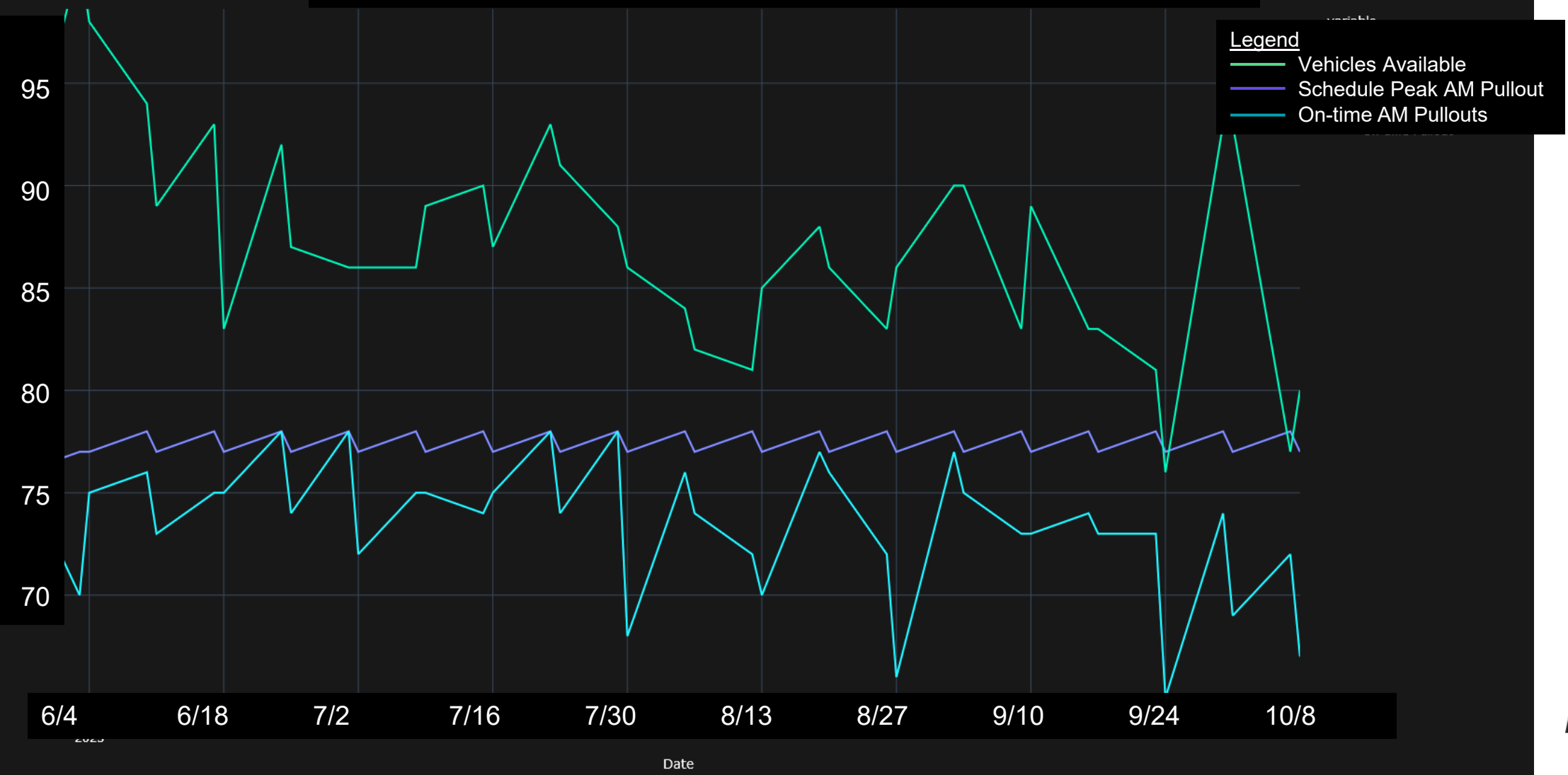
Vehicle Available vs On-time AM Pullouts





Fleet Availability and Pullout

Vehicle Available vs On-time AM Pullouts – Weekends ONLY





Winter Schedule Update: Service Reduction

Reliability Based on current fleet condition and plan, service could need an additional 20% reduction (*slightly below current weekend service*) to deliver more reliable service

Overnight Consistent, critical ridership on all 19 routes; No reduction is needed; adjustments to schedule timing can address current operations issues

Anticipated Schedule Change Mid-January

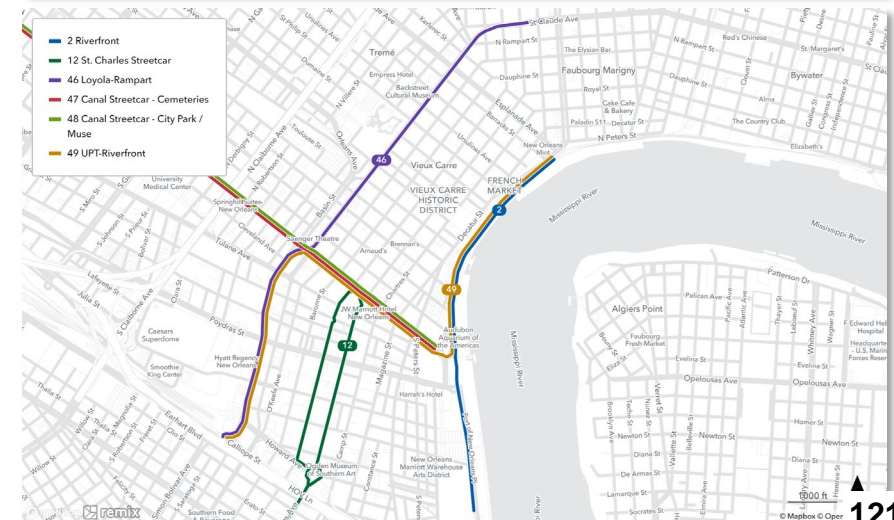
Winter Schedule Update: Restored Service

Hollygrove

- Prolonged roadway construction on Leonidas and Monroe impacting transit access for residents
- Modification to 31/32 and/or 52 to provide improved access and reduced walking

Streetcar

1. Restore Rampart-Loyola line
Two cars peak service, 4am to 10pm service span.
2. Restore Full Riverfront line
One car peak service, 4am to 8pm service span.
3. St Charles congestion relief



Questions?





Agenda

6. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)

7. Audience Questions and Comments

PLEASE NOTE: Anyone who wishes to speak at the public meeting must fill out a speaker card. Speakers will get three minutes to pose a question or comment.



Agenda

8. Executive Session (2/3rds VOTE To Consider)

Personnel Matters



Agenda

9. Adjournment