



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority
Finance Committee
Meeting Agenda - Final-Revised

Thursday, July 14, 2022

11:00 AM

Virtual

The New Orleans Regional Transit Authority's Board of Commissioners hereby certifies that it will convene a meeting on Thursday, July 14, 2022 electronically via Zoom in accordance with the provisions of La. R.S. 42:17.1(A)(2)(a)-(c).

1. Call To Order

2. Roll Call

3. Consideration of Meeting Minutes

[Finance Meeting Minutes - June 9, 2022]

[22-108](#)

4. Committee Chairman's Report

5. Chief Executive Officer's Report

6. Chief Financial Officer's Report

[May 2022 Financial Statements]

22-110

7. DBE Report

8. Infrastructure & Planning Report

9. Procurements

A. Authorization to Award:

Print Services for RTA printed materials

[22-046](#)

Rampart Streetcar Line Emergency Recovery Project : Award
Construction Project

22-103

B. Grants:

FY 2022 Bus and Bus Facilities Grant Application [22-091](#)

FY 2022 Section 5307 [22-097](#)

FY 2022 Section 5337 [22-100](#)

FY 2022 Section 5339 [22-101](#)

10. DBE Goals for 2023-2025

Disadvantaged Business Enterprise Goal for Fiscal Years 2023-2025 [22-098](#)

11. New Business**12. Audience Questions & Comments****13. Adjournment**



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 22-108

Board of Commissioners

[Finance Meeting Minutes - June 9, 2022]



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority Finance Committee

Meeting Minutes

Thursday, June 9, 2022

11:00 AM

Virtual

The New Orleans Regional Transit Authority's Board of Commissioners hereby certifies that it will convene a meeting on Thursday, June 9, 2022 electronically via Zoom in accordance with the provisions of La. R.S. 42:17.1(A)(2)(a)-(c).

1. Call To Order

2. Roll Call

Commissioners Present: Commissioner Raymond, Commissioner Coulon, Commissioner Ewell and Commissioner Walton.

3. Consideration of Meeting Minutes (April 14, 2022)

Finance Committee Meeting Minutes

[22-090](#)

Commissioner Coulon moved and Commissioner Ewell seconded to approve the minutes from April 14 2022. The motion was approved unanimously.

4. Committee Chairman's Report

No report.

5. Chief Executive Officer's Report

Lona Hankins gave the report for Alex Wiggins.

Lona Hankins reported that the RTA received a Certificate of Merit from the APTA Rail Conference for Rail Safety.

Lona Hankins reported that the air at the East New Orleans Facility has been out since late spring of this year due to the chiller and the part that is needed will not be delivered until July and that staff could not work from home was located in the maintenance side of the East New Orleans Facility.

Lona Hankins reported that there was another chiller relocated at the building that was unreliable.

6. Chief Financial Officer's Report

Gizelle Banks reported that - Ridership - As COVID wanes, ridership gradually recovers while service levels remain steady. However, the number of public transit trips taken by riders in April 2022 (889K) shows a slight increase of (62K) from the previous month of March 2022. Actual ridership when compared to the budget shows a positive variance of over 22% for the month of April.

Gizelle Banks reported that - Farebox Recovery Rates 2022 vs. 2019 (Pre-COVID) - Fare revenue continues to offset a slightly lower percentage of operating expenses as ridership struggles to rebound. April's farebox recovery decreased slightly from 12.60% in the prior month to 10.93%; a total decline of 1.7%.

Gizelle Banks reported that - FERRY- Farebox Recovery Rates 2022 vs. 2019 (Pre-COVID) - The increase in farebox recovery to 13.91% in April from 8.42% in March is a result of increase in passenger revenue and a slight decrease \$408K in operating expenses from the prior month.

Gizelle Banks reported that - Operating Revenues (Budget, Actual & Prior Year) - Overall, Operating Revenues display positive results for the month when compared to the prior year due to strong Sales Tax Revenues. Passenger Fares for April fared favorably by \$153K or 21.3% when compared to the budget.

Gizelle Banks reported that - Net Revenue (Before and After Government Assistance) - is \$3.7M for the month of April. After applying the month's \$1.9M in Government Operating Assistance, Net Revenue ended with a \$4.6M or 442% positive variance for the month of April (when compared to the budget \$971K).

Gizelle Banks reported that - *Operating Expenses* - for the month of April is 7.9M. Labor and Fringe Benefits, the largest expenditure at \$5.3M, comprised 66.4% of this month's actual expenses. In total, Operating Expenses for the month shows a negative variance of \$1M or 11.9% when compared to the budget.

Gizelle Banks reported that - Operating Reserve - The strong positive variance that resulted from Net Revenue (After Government Assistance) added \$4M to Restricted Operating/Capital Reserve after the offset of \$567K in Debt Service.

In response to Commissioner Coulon, Gizelle Banks reported that the RTA was not mandated to keep a 15% rainy day fund balance and staff was currently working on a reserve policy with a 20% operating reserve.

[April Financials]

[22-093](#)

7. DBE Report

Adonis Expose' reported that the RTA awarded a total of \$8,417,785 in contracts and \$6,719,611 was awarded to DBE Prime Contractors. The DBE participation was 80%.

Current DBE Projects:

CMAR - Canal Street Ferry Terminal (Construction) - 6%
Disaster Recovery Grants Management and Administration - 35%
Riverfront Track Work & Overhead Catenary - 10%
Transit Ferry Services - 9%
East New Orleans Maintenance Building - 19%
St. Charles Streetcar Line Downtown Loop Pavement Replacement - 67%
OCS Pole Replacement - 0%
Business Intelligence & Data Management Reporting System - 0%
On Call Technical Support - 0%
Napoleon Facility Renovation & Upgrade - 0%
Transit Security Services - 0%

Current SBE Projects:

DBE Consulting Services - 46%
Construction Cost Audits - 49%
Bus Rapid Transit Feasibility Study - 16%
On Call A&E Services for Design of Interim Downtown Transit Hub - 0%
Vegetation Control on Streetcar Lines - 0%
Facility Maintenance & Construction Support Services - 0%
Classification and Compensation Study - 0%
Leadership & Change Management Training - 0%
Temporary Janitorial Services 0%

Upcoming - DBE/SBE Projects:

Contractors for Rampart Streetcar Line: Emergency Repair Project - 13.8%
Transit Stop On-Call & Support Services - 28.33%

Adonis Expose' reported that there were going to be two DBE/SBE Outreach Events on June 16, 2022 with the City of New Orleans for the 2022 Reverse Trade Show and on June 29, 2022 the Port of NOLA Procurement Fair.

In response to Commissioner Ewell, Lona Hankins reported that the completion of the Canal Street Terminal was scheduled to be completed by for the end of the year.

In response to Commissioner Ewell, Lona Hankins reported that this particular contractor for the Ferry relied heavily on the Marine from a DBE Certified that was kicked out of the DBE Program because he was no longer qualified. Staff was currently working with the contractor to see if they can come up with another qualified DBE Certified Firm.

Lona Hankins reported that there are so few marine contractors that are DBE Certified so it's going to be hard to meet the 30% mark so staff was asking the contractor to invest in more DBE's on the building side of the contract.

8. Infrastructure & Planning Report

Lona Hankins reported on the following:

Close-Out:

Riverfront Streetcar - Service was restored, working on contract close-out; added repair of Poydras St. Station new underway.

St. Charles Streetcar: Downtown Loop Pavement Replacement - Returned to service March 6, 2022 and working on punch-list items are being addressed.

Commissioning:

Construction:

Canal Ferry Terminal - Building: 60% complete, roofing underway on terminal. Elevator Shaft: sheetrock & electrical underway. Wharf: foundation 75% complete

ENO Maintenance Bldg. Exterior Envelope - 98% complete

Napoleon Facility Rehabilitation - Waiting on permit from CNO

Procurement:

Rampart Streetcar Restoration: Recovery from Hard Rock Hotel Collapse - Due June 6

On-Call Transit Stop Support - Due June 16

Engineering:

2021 Non-Advertising Shelter - Anticipate advertisement July

Interim Downtown Transfer Center - Met with external stake-holders, target In-Service is September 2022

Algiers Point Ferry Terminal Rehabilitation and Modernization - Finalizing internal project design/project charter.

Lower Algiers Car Ferry Terminal and Maintenance Barge Renovation - Waiting on clearance to begin.

Planning:

Bus Rapid Transit (BRT) Feasibility Study - Draft of BRT Standards completed Analysis

Community responses of route alternatives underway

2021 Carryover Applications:

Areas of Persistent Poverty Program (Replaces HOPE) - Develop safe, fast and comfortable transit corridors along the high frequency bus and streetcar routes

5307 Passenger Ferry - New landing barge for Algiers Point, drydock Armiger and Levy Ferry Boats

5339 Bus and Bus Facilities - Design and construct Downtown Transit Center

State Capital Outlay - Replace Maintenance Barges at Lower Algiers

New Applications:

State DOTD 5339 - Purchase non-revenue vehicles to support maintenance crews and administrative staff

Katrina Rita D-CDBG - Purchase additional revenue vehicles right sizing the fleet for New Links Implementation

5339 Bus and bus Facilities - Procure 23 low-floor 40' diesel bus

Lona Hawkins reported that some of the New Links Projects that are going to need Board approval may not make it through the committees and just go through the Board Meeting due to the time constraints of the project.

In response to Commissioner Walton, Lona Hankins reported that the RTA was not ready for the Electrical Vehicles.

In response to Commissioner Coulon, Lona Hankins reported that the Procurement Policy requires staff to bring any change order amendment over \$100,000 to the Board for Approval.

In response to Commissioner Coulon, Gizelle Banks reported that there was a short fall on the Operating side and on the Capital Side there was a short fall on the Maritime Operations and there is some CARES Act funding and the American Recover Plan funding that was being used to supplement the Operating Capital Gaps that is in the Budget.

In response to Commissioner Coulon, Gizelle Banks reported that the \$59 Million that the RTA received from the Federal Government has not been allocated and the CARES Act funding that was received was being used to supplement the operating deficit from the impact of COVID.

In response to Commissioner Coulon, Gizelle Banks reported that the RTA does have a Five Year Projection Plan and the plan has been submitted to the FTA.

9. Authorization

RTA Line of Credit (Rescind and Replace Resolution Number 19-092)

[22-088](#)

Mark Major reported that the board had previously authorized a line of credit with JP Morgan Chase Not to Exceed \$50,000 for declared emergencies and staff was asking to increase that amount to \$100,000 and add five additional individuals would be added to the authorization. Once the declared emergency is over the authorization would go back to the original \$50,000 with the original two users.

The following five people are:

Gerard Guter
Mike Smith
Craig Toomey
Ronald Baptiste
Jacques Robichaux

In response to Commissioner Ewell, Mark Major stated that critical staff remained in the City during Hurricane Ida and those employees' essential needs needed to be met such as food and water and Executive Staff would like to make sure that all employees are taken care of in the time of a declared emergency.

In response to Commissioner Raymond, Mark Major stated that the two individuals that have authorization currently is himself and Alex Wiggins.

Commissioner Raymond asked Mark Major to add Lona Hankins as an individual authorized to use the credit card during a declared emergency.

Mark Major stated that he would amend the resolution to include Lona Hankins as an authorized user for declared emergencies for approval at the June 28, 2022 Board Meeting.

Commissioner Walton moved and Commissioner Coulon seconded to approve the original resolution. The motion approved unanimously.

Commissioner Walton moved and Commissioner Ewell seconded to approve the amended resolution to include Lona Hankins as an authorized user during declared emergency.

Enactment No: 22-045

10. New Business

None.

11. Audience Questions & Comments

12. Adjournment

Commissioner Ewell moved and Commissioner Coulon seconded to adjourn the Finance Committee Meeting - June 9, 2022. The motion was approved unanimously.

[June 9, 2022 Finance PowerPoint Presentation]

[22-106](#)



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 22-110

Board of Commissioners

[May 2022 Financial Statements]

**May 2022
Analysis of Financials**

Budget	Actuals	Variances		Explanation of Variance
		Amount	%age	
<u>Passenger Revenue</u>				
3,473,233	3,990,461	517,228	14.89%	Passenger Fares were 14.9% (\$517k) over projections through May while ridership was within 1% of the budget (26k). Total YTD system wide 2022 actual ridership has exceeded YTD May 2021 by over 22%. Pass Sales were also over projections 59% (\$522k) which contributes to the variance discrepancy in ridership vs revenue.
<u>Sales Tax</u>				
32,472,271	45,397,689	12,925,418	39.80%	Actual CNO sales tax collections through April have been received. These collections reflect a \$7.1m positive variance (30%) when compared to the budget. When compared to April of 2021, the 2022 collections are \$8.1m higher (35.8%).
<u>Labor</u>				
22,523,911	21,164,629	1,359,282	6.03%	Labor is under budget \$1.4m (6%). ATU contract negotiations have been agreed upon and we will soon see the impacts of the negotiations which will include retroactive pay. Some of these agreements are in the budget but not all of them.
<u>Fringe Benefits</u>				
7,740,864	6,039,758	1,701,106	21.98%	Fringe Benefits are 22% below projections through May. Analysis continues with Fringe Benefits. Retirement alone is approximately \$1.6m under budget and ATU contract negotiations will have a past and future impact from the negotiations.
<u>Services</u>				
5,475,187	3,444,662	2,030,525	37.09%	Most Services line items are under budget. Professional/Technical Services (legal fees, consultants, other outside services, etc.) contributed over \$1.4m to this positive outcome while Contract Maintenance Services contributed another \$610k.
<u>Materials and Supplies</u>				
5,416,108	4,204,276	1,211,832	22.37%	Diesel fuel prices for the month of May were budgeted at \$2.75/gal. (excl. \$0.21/gal. tax). Actual diesel fuel prices for May averaged \$4.32/gal. (before taxes), which was \$1.57/gal. over budget and \$0.19/gal. more than the average price for April. Diesel fuel consumption for May was 18,497 gallons under budget.

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
BUDGET TO ACTUAL COMPARISON
May 31, 2022
Unaudited**

	Current Month				Year to Date				CY2022 Annual Budget
	Budget	Actual	\$ Var.	%Var.	Budget	Actual	\$ Var.	%Var.	
Operating Revenues									
Passenger Fares	742,559	836,306	93,747	12.62%	3,473,233	3,990,461	517,228	14.89%	9,581,381
General Use Sales Tax	5,915,157	7,826,978	1,911,821	32.32%	27,727,297	37,736,846	10,009,549	36.10%	73,939,458
State Motor Vehicle Sales Tax	464,514	1,827,717	1,363,203	293.47%	2,177,408	3,540,611	1,363,203	62.61%	5,806,420
Hotel/Motel Sales Tax	605,414	1,092,291	486,877	80.42%	2,667,566	4,120,232	1,552,666	60.47%	5,380,176
Other Revenue	127,325	192,005	64,680	50.80%	541,882	192,005	(349,877)	(64.57%)	1,606,070
Total Operating Revenues	7,854,969	11,775,297	3,920,328	49.91%	36,487,386	49,580,156	13,092,770	35.88%	96,313,505
Operating Expenses									
Labor	4,430,815	4,096,831	333,984	7.54%	22,523,911	21,164,629	1,359,282	6.03%	58,071,805
Fringe Benefits	1,523,571	1,082,809	440,762	28.93%	7,740,864	6,039,758	1,701,106	21.98%	19,843,771
Services	1,097,037	1,158,844	(61,807)	(5.63%)	5,475,187	3,444,662	2,030,525	37.09%	13,142,656
Materials and Supplies	1,098,102	1,042,040	56,062	5.11%	5,416,108	4,204,276	1,211,832	22.37%	13,309,650
Utilities	145,698	73,038	72,660	49.87%	811,131	670,645	140,486	17.32%	1,854,193
Casualty & Liability	660,776	730,315	(69,539)	(10.52%)	3,303,880	3,382,511	(78,631)	(2.38%)	8,268,000
Taxes	36,045	41,703	(5,658)	(15.70%)	176,887	157,269	19,618	11.09%	438,803
Miscellaneous	46,569	19,213	27,356	58.74%	234,257	134,183	100,074	42.72%	584,930
Leases and Rentals	20,667	11,141	9,526	46.09%	103,334	48,166	55,168	53.39%	248,000
Total Oper. Exp. (excl. Depr.)	9,059,280	8,255,933	803,347	8.87%	45,785,559	39,246,100	6,539,459	14.28%	115,761,808
Net Operating Revenue	(1,204,311)	3,519,364	4,723,675	(392.23%)	(9,298,173)	10,334,056	19,632,229	(211.14%)	(19,448,303)
TMSEL Legacy Costs									
TMSEL Pension Costs	0	0	0	0.00%	0	0	0	0.00%	0
TMSEL Health Benefit Costs	114,125	78,264	35,861	31.42%	570,625	426,146	144,479	25.32%	1,369,500
TMSEL Workers' Comp. Costs	18,000	77,750	(59,750)	(331.94%)	90,000	470,499	(380,499)	(422.78%)	216,000
TMSEL All Other Costs	44,925	0	44,925	100.00%	224,625	174,767	49,858	22.20%	539,100
Total TMSEL Legacy Costs	177,050	156,014	21,036	11.88%	885,250	1,071,412	(186,162)	(21.03%)	2,124,600
Net Rev. (Before Gov't. Asst.)	(1,381,361)	3,363,350	4,744,711	(343.48%)	(10,183,423)	9,262,644	19,446,067	(190.96%)	(21,572,903)
Maritime Operations									
Passenger Fares	99,351	(143,760)	(243,111)	(244.70%)	459,499	230,469	(229,030)	(49.84%)	1,241,890
Labor and Fringe Benefits	(35,788)	(18,849)	(16,939)	47.33%	(179,130)	(97,939)	(81,191)	45.33%	(462,684)
Services	(823,987)	(721,625)	(102,362)	12.42%	(4,119,934)	(3,932,791)	(187,143)	4.54%	(9,887,843)
Materials and Supplies	(71,439)	(82,078)	10,639	(14.89%)	(305,617)	(249,053)	(56,564)	18.51%	(731,011)
Casualty and Liability	0	0	0	0.00%	0	0	0	0.00%	0
Other Operating Expenses	(2,551)	(796)	(1,755)	68.78%	(12,718)	(2,941)	(9,777)	76.88%	(30,535)
Grant Expenses	(1,568,143)	(88,537)	(1,479,606)	94.35%	(7,840,715)	(7,735,947)	(104,768)	1.34%	(18,817,687)
Preventive Maintenance	41,250	0	(41,250)	0.00%	206,250	0	(206,250)	0.00%	499,800
Grant Revenues	1,223,004	70,830	(1,152,174)	(94.21%)	6,115,020	2,813,905	(3,301,115)	(53.98%)	14,675,998
State Subsidy	428,333	428,333	0	0.00%	2,141,666	2,141,667	1	0.00%	5,140,000
Total Maritime Operations	(709,970)	(556,483)	(153,487)	21.62%	(3,535,679)	(6,832,630)	3,296,951	(93.25%)	(6,372,072)
Government Operating Assistance									
Preventive Maintenance	1,097,998	1,242,606	144,608	13.17%	5,489,990	6,213,030	723,040	13.17%	13,175,975
State Parish Transportation	148,541	61,912	(86,629)	(58.32%)	742,705	658,076	(84,629)	(11.66%)	1,782,493
COVID Funding - RTA	1,331,927	479,129	(852,798)	(64.03%)	5,327,708	479,129	(4,848,579)	(91.01%)	14,651,195
COVID Funding - Ferries	761,097	2,551,956	1,790,859	235.30%	3,044,388	2,551,956	(492,432)	(16.18%)	8,372,072
Total Government Oper. Asst.	3,339,563	4,335,603	996,040	29.83%	14,604,791	9,900,191	(4,704,600)	(32.21%)	37,981,735
Net Revenue (After Gov't. Asst.)	1,248,232	7,142,470	5,587,264	447.61%	885,689	12,330,206	18,038,418	2036.65%	8,036,760

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
BUDGET TO ACTUAL COMPARISON
May 31, 2022
Unaudited**

	Current Month				Year to Date				CY2021 Annual Budget
	Budget	Actual	\$ Var.	%Var.	Budget	Actual	\$ Var.	%Var.	
Net Revenue (After Gov't. Asst.)	1,248,232	7,142,470	5,887,264	447.61%	885,689	12,330,206	18,038,418	2036.65%	8,036,760
Government Non-Operating Rev. (Exp.)									
Federal - Capital	630,418	1,182,168	551,750	87.52%	13,649,502	4,907,704	(8,741,798)	(64.04%)	19,416,339
Local - Capital	577,205	743,771	166,566	28.86%	5,510,379	3,654,944	(1,855,435)	(33.67%)	9,830,282
Capital Expenditures	(1,207,623)	(1,925,938)	(718,315)	59.48%	(19,159,881)	(8,562,647)	10,597,234	(55.31%)	(29,248,621)
FEMA Project Worksheets	109,396	0	(109,396)	0.00%	218,792	0	(218,792)	0.00%	984,562
FEMA Project Worksheet Expenditure	(109,396)	0	109,396	0.00%	(218,792)	0	218,792	0.00%	(984,562)
Loss on Valuation of Assets	0	0	453,530	0.00%	0	0	453,530	0.00%	0
Total Gov't. Non-Operating Rev. (Exp)	0	0	0	0.00%	0	0	0	0.00%	0
Total Revenues (Expenses) Before Capital Expenditures and Debt	1,248,232	7,142,470	5,894,238	472.21%	885,689	12,330,206	11,444,517	1292.16%	8,036,760
Capital Expenditures									
Interest Income - Capital (bonds)	2,040	5,518	3,478	170.49%	10,200	14,834	4,634	45.43%	24,480
Debt Service	(671,770)	(567,181)	104,589	15.57%	(3,358,850)	(2,835,565)	523,285	15.58%	(8,061,240)
Total Capital Expenditures	(669,730)	(561,663)	108,067	16.14%	(3,348,650)	(2,820,731)	527,919	15.77%	(8,036,760)
Net Revenue less Capital Expenditures & Principal on Long Term Debt	578,502	6,580,807	6,002,305	(1037.56%)	(2,462,961)	9,509,475	11,972,436	486.10%	0
Other Funding Sources									
Restricted Oper. / Capital Reserve	(578,502)	(6,580,807)	6,002,305	(1037.56%)	2,462,961	(9,509,475)	11,972,436	486.10%	0
Total Other Funding	(578,502)	(6,580,807)	6,002,305	(1037.56%)	2,462,961	(9,509,475)	11,972,436	486.10%	0
Net Revenue / Expense	0	0	0	0.00%	0	0	0	0.00%	0
Depreciation									
Depreciation - Local	11,220	92,959	(81,739)	(728.51%)	56,100	464,793	(408,693)	(728.51%)	134,640
Depreciation - Federal	1,887,000	1,774,068	112,932	5.98%	9,435,000	8,870,340	564,660	5.98%	22,644,000
Total Depreciation	1,898,220	1,867,027	31,193	1.64%	9,491,100	9,335,133	155,967	1.64%	22,778,640

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
ACTUAL TO ACTUAL COMPARISON
May 31, 2022
Unaudited**

	Current Month				Year to Date			
	Prior Yr.	Current Yr.	\$ Var.	%Var.	Prior Yr.	Current Yr.	\$ Var.	%Var.
Operating Revenues								
Passenger Fares	746,142	836,306	90,164	12.08%	3,074,752	3,990,461	915,709	29.78%
General Use Sales Tax	5,746,458	7,826,978	2,080,521	36.21%	27,711,668	37,736,846	10,025,178	36.18%
State Motor Vehicle Sales Tax	484,506	1,827,717	1,343,211	277.23%	2,271,124	3,540,611	1,269,487	55.90%
Hotel/Motel Sales Tax	389,248	1,092,291	703,043	180.62%	1,339,634	4,120,232	2,780,598	207.56%
Other Revenue	173,630	192,005	18,376	10.58%	604,339	192,005	(412,334)	(68.23%)
Total Operating Revenues	7,539,983	11,775,297	4,235,314	56.17%	35,001,518	49,580,156	14,578,638	41.65%
Operating Expenses								
Labor	3,670,502	4,096,831	(426,329)	(11.62%)	20,876,010	21,164,629	(288,620)	(1.38%)
Fringe Benefits	870,847	1,082,809	(211,962)	(24.34%)	4,995,473	6,039,758	(1,044,284)	(20.90%)
Services	537,850	1,158,844	(620,994)	(115.46%)	3,077,996	3,444,662	(366,666)	(11.91%)
Materials and Supplies	554,320	1,042,040	(487,720)	(87.99%)	3,033,984	4,204,276	(1,170,292)	(38.57%)
Utilities	110,427	73,038	37,390	33.86%	608,484	670,645	(62,161)	(10.22%)
Casualty & Liability	622,183	730,315	(108,133)	(17.38%)	3,058,170	3,382,511	(324,342)	(10.61%)
Taxes	10,568	41,703	(31,135)	(294.61%)	125,735	157,269	(31,534)	(25.08%)
Miscellaneous	20,496	19,213	1,283	6.26%	98,185	134,183	(35,998)	(36.66%)
Leases and Rentals	17,040	11,141	5,899	34.62%	87,856	48,166	39,689	45.18%
Total Oper. Exp. (excl. Depr.)	6,414,234	8,255,933	(1,841,699)	(28.71%)	35,961,893	39,246,100	(3,284,207)	(9.13%)
Net Operating Revenue	1,125,749	3,519,364	2,393,615	212.62%	(960,375)	10,334,056	11,294,431	(1176.04%)
TMSEL Legacy Costs								
TMSEL Pension Costs	0	0	0	0.00%	0	0	0	0.00%
TMSEL Health Benefit Costs	140,567	78,264	(62,323)	(44.33%)	671,391	426,146	(245,246)	(36.53%)
TMSEL Workers' Comp. Costs	99,412	77,750	(21,662)	(21.79%)	314,857	470,499	155,642	49.43%
TMSEL All Other Costs	43,649	0	(43,649)	(100.00%)	218,246	174,767	(43,479)	(19.92%)
Total TMSEL Legacy Costs	283,648	156,014	(127,634)	(45.00%)	1,204,495	1,071,412	(133,083)	(11.05%)
Net Rev. (Before Gov't. Asst.)	842,100	3,363,350	2,521,250	299.40%	(2,164,870)	9,262,644	11,427,514	(527.86%)
Maritime Operations								
Passenger Fares	107,664	(143,760)	(251,424)	(233.53%)	453,034	230,469	(222,565)	(49.13%)
Labor and Fringe Benefits	(18,303)	(18,849)	(546)	2.98%	(82,386)	(97,939)	(15,553)	18.88%
Services	(845,118)	(721,625)	123,493	(14.61%)	(3,850,859)	(3,932,791)	(81,932)	2.13%
Materials and Supplies	(33,387)	(82,078)	(48,691)	145.84%	15,810	(249,053)	(264,863)	(1675.27%)
Casualty and Liability	0	0	0	0.00%	0	0	0	0.00%
Other Operating Expenses	(170)	(796)	(626)	368.11%	(725)	(2,941)	(2,215)	305.50%
Grant Expenses	(1,433,997)	(88,537)	1,345,460	(93.83%)	(3,081,394)	(7,735,947)	(4,654,553)	151.05%
Preventive Maintenance	0	0	0	0.00%	0	0	0	0.00%
Grant Revenues	354,470	70,830	(283,640)	(80.02%)	1,564,291	2,813,905	1,249,613	79.88%
State Subsidy	1,868,841	428,333	(1,440,508)	(77.08%)	4,982,228	2,141,667	(2,840,562)	(57.01%)
Total Maritime Operations	0	(556,483)	(556,483)	100.00%	0	(6,832,630)	(6,832,630)	100.00%
Government Operating Assistance								
Preventive Maintenance	1,063,544	1,242,606	179,062	16.84%	5,317,718	6,213,030	895,312	16.84%
State Parish Transportation	162,798	61,912	(100,886)	(61.97%)	813,990	656,076	(157,914)	(19.40%)
COVID Funding - RTA	0	479,129	479,129	100.00%	0	479,129	479,129	100.00%
COVID Funding - Ferries	0	2,551,956	2,551,956	0.00%	0	2,551,956	2,551,956	0.00%
Total Government Oper. Asst.	1,226,342	4,335,603	3,109,261	253.54%	6,131,708	9,900,191	3,768,483	61.46%
Net Revenue (After Gov't. Asst.)	2,068,442	7,142,470	5,074,028	245.31%	3,966,838	12,330,206	8,363,368	210.83%

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
ACTUAL TO ACTUAL COMPARISON
May 31, 2022
Unaudited**

	Current Month				Year to Date			
	Prior Yr.	Current Yr.	\$ Var.	%Var.	Prior Yr.	Current Yr.	\$ Var.	%Var.
Net Revenue (After Gov't. Asst.)	2,068,442	7,142,470	5,074,028	245.31%	3,966,838	12,330,206	8,363,368	210.83%
Government Non-Operating Rev. (Exp.)								
Federal - Capital	(93,964)	1,182,168	1,276,131	(1358.11%)	9,512,175	4,907,704	(4,604,471)	(48.41%)
Local - Capital	(269,619)	743,771	1,013,390	(375.86%)	2,094,185	3,654,944	1,560,759	74.53%
Capital Expenditures	363,583	(1,925,938)	(2,289,521)	(629.71%)	(11,606,360)	(8,562,647)	3,043,712	(26.22%)
FEMA Project Worksheets	542	0	(542)	100.00%	17,948	0	(17,948)	(100.00%)
FEMA Project Worksheets Expenditur	(542)	0	542	100.00%	(17,948)	0	17,948	(100.00%)
Loss on Valuation of Assets	(453,530)	0	453,530	0.00%	(453,530)	0	453,530	100.00%
Total Gov't. Non-Operating Rev. (Exp)	(453,530)	0	453,530	0.00%	(453,530)	0	453,530	0.00%
Total Revenues (Expenses) Before Capital Expenditures and Debt	1,614,912	7,142,470	5,527,558	342.28%	3,513,308	12,330,206	8,816,898	250.96%
Capital Expenditures								
Interest Income - Capital (bonds)	3,874	5,518	1,644	42.44%	20,411	14,834	(5,576)	(27.32%)
Debt Service	(712,096)	(567,181)	144,915	(20.35%)	(3,222,491)	(2,835,565)	(386,927)	12.01%
Total Capital Expenditures	(708,222)	(561,663)	146,559	(20.69%)	(3,202,081)	(2,820,731)	381,350	(11.91%)
Net Revenue less Capital Expenditures & Principal on Long Term Debt	906,689	6,580,807	5,674,117	(625.81%)	311,227	9,509,475	9,198,248	(2955.48%)
Other Funding Sources								
Restricted Oper. / Capital Reserve	(906,689)	(6,580,807)	(5,674,117)	625.81%	(311,227)	(9,509,475)	(9,198,248)	2955.48%
Total Other Funding	(906,689)	(6,580,807)	(5,674,117)	625.81%	(311,227)	(9,509,475)	(9,198,248)	2955.48%
Net Revenue / Expense	0	0	0	0.00%	0	0	0	0.00%
Depreciation - Local	94,288	92,959	1,329	1.41%	471,438	464,793	6,645	1.41%
Depreciation - Federal	1,799,432	1,774,068	25,364	1.41%	8,886,683	8,870,340	16,343	0.18%
Total Depreciation Expense	1,893,719	1,867,027	26,693	1.41%	9,358,121	9,335,133	22,988	0.25%

REGIONAL TRANSIT AUTHORITY
STATEMENT OF NET POSITION
AS OF May 31, 2022 AND 2021

	2022	2021
ASSETS AND DEFERRED OUTFLOW OF RESOURCES		
CURRENT ASSETS:		
Cash	\$ 47,178,894	40,643,629
Accounts Receivable (net)	49,637,014	46,653,582
Prepaid Expenses and other assets	1,599,055	2,261,434
Inventory	795,681	463,092
Total Current Assets	99,210,644	90,021,737
Restricted assets, cash and investments		
Ferry Operating Subsidy	0	0
1991 series bond trustee accounts	0	0
2020 series bond trustee accounts	(1)	7,394,013
2000 series bond trustee accounts	0	0
2010 series bond trustee accounts	396,081	396,017
Self-Insurance Reserve	1,415,000	1,415,000
Total restricted assets	1,811,080	9,205,029
Net Pension Assets	7,541,497	7,541,497
Net OPEB Assets	0	0
Property, buildings and equipment, net	292,094,245	281,494,080
Total noncurrent assets	299,635,742	289,035,577
TOTAL ASSETS	400,657,465	388,262,344
DEFERRED OUTFLOW OF RESOURCES		
Deferred charges - prepaid bond	364,588	364,588
Pension deferrals	131,355	131,355
OPEB deferrals	1,079,252	1,079,252
Total Deferred Outflows of Resources	1,575,195	1,575,195
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 402,232,658	\$ 389,830,537

REGIONAL TRANSIT AUTHORITY
STATEMENT OF NET POSITION
AS OF May 31, 2022 AND 2021

	2022	2021
LIABILITIES, DEFERRED INFLOW OF RESOURCES AND NET POSITION		
CURRENT LIABILITIES (PAYABLE FROM CURRENT ASSETS)		
Accounts payable, accrued expenses, and deferred credits	\$ 36,463,423	20,075,554
Current portion of legal and small claims	2,772,120	2,772,120
Current portion of OPEB Liability	1,207,351	1,207,351
Due to Transdev	242,617	235,615
	<u>40,685,511</u>	<u>24,290,639</u>
Total Current Liabilities (payable from current assets)	40,685,511	24,290,639
CURRENT LIABILITIES (PAYABLE FROM RESTRICTED ASSETS)		
Current portion of accrued bond interest	(3,376,036)	1,377,600
Current portion of bonds payable net	-	3,993,320
Current portion of debt service assistance fund loan		
	<u>(3,376,036)</u>	<u>5,370,920</u>
Total Current Liabilities (payable from restricted assets)	(3,376,036)	5,370,920
LONG-TERM LIABILITIES		
Accrued bond interest less current portion	-	0
Legal and small claims less current portion	14,202,883	15,577,247
Bonds-Payable less current portion net	91,477,602	98,316,828
Net Pension Liability		
Total OPEB Liability	5,783,026	5,783,026
Debt service assistance fund loan less current portion	-	
	<u>111,463,511</u>	<u>119,677,101</u>
Total long-term liabilities	111,463,511	119,677,101
TOTAL LIABILITIES	148,772,986	149,338,660
DEFERRED INFLOW OF RESOURCES		
Pension Deferrals	11,196,614	11,196,614
OPEB Deferrals	186,423	186,423
Deferred Refunding Gain	2,627,278	2,627,278
TOTAL DEFERRED INFLOWS OF RESOURCES	14,010,315	14,010,315
NET POSITION		
Invested in capital assets, net of related debt	203,992,679	177,806,332
Restricted for Debt Service	1,811,080	9,205,029
Unrestricted	33,645,599	39,477,202
	<u>239,449,357</u>	<u>226,481,561</u>
Total net position	239,449,357	226,481,561
TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES, AND NET POSITION	\$ 402,232,658	\$ 389,830,537

Regional Transit Authority
 Financial Performance Indicators
 May 31, 2022
 (Excludes Ferry Operations)

	Company-wide		Fixed Route Bus		Streetcar		Paratransit	
	Current Mo.	Year-to-date	Current Mo.	Year-to-date	Current Mo.	Year-to-date	Current Mo.	Year-to-date
Ridership (Unlinked Trips)	869,646	3,703,180	477,545	2,207,575	375,658	1,423,181	16,443	72,424
Total Platform Hours	65,364	309,164	42,365	198,107	13,557	66,225	9,443	44,832
Passenger Revenue	836,306	3,996,032	451,191	2,438,109	357,907	1,448,413	27,207	109,510
Operating Expenses	8,255,933	39,246,100	5,055,834	23,862,275	1,922,024	9,472,616	1,278,076	5,911,210
Operating Cost Per Platform Hour	126.31	126.94	119.34	120.45	141.78	143.04	135.35	131.85
Annual Budgeted Cost Per Platform Hour		131.94		127.71		165.51		113.79
Farebox Recovery Rate	10.13%	10.18%	8.92%	10.22%	18.62%	15.29%	2.13%	1.85%
Operating Cost Per Unlinked Trip	9.49	10.60	10.59	10.81	5.12	6.66	77.73	81.62
Passenger Revenue Per Unlinked Trip	0.96	1.08	0.94	1.10	0.95	1.02	1.65	1.51
Subsidy per Unlinked Trip	8.53	9.52	9.65	9.71	4.17	5.64	76.08	80.11

**Regional Transit Authority
Financial Performance Indicators
Current to Prior Year Comparison**

REPORT FOR THE MONTH

	Company-wide			Fixed Route Bus			Streetcar			Paratransit		
	For the Month Ended May 31, 2022	2021	Variance	For the Month Ended May 31, 2022	2021	Variance	For the Month Ended May 31, 2022	2021	Variance	For the Month Ended May 31, 2022	2021	Variance
Ridership (Unlinked Trips)	869,646	739,684	129,962	477,545	427,956	49,589	375,658	299,386	76,272	16,443	12,342	4,101
Total Platform Hours	65,364	61,033	4,332	42,365	39,329	3,036	13,557	11,782	1,774	9,443	9,921	(478)
Passenger Revenue	836,306	746,142	90,164	451,191	403,614	47,577	357,907	323,918	33,990	27,207	18,610	8,597
Operating Expenses	8,255,933	6,414,234	1,841,699	5,055,834	3,768,416	1,287,418	1,922,024	1,638,069	283,954	1,278,076	1,007,749	270,327
Operating Cost Per Platform Hour	126.31	105.10	21.21	119.34	95.82	23.52	141.78	139.03	2.75	135.35	101.58	33.77
Annual Budgeted Cost Per Plat. Hour	131.94	141.41	(9.47)	127.71	135.21	(7.50)	165.51	180.50	(14.99)	113.79	118.03	(4.24)
Farebox Recovery Rate	10.13%	11.63%	-1.50%	8.92%	10.71%	-1.79%	18.62%	19.77%	-1.15%	2.13%	1.85%	0.28%
Operating Cost Per Unlinked Trip	9.49	8.67	0.82	10.59	8.81	1.78	5.12	5.47	(0.35)	77.73	81.65	(3.92)
Passenger Revenue Per Unlinked Trip	0.96	1.01	(0.05)	0.94	0.94	0.00	0.95	1.08	(0.13)	1.65	1.51	0.14
Subsidy per Unlinked Trip	8.53	7.66	0.87	9.65	7.87	1.78	4.17	4.39	(0.22)	76.08	80.14	(4.06)

**Regional Transit Authority
Financial Performance Indicators
Current to Prior Year Comparison**

YEAR-TO-DATE REPORT

	Company-wide			Fixed Route Bus			Streetcar			Paratransit		
	For 5 Months Ending May 31, 2022	2021	Variance	For 5 Months Ending May 31, 2022	2021	Variance	For 5 Months Ending May 31, 2022	2021	Variance	For 5 Months Ending May 31, 2022	2021	Variance
Ridership (Unlinked Trips)	3,703,180	3,025,230	677,950	2,207,575	1,882,990	324,585	1,423,181	1,088,324	334,857	72,424	53,916	18,508
Total Platform Hours	309,164	306,787	2,377	198,107	191,566	6,541	66,225	62,718	3,508	44,832	52,503	(7,671)
Passenger Revenue	3,996,032	3,074,750	921,282	2,438,109	1,858,436	579,674	1,448,413	1,129,267	319,146	109,510	87,048	22,463
Operating Expenses	39,246,100	35,961,893	3,284,207	23,862,275	20,986,945	2,875,330	9,472,616	9,304,068	168,547	5,911,210	5,670,880	240,330
Operating Cost Per Platform Hour	126.94	117.22	9.72	120.45	109.55	10.90	143.04	148.35	(5.31)	131.85	108.01	23.84
Annual Budgeted Cost Per Plat. Hour	131.94	141.41	(9.47)	127.71	135.21	(7.50)	165.51	180.50	(14.99)	113.79	118.03	(4.24)
Farebox Recovery Rate	10.18%	8.55%	1.63%	10.22%	8.86%	1.36%	15.29%	12.14%	3.15%	1.85%	1.53%	0.32%
Operating Cost Per Unlinked Trip	10.60	11.89	(1.29)	10.81	11.15	(0.34)	6.66	8.55	(1.89)	81.62	105.18	(23.56)
Passenger Revenue Per Unlinked Trip	1.08	1.02	0.06	1.10	0.99	0.11	1.02	1.04	(0.02)	1.51	1.61	(0.10)
Subsidy per Unlinked Trip	9.52	10.87	(1.35)	9.71	10.16	(0.45)	5.64	7.51	(1.87)	80.11	103.57	(23.46)



Board Report and Staff Summary

File #: 22-046

Finance Committee

Print Services for RTA printed materials

DESCRIPTION: Print Services Vendor for RTA Printed Materials and Marketing Collateral	AGENDA NO: N/A
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

To authorize the Chief Executive Officer to award a contract with a print vendor for print production services for the RTA’s print materials totaling \$150,000 per year to print RTA maps, schedules, brochures, informational signage, flyers, handbills, coroplast boards, A-frame signs, and other collateral materials needed for the agency to communicate to RTA passengers, stakeholders, and audiences.

ISSUE/BACKGROUND:

The marketing department designs and produces passenger materials for the RTA and requires an annual print budget to fulfill that need for the agency. The selection of print production vendor to produce final materials on an annual basis is necessary to continue standard operations.

DISCUSSION:

Securing a print vendor is necessary to fulfill the agency’s goal to provide clear printed materials, maps, schedules, signage, postings, etc. to inform RTA riders about transit service, service changes, new service, new technologies, fare media, how to navigate RTA and other resources and services offered by RTA to navigate the system. The marketing department provides design services for internal departments who directly serve and inform passengers. The process is ongoing and requires significant coordination with a well-established vendor who can deliver final high-quality RTA branded items in a timely manner and within brand guidelines. Due to high volume of materials and need for minimal disruption this contract should be established over a term of a three to five years.

FINANCIAL IMPACT:

RTA’s management has evaluated and determined that establishing a print vendor contract for up to five years is the most cost-effective way to provide high quality RTA branded maps, schedules, brochures, flyers, handbills, signage, and other collateral for the benefit of effectively communicating to RTA riders. Total cost of RTA printed materials on an annual basis is estimated at \$150,000.00.

NEXT STEPS:

Upon approval, will proceed to contract a vendor to fulfill RTA’s print production services needs.

ATTACHMENTS:

1. Resolution
2. Solicitation Request Routing Document
3. Public Notice
4. RFP-2022-009 Printer Services
5. Procurement Summary IFB
6. Signed Print Services Solicitation Route Form
7. Administrative Review Form

Prepared By: Angele Young Boutte
Title: Marketing Director

Reviewed By: Katherine Felton
Title: Chief of Staff

Reviewed By: Gizelle Banks
Title: Chief Financial Officer



6/21/2022

Alex Wiggins
Chief Executive Officer

Date



Total Available Funding: \$ 150,000

Estimated Cost: \$ 150,000

FTA Grant No.(s) _____

Line Item(s) _____

Operations/Department Code _____

Budget Code(s) 1760002.7150.16313

Budget Analyst ESS Date 2/18/22

G. DBE/SBE Goal: 0 % DBE 0 % Small Business

Director of Small Business Development Date 2/18/22

DBE/EEO Compliance Manager Date 2/18/22

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

[Signature] Department Head Date 2/16/2022

[Signature] Division Manager Date 2/16/2022

[Signature] Director of Procurement Date 2/21/22

FOR PROCUREMENT USE ONLY

Type of Procurement Requested: (circle one) **IFB** RFQ RFP SS TWO-STEP

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.

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.

[Signature] Chief Financial Officer Date 2/22/22

Alex B. Wiggins (man) Chief Executive Officer Date 2/22/22



To: Procurement Director
From: Angele Boutte, Director of Marketing
Re: Scope of Work – Print Services
Date: February 16, 2022

Objective:

Seeking a qualified printing vendor with the capacity to handle multiple print jobs for a variety of materials on a quick turnaround. Qualified vendor will handle all print production of materials including, but not limited to: maps, timetables, brochures, tickets, posters, signage, etc.

Goal:

The primary goal is to secure the most qualified and capable vendor to efficiently print/produce large quantities of high-quality materials on a very quick turnaround with short lead-times, as needed for the RTA.

Method:

1. RTA Marketing Department to supply final production files, along with the dimensions and quantities for each print.
2. RTA requests for materials may include but are not limited to: various paper stock and finishes, coroplast, styrene, laminate, vinyl stickers, die cuts, etc.
3. The RTA will determine the desired timeframe that all materials are to be available for proof approval and the deadline line for the completed materials to be returned to the agency.
4. The vendor will deliver all completed materials to the agency by the requested deadlines (TBD).

Product/Service:

1. Print production services, as designed and coordinated with RTA's marketing team, will be available to RTA annually based on the contractually determined terms after the vendor selection. The RTA marketing team will submit print requests to the vendor throughout each calendar year. RTA marketing requests that the vendor submit a proposal based on examples of print materials listed below. This list represents a sample of print materials and does not represent an actual order. Print materials may include, but are not limited to:
 - System Maps
 - Schedules and Timetables

- Brochures (various sizes)
- Signage (indoor and outdoor)
- Fare Tickets (foil)
- Stickers
- Car Cards
- Shelter Ads
- Bound booklets/ Manuals
- Invitations
- Banners with grommets

Vendors can provide a pricing sample for various quantities within their response.

2. Vendors should provide background on their experience providing high-quality print materials for customers, years of operations, staff, representative who will service and support our account, etc.

Timeline:

Begin in March 21, 2022

Annual term, for 3 to 5 years

Suggested Vendors:

MPress, Mele Printing, Universal Printing

Budget:

\$150,000 per year

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number:

Date of Estimate:

Description of Goods/Services:

Print vendor, printing services

- New Procurement
- Contract Modification (Change Order)
- Exercise of Option

Method of Obtaining Estimate:

Attach additional documentation such as previous pricing, documentation, emails, internet screen shots, estimates on letterhead, etc.

- Published Price List (attach source and date)
- Historical Pricing (attach copy of documentation from previous PO/Contract)
- Comparable Purchases by Other Agencies (attach email correspondence)
- Engineering or Technical Estimate (attach)
- Independent Third-Party Estimate (attach)
- Other (specify) _____ attach documentation
- Pre-established pricing resulting from competition (Contract Modification only)

Through the method(s) stated above, it has been determined the estimated

total cost of the goods/services is \$ 150,000

The preceding independent cost estimate was prepared by:

Angele Y. Bouite
Name

Director of marketing

Signature
Angele Y. Bouite

Regional Transit Authority
 INV.: Accounting Dept (504) 827-8407
 2817 Canal Street
 New Orleans, Louisiana 70119

Page - 1
 Date - 8/04/20
 Order No. - 912747-000
 Brn/Plt - 1760002

ABBOTT ENTERPRISES, LLC dba MPRESS
 4100 HOWARD AVENUE
 NEW ORLEANS LA 70119

SHIP REGIONAL TRANSIT AUTHORITY
 TO
 2817 CANAL STREET
 NEW ORLEANS, LA 70119

Ordered - 08/04/20 Vendor No. 5623000
 Delivery - 08/04/20 Order By
 Freight - Default - Handling Code

Print Services
 REQ #04027
 PROMISED DELIVERY DATE - 09/04/20

Description / Supplier Item
 Print Services
 Non Stock Service
 1760002.7150.16313

UM Unit Cost Extension
 EA EA 150,000.00



Flozell Daniels
 Chairman

RTA Board of Commissioners

Terms Net 30 Tax R: Total Order
 150,000.00

DATE RECEIVED
 RECEIVED BY
 CHECKED BY
 APPROVED BY

ORDER NUMBER AND
 PERSON TO WHOM ADDRESSED
 MUST APPEAR ON ALL
 PACKAGES AND INVOICES

REGIONAL TRANSIT AUTHORITY
 TAX DEPT

BY: *Handwritten Signature*
 MANAGER, PURCHASING DEPT.
 ANY CONFLICT DISPUTE LOCAL PROCEEDINGS SETTLEMENT OR OTHER MATTER HAVING A
 LOCAL ASPECT SHALL BE SETTLED IN THE LOCAL JURISDICTION OF THE STATE OF LOUISIANA.

INV. DATE	INV. NUMBER	INV. AMOUNT	TAX	FREIGHT	INV. TOTAL
-----------	-------------	-------------	-----	---------	------------

2021 Printing budget

Description	Quantity	Amount before tax	Department	Invoice #	Invoice Date	P.O. #	Job #	Vendor	Notes
COVID-19 Social Distancing Sticker 8x10 4/0 Reprint	2,000	\$2,100.75	Operations	118542R	1/22/2021	912747-000	352307	Mpress	Tax Included on invoice \$198.52
RTA Emp. Code of CodeBooklet 12pg+Cvr 4.25x5.5 4/4	900								
RTA Employee Handbook 16pg+Cvr 4.25x5.5 4/4	900	(\$2,681.78)	HR	118658CR	1/22/2021	912747-000	352652	MPress	Tax Included on invoice (\$138.83)
RTA Emp. Code of CodeBooklet 12pg+Cvr 4.25x5.5 4/4	900								
RTA Employee Handbook 16pg+Cvr 4.25x5.5 4/4	900	\$2,681.78	HR	118658R	1/22/2021	912747-000	352652	Mpress	
RTA Streetcar Map 14x18 Map Folds 4/4	1,000	(\$744.04)	Operations	118680CR	1/22/2021	912747-000	352621	Mpress	Tax Included on invoice (\$70.31)
RTA Streetcar Map 14x18 Map Folds 4/4	1,000	\$744.04	Operations	118680R	1/22/2021	912747-000	352621	Mpress	
RTA2021 Holiday Car Card42"x11"- .040 Wht Sty 4/0	200	(\$2,783.96)	Operations	118659CR	1/22/2021	912747-000	352653	Mpress	Tax Included on invoice (\$263.08)
RTA2021 Holiday Car Card42"x11"- .040 Wht Sty 4/0	200	\$2,783.96	Operations	118659R	1/22/2021	912747-000	352653	Mpress	
2021 Canal St. Streetcar Card 44x11-.040Wht Sty4/0	25	(\$386.04)	Marketing	119350	2/18/2021	912747-000	353270	Mpress	Tax Included on invoice (\$36.48)
2021 Canal St. Streetcar Card 44x11-.040Wht Sty4/0	25	\$386.04	Marketing	118843CR	2/23/2021	912747-000	352804	Mpress	Tax Included on invoice
Mask Required Fed. Car Card 44x11-.040 White sty.4/0	250	\$3,480.00	Operations	118843R	2/23/2021	912747-000	352804	Mpress	Tax Included on invoice \$328.86
COVID-19 Social Distancing Sticker 8x10 4/0 Reprint	2,000	(\$2,100.75)	Operations	117312R	4/22/2021	912747-000	351014	Mpress	Tax Included on invoice (\$198.52)
COVID-19 Social Distancing Sticker 8x10 4/0 Reprint	2,000	\$2,100.75	Operations	117591R	4/22/2021	912747-000	351475	Mpress	
RTA Ferry Launch Ticket 3x6 1/0 -Digital-4/0 15"x 45" Single Sided Custom Shape Aluminum 3x2 Oval Sticker 4/0 -Digital- *	1,000 6 500	\$175.16 \$426.80 \$180.77	Ferry Marketing Marketing	117593R 117998R 118056R	4/22/2021 4/22/2021 4/22/2021	912747-000 912747-000 912747-000	351634 351829 351992	Mpress Mpress Mpress	
Mask Required WeatherProof Wht Vinyl label 5x7 4/0	500	\$466.80	Operations	118118R	4/22/2021	912747-000	352115	Mpress	

RTA Masks Required Static Cling(FrontCling)5x7 4/0	500	\$480.00	Operations	118121R	4/22/2021	912747-000	352116	Mpress
ADA Streetcar Brochure 12x9 to 4x9 4/4 -Digital-	2,500	\$616.99	Operations	118267R	4/22/2021	912747-000	352159	Mpress
RTA - ADA Car Card 42" x 11" - styrene 4/0	8	\$130.20	Operations	119350R	4/22/2021	912747-000	353270	Mpress
One Team One Family Postcard 5x3.5 4/4 Digital-	1,000	\$232.20	HR	120427	4/28/2021	913144-000	354100	Mpress
Mask Required Fed. Car Card 44x11-.040 White sty.4/0	250	\$3,480.00	Operations	120428	4/28/2021	913144-000	354098	Mpress
Employee Code of Conduct Book-12pg+Cvr 4.25x5.5	100	\$687.07	HR	121119	6/7/2021	912747-000	355011	Mpress
RTA Employee Handbook- 16pg+Cvr 4.25x5.5	100	\$1,283.18	HR	121120	6/7/2021	912747-000	355014	Mpress
2 Memorial Coroplast Poster 18x24 4/0	2	\$11.00	HR	121136	6/8/2021	912747-000	355010	Mpress
2-Memorial Coroplast Cards 24x36 4/0	2	\$37.00	HR	121162	6/9/2021	912747-000	355056	Mpress
Memorial Program 11x8.5 to 5.5x8.5 4/4 -Digital-	200	\$124.00	HR	121180	6/10/2021	912747-000	355029	Mpress
4 - B. Mike Juneteenth BusReveal Coroplast 48x36 1 each	4	\$72.00	Marketing	121184	6/10/2021	912747-000	355052	Mpress
RTA Masks Required Static Cling(FrontCling)5x7 4/0	500	\$480.00	Operations	121192	6/11/2021	912747-000	355113	Mpress
2021 Hurricane Guide Brochure 12x9 to 4x9 4/4	1,000	\$543.37	Marketing	121208	6/11/2021	912747-000	355092	Mpress
Memorial Prog.Reprint 11x8.5to5.5x8.5 4/4Digital	200	\$125.73	HR	121239	6/16/2021	912747-000	355143	Mpress
(2)RTA Hurricane Broc.12x9 to 4x9 4/4 -Digital-	750	\$396.44	Marketing	121258	6/16/2021	912747-000	355115	Mpress
Spanish version - 500 Qty.								
Vietnamese version - 250 Qty.								
(3) RTA Schedule Broch. - #5, #8, #106 \$5,679.91 1500 each	4,500	\$5,679.91	Operations	121284	6/17/2021	912747-000	355197	Mpress
(30) RTA Schedule Brochures Qty: 1500 each of 30 4/4 26-Diff Schedules 14x18 to 3.5x9 4/4 (3)Schedules 17.5x18 to 3.5x9 4/4 (1)Schedule 10.5x18 to 3.5x9	45,000	\$17,993.51	Operations	121297	6/18/2021	912747-000	355030	Mpress
3-Diff Return to Service Posters 11x17 4/0/Digital us image - Youth image - Qty. 50 Senior image - Qty. 50	200	\$148.00	Marketing	121330	6/21/2021	912747-000	355237	Mpress

4-RTA Passes 5/5 w/#er Die Cuts, -Digital- 5000 of each	20,000	\$4,671.13	Marketing	121339	6/22/2021	912747-000	355226	Mpress
4/0 6mm White Vinyl Sticker 5x7	300	\$222.56	Operations	121406	6/25/2021	912747-000	355282	Mpress
Return To Service Car Card .040 Styrene42"x11" 4/0	400	\$4,800.00	Marketing	121423	6/28/2021	912747-000	355356	Mpress
RTA TempStreet Car& Bus.040 Sty.11x17" 4-Holes 4/0	136	\$620.00	Operations	121485	6/30/2021	912747-000	355341	Mpress
RTA Farebox White Vinyl Sticker 8x8 4/0	350	\$429.00	Operations	121524	6/30/2021	912747-000	355369	Mpress
Return to Servic&Fare Chg. Broc.Eng1.2x9to4x9 4/4	3,000	\$658.99	Marketing	121525	6/30/2021	912747-000	355368	Mpress
#2 FerryPriceChange Sign.040 Sty.24x36w/4-Holes4/0	12	\$216.00	Operations	121526	6/30/2021	912747-000	355370	Mpress
#1-FerryPriceChangeSign .040Sty.24x36 w/4-Holes4/0	12	\$216.00	Ferry	121527	6/30/2021	912747-000	355342	Mpress
#3 -Ferry Price Change Sign .040 Styrene 48x36 4/0	2	\$72.16	Ferry	121505	6/30/2021	912747-000	355371	Mpress
4/0 6mm White Vinyl Sticker 5x7	150	\$115.20	Operations	121527	6/30/2021	912747-000	355342	Mpress
Operation Farebox Sticker 8.5x2.985 4/0 w/Laminate	350	\$341.56	Operations	121505	6/30/2021	912747-000	355371	Mpress
#16So.ClaibornePocket Sch.14x18Map Folds4/4Reprint	1,000	\$637.57	Operations	121789	7/21/2021	912747-000	355685	Mpress
#94Broad Pocket Sch. 17.5x18 Map Folds 4/4 Reprint	1,000	\$848.68	Operations	121795	7/21/2021	912747-000	355683	Mpress
#63N.O.EastOwl PocketSch.10.5x18MapFolds4/4Reprint	1,000	\$563.50	Operations	121796	7/21/2021	912747-000	355684	Mpress
Coroplast Sign 24x36 4/0	2	\$30.00	Operations	122258	8/19/21	912747-000	356163	Mpress
2 Coroplast-Temp. Ferry Shuttle Sign 24x36 4/0 2 each of 2	4	\$37.24	Ferry	122320	8/24/2021	912747-000	356219	Mpress
.040Sty.Temp.Location11"x17" w/4-Holes-4/0 - Temporary bus stop relocation sign template	50	\$255.82		122336	8/25/21	912747-000	356225	Mpress
Coroplast Sign 24x36 4/0								
The "No Bike, Scooter, or Wheelchair Access Available "sign - Qty. 2	8	\$78.00	Operations	122344	8/25/2021	912747-000	356250	Mpress
The "Temporary Eastbank Debarcation Located at MardiGras World" sign - Qty. 6								
Algiers Pt.-Canal St. Ferry Sign24x36 w/4-Holes4/0	12	\$216.00	Ferry	122498	9/13/21	912747-000	356365	Mpress

Chalmette Lower Algiers Ferry Sign 48 x 36 4/0	8	\$289.97	Ferry	122516	9/14/2021	912747-000	356364	MPress		
Chalm. Lower Algiers Ferry Price 24x36 w/4-Holes 4/0	12	\$216.00	Ferry	122517	9/14/21	912747-000	356366	MPress		
Ridership Survey Poster 11x17 4/0 - Digital-	500	\$329.57	Marketing	122573	9/16/2021	912747-000	356419	MPress	Billed to operations	
Call Code Rack Card 4x9 4/4 w/Laminate - Digital-	1,000	\$314.14	Operations	122926	10/7/21	---	356776	MPress	requisition #- 105286	
2 RTA Ferry Adjustment Coroplast Signs 4/0 : 12 total (6 sets 2 posters per set) total: 40 x 24	18	\$252.38	Ferry	123006	10/12/2021	912747-000	356877	MPress	budget code 1420099.8640.011.	
RTA - Open Enrollment Coroplast Sign 24x36 4/0	8	\$ 115.00	HR	123298	10/26/21	912747-000	357252	MPress		
RTA Ferry Adjustment Coroplast Sign 24x36 4/0	10	\$112.00	Ferry	123299	10/26/2021	912747-000	357202	MPress		
Sm. POS Sign, Rm Capacity Sign, Lg. POS Sign- 4/0	25	\$180.00	Marketing	123326	10/27/21	912747-000	357251	MPress		
RTA - Open Enrollment Coroplast Sign 24x36 4/0 - Date extension	8	\$163.81	HR	123446	10/29/2021	912747-000	357409	MPress		
Open Enrollment .040 Styrene Signs 36x24 4/0 - Reminder	8	\$150.35	HR	123782	11/12/21	912747-000	357699	MPress		
Masking Styrene Signs 6x24 4/0+4-Holes w/Zip ties	6	\$118.00	Marketing	122621	9/21/2021	912747-000	356484	MPress		
3 Ferry Adjustment .40 Styrene Signs 36x24 4/0	6	\$108.00	Marketing	122620	9/21/2021	912747-000	356488	MPress		
RTA Emp. Onboarding Handbook 16pg+Cvr 4.25x5.5 4/4	100	\$791.61	Marketing	122730	9/28/2021	912747-000	356248	MPress		
Emp. Code of Conduct Booklet 12pg+Cvr 4.25x5.5 4/4	100	\$687.07	Marketing	122729	9/28/2021	912747-000	356567	MPress		
2-Schedules .#80 and #88 14x18 to 3.5x9 4/4- 1500each	3000	\$1,259.81	Marketing	122811	9/30/2021	912747-000	356654	MPress		
Business Meeting Card 5x7 (1,000) w/A-7 Env 4/0 (1,000)	2000	\$618.46	Marketing	123741	11/11/2021	912747-000	357553	MPress		
Busi.Mtg. Invitation 5x7 4/0 Digital	100	\$80.00	Marketing	123908	11/19/2021	912747-000	357762	MPress		
4/0 4'x10' Banner w/ Grommets	10	\$1,170.54	Marketing	124085	11/30/2021	912747-000	357918	MPress		
4/0 Styrene 3-Diff Signs 10/Ea 24 x 36	30	\$561.25	Marketing	124084	11/30/2021	912747-000	357920	MPress		
4/0 98x48 Banners 4/0	2	\$195.00	Marketing	124083	11/30/2021	912747-000	357919	MPress		
4/4 Coroplast Signs 24x18	150		Safety	124252	12/9/2021	913791-000	358081	MPress		\$822.00
Temporary Stop Signs .040 Sty. 11"x17" w/4Hole 4/0	600		Operations	124592	12/31/2021	913757-000	358472	MPress		\$2,238.03
Fixed Route DVIR Book 3-Part w/Cvr 31 Sets/Book	2000		Operations	124679	12/31/2021	913577-000	357632	MPress		\$5,150.54

Streetcar DVR Book 3 Part w/Cvr 31 sets+1int. page	1500	Operations	124726	12/31/2021	913577-000	357633	MPress	\$4,076.45
Links Survey Posters 17 x11 4/0	500	Infrastructure	125018	1/26/2022	913857-000	358935	MPress	353.83
2diff. Emp. of the Month .040 Sty. carCards 42x11 4/0 400	800	HR	124841	1/18/2022	N/A	358581	MPress	\$8,712.00
4/4 2-Coroplast Signs 24x36 w/ Hardware	4	Marketing	124739	1/7/2022	912747-000	358556	MPress	
Jan. Pick 2022 Posters 17x11 4/0 -Digital-	500	Marketing	124805	1/13/2022	912747-000	358664	MPress	
Jan 2022 Pick Brochure 12x9 to 4x9 4/4+Aq	3000	Marketing	124842	1/18/2022	912747-000	358665	MPress	
RTA Bus Shelter .020 Styrene Signs 47x68 4/0	40	Marketing	124845	1/18/2022	912747-000	358672	MPress	
2 Jan. Pick Broc.: Spanish & Viet. 12x9to4X9 4/4+Aq 1000	2000	Marketing	124918	1/19/2022	912747-000	358786	MPress	
(33) RTA Schedule Brochures; 4/4 18-Diff Schedules 14x8 to								
3.5x9 1500 each, 4/4 2-Diff Schedules 7x18 & 1.5x18 1500								
each, 4/4 13- Diff Schedules 17.5x18 1500								
2nd RTA Bus Shelter .020 Styrene Signs 47x68 4/0	49.5	Marketing	124987	1/24/2022	912747-000	358747	MPress	
ENGLISH Mardi Gras Guide 28x9 to 4x9 4/4	40	Marketing	124992	1/25/2022	912747-000	358731	MPress	
Vietnamese Mardi Gras Guide 28x9 to 4x9 4/4	2000	Marketing	125213	2/3/2022	912747-000	358867	MPress	
SPANISH Mardi Gras Guide 28x9 to 4x9 4/4	1000	Marketing	125212	2/3/2022	912747-000	359011	MPress	
RTA Holiday Car Card .040 Styrene Signs 42x11 4/0	1000	Marketing	125211	2/3/2022	912747-000	359009	MPress	
\$1 Ferry Ticket 2.25x3.25 4/0+Foil w/#ers	400	Marketing	125303	2/9/2022	912747-000	359109	MPress	
\$2 Ferry Ticket 2.25x3.25 4/0+Foil w/#ers	15000	Marketing	125332	2/10/2022	912747-000	359028	MPress	
	20000	Marketing	125329	2/10/2022	912747-000	359027	MPress	
		Marketing					MPress	
		Marketing					MPress	
		Marketing					MPress	

Total Spend

\$114,107.19

Budget

\$150,000.00

Balance

\$35,892.81



ESTIMATE

4100 Howard Avenue
New Orleans, LA 70125
Phone: 504-524-8248
Fax: 504-524-3637

Date: 9/23/2021
Est: 89151

To: RTA N.O.

Attn.: Linda Lien-Ribardi

Email: llien-ribardi@rtafoward.org

Descriptions: "Call Code Rack Cards" – Print 4" x 9" cards, 4/4, prints on 80# Gloss Cover, customer to supply print-ready art, pre-flight, poc, digitally print, laminate cards, trim, box and deliver.

Qty.: 1,000

Base: \$314.14*

Note: *Tax not included in above price. **

Thanks,

Patti Johnston

pjohnston@mpressnow.net



**WE
MAKE
YOU
LOOK
GOOD
ON
PAPER.**

MPress
 4100 Howard Avenue
 New Orleans, LA 70125-1325
 Phone: (504) 524-8248
 Fax: (504) 262-0696
 Email: kpritchett@mpressnow.com

INVOICE

Invoice #	124679
Invoice Date	12/31/21
Date Shipped	
Ship Via	Delivery
Salesperson	PATTI JOHNSTON
Terms	Net 30 Days
P.O. Number	913577-000
Job Number	357632

Regional Transit Authority
 Dawn Collins
 2817 CANAL ST.
 NEW ORLEANS, LA 70119

Quantity	Description	Unit Price	UM	Amount
2,000	Fixed Route DVIR Book 3-Part w/Cvr 31 Sets/Book	\$5,150.54		\$5,150.54
FSC CoC Certificate # NC-COC-003606		Subtotal		\$5,150.54
		TAX EXEMPT		\$0.00
		Total Due		\$5,150.54

Customer Code : **REGI70**
 Invoice Number : **124679**
 Invoice Date : **12/31/21**
 Invoice Amount : **\$5,150.54**

Amount Paid : _____

Remit To:

MPress
 First Bank & Trust
 P.O. Box 1830
 Covington, LA 70434

Remitter:

Regional Transit Authority
 Dawn Collins
 2817 CANAL ST.
 NEW ORLEANS, LA 70119

**PUBLIC NOTICE
REGIONAL TRANSIT AUTHORITY**

**PRINTER SERVICES
REQUEST FOR PROPOSALS (RFP) #2022-009**

Project Description: The Regional Transit Authority (RTA) is seeking firms to provide Printer Services per specifications in RFP 2022-009.

How to Obtain a copy of the RFP: Scope of Work and further information concerning the RFP may be obtained beginning March 23, 2022, from the RTA's Procureware website at <https://norta.procureware.com/home>. You will be required to first register on this website. The RFP can also be obtained at Regional Transit Authority's website at <http://www.norta.com>

Responding to RFP: Proposals shall be submitted through RTA's Procureware website on or before 11:00 A.M., Thursday, April 21, 2022. Any questions or further information concerning this RFP may be submitted through <https://norta.procureware.com/home> beginning on March 23, 2022.

RTA in accordance with 49 Code of Federal Regulations (CFR) Part 26 has an obligation to ensure nondiscrimination of Disadvantaged Business Enterprises (DBEs) and to comply with all federal, state and local regulations relative to utilization of DBEs on publicly funded projects. The RTA is committed to utilization of DBEs on all federally funded projects toward attainment of the agency's established overall goal of 30%. A specific DBE goal has not been established for this project as there are no subcontracting opportunities on this project.

Notice to all offerors is hereby provided that in accordance with all applicable federal, state and local laws the RTA will ensure that DBEs are afforded full opportunity to submit offers and responses to this solicitation and to participate in any contract consummated pursuant to this advertisement. Additionally, no offeror will be discriminated against on the basis of age, sex, race, color, religion, national origin, ethnicity or disability.

As such, award of the contract will be conditioned on meeting the requirements of the federal, state and local laws for Equal Opportunity including compliance with the policies of DBE Program.

The RTA reserves the right to accept or reject any and all submittals.

**Alex Wiggins
Chief Executive Officer
Regional Transit Authority**

**PUBLIC NOTICE
REGIONAL TRANSIT AUTHORITY**

**PRINTER SERVICES
REQUEST FOR PROPOSALS (RFP) #2022-009**

Project Description: The Regional Transit Authority (RTA) is seeking firms to provide Printer Services per specifications in RFP 2022-009.

How to Obtain a copy of the RFP: Scope of Work and further information concerning the RFP may be obtained beginning March 23, 2022, from the RTA's Procurement website at <https://norta.procurement.com/home>. You will be required to first register on this website. The RFP can also be obtained at Regional Transit Authority's website at <http://www.norta.com>

Responding to RFP: Proposals shall be submitted through RTA's Procurement website on or before 11:00 A.M., Thursday, April 21, 2022. Any questions or further information concerning this RFP may be submitted through <https://norta.procurement.com/home> beginning on March 23, 2022.

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The RTA reserves the right to accept or reject any and all submittals.

**Alex Wiggins
Chief Executive Officer
Regional Transit Authority**

REQUEST FOR PROPOSALS
FROM
REGIONAL TRANSIT AUTHORITY

SUBJECT: PRINTER SERVICES

DATE: Wednesday, March 23, 2022

REQUEST FOR PROPOSALS NO. 2022-009

PROPOSAL RECEIPT DEADLINE: Thursday, April 21, 2022, 11:00 A.M.

The Regional Transit Authority Invites Request for Proposals for the services set forth above in accordance with the specifications enclosed herewith.

Proposals **MUST** be received at the RTA's Offices by the date and time set as the Submittal Receipt Deadline.

Enclosures ("X" indicates item enclosed)

- Notice to Submitters
- Instructions to Submitters
- General Provisions
- Federal Requirements
- Scope of Services
- Evaluation Criteria

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INSTRUCTIONS TO PROPOSERS

1.1 PROPOSALS

Please provide a one-page cover letter, serving as an Executive Summary of your proposal, which includes a brief description of your firm and its activities in providing transit security services. The letter should be signed by the firm's authorized representative for this RFP. This letter counts toward the overall page limit noted above.

Proposals shall provide a straightforward, concise delineation of the proposer's capability to satisfy the requirements of the Request for Proposals. Each proposal shall be submitted in the requested format, and provide all pertinent information including but not limited to information relevant to personnel assignments, specifications/scope of work, work completion, schedules, etc., as provided in this Request for Proposals. Each proposal shall be signed in ink by a duly authorized officer of the company.

1.2 PROPOSAL SUBMISSIONS

Proposals can be sent electronically through RTA's ProcureWare system and uploaded through our electronic system at <https://norta.procureware.com/home> until 11:00 A.M., on the date established as the submittal receipt deadline. Proposals received after the specified date shall be considered late and, therefore, shall not be considered for award. Each proposal shall be in the form specified in this Request for Proposals, and shall include the name of the Proposer, the date scheduled as the proposal receipt deadline, and the title of the Request for Proposals marked on the outside.

1.3 PROPOSER REVIEW PROCEDURE

For the purposes of this paragraph, all submissions must be received by the RTA no later than 11:00 a.m. (Central time) on the date specified as the deadline for the submission.

A. Request for Modification or Clarification

This section establishes procedures for proposers to seek review of this Request for Proposals and any addenda. A proposer may discuss this Request for Proposals and any addenda with the RTA. Such discussions do not, however, relieve proposers from the responsibility of submitting written, documented requests.

Proposers may submit to the RTA requests for interpretations, clarifications or modifications concerning any term, condition and/or specification included in this Request

for Proposals and/or in any addendum hereto. Any such request must be received by the RTA, in writing, not less than **SEVEN (7) calendar days** before the date of scheduled proposal receipt deadline. All requests must be accompanied by all relevant information supporting the request for modification, interpretation, clarification or addendum of this solicitation.

RTA will issue a written determination relative to each request made pursuant to this procedure. The written determination must be mailed or otherwise furnished to all proposers at least **THREE (3) calendar days** before the date scheduled as the proposal receipt deadline.

b. Protest Procedures

The following is an explanation of the RTA protest procedures which must be followed completely before all administrative remedies are exhausted.

Any person who is aggrieved in connection with the solicitation or award of a contract may protest to the Director of Procurement/RTA. Protests shall be submitted in writing specifically identifying the area of protest and containing any support data, test results, or other pertinent information substantiating the appeal. A protest with respect to a solicitation must be submitted in writing to the RTA at least seven (7) calendar days prior to proposal receipt deadline. A protest with regard to the award of a contract shall be submitted, in writing, within seven (7) calendar days after award of the contract.

Prior to any action in court, the Director of Procurement/RTA shall have the authority to settle or resolve a protest from an aggrieved person concerning the solicitation or award of a contract.

If the protest is not resolved by mutual agreement, the Director of Procurement/RTA or his designee shall within thirty (30) calendar days of protest issue a decision in writing. The decision shall:

1. State the reasons for the action taken; and
2. Inform the protestor of his/her right to administrative and judicial review.

A copy of this decision shall be mailed or otherwise furnished immediately to the protestant and any other party intervening. This decision shall be final and conclusive unless:

1. The decision is fraudulent; or
2. The person adversely affected by the decision has submitted a timely administrative appeal to the CEO/RTA.

In the event of a timely protest under these regulations, the RTA shall not proceed further with the solicitation or with the award of the contract unless the Director

of Procurement/RTA makes a written determination that the award of the contract is necessary without delay to protect the substantial interests of the RTA.

The CEO/RTA shall have the authority to review and determine any appeal by an aggrieved person from a determination by the Director of Procurement/RTA or his designee.

The aggrieved person must file an appeal within five (5) calendar days of receipt of a decision from the Director of Procurement/RTA.

On any appeal of the decision of the Director of Procurement/RTA, the CEO/RTA shall decide within thirty (30) calendar days whether the solicitation or award was made in accordance with the constitution, statutes, regulations, and the terms and conditions of the solicitation. Any prior determination by the Director of Procurement/RTA or his designee shall not be final or conclusive.

A copy of the CEO's/RTA decision shall be mailed or otherwise furnished immediately to the protestant or any other party intervening.

The decision of the CEO/RTA shall be final and conclusive unless:

1. The decision is fraudulent; or
2. The person adversely affected by the decision has timely appealed to FTA after having exhausted the local protest procedures stated above.

The RTA reserves the right to designate any person(s) other than the CEO/RTA or the Director of Procurement/RTA to perform the duties provided for in this Paragraph.

Any appeal to FTA under these protest procedures will be made pursuant to Circular 4220.1F, as amended.

1.4 CONTRACT DOCUMENTATION

Any contract resulting from this solicitation shall contain the terms and conditions included in this Request for Proposals and any addenda issued pursuant hereto.

1.5 COST OF PROPOSAL

Any costs incurred by proposers responding to this Request for Proposals in anticipation of receiving a contract award will not be reimbursed by the RTA. Payments will only be made pursuant to a contract between the RTA and the successful proposer.

1.6 PROPOSAL POSTPONEMENT AND ADDENDA

The RTA reserves the right to amend the instructions, general conditions, special conditions, plans, scope of work, and specifications of this solicitation up to the deadline date for proposal receipt. Copies of such addenda shall be furnished to all prospective proposers. Where such addenda require changes in the services or prices quoted, the final date set for proposal receipt may be postponed by such number of days as in the opinion of the RTA shall enable prospective proposers to revise proposals.

1.7 CANCELLATION OF REQUEST FOR PROPOSALS

The RTA reserves the right to cancel this Request for Proposals in whole or in part upon written determination by the Director of Procurement/RTA that such cancellation is in the best interest of the RTA.

1.8 PROPOSAL REJECTION

The RTA reserves the right to accept or reject any and all proposals submitted.

1.9 SINGLE PROPOSAL RESPONSE

If only one proposal is received in response to this Request for Proposals, a detailed cost proposal may be requested of the single proposer. A cost/price analysis and evaluation and/or audit may be performed in order to determine if the offer is fair and reasonable. Award of a contract to the proposer submitting the only proposal received in response to this Request for Proposals may be subject to approval by the FTA.

1.10 PROPOSAL WITHDRAWAL

Prior to the date and time set for the Proposal Receipt Deadline, proposals may be modified or withdrawn by the proposer's authorized representative in person, or by written, facsimile or electronic notice. If proposals are modified or withdrawn in person, the authorized representative shall make his identity known and shall sign a receipt for the proposal. Written, facsimile or electronic notices shall be received in the RTA Canal St. offices no later than the date scheduled as the proposal receipt deadline. After the Proposal Deadline, proposals may not be withdrawn for sixty (60) calendar days.

1.11 ACCEPTANCE OF PROPOSALS

Each proposal shall be submitted with the understanding that it is subject to negotiation at the option of RTA. Upon acceptance in writing by RTA of the final offer to furnish any and all of the services described herein, the parties shall promptly execute the final contract documents. The written contract shall bind the Proposer to furnish and

deliver all services as specified herein in accordance with conditions of said accepted proposal and this Request for Proposals, as negotiated.

1.12 EVALUATION OF PROPOSALS

The evaluation criteria are provided in this Request for Proposals. The proposer receiving the highest point total during the evaluation phase of the selection process may be called in for negotiations. The contract will be awarded based on the Best Value to the RTA. RTA shall have the right to conduct any reviews it deems necessary and audit the business records of any and all proposers to determine the fairness and reasonableness of the offer. RTA reserves the right to award this contract without conducting negotiations.

1.13 AWARD PROCEDURE

Within a reasonable time after the proposal receipt deadline, the RTA will transmit the contract documents to the Contractor. The contract documents will, at a minimum, consist of this Request for Proposals and any addenda thereto, the Contractor's proposal, RTA's standard contract provisions and provisions required by FTA.

1.14 OFFERS

Each proposal submitted shall include all labor, materials, tools, equipment, and other costs necessary to fully complete the scope of services pursuant to the specifications provided herein. Any omissions derived from such specifications which are clearly necessary for the completion of the work specified herein shall be considered a portion of this Request for Proposals.

1.15 ADDENDA

Proposers shall acknowledge receipt of all addenda to this Request for Proposals. Acknowledged receipt of each addendum shall be clearly established and included with each proposal. The undersigned acknowledges receipt of the following addenda.

- Addendum No. _____, dated _____
- Addendum No. _____, dated _____
- Addendum No. _____, dated _____

Company Name

Company Representative

RFP 2022-009

II. GENERAL PROVISIONS

2.1 WRITTEN CHANGE ORDERS/AMENDMENTS

This contract may be changed/ amended in any particular allowed by law upon the written mutual agreement of both parties.

2.2 CHANGE ORDER/AMENDMENT PROCEDURE

Within ten (10) calendar days after receipt of the written change order to modify the contract, the Contractor shall submit to the RTA a detailed price and schedule proposal for the work to be performed. This proposal shall be accepted or modified by negotiations between the Contractor and the RTA. At that time, a detailed modification shall be executed in writing by both parties. In the event that federal funds are used in this procurement, the FTA may reserve the right to concur in any change order or any dispute arising under such change order. Disagreements that cannot be resolved by negotiation shall be resolved in accordance with the contract disputes clauses. Regardless of any disputes, the Contractor shall proceed with the work ordered, if the RTA has obtained the concurrence of FTA, should such concurrence be required. Regardless of any other requirement herein, RTA shall negotiate profit as a separate element of cost for any change order or amendment to any contract awarded pursuant to this solicitation.

2.3 OMISSIONS

Notwithstanding the provision of drawings, technical specifications or other data by the RTA, the Contractor shall supply all resources and details required to make the supplies complete and ready for utilization even though such details may not be specifically mentioned in the drawings and specifications.

2.4 PRIORITY

In the event of any conflicts between the description of the supplies and/or services in the Technical Specifications and drawings and other parts of this Request For Proposals, the Technical Specifications and drawings shall govern.

2.5 COMMUNICATIONS

All official communications in connection with this contract shall be in writing. Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and award, any employee or officer of RTA or the Regional Transit Authority, including the Board of Commissioners, concerning any aspect of this

solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

2.6 INTEREST OF MEMBERS OF, OR DELEGATES TO CONGRESS

In accordance with 18 U.S.C. Subsection 431, no member of, or delegates to, the Congress of the United States shall be admitted to a share or part of this contract or to any benefit arising there from.

2.7 CONFLICT OF INTEREST

No Board Member, employee, officer or agent, or employee of such agent of the RTA shall participate in the selection or in the award or administration of a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- a. The Board Member, employee, officer or agent, or employee of such agent;
- b. Any member of his immediate family;
- c. His or her partner; or
- d. An organization that employs, or is about to employ any of the above, has a direct or indirect, present or future financial or other interest in the firm selected for award.

The RTA's Board Members, officers, employees or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors or parties of sub agreements.

Each entity that enters into a contract with the RTA is required, prior to entering into such contract, to inform the RTA of any real or apparent organizational conflicts of interest. An organizational conflict of interest exists when the contractor is unable or potentially unable to provide objective assistance or advice to the RTA due to other activities, relationships, contracts, or circumstances; when the contractor has an unfair competitive advantage through obtaining access to nonpublic information during the performance of an earlier contract; and during the conduct of an earlier procurement, the contractor has established the ground rules for a future procurement by developing specifications, evaluation factors, or similar documents, in accordance with Chapter VI, 2.a.(4)(h) of FTA C 4220.1F.

2.8 EQUAL EMPLOYMENT OPPORTUNITY

The Contractor shall comply with Executive Order No. 11246 as amended, entitled "Equal Employment Opportunity" as supplemented in Department of Labor Regulations

(41 C.F.R. Paragraph 60). In connection with the execution of this Agreement, the Contractor shall not discriminate against any employees or applicant for employment because of race, religion, color, sex, age, or national origin. The Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated during their employment without regard to their race, religion, color, sex, age, or national origin. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Contractor further agrees to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials.

2.9 PRIVACY REQUIREMENTS

The following requirements apply to the Contractor and its employees that administer any system of records on behalf of the Federal Government under any contract:

(1) The Contractor agrees to comply with, and assures the compliance of its employees with, the information restrictions and other applicable requirements of the Privacy Act of 1974, 5 U.S.C. § 552a. Among other things, the Contractor agrees to obtain the express consent of the Federal Government before the Contractor or its employees operate a system of records on behalf of the Federal Government. The Contractor understands that the requirements of the Privacy Act, including the civil and criminal penalties for violation of that Act, apply to those individuals involved, and that failure to comply with the terms of the Privacy Act may result in termination of the underlying contract.

(2) The Contractor also agrees to include these requirements in each subcontract to administer any system of records on behalf of the Federal Government financed in whole or in part with Federal assistance provided by FTA.

2.10 INDEMNIFICATION

The Contractor covenants and agrees to fully defend, protect, indemnify and hold harmless the RTA, and RTA, their directors, officers, employees, agents, and assigns from and against all liability, including strict liability, claims, demands, and causes of action brought by others against RTA, and/or RTA, and expenses, including but not limited to reasonable attorney's fees; and expense incurred in defense of RTA, and/or RTA arising out of, or in any way incidental to, or in connection with the work hereunder, and other activities by contractor; provided, however, that such indemnification shall apply only to the extent permitted by applicable law, and except and to the extent such liability, claim, demand or cause of action results from RTA's negligence.

2.11 PERFORMANCE

Contractor shall perform all work diligently, carefully and in a good and workmanlike manner and shall furnish all labor, supervision, machinery, equipment, material and supplies necessary therefore. Contractor shall obtain and maintain all permits and licenses required by public authorities in connection with performance of the work, and, if permitted to subcontract, shall be fully responsible for all work performed by subcontractors. Contractor shall conduct all operations in Contractor's own name and as an independent contractor, and not in the name of, or agent for RTA.

2.12 STATUS OF CONTRACTOR AND ITS EMPLOYEES

For all purposes specified under the terms of this Agreement the Contractor shall be considered an independent contractor as defined in R.S. 23:1021 (5), and as such, the RTA shall not be liable to the Contractor for benefits or coverage provided by the Workers' Compensation Law of the State of Louisiana (R.S. 23:1021 et seq.), and further, under the provisions of R.S. 23:1034, no person employed by the Contractor shall be considered an employee of the RTA for the purpose of Workers' Compensation coverage.

2.13 INSURANCES

The contractor shall, upon request by the RTA, submit a copy of their standard insurance certificates for this project. During the term of this Agreement, the Contractor shall obtain and maintain the following types and amounts of insurance naming the Regional Transit Authority as an additional insured. The Contractor shall furnish to the RTA certificates showing types, amounts, class of operations covered, effective dates and dates of expiration of policies:

- A) Worker's Compensation Insurance as required by Louisiana Law;
- B) Vehicle Liability Insurance in the amount of \$1,000,000.00; and
- C) General Liability Insurance in the amount of \$1,000,000.

2.14 SUBCONTRACTORS

No portion of this contract may be, reassigned, transferred, or sublet without the written approval of the RTA. If allowed to subcontract, no subcontractor may be replaced without the written approval of the RTA.

2.15 ASSUMPTION OF RISK OF LOSS

Prior to acceptance, Contractor shall bear the risk of loss of the supplies, except that upon delivery, as defined in this Request For Proposals, the RTA will bear the risk of loss due to the negligence of the RTA.

2.16 ACCEPTANCE

Within 7 days after delivery, the RTA, its agents or assigns will conduct acceptance inspection. Acceptance shall be conditioned upon satisfactory results of such inspection, promptly communicated in writing to the Contractor, subject however, to revocation upon discovery of defects.

2.17 QUALITY INSPECTION

All goods and services installed and supplied shall be good quality and free from any defects, and shall at all times be subject to RTA's inspection; but neither RTA's inspection nor failure to inspect shall relieve Contractor of any obligation hereunder. If, in RTA's opinion, any goods or service (or component thereof) fails to conform to specifications or is otherwise defective, Contractor shall promptly replace or correct same at Contractor's sole expense. No acceptance or payment by RTA shall constitute a waiver of the foregoing, and nothing herein shall exclude or limit any warranties implied by law.

2.18 CORRECTION BY CONTRACTOR

After non-acceptance of the work, the Contractor shall begin implementing correction procedures within five (5) calendar days after receiving notification from the RTA. The RTA will make the site timely with Contractor's correction schedule. The Contractor shall bear all expense incurred to complete correction of the work after non-acceptance, and Contractor shall diligently implement correction procedures.

2.19 UNAVOIDABLE DELAYS

If completion of the work furnished under this contract should be unavoidably delayed, the RTA may extend the time for satisfaction of the Contractor's obligations pursuant thereto for a number of days determined by RTA to be excusable due to unavoidability. A delay is unavoidable only if the delay was not reasonably expected to occur in connection with or during the Contractor's performance, and was not caused directly or substantially by acts, omissions, negligence or mistakes of the Contractor, the Contractor's suppliers or their agents and was substantial and in fact caused the Contractor to miss completion dates and could not adequately have been guarded against by contractual or legal means.

2.20 NOTIFICATION OF DELAY

The Contractor shall notify the RTA as soon as the Contractor has, or should have, knowledge that an event has occurred or will occur which will delay progress or

completion. Within five (5) days there from, the Contractor shall confirm such notice in writing furnishing as much detailed information as is available.

2.21 REQUESTS FOR EXTENSION

The Contractor agrees to supply, as soon as such data are available, any/all reasonable proof required by the RTA to make a decision relative to any request for extension. The RTA shall examine the request and any documents supplied by the Contractor, and RTA shall determine if the Contractor is entitled to an extension and the duration of such extension. The RTA shall notify the Contractor of this decision in writing. It is expressly understood and agreed that the Contractor shall not be entitled to damages or compensation, and shall not be reimbursed for losses on account of delays resulting from any cause under this provision.

2.22 ACCESS REQUIREMENTS FOR INDIVIDUALS WITH DISABILITIES

During the performance of this contract, the contractor, for itself, its assignees and successors in interest agree to comply with all applicable requirements of the Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. sections 12101 et seq.; section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. section 794; section 16 of the Federal Transit Act, as amended, 49 U.S.C. app. section 1612; and the following regulations and any amendments thereto:

- (a) U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 C.F.R. Part 37;
- (b) U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 C.F.R. Part 27;
- (c) U.S. DOT regulations, "American With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 49 C.F.R. Part 38;
- (d) Department of Justice (DOJ) regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 C.F.R. Part 35;
- (e) DOJ regulations, "Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities," 28 C.F.R. Part 36;
- (f) General Services Administration regulations, "Accommodations for the Physically Handicapped," 41 C.F.R. Subpart 101-19;

- (g) Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provision of the Americans with Disabilities Act," 29 C.F.R. Part 1630;
- (h) Federal Communications Commission regulations, "Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled," 47 C.F.R. Part 64, Subpart F; and
- (i) FTA regulations, "Transportation of Elderly and Handicapped Persons," 49 C.F.R. Part 609.

2.23 APPLICATION OF FEDERAL, STATE AND LOCAL LAWS AND REGULATIONS

(a) Federal Laws and Regulations

The Federal requirements (laws, regulations policies, and related administratively) contained in this contract may change (from time to time) after the date the contract has been executed. Any changes in federal requirements shall apply to this contract and be incorporated therein.

(b) State or Territorial Law and Local Law

This contract shall be entered into in the State of Louisiana and shall be governed and/or construed in accordance with the laws and jurisprudence of the State of Louisiana, except to the extent that a Federal Statute or regulation preempts State or territorial law.

2.24 CONTRACT PERIOD

THE TERM OF THIS CONTRACT SHALL BE SET FORTH IN THE CONTRACT AGREEMENT.

2.25 NO OBLIGATION BY THE FEDERAL GOVERNMENT

- (1) The Purchaser and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the Purchaser, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

- (2) The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

2.26 FEDERAL CHANGES

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Agreement (Form FTA MA (2) dated October, 1995) between RTA and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

2.27 INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS

The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any RTA requests which would cause RTA to be in violation of the FTA terms and conditions":<https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/third-party-contracting-guidance>

2.28 EXCLUSIONARY OR DISCRIMINATORY SPECIFICATIONS

Apart from inconsistent requirements imposed by federal statute or regulations, the RTA will comply with the requirements of 49 U.S.C. § 5323(h) (2) by refraining from using any Federal assistance awarded by FTA to support procurements using exclusionary or discriminatory specifications.

2.29 GEOGRAPHIC RESTRICTIONS

Except as expressly mandated, encouraged or permitted by FTA or Federal statute, RTA will refrain from using state or local geographic preferences.

2.30 PROMPT PAYMENT

Payment shall be made 30 days from date of approved and accepted invoice unless changed in the contract agreement. The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than five (5) days from the receipt of each payment the prime contractor receives from the RTA. The prime contractor further agrees to return retainage payment to each subcontractor within five (5) days after the subcontractor's work is satisfactorily completed and accepted by RTA, and all lien delay's under applicable laws have expired. Any delay or postponement of payment from the above-referenced time frame may occur only for good cause following written approval of the RTA. This clause applies to both DBE and non-DBE subcontractors.

Identification of subcontractors: All prime contractors submitting offers in response to this Request For Proposals must provide the following information for All subcontractors whether the firm is identified as a Disadvantaged Business Enterprise or not. The required information is:

- (1) Firm Name
- (2) Firm Address
- (3) Firm's status as a DBE or non DBE
- (4) The age of the firm
- (5) The annual gross receipts of the firm

Additionally, each contract RTA enters into with a contractor (and each subcontract) the prime contractor signs with a subcontractor shall include the following assurance:

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the RTA deems appropriate.

Further, each contract RTA enters into with a contractor (and each subcontract the prime contractor signs with a subcontractor shall include the following assurance:

The contractor, sub recipient or subcontractor shall make prompt payments for all satisfactory work performed under this agreement. The contractor shall within thirty (30) days of receipt of payment from RTA make all payments due subcontractors and suppliers. This requirement shall flow down to all levels including subcontractors making payments to sub subcontractors and suppliers, etc. Additionally, upon release of retainage(s) by RTA, Contractor shall in turn within thirty (30) days release retainage(s) it holds. The requirement for release of retainage(s) within thirty (30) days shall flow down to all subcontractors, etc.

performing under this contract. Contractor or any of its subcontractors, etc. may not delay or postpone payments or release of retainage without prior RTA written approval. RTA may delay, or withhold up to twenty-five percent of Contractor's payments, retainage, etc. if there is evidence that Contractor is not complying with any provision hereunder. RTA may withhold monies due Contractor until such time as Contractor by its actions or assurances has, to RTA satisfaction, proven that it will or has complied with all the requirements hereunder.

2.31 CONFIDENTIALITY

Contractor agrees that any and all information, in oral or written form, whether obtained from RTA, its agents or assigns, or other sources, or generated by Contractor pursuant to this contract shall not be used for any purpose other than fulfilling the requirements of this contract. Contractor further agrees to keep in absolute confidence all data relative to the business of RTA and RTA, their agents or assigns. No news release, including but not limited to photographs and film, public announcement, denial or confirmation of any part of the subject matter of any phase of any program hereunder shall be made by Contractor without written approval of RTA.

2.32 DISPUTES

Disputes arising in the performance of this Contract which are not resolved by agreement of the parties shall be decided in writing by the Director of Procurement. The decision of the Director of Procurement shall be final and conclusive unless within [seven (7)] days from the date of receipt of its copy, the Contractor mails or otherwise furnishes a written appeal to the Vice President-RTA. In connection with any such appeal, the Contractor may be afforded an opportunity to be heard and to offer evidence in support of its position. The decision of the Vice President-RTA shall be binding upon the Contractor and the Contractor shall abide by the decision.

Performance During Dispute. Unless otherwise directed by RTA, Contractor shall continue performance under this contract while matters in dispute are being resolved.

Claims for Damages. Should either party to the Contract suffer injury or damage to person or property because of any act or omission of the party or of any of his employees, agents or others for whose acts he is legally liable, a claim for damages therefore shall be made in writing to such other party within a reasonable time after the first observance of such injury or damage.

Remedies. Unless this contract provides otherwise, all claims, counterclaims, disputes and other matters in question between the RTA and the Contractor arising out of or relating to this agreement or its breach will be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State of Louisiana.

Rights and Remedies. The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by the RTA, (its agents or assigns) or Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

2.33 OWNERSHIP OF DOCUMENTS

Any documents, drawings, specifications, reports or data generated by the Contractor in connection with this project shall become the sole property of the RTA, subject to any rights asserted by FTA of the U.S. Department of Transportation. The Contractor may retain copies of such items for its files. The Contractor shall not release any documents, reports or data from this project without prior written permission from the RTA.

2.34 STATE AND LOCAL LAW DISCLAIMER

The use of many of the Clauses herein are not governed by federal law, many of the clauses contained herein contain FTA suggested language in certain instances these clauses may be affected by State Law.

2.35 PARTICIPANT INFORMATION FORM

All participants and their subcontractors are required to submit a completely executed, Participant Information Form available on <http://www.norta.com>.

2.36 NON-COLLUSION AFFIDAVIT

The Non-Collusion Affidavit is a required submittal. The necessary form is available on <http://www.norta.com>.

2.37 REGIONAL TRANSIT AUTHORITY GENERAL PROVISIONS

The Regional Transit Authority's General Provisions shall apply to this solicitation and resulting contract.

2.38 DISADVANTAGE BUSINESS ENTERPRISE (DBE)

It is the intent of the Regional Transit Authority (RTA) of New Orleans to create a level playing field on which Disadvantaged Business Enterprises (DBEs) can compete fairly for

opportunities. Accordingly, the RTA participates in the State-Local DBE Program of the City of New Orleans for all solicitations that are not funded by the US Department of Transportation. The RTA has established a DBE Participation Goal of 16.67% for this solicitation.

DBE firms are firms which have 51% ownership and control by socially and/or economically disadvantaged individuals. For this solicitation, RTA will accept certification of DBE firms the following government agencies:

- Regional Transit Authority – SBE Certification Program
- Louisiana Department of Transportation and Development – Louisiana Unified Certification Program (LAUCP) - <http://www.laucp.org/ucp/>
- City of New Orleans Office of Supplier Diversity -- SLDBE Certification Program – www.nola.gov

In compliance with the RTA’s DBE Policy to be eligible for award of a contract, the contractor/prime bidder MUST either:

1. Meet the DBE goal as advertised with meaningful DBE participation through subcontracts, joint ventures, or suppliers; OR
2. Demonstrate Good Faith Efforts to meet the DBE goal.

All firms participating on RTA projects, including SBE, SLDBE, DBE and non-DBE firms MUST be documented on the Contract Participation and DBE Commitment Form 1 – Schedule A. This form must be submitted by the prime/bidder, must include all information requested and must be signed by an authorized signatory.

For each participating SBE, SLDBE and DBE firm, a DBE Participation Questionnaire Form 2 – Schedule B MUST be included and signed by an authorized signatory of the firm. The purpose of this form is to confirm that the SBE, SLDBE or DBE firm has committed to participating on the project and that both parties agree to the scope of work and price as designated on the Contract Participation and S/DBE Commitment Form 1.

The SBE, SLDBE and DBE firms proposed on this form are binding. Any substitutions or removals of SBE, SLDBE or DBE firms listed on these forms after submission of the bid must be requested through the formal process of contract amendment and be approved by the DBE Liaison Officer. The Contractor shall, no later than three (3) days from the award of a contract, execute formal contracts, agreements and/or purchase orders with the SBE and DBE firms included on the Contract Participation and S/DBE Commitment Form 1.

If the Prime Bidder has not attained the DBE goal established for the project, Documentation of Good Faith Efforts Form 3 – Schedule C MUST be submitted. The completed form along with all required supporting documentation must be furnished.

Should a bidder fail to comply with the submission of complete and accurate DBE Compliance Forms demonstrating attainment of the DBE Goal or Good Faith Efforts to attain the DBE goal, the bid shall be deemed non-responsive.

The DBE forms shall be submitted by the 2 apparent low bidders no later than 3 business days after the bid deadline.

The RTA shall have the authority to investigate allegations of discriminatory practices of bidder(s) who contract or seek to contract with the RTA.

Please direct all questions related to DBE compliance prior to submission of the solicitation to the RTA Disadvantaged Business Enterprise Liaison Officer.

III. FEDERAL PROVISIONS AND REQUIREMENTS

3.1 ACCESS TO RECORDS

The following access to records requirements apply to this Contract:

- (1) RTA is a grantee of the FTA and as such in accordance with 49 C.F.R. 18.36(I), the Contractor agrees to provide the RTA, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor also agrees, pursuant to 49 C.F.R. 633.17 to provide the FTA Administrator or his authorized representatives including any PMO Contractor access to Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311.
- (2) Where the Purchaser is a State and is the RTA or a subgrantee of RTA in accordance with 49 C.F.R. 633.17, Contractor agrees to provide the Purchaser, the FTA Administrator or his authorized representatives, including PMP Contractor, access to Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a) 1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311. By definition, a major capital project excludes contracts of less than the simplified acquisition threshold currently set at \$100,000.
- (3) Where the RTA enters into a negotiated contract for other than a small purchase or under the simplified acquisition threshold and is an institution of higher education, an hospital or other non-profit organization and is the FTA grantee or a subgrantee of the RTA in accordance with 49 C.F.R. 19.48, Contractor agrees to provide the RTA, FTA Administrator, the Comptroller General of the United States or any of their duly authorized representatives with access to any books, documents, papers and record of the Contractor

which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions.

- (4) Where RTA or a subgrantee of the RTA in accordance with 49 U.S. C. 5325(a) enters into a contract for a capital project or improvement (defined at 49 U.S. C. 5302(a) 1) through other than competitive bidding, the Contractor shall make available records related to the contract to the RTA, the Secretary of Transportation and the Comptroller General or any authorized officer or employee of any of them for the purposes of conducting an audit and inspection.
- (5) The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- (6) The Contractor agrees to maintain all books, records, accounts and reports required under this contract for a period of not less than three (3) years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case Contractor agrees to maintain same until the RTA, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions thereto. Reference 49 CFR 18.39(i) (11).

3.2 BUY AMERICA

This Contract is subject to the Federal Transit Administration Buy America Requirements in 49 CFR 660. The bidder is required to submit a signed Buy America certification with the proposal. If the bidder takes exception to the Buy America requirements a certificate of non-compliance must be signed and submitted with the proposal as it applies to the RFP request. The necessary forms are available on <http://www.norta.com>. A waiver from the Buy America Provision may be sought by the RTA if grounds for the waiver exist. Section 165(a) of the Surface Transportation Act of 1982 permits FTA participation on this contract only if steel, and manufactured products used in the contract are produced in the United States.

3.3 PRE-AWARD AND POST-DELIVERY AUDITS

Federal funds may not be obligated unless steel, iron, and manufactured products used in the projects are produced in the United States, unless FTA has granted a waiver, or the product is subject to a general waiver. 49 U.S.C. Section (5323(j)/FAST Section 3011 domestic content percentage requirement for rolling stock for fiscal years 2018-2019 must have sixty-five percent domestic content and final assembly must take place in the United States. The Buy America Requirements, CFR Part 661.11(r), define final assembly as “the creation of the end product from individual elements brought together for that purpose through application of manufacturing processes.”

3.4 CARGO PREFERENCE

The Contractor Agrees:

- a. To utilize privately owned United States-flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners and tankers) involved, whenever shipping any equipment, materials, or commodities pursuant to this contract, to the extent such vessels are available at fair and reasonable rates for United States-flag commercial vessels;
- b. To furnish within 20 working days following the date of loading for shipments originating within the United States or within 30 working days following the date of loading for shipments originating outside the United States, a legible copy of a rated, "on-board" commercial ocean bill-of-lading in English for each shipment of cargo described in the preceding paragraph to the Division of National Cargo, Office of Market Development, Maritime Administration, Washington, D.C. 20590 and to the RTA (through the prime contractor in the case of subcontractor's bills-of-lading).
- c. To include these requirements in all subcontracts issued pursuant to this contract when the contract may involve the transportation of equipment, material or commodities by ocean vessel.

3.5 CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

- (1) The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 et seq. The Contractor agrees to report each violation to the RTA and understands and agrees that the RTA will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.
- (2) The Contractor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.
- (3) The Contractor agrees to comply with applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. The Contractor agrees to report each violation to the RTA and understands and agrees that the RTA will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

(4) The Contractor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.

(5) **14 CFR § 1274.926 Clean Air-Water Pollution Control Acts.**

If this contract or supplement thereto is in excess of \$100,000, the Recipient agrees to notify the Agreement Officer promptly of the receipt, whether prior or subsequent to the Recipient 's acceptance of this agreement, of any communication from the Director, Office of Federal Activities, Environmental Protection Agency (EPA), indicating that a facility to be utilized under or in the performance of this agreement or any subcontract thereunder is under consideration to be listed on the EPA "List of Violating Facilities" published pursuant to 40 CFR 15.20. By acceptance of agreement in excess of \$100,000, the Recipient

(a) Stipulates that any facility to be utilized thereunder is not listed on the EPA "List of Violating Facilities" as of the date of acceptance;

(b) Agrees to comply with all requirements of section 114 of the Clean Air Act, as amended (42 U.S.C. 1857et seq. as amended by Public Law 91-604) and section 308 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251et seq. as amended by Public Law 92-500) relating to inspection, monitoring, entry, reports and information, and all other requirements specified in the aforementioned sections, as well as all regulations and guidelines issued thereunder after award of and applicable to the contract; and

(c) Agrees to include the criteria and requirements of this clause in every subcontract hereunder in excess of \$100,000, and to take such action as the Contracting or Grant Officer may direct to enforce such criteria and requirements.

3.6 CIVIL RIGHTS ACT

The following requirements apply to the underlying contract:

(1) Nondiscrimination. In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

(2) Equal Employment Opportunity: The following equal employment opportunity requirements apply to the underlying contract:

(a) Race, Color, Creed, National Origin, Sex. In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U. S. Department of Labor (U.S. DOL) regulations, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor,” 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, “Equal Employment Opportunity,” as amended by Executive Order No. 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” 42 U.S. C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, disability or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(b) Age. In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. §§ 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(c) Disabilities. In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S. C. § 12112, the Contractor agrees that it will comply with the requirements of U. S. Equal Employment Opportunity Commission, “Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act”, 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) The Contractor also agrees to include these requirements in each Subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

3.7 DISADVANTAGED BUSINESS ENTERPRISE

It is the policy of the RTA to ensure that DBE's as defined in Part 26, have an equal opportunity to participate to receive and participate in DOT-assisted contracts. It is, also, our policy –

- (i) To ensure nondiscrimination in the award and administration of DOT assisted contracts;
- (ii) To create level playing field in which DBE's can compete fairly for DOT assisted contracts;
- (iii) To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- (iv) To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBE's;
- (v) To help remove barriers to the participation of DBE's in DOT assisted contracts;
- (vi) To assist the development of firms that can compete successfully in the market place outside the DBE program.

CONTRACTOR ASSURANCE. The contractor, sub recipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

The **NORTA Small and Disadvantaged Business Enterprise Contract Compliance System** is powered by [B2Gnow](#) Software

Reporting requirements under the SBE and DBE programs are now simplified for vendors working on RTA projects with RTA's new Small and Disadvantaged Business Enterprise Contract Compliance System. Our new web-based software system is accessible to government compliance administrators, SBE's, DBE's, contractors and the public; and includes the following key features:

- Self-managed vendor accounts with unlimited users
- Communication with contractors via email, regarding compliance issues
- Online submission of contractor and supplier monthly Program Activity Reports, with automated tracking of DBE and SBE goals
- DBE and SBE firm online verification of payments
- Flexible reporting capabilities

*All RTA contract awarded vendors are required to register contract information including their subcontractor information into the B2GNOW database.

<https://norta.dbesystem.com>

3.8 EMPLOYEE PROTECTION

Construction Activities. The Recipient agrees to comply, and assures the compliance of each subrecipient, lessee, third party contractor, and other participant at any tier of the Project, with the following Federal laws and regulations providing protections for construction employees: (1) Davis-Bacon Act, as amended, 40 U.S.C. §§ 3141 et seq., pursuant to FTA enabling legislation requiring compliance with the Davis-Bacon Act at 49 U.S.C. § 5333(a), and implementing U.S. DOL regulations, “Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act),” 29 C.F.R. Part 5; (2) Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. §§ 3701 et seq., specifically, the wage and hour requirements of section 102 of that Act at 40 U.S.C. § 3702, and implementing U.S. DOL regulations, “Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act),” 29 C.F.R. Part 5; and the safety requirements of section 107 of that Act at 40 U.S.C. § 3704, and implementing U.S. DOL regulations, “Safety and Health Regulations for Construction,” 29 C.F.R. Part 1926; and (3) Copeland “Anti-Kickback” Act, as amended, 18 U.S.C. § 874 and 40 U.S.C. § 3145, and implementing U.S. DOL regulations, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in part by Loans or Grants from the United States,” 29 C.F.R. Part 3. b. Activities Not Involving Construction. The Recipient agrees to comply, and assures the compliance of each subrecipient, lessee, third party contractor, and other participant at any tier of the Project, with the employee protection requirements for nonconstruction employees of the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. §§ 3701 et seq., in FTA Master Agreement MA(17), 10-1-2010 58 particular with the wage and hour requirements of section 102 of that Act at 40 U.S.C. § 3702, and with implementing U.S. DOL regulations, “Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act),” 29 C.F.R. Part 5. c. Activities Involving Commerce. The Recipient agrees to comply with the Fair Labor Standards Act, 29 U.S.C. §§ 201 et seq., to the extent that it applies to employees performing Project work involving commerce. d. Public Transportation Employee Protective Arrangements. If the Contract Agreement for the Project indicates that public transportation employee protective arrangements required by U.S. DOL apply to public transportation operations performed in connection with the Project, the Recipient agrees to comply with the following requirements:

(1) Standard Public Transportation Employee Protective Arrangements. To the extent that the Project involves public transportation operations and to the extent required by Federal law, the Recipient agrees to implement the Project in accordance with the terms and conditions that the U.S. Secretary of Labor has determined to be fair and equitable to protect the interests of any employees affected by the Project and that comply with the

requirements of 49 U.S.C. § 5333(b), in accordance with U.S. DOL guidelines, “Section 5333(b), Federal Transit Law,” 29 C.F.R. Part 215, and any amendments thereto.

3.9 ENERGY CONSERVATION

The Contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.).

3.10 FLY AMERICA

Contractor and all subcontractors at every tier shall comply with the requirements of 49 U.S.C. 40118 and 4 CFR Part 52. Specifically, whenever work under this agreement may involve international transportation of goods, equipment or personnel by air, only U.S. flag air carriers shall be utilized, to the extent service by these carriers is available. Additionally, Contractor and any subcontractors at every tier shall include this requirement in all subcontracts. Further, in every instance where Contractor or any subcontractor(s) cannot comply with the requirements herein, a certification, in proper form, stating the reasons for non-compliance shall accompany the request for reimbursement or payment.

3.11 GOVERNMENT WIDE DEBARMENT AND SUSPENSION (NONPROCUREMENT)

Certification Regarding Debarment, Suspension, and other Responsibility Matters
- Lower Tier Covered Transactions (Third Party Contracts over \$100,000)

The following language and Debarment certificates (<http://www.norta.com>) must be completed and submitted as a prerequisite for consideration for award. This language and certification must also be included for all sub-contracts issued pursuant to any contract awarded hereunder.

Instructions for Certification

1. By signing and submitting this bid or proposal, the prospective lower tier participant is providing the signed certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, RTA may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to RTA if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms “covered transaction”, “debarred”, “suspended”, “ineligible”, “lower tier covered transaction”, “participant”, “persons”, “lower tier covered transaction”, “principal”, “proposal”, and “voluntarily excluded”, as used in this clause, have meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549 [49 CFR Part 29].
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized in writing by RTA.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction”, without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transaction.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List issued by U.S. General Service Administration.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under Paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to all remedies available to the Federal Government, RTA may pursue available remedies including suspension and/or Debarment.

3.12 RESTRICTIONS ON LOBBYING

Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352, as amended by the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, et seq.] Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR parts 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the RTA. The necessary form is available on <http://www.norta.com>.

3.13 NO FEDERAL GOVERNMENT OBLIGATIONS TO THIRD PARTIES

The federal government shall not be subject to any obligations or liabilities to any third-party Contractor, or any other person not a party to the Grant Agreement or Cooperative Agreement in connection with the performance of this contract. Notwithstanding any concurrence provided by the federal government in or approval of any solicitation, subagreement, or third-party contract, the federal government continues to have no obligations or liabilities to any party, including the third-party Contractor.

3.14 PATENT AND RIGHTS IN DATA

These following requirements apply to each contract involving experimental, developmental or research work: 1. The term "subject data" used in this clause means recorded information, whether or not copyrighted, that is delivered or specified to be delivered under the contract. The term includes graphic or pictorial delineation in media such as drawings or photographs; text in specifications or related performance or design-type documents; machine forms such as punched cards, magnetic tape, or computer memory printouts; and information retained in computer memory. Examples include, but are not limited to: computer software, engineering drawings and associated lists, specifications, standards, process sheets, manuals, technical reports, catalog item identifications, and related information. The term "subject data" does not include financial reports, cost analyses, and similar information incidental to contract administration. 2. The following restrictions apply to all subject data first produced in the performance of the contract to which this Attachment has been added: a. Except for its own internal use, the Contractor may not publish or reproduce subject data in whole or in part, or in any manner or form, nor may the Contractor authorize others to do so, without the written consent of the Federal Government, until such time as the Federal Government may have either released or approved the release of such data to the public; this restriction on publication, however, does not apply to any contract with an academic institution. b. In accordance with 49 C.F.R. § 18.34 and 49 C.F.R. § 19.36, the Federal Government reserves a royalty-free,

non-exclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for "Federal Government purposes," any subject data or copyright described in subsections (2)(b)1 and (2)(b)2 of this clause below. As used in the previous sentence, "for Federal Government purposes," means use only for the direct purposes of the Federal Government. Without the copyright owner's consent, the Federal Government may not extend its Federal license to any other party. (1). Any subject data developed under that contract, whether or not a copyright has been obtained; and (2). Any rights of copyright purchased by the Contractor using Federal assistance in whole or in part provided by FTA.

c. When FTA awards Federal assistance for experimental, developmental, or research work, it is FTA's general intention to increase transportation knowledge available to the public, rather than to restrict the benefits resulting from the work to participants in that work. Therefore, unless FTA determines otherwise, the Contractor performing experimental, developmental, or research work required by the underlying contract to which this Attachment is added agrees to permit FTA to make available to the public, either FTA's license in the copyright to any subject data developed in the course of that contract, or a copy of the subject data first produced under the contract for which a copyright has not been obtained. If the experimental, developmental, or research work, which is the subject of the underlying contract, is not completed for any reason whatsoever, all data developed under that contract shall become subject data as defined in subsection (a) of this clause and shall be delivered as the Federal Government may direct. This subsection (c), however, does not apply to adaptations of automatic data processing equipment or programs for the Contractor's use whose costs are financed in whole or in part with Federal assistance provided by FTA for transportation capital projects.

d. Unless prohibited by state law, upon request by the Federal Government, the Contractor agree to indemnify, save, and hold harmless the Federal Government, its officers, agents, and employees acting within the scope of their official duties against any liability, including costs and expenses, resulting from any willful or intentional violation by the Contractor of proprietary rights, copyrights, or right of privacy, arising out of the publication, translation, reproduction, delivery, use, or disposition of any data furnished under that contract. Contractor shall not be required to indemnify the Federal Government for any such liability arising out of the wrongful act of any employee, official, or agents of the Federal Government.

e. Nothing contained in this clause on rights in data shall imply a license to the Federal Government under any patent or be construed as affecting the scope of any license or other right otherwise granted to the Federal Government under any patent.

f. Data developed by Contractor and financed entirely without using Federal assistance provided by the Federal Government that has been incorporated into work required by the underlying contract to which this Attachment has been added is exempt from the requirements of subsections (b), (c), and (d) of this clause, provided that the Contractor identifies that data in writing at the time of delivery of the contract work.

g. Unless FTA determines otherwise, the Contractor agrees to include these requirements in each subcontract for experimental, developmental, or research work financed in whole or in part with Federal assistance provided by FTA.

3. Unless the Federal Government later makes a contrary determination in writing, irrespective of the Contractor's status (i.e., a large business, small business, state government or state instrumentality, local government, nonprofit organization, institution of higher education, individual, etc.), Contractor agrees to take the necessary actions to provide, through FTA, those rights in that invention due the Federal Government as

described in U.S. Department of Commerce regulations, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," 37 C.F.R. Part 401. 4. The Contractor also agrees to include these requirements in each subcontract for experimental, developmental, or research work financed in whole or in part with Federal assistance provided by FTA.

3.15 PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTS UPPER AND LOWER TIER TRANSACTIONS

- (1) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. §§3801 et. seq. and U.S. DOT regulations, "Program Fraud Civil Remedies", 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.
- (2) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S. C. §5307, the Government reserves the right to impose the penalties of 18 U.S.C. §1001 and 49 U.S.C. §5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.
- (3) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

3.16 RECYCLED PRODUCTS

Recovered Materials. The contractor agrees to comply with all the requirements of Section 6002 of the Resource Conservation and Recovery Act (RCRA), as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

3.17 SAFE OPERATION OF MOTOR VEHICLE

The Recipient agrees as follows: a. Seat Belt Use. In accordance with the provisions of Executive Order No. 13043, “Increasing Seat Belt Use in the United States,” April 16, 1997, 23 U.S.C. § 402 note, the Recipient is encouraged to adopt and promote on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned, rented, or personally operated vehicles, and to include this provision in any subagreements, leases, third party contracts, or other similar documents in connection with the Project. b. Distracted Driving, Including Text Messaging While Driving. In accordance with Executive Order No. 13513, “Federal Leadership on Reducing Text Messaging While Driving,” October 1, 2009, and DOT Order 3902.10, “Text Messaging While Driving,” December 30, 2009, the Recipient is encouraged to comply with the terms of the following Special Provision: (1) Definitions. As used in this Special Provision: (a) “Driving” means operating a motor vehicle on a roadway, including while temporarily stationary because of traffic, a traffic light, stop sign, or otherwise. “Driving” does not include being in your vehicle (with or without the motor running) in a location off the roadway where it is safe and legal to remain stationary. (b) “Text Messaging” means reading from or entering data into any handheld or other electronic device, including for the purpose of short message service texting, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication. The term does not include the use of a cell phone or other electronic device for the limited purpose of entering a telephone number to make an outgoing call or answer an incoming call, unless the practice is prohibited by State or local law. (2) Safety. The Recipient is encouraged to: (a) Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving— (b) Recipient-owned or Recipient-rented vehicles or Government-owned, leased or rented vehicles; (c) Privately-owned vehicles when on official Project related business or when performing any work for or on behalf of the Project; or (d) Any vehicle, on or off duty, and using an employer supplied electronic device. (3) Recipient Size. The Recipient is encouraged to conduct workplace safety initiatives in a manner commensurate with the Recipient’s size, such as: (a) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and (b) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving. (4) Extension of Provision. The Recipient is encouraged to include this Special Provision in its subagreements with its subrecipients, its leases, and its third party contracts, and also encourage its subrecipients, lessees, and third party contractors to comply with the terms of this Special Provision, and include this Special Condition in each subagreement, lease, and third party contract at each tier financed with Federal assistance provided by the Federal Government.

3.18 SUBSTANCE ABUSE REQUIREMENTS

To the extent applicable, the Recipient agrees to comply with the following Federal regulations and guidance: a. Drug-Free Workplace. U.S. OMB guidance, “Governmentwide Requirements for Drug-Free Workplace (Financial Assistance),” 2 C.F.R. Part 182, and U.S. DOT regulations, “Governmentwide Requirements for Drug-Free Workplace (Financial Assistance),” 49 C.F.R. Part 32, that implement the Drug-Free Workplace Act of 1988, as amended, 41 U.S.C. §§ 702 et seq., including any amendments to these U.S. DOT regulations when they are promulgated. b. Alcohol Misuse and Prohibited Drug Use. FTA regulations, “Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations,” 49 C.F.R. Part 655, that implement 49 U.S.C. § 5331.

3.19 TERMINATION

a. Termination for Convenience (General Provision) The RTA may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the RTA’s and/or the Government’s best interest. The Contractor shall be paid its costs, including contract closeout costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to RTA to be paid the Contractor. If the Contractor has any property in its possession belonging to the RTA, the Contractor will account for the same, and dispose of it in the manner the RTA directs.

b. Termination for Default [Breach or Cause] (General Provision) If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the RTA may terminate this contract for default. Termination shall be affected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract. If it is later determined by the RTA that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, the RTA, after setting up a new delivery or performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

c. Opportunity to Cure (General Provision) The RTA in its sole discretion may, in the case of a termination for breach or default, allow the Contractor [an appropriately short period of time] in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions. If Contractor fails to remedy to RTA’s satisfaction the breach or default or any of the terms, covenants, or conditions of this Contract within [ten (10) days] after receipt by Contractor of written notice from RTA setting forth the nature of said breach or default, (RTA) shall have the right to terminate the Contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude (RTA) from also pursuing all available remedies against Contractor and its sureties for said breach or default.

- d. Waiver of Remedies for any Breach. In the event that RTA elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this Contract, such waiver by RTA shall not limit RTA's remedies for any succeeding breach of that or of any other term, covenant, or condition of this Contract.

3.20 CONTRACT WORK HOURS AND SAFETY STANDARD ACT

The Contract Work Hours and Safety Standards Act is codified at 40 USC 3701, et seq. The Act applies to grantee contracts and subcontracts "financed at least in part by loans or grants from ... the [Federal] Government." 40 USC 3701(b) (1) (B) (iii) and (b) (2), 29 CFR 5.2(h), 49 CFR 18.36(i) (6). The Act applies to construction contracts and, in very limited circumstances, non-construction projects that employ "laborers or mechanics on a public work" with a value greater than \$100,000. These nonconstruction applications do not generally apply to transit procurements because transit procurements (to include rail cars and buses) are deemed "commercial items." 40 USC 3707, 41 USC 403 (12) Flow down Requirements: Applies to third party contractors and sub-contractors. (1) Overtime requirements - No contractor or sub-contractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty (40) hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half (1.5) times the basic rate of pay for all hours worked in excess of forty (40) hours in such workweek. (2) Violation; liability for unpaid wages; liquidated damages - In the event of any violation of the clause set forth in paragraph (1) of this section the contractor and any sub-contractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and sub-contractor shall be liable to the United States for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty (40) hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section. (3) Withholding for unpaid wages and liquidated damages - NCTD shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or sub-contractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or sub-contractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section. (4) Subcontracts - The Contractor or sub-contractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) of this section and also a clause requiring the sub-contractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any sub-contractor or lower tier sub-contractor with the clauses set forth in paragraphs (1) through (4) of this section.

IV. EVALUATION CRITERIA

4.1 ADMINISTRATIVE EVALUATION

Prior to the distribution of submittals to the Technical Evaluation Committee, the RTA shall perform an administrative evaluation of each submittal to determine completeness and responsiveness to this RFP.

4.2 EVALUATION CRITERIA

The following evaluation criteria will be used by the Technical Evaluation Committee. The criteria and the weighted values (in parentheses) to be used by the Technical Evaluation Committee in evaluating responses for the selection of a firm(s) to perform this service(s) are listed below:

The following criteria and scoring will be considered in evaluating the responses received.

1. Overall Qualifications - capability of team, professional competence and character of the team including relevance and substance of experience printing high quality maps, signage, and other marketing materials. **(30 Points)**
2. Technical Qualifications- Suitability of the firm's approach to meet the needs and criteria set forth in the RFP. Include a detailed description of your team's approach and capability in printing high quality maps, signage, and other marketing materials for a transit agency. **(25 Points)**
3. References - Prior experience and results on similar projects. **(25 Points)**
4. Firm's current workload including proposed start date and tentative schedule. **(10 Points)**
5. Accessibility of those assigned to the project to meet with RTA staff. **(10 Points)**

4.3 CONTRACT AWARD

(1) The RTA intends to award a contract or contracts resulting from this solicitation to the responsible offeror(s) whose proposal(s) represents the best value after evaluation in accordance with the factors and sub-factors in the solicitation.

(2) The RTA may reject any or all proposals if such action is in the RTA's interest.

(3) The RTA may waive informalities and minor irregularities in proposals received.

(4) The RTA intends to evaluate proposals and award contracts without discussions with offerors. Therefore, the offeror's initial proposal should contain the offeror's best terms from a cost or price and technical standpoint. The RTA reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. If the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

(5) The RTA reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit cost or prices offered, unless the offeror specifies otherwise in the proposal.

(6) The RTA reserves the right to make multiple awards if, after considering the additional administrative costs, it is in the RTA's best interest to do so.

(7) Exchanges with offerors after receipt of a proposal do not constitute a rejection or counteroffer by the RTA.

(8) The RTA may determine that a proposal is unacceptable if the prices proposed are materially unbalanced between line items or subline items. Unbalanced pricing exists when, despite an acceptable total evaluated price, the price of one or more line items is significantly overstated or understated as indicated by the application of cost or price analysis techniques. A proposal may be rejected if the Contracting Officer determines that the lack of balance poses an unacceptable risk to the RTA.

(9) If a cost realism analysis is performed, cost realism may be considered by the source selection authority in evaluating performance or schedule risk.

(10) A written award or acceptance of proposal mailed or otherwise furnished to the successful offeror within the time specified in the proposal shall result in a binding contract without further action by either party.

(11) If a post-award debriefing is given to requesting offerors, the RTA shall disclose the following information, if applicable:

(i) The agency's evaluation of the significant weak or deficient factors in the debriefed offeror's offer.

(ii) The overall evaluated cost or price and technical rating of the successful and the debriefed offeror and past performance information on the debriefed offeror.

(iii) The overall ranking of all offerors, when any ranking was developed by the agency during source selection.

(iv) A summary of the rationale for award.

(v) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror.

(vi) Reasonable responses to relevant questions posed by the debriefed offeror as to whether source-selection procedures set forth in the solicitation, applicable regulations, and other applicable authorities were followed by the agency.

RTA shall score and rank all proposals based upon the evaluation criteria contained herein. An interview and/or presentation may be required. Award of this contract shall be to a properly licensed, responsible offeror deemed the most qualified, for which fair and reasonable compensation can be determined.

PROPOSAL PRICING RESTRICTIONS

Any proposed overhead rate which exceeds 75% of approved categories (e.g., “labor”) shall be substantiated by a current audit performed by an independent Certified Public Accounting Firm. Any proposed overhead rate which exceeds 100% of the approved categories shall be substantiated by a current audit conducted by a federal or state agency. Labor rates for all individuals who may perform any work associated with this project shall be identified in the proposal. The individuals will be identified by name and job category. This requirement extends to all individuals whether classified as professional or non-professional. Any changes in labor rates and/or additions or changes to personnel providing work on this project must be pre-approved by RTA in writing.

4.4 OVERHEAD RATES

Contractor will be required to submit an audited overhead rate.

4.5 PLACE OF PERFORMANCE

(a) The offeror or respondent, in the performance of any contract resulting from this solicitation, _____ **intends**, _____ **does not intend** [check applicable block] to use one or more plants or facilities located at a different address from the address of the offeror or respondent as indicated in this proposal or response to request for information.

(b) If the offeror or respondent checks “intends” in paragraph (a) of this provision, it shall insert in the following spaces the required information:

Place of Performance (Street
Address, City, State, County, ZIP
Code)

Name and Address of Owner and Operator of the
Plant or Facility if Other than Offeror or
Respondent

ATTACHMENT I

SCOPE OF WORK

ATTACHMENT II
SUPPLIER SUBMISSION CHECKLIST

The following items must be submitted as noted in order to be considered responsive.

Letter of Interest*

Consultant Questionnaire Form*

Non-Collusion Affidavit*

Certificate on Primary Debarment *

Certificate Regarding Debarment– Lower Tier *

Certification of Restrictions on Lobbying *

Participant Information Form*

To be determine responsive all forms are due on the proposal submittal date.

INSTRUCTIONS FOR OBTAINING FORMS

Go to RTA’s official web site at www.norta.com

<https://www.norta.com/get-to-know-us/doing-business-with-us/procurements-contracts>

Click on “Vendor Form Library” for a list of downloadable forms

PROCUREMENT SUMMARY RFP 2022-009

REQUIREMENTS

A Solicit Request Routing Sheet for Printer Services with the attached scope of work was received by Procurement from Executive Office on February 26, 2022.

Procurement Policy:

The Independent Cost Estimate for this procurement is \$150,000, which exceeds the Small Purchase threshold, therefore in compliance with the Regional Transit Authority of New Orleans Procurement Policies and Procedures Manual, Section VII.B. This procurement shall be conducted through formal advertisement (competitive means).

SOLICITATION

Invitation for Bids (IFB) No. 2022-009 Public Notice was published in The Advocate. The Public Notice and the IFB 2022-009 were posted on the RTA website beginning 3/23/2022. The IFB submittal deadline was 4/21/2022 at 4:00 pm.

RFP SUBMITTAL

The submittal deadline was on 4/21/2022 at 4:00 pm. Briana Howze handled the receipt of all submissions received. Two (2) proposals were received.

DETERMINATION

Two (2) responsive Proposals were received and responsive.

SUBMITTAL ANALYSIS

Respondents

Mele

MPress

Required Forms

All Submitted

All Submitted

SUMMARY

An Administrative Review was prepared by Briana Howze

The Technical Evaluation Committee meeting was held on Thursday, May 12, 2022, at 10:00 AM in the RTA Board Room.

The Technical Evaluation Committee was selected and authorized by Gizelle Banks and was comprised of:

Angele Young – Director of Marketing

Arian Randolph – Manager of Marketing & Customer Relations

Joanna Farley – Sr. Transportation Planner

The Technical Evaluation Committee scoring was as follows:

Mele	188
MPress	273

MPress Printing was the highest-scoring firm.

MPress Printing was recommended for the award as their price was determined to be fair and reasonable when compared to other firms providing the same service.



Total Available Funding: \$ 150,000

Estimated Cost: \$ 150,000

FTA Grant No.(s)

Line Item(s)

Operations/Department Code

Budget Code(s) 1760002.7150.16313

Budget Analyst Date 2/18/22

G. DBE/SBE Goal: 0 % DBE % Small Business

Director of Small Business Development Date 2/18/22

DBE/EEO Compliance Manager Date 2/18/22

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

Department Head Date 2/16/2022

Division Manager Date 2/16/2022

Director of Procurement Date 2/21/22

FOR PROCUREMENT USE ONLY

Type of Procurement Requested: (circle one) IFB RFQ RFP SS TWO-STEP

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.

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 Date 2/22/22

Chief Executive Officer Date 2/22/22



To: Procurement Director
From: Angele Boutte, Director of Marketing
Re: Scope of Work – Print Services
Date: February 16, 2022

Objective:

Seeking a qualified printing vendor with the capacity to handle multiple print jobs for a variety of materials on a quick turnaround. Qualified vendor will handle all print production of materials including, but not limited to: maps, timetables, brochures, tickets, posters, signage, etc.

Goal:

The primary goal is to secure the most qualified and capable vendor to efficiently print/produce large quantities of high-quality materials on a very quick turnaround with short lead-times, as needed for the RTA.

Method:

1. RTA Marketing Department to supply final production files, along with the dimensions and quantities for each print.
2. RTA requests for materials may include but are not limited to: various paper stock and finishes, coroplast, styrene, laminate, vinyl stickers, die cuts, etc.
3. The RTA will determine the desired timeframe that all materials are to be available for proof approval and the deadline line for the completed materials to be returned to the agency.
4. The vendor will deliver all completed materials to the agency by the requested deadlines (TBD).

Product/Service:

1. Print production services, as designed and coordinated with RTA's marketing team, will be available to RTA annually based on the contractually determined terms after the vendor selection. The RTA marketing team will submit print requests to the vendor throughout each calendar year. RTA marketing requests that the vendor submit a proposal based on examples of print materials listed below. This list represents a sample of print materials and does not represent an actual order. Print materials may include, but are not limited to:
 - System Maps
 - Schedules and Timetables

- Brochures (various sizes)
- Signage (indoor and outdoor)
- Fare Tickets (foil)
- Stickers
- Car Cards
- Shelter Ads
- Bound booklets/ Manuals
- Invitations
- Banners with grommets

Vendors can provide a pricing sample for various quantities within their response.

2. Vendors should provide background on their experience providing high-quality print materials for customers, years of operations, staff, representative who will service and support our account, etc.

Timeline:

Begin in March 21, 2022

Annual term, for 3 to 5 years

Suggested Vendors:

MPress, Mele Printing, Universal Printing

Budget:

\$150,000 per year

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number:

Date of Estimate:

Description of Goods/Services:

Print vendor, printing services

- New Procurement
- Contract Modification (Change Order)
- Exercise of Option

Method of Obtaining Estimate:

Attach additional documentation such as previous pricing, documentation, emails, internet screen shots, estimates on letterhead, etc.

- Published Price List (attach source and date)
- Historical Pricing (attach copy of documentation from previous PO/Contract)
- Comparable Purchases by Other Agencies (attach email correspondence)
- Engineering or Technical Estimate (attach)
- Independent Third-Party Estimate (attach)
- Other (specify) _____ attach documentation
- Pre-established pricing resulting from competition (Contract Modification only)

Through the method(s) stated above, it has been determined the estimated

total cost of the goods/services is \$ 150,000

The preceding independent cost estimate was prepared by:

Angele Y. Bouite
Name

Director of marketing

Signature
Angele Y. Bouite

Regional Transit Authority
 INV.: Accounting Dept (504) 827-8407
 2817 Canal Street
 New Orleans, Louisiana 70119

Page - 1
 Date - 8/04/20
 Order No. - 912747-000
 Brn/Plt - 1760002

ABBOTT ENTERPRISES, LLC dba MPRESS
 4100 HOWARD AVENUE
 NEW ORLEANS LA 70119

SHIP REGIONAL TRANSIT AUTHORITY
 TO
 2817 CANAL STREET
 NEW ORLEANS, LA 70119

Ordered - 08/04/20 Vendor No. 5623000
 Delivery - 08/04/20 Order By
 Freight - Default - Handling Code

Print Services
 REQ #04027
 PROMISED DELIVERY DATE - 09/04/20

Description / Supplier Item
 Print Services
 Non Stock Service
 1760002.7150.16313

UM Unit Cost Extension
 EA EA 150,000.00



Flozell Daniels
 Chairman

RTA Board of Commissioners

Terms Net 30 Tax R: Sales Tax Total Order
 150,000.00

DATE RECEIVED
 RECEIVED BY
 CHECKED BY
 APPROVED BY

ORDER NUMBER AND
 PERSON TO WHOM ADDRESSED
 MUST APPEAR ON ALL
 PACKAGES AND INVOICES

REGIONAL TRANSIT AUTHORITY
 TAX DEPT

BY: *Mark Meyer*
 MANAGER, PURCHASING DEPT.
 ANY CONFLICT DISPUTE LOCAL PROCEEDINGS SETTLEMENT OR OTHER MATTER HAVING A
 LOCAL JURISDICTION ON THE PARTIES HEREIN SHALL BE RESOLVED PURSUANT TO
 THE LAWS AND JURISDICTION OF THE STATE OF LOUISIANA.

INV. DATE	INV. NUMBER	INV. AMOUNT	TAX	FREIGHT	INV. TOTAL
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2021 Printing budget

Description	Quantity	Amount before tax	Department	Invoice #	Invoice Date	P.O. #	Job #	Vendor	Notes
COVID-19 Social Distancing Sticker 8x10 4/0 Reprint	2,000	\$2,100.75	Operations	118542R	1/22/2021	912747-000	352307	Mpress	Tax Included on invoice \$198.52
RTA Emp. Code of CodeBooklet 12pg+Cvr 4.25x5.5 4/4	900								
RTA Employee Handbook 16pg+Cvr 4.25x5.5 4/4	900	(\$2,681.78)	HR	118658CR	1/22/2021	912747-000	352652	MPress	Tax Included on invoice (\$138.83)
RTA Emp. Code of CodeBooklet 12pg+Cvr 4.25x5.5 4/4	900								
RTA Employee Handbook 16pg+Cvr 4.25x5.5 4/4	900	\$2,681.78	HR	118658R	1/22/2021	912747-000	352652	Mpress	
RTA Streetcar Map 14x18 Map Folds 4/4	1,000	(\$744.04)	Operations	118680CR	1/22/2021	912747-000	352621	Mpress	Tax Included on invoice (\$70.31)
RTA Streetcar Map 14x18 Map Folds 4/4	1,000	\$744.04	Operations	118680R	1/22/2021	912747-000	352621	Mpress	
RTA2021 Holiday Car Card42"x11"- .040 Wht Sty 4/0	200	(\$2,783.96)	Operations	118659CR	1/22/2021	912747-000	352653	Mpress	Tax Included on invoice (\$263.08)
RTA2021 Holiday Car Card42"x11"- .040 Wht Sty 4/0	200	\$2,783.96	Operations	118659R	1/22/2021	912747-000	352653	Mpress	
2021 Canal St. Streetcar Card 44x11-.040Wht Sty4/0	25	(\$386.04)	Marketing	119350	2/18/2021	912747-000	353270	Mpress	Tax Included on invoice (\$36.48)
2021 Canal St. Streetcar Card 44x11-.040Wht Sty4/0	25	\$386.04	Marketing	118843CR	2/23/2021	912747-000	352804	Mpress	
Mask Required Fed. Car Card 44x11-.040 Whte sty.4/0	250	\$3,480.00	Operations	118843R	2/23/2021	912747-000	352804	Mpress	Tax Included on invoice \$328.86
COVID-19 Social Distancing Sticker 8x10 4/0 Reprint	2,000	(\$2,100.75)	Operations	117312R	4/22/2021	912747-000	351014	Mpress	Tax Included on invoice (\$198.52)
COVID-19 Social Distancing Sticker 8x10 4/0 Reprint	2,000	\$2,100.75	Operations	117591R	4/22/2021	912747-000	351475	Mpress	
RTA Ferry Launch Ticket 3x6 1/0 -Digital-4/0 15"x 45" Single Sided Custom Shape Aluminum 3x2 Oval Sticker 4/0 -Digital- *	1,000	\$175.16	Ferry	117593R	4/22/2021	912747-000	351634	Mpress	
	6	\$426.80	Marketing	117998R	4/22/2021	912747-000	351829	Mpress	
	500	\$180.77	Marketing	118056R	4/22/2021	912747-000	351992	Mpress	
Mask Required WeatherProof Wht Vinyl label 5x7 4/0	500	\$466.80	Operations	118118R	4/22/2021	912747-000	352115	Mpress	

RTA Masks Required Static Cling(FrontCling)5x7 4/0	500	\$480.00	Operations	118121R	4/22/2021	912747-000	352116	Mpress
ADA Streetcar Brochure 12x9 to 4x9 4/4 -Digital-	2,500	\$616.99	Operations	118267R	4/22/2021	912747-000	352159	Mpress
RTA - ADA Car Card 42" x 11" - styrene 4/0	8	\$130.20	Operations	119350R	4/22/2021	912747-000	353270	Mpress
One Team One Family Postcard 5x3.5 4/4 Digital-	1,000	\$232.20	HR	120427	4/28/2021	913144-000	354100	Mpress
Mask Required Fed.Car Card 44x11-.040 White sty.4/0	250	\$3,480.00	Operations	120428	4/28/2021	913144-000	354098	Mpress
Employee Code of Conduct Book-12pg+Cvr 4.25x5.5	100	\$687.07	HR	121119	6/7/2021	912747-000	355011	Mpress
RTA Employee Handbook- 16pg+Cvr 4.25x5.5	100	\$1,283.18	HR	121120	6/7/2021	912747-000	355014	Mpress
2 Memorial Coroplast Poster 18x24 4/0	2	\$11.00	HR	121136	6/8/2021	912747-000	355010	Mpress
2-Memorial Coroplast Cards 24x36 4/0	2	\$37.00	HR	121162	6/9/2021	912747-000	355056	Mpress
Memorial Program 11x8.5 to 5.5x8.5 4/4 -Digital-	200	\$124.00	HR	121180	6/10/2021	912747-000	355029	Mpress
4 - B. Mike Juneteenth BusReveal Coroplast 48x36 1 each	4	\$72.00	Marketing	121184	6/10/2021	912747-000	355052	Mpress
RTA Masks Required Static Cling(FrontCling)5x7 4/0	500	\$480.00	Operations	121192	6/11/2021	912747-000	355113	Mpress
2021 Hurricane Guide Brochure 12x9 to 4x9 4/4	1,000	\$543.37	Marketing	121208	6/11/2021	912747-000	355092	Mpress
Memorial Prog.Reprint 11x8.5to5.5x8.5 4/4Digital	200	\$125.73	HR	121239	6/16/2021	912747-000	355143	Mpress
(2)RTA Hurricane Broc.12x9 to 4x9 4/4 -Digital-	750	\$396.44	Marketing	121258	6/16/2021	912747-000	355115	Mpress
Spanish version - 500 Qty.								
Vietnamese version - 250 Qty.								
(3) RTA Schedule Broch. - #5, #8, #106 \$5,679.91 1500 each	4,500	\$5,679.91	Operations	121284	6/17/2021	912747-000	355197	Mpress
(30) RTA Schedule Brochures Qty: 1500 each of 30 4/4 26-Diff Schedules 14x18 to 3.5x9 4/4 (3)Schedules 17.5x18 to 3.5x9 4/4 (1)Schedule 10.5x18 to 3.5x9	45,000	\$17,993.51	Operations	121297	6/18/2021	912747-000	355030	Mpress
3-Diff Return to Service Posters 11x17 4/0Digital us image - Youth image - Qty. 50 Senior image - Qty. 50	200	\$148.00	Marketing	121330	6/21/2021	912747-000	355237	Mpress

4-RTA Passes 5/5 w/#er Die Cuts, -Digital- 5000 of each	20,000	\$4,671.13	Marketing	121339	6/22/2021	912747-000	355226	Mpress
4/0 6mm White Vinyl Sticker 5x7	300	\$222.56	Operations	121406	6/25/2021	912747-000	355282	Mpress
Return To Service Car Card .040 Styrene42"x11" 4/0	400	\$4,800.00	Marketing	121423	6/28/2021	912747-000	355356	Mpress
RTA TempStreet Car& Bus.040 Sty.11x17" 4-Holes 4/0	136	\$620.00	Operations	121485	6/30/2021	912747-000	355341	Mpress
RTA Farebox White Vinyl Sticker 8x8 4/0	350	\$429.00	Operations	121524	6/30/2021	912747-000	355369	Mpress
Return to Servic&Fare Chg. Broc.Eng1.2x9to4x9 4/4	3,000	\$658.99	Marketing	121525	6/30/2021	912747-000	355368	Mpress
#2 FerryPriceChange Sign.040 Sty.24x36w/4-Holes4/0	12	\$216.00	Operations	121526	6/30/2021	912747-000	355370	Mpress
#1-FerryPriceChangeSign .040Sty.24x36 w/4-Holes4/0	12	\$216.00	Ferry	121527	6/30/2021	912747-000	355342	Mpress
#3 -Ferry Price Change Sign .040 Styrene 48x36 4/0	2	\$72.16	Ferry	121505	6/30/2021	912747-000	355371	Mpress
4/0 6mm White Vinyl Sticker 5x7	150	\$115.20	Operations	121527	6/30/2021	912747-000	355342	Mpress
Operation Farebox Sticker 8.5x2.985 4/0 w/Laminate	350	\$341.56	Operations	121505	6/30/2021	912747-000	355371	Mpress
#16So.ClaibornePocket Sch.14x18Map Folds4/4Reprint	1,000	\$637.57	Operations	121789	7/21/2021	912747-000	355685	Mpress
#94Broad Pocket Sch. 17.5x18 Map Folds 4/4 Reprint #63N.O.EastOwl	1,000	\$848.68	Operations	121795	7/21/2021	912747-000	355683	Mpress
PocketSch.10.5x18MapFolds4/4Reprint	1,000	\$563.50	Operations	121796	7/21/2021	912747-000	355684	Mpress
Coroplast Sign 24x36 4/0	2	\$30.00	Operations	122258	8/19/21	912747-000	356163	Mpress
2 Coroplast-Temp. Ferry Shuttle Sign 24x36 4/0 2 each of 2	4	\$37.24	Ferry	122320	8/24/2021	912747-000	356219	Mpress
.040Sty.Temp.Location11"x17" w/4-Holes-4/0 - Temporary bus stop relocation sign template	50	\$255.82		122336	8/25/21	912747-000	356225	Mpress
Coroplast Sign 24x36 4/0								
The "No Bike, Scooter, or Wheelchair Access Available "sign - Qty. 2	8	\$78.00	Operations	122344	8/25/2021	912747-000	356250	Mpress
The "Temporary Eastbank Debarcation Located at MardiGras World" sign - Qty. 6								
Algiers Pt.-Canal St. Ferry Sign24x36 w/4-Holes4/0	12	\$216.00	Ferry	122498	9/13/21	912747-000	356365	Mpress

Chalmette Lower Algiers Ferry Sign 48 x 36 4/0	8	\$289.97	Ferry	122516	9/14/2021	912747-000	356364	MPress		
Chalm. Lower Algiers Ferry Price 24x36 w/4-Holes 4/0	12	\$216.00	Ferry	122517	9/14/21	912747-000	356366	MPress		
Ridership Survey Poster 11x17 4/0 - Digital-	500	\$329.57	Marketing	122573	9/16/2021	912747-000	356419	MPress	Billed to operations	
Call Code Rack Card 4x9 4/4 w/Laminate - Digital-	1,000	\$314.14	Operations	122926	10/7/21	---	356776	MPress	requisition #- 105286	
2 RTA Ferry Adjustment Coroplast Signs 4/0 : 12 total (6 sets 2 posters per set) total: 40 x 24	18	\$252.38	Ferry	123006	10/12/2021	912747-000	356877	MPress	budget code 1420099.8640.011.	
RTA - Open Enrollment Coroplast Sign 24x36 4/0	8	\$ 115.00	HR	123298	10/26/21	912747-000	357252	MPress		
RTA Ferry Adjustment Coroplast Sign 24x36 4/0	10	\$112.00	Ferry	123299	10/26/2021	912747-000	357202	MPress		
Sm. POS Sign, Rim Capacity Sign, Lg. POS Sign- 4/0	25	\$180.00	Marketing	123326	10/27/21	912747-000	357251	MPress		
RTA - Open Enrollment Coroplast Sign 24x36 4/0 - Date extension	8	\$163.81	HR	123446	10/29/2021	912747-000	357409	MPress		
Open Enrollment .040 Styrene Signs 36x24 4/0 - Reminder	8	\$150.35	HR	123782	11/12/21	912747-000	357699	MPress		
Masking Styrene Signs 6x24 4/0+4-Holes w/Zip ties	6	\$118.00	Marketing	122621	9/21/2021	912747-000	356484	MPress		
3 Ferry Adjustment .40 Styrene Signs 36x24 4/0	6	\$108.00	Marketing	122620	9/21/2021	912747-000	356488	MPress		
RTA Emp. Onboarding Handbook 16pg+Cvr 4.25x5.5 4/4	100	\$791.61	Marketing	122730	9/28/2021	912747-000	356248	MPress		
Emp. Code of Conduct Booklet 12pg+Cvr 4.25x5.5 4/4	100	\$687.07	Marketing	122729	9/28/2021	912747-000	356567	MPress		
2-Schedules .#80 and #88 14x18 to 3.5x9 4/4- 1500each	3000	\$1,259.81	Marketing	122811	9/30/2021	912747-000	356654	MPress		
Business Meeting Card 5x7 (1,000) w/A-7 Env 4/0 (1,000)	2000	\$618.46	Marketing	123741	11/11/2021	912747-000	357553	MPress		
Busi.Mtg. Invitation 5x7 4/0 Digital	100	\$80.00	Marketing	123908	11/19/2021	912747-000	357762	MPress		
4/0 4'x10' Banner w/ Grommets	10	\$1,170.54	Marketing	124085	11/30/2021	912747-000	357918	MPress		
4/0 Styrene 3-Diff Signs 10/Ea 24 x 36	30	\$561.25	Marketing	124084	11/30/2021	912747-000	357920	MPress		
4/0 98x48 Banners 4/0	2	\$195.00	Marketing	124083	11/30/2021	912747-000	357919	MPress		
4/4 Coroplast Signs 24x18	150		Safety	124252	12/9/2021	913791-000	358081	MPress		\$822.00
Temporary Stop Signs .040 Sty. 11"x17" w/4Hole 4/0	600		Operations	124592	12/31/2021	913757-000	358472	MPress		\$2,238.03
Fixed Route DVIR Book 3-Part w/Cvr 31 Sets/Book	2000		Operations	124679	12/31/2021	913577-000	357632	MPress		\$5,150.54

Streetcar DVR Book 3 Part w/Cvr 31 sets+1int. page	1500	Operations	124726	12/31/2021	913577-000	357633	MPress	\$4,076.45
Links Survey Posters 17 x11 4/0	500	Infrastructure	125018	1/26/2022	913857-000	358935	MPress	353.83
2diff. Emp. of the Month .040 Sty. carCards 42x11 4/0 400	800	HR	124841	1/18/2022	N/A	358581	MPress	\$8,712.00
4/4 2-Coroplast Signs 24x36 w/ Hardware	4	Marketing	124739	1/7/2022	912747-000	358556	MPress	
Jan. Pick 2022 Posters 17x11 4/0 -Digital-	500	Marketing	124805	1/13/2022	912747-000	358664	MPress	
Jan 2022 Pick Brochure 12x9 to 4x9 4/4+Aq	3000	Marketing	124842	1/18/2022	912747-000	358665	MPress	
RTA Bus Shelter .020 Styrene Signs 47x68 4/0	40	Marketing	124845	1/18/2022	912747-000	358672	MPress	
2 Jan. Pick Broc.: Spanish & Viet. 12x9to4X9 4/4+Aq 1000	2000	Marketing	124918	1/19/2022	912747-000	358786	MPress	
(33) RTA Schedule Brochures; 4/4 18-Diff Schedules 14x8 to								
3.5x9 1500 each, 4/4 2-Diff Schedules 7x18 & 1.5x18 1500								
each, 4/4 13- Diff Schedules 17.5x18 1500								
2nd RTA Bus Shelter .020 Styrene Signs 47x68 4/0	49.5	Marketing	124987	1/24/2022	912747-000	358747	MPress	
ENGLISH Mardi Gras Guide 28x9 to 4x9 4/4	40	Marketing	124992	1/25/2022	912747-000	358731	MPress	
Vietnamese Mardi Gras Guide 28x9 to 4x9 4/4	2000	Marketing	125213	2/3/2022	912747-000	358867	MPress	
SPANISH Mardi Gras Guide 28x9 to 4x9 4/4	1000	Marketing	125212	2/3/2022	912747-000	359011	MPress	
RTA Holiday Car Card .040 Styrene Signs 42x11 4/0	1000	Marketing	125211	2/3/2022	912747-000	359009	MPress	
\$1 Ferry Ticket 2.25x3.25 4/0+Foil w/#ers	400	Marketing	125303	2/9/2022	912747-000	359109	MPress	
\$2 Ferry Ticket 2.25x3.25 4/0+Foil w/#ers	15000	Marketing	125332	2/10/2022	912747-000	359028	MPress	
	20000	Marketing	125329	2/10/2022	912747-000	359027	MPress	

Total Spend					\$114,107.19			
Budget					\$150,000.00			
Balance					\$35,892.81			



ESTIMATE

4100 Howard Avenue
New Orleans, LA 70125
Phone: 504-524-8248
Fax: 504-524-3637

Date: 9/23/2021
Est: 89151

To: RTA N.O.

Attn.: Linda Lien-Ribardi

Email: llien-ribardi@rtforward.org

Descriptions: "Call Code Rack Cards" – Print 4" x 9" cards, 4/4, prints on 80# Gloss Cover, customer to supply print-ready art, pre-flight, poc, digitally print, laminate cards, trim, box and deliver.

Qty.: 1,000

Base: \$314.14*

Note: *Tax not included in above price. **

Thanks,

Patti Johnston

pjohnston@mpressnow.net



WE
MAKE
YOU
LOOK
GOOD
ON
PAPER.

MPress
4100 Howard Avenue
New Orleans, LA 70125-1325
Phone: (504) 524-8248
Fax: (504) 262-0696
Email: kpritchett@mpressnow.com

INVOICE

Invoice #	124679
Invoice Date	12/31/21
Date Shipped	
Ship Via	Delivery
Salesperson	PATTI JOHNSTON
Terms	Net 30 Days
P.O. Number	913577-000
Job Number	357632

Regional Transit Authority
Dawn Collins
2817 CANAL ST.
NEW ORLEANS, LA 70119

Quantity	Description	Unit Price	UM	Amount
2,000	Fixed Route DVIR Book 3-Part w/Cvr 31 Sets/Book	\$5,150.54		\$5,150.54
FSC CoC Certificate # NC-COC-003606		Subtotal		\$5,150.54
		TAX EXEMPT		\$0.00
		Total Due		\$5,150.54

Customer Code : **REGI70**
Invoice Number : **124679**
Invoice Date : **12/31/21**
Invoice Amount : **\$5,150.54**

Amount Paid : _____

Remit To:

MPress
First Bank & Trust
P.O. Box 1830
Covington, LA 70434

Remitter:

Regional Transit Authority
Dawn Collins
2817 CANAL ST.
NEW ORLEANS, LA 70119

**Regional Transit Authority
Administrative Review Form**

Project Name: Printer Services

Type of Solicitation: RFP 2022-009 DBE/SBE Participation Goal: 0% Number of Respondents: 2

Prime, Primary Contact and Phone Number	DBE and Non-DBE Subconsultants	DBE Commitment Percentage	Price (RFP and ITB ONLY)
Prime Firm: Mele	N/A	0%	\$
Prime Firm: MPress	N/A	0%	\$

*Indicates certified DBE or SLDBE firm that will contribute to the project's participation goal

Prime Firm Name	Required Items								
	LA Uniform Public Work Bid	Non-Collusion	Debarment Prime	Debarment Lower	Restrictions on Lobbying	Buy America Compliance	Participant Info	Affidavit of Fee Disposition	Addenda
Mele	Y	Y	Y	Y	Y	N/A	Y	N/A	N/A
MPress	Y	Y	Y	Y	Y	N/A	Y	N/A	N/A

Review and verification of the above required forms, the below listed vendor is hereby found responsive to this procurement.

Vendor Name: MPress Printing

Certified by: Name and Title Briana Howze, Contract Administrator

Procurement Personnel Only

Prime Firm Name	Bid Bond	Insurance	Responsiveness Determination	Responsible Determination					
				Certifications /Licenses	Facilities/ Personnel	SAM.Gov	Previous Experience	Years in Business	Financial Stability
Mele	N/A	Y	N/A	N/A	Y	Y		N/A	N/A
MPress	N/A	Y	N/A	N/A	Y	Y		N/A	N/A

Review and verification of the above "checked" forms, the below listed vendor is hereby found responsible for award of this procurement.

Vendor Name: MPress Printing

Certified by: Name and Title Briana Howze, Contract Administrator

RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

AUTHORIZATION TO AWARD A CONTRACT TO SUPPLY PRINTING SERVICES TO
PRODUCE THE RTA'S PRINTED MAPS, TIMETABLES, WAYFINDING SIGNAGE
AND OTHER PASSENGER MATERIALS.

Introduced by Commissioner _____, seconded by Commissioner
_____.

WHEREAS, the Board of Commissioners of the Regional Transit Authority (RTA) previously authorized staff to solicit companies that can supply print services for passenger materials through the previous vendor contract; and

WHEREAS, the staff issued an Invitation for Bid solicitation (IFB) for the acquisition of a printing services to produce the RTA's printed collateral and materials to establish a vendor with the capacity to print high-quality maps, timetables, wayfinding signage and passenger materials on a quick turnaround as needed over an annual period for up to five years. This contract is to continue to provide informational materials for riders. This item is currently budgeted by the RTA; and

WHEREAS, staff evaluated all elements of the bid in accordance with requirements prescribed by the RTA, Louisiana Public Bid Law, and the Federal Transit Administration; and

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

WHEREAS, staff evaluated all cost components submitted by vendor and determined the price to be fair and reasonable; and

WHEREAS, it is the opinion of the RTA Board of Commissioners that the printing services would allow RTA to continue to produce maps, timetables, wayfinding signage and passenger materials for its riders; and

WHEREAS, funding for the above stated project is made available through budget established under the RTA operating budget 1760002.7150.16313 (\$150,000) annually.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the RTA that the Chairman of the Board, or his designee, is authorized to award a printing services contract to supply printed maps, timetables, wayfinding signage and passenger materials for RTA audiences to MPress Printing for \$150,000 annually for a period of up to five years.

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

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

AND THE RESOLUTION WAS ADOPTED ON THE 28th DAY OF JUNE, 2022.

FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS



Board Report and Staff Summary

File #: 22-103

Finance Committee

Rampart Streetcar Line Emergency Recovery Project : Award Construction Project

DESCRIPTION: Requesting Board Authorization to Award a Construction contract to Walter J. Barnes Electric Co. LLC	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 award a construction contract to the lowest responsive bidder to repair sections of the Rampart Streetcar Line impacted by the collapse of the Hard Rock Hotel. According to AECOM’s opinion of probable cost, the total bid cost to restore Rampart Streetcar Line, excluding the Canal St, connector, is \$1,021,000.00.

ISSUE/BACKGROUND:

As decreed by Mayor LaToya Cantrell in March of 2020, RTA staff have been directed to restore RTA infrastructure impacted by the Hard Rock Hotel collapse as quickly as possible. However, as the Hard Rock Hotel Developer (hereby referred to as the “Developer”) has obstructed RTA’s infrastructure along Rampart Street until recently, RTA staff are working to restore the Rampart Streetcar Line by the end of December 2022.

DISCUSSION:

In February 2021, the Developer removed demolition equipment and crane mats along Canal Street and Rampart allowing RTA’s engineer AECOM to complete damage assessments of the Canal Streetcar Line and Rampart Streetcar Line. The repair package was completed on April 16th, 2021. RTA Staff are now working to solicit for a contractor to complete the repairs. As the City has reopened Rampart Street from Canal St. to Elysian Fields Ave. RTA Staff are requesting Board Authorization to award a Construction Contract early in order to meet the schedule to restore the Rampart Streetcar Line by the end of December 2022.

FINANCIAL IMPACT:

AECOM’s Opinion of Construction Cost to restore the Rampart Streetcar Line was \$1,131,408.38 with the Barnes Electric CO. LLC. bid coming in at \$1,021,000.00 below the estimated cost we can move forward with a contract which will be funded through local account 1.1510.109. All cost associated with this work will be tracked for financial recovery purposes.

NEXT STEPS:

Upon Board approval, staff will award a construction contract to Barnes Electric CO. LLC. to repair the Rampart Streetcar Line between Canal St. to Elysian Fields Ave.

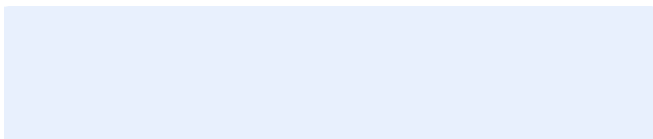
ATTACHMENTS:

1. Resolution
2. AECOM's Opinion of Probable Construction Cost
3. Procurement Summary

Prepared By: Darrell LaFrance, dlafrance@rtaforward.org
Title: Project Manager III - Infrastructure

Reviewed By: Lona Edwards Hankins, lhankins@rtaforward.org
Title: Deputy CEO of Infrastructure, Strategic Planning and Information Technology

Reviewed By: Gizelle Johnson Banks
Title: Chief Financial Officer



Click or tap to enter a date.

Alex Wiggins
Chief Executive Officer

Date



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

504.827.8300

www.norta.com

RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO AWARD A CONSTRUCTION CONTRACT TO WALTER J.
BARNES ELECTRIC CO. LLC FOR THE RAMPART STREETCAR LINE RECOVERY
PROJECT**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, as decreed by Mayor LaToya Cantrell in March of 2020, RTA staff have been directed to restore RTA infrastructure impacted by the Hard Rock Hotel collapse as quickly as possible; and

WHEREAS, however, as the Hard Rock Hotel Developer (hereby referred to as the “Developer”) has obstructed RTA’s infrastructure along Rampart Street until recently, RTA staff are working to restore the Rampart Streetcar Line by the end of December 2022; and

WHEREAS, in February 2021, the Developer removed demolition equipment and crane mats along Canal Street and Rampart allowing RTA’s engineer AECOM to complete damage assessments of the Canal Streetcar Line and Rampart Streetcar Line; and

WHEREAS, the repair package was completed on April 16th, 2021. RTA Staff are now working to solicit for a contractor to complete the repairs; and



RESOLUTION NO. _____

Page 2

WHEREAS, as the City has reopened Rampart Street from Canal St. to Elysian Fields Ave. RTA Staff are requesting Board Authorization to award a Construction Contract early in order to meet the schedule to restore the Rampart Streetcar Line by the end of December 2022; and

WHEREAS, AECOM’s Opinion of Construction Cost to restore the Rampart Streetcar Line was \$1,131,408.38 with the Barnes Electric Co. LLC bid coming in at \$1,021,000.00 below the estimated cost we can move forward with a contract which will be funded through local account 1.1510.109. All cost associated with this work will be tracked for financial recovery purposes; 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, authorization to award a construction contract to Walter J. Barnes Electric Co. LLC for the Rampart Streetcar Line Recovery Project.

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 26th DAY OF JULY, 2022.

**FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS**



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

504.827.8300

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Rampart Streetcar Line: Emergency Recovery Project						
Opinion of Probable Cost						
#	Item	Unit	Quantity	2014 Bid Cost	2022 Unit Cost ¹	Extended
1	Purchase of Rampart/Canal Street Webbing materials ⁵ (estimate assumes that materials are 75% of the total cost of the work)					
	<i>Trolley Wire Conductor - 4/0 Grooved H.D. Copper</i>	FT	500	\$43.66	\$48.00	\$ 18,000.00
	<i>Trolley Wire Frog</i>	EA	6	\$766.00	\$1,256.24	\$ 5,653.08
	<i>Trolley Wire Cross-over</i>	EA	3	\$6,193.00	\$10,156.52	\$ 22,852.17
	<i>Curve Benders</i>	EA	25	\$4,061.00	\$6,660.04	\$ 124,875.75
	<i>OCS Cross Wire / Head Guy Assembly</i>	EA	8	\$8,111.00	\$13,302.04	\$ 79,812.24
	<i>OCS Pull OFF Assembly</i>	EA	26	\$2,631.00	\$4,314.84	\$ 84,139.38
	<i>OCS Termination Wire Assembly</i>	EA	7	\$2,393.00	\$3,924.52	\$ 20,603.73
2	Demo and reinstall new trolley pole anchor bolts ⁹ per location					
	<i>Labor</i>	EA	4	-	\$ 875.00	\$ 3,500.00
	<i>Misc. equipment, tools, materials and concrete testing</i>	EA	4	-	\$ 250.00	\$ 1,000.00
3	Reinstallation of Rampart/Canal Street Webbing - Labor and Equipment (estimate assumes that labor is 25% of the total cost of the work and equipment is 10%)	LS	1	-	\$124,577.72	\$ 124,577.72
4	Realignment of Rampart Streetcar Line OCS components from Elysian Field to Bienville ^{2,4}	LF-wire	12706	-	\$9.21	\$ 117,022.26
5	Purchase & Install Ornamental OCS Pole, Base Plate and Light Fixture (pole AV88) ⁵					
	<i>12" fluted pole</i>	EA	1	\$15,557.00	\$17,112.70	\$ 17,112.70
	<i>decorative base plate covers</i>	EA	1	\$2,913.00	\$3,204.30	\$ 3,204.30
	<i>Replica Light (Attachment and Luminaires)</i>	EA	1	\$7,174.00	\$7,891.40	\$ 7,891.40
6	Purchase & Install of Rampart Streetcar Line OCS Hardware from Bienville to Canal Street ⁵ (poles #AV88, #AV89, #AV90 and #AV91)					
	<i>OCS cantilever assembly and hardware attachment</i>	EA	4	\$3,397.00	\$5,571.08	\$ 22,284.32
	<i>Replica Light (Attachment and Luminaires) - AV89, AV90 and AV91</i>	EA	3	\$7,174.00	\$11,765.36	\$ 35,296.08
7	Installation of Rampart Streetcar Line OCS Hardware from Bienville to Canal Street ³	LF-wire	1290	-	\$22.00	\$ 28,380.00
8	Testing of reinstalls and retensioning ¹⁰	LS	1	\$50,000.00	\$63,338.50	\$ 63,338.50
9	Cleaning of Streetcar stops ⁸	EA	6	-	\$1,200.00	\$ 7,200.00
10	Maintenance and Protection of Traffic ⁶	DAY	68	-	\$1,200.00	\$ 81,600.00
					Subtotal Cost	\$868,343.64
					Mobilization / Demobilization (3%)	\$26,050.31
					10% Profit	\$89,439.39
					Subtotal including OH&P	\$983,833.34
					15% Contingency	\$147,575.00
					Estimated Total Cost =	\$1,131,408.34

NOTES:

- The 2022 cost takes into account the recent industry-wide spikes in the material costs of metals and concrete.
- Labor rates are from 1/22 Prevailing Wage Rate for Orleans Parish
- Alignment Bienville to Elysian Fields is STA 106+75 to STA 170+28 = 6353 LF of route x 2 wires = 12,706 LF-wire
- Alignment Bienville to Canal Street is STA 106+75 to STA 100+30 = 645 LF of route x 2 wires = 1,290 LF-wire
- Work costs assumes
- "straight" alignment : 6-8 man crew; 3 JLG trucks; 8-10 hour shifts + equipment (3-JLG lifts, truck) ≈ \$5.21/LF labor + \$4/LF equip.
- Bacon-Davis rates for Electrician in New Orleans = \$32.25 + \$13.75 fringes = \$46.00/MH.
- HGU: 8 men x 3 @ 12 hour weekend shifts (\$46/hr on premium time) + equipment (3-JLG lifts, truck, lights, etc.)
- OCS Pole, OCS hardware and luminaire costs are from Archer Western 2014 bid for Rampart, escalated using Research Division of the Federal Reserve Bank of St. Louis, *Producer Price Index by Commodity: Metals and Metal Products: Power Wire and Cable* to Dec. 2021
- this use an index of 2004 prices equal to 100
- a shift from June 2014 to Dec. 2021 provided an index shift from 203.0 to 332.8 = a multiplier of 1.64
- Ductile Iron castings index rose from 158.8 to 174.72 during the same time = a multiplier of 1.10
- Assume duration of 60 work days plus 4 weekends ≈ 68 day shifts
- assume multiple, concurrent locations for traffic control each day
- Trolley wire cost: using the Federal Reserve research shows that trolley wire index (using copper wire to replicate the bronze wire costs) increased from 342.4 to 406.2 - or 18.6% - in calendar year 2021. So the engineer's 2021 estimate of \$40/ft was increased to \$48/ft
- Assume 2 Laborers @ \$18/hr: takes two days per shelter = \$576. Assume that = 60% of the total, so cost per shelter = \$960/EA
- add 25% for inefficiency for working between active streetcar tracks. Use \$1200/EA.
- Labor cost for anchor bolt replacement ≈ \$875
Demolition: 2 Laborers @ \$18/hr x 16 hours \$576.00
Place concrete: 1 Laborer @ \$18 + 1 Cement Mason @ \$19.34 x 8 hrs \$298.72
- Retensioning of trolley wire cost is based on 2014 Kiewit bid, and escalating Electrician wage rate at 3% per year to 2022 dollars

PROCUREMENT SUMMARY IFB 2022-010

REQUIREMENTS

A Solicit Request Routing Sheet for Rampart Streetcar Line Emergency Repair Project with attached scope of work was received by Procurement from Executive Office on April 4, 2022.

Procurement Policy:

The Independent Cost Estimate for this procurement is \$1,131,408.34, which exceeds the Small Purchase threshold, therefore in compliance with the Regional Transit Authority of New Orleans Procurement Policies and Procedures Manual, Section VII.B. This procurement shall be conducted through formal advertisement (competitive means).

Procurement Method:

More than one responsive and responsible offeror can meet the solicitation requirements. Specifications furnished by the user department are complete, adequate, precise and realistic. No discussions or negotiations will be needed to address technical requirements, award will be made on lowest responsible/responsive bidder. Therefore, the IFB method of solicitation is selected as the method of procurement.

SOLICITATION

Invitation for Bids (IFB) No. 2022-010 Public Notice was published in the The Advocate. The Public Notice and the IFB 2022-010 were posted on the RTA website beginning 4/22/2022. The IFB submittal deadline was 6/6/2022 at 11:00am.

IFB SUBMITTAL

Bid Opening was held on 6/6/2022 at 11:00 am. Natalie Ballard handled the receipt of all submissions received. One (1) bid was received.

DETERMINATION

The sole bid received was determined responsive and provided all required documents.

SUBMITTAL ANALYSIS

Walter J. Barnes Electric Co Inc	\$1,021,000.00
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SUMMARY

Based on the information above the Bid received were prepared and sent to Procurement Director for further review. An Administrative Review Form was prepared by Natalie Ballard.

Procurement Department: Recommend award be made to lowest responsive/responsible bidder, Walter J. Barnes Electric Co Inc. is the lowest responsible bidder and it is in the best interest of RTA to award this contract to Walter J. Barnes Electric Co Inc.

DBE FORM 1 - CONTRACT PARTICIPATION AND DISADVANTAGED BUSINESS ENTERPRISE (DBE) COMMITMENT (CONTINUED)

Project Title: Rampart Streetcar Line – Emergency Recovery Project
Restoration of Rampart Streetcar Line Project No.: 2022-010

Project Type (Specify DBE or SLDDBE) DBE DBE Contract Goal 13.83 %

A.	B.	C.	D.	E.	F.
FIRM ROLE (Prime, sub-tier 2, sub-tier 3 manufacturer, supplier, etc.)	FIRM NAME AND ADDRESS	PRINCIPAL CONTACT NAME AND PHONE NUMBER	WORK TO BE SUBCONTRACTED/GOODS/SERVICES TO BE PURCHASED	% VALUE OF WORK/PURCHASES	DBE, SLDDBE, OR non-DBE
Prime	Walter J. Barnes Electric Co Inc. 400 Dakin St. Jefferson, LA. 70121	Michael Ellis 504-835-1756	Electrical	86.17 %	Non DBE
				%	
Sub-tier 2	Traffic Commander. LLC 3200 N Turnbull Dr. Metairie, LA. 70002	Madeline Commander 504-416-9449	Traffic Control	13.83 %	DBE
				%	
				%	
				%	
				%	
				%	

TOTAL VALUE OF PARTICIPATION FROM CONTINUATION PAGES:

TOTAL VALUE OF PARTICIPATION:

	%	%
Enter Total Bid Amount	Total Must Equal 100%	Total DBE Participation
\$1,021,000.00	100 %	13.83 %

Total DBE participation is less than the goal, refer to the Good Faith Efforts section of the instructions and attach a Schedule C and all other necessary documentation. Firms must be DBE certified with an authorized agent of the LA&CP to count participation towards the goal.

Total DBE participation is less than the goal, refer to the Good Faith Efforts section of the instructions and attach a Schedule C and all other necessary documentation. Firms must be DBE certified with an authorized agent of the LA&CP to count participation towards the goal.

The undersigned prime firm will enter into a formal written agreement with the subcontractors / consultants/vendors identified herein for work and/or goods and services as shown in this schedule, conditioned upon the execution of a contract with the RTA. The undersigned agrees to be contractually bound to maintain the level of DBE participation set forth above. Failure to comply with this agreement constitutes breach of contract.

Signature:  Date: July 7, 2022

Printed Name: Michael Ellis Title: Executive Vice-President

DBE FORM 2 - DBE PARTICIPATION QUESTIONNAIRE

INSTRUCTIONS: Unless otherwise instructed by the Bidding Documents, this form must be submitted at time of Submission. This Information is to be collected and documented for all federally-funded projects as required by the Department of Transportation 49 CFR Part 26. All Items requested on the form are required. If an Item is not applicable, respondents shall enter *N/A*. Each prime firm participating as a joint venture should complete a separate form and indicate (Item 9) that the response is a joint venture.

1. Project name, project number and date of submittal: <i>22-164 Rampart Street Car Emergency Repair</i>	2. Official name of firm: <i>Traffic Commander, LLC</i> Indicate if prime or subcontractor: <i>Subcontractor</i>	3. Address of office to perform work: <i>3200 N. TURNBULL DR Metairie, LA 70002</i>
4. Name of parent company, if any: <i>N/A</i>	5. Location of headquarters (city): <i>Metairie, LA</i>	6. Age of firm: <i>3 yrs</i>
7. Name, title, and telephone number of principle contact: <i>Madeline Commander</i> <i>504-416-9449</i> <i>504-635-2400</i> <i>Managing Member</i>	8. Indicate Special Status: <input type="checkbox"/> Small Business <input type="checkbox"/> Minority-Owned Business <input type="checkbox"/> Woman-Owned Business <input type="checkbox"/> SLDBE certified <input checked="" type="checkbox"/> LAUCP certified* <input type="checkbox"/> SBE certified* <small>*A firm participating as a DBE or SBE must be certified by the Louisiana Unified Certification Program (LAUCP) by the date of submittal. Current letter of certification shall be attached.</small>	
9. Is this submittal a joint venture (JV)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, have the firms worked together before? <input type="checkbox"/> Yes <input type="checkbox"/> No	10. Summary of firm's annual revenues (insert index number): Last Year <u>6</u> 2 Years Ago <u>5</u> 3 Years Ago <u>2</u> Ranges of annual revenues received: 1. less than \$500,000 2. \$500,000 - \$1,000,000 3. \$1,000,000 - \$2,000,000 4. \$2,000,000 - \$4,000,000 5. \$5,000,000 - \$6,000,000 6. \$6,000,000 or greater	

- I have reviewed the attached DBE Form I Schedule of Contract Participation and DBE Commitment, and confirm that the scope and price described was fairly negotiated. I further affirm that my firm is ready, willing, and able to perform the work as described and according to the requirement of the bid specifications.
- I do solemnly declare and affirm under the penalties of perjury that the contents of this document are true and correct, and that I am authorized on behalf of this firm to make this affidavit.

Signature: *M. Commander* Date: 7/6/22
 Print Name: Madeline Commander Title: Managing Member



Mayor LaToya Cantrell
City of New Orleans

New Orleans Aviation Board

Hon. Michael G. Bagnères
Chairman

Doug Thornton
Vice-Chairman

Hon. Neil C. Abramson
Todd Francis
Chief Justice (Ret.) Bernette J. Johnson
Ruth Kullman
Joseph Nicolosi, Jr.
Roger H. Ogden
Gary L. Smith, Sr.

Kevin C. Dolliole
Director of Aviation

P. O. Box 20007
New Orleans, LA 70141

P: 504-303-7800
F: 504-303-7566

www.flymsy.com

June 9, 2022

Ms. Madeline Commander, E.I.
Traffic Commander, LLC
3200 North Turnbull Drive
Metairie, LA 70002

Re: 2022 Annual Update

Dear Ms. Commander:

Thank you for having responded to our request for your 2022 annual update to maintain your Disadvantaged Business Enterprise (DBE) certification. We have reviewed your Affidavit of No Change, along with the supporting documents, and have determined that your firm continues to meet the DBE guidelines in 49 CFR Part 26. Thus, your firm is certified to fulfill DBE requirements on specified NOAB contracts until your next anniversary date (i.e. *June 26, 2023*).

Service(s):

CONSTRUCTION CONTRACTORS

Area(s) of Work:

- 202 - Removal or Relocating Structures and Obstructions
- 237310 - Highway and Street Construction
- 237310 - Highway, Street, and Bridge Construction
- 561990 - All Other Support Services
- 704 - Guardrails
- 705 - Fences
- 713 - Temporary Signs, Barricades, Barriers and Pavement Markings
- 727 - Mobilization
- 729 - Traffic Signs and Devices
- 735 - Mailboxes and Mailbox Support

Sincerely,


Philistine Ferrand
DBE Liaison Officer
philisti@flymsy.com - 504.303.7610 - 504.303.7614 fax

PF/SW

DBE Office • 504.303.7611 • 504.303.7614 fax • philisti@flymsy.com



LOUISIANA UNIFIED CERTIFICATION PROGRAM
Disadvantaged Business Enterprise (DBE) Program

This is to certify that under Title 49, Part 26, of the Code of Federal Regulations & under the State of Louisiana United Certification Program (LAUCP)

Traffic Commander, LLC

Is a Certified Disadvantaged Business Enterprise (DBE) in the following specialties:

237310, 561990, 202, 704, 713, 727, 729, 735, 705

NOTE: There may be other approved NAICS codes. The online DBE Directory includes a complete list of approved codes.

Certificate Eligibility: June 26, 2022 to June 26, 2023

This certificate is valid through the above dates provided. This firm meets the on-going programmatic standard and fulfills the annual update requirement to remain in good standing as a DBE. This certification is subject to annual verification and suspension or revocation based upon reasonable cause to believe that the firm is ineligible.

Philistine Ferrand, DBE Liaison Officer (DBELO)

Louis Armstrong New Orleans International Airport



Board Report and Staff Summary

File #: 22-091

Finance Committee

FY 2022 Bus and Bus Facilities Grant Application

DESCRIPTION: Application for grant funding to purchase replacement fleet vehicles for fixed route and para-transit service systems.	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:

Ratify the submission of the FY 22 Low No and Bus and Bus Facility grant application to seek federal funds not to exceed the amount of \$ 11,408,000 to purchase replacement vehicles that have exceeded their useful life. The total project amount is estimated at \$14,260,000; the local match is 20%, \$2,852,000.

This is an increase in the amount approved in resolution 22-027, that authorized staff to seek federal funds not to exceed the amount of \$ 8,000,000 to purchase replacement vehicles that have exceeded their useful life. The total project amount was estimated at \$10,000,000; the local match was 20%, \$2,000,000.

ISSUE/BACKGROUND:

The RTA operates with 43% of the buses purchased in 2008 and 2010, following Hurricane Katrina. Before Katrina, the agency had a rolling stock of 372 buses compared to the 134 buses today. By the end of 2021 53% or 71 of the 134 buses have surpassed their useful life in years or miles, further compounding the need to acquire replacement vehicles. The aging fleet makes it difficult for the agency to provide reliable service, and the older buses are increasingly below standard for the comfort of riders. As the agency seeks to improve service for the riders and the region, a dependable fleet is required.

DISCUSSION:

Staff determined that 23 low-floor 40' diesel buses are needed to support the smoothing out of the RTA's massive fleet replacement needs. A minimum of 10 new buses are needed to meet the spare ratio required in 2024 without delaying the requirement to retire 13 buses that have exceeded 12 years of service.

FINANCIAL IMPACT:

The RTA will be responsible for the local match of \$2,852,000. There is an expectation that maintenance costs will be reduced, by retiring the older vehicles

NEXT STEPS:

Once the grant is awarded, the actual procurement of the vehicles will require Board approval.

ATTACHMENTS:

1. Resolution
2. FY22 Low No and Buses and Bus facility Application
3. NORTA BFF Appendix A Zero Emissions
4. NORTA BFF Appendix B Funding
5. NORTA BFF Appendix C Support

Prepared By: Lona Edwards Hankins
Title: Deputy CEO of Planning, Infrastructure and Information Technology

Reviewed By: Lona Hankins
Title: Deputy CEO of Planning, Infrastructure and Information Technology

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



6/24/2022

Alex Wiggins
Chief Executive Officer

Date



RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO RATIFY THE SUBMISSION OF FY2022 LO NO AND BUS AND BUS
FACILITIES GRANT**

Introduced by Commissioner _____,
seconded by Commissioner _____.

WHEREAS, the RTA operates with 43% of the buses purchased in 2008 and 2010, following Hurricane Katrina; and

WHEREAS, before Katrina the agency had a rolling stock of 372 buses compared to the 134 buses today. By the end of 2021 53% or 71 of the 134 buses have surpassed their useful life in years or miles, further compounding the need to acquire replacement vehicles; and

WHEREAS, the aging fleet makes it difficult for the agency to provide reliable service, and the older buses are increasingly below standard for comfort of riders. As the agency seeks to improve service for the riders and the region, a dependable fleet is required; and

WHEREAS, staff determined that 23 low-floor 40' diesel buses are needed to support the smoothing out of the RTA's massive fleet replacement needs; and

WHEREAS, a minimum of 10 new buses are needed to meet the spare ratio required in 2024 without delaying the requirement to retire 13 buses that have exceeded 12 years of service; and



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

504.827.8300

www.norta.com

RESOLUTION NO. _____

Page 2

WHEREAS, the RTA will be responsible for the local match of \$2,852,000. There is an expectation that maintenance cost will be reduced, by retiring the older vehicles; 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, ratify the submission of FY2022 Lo No Bus and Bus Facilities Grant application.

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 28th DAY OF JUNE, 2022.

**FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS**

FY 2022 Low or No Emission Grant Program and the Grants for Buses and Bus Facilities Competitive Program

Applicant and Proposal Profile

Is this a resubmission due to an invalid/error message from FTA? Yes No

Is this application for: Low-No (FTA-2022-001-TPM-LWNO)
(If applying to both programs, please check both boxes) Buses and Bus Facilities (FTA-2022-002-TPM-BUSC)

Note: If applying to both programs, applicants should enter information for both programs on this form but **Must** submit the application package including the Supplemental Form and attachments, to **Each** respective Opportunity ID on Grants.Gov for each program. That is, complete 1 form, but submit it to both programs in Grants.gov.

Section I. Applicant Information

Organization Legal Name:

FTA Recipient ID Number:

Organization Chief Executive Officer:
(Name and Direct Phone Number)

Applicant Eligibility: Direct or Designated Recipient
 State
 Local Governmental Authority
 A Federally-Recognized Indian Tribe

Project Location: Small Urbanized Area (50,000-199,999 people)
 Large Urbanized Area (200,000+ people)
 Rural (less than 50,000 people)

Description of services provided and areas served:

The Regional Transit Authority (RTA) is the public transportation provider for the City of New Orleans and the City of Kenner. As the largest public transportation provider in the New Orleans – Metairie, Louisiana Metropolitan Statistical Area., the RTA operates 34 bus routes, five streetcar routes, two ferry routes and ADA paratransit service. Bus and streetcar service includes six routes with peak-service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles. This service area includes major employment centers and tourist destinations such as New Orleans' French Quarter and Central Business District; major educational institutions such as Delgado Community College, Xavier University, Tulane University, and the University of New Orleans; major healthcare systems such as University Medical Center, the Southeast Louisiana Veterans Health Care System, Tulane Medical Center; and numerous commercial districts and shopping centers.

Section II. Project Information

About the Project

Project Title:
 (Descriptive title of this project)

Project Executive Summary:

The RTA is requesting \$11.4 million in federal funding for critical bus fleet replacement to run its fixed route service. This grant proposal will provide funding to procure 23 low-floor diesel buses. These new buses will enable the RTA to retire 23 buses in its existing fleet that will meet their useful life in 2024, providing an essential stopgap in bus replacement so that the RTA can retain full level of service while the agency works towards a low and zero-emissions bus fleet

Project Statement of Work (one sentence summarizing request):

The agency intends to procure twenty-three (23) diesel busses to fill the immediate need to replace busses in the existing fixed route fleet that will meet their useful life in 2024, for a total project cost of \$14.3 million, a federal share of \$11.4 million and a local share of \$2.9 million.

- Propulsion Type: Battery electric
 CNG
 Diesel
 Diesel-electric hybrid
 Gasoline
 Hydrogen fuel cell
 Other

If Other, specify:

- Project Type: Bus Replacement

Number of buses to be replaced:

- Bus Rehabilitation

Number of buses to be rehabilitated:

- Bus Expansion

Number of buses for service expansion:

- Bus Facility Replacement

- Bus Facility Rehabilitation

- Bus Facility Expansion

- Bus Equipment

- Other

If Other, specify:

Climate Change

For Buses and Bus Facilities Projects, please describe the significant community benefits relating to the environment. See NOFO Section E.2 for additional guidance:

Both the City of New Orleans and the State of Louisiana have adopted Climate Action Plans that directly reference transit service as key to lowering emissions from transportation in the city and in the state as an alternative to private vehicle use. The RTA is working towards these climate action plans through the implementation of a network redesign to improve efficiency. The RTA requires a full and reliable fleet to meet the goals of increasing ridership through improved access.

Environmental Justice Populations

Is there an environmental justice population(s) located within the service area? Yes No

Describe the environmental justice population(s) and the anticipated benefits resulting from the project for those population(s) (see NOFO Section E.2):

EJ population that will immediately benefit is existing local bus riders which are 68% black, 40% from households earning <\$25,000 a year, and 51% without access to a vehicle. Benefits will extend to riders through the city and parish (aka county) which is a designated area of persistent poverty. EJ populations will benefit from improved access to jobs, education, major destinations and other basic services.

Racial Equity/Barriers to Opportunity

Does the project address racial equity or barriers to opportunity (see NOFO Section E.2)? Yes No

If yes, please describe:

RTA has adopted an aggressive Disadvantaged Business Enterprise (DBE) goal of 30% overall participation in FTA assisted contracts for FY2020-2022 to counter decades of racial exclusion. That goal is further subdivided for 20% race conscious and 10% race neutral participations. RTA then provides ongoing and active outreach to DBE business to encourage participation and make them aware of upcoming projects. This project will seek to maximize DBE participation.

Creating Good-Paying Jobs

Applicants for facility projects, please describe how the project will support creating good paying jobs (see NOFO Section E.2):

N/A

Zero-Emission Fleet Transition Plan - Workforce Involvement

For zero-emission projects, please explain how workforce representatives were included in the development of the workforce plan of the Zero-Emission Transition Plan and which of the three elements described in the NOFO Section E.2 were used to maintain job quality and avoid displacement of the existing workforce:

N/A (see Appendix A for RTA's Zero Emission Fleet Transition Plan)

Justice40

Does the project support the Justice40 Initiative? Yes No

Describe how the project supports the Justice40 Initiative and the benefits provided (see NOFO Section E.2):

This project addresses a critical need for the RTA's bus fleet, which requires the addition of 23 busses to be able to retire busses that will soon be past their useful life and continue to deliver today's level of service. The benefit to the Justice40 population is the continuation of RTA service at levels provided today in the new configuration of the routes proposed in the system redesign, known as New Links. The New Links redesign is centered around equity and proposes to make routing choices that most benefit vulnerable and transit dependent populations. The proposed procurement from this application will enable a smoother continued delivery of the New Links plan by preventing any reduction in fleet capacity. This benefit is directly related to the expressed goals of the target populations that RTA has captured through surveys used during previous planning efforts (2018 Strategic Mobility Plan and 2021 New Links Plan).

Describe the methodology used to determine the project meets the Justice40 Initiative (see NOFO Section E.2):

The methodology is based primarily on work of the recent COA (part of New Links) which included a rider survey in 2019. That survey included basic socio-economic information, transit use (including visitor vs resident status), origin-destination and transfer rate information to supplement data from the Alternatives Analysis. The high visitor rates to New Orleans require the filtering out of visitors to ensure benefits capture accurately reflect the intended communities.

Since the proposed funding will affect bus riders, RTA chose the most conservative approach of looking at number for bus rider surveys only, although many riders transfer regularly to streetcar and are expected to do so even more with the completion of this project.

The selected demographic variables are riders with annual household income below \$25,000, riders with zero household vehicle ownership, and black riders. These variables represent the most vulnerable and historically disadvantaged communities in the region.

Justice40 Population Impacted

Justice40 Disadvantaged Community Served as Identified in the NOFO Section E.2	Actual or Estimated Annual Ridership Count
Households earning less than \$25,000 annual	4,933,334
Households with no access to a vehicle	6,398,432
Black or African American	8,037,573

What is the percentage of Disadvantaged Communities within the project area? %

Was this estimate generated using the Justice40 online mapping tool? Yes No

Project Budget

Description	QTY	Federal Amount Requested	Local Match Amount	Other Federal Funds	Other	Total Cost
Low-floor 40' diesel bus	23	496,000	124,000	0	0	14,260,000
Total:		11,408,000	2,852,000	0	0	14,260,000

Does the project budget include funding for workforce development activities or training at the National Transit Institute (NTI)? Yes No

For zero emission projects, is 5% of the project budget for workforce development training as outlined in the applicant's Zero-Emission Transition Plan? Yes No

If no, please explain why the full 5% is not needed:

N/A

Matching Funds Information

Matching Funds Amount:

Source of Matching Funds:

RTA receives more than \$80 million annually through proceeds from a local one-cent sales tax dedicated to public transit. Funds are spent on a combination on operating and capital needs each year. The RTA will use proceeds from the sales tax to fund the \$2.9 million local match. The RTA has demonstrated the ability to match and manage previous FTA grant funds and cover any cost overages.

Supporting Documentation of Local Match:

The RTA Board Resolution 22-027 committing funds for local match in the amount of \$2 million is included in Appendix B ("NORTA_BBF_Appendix-B-Funding") along with a detailed budget breakdown. Since this resolution passed the required fleet mix was adjusted to meet the transition plan (see Appendix A) and updated fleet needs. RTA staff will bring to the Board an amendment to ratify the additional funds needed to meet the replacement goals. These funds will be reflected in future budgets starting in 2022.

Project Scalability

Section III . Evaluation Criteria

*** Address each of the evaluation criteria as described in the Notice of Funding Opportunity.***

Demonstration of Need

The RTA's fleet is a crucial point in time. In 2005, the levee failure following Hurricane Katrina wiped out the entirety of the RTA's fleet of 372 buses. The agency had to rapidly purchase vehicles to restart service, resulting in 78% of the bus fleet (104) being purchased in a 3-year period from 2008 to 2010. Even with carefully planned bus replacement schedules the RTA still must replace large numbers of buses at a time as they reach their useful life while trying to smooth out future replacement schedule to avoid this issue in another twelve years.

Today, the RTA operates with 43% of the buses purchased in 2008 and 2010 following Hurricane Katrina. Before Katrina, the RTA had a rolling stock of 372 buses compared to the 134 buses in service today. By the end of 2021, 53% or 71 of the 134 buses in the fleet were purchased in with FEMA funds 2008 and 2010 and have surpassed their useful life in years or miles, further compounding the need to acquire replacement vehicles and critical maintenance equipment. The aging fleet makes it difficult for the RTA to provide reliable service, and the older buses are increasingly below standard for comfort for riders. As the RTA seeks to improve service for its riders and for the region, it requires a dependable fleet.

Demonstration of Benefits

Note: If applying to both programs, be sure to select "yes" and provide a response to both questions below.

Is this an application to the Low-No Program? Yes No

Please describe the benefits of the proposed project per the statutory requirements of the Low-No Program (see NOFO Section E(1)(b)(i)):

[Empty text box for describing benefits of the proposed project per the statutory requirements of the Low-No Program]

Is this an application to the Buses and Bus Facilities Program? Yes No

Please describe the benefits of the proposed project per the statutory requirements of the Buses and Bus Facilities Program (see NOFO Section E(1)(b)(ii)):

The FY22 Bus and Bus Facilities funding request will enable the RTA to retire 40 of the post-Katrina busses that will meet their useful life in 2024, allowing the agency to continue to deliver high-quality service to its residents while it forms a long-term and comprehensive transition strategy for its fleet, see Appendix A (NORTA_BFF_Appendix-A-TransitionPlan). Acquiring these new vehicles will support the RTA as it improves its service according to the goals of the Strategic Mobility Plan (SMP) and implements the network redesign. The RTA is seeking to serve the region's residents with world-class transit and become the preferred mobility provider. With the route redesign on hand, many more residents will have better access to jobs and major destinations with more frequent and direct service. RTA is also working to support transit-oriented development standards in the city, which would also result in more residents with good quality transit options. As the RTA moves towards these goals, the requested funding will ensure that the agency can deliver on these promises without being limited by an aging fleet.

Planning and Local/Regional Prioritization

Additional planning efforts conducted by the city that are supported by this project are the Resilient New Orleans plan, the Climate Action Plan for a Resilient New Orleans and the recently completed companion Resilience New Orleans Finance Plan as a guide to

fund implementation of critical infrastructure and programs to meet the City's resilience and climate action goals. Transit plays a critical role in these plans by improving service to support mode shift away from cars, reducing flood risk through stormwater management at facilities and increase energy independence and resilience. These actions are also supported by the City of New Orleans Master Plan ("Plan for a 21st Century")

Support from the MPO and the City of New Orleans Mayor and City Council for this project as evidence of its local and regional priority are provided in Appendix C ("NORTA_BBF_Appendix-B-Support").

Local Financial Commitment

RTA will fund the \$2.9 million local match with a one-cent sales tax dedicated to public transit. These revenues are sourced from general use, hotel/motel, and state motor vehicle sales taxes and provide consistent annual revenue for RTA.

Sales tax revenues dedicated to public transit generate more than \$80 million annually to fund operating costs and capital needs. RTA has demonstrated the capacity to match and manage FTA grant funds and cover any cost overages. The RTA Board has authorized a resolution committing to the \$2 million local match. The additional funds needed to meet local match are within current budget and an additional funds will be approved in a supplemental amendment to the Board. Furthermore, in accordance with the objectives of the Bus and Bus Facilities grant program, the Board has afforded Disadvantaged Business Enterprises (DBE) full opportunity to compete for project contracts.

The RTA Board Resolution is included in Appendix B ("NORTA_BBF_Appendix-B-Funding").

Project Implementation Strategy

Can this project be obligated within 12 months? Yes No

Administrative and operational personnel will work closely to deliver this project on time. The project can be completed within 12-18 months. After notice of FTA award, RTA staff will move quickly to place this procurement on the agenda for our monthly Board meeting. Our team's experience procuring new buses with integrated ticket scanners and Clever Devices CAD/AVL systems means that the timeline for delivering detailed specifications will be short -- minimizing procurement delays. We expect all buses to be delivered within 12-18 months of contract award, depending on manufacturer capacity and load.

Technical, Legal, and Financial Capacity

The New Orleans Regional Transit Authority Infrastructure and Finance Departments are committed to delivering this project and following all FTA grant requirements and protocols. With more than 30 years of experience in developing and implementing FTA and other federal grant program funding, the RTA is a trusted partner and steward of funds. The RTA has the proven capacity to work with federal, state, regional, and local agencies to use limited funding in a cost-effective manner with a focus on project delivery.

Additionally, the RTA has undergone both annual audits and triennial reviews over the past ten years without issue or requiring further audit or review. RTA has retained legal representation on all matters regarding the execution of grant funds and has no pending litigation at this time.



FY22

Zero Emissions Fleet Transition Plan

NEW ORLEANS REGIONAL TRANSIT AUTHORITY

MAY 31, 2022



Background

The New Orleans Regional Transit Authority (RTA) is committed to transition to a low and zero emissions fleet, in accordance with the agency's Strategic Mobility Plan (SMP) and in alignment with the City of New Orleans' and Louisiana's respective Climate Action Plans. The path which the RTA is able to achieve this transition is constrained by unique challenges within the operating environment and history in New Orleans metropolitan area. These challenges include a fleet with a significant portion of vehicles nearing retirement and a utility provider that, for the foreseeable future, does not have the reliability and resilience to meet the RTA's needs. The RTA's Zero Emissions Transition Plan takes these challenges in account and will serve as living document as the agency works towards setting a transition strategy that best accommodates them.

Recovering from 2005 Bus Fleet Loss

The RTA's fleet is a crucial point in time requiring a carefully planned replacement schedule. In 2005, the levee failure following Hurricane Katrina wiped out the entirety of the RTA's fleet of 372 busses. The agency had to rapidly purchase vehicles to restart service for a recovering population, resulting in 78% of the bus fleet being purchased in a 3-year period from 2008 to 2010. The RTA now operates with a bus fleet of 134 busses, and the service run by the agency is pared back from pre-2005 levels.

Today, the RTA operates with 43% of the busses purchased in 2008 and 2010 following Hurricane Katrina. By the end of 2021, 53% or 71 of the 134 buses in the fleet that were purchased in with FEMA funds 2008 and 2010 have surpassed their useful life in years or miles. An additional 40 busses will need to be retired by 2024. The FY22 Bus and Bus Facilities funding request will enable the RTA to retire these post-Katrina busses that will meet their useful life in 2024, allowing the agency to meet its goal of 10% of fleet past useful life and to deliver high-quality service to its residents while it forms a long-term and comprehensive transition strategy for its fleet.

In addition, RTA is working to smooth out the fleet replacement schedule to return to evened out annual purchases. RTA is working to complete the purchase of 10-12 smaller fixed-route busses, 23' low-floor Frontrunners, using unspent recovery funds managed by the State of Louisiana. These vehicles will serve a need for both smaller vehicles on lower ridership coverage routes and on routes that service historic neighborhoods with narrower streets. These vehicles also have a much shorter useful life benchmark (5-7 years) that will require replacement in 2028-2029. All these combined actions are all part of RTA's work to smooth out its future fleet replacement schedule to return to more even annual levels.

Planning for the Future

The RTA is seeking to retain a dependable fleet without compromising any level of service delivery to riders today and while the agency takes action to improve service in the region. As the population continues to grow post-Katrina, the RTA has been faced with an increased demand for service. Service needs have also changed as many transit-dependent communities have shifted to neighborhoods outside of the city's core like East New Orleans and the West Bank. The region has new residents who are eager to utilize public transit and reduce their dependence on automobiles. State and local Climate

Action Plans call for increased use of public transit and shifts in land use to better support access through transit. In 2022, the RTA will roll out New Links, the network route redesign that promises to deliver improved service to riders and target populations within the region to help meet the needs of the population and support these climate action goals. As the system redesign is implemented, delivery of service using reliable vehicles will be a crucial piece of following through on the promised improvements.

In 2021, the New Orleans Regional Transit Authority (RTA) received federal funding to procure three (3) electric vehicles to expand the fleet of low or zero emission vehicles for the fixed route fleet from 15 to 18 vehicles. The request included funds to install the infrastructure to charge the batteries, train the staff and procure the diagnostic and maintenance tools required. This funding request represents the first step for the agency to pilot the use of zero emissions vehicles within the network and develop the infrastructure needed to support this vehicle type.

Reliability and Resilient Fuel Technology

In the summer of 2021, a new challenge became clear in the aftermath of Hurricane Ida, which wiped out the power utility in the region - in most places for up to three weeks. The RTA has always played a crucial role in natural disaster response, as the RTA is responsible for evacuating the 40,000 self-identified people who will require evacuation assistance during catastrophic weather events. In the weeks after Hurricane Ida, the RTA deployed busses to serve as cooling centers to support residents who remained in the city without power. Within 5 days of the hurricane making landfall, the RTA was able to run service on major corridors, allowing residents to access services and resources available for recovery.

This response emphasized the crucial role that the RTA plays in disaster response in the city and revealed that a reliance on the electric utility present in New Orleans would present a weakness in the resiliency of the RTA's fleet and ability to serve residents in the aftermath of natural disasters. Based on this experience, the RTA is reconsidering its approach to using electric vehicles in its fleet and is evaluating other low and zero emissions technologies that may better suited. This evaluation is just getting underway starting with research and leverage the current Lo No Grant to the extent possible for the pilot stage.

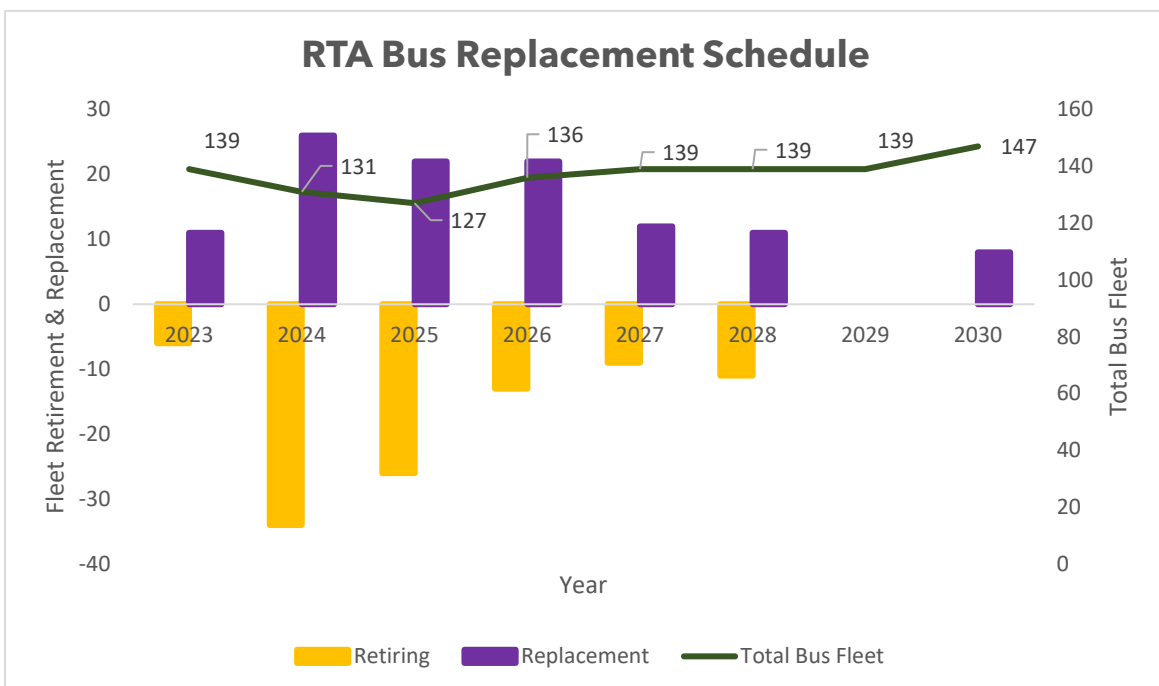
The RTA's Strategic Mobility Plan (SMP) sets a goal to have 75% of the fleet be low or zero emissions by 2030. As the RTA continues to develop and refine its Zero Emissions Transition Plan to meet this goal, the agency will seek to identify solutions that optimize for resiliency and reliability and that will succeed in face of the operating challenges in the city.

Fleet Management Plan and Strategy

Currently, the RTA manages a fleet of 154 vehicles, many of which are nearing or past the useful life of 12 years, which is the useful life cited by the bus manufacturer.

2022 Current Bus Fleet			
Type	No. Buses	Age	Total Years
2004 MCI	4	18	72
2008 Orion	3	14	42
2010 Orion	58	8	464
2012 Orion	8	10	80
2010 Artic New Flyer	5	12	60
2012 Artic New Flyer	10	10	100
2019 New Flyer	8	10	80
2020 New Flyer	15	2	30
2021 New Flyer	22	1	22
2022 New Flyer	21	0	0
Total Fleet	154		950
			6.2

RTA maintains a useful life benchmark (ULB) of 12 years for buses. 40 busses are planned to be retired between 2023 and 2024. The fleet breakdown can be seen in the table above and is maintained according to industry standards for service delivery through preventative maintenance and rehabilitation programs. Today, the RTA’s fleet includes 15 hybrid articulated busses. The RTA fleet transition program includes working towards a transition goal of 75% low or no-emissions vehicles by 2030, however, we continue to evaluate this number due to the dynamic challenges posed by the gulf region as experienced by Hurricane Katrina and Ida.



In order to deliver expected service to its riders, the RTA must be able to replace the vehicles that were procured when the following Hurricane Katrina. In 2024, 40 vehicles will have met or exceeded their useful life and will need to be retired. It is critical that RTA be able to replace these busses to be able to retain their service standards for riders, but the RTA is not yet in a position to invest in low and zero emissions vehicles for these replacements.

Financial Resource Availability

In 2021, the RTA received \$5.9 million in federal funding to expand the fleet of low or no emission vehicles for fixed route the fixed route fleet. The RTA originally proposed to procure five (5) no emission vehicles, install the infrastructure to charge the batteries, train the staff and procure the diagnostic and maintenance tools required. The five vehicles were planned to replace five of RTA's oldest vehicles, while expanding the low-no Emissions Fleet from 15 to 18, by introducing these all-electric vehicles. The RTA was awarded funding sufficient to purchase three (3) electric vehicles and the corresponding infrastructure.

Following Hurricane Ida, which knocked out the power utility in New Orleans, the RTA is re-evaluating the use of electric vehicles in its fleet. The RTA is in the process of completing this evaluation and is working with FTA to potentially revise the proposed use of funds, if necessary. The funding received through this grant remains the main financial resource on hand to begin the transition towards low and zero emissions vehicles. The RTA is separately submitting a request for \$11.4 million in federal funds to acquire 23 diesel busses, which will enable the RTA to continue to serve its riders while determining the best low and zero emissions solutions for its riders and operational context and updates its transition plan.

Policy and Legislative Impact

The transition towards a zero emissions fleet is directly in alignment with the 2022 Climate Action Plan for Louisiana, the 2017 New Orleans Climate Action Plan and the RTA's own Strategic Mobility Plan. Both the State of Louisiana and City of New Orleans are working towards establishing the infrastructure to support a transition to zero emissions technologies. In addition to policies that support the use of electric vehicles, the state is also supportive of exploring hydrogen as an alternative fuel. The RTA's commitment to reduce emissions through alternative technologies is supported by the policy and legislative context.

In 2020, the Louisiana's governor signed an executive order establishing the Climate Initiatives Task Force, which set the goal for the state to be "net zero" by 2050. The Climate Initiatives Task Force developed a Climate Action Plan to reach this goal, which was adopted in 2022. The 2022 Climate Action Plan for Louisiana includes four strategies that directly address transit operations. Within the Transportation priority area, the Louisiana Climate Action Plan has the following strategies:

- STRATEGY 9: Accelerate adoption and accessibility of low- and zero-emission vehicles and fuels
- STRATEGY 10: Reduce vehicle miles traveled and increase transportation efficiencies
- STRATEGY 11: Increase urban, rural, and regional public transit service
- STRATEGY 12: Coordinate land use planning to reduce sprawl and support healthy and resilient communities

Accomplishing these strategies requires effective transit service that has low and zero emission vehicles and infrastructure to support it. The plan suggests that passenger, light-duty vehicles should be first to move to zero-emission, electric vehicles, while heavy-duty trucks and vehicles may initially transition to low-carbon alternative fuels, such as renewable diesel, which can be used in existing vehicles.

The governor is open to exploring hydrogen to meet emissions goals, as indicated through the state's application to the Department of Energy to be selected as a hydrogen hub in coordination with Oklahoma and Arkansas. This would in addition to the hydrogen plant that is planned to be built in Ascension Parish. The state has also requested permission for carbon capture and sequestration projects in the state from the EPA. The RTA will remain up to date with the state's policies and the different technology opportunities for transforming its fleet in alignment with those opportunities.

The 2017 New Orleans Climate Action Plan also has transportation sector strategies, including:

- Transform infrastructure to reduce car reliance
- Increase fuel efficiency, clean fuel use and shared-use mobility services

These strategies include actions that focus on improved access via transit and maximizing the fuel efficiency of public transit fleet. Actions that the RTA takes to support the transition to a low and zero emissions fleet will also directly align with these strategies and actions.

One of the goals of the agency's Strategic Mobility Plan (SMP) is to Support a Sustainable, Healthy Region, by having 75% of the fleet powered by low or no-emission vehicles by 2030. This goal is the direct result of more than 1,000 interactions with community members and are consistent with other regional plans. This is in line with federal, state, and local initiatives to protect the environment and public health. While the agency is in the still in the planning stages of service routes to utilize these no-emission vehicles, it intends to have a matrix to include factors grounded in equity. The EPA Environmental Justice Map and the CDC Asthma Map are two additional sources of data that will be used to inform the decision in addition to tradition factors like capital cost to install the infrastructure, operations, and maintenance cost.

Facility Evaluations

The RTA's facilities include the electricity infrastructure to run the five (5) streetcar routes included in the RTA network. The streetcar service requires the local utility to deliver power to the RTA's vehicle yard and along the streetcar routes. These facilities would have to be enhanced and expanded to support the electrification of bus routes, if that is the technology adopted during the emissions transition.

The RTA's 2021 application for federal funding for electric busses included a budget of \$2.4 million for infrastructure development to support electric vehicles. This included the design and installation of a main charging station, field charging stations and physical modification to the garage or along the route. The RTA is still in the process of evaluating its facility needs and how to utilize these funds for facility modifications based on the technology adopted for the low and zero emissions fleet.

Utility and Fuel Partnerships

In 2021, the RTA applied for federal funding to procure five electric buses and construct the infrastructure to support charging these vehicles. As a part of that application, the RTA secured support from Entergy, the power utility in the region. In its letter of support, Entergy describes its interest in working together with the RTA to evaluate and implement the infrastructure necessary to operate safe and reliable bus service and to minimize electric bill impacts. The RTA already works closely with Entergy to supply power for the streetcar lines within the RTA's network. This partnership will be further developed in the exploration of zero emissions technologies for transit. The RTA is currently in a diesel fuel contract with Mansfield Fuel.

Workforce Impacts

Technology is constantly advancing and that is no exception when it comes to new bus technology. As the Agency continues to grow and advance its fleet, the technical and maintenance teams as well as the operators will be supported to adapt through a series of trainings. The agency is in the process of hiring a director of fleet advancement, who will comprehensively manage the planning for and integration of new fleet technology into the RTA's fleet. This position will include oversight of all training needs for RTA staff.

As the agency adapts to new low and zero emissions vehicles, technicians will need to learn the new technology. Training needs may include but are not limited to basic electrical theory and application, multiplexing systems, high voltage systems, and Electric Vehicle (EV)-drive systems, high voltage safety. If the agency determines that a different type of low or zero emissions vehicles will be procured, the trainings will be adapted to meet the needs of those vehicles.

Transitioning to electric drive vehicles will require training for all bus technicians. The agency has several technicians who are familiar with the high voltage hybrid buses that are already within the fleet. Any new electric drive or other zero emissions solutions will still require trainings for the entirety of the workforce. For electric vehicles, the greatest anticipated skills gap in the workforce will be with high voltage electrical systems and electric drives. Multiplexing systems will continue to be an area with training needs. Operations Engineering and Maintenance (OEM) training will be required on these systems.

The new director of fleet advancement will be responsible for coordinating and identifying all new training and skills needs. Training partners will include the OEM as well as component manufacturers, from there the agency will use "train the trainer" to teach additional staff. Training will play a critical role in mitigating any potential workforce displacement resulting from the introduction of new technology. Many technicians and operators have the necessary foundations to be able to adapt and learn new technological aspects associated with new fleets. Working with equipment manufacturers to provide key training to trainers and technicians, and then trickling down into "train the trainer" sessions will help ensure the success of the agency workforce transition. Training will be paid for by a combination of grant funds when allowed as well as local funds.

Updating the Zero Emissions Transition Plan

The RTA will continue to update this Zero Emissions Transition Plan as the agency gains information on the available technology and the most appropriate solutions for the environment in New Orleans. The emissions plan will also be updated to include a comprehensive look at RTA's fleet, inclusive of paratransit vehicles, support vehicles and streetcars.



RESOLUTION NO. 22-027

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO ALLOW STAFF TO SUBMIT A GRANT APPLICATION FOR
FEDERAL FUNDS TO PURCHASE REPLACEMENT FLEET VEHICLES FOR FIXED
ROUTE AND PARA-TRANSIT SERVICE SYSTEMS**

Introduced by Commissioner Tillery,
seconded by Commissioner Wegner.

WHEREAS, the RTA has 70 fixed route vehicles that are at the end of their useful life and need to be replaced; and

WHEREAS, simultaneously the FTA is restructuring many of the competitive grant programs because of the Bipartisan Infrastructure Law (BIL); and

WHEREAS, the RTA will have to develop a long term zero emission transition plan to be competitive for any federal funds as a result BIL; and

WHEREAS, staff is determining the appropriate size and number of busses required for each route; and

WHEREAS, New Links and the fleet condition assessment of the Transit Asset Management (TAM) will inform the estimate needed for the grant application; and



RESOLUTION NO. 22-027
 Page 2

WHEREAS, below is a potential scenario of the number of buses that may be requested; and.

Potential Scenario				80%	20%
Item	Quantity	Estimate	Total		
40' Bus	10	\$620,000	\$6,200,000	\$4,960,000	\$1,240,000
27' Bus	10	\$275,000	\$2,750,000	\$2,200,000	\$550,000
Subtotal			\$8,950,000	\$7,160,000	\$1,790,000
Escalation	5%		\$447,500	\$358,000	\$89,500
Project Admin/Management	3%		\$268,500	\$214,800	\$53,700
Total			\$9,666,000	\$7,732,800	\$1,933,200

WHEREAS, the RTA will be responsible for the local match of \$2,000,000. There is an expectation that maintenance cost will be reduced, by retiring the older vehicles; 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, is authorized to allow staff to submit a Grant Application for Federal Funds to purchase replacement fleet vehicles for fixed and para-transit service systems.



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

504.827.8300

www.norta.com

RESOLUTION NO. 22-027

Pag 2

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 26TH DAY OF APRIL, 2022.

A handwritten signature in blue ink that reads "Flozell Daniels Jr." in a cursive script.

FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS

APPENDIX C: LETTERS OF SUPPORT

Table of Contents

Mayor LaToya Cantrell, City of New Orleans

Governor John Bell Edwards, State of Louisiana

Louisiana Department of Transportation & Development

Lt Governor Billy Nungesser, State of Louisiana

State Representative Mandie Landry, Louisiana House District 91

State Representative Matthew Willard, Louisiana House District 97

State Representative Aimee Freeman, Louisiana House District 98

State Representative Candace Newell, Louisiana House District 99

U.S. Representative Troy Carter, Louisiana 2nd Congressional District

Senator Bill Cassidy, Louisiana U.S. Senator

Greater New Orleans, Inc.

New Orleans Business Alliance

Committee for a Better New Orleans

Ride New Orleans

LATOYA CANTRELL, MAYOR
CITY OF NEW ORLEANS

May 23, 2022

Ms. Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

**RE: LETTER OF SUPPORT – NEW ORLEANS REGIONAL TRANSIT AUTHORITY’S (RTA)
REQUEST FOR FY 2022 BUS AND BUS FACILITIES GRANT PROGRAM**

Dear Ms. Fernandez:

I am contacting you today in support of the New Orleans Regional Transit Authority’s (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase new 23 fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of their useful life in 2024.

RTA is the public transportation provider for the City of New Orleans and the City of Kenner. As the largest public transportation provider in the New Orleans-Metairie, Louisiana Metropolitan Statistical Area, the RTA operates 34 bus routes, five streetcar routes, two ferry routes, and ADA paratransit service. Bus and streetcar service include six routes with peak-service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles.

The RTA is requesting funding for the purchase of 23 low-floor diesel busses. This funding request, leveraged with other state and local funding streams, will allow the agency to retire 40 vehicles which will reach their useful lifespan by 2024. This large retirement contingent is a result of RTA’s unique circumstances due to the complete destruction of its fleet in 2005, caused by the catastrophic post-Hurricane Katrina levee-failure flood.

The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero emission vehicles starting in 2025.

Thank you for your consideration for this important project.

Sincerely,

LaToya Cantrell
Mayor, City of New Orleans

1300 PERDIDO STREET | SUITE 2E04 | NEW ORLEANS, LOUISIANA | 70112
PHONE 504.658.4900 | FAX 504.658.4938 | WWW.NOLA.GOV



Office of the Governor
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR



P.O. Box 94004
BATON ROUGE, LOUISIANA 70804-9004
(225) 342-7015
GOV.LA.GOV

May 20, 2022

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue, SE
Washington, D.C. 20590

**RE: FY 2022 Bus and Bus Facilities Grant Program
New Orleans Regional Transit Authority**

Dear Administrator Fernandez:

I am contacting you today in support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase new 23 fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of their useful life in 2024.

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The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero emission vehicles starting in 2025.

Thank you for your consideration for this important project.

Sincerely,

A handwritten signature in black ink, appearing to read "John Bel Edwards".

John Bel Edwards
Governor



Office of the Secretary
PO Box 94245 | Baton Rouge, LA 70804-9245
ph: 225-379-1200 | fx: 225-379-1851

John Bel Edwards, Governor
Shawn D. Wilson, Ph.D., Secretary

May 23, 2022

Nuria Fernandez, Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

RE: FY 2022 Bus and Bus Facilities Grant Program New Orleans RTA

Dear Administrator Fernandez:

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The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero emission vehicles starting in 2025.

Thank you for your consideration for this important project.

Sincerely,

Shawn D. Wilson, Ph.D.
Secretary

Office of the Lieutenant Governor
State of Louisiana

BILLY NUNGESSER
LIEUTENANT GOVERNOR



P.O. Box 44243
BATON ROUGE, LOUISIANA 70804-4243
(225) 342-7009

May 23, 2022

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

Dear Administrator Fernandez:

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The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero emission vehicles starting in 2025. Thank you for your consideration for this important project. If I can be of assistance to you in any way, please don't hesitate to call.

Sincerely,

A handwritten signature in blue ink, appearing to read "Billy Nungesser".

Billy Nungesser
Lieutenant Governor

WHN/jt

LOUISIANA HOUSE OF REPRESENTATIVES



2725 South Broad Street
New Orleans, LA 70125
hse091@legis.la.gov
Tel: (504) 826-2570
Fax: (504) 826-2571

Committees:
Ways and Means
Judiciary
Natural Resources
and Environment

MANDIE LANDRY State Representative - District 91

May 31, 2022

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

*RE: FY 2022 Bus and Bus Facilities Grant Program
New Orleans Regional Transit Authority*

Dear Administrator Fernandez,

I write in support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase 23 new fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of their useful life in 2024.

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Thank you for your consideration for this important project.

Sincerely,

/s/ Mandie Landry
Representative Mandie Landry
District 91
New Orleans

LOUISIANA HOUSE OF REPRESENTATIVES

UNO TRAC Building
Room 212
2000 Lakeshore Drive
New Orleans, LA 70148

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Tel: (504) 283-4261
Fax: (504) 283-4263



Committees:
Ways and Means
Insurance
Municipal, Parochial and Cultural Affairs
Joint Legislative Committee on Capital
Outlay

Matthew Willard
State Representative - District 97

May 26, 2022

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

RE: FY 2022 Bus and Bus Facilities Grant Program
New Orleans Regional Transit Authority

Dear Administrator Fernandez,

I am contacting you today in support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase new 23 fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of their useful life in 2024.

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Thank you for your consideration for this important project.

Sincerely,

A handwritten signature in black ink that reads "Matthew Willard". The signature is written in a cursive, flowing style.

Matthew Willard
Louisiana House of Representatives, District 97

LOUISIANA HOUSE OF REPRESENTATIVES

P.O. Box 850901
New Orleans, LA 70185
Email: hse098@legis.la.gov
Office: 504.861.1614



COMMITTEES:

Appropriations
Education
Retirement

Joint Legislative Committee on the Budget
Legislative Audit Advisory Council

AIMEE ADATTO FREEMAN State Representative ~ District 98

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

May 28, 2022

RE: FY 2022 Bus and Bus Facilities Grant Program
New Orleans Regional Transit Authority

Dear Administrator Fernandez,

I am contacting you today in support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase new 23 fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of their useful life in 2024.

RTA is the public transportation provider for the City of New Orleans and the City of Kenner. As the largest public transportation provider in the New Orleans-Metairie, Louisiana Metropolitan Statistical Area, the RTA operates 34 bus routes, five streetcar routes, two ferry routes, and ADA paratransit service. Bus and streetcar service include six routes with peak-service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles.

The RTA is requesting funding for the purchase of 23 low-floor diesel busses. This funding request, leveraged with other state and local funding streams, will allow the agency to retire 40 vehicles which will reach their useful lifespan by 2024. This large retirement contingent is a result of RTA's unique circumstances due to the complete destruction of its fleet in 2005, caused by the catastrophic post-Hurricane Katrina levee-failure flood.

The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero emission vehicles starting in 2025.

Thank you for your consideration for this important project.

Sincerely,

A handwritten signature in black ink that reads "Aimee A. Freeman".

State Representative Aimee Adatto Freeman

LOUISIANA HOUSE OF REPRESENTATIVES

New Orleans Lakefront Airport
Terminal Building, Suite 149
6001 Stars and Stripes
New Orleans, LA 70126
Office: 504.240.3435
Fax: 504.240.3437
Email: hse099@legis.la.gov



COMMITTEES:
Commerce
House and Governmental Affairs
Municipal, Parochial and Cultural Affairs
House Executive Committee

CANDACE N. NEWELL
State Representative ~ District 99

May 24, 2022

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

RE: FY 2022 Bus and Bus Facilities Grant Program
New Orleans Regional Transit Authority

Dear Administrator Fernandez,

I am contacting you today in support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase new 23 fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of their useful life in 2024.

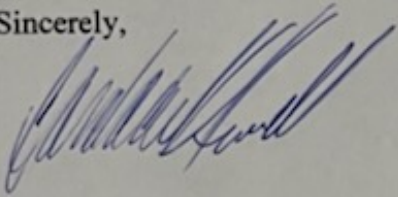
RTA is the public transportation provider for the City of New Orleans and the City of Kenner. As the largest public transportation provider in the New Orleans-Metairie, Louisiana Metropolitan Statistical Area, the RTA operates 34 bus routes, five streetcar routes, two ferry routes, and ADA paratransit service. Bus and streetcar service include six routes with peak-service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles.

The RTA is requesting funding for the purchase of 23 low-floor diesel busses. This funding request, leveraged with other state and local funding streams, will allow the agency to retire 40 vehicles which will reach their useful lifespan by 2024. This large retirement contingent is a result of RTA's unique circumstances due to the complete destruction of its fleet in 2005, caused by the catastrophic post-Hurricane Katrina levee-failure flood.

The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero emission vehicles starting in 2025.

Thank you for your consideration for this important project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Candace N. Newell", written in a cursive style.

State Representative Candace N. Newell

TROY A. CARTER
2ND DISTRICT, LOUISIANA

COMMITTEE ON TRANSPORTATION
AND INFRASTRUCTURE
SUBCOMMITTEES:

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BUSINESS DEVELOPMENT
CONTRACTING AND INFRASTRUCTURE

Congress of the United States
House of Representatives
Washington, DC 20515-1802

May 20, 2022

506 CANNON HOUSE OFFICE BUILDING
WASHINGTON, DC 20515
(202) 225-6636

DISTRICT OFFICES:
650 POYDRAS STREET
SUITE 2435
NEW ORLEANS, LA 70130
(504) 288-3777

3401 GENERAL DE GAULLE DRIVE
SUITE 100
NEW ORLEANS, LA 70114
(504) 381-3970

200 DERBIGNY STREET
SUITE 3200
GRETN, LA 70053
(504) 381-3999

125 REGALA PARK ROAD
SUITE K135
RESERVE, LA 70084

6803 PRESS DRIVE
SUITE 166
NEW ORLEANS, LA 70126

801 HARDING BOULEVARD
BATON ROUGE, LA 70807
(225) 726-2070

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

Dear Administrator Fernandez,

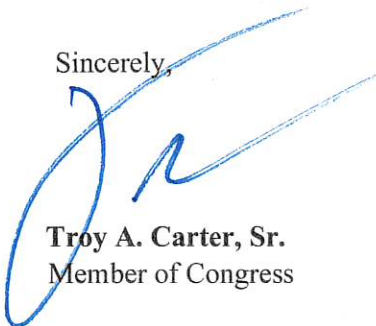
As the U.S. Representative for the Second Congressional District of Louisiana, I am contacting you today to provide my full support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase new 23 fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of their useful life in 2024.

RTA is the public transportation provider for the City of New Orleans and the City of Kenner. As the largest public transportation provider in the New Orleans-Metairie, Louisiana Metropolitan Statistical Area, the RTA operates 34 bus routes, five streetcar routes, two ferry routes, and an ADA paratransit service. Bus and streetcar service includes six routes with peak-service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles.

The RTA is requesting funding for the purchase of 23 low-floor diesel buses. This funding request, leveraged with other state and local funding streams, will allow the agency to retire 40 vehicles that will reach their useful lifespan by 2024. This large retirement contingent is a result of RTA's unique circumstances due to the complete destruction of its fleet in 2005, caused by the catastrophic post-Hurricane Katrina levee-failure flood.

Again, I fully support RTA's application for funding to purchase new vehicles that will put the agency on a strong path toward a more consistent future fleet replacement that will begin a significant transition to a low to zero-emission vehicles starting in 2025. I thank you for your consideration of this important project.

Sincerely,



Troy A. Carter, Sr.
Member of Congress

BILL CASSIDY, M.D.
LOUISIANA

WASHINGTON, DC OFFICE:
SUITE SH-520
HART SENATE OFFICE BUILDING
WASHINGTON, DC 20510
(202) 224-5824

United States Senate

COMMITTEES:
FINANCE
HEALTH, EDUCATION, LABOR,
AND PENSIONS
ENERGY AND NATURAL
RESOURCES
VETERANS' AFFAIRS
JOINT ECONOMIC COMMITTEE

May 24, 2022

The Honorable Pete Buttigieg
Secretary
U.S. Department of Transportation
1200 New Jersey Ave SE
Washington, DC 20590-0001

Dear Sec. Buttigieg:

It has recently come to my attention that the New Orleans Regional Transit Authority is applying for funding from the Bus and Bus Facilities grant program. They are requesting \$9.9 million to replace vehicles in their fleet.

The New Orleans Regional Transit Authority plans to use the funds to replace 23 diesel buses purchased in the aftermath of Hurricane Katrina and have reached the end of their useful life. They anticipate providing a cost share of \$1.6 million towards these 23 buses. The project would complement plans to replace 17 end-of-life buses using state funding.

I appreciate your department's consideration of this application. I ask that you please keep my office informed on the progress of this proposal as well as when a final decision has been made regarding this grant. Should you have any questions, please feel free to contact Michael Eby in my Baton Rouge Office at (225) 929-7711.

Sincerely,



Bill Cassidy, M.D.
United States Senator

BC/ME



10 PARISHES
Jefferson
Orleans
Plaquemines
St. Bernard
St. Charles
St. James
St. John the Baptist
St. Tammany
Tangipahoa
Washington

May 27, 2022

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

RE: FY 2022 Bus and Bus Facilities Grant Program
New Orleans Regional Transit Authority

Dear Administrator Fernandez,

On behalf of Greater New Orleans, Inc. (GNO, Inc.), I am contacting you today in support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program Grant application for funding to purchase new 23 fixed-route vehicles. This funding will allow the RTA to retire a large portion of its current fleet, originally acquired to replace a fleet lost to Hurricane Katrina. These buses are now showing signs of aging, from billowing black smoke to breakdowns. GNO, Inc., as the regional economic development organization for the ten parishes of Southeast Louisiana, recognizes the improvements to economic mobility and reliable workforce connections that the selection of this application will enable.

RTA is the public transportation provider for the City of New Orleans and the City of Kenner. As the largest public transportation provider in the Greater New Orleans Region, the RTA operates 34 bus routes, five streetcar routes, two ferry routes, and ADA paratransit service. Bus and streetcar service include six routes with peak-service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. RTA's service area is dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles.

The RTA is requesting funding for the purchase of 23 low-floor diesel buses. This funding request, leveraged with other state and local funding streams, will cumulatively modernize 40 vehicles set to reach their useful lifespan by 2024. This large retirement contingent is a result of RTA's unique circumstances due to the complete destruction of its fleet in 2005, caused by the catastrophic post-Hurricane Katrina levee-failure flood.

This September, RTA will implement New Links, its network re-design which will provide greater frequency of service and greater coverage of formerly underserved and disconnected communities. Hence, alongside implementation of this equity-forward plan, the acquisition of these new vehicles will represent a comprehensive renaissance of public transportation in Greater New Orleans. Looking ahead, this grant will put RTA on a strong path for more consistent future fleet replacement and begin a significant transition to a low to zero emission vehicles starting in 2025. Thank you for your consideration of this application and supporting this transformation of public transportation.

Sincerely,

Michael Hecht
President & CEO

May 20, 2022

Nuria Fernandez, Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

**RE: FY 2022 Bus and Bus Facilities Grant Program
New Orleans Regional Transit Authority**

Dear Administrator Fernandez,

On behalf of the New Orleans Business Alliance (NOLABA), please accept this letter of support for the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase 23 new fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of its useful life in 2024 and continue operations, while implementing plans to reach the RTA's goal of transitioning 75% of its fleet to low/no emission vehicles by 2030.

Please note that NOLABA approaches all of its work through the lens of our very own tagline: **Culture. Equity. Prosperity.** Our work aims to ensure that all New Orleanians have the opportunity to preserve their culture while working toward a more equitable and prosperous future for themselves and for generations to come. Access to reliable and safe public transportation plays a significant role in our efforts to achieve better outcomes measured by metrics such as health and wealth disparities amongst New Orleans residents.

As one of our valued partners, the RTA is the public transportation provider for the City of New Orleans and the City of Kenner. RTA is the largest public transportation provider in the New Orleans-Metairie, Louisiana Metropolitan Statistical Area. It operates 34 bus routes, five streetcar routes, two ferry routes, and ADA paratransit service. Bus and streetcar service includes six routes with peak-service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. The RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles.

It is NOLABA's understanding that the RTA is requesting funding for the purchase of 23 low-floor diesel busses. This funding request, leveraged with other state and local funding streams, will allow the agency to retire 40 vehicles that are anticipated to reach their useful lifespan by 2024. This large retirement contingent is a result of RTA's unique circumstances due to the complete destruction of its fleet in 2005, caused by the catastrophic post-Hurricane Katrina levee-failure flood. The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero emission vehicles starting in 2025.

Thank you for your consideration for this important project.

Sincerely,

Jeanette R. Weiland, Senior Vice President of Bio, Innovation, & Special Projects
New Orleans Business Alliance



May 20, 2022

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590



**RE: FY 2022 Bus and Bus Facilities Grant Program New Orleans
Regional Transit Authority**

Dear Administrator Fernandez,

I am contacting you today in support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase 23 new fixed- route vehicles. Committee for a Better New Orleans works to create a more equitable, sustainable, and thriving City in partnership with community, civic, and business leaders. This funding will advance our vision as it would allow the RTA to sustain safe and efficient transportation services for residents who rely on it, while retiring a large portion of the fleet that will reach the end of their useful life in 2024.

RTA is the public transportation provider for the City of New Orleans and the City of Kenner. As the largest public transportation provider in the New Orleans-Metairie, Louisiana Metropolitan Statistical Area, the RTA operates 34 bus routes, five streetcar routes, two ferry routes, and ADA paratransit service. Bus and streetcar services include six routes with peak- service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles.

The RTA is requesting funding for the purchase of 23 low-floor diesel busses. This funding request, leveraged with other state and local funding streams, will allow the agency to retire 40 vehicles that will reach the end of their useful lifespan by 2024.

This large retirement contingent is a result of RTA's unique circumstances due to the complete destruction of its fleet in 2005, caused by the catastrophic post-Hurricane Katrina levee-failure flood. The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero-emission vehicles starting in 2025.

Thank you for your consideration for this important project.

Sincerely,

Nellie Catzen | Executive Director

COMMITTEE FOR A
BETTER
NEW ORLEANS

PO Box 791570, New Orleans LA 70179

   @betternola | cbno.org

Nuria Fernandez
Administrator
Federal Transit Administration
1200 New Jersey Avenue SE
Washington, D.C. 20590

RE: FY 2022 Bus and Bus Facilities Grant Program
New Orleans Regional Transit Authority - May 20, 2022

Dear Administrator Fernandez,

I am contacting you today in support of the New Orleans Regional Transit Authority's (RTA) FY 22 Bus and Bus Facilities Program grant application for funding to purchase 23 new fixed-route vehicles. This funding will allow the RTA to retire a large portion of the fleet that will soon reach the end of their useful life in 2024.

RTA is the public transportation provider for the City of New Orleans and the City of Kenner. As the largest public transportation provider in the New Orleans-Metairie, Louisiana Metropolitan Statistical Area, the RTA operates 34 bus routes, five streetcar routes, two ferry routes, and ADA paratransit service. Bus and streetcar services include six routes with peak-service frequencies of 15 minutes or better, as well as 12 routes that operate 24 hours/day. RTA's service area is relatively dense, covering more than 450,000 people and 200,000 jobs over a land area of about 185 square miles.

The RTA is requesting funding for the purchase of 23 low-floor diesel busses. This funding request, leveraged with other state and local funding streams, will allow the agency to retire 40 vehicles that will reach the end of their useful lifespan by 2024. This large retirement contingent is a result of RTA's unique circumstances due to the complete destruction of its fleet in 2005, caused by the catastrophic post-Hurricane Katrina levee-failure flood.

The purchase of these new vehicles will put the agency on a strong path for a more consistent future fleet replacement that will begin a significant transition to a low to zero-emission vehicles starting in 2025.

Thank you for your consideration for this important project.

Sincerely,



Courtney Jackson

Executive Director

Ride New Orleans



Board Report and Staff Summary

File #: 22-097

Finance Committee

FY 2022 Section 5307

DESCRIPTION: Grant Application for FY 2022 Section 5307 Formula Funds	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 submit a grant application.

ISSUE/BACKGROUND:

Staff is interested in filing a grant application for the fiscal year 2022 Section 5307 Formula Funds. Section 5307 funding is our capital funding which is used for the Preventative Maintenance costs associated with Bus and Para Transit Vehicles. Also, Security hardware, Cipher locks/Card readers, and Interim Downtown Transfer Centers for Bus shelters. As well as Preventative Maintenance costs, surveillance, and security features for Ferry vessels. In addition, 1% of this allocation is assigned to Security for its' use.

DISCUSSION:

In order to receive FY 2022 Section 5307 Formula Grant Funds, an application will need to be submitted to the Federal Transit Administration (FTA).

FINANCIAL IMPACT:

Total Budget is \$17,826,404; Federal Share is \$14,261,123 and RTA Local Match is \$3,565,281.

NEXT STEPS:

Upon Board approval staff will submit the FY 2022 grant application for Section 5307.

ATTACHMENTS:

1. Board Resolution FY 2022 Section 5307

Prepared By: Melanie Cobb
Title: Grants Analyst II

Reviewed By: Alisa Maniger
Title: Grants Administration Manager

Reviewed By: Gizelle Banks
Title: Chief Financial Officer



7/6/2022

Alex Wiggins
Chief Executive Officer

Date



RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

Resolution Authorizing the Filing of a Grant Application with the Department of Transportation, United States of America, for a Grant under 49 U.S.C. 5307 of the Fixing America’s Surface Transportation (FAST) Act, 2015, for Approximately \$14,261,123. The Regional Transit Authority will provide \$3,565,281 Local Match.

Introduced by Commissioner _____, seconded by
Commissioner _____.

WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant; and

WHEREAS the Regional Transit Authority is applying for Section 5307 grant application for fiscal year 2022 funding in the amount of \$14,261,123 for PM (Bus) \$11,581,494, PM (Ferry) \$550,000, PM (Kenner) \$160,000, Interim Transfer Centers \$724,160, 1% Security Requirement \$135,870, and Security Equipment \$1,109,600. The total eligible cost is \$17,826,404 and will be funded 80% FTA and 20% RTA match. The federal participation is \$14,261,123 and the RTA local match is \$3,565,281; and

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with filing an application for assistance under Section 5307 of the Fixing America’s Surface Transportation Act, 2015, the Regional Transit Authority gives an assurance that it will comply with the Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirement; and



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

504.827.8300

www.norta.com



RESOLUTION NO. _____

Page 2

WHEREAS, it is the goal of the Regional Transit Authority that Disadvantaged Business Enterprises (DBE) be afforded full opportunities to participate in connection with these projects, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment contracts or consultant and other services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority:

1. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute and submit grant proposals on behalf of the Regional Transit Authority with the U.S. Department of Transportation, to aid in financing capital projects pursuant Section 5307 of the Fixing America's Surface Transportation (FAST) Act, 2015; and
2. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute and submit proposals with an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of the Title VI of the Civil Rights Act of 1964; and
3. That the Chairman of the Board of Commissioners, or his designee, is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the grant proposal for the project; and
4. That the Chairman of the Board of Commissioners, or his designee, is authorized to set forth and execute affirmative minority business policies in connection with the program of projects procurement needs; and



RESOLUTION NO. _____

Page 3

5. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute grant agreements with the U.S. Department of Transportation to aid in the financing of capital projects pursuant Section 5307 of the Fixing America's Surface Transportation (FAST) Act, 2015.

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 26TH DAY OF JULY 2022.

FLOZELL DANIELS, JR.
CHAIRMAN
BOARD OF COMMISSIONERS



Board Report and Staff Summary

File #: 22-100

Finance Committee

FY 2022 Section 5337

DESCRIPTION: Grant Application for FY 2022 Section 5337 Formula Funds	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 submit a grant application.

ISSUE/BACKGROUND:

Staff is interested in filing a grant application for fiscal year 2022 Section 5337 formula funds. The Section 5337 funding is for the State of Good Repairs on Fixed Guideway vehicles and vehicle facilities. Fixed Guideway represents the streetcars and streetcar facilities. In addition, Preventative Maintenance costs for the Streetcars are also covered under this funding.

DISCUSSION:

In order to receive FY 2022 Section 5337 formula grant funds an application will need to be submitted to the Federal Transit Administration (FTA).

FINANCIAL IMPACT:

Total Budget is \$8,857,870; Federal Share is \$7,086,296 and RTA Local Match is \$1,771,574.

NEXT STEPS:

Upon Board approval staff will submit FY2022 grant application for Section 5337.

ATTACHMENTS:

1. Board Resolution FY 2022 Section 5337

Prepared By: Melanie Cobb
Title: Grants Analyst II

Reviewed By: Alisa Maniger
Title: Grants Administration Manager

Reviewed By: Gizelle Banks
Title: Chief Financial Officer



7/6/2022

Alex Wiggins
Chief Executive Officer

Date



RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

Resolution Authorizing the Filing of a Grant Application with the Department of Transportation, United States of America, for a Grant under 49 U.S.C. 5337 of the Fixing America’s Surface Transportation (FAST) Act, 2015, for Approximately \$7,086,296. The Regional Transit Authority will provide \$1,771,574 Local Match.

Introduced by Commissioner _____, seconded by
Commissioner _____.

WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant; and

WHEREAS the Regional Transit Authority is applying for Section 5337 grant application for fiscal year 2022 funding in the amount of \$7,086,296 for the following: PM (Rail) \$2,535,190, PM (HOV) \$280,433, Traction Power Substation \$1,380,000, Carrollton Double Crossover Installation \$888,944, Inspect/Replace Rail on Crane at Carrollton \$140,000, St. Charles Switch boxes \$256,216, St. Charles Loop Phase Project \$320,000, Welder Truck with Welding Unit \$68,000, Operation Lifesaver Rail Transit Safety Education Program \$21,334, Paint and Track Tools, Parts & Equipment \$1,196,180. The total eligible cost is \$8,857,870 and will be funded 80% FTA and 20% RTA match. The federal participation is \$7,086,296 and the RTA local match is \$1,771,574; and



WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with filing an application for assistance under Section 5337 of the Fixing America’s Surface Transportation Act, 2015, the Regional

RESOLUTION NO. _____

Page 2

Transit Authority gives an assurance that it will comply with the Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirement; and

WHEREAS, it is the goal of the Regional Transit Authority that Disadvantaged Business Enterprises (DBE) be afforded full opportunities to participate in connection with these projects, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment contracts or consultant and other services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority:

1. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute and submit grant proposals on behalf of the Regional Transit Authority with the U.S. Department of Transportation, to aid in financing capital projects pursuant Section 5337 of the Fixing America’s Surface Transportation (FAST) Act, 2015; and
2. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute and submit proposals with an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of the Title VI of the Civil Rights Act of 1964; and



- 3. That the Chairman of the Board of Commissioners, or his designee, is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the grant proposal for the project; and

RESOLUTION NO. _____

Page 3

- 4. That the Chairman of the Board of Commissioners, or his designee, is authorized to set forth and execute affirmative minority business policies in connection with the program of projects procurement needs; and
- 5. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute grant agreements with the U.S. Department of Transportation to aid in the financing of capital projects pursuant Section 5337 of the Fixing America’s Surface Transportation (FAST) Act, 2015.

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 26TH DAY OF JULY 2022.

**FLOZELL DANIELS, JR.
CHAIRMAN**



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

504.827.8300

www.norta.com

BOARD OF COMMISSIONERS



Board Report and Staff Summary

File #: 22-101

Finance Committee

FY 2022 Section 5339

DESCRIPTION: Grant Application for FY 2022 Section 5339 Formula Funds	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 submit a grant application.

ISSUE/BACKGROUND:

Staff is interested in filing a grant application for the fiscal year 2022 Section 5339 formula funds. The Section 5339 funding is for Bus and Bus Facilities. These funds are used for Bus and Bus Facility related items and No Emission Infrastructure and Bus Procurement.

DISCUSSION:

In order to receive FY 2022 Section 5339 formula grant funds, an application will need to be submitted to the Federal Transit Administration (FTA).

FINANCIAL IMPACT:

Total Budget is \$1,361,736; Federal Share is \$1,089,389 and RTA Local Match is \$272,347.

NEXT STEPS:

Upon Board approval staff will submit the FY2022 grant application for Section 5339.

ATTACHMENTS:

1. Board Resolution FY 2022 Section 5339

Prepared By: Melanie Cobb
Title: Grants Analyst II

Reviewed By: Alisa Maniger
Title: Grants Administration Manager

Reviewed By: Gizelle Banks
Title: Chief Financial Officer



Alex Wiggins
Chief Executive Officer

7/7/2022

Date

Board Report and Staff Summary

SUBJECT: Proposed Grant Application Submittal	AGENDA NO:
DESCRIPTION: Grant Application for FY 2022 Section 5339 formula funds	FILE #:
ACTION REQUEST: X Approval <input type="checkbox"/> Review Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other	

RECOMMENDATION:

Staff is recommending adoption of resolution to submit a grant application.

ISSUE/BACKGROUND:

Staff is interested in filing a grant application for fiscal year 2022 Section 5339 formula funds. The Section 5339 funding is for Bus and Bus Facilities. These funds are used for Bus and Bus Facility related items and No Emission Infrastructure and Bus Procurement.

DISCUSSION:

In order to receive FY 2022 Section 5339 formula grant funds an application will need to be submitted to the Federal Transit Administration (FTA).

FINANCIAL IMPACT:

Total Budget is \$1,361,736; Federal Share is \$1,089,389 and RTA Local Match is \$272,347.

NEXT STEPS:

Upon Board approval staff will submit FY2022 grant application for Section 5339.

ATTACHMENTS:

Prepared By: Melanie Cobb
Grants Department
mcobb@rtaforward.org

Reviewed By: Alisa Maniger, Grants Administration Manager
Grants Department
amaniger@rtaforward.org

Gizelle Banks
Chief Financial Officer

Date

Alex Wiggins
Chief Executive Officer

Date



RESOLUTION NO. _____

STATE OF LOUISIANA

PARISH OF ORLEANS

Resolution Authorizing the Filing of a Grant Application with the Department of Transportation, United States of America, for a Grant under 49 U.S.C. 5339 of the Fixing America’s Surface Transportation (FAST) Act, 2015, for Approximately \$1,089,389. The Regional Transit Authority will provide \$272,347 Local Match.

Introduced by Commissioner _____, seconded by
Commissioner _____.

WHEREAS, the Secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant; and

WHEREAS the Regional Transit Authority is applying for Section 5339 grant application for fiscal year 2022 funding in the amount of \$1,089,389 for the following: Bus and Bus Facility-Repairs & Equipment \$449,389 and No Emission Infrastructure and Bus Procurement \$640,000. The total eligible cost is \$1,361,736 and will be funded 80% FTA and 20% RTA match. The federal participation is \$1,089,389 and the RTA local match is \$272,347; and

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with filing an application for assistance under Section 5339 of the Fixing America’s Surface Transportation Act, 2015, the Regional

RESOLUTION NO. _____



Page 2

Transit Authority gives an assurance that it will comply with the Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirement; and

WHEREAS, it is the goal of the Regional Transit Authority that Disadvantaged Business Enterprises (DBE) be afforded full opportunities to participate in connection with these projects, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment contracts or consultant and other services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority:

1. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute and submit grant proposals on behalf of the Regional Transit Authority with the U.S. Department of Transportation, to aid in financing capital projects pursuant Section 5339 of the Fixing America's Surface Transportation (FAST) Act, 2015; and
2. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute and submit proposals with an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of the Title VI of the Civil Rights Act of 1964; and
3. That the Chairman of the Board of Commissioners, or his designee, is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the grant proposal for the project; and



RESOLUTION NO. _____

Page 3

4. That the Chairman of the Board of Commissioners, or his designee, is authorized to set forth and execute affirmative minority business policies in connection with the program of projects procurement needs; and
5. That the Chairman of the Board of Commissioners, or his designee, is authorized to execute grant agreements with the U.S. Department of Transportation to aid in the financing of capital projects pursuant Section 5339 of the Fixing America's Surface Transportation (FAST) Act, 2015.

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 26TH DAY OF JULY 2021.

**FLOZELL DANIELS, JR.
CHAIRMAN
BOARD OF COMMISSIONERS**



Board Report and Staff Summary

File #: 22-098

Finance Committee

Disadvantaged Business Enterprise Goal for Fiscal Years 2023-2025

DESCRIPTION: Disadvantaged Business Enterprise Goal for Fiscal Years 2023-2025	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 implement the Disadvantaged Business Enterprise Goal of 32% for Fiscal Years 2023-2025 as it is a requirement of the Federal Transit Administration (FTA) and obtain board approval.

ISSUE/BACKGROUND:

Formal Board approval of the Disadvantaged Business Enterprise Goal for Fiscal Years 2023-2025 is required by the Federal Transit Administration (FTA) under 49 CFR Part 26.

It is required that overall goals must be based on demonstrable evidence of the availability of ready, willing, and able DBEs relative to all businesses ready, willing, and able to participate on your DOT-assisted contracts. The goal must reflect the determination of the level of DBE participation you would expect absent the effects of discrimination.

Staff is recommending that the Board of Commissioners approve the Disadvantaged Business Enterprise Goal of 32% for Fiscal Years 2023-2025.

DISCUSSION:

In keeping with the requirements of 49 C.F.R. Part 26, an Overall DBE goal has been developed for DBE participation in DOT-assisted contracting by the Regional Transit Authority (RTA) of New Orleans during Fiscal Year 2023 through the Fiscal Year 2025. The RTA receives funding from the Federal Transit Administration (FTA) of the U.S. Department of Transportation (USDOT). The RTAs recommended overall DBE goal for 2023-2025 is 32% of the federal financial assistance we will expend in FTA-assisted contracts, exclusive of FTA funds to be used for the purchase of transit vehicles.

This goal identifies the relative availability of DBEs based on evidence of ready, willing, and able DBEs in relationship to all comparable businesses which are known to be available to compete in the RTAs FTA assisted contracts. The overall DBE goal reflects the staff’s determination of the level of DBE participation which would be expected absent the effects of discrimination.

The RTA estimates that, in meeting its overall goal of 32%, it will obtain 22% from race conscious participation and 10% through race neutral measures.

OVERALL DBE GOAL METHODOLOGY

FTA assisted contracting for Fiscal Years 2023-2025 is expected to consist of eight construction projects as detailed in **Table 1**. Total dollars per major projects budgeted for FY 2023-2025 are listed in **Table 1**. Additional projects may be undertaken if additional revenue becomes available. The overall DBE goal will be adjusted if necessary.

Project	Amount	Weight
St Charles Streetcar - Track	3,671,189	0.101150784
St Charles Streetcar - Pavement	781,553	0.021533813
Shelter Installation/ADA Access	1,500,000	0.041328893
Lower Algiers Ferry Barge	6,590,619	0.181588656
Algiers Point Ferry Barge	7,079,528	0.195059368
Algiers Ferry Terminal Rehab	3,046,333	0.083934379
Transit/Comfort Stations	13,625,000	0.375404107
Total DOT Assisted Contracts	36,294,222	100

In order to obtain an accurate count of ready, willing, and able DBEs, each project was examined, and its “scope of services” were detailed for the purpose of defining the type of work and skill-sets necessary to complete the scheduled work. Each work type was assigned a six-digit North American Industry Classification System (NAICS) Code. NAICS was developed jointly by the U.S., Canada, and Mexico to provide new comparability in statistics about business activity across North America. After establishing NAICS codes, contracting dollars were estimated for each work type on a project basis. **Tables 2 through 8** below illustrate the contract estimates and the NAICS breakdown for each project.

NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238210	Electrical	45	275	0.163636363
237310	Traffic	23	49	0.469387755
238110	Concrete/Earthwork	22	43	0.511627906
236220	Constr. Management	51	225	0.226666666
237990	Rail	12	45	0.266666666
238910	Demolition	39	70	0.557142857
237130	Utilities	3	22	0.136363636
561730	Landscaping	21	228	0.092105263
		216	957	2.423597112

TABLE 3 ST CHARLES STREETCAR PAVEMENT				
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
237310	Traffic	23	49	0.469387755
238110	Concrete/Earthwork	22	43	0.511627906
237990	Rail	12	45	0.266666666
238210	Electrical	45	275	0.163636363
		141	482	1.968461547

TABLE 4 SHELTER INSTALLATION & ADA ACCESSIBILITY				
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
561730	Landscaping	21	228	0.092105263
237130	Utilities	3	22	0.136363636
332312	Fabrication/Sheet Metal	2	12	0.166666666
		87	375	1.463906328

TABLE 5 LOWERS ALGIERS FERRY LANDING BARGE REPLACEMENT				
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
237130	Utilities	3	22	0.136363636
238210	Electrical	45	275	0.163636363
237990	Marine	12	45	0.266666666
332999	Barge Fabrication	2	13	0.153846153
		123	468	4.009580099

**TABLE 6 ALGIERS POINT FERRY
LANDING BARGE
REPLACEMENT**

NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
237130	Utilities	3	22	0.136363636
238210	Electrical	45	275	0.163636363
237990	Marine	12	45	0.266666666
332999	Barge Fabrication	2	13	0.153846153
		123	468	4.009580099

**TABLE 7 ALGIERS FERRY TERMINAL -
REHAB & MODERNIZATION**

NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
541310	Architectural	17	118	0.144067797
561730	Landscaping	21	228	0.092105263
238120	Structural	11	13	0.846153846
237130	Utilities	3	22	0.136363636
238210	Electrical	45	275	0.163636363
238220	HVAC	26	453	0.057395143
237110	Plumbing	14	27	0.518518518
238290	Elevator Installation	4	34	0.117647059
		202	1283	3.144658388

**TABLE 8 TRANSIT STATIONS/
COMFORT STATIONS**

NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
541310	Architectural	17	118	0.144067797
561730	Landscaping	21	228	0.092105263
238120	Structural	11	13	0.846153846
237130	Utilities	3	22	0.136363636
238210	Electrical	45	275	0.163636363
238220	HVAC	26	453	0.057395143
237110	Plumbing	14	27	0.518518518
238140	Masonry	10	20	0.5

208

1269

3.527011329

GOAL SETTING CALCULATIONS

A two-step process was considered to establish the overall DBE goal, as described herein.

Step One: Compute Base Figure

Per 49 CFR 26.45(c) a base figure was developed to determine the relative availability of DBEs to perform work on anticipated contracts. The formula for calculating the relative availability of DBEs is as follows:

Base figure equals Ready, willing, and able DBEs divided by all firms ready, willing, and able (including DBEs and non-DBEs)

Weighting is recommended in USDOT tips to ensure the overall goal accurately reflects the scope of work. Based on guidance from FTA, a weighted base figure was computed that takes into account the relative size of the anticipated contract. The formula used as follows:

Weighted Base Figure = [(Project % of total contract dollars) *(Relative availability of DBEs)] + [(Project % of total contract dollars) *(Relative availability of DBEs)] ...

Weighted Base Figure = 21.23825 (Refer to **Table 9** below.)

The weighted base figure was developed by:

- 1) The relevant market area was determined to specify the geographical area for seeking available businesses.
- 2) Using the Louisiana Unified Certification Program Directory and other local DBE Directory to identify the number of registered DBEs willing to perform work in the Greater New Orleans market area for each of the anticipated contracts, based on the NAICS (North American Industry Classification System) code(s) most relevant to each contract.
- 3) Using 2019 County Business Patterns (CBP) data from the U.S. Census Bureau to identify the total number of businesses available in The Greater New Orleans market area for work on each contract type, based on the same NAICS codes.
- 4) Dividing the number of DBEs by the number of all businesses to determine the relative availability of DBEs in the market area for each contract type.

Dividing the number of market area DBEs by all market area businesses (DBEs and non-DBEs), produced a relative base figure of 21.23, as shown in **Table 9**.

TABLE 9 BASE GOAL					
Project	DBES	All Firms	Relative Availability	Weight	Total
St Charles Streetcar - Track	216	957	0.22570533	10.11	2.28188088
St Charles Streetcar - Pavement	141	482	0.29253112	2.15	0.62894190
Shelter Installation/ADA Access	87	375	0.232	4.13	0.95816
Lower Algiers Ferry Barge	123	468	0.26282051	18.15	4.77019225
Algiers Point Ferry Barge	123	468	0.26282051	19.50	5.12499994
Algiers Ferry Terminal Rehab	202	1283	0.15744349	8.39	1.32095088
Transit/Comfort Stations	208	1269	0.16390859	37.54	6.15312846
Base Goal	1100	5302	1.59722954	100	21.23825431

Step Two: Adjust Base Figure

Per 49 CFR Part 26.45(d), following calculation of a base figure, all available evidence must be examined to determine what adjustment, if any, is needed to the base figure in order to arrive at the overall DBE goal.

After calculating the Base Figure of 21%, it was determined that this rate of participation is inconsistent with historical data and the realities of the market in the Metropolitan Area and as such, adjustments to the Base Figure are warranted. To ensure that the goals for the RTA truly reflect the participation expected absent the effects of discrimination, this methodology goes beyond the raw formula derived by comparing databases; the methodology factors other subjective considerations into the formula to better estimate local market conditions. As such, the Base Figure was adjusted as detailed below.

Regional Market Data

The following data was considered in determining an adjustment to the Base Figure: Past DBE participation and the City of New Orleans Disparity Study. The adjusted base Figure is detailed in **Table 10** below.

TABLE 10 ADJUSTED TABLE					
Project	DBES	All Firms	Relative Availability	Weight	Total
St Charles Streetcar - Track	216	957	0.22570533	10.11	2.28188088
St Charles Streetcar - Pavement	141	482	0.29253112	2.15	0.62894190
Shelter Installation/ADA Access	87	375	0.232	4.13	0.95816
Lower Algiers Ferry Barge	123	468	0.26282051	18.15	4.77019225
Algiers Point Ferry Barge	123	468	0.26282051	19.50	5.12499994
Algiers Ferry Terminal Rehab	202	1283	0.15744349	8.39	1.32095088
Transit/Comfort Stations	208	1269	0.16390859	37.54	6.15312846

Base Goal		21.23825
	DBE Annual Goal	Actual Attainment
PAST PARTICIPATION 2018 - 2019	31%	32.8%
2019 - 2020	30%	9.3%
2020 - 2021	30%	60.7%
AVERAGE PAST PARTICIPATION	30%	34.2
CITY OF NEW ORLEANS DISPARITY		40.6
ADJUSTED DBE GOAL		32%

Disparity Studies:

The RTA explored the feasibility of a Disparity Study and further surveyed the jurisdiction to determine the types of relevant evidence available. The 2018 City of New Orleans Disparity Study examined whether there was a playing field for minority and women-owned businesses in New Orleans public and private sector marketplace. This study was used to adjust the final goal.

Past DBE Participation:

The primary form of evidence available is the past participation of DBEs in RTAs contract goals. The RTA’s average DBE participation for the past three years has been 34.2%. **Refer to Table 11.** As such, the Base Goal of 21.23% will be adjusted using the average past participation goal of 34.2% and the City of New Orleans Disparity Study of 40.6%. Averaging the Base DBE goal of 21.23% along with the past participation goal of 34.2% and the City of New Orleans Disparity Study of 40.6% yields a Final Adjusted DBE Goal of 32%. **The RTA is recommending a DBE goal of 32%.**

Step Three: Determine Race Neutral and Race Conscious Split

The RTA will use contract goals to meet any portion of the overall goal that the agency does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the overall goal that is not projected to be met through the use of race-neutral means.

RTA will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. RTA will not need to establish a contract goal on every such contract and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work). RTA will establish the contract goals as a percentage of a DOT-assisted contract or the federal share of a DOT-assisted contract.

The regulations require RTA to determine how much of its FFY DBE goal it expects to meet through race-conscious methods and how much through race neutral methods. To break down the overall goal into a race neutral and race conscious component, the RTA relied on past participation from fiscal years 2019 through 2021. The RTA estimates that in meeting its overall goal of 32%, it will obtain 10% from race-neutral participation and 22% from race-conscious measures.

The agency has implemented its race-neutral Small Business Enterprise (SBE) program and currently has small business limited competition for federally funded projects where there are three or more certified small businesses in the market to compete. Race neutral participation has improved.

Methods of Achieving Race-Neutral DBE Goals

In order to achieve race-neutral goals the RTA will continue to identify opportunities for SBE limited competition. The SBE program targets projects up to \$500,000 for limited competition based on availability of certified small businesses to compete for contract awards.

In addition to the SBE Program, the RTA will utilize the following strategies to obtain the race conscious portion of the goal.

- Conduct mandatory DBE outreach sessions for prime bidders on capital and infrastructure projects.
- Identify Technical Assistance resources to support SBEs.
- Arrange solicitation, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that will facilitate DBE, and other small business participation. The RTA will continue to unbundle large contracts to make them more accessible to small businesses, in some cases, requiring and always encouraging prime contractors to subcontract portions of work that they may have otherwise performed with their own workforces.
- Public meetings to provide DBEs and small businesses with information on project priorities.
- Ensure that DBEs and SBEs have access to procurement information, contracting procedures and specific contract opportunities through the agency's electronic bid system (ProcureWare).
- Ensure that the LAUCP Directory is distributed to the widest feasible universe of potential prime contractors.

Moreover, in order to ensure that the DBE program is narrowly tailored to overcome the effects of discrimination, the RTA will track and report race neutral and race conscious DBE participation. For reporting purposes, race neutral DBE participation includes, but is not limited to, the following: DBE participation through the SBE set-asides for small economically disadvantaged businesses; DBE participation through a prime contract where DBE participation is obtained through customary competitive procurement procedures; DBE participation on a prime contract exceeding a stated contract goal; and DBE participation through a subcontract from a prime contractor that did not consider a firm's DBE status in making the award.

Step Four: Public Participation and Consultation

Pursuant to 49 CFR 26.45 (g) (1), the RTA provided the opportunity for public participation during the goal setting process. The public participation process included a public notice and a public meeting for stakeholders, minority and general contractor groups, other officials or organizations which could be expected to have information concerning the availability of disadvantaged businesses and/or the effects of discrimination on opportunities for DBEs.

The RTA provided an opportunity for public comment at a public meeting which was held on June 30, 2022.

The RTA will consider any written comments it receives from the public in adjusting its final goal.

Public Notice

Pursuant to 26.45 (g)(2), the RTA published a notice announcing the proposed overall goal, informing the public that the proposed goal and its rationale are available for inspection during normal business hours for 30 days following the date of the notice and comments regarding these documents will be accepted for 45 days from the date of publication. The public notice indicated the location(s) where the proposed goal can be reviewed and where comments can be transmitted. The notice is posted on RTA’s website and published in the following publications:

- The Advocate
- Louisiana Weekly
- Nola.com

FINANCIAL IMPACT:

None.

NEXT STEPS:

Upon receipt of the formal approval, RTA will submit a final copy to the FTA.

ATTACHMENTS:

1. Resolution
2. Overall Disadvantaged Business Enterprise Goal

Prepared By: Adonis C. Expose’
 Title: DBE/SBE Liaison Officer III

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

Reviewed By: Click or tap here to enter text.
 Title: Click or tap here to enter text.



7/6/2022

Alex Wiggins
 Chief Executive Officer

Date



RESOLUTION NO. _____
STATE OF LOUISIANA
PARISH OF ORLEANS

**RESOLUTION TO ADOPT DISADVANTAGED BUSINESS ENTERPRISE (DBE)
GOALS**

Introduced by Commissioner _____, seconded by
Commissioner _____.

WHEREAS, the Board of Commissioners of the Regional Transit Authority (RTA) considered the matter of adoption of an overall DBE goal for fiscal years 2023 through 2025; and

WHEREAS, it is the policy of the RTA to ensure that DBE's, as defined in 49 CFR Part 26, have a level playing field to participate in Department of Transportation (DOT) assisted contracts; and

WHEREAS, the RTA has examined projected contracting and subcontracting opportunities that may be undertaken during the 2023 through 2025 fiscal year periods and has established that a DBE goal of thirty-two percent (32%) be attained; and

WHEREAS, the opinion of the Board of Commissioners is that a goal of thirty-two percent (32%) is reasonable and would comply with RTA's DBE policy;



RESOLUTION NO. _____

Page 2

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority that a goal of thirty-two percent (32%) DBE participation be adopted for fiscal years 2023 through 2025.

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 _____ 2022.

**FLOZELL DANIELS
CHAIRMAN
BOARD OF COMMISSIONERS**



REGIONAL TRANSIT AUTHORITY
 Overall Disadvantaged Business Enterprise (DBE) Goal
 Fiscal Years 2023-2025

SUMMARY

In keeping with the requirements of 49 C.F.R. Part 26, an Overall DBE goal has been developed for DBE participation in DOT – assisted contracting by the Regional Transit Authority (RTA) of New Orleans during Fiscal Year 2023 through Fiscal Year 2025. The RTA receives funding from the Federal Transit Administration (FTA) of U.S. Department of Transportation (USDOT). The RTAs recommended overall DBE goal for 2023-2025 is 32% of the federal financial assistance we will expend in FTA-assisted contracts, exclusive of FTA funds to be used for the purchase of transit vehicles.

This goal identifies the relative availability of DBEs based on evidence of ready, willing, and able DBEs in relationship to all comparable businesses which are known to be available to compete in the RTAs FTA assisted contracts. The overall DBE goal reflects staff’s determination of the level of DBE participation which would be expected absent the effects of discrimination.

The RTA estimates that, in meeting its overall goal of 32%, it will obtain 22% from race conscious participation and 10% through race neutral measures.

OVERALL DBE GOAL METHODOLOGY

FTA assisted contracting for Fiscal Years 2023-2025 is expected to consist of eight construction projects as detailed in **Table 1**. Total dollars per major projects budgeted for FY 2023-2025 are listed in **Table 1**. Additional projects may be undertaken if additional revenue becomes available. The overall DBE goal will be adjusted if necessary.

TABLE 1		
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ST CHARLES STREETCAR TRACK				
TABLE 2	TRACK			
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238210	Electrical	45	275	0.163636363
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		216	957	2.423597112

ST CHARLES STREETCAR PAVEMENT				
TABLE 3	PAVEMENT			
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238210	Electrical	45	275	0.163636363
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SHELTER INSTALLATION & ADA ACCESSIBILITY				
TABLE 4				
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
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237130	Utilities	3	22	0.136363636
332312	Fabrication/Sheet Metal	2	12	0.166666666
		87	375	1.463906328

LOWERS ALGIERS FERRY LANDING BARGE REPLACEMENT				
TABLE 5				
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
237130	Utilities	3	22	0.136363636
238210	Electrical	45	275	0.163636363
237990	Marine	12	45	0.266666666
332999	Barge Fabrication	2	13	0.153846153
		123	468	4.009580099

ALGIERS POINT FERRY LANDING BARGE REPLACEMENT				
TABLE 6				
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
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237990	Marine	12	45	0.266666666
332999	Barge Fabrication	2	13	0.153846153
		123	468	4.009580099

ALGIERS FERRY TERMINAL – REHAB & MODERNIZATION				
TABLE 7				
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
541310	Architectural	17	118	0.144067797
561730	Landscaping	21	228	0.092105263
238120	Structural	11	13	0.846153846
237130	Utilities	3	22	0.136363636
238210	Electrical	45	275	0.163636363
238220	HVAC	26	453	0.057395143
237110	Plumbing	14	27	0.518518518
238290	Elevator Installation	4	34	0.117647059
		202	1283	3.144658388

TRANSIT STATIONS/ COMFORT STATIONS				
TABLE 8				
NAICS	WORK CATEGORIES	*Number of DBEs	All Firms	Relative Availability
238910	Demolition	39	70	0.557142857
238110	Concrete/Earthwork	22	43	0.511627906
541310	Architectural	17	118	0.144067797
561730	Landscaping	21	228	0.092105263
238120	Structural	11	13	0.846153846
237130	Utilities	3	22	0.136363636
238210	Electrical	45	275	0.163636363
238220	HVAC	26	453	0.057395143
237110	Plumbing	14	27	0.518518518
238140	Masonry	10	20	0.5
		208	1269	3.527011329

GOAL SETTING CALCULATIONS

A two-step process was considered to establish the overall DBE goal, as described herein.

Step One: Compute Base Figure

Per 49 CFR 26.45(c) a base figure was developed to determine the relative availability of DBEs to perform work on anticipated contracts. The formula for calculating the relative availability of DBEs is as follows:

Base figure equals Ready, willing, and able DBEs divided by all firms ready, willing and able (including DBEs and non-DBEs)

Weighting is recommended in USDOT tips to ensure the overall goal accurately reflects the scope of work. Based on guidance from FTA, a weighted base figure was computed that takes into account the relative size of the anticipated contract. The formula used as follows:

Weighted Base Figure = [(Project % of total contract dollars) *(Relative availability of DBEs)] + [(Project % of total contract dollars) *(Relative availability of DBEs)] ...

Weighted Base Figure = 21.23825 (Refer to **Table 9** below.)

The weighted base figure was developed by:

- 1) The relevant market area was determined to specify the geographical area for seeking available businesses.
- 2) Using the Louisiana Unified Certification Program Directory and other local DBE Directory to identify the number of registered DBEs willing to perform work in the Greater New Orleans market area for each of the anticipated contracts, based on the NAICS (North American Industry Classification System) code(s) most relevant to each contract.
- 3) Using 2019 County Business Patterns (CBP) data from the U.S. Census Bureau to identify the total number of businesses available in The Greater New Orleans market area for work on each contract type, based on the same NAICS codes.
- 4) Dividing the number of DBEs by the number of all businesses to determine the relative availability of DBEs in the market area for each contract type.

Dividing the number of market area DBEs by all market area businesses (DBEs and non-DBEs), produced a relative base figure of 21.23, as shown in **Table 9**.

TABLE 9 BASE GOAL					
Project	DBES	All Firms	Relative Availability	Weight	Total
St Charles Streetcar – Track	216	957	0.22570533	10.11	2.28188088
St Charles Streetcar - Pavement	141	482	0.29253112	2.15	0.62894190
Shelter Installation/ADA Access	87	375	0.232	4.13	0.95816
Lower Algiers Ferry Barge	123	468	0.26282051	18.15	4.77019225
Algiers Point Ferry Barge	123	468	0.26282051	19.50	5.12499994
Algiers Ferry Terminal Rehab	202	1283	0.15744349	8.39	1.32095088
Transit/Comfort Stations	208	1269	0.16390859	37.54	6.15312846
	1100	5302	1.59722954	100	21.23825431
Base Goal					21.23825

Step Two: Adjust Base Figure

Per 49 CFR Part 26.45(d), following calculation of a base figure, all available evidence must be examined to determine what adjustment, if any, is needed to the base figure in order to arrive at the overall DBE goal.

After calculating the Base Figure of 21%, it was determined that this rate of participation is inconsistent with historical data and the realities of the market in the Metropolitan Area and as such, adjustments to the Base Figure are warranted. To ensure that the goals for the RTA truly reflect the participation expected absent the effects of discrimination, this methodology goes beyond the raw formula derived by comparing databases; the methodology factors other subjective considerations into the formula to better estimate local market conditions. As such, the Base Figure was adjusted as detailed below.

Regional Market Data

The following data was considered in determining an adjustment to the Base Figure: Past DBE participation and the City of New Orleans Disparity Study.

The adjusted base Figure is detailed in **Table 10** below.

TABLE 10 ADJUSTED TABLE					
Project	DBES	All Firms	Relative Availability	Weight	Total
St Charles Streetcar – Track	216	957	0.22570533	10.11	2.28188088
St Charles Streetcar - Pavement	141	482	0.29253112	2.15	0.62894190
Shelter Installation/ADA Access	87	375	0.232	4.13	0.95816
Lower Algiers Ferry Barge	123	468	0.26282051	18.15	4.77019225
Algiers Point Ferry Barge	123	468	0.26282051	19.50	5.12499994
Algiers Ferry Terminal Rehab	202	1283	0.15744349	8.39	1.32095088
Transit/Comfort Stations	208	1269	0.16390859	37.54	6.15312846
Base Goal					21.23825
				DBE Annual Goal	Actual Attainment
PAST PARTICIPATION					
2018 – 2019				31%	32.8%
2019 – 2020				30%	9.3%
2020 – 2021				30%	60.7%
AVERAGE PAST PARTICIPATION				30%	34.2
CITY OF NEW ORLEANS DISPARITY					40.6
ADJUSTED DBE GOAL					32%

Disparity Studies:

The RTA explored the feasibility of a Disparity Study and further surveyed the jurisdiction to determine types of relevant evidence available. The 2018 City of New Orleans Disparity Study examined whether there was a playing field for minority and women-owned businesses in New Orleans public and private sector marketplace. This study was used to adjust the final goal.

Past DBE Participation:

The primary form of evidence available is the past participation of DBEs in RTAs contract goals. The RTA's average DBE participation for the past three years has been 34.2%. **Refer to Table 11.** As such, the Base Goal of 21.23% will be adjusted using the average past participation goal of 34.2% and the City of New Orleans Disparity Study of 40.6%. Averaging the Base DBE goal of 21.23% along with the past participation goal of 34.2% and the City of New Orleans Disparity Study of 40.6% yields a Final Adjusted DBE Goal of 32%. **The RTA is recommending a DBE goal of 32%.**

Step Three: Determine Race Neutral and Race Conscious Split

The RTA will use contract goals to meet any portion of the overall goal that the agency does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the overall goal that is not projected to be met through the use of race-neutral means.

RTA will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. RTA will not need to establish a contract goal on every such contract and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work). RTA will establish the contract goals as a percentage of a DOT-assisted contract or the federal share of a DOT-assisted contract.

The regulations require RTA to determine how much of its FFY DBE goal it expects to meet through race-conscious methods and how much through race neutral methods. To break down the overall goal into a race neutral and race conscious component, the RTA relied on past participation from fiscal years 2019 through 2021. The RTA estimates that in meeting its overall goal of 32%, it will obtain 10% from race-neutral participation and 22% from race-conscious measures.

The agency has implemented its race-neutral Small Business Enterprise (SBE) program and currently has small business limited competition for federally funded projects where there are three or more certified small businesses in the market to compete. Race neutral participation has improved.

Methods of Achieving Race-Neutral DBE Goals

In order to achieve race-neutral goals the RTA will continue to identify opportunities for SBE limited competition. The SBE program targets projects up to \$500,000 for limited competition based on availability of certified small businesses to compete for contract awards.

In addition to the SBE Program, the RTA will utilize the following strategies to obtain the race conscious portion of the goal.

- Conduct mandatory DBE outreach sessions for prime bidders on capital and infrastructure projects.

- Identify Technical Assistance resources to support SBEs.
- Arrange solicitation, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that will facilitate DBE, and other small business participation. The RTA will continue to unbundle large contracts to make them more accessible to small businesses, in some cases, requiring and always encouraging prime contractors to subcontract portions of work that they may have otherwise performed with their own workforces.
- Public meetings to provide DBEs and small businesses with information on project priorities.
- Ensure that DBEs and SBEs have access to procurement information, contracting procedures and specific contract opportunities through the agency's electronic bid system (ProcureWare).
- Ensure that the LAUCP Directory is distributed to the widest feasible universe of potential prime contractors.

Moreover, in order to ensure that the DBE program is narrowly tailored to overcome the effects of discrimination, the RTA will track and report race neutral and race conscious DBE participation. For reporting purposes, race neutral DBE participation includes, but is not limited to, the following: DBE participation through the SBE set-asides for small economically disadvantaged businesses; DBE participation through a prime contract where DBE participation is obtained through customary competitive procurement procedures; DBE participation on a prime contract exceeding a stated contract goal; and DBE participation through a subcontract from a prime contractor that did not consider a firm's DBE status in making the award.

Step Four: Public Participation and Consultation

Pursuant to 49 CFR 26.45 (g) (1), the RTA provided the opportunity for public participation during the goal setting process. The public participation process included a public notice and a public meeting for stakeholders, minority and general contractor groups, other officials or organizations which could be expected to have information concerning the availability of disadvantaged businesses and/or the effects of discrimination on opportunities for DBEs.

The RTA provided an opportunity for public comment at a public meeting which was held on June 30, 2022. The RTA will consider any written comments it receives from the public in adjusting its final goal.

Public Notice

Pursuant to 26.45 (g)(2), the RTA published a notice announcing the proposed overall goal, informing the public that the proposed goal and its rationale are available for inspection during normal business hours for 30 days following the date of the notice and comments regarding these documents will be accepted for 45 days from the date of publication. The public notice indicated

the location(s) where the proposed goal can be reviewed and where comments can be transmitted. The notice is posted on RTA's website and published in the following publications:

- The Advocate
- Louisiana Weekly
- Nola.com