



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority
Board of Commissioners
Meeting Agenda - Final

Tuesday, May 23, 2023

10:00 AM

RTA Board Room

The New Orleans Regional Transit Authority (RTA) hereby declares that, in accordance with La. R.S. 42:17.1 (A)(2)(a)-(c), a meeting will be held in person on Tuesday, May 23, 2023 at 10:00 a.m. Please be advised that masks inside the boardroom is encouraged.

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

1. Call to Order

2. Roll Call

3. Consideration of Meeting Minutes from April 25, 2023

Board Minutes

[23-085](#)

4. Reports

A. RTA Chairman's Report

B. Operations & Administration Committee Chairman's Report

C. Finance Committee Chairman's Report

D. Jefferson Parish Report

E. RTA General Counsel's Report

F. RTA Chief Executive Officer's Report

G. Chief of Staff Legislative Update

H. Operations Update

I. RTA Chief Financial Officer's Report

[March 2023 Financials]

[23-076](#)

5. Consideration of Insurance Resolution

Various RTA Insurance Coverages 2023-2024

23-084

6. Consent Agenda

August Building Maintenance (ABM) Janitorial Services Contract Extension

[23-042](#)

Louisiana Compliance Questionnaire 2022

[23-062](#)

Canal Street Camera Refresh

[23-066](#)

7. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)

8. Audience Questions and Comments

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

Personnel Matters

10. Adjournment

[05.23.23 Board Meeting Slides]

[23-094](#)



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-085

Board of Commissioners



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority Board of Commissioners

Meeting Minutes - Draft

Tuesday, April 25, 2023

10:00 AM

RTA Board Room

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

1. Call to Order

2. Roll Call

Commissioners Present: Commissioner Raymond, Commissioner Walton, Commissioner Coulon, Commissioner Ewell, Commissioner LeBeouf and Commissioner Neal

Commissioners Absent: Commissioner DeFrancesch

No Action

Present: Chairman Mark Raymond, Commissioner Fred Neal, Commissioner Sunni LeBeouf, Vice-Chairman Art Walton, Commissioner Timothy Coulon, and Commissioner Joseph Ewell

Absent: Commissioner Maria DeFrancesch

3. Consideration of Meeting Minutes

[Board of Commissioners Meeting - March 28, 2023]

[23-063](#)

Commissioner Coulon moved and Commissioner Ewell seconded to approve the Board of Commissioners Meeting of March 28, 2023. The motion was approved unanimously.

4. Reports

A. RTA Chairman's Report

Commissioner Raymond stated that the RTA was addressing the needs of the riding public such as On-Time Performance and the Maintenance of the vehicles.

B. Operations & Administration Committee Chairman's Report

Commissioner Neal stated that he had a very informative Operations and Administration Committee Meeting, and he took some people to visit the Ferry Terminal.

C. Finance Committee Chairman's Report

Commissioner Walton stated that the RTA was in the progress of the Audit.

D. Jefferson Parish Report

Commissioner Ewell gave the Jefferson Parish Report. This report can be found in the Board of Commissioners PowerPoint Report dated, April 25, 2023, under the Jefferson Parish Report.

E. RTA General Counsel's Report

Sundiata Haley stated that he will address his report in Executive Session.

F. RTA Chief Executive Officer's Report

The CEO, Lona Hankins reported on the following:

- The RTA received the Innovative Award for New Links from the Women in Transit Services, and she received the Rosa Parks award.
- Visited the Lighthouse for the Blind to see how Paratransit impacts the workers work schedule.
- The Strategic Mobility Plan is out for review until May 4, 2023.
- Met with Guy McInnis, President of St. Bernard Parish to discuss relocating where the buses currently stop and extending the St. Maurice/Arabi Line to Nunez College beginning June 4, 2023.
- Staff will be monitoring the Canal Street/City Park and Jackson/Esplanade Routes for Jazz Fest, making sure there are enough buses on the routes. If needed, streetcars will be pulled from the Cemeteries Line and buses added to the Jackson/Esplanade Line. Also, the mobile ticket booths will be located at Canal/Carondelet and Canal/Wisner.
- Employees Recognition for the Month for Terrell Butler, Howard Amos, Demetrius Garner.

G. Chief of Staff Legislative Update

Katherine Felton, Chief of Staff gave the Legislative Report. This report can be found in the Board of Commissioners PowerPoint Report dated, April 25, 2023, under the Chief of Staff Legislative Update Report.

After the report, the CEO stated that the RTA has a Capital Outlay request and staff was working with the Lobbyist to create the Appropriations Request. Staff is going to layout several options to get the necessary funding for the next 5 years.

H. Operations Update

The Chief Operations Officer, Gerard Guter gave the Operations Report. This report can be found in the Board of Commissioners PowerPoint Report dated, April 25, 2023, under the Operations Report.

The COO reported that the staging of extra fleet for Jazz Fest will be at Wisner and City Park which will be streetcars and buses will be added if needed. The Gentilly Lines will not be affected and the public will be notified of route changes via press release and social media.

I. RTA Chief Financial Officer's Report

The Chief Financial Officer, Gizelle Banks gave the RTA Chief Financial Officer's Report. This report can be found in the Board of Commissioners PowerPoint Report dated, April 25, 2023, under the RTA Chief Financial Officer's Report.

The CEO reported that she has received the data from the Compensation Plan that was prepared for administrative employees, and she is making sure that the job functions are matched to the proper grade levels and once that is completed she will bring the information before the Board for Approval and the adjustments will be made accordingly.

It was reported that the Fiscal Cliff for 2024 is \$19 Million which includes a \$6 Million repair to the Levy Ferry.

Between the two-funding sources the RTA receives between \$5.1-\$5.4 Million for the ferry and that \$19 Million is received in federal monies for maintenance.

[February 2023 Financials]

[23-059](#)

5. Consent Agenda

Commissioner LeBeouf moved, and Commissioner Neal seconded to take two items out of the Consent Agenda RTA and The Kennedy Group Contract and the Oracle ERP Cloud Implementation. The motion was approved unanimously.

Commissioner Neal moved and Commissioner LeBeouf seconded to approve the Consent Agenda with RTA and The Kennedy Group Contract and Oracle ERP Cloud Implementation

removed from the Consent Agenda. Resolution No. 23-024 was approved unanimously.

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

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

Absent: Commissioner DeFrancesch

RTA and The Kennedy Group Contract

[23-025](#)

This was taken up under New Business.

Enactment No: 23-031

Trapeze Software Support

[23-035](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the Trapeze Software Support. Resolution No. 23-023 was adopted unanimously.

Enactment No: 23-023

FY2021 Low-No Emissions Bus Program

[23-041](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the FY2021 Low-No Emissions Bus Program. Resolution No. 23-025 was adopted unanimously.

Enactment No: 23-025

Oracle Cloud SaaS Subscription

[23-044](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the Oracle Cloud SaaS Subscription. Resolution No. 23-026 was adopted unanimously.

Enactment No: 23-026

Oracle ERP Cloud Implementation

[23-045](#)

This was taken up under New Business.

Enactment No: 23-032

OpenGov Budget Software Procurement

[23-048](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the OpenGov Budget Software Procurement. Resolution No. 23-027 was adopted unanimously.

Enactment No: 23-027

Occupational Safety and Health (OSH) Program Development and Training

[23-049](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the Occupational Safety and Health (OSH) Program Development and Training. Resolution No. 23-028 was adopted unanimously.

Enactment No: 23-028

FY23 Federal Appropriations Request (NOUPT)

[23-051](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the FY23 Federal Appropriations Request (NOUPT). Resolution No. 23-029 was adopted unanimously.

Enactment No: 23-029

FY24 Federal Appropriations Request

[23-053](#)

Commissioner Neal moved and Commissioner LeBeouf seconded to adopt the FY24 Federal Appropriations Request. Resolution No. 23-030 was adopted unanimously.

Enactment No: 23-030

6. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)

Commissioner Ewell moved and Commissioner Neal seconded to add

RTA and The Kennedy Group Contract and Oracle ERP Cloud Implementation to the agenda.

The motion was approved unanimously.

RTA and The Kennedy Group Contract

The Deputy CEO, Mark Major reported that this contract was entered into in 2011 and this was a five-year contract. In the contract there was a provision for self renewal, and it did in 2016, it was approved by the Board and this approval took the contract to 2022. There was still money on the Purchase Order that allowed staff to pay for the services until 2022.

Mark Major reported that as RTA's Broker of Record the Kennedy Group acquires all of the RTA's Commercial Insurance such as Property Insurance, Flood Insurance and the ALGL Insurance. They are not allowed to be paid Commission on these accounts. Secondly, they provide Third Party Administration for a group of eligible retiree's pursuant to a 1983 Document and this population had declined significantly.

The Deputy further reported that during negotiations the 5-year renewal was reduced to 2 years. The portion of the contract that staff was asking for funding was from November 2022 - March 2023. The new reduce rate will start March 2023 through the ending period of 2024 and that staff will come back to the Board to renew this contract.

There were no issues on the Commercial Insurance Side and small issues with on the TPA Side that staff was able to work through. The contract will terminate in 2024 the automatic renewal will be removed from this contract with the Board approval of this agenda item.

The CEO commented that the contract was not expired because of the automatic renewal language, but the Purchase Order had no more money.

Commissioner LeBeouf stated that the agency has to make sure that RFP's are issued accordingly and particularly with contracts with such high amounts.

Lona Hankins reported that staff was looking into the RTA being self-insured or should insurance be taken to the market, an analysis will be done to determine what is best for the agency.

Commissioner Ewell moved and Commissioner Neal seconded to adopt the RTA and The Kennedy Group Contact. Resolution No. 23-031 was adopted by 5 Yeas and 1 Nay.

Oracle ERP Cloud Implementation

The Chief Financial Officer, Gizelle Banks reported that staff was implementing a new Financial System along with a new HR System and the primary extension for the Change Order was for the extension of time. The Time Frame that was originally priced out on State Contract from June 2022 - May 2023 and now staff needed more time to September 2023. The originally time-frame was very aggressive and staff still needs more time to finish the project. The project will be running out of money soon.

The CEO reported that the contract will run out of money and the RTA would have an incomplete project if not approved. Commissioner LeBeouf stated that it appeared that staff made a purchase that did not meet the agency's needs as originally anticipated and now staff is asking for a \$1.7 Million amendment, gives her major concern.

Gizelle Banks responded that the software does address the needs of staff, but when it was originally purchased staff did not have all the necessary information needed.

Commissioner Ewell moved and Commissioner Neal seconded to approve the Oracle ERP Cloud Implementation. Resolution No. 23-032 was adopted by 5 Yeas and 1 Nay.

7. Audience Questions and Comments

Alan Drake - The RTA need to raise fares for the buses and streetcars and a separate fare should be set-up for low-income riders. He stated that he'd rather see higher fares than for the RTA to cut routes.

Steve Donahue - The foldable LIFT Ramps that comes down for him to access the bus was not working and the operators had to bring it down manually and the operators choose not to deploy the LIFT Ramps manually. There are times when he is waiting for a bus the operators will pass him up and not allow him on the buses. He stated that he travels with an extra battery for his scooter, and the operators will not allow him to get on the buses with his extra batteries.

Commissioner Raymond stated that staff will talk to the operators regarding the gel batteries that he carries for his scooter.

Arthur Hunter stated that he was at the RTA to represent Delgado Community College and the Angola Re-Entry Program, and both of these programs would like the RTA to donate its dead buses. There are programs that they are currently running to train people to be diesel mechanics and operators.

Commissioner Raymond stated that the RTA can't donate buses.

Lona Hankins reported that she needs the contact information for the Directors of these Programs so the RTA can creatively work through these issues.

In response to Commissioner Walton, Arthur Hunter stated that the Angola program can use 3 Large Buses and 3 Minibuses and Delgado can use 1 Large Bus.

In response to Commissioner Ewell, Arthur Hunter stated that currently there are 25 people enrolled in the Delgado Program, that has a waiting list.

Commissioner LeBeouf thanked Arthur Hunter for the work he is doing with Career Development.

Kory Dupree stated that the RTA needs to start an Apprentice Program to train the new employees and if this does not happen the RTA will not have any skilled workers. He stated that it was unacceptable to have LIFT ramps on the buses that are not working and to manually deploy a LIFT is very hard.

Kory Dupree asked the Board where were they when it comes to adequate service and putting buses on the street that works.

Commissioner Neal stated that staff was working on a plan to deal with the broken buses.

In response to Commissioner Coulon, Lona Hankins reported that they are short 6 mechanics.

Gretchen Bradford, Ponchartrain Park Neighbor Association - The bus service was changed in Ponchartrain Park and the current route only serves half of the residents - the other residents has to walk 2 miles for bus service. The new route only serves the side with the Students and this is a first, the buses always service the full subdivision.

Noelle Banks - A member of Ponchartrain Park - Has to walk 3.4 miles to get a bus and they also need shelters at the bus stops and there are times the operators does not serve the full route.

Rev Aubrey Watson - A member of Ponchartrain Park - That there are no bus service on Congress Drive and there is a need for service on Congress Drive.

In response to Commissioner Coulon, Lona Hankins reported that this is a process that has to be worked through by gathering all the complaints.

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

Commissioner Neal moved and Commissioner LeBeouf seconded to go into Executive Session with Personnel Matters.

Commissioner Neal moved and Commissioner LeBeouf seconded to add Mary Smith vs. RTA etc. to Executive Session. The motions were approved unanimously.

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

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

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

Absent: Commissioner DeFrancesch

Personnel Matters

9. Adjournment

Commissioner Neal moved and Commissioner Walton seconded to adjourn the Board Meeting of April 25, 2023. The motion was adjourned unanimously.



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-076

Finance Committee

[March 2023 Financials]

March 2023
Analysis of Financials

Budget	Actuals	Variances		Explanation of Variance
		Amount	%age	
<u>Passenger Revenue</u>				
2,406,301	2,664,138	257,837.13	10.72%	Passenger Fares were 10.7% (\$258k) over projections through March while ridership was 6.0% under budget (147k). Pass Sales were over projections 39% (\$108k). The discrepancies in these variances is due to a combination of factors. The last 6 to 12 months have brought about more direct local changes (i.e., New Links and fare structure changes). Less impactful changes (i.e., the residual of the pandemic and fluctuating gas prices) have also contributed. Total system wide actual ridership and revenue for the first quarter of 2023 was ahead of the first quarter of 2022 by 27.1% and 16.7%, respectively.
<u>Sales Tax</u>				
26,024,242	25,800,337	(223,905)	(0.9%)	Due to an approximate 6 week lag in all RTA Sales Tax collections and more of a lag in state collections, sales tax recordings are a mix of actuals and accruals and not possible at this point to accurately analyze.
<u>Labor</u>				
14,609,958	14,153,213	456,745	3.1%	Labor is \$457k (3.1%) under budget for the first quarter of 2023. ATU wages are \$61k over budget while IBEW wages are \$179k under budget through March with contract negotiations for IBEW currently in process. Administrative wages are \$339k under budget with a 6% YTD COLA adjustment that was processed in March.
<u>Fringe Benefits</u>				
4,221,984	4,654,125	(432,141)	(10.2%)	Fringe Benefits are 10.2% (\$432k) over projections in the first quarter. Health benefits are the primary reason for this overage. Though much analysis has been completed to fringe benefits, there is more analysis needed and possibly some clean up afterwards.
<u>Services</u>				
4,098,185	2,127,380	1,970,805	48.1%	All Service line items are well under budget for the first quarter. Professional/Technical Services (legal fees, consultants, other outside services, etc.) contributed \$854k to this positive outcome. Contract Maintenance Services added \$647k, Custodial Services another \$211k, and Private Security \$192k.
<u>Materials and Supplies</u>				
3,604,094	2,379,001	1,225,093	34.0%	Diesel fuel prices for the month of March were budgeted at \$3.40/gal. (excl. \$0.21/gal. tax). Actual diesel fuel prices for March averaged \$2.77/gal. (before taxes), which was \$0.63/gal. under budget and \$0.12/gal. less than the average price for February. Diesel fuel consumption for March was 20,571 gallons under budget.
<u>Taxes</u>				
121,791	75,349	46,442	38.1%	All taxes were under budget through March, fuel and lube taxes were more than 35% under projections.
<u>Miscellaneous Expenses</u>				
191,430	70,038	121,392	63.4%	The travel budget was \$77k (75%) under budget for the first quarter while other miscellaneous expenses added \$37k to this variance.

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
BUDGET TO ACTUAL COMPARISON
March 31, 2023
Unaudited**

	Current Month				Year to Date				CY2023 Annual Budget
	<u>Budget</u>	<u>Actual</u>	<u>\$ Var.</u>	<u>%Var.</u>	<u>Budget</u>	<u>Actual</u>	<u>\$ Var.</u>	<u>%Var.</u>	
Operating Revenues									
Passenger Fares	820,975	993,402	172,427	21.00%	2,406,301	2,664,138	257,837	10.72%	11,323,764
General Use Sales Tax	7,728,528	7,890,894	162,366	2.10%	21,685,340	21,534,638	(150,702)	(0.69%)	90,923,859
State Motor Vehicle Sales Tax	708,610	606,624	(101,986)	(14.39%)	1,988,277	1,736,845	(251,432)	(12.65%)	8,336,593
Hotel/Motel Sales Tax	837,749	1,193,640	355,891	42.48%	2,350,625	2,528,853	178,228	7.58%	9,855,868
Other Revenue	213,767	110,689	(103,078)	(48.22%)	641,302	432,072	(209,230)	(32.63%)	2,564,208
Total Operating Revenues	10,309,629	10,795,249	485,620	4.71%	29,071,845	28,896,547	(175,298)	(0.60%)	123,004,292
Operating Expenses									
Labor	4,769,188	4,745,963	23,225	0.49%	14,609,958	14,153,213	456,745	3.13%	63,944,578
Fringe Benefits	1,380,062	1,691,403	(311,341)	(22.56%)	4,221,984	4,654,125	(432,141)	(10.24%)	18,265,992
Services	1,366,061	805,604	560,457	41.03%	4,098,185	2,127,380	1,970,805	48.09%	16,392,717
Materials and Supplies	1,233,907	740,956	492,951	39.95%	3,604,094	2,379,001	1,225,093	33.99%	14,551,277
Utilities	153,847	310,031	(156,184)	(101.52%)	462,432	380,138	82,294	17.80%	1,827,009
Casualty & Liability	702,339	693,249	9,090	1.29%	2,107,017	2,149,507	(42,490)	(2.02%)	8,807,500
Taxes	42,068	21,923	20,145	47.89%	121,791	75,349	46,442	38.13%	493,455
Miscellaneous	63,810	26,629	37,181	58.27%	191,430	70,038	121,392	63.41%	765,699
Leases and Rentals	20,008	15,426	4,582	22.90%	60,024	55,050	4,974	8.29%	240,100
Total Oper. Exp. (excl. Depr.)	9,731,290	9,051,185	680,105	6.99%	29,476,915	26,043,801	3,433,114	11.65%	126,288,327
Net Operating Revenue	578,339	1,744,064	1,165,725	201.56%	(405,070)	2,852,746	3,257,816	(804.26%)	(2,284,035)
TMSEL Legacy Costs									
TMSEL Pension Costs	0	0	0	0.00%	0	0	0	0.00%	0
TMSEL Health Benefit Costs	116,550	72,206	44,344	38.05%	349,650	247,110	102,540	29.33%	1,398,600
TMSEL Workers' Comp. Costs	90,143	111,156	(21,013)	(23.31%)	270,429	276,193	(5,764)	(2.13%)	1,081,716
TMSEL All Other Costs	32,468	49,666	(17,198)	(52.97%)	97,404	106,865	(9,461)	(9.71%)	389,627
Total TMSEL Legacy Costs	239,161	233,028	6,133	2.56%	717,483	630,168	87,316	12.17%	2,869,943
Net Rev. (Before Gov't. Asst.)	339,178	1,511,036	1,171,858	345.50%	(1,122,553)	2,222,578	3,345,131	(297.99%)	(5,153,978)
Maritime Operations									
Passenger Fares	90,212	86,847	(3,365)	(3.73%)	261,906	281,988	20,082	7.67%	1,062,178
Labor and Fringe Benefits	(36,591)	(49,193)	12,602	(34.44%)	(109,963)	(126,282)	16,319	(16.66%)	(473,149)
Services	(137,292)	(5,998)	(131,294)	95.63%	(411,876)	(141,365)	(270,511)	65.68%	(1,647,500)
Materials and Supplies	(49,462)	(16,088)	(33,374)	67.47%	(161,566)	(69,445)	(92,121)	57.02%	(624,716)
Purchased Transportation	(893,410)	(874,305)	(19,105)	2.14%	(2,680,230)	(2,817,222)	136,992	(5.11%)	(10,720,915)
Other Operating Expenses	(6,741)	(608)	(6,133)	90.98%	(20,727)	(2,057)	(18,670)	90.08%	(82,240)
Preventive Maintenance	48,500	48,500	0	0.00%	145,500	145,500	0	0.00%	582,000
State Subsidy	436,900	428,333	(8,567)	(1.96%)	1,310,700	1,285,000	(25,700)	(1.96%)	5,242,800
Total Maritime Operations	(547,884)	(382,511)	(165,373)	30.18%	(1,666,256)	(1,445,884)	(220,372)	13.23%	(6,661,542)
Government Operating Assistance									
Preventive Maintenance	1,119,958	1,242,606	122,648	10.95%	3,359,874	3,727,818	367,944	10.95%	13,439,495
State Parish Transportation	150,026	142,759	(7,267)	(4.84%)	450,079	456,384	6,305	1.40%	1,800,318
COVID Funding - RTA	802,915	0	(802,915)	(100.00%)	4,571,433	0	(4,571,433)	(100.00%)	18,946,038
COVID Funding - Ferries	0	0	0	0.00%	0	0	0	0.00%	0
Total Government Oper. Asst.	2,072,899	1,385,365	(687,534)	(33.17%)	8,381,386	4,184,202	(4,197,184)	(50.08%)	34,185,851
Net Revenue (After Gov't. Asst.)	1,864,193	2,513,890	318,952	17.11%	5,592,577	4,960,896	(1,072,425)	(19.18%)	22,370,331

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
BUDGET TO ACTUAL COMPARISON
March 31, 2023
Unaudited**

	Current Month				Year to Date				CY2023 Annual Budget
	Budget	Actual	\$ Var.	%Var.	Budget	Actual	\$ Var.	%Var.	
Net Revenue (After Gov't. Asst.)	1,864,193	2,513,890	318,952	17.11%	5,592,577	4,960,896	(1,072,425)	-19.18%	22,370,331
Government Non-Operating Rev. (Exp.)									
Federal - RTA Capital	1,875,945	116,063	(1,759,882)	(93.81%)	5,627,835	857,451	(4,770,384)	(84.76%)	22,511,334
Local - RTA Capital	182,649	494,196	311,547	170.57%	547,947	1,469,495	921,548	168.18%	2,191,783
RTA Capital Expenditures	(3,235,256)	(610,259)	2,624,997	(81.14%)	(9,705,768)	(2,326,946)	7,378,822	(76.03%)	(38,823,074)
Ferry Grant Revenues	586,417	280,454	(305,963)	(52.17%)	1,759,251	412,458	(1,346,793)	(76.55%)	(7,297,000)
Ferry Grant Expenditures	(608,083)	(672,353)	64,270	(10.57%)	(1,824,249)	(1,681,010)	(143,239)	0.00%	7,037,000
FEMA Project Worksheets	0	0	0	0.00%	0	0	0	0.00%	0
FEMA Project Worksheet Expenditure	0	0	0	0.00%	0	0	0	0.00%	0
Loss on Valuation of Assets	0	0	0	0.00%	0	0	0	0.00%	0
Total Gov't. Non-Oper. Rev. (Exp.)	(1,198,328)	(391,899)	806,429	0.00%	(3,594,984)	(1,268,552)	2,326,432	0.00%	(14,379,957)
Total Revenues (Expenses) Before Capital Expenditures and Debt	665,865	2,121,991	1,456,126	218.68%	1,997,593	3,692,344	1,694,751	84.84%	7,990,374
Capital Expenditures									
Interest Income - Capital (bonds)	6,246	73,924	67,678	1083.54%	18,740	313,071	294,331	1570.60%	74,960
Debt Service	(672,111)	(560,872)	111,239	16.55%	(2,016,333)	(1,682,615)	333,718	16.55%	(8,065,334)
Total Capital Expenditures	(665,865)	(486,948)	178,917	26.87%	(1,997,593)	(1,369,543)	628,050	31.44%	(7,990,374)
Net Revenue less Capital Expenditures & Principal on Long Term Debt	0	1,635,044	1,635,044	#DIV/0!	0	2,322,801	2,322,801	#DIV/0!	0
Other Funding Sources									
Restricted Oper. / Capital Reserve	0	(1,635,044)	1,635,044	100.00%	0	(2,322,801)	2,322,801	100.00%	0
Total Other Funding	0	(1,635,044)	1,635,044	100.00%	0	(2,322,801)	2,322,801	100.00%	0
Net Revenue / Expense	0	0	0	0.00%	0	0	0	0.00%	0
Depreciation - Local	11,220	359,892	(348,672)	(3107.59%)	33,660	1,079,675	(1,046,015)	(3107.59%)	134,640
Depreciation - Federal	1,887,000	1,439,567	447,433	23.71%	5,661,000	4,318,700	1,342,300	23.71%	22,644,000
Total Depreciation	1,898,220	1,799,458	98,762	5.20%	5,694,660	5,398,375	296,285	5.20%	22,778,640

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
ACTUAL TO ACTUAL COMPARISON
March 31, 2023
Unaudited**

	Current Month				Year to Date			
	Prior Yr.	Current Yr.	\$ Var.	%Var.	Prior Yr.	Current Yr.	\$ Var.	%Var.
Operating Revenues								
Passenger Fares	992,643	993,402	759	0.08%	2,282,394	2,664,138	381,744	16.73%
General Use Sales Tax	7,080,845	7,890,894	810,049	11.44%	20,633,686	21,534,638	900,952	4.37%
State Motor Vehicle Sales Tax	435,482	606,624	171,142	39.30%	1,262,896	1,736,845	473,949	37.53%
Hotel/Motel Sales Tax	1,028,120	1,193,640	165,520	16.10%	1,935,382	2,528,853	593,471	30.66%
Other Revenue	169,864	110,689	(59,175)	(34.84%)	601,398	432,072	(169,326)	(28.16%)
Total Operating Revenues	9,706,954	10,795,249	1,088,295	11.21%	26,715,755	28,896,547	2,180,791	8.16%
Operating Expenses								
Labor	4,101,805	4,745,963	(644,158)	(15.70%)	12,937,456	14,153,213	(1,215,757)	(9.40%)
Fringe Benefits	1,172,775	1,691,403	(518,628)	(44.22%)	3,794,229	4,654,125	(859,897)	(22.66%)
Services	810,836	805,604	5,232	0.65%	1,633,917	2,127,380	(493,463)	(30.20%)
Materials and Supplies	871,343	740,956	130,387	14.96%	2,414,423	2,379,001	35,423	1.47%
Utilities	165,281	310,031	(144,750)	(87.58%)	416,515	380,138	36,377	8.73%
Casualty & Liability	663,560	693,249	(29,689)	(4.47%)	1,976,762	2,149,507	(172,745)	(8.74%)
Taxes	23,439	21,923	1,515	6.47%	85,031	75,349	9,682	11.39%
Miscellaneous	44,526	26,629	17,898	40.20%	88,559	70,038	18,521	20.91%
Leases and Rentals	25,026	15,426	9,600	38.36%	64,641	55,050	9,591	14.84%
Total Oper. Exp. (excl. Depr.)	7,878,590	9,051,185	(1,172,594)	(14.88%)	23,411,533	26,043,801	(2,632,269)	(11.24%)
Net Operating Revenue	1,828,363	1,744,064	(84,299)	(4.61%)	3,304,223	2,852,746	(451,477)	(13.66%)
TMSEL Legacy Costs								
TMSEL Pension Costs	0	0	0	0.00%	0	0	0	0.00%
TMSEL Health Benefit Costs	86,296	72,206	(14,090)	(16.33%)	260,797	247,110	(13,687)	(5.25%)
TMSEL Workers' Comp. Costs	116,522	111,156	(5,367)	(4.61%)	262,028	276,193	(14,165)	(5.41%)
TMSEL All Other Costs	42,134	49,666	7,533	100.00%	197,342	106,865	(90,477)	100.00%
Total TMSEL Legacy Costs	244,952	233,028	(11,924)	(4.87%)	720,167	630,168	(89,999)	(12.50%)
Net Rev. (Before Gov't. Asst.)	1,583,411	1,511,036	(72,375)	(4.57%)	2,584,056	2,222,578	(361,478)	(13.99%)
Maritime Operations								
Passenger Fares	105,563	86,847	(18,716)	(17.73%)	256,628	281,988	25,360	9.88%
Labor and Fringe Benefits	(17,700)	(49,193)	(31,493)	177.93%	(57,255)	(128,282)	(71,027)	124.05%
Services	(1,182,611)	(5,998)	1,176,613	(99.49%)	(2,449,940)	(141,365)	2,308,575	(94.23%)
Materials and Supplies	(52,743)	(16,088)	36,655	(69.50%)	(105,535)	(69,445)	36,090	(34.20%)
Purchased Transportation	0	(874,305)	(874,305)	0.00%	0	(2,817,222)	(2,817,222)	0.00%
Other Operating Expenses	(930)	(608)	322	(34.60%)	(1,334)	(2,057)	(723)	54.17%
Preventive Maintenance	0	48,500	48,500	100.00%	0	145,500	145,500	100.00%
State Subsidy	428,333	428,333	0	0.00%	1,285,000	1,285,000	(0)	(0.00%)
Total Maritime Operations	(720,087)	(382,511)	337,576	(46.88%)	(1,072,436)	(1,446,884)	(373,448)	34.82%
Government Operating Assistance								
Preventive Maintenance	1,063,543.60	1,242,606	179,062	16.84%	3,190,631	3,727,818	537,187	16.84%
State Parish Transportation	148,541.00	142,759	(5,782)	(3.89%)	445,623	456,384	10,761	2.41%
COVID Funding - RTA	0.00	0	0	0.00%	0	0	0	0.00%
COVID Funding - Ferries	0.00	0	0	0.00%	0	0	0	0.00%
Total Government Oper. Asst.	1,212,085	1,385,365	173,281	14.30%	3,636,254	4,184,202	547,949	15.07%
Net Revenue (After Gov't. Asst.)	2,075,409	2,513,890	438,481	21.13%	5,147,874	4,960,896	(186,977)	(3.63%)

**REGIONAL TRANSIT AUTHORITY
CONSOLIDATED INCOME STATEMENT
ACTUAL TO ACTUAL COMPARISON
March 31, 2023
Unaudited**

	Current Month				Year to Date			
	Prior Yr.	Current Yr.	\$ Var.	%Var.	Prior Yr.	Current Yr.	\$ Var.	%Var.
Net Revenue (After Gov't. Asst.)	2,075,409	2,513,890	438,481	21.13%	5,147,874	4,960,896	(186,977)	-3.63%
Government Non-Operating Rev. (Exp.)								
Federal - Capital	146,375	116,063	(30,312)	(20.71%)	4,848,154	857,451	(3,990,702)	(82.31%)
Local - Capital	312,111	494,196	182,084	58.34%	3,129,680	1,469,495	(1,660,185)	(53.05%)
Capital Expenditures	(458,486)	(610,259)	(151,773)	33.10%	(7,977,834)	(2,326,946)	5,650,888	(70.83%)
Grant Revenues	1,031,018	280,454	(750,564)	(72.80%)	2,525,177	412,458	(2,112,719)	(83.67%)
Grant Expenditures	(1,288,773)	(672,353)	616,420	(47.83%)	(3,965,613)	(1,681,010)	2,284,603	(57.61%)
FEMA Project Worksheets	0	0	0	0.00%	0	0	0	0.00%
FEMA Project Worksheets Expenditui	0	0	0	0.00%	0	0	0	0.00%
Loss on Valuation of Assels	0	0	0	0.00%	0	0	0	0.00%
Total Gov't. Non-Operating Rev. (Exp)	(257,755)	(391,899)	(134,144)	52.04%	(1,440,436)	(1,268,552)	171,884	(11.93%)
Total Revenues (Expenses) Before Capital Expenditures and Debt	1,817,654	2,121,991	304,337	16.74%	3,707,438	3,692,344	(15,094)	(0.41%)
Capital Expenditures								
Interest Income - Capital (bonds)	2,954	73,924	70,970	2402.09%	6,142	313,071	306,930	4997.46%
Debt Service	(462,251)	(560,872)	(98,620)	21.33%	(1,701,202)	(1,682,615)	(18,588)	1.09%
Total Capital Expenditures	(459,297)	(486,948)	(27,651)	6.02%	(1,695,061)	(1,369,543)	325,517	(19.20%)
Net Revenue less Capital Expenditures & Principal on Long Term Debt	1,358,357	1,635,044	276,687	(20.37%)	2,012,377	2,322,801	310,424	(15.43%)
Other Funding Sources								
Restricted Oper. / Capital Reserve	(1,358,357)	(1,635,044)	(276,687)	20.37%	(2,012,377)	(2,322,801)	(310,424)	15.43%
Total Other Funding	(1,358,357)	(1,635,044)	(276,687)	20.37%	(2,012,377)	(2,322,801)	(310,424)	15.43%
Net Revenue / Expense	0	0	0	0.00%	0	0	0	0.00%
Depreciation - Local	96,135	359,892	(263,757)	(274.36%)	284,702	1,079,675	(794,973)	(279.23%)
Depreciation - Federal	1,770,892	1,439,567	331,325	18.71%	5,316,377	4,318,700	997,677	18.77%
Total Depreciation Expense	1,867,027	1,799,458	67,568	3.62%	5,601,080	5,398,375	202,705	3.62%

REGIONAL TRANSIT AUTHORITY
STATEMENT OF NET POSITION
AS OF MARCH 31, 2023 AND 2022

	2023	2022
ASSETS AND DEFERRED OUTFLOW OF RESOURCES		
CURRENT ASSETS:		
Cash	\$ 55,471,883	34,780,296
Accounts Receivable (net)	33,611,365	44,153,928
Prepaid Expenses and other assets	2,451,451	3,113,650
Inventory	745,711	778,710
Total Current Assets	92,280,411	82,826,584
Restricted assets, cash and investments		
Ferry Operating Subsidy	0	0
1991 series bond trustee accounts	0	0
2020 series bond trustee accounts	6,339,231	6,185,639
2000 series bond trustee accounts	0	0
2010 series bond trustee accounts	403,794	396,045
Self-Insurance Reserve	1,415,000	1,415,000
Total restricted assets	8,158,025	7,996,684
Net Pension Assets	7,541,497	7,541,497
Net OPEB Assets	0	0
Property, buildings and equipment, net	293,005,261	293,428,013
Total noncurrent assets	300,546,758	300,969,510
TOTAL ASSETS	400,985,193	391,792,777
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	\$ 402,560,386	\$ 393,367,969

REGIONAL TRANSIT AUTHORITY
STATEMENT OF NET POSITION
AS OF MARCH 31, 2023 AND 2022

	2023	2022
LIABILITIES, DEFERRED INFLOW OF RESOURCES AND NET POSITION		
CURRENT LIABILITIES (PAYABLE FROM CURRENT ASSETS)		
Accounts payable, accrued expenses, and deferred credits	\$ 40,053,191	30,526,902
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	618,399	242,617
Total Current Liabilities (payable from current assets)	44,651,061	34,748,990
CURRENT LIABILITIES (PAYABLE FROM RESTRICTED ASSETS)		
Current portion of accrued bond interest	808,654	(3,927,758)
Current portion of bonds payable net	1,208,750	5,943,750
Current portion of debt service assistance fund loan		
Total Current Liabilities (payable from restricted assets)	2,017,404	2,015,992
LONG-TERM LIABILITIES		
Accrued bond interest less current portion	-	0
Legal and small claims less current portion	12,900,707	14,494,560
Bonds-Payable less current portion net	86,410,803	92,479,962
Net Pension Liability		
Total OPEB Liability	5,783,026	5,783,026
Debt service assistance fund loan less current portion	-	
Total long-term liabilities	105,094,535	112,757,548
TOTAL LIABILITIES	151,763,000	149,522,530
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	204,577,054	198,932,059
Restricted for Debt Service	8,158,025	7,996,684
Unrestricted	24,051,993	22,906,382
Total net position	236,787,070	229,835,124
TOTAL LIABILITIES, DEFERRED INFLOW OF RESOURCES, AND NET POSITION	\$ 402,560,386	\$ 393,367,969

Regional Transit Authority
Financial Performance Indicators
March 31, 2023
(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)	981,685	2,453,848	544,714	1,448,225	417,080	951,855	19,891	53,768
Total Platform Hours	71,385	205,823	48,517	140,563	11,361	33,023	11,507	32,238
Passenger Revenue	827,225	2,497,961	518,701	1,522,026	285,388	903,811	23,136	72,124
Operating Expenses	9,051,185	26,043,801	5,943,986	17,071,309	1,778,281	5,128,132	1,328,918	3,844,360
Operating Cost Per Platform Hour	126.79	126.53	122.51	121.45	156.53	155.29	115.49	119.25
Annual Budgeted Cost Per Platform Hour		140.47		132.69		185.29		119.88
Farebox Recovery Rate	9.14%	9.59%	8.73%	8.92%	16.05%	17.62%	1.74%	1.88%
Operating Cost Per Unlinked Trip	9.22	10.61	10.91	11.79	4.26	5.39	66.81	71.50
Passenger Revenue Per Unlinked Trip	0.84	1.02	0.95	1.05	0.68	0.95	1.16	1.34
Subsidy per Unlinked Trip	8.38	9.59	9.96	10.74	3.58	4.44	65.65	70.16

**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 March 31, 2023	2022	Variance	For the Month Ended March 31, 2023	2022	Variance	For the Month Ended March 31, 2023	2022	Variance	For the Month Ended March 31, 2023	2022	Variance
Ridership (Unlinked Trips)	981,685	826,525	155,160	544,714	469,718	74,996	417,080	341,506	75,574	19,891	15,301	4,590
Total Platform Hours	71,385	67,043	4,342	48,517	44,155	4,362	11,361	13,625	(2,264)	11,507	9,263	2,244
Passenger Revenue	827,225	992,643	(165,418)	518,701	626,559	(107,858)	285,388	343,365	(57,977)	23,136	22,719	417
Operating Expenses	9,051,185	7,878,590	1,172,594	5,943,986	4,974,753	969,232	1,778,281	1,781,095	(2,814)	1,328,918	1,122,742	206,176
Operating Cost Per Platform Hour	126.79	117.52	9.27	122.51	112.67	9.84	156.53	130.72	25.81	115.49	121.21	(5.72)
Annual Budgeted Cost Per Plat. Hour	140.47	140.47	0.00	132.69	132.69	0.00	185.29	185.29	0.00	119.88	119.88	0.00
Farebox Recovery Rate	9.14%	12.60%	-3.46%	8.73%	12.59%	-3.87%	16.05%	19.28%	-3.23%	1.74%	2.02%	-0.28%
Operating Cost Per Unlinked Trip	9.22	9.53	(0.31)	10.91	10.59	0.32	4.26	5.22	(0.96)	66.81	73.38	(6.57)
Passenger Revenue Per Unlinked Trip	0.84	1.20	(0.36)	0.95	1.33	(0.38)	0.68	1.01	(0.33)	1.16	1.48	(0.32)
Subsidy per Unlinked Trip	8.38	8.33	0.05	9.96	9.26	0.70	3.58	4.21	(0.63)	65.65	71.90	(6.25)

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

YEAR-TO-DATE REPORT

	Company-wide			Fixed Route Bus			Streetcar			Paratransit		
	For 2 Months Ending March 31, 2023	2022	Variance	For 2 Months Ending March 31, 2023	2022	Variance	For 2 Months Ending March 31, 2023	2022	Variance	For 2 Months Ending March 31, 2023	2022	Variance
Ridership (Unlinked Trips)	2,453,848	1,944,954	508,894	1,448,225	1,245,871	202,354	951,855	658,783	293,072	53,768	40,300	13,468
Total Platform Hours	205,823	178,878	26,945	140,563	113,629	26,934	33,023	38,841	(5,818)	32,238	26,408	5,830
Passenger Revenue	2,497,961	2,282,392	215,569	1,522,026	1,520,001	2,025	903,811	702,335	201,476	72,124	60,056	12,068
Operating Expenses	26,043,801	23,262,020	2,781,781	17,071,309	14,185,156	2,886,152	5,128,132	5,570,498	(442,366)	3,844,360	3,508,366	337,995
Operating Cost Per Platform Hour	126.53	130.04	(3.51)	121.45	124.84	(3.39)	155.29	143.42	11.87	119.25	132.78	(13.53)
Annual Budgeted Cost Per Plat. Hour	140.47	140.47	0.00	132.69	132.69	0.00	185.29	185.29	0.00	119.88	119.88	0.00
Farebox Recovery Rate	9.59%	9.81%	-0.22%	8.92%	10.72%	-1.80%	17.62%	12.61%	5.02%	1.88%	1.71%	0.16%
Operating Cost Per Unlinked Trip	10.61	11.96	(1.35)	11.79	11.39	0.40	5.39	8.46	(3.07)	71.50	87.01	(15.51)
Passenger Revenue Per Unlinked Trip	1.02	1.17	(0.15)	1.05	1.22	(0.17)	0.95	1.07	(0.12)	1.34	1.49	(0.15)
Subsidy per Unlinked Trip	9.59	10.79	(1.20)	10.74	10.17	0.57	4.44	7.39	(2.95)	70.16	85.52	(15.36)



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-084

Board of Commissioners

Various RTA Insurance Coverages 2023-2024

DESCRIPTION: Renewal of various insurance coverages for policy period 2023-2024.	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, or her designee, to proceed with the renewal of specified insurance coverages for the policy period 6/1/23-6/1/24 in the amount of \$2,465,669.31.

ISSUE/BACKGROUND:

RTA annually renews a group of various insurance coverages on June 1st. These include Overhead Catenary Systems ["OCS"], Property/Excess Property, Public Entity/Employment Practices Liability, Crime, and Flood. The policies are marketed and placed by the RTA insurance broker of record, The Kennedy Financial Group of Louisiana, Inc., and provide optimal coverage at the most competitive cost.

DISCUSSION:

It is necessary that RTA proceed with the renewal of these insurance coverages through the RTA broker of record, The Kennedy Financial Group of Louisiana, Inc., on a timely basis:

Overhead Catenary Coverage ["OCS"]: Total Insured Value of \$29,060,797, covering all catenary lines in the RTA streetcar system, including wires and poles. Total limits: \$12M.

Property/Excess Property: Total Insured Value of \$120,311,275, extending to thirteen (13) locations, inclusive of buildings and contents, and corollary structures (station stops, substations, etc.) and the land-based portion of the Canal Street Ferry Terminal.

Public Entity/Employment Practices Liability: \$5M per wrongful act, covering public officials/employees for errors or omissions in duty.

Crime: \$1M/\$500,000 limits, covering forgery and alteration, on-premises/off-premises theft and burglary, computer fraud, funds transfer fraud, and related financial crime.

Flood: Twelve (12) locations. Limits of \$500,000 per building, with the exception of the chassis wash at ENO with limits of \$250,000.

Details of the respective coverages can be found in the Resolution and associated attachments.

For comparative purposes, the total cost for these respective coverages for policy period 2022-2023 was \$1,648,748.61. With changes in market conditions, the total cost for the same coverages for policy period 2023-2024 is \$2,465,669.31, yielding an increase of \$816,920.70 from last year (approximately 50%).

This increase is directly attributable to a challenging property insurance market, particularly in Southeast Louisiana, which experienced significant losses due to multiple catastrophic storms in CY 2020 and CY 2021. In addition, current economic uncertainty has driven up property insurance rates, with demand greater than supply in the property arena.

FINANCIAL IMPACT:

\$2,465,669.31

Funds for these contracts are available from the RTA Operational budget. (See attachments for details.)

NEXT STEPS:

Proceed with the renewal of insurance coverages as indicated above.

ATTACHMENTS:

- Resolution for Contract Award of Various Insurance Coverages 2023-2024
- RTA Comparison Spreadsheet: 6/1/23-2024 Insurance: Expiring versus Renewal
- Marketing Summary Report - Property & OCS

- RTA Wright National Flood Renewal 2023-2024

Prepared By: Mark Popkin
Title: Risk Analyst

Reviewed By: Gizelle Banks
Title: Chief Financial Officer

Reviewed By: Mark A. Major
Title: Deputy CEO



Lona Edwards Hankins
Chief Executive Officer

5/18/2023

Date

REGIONAL TRANSIT AUTHORITY
6/1/2023-2024 INSURANCE
EXPIRING VERSUS RENEWAL

	6.1.2022-2023 Expiring Program					6.1.2023-2024 Renewal Program			
Coverage	Company	Limits/Exposure	Premium	Deductible		Company	Limits/Exposure	Premium	Deductible
Property	Primary \$10m GenStar, SRU, Canopius, Axis, Beazley, Westchester	Total Insured Value: \$111,146,093 Flood/Earth Movement \$30,000,000 Sublimit Extra Expense - \$1M	\$735,450.40	\$25,000 ea. Occ. Except: Flood in Special Flood Hazard Areas above NFIP maximum, whether purchased or not, subject to \$100,000 as respects Time Element. Flood In All Other Locations \$50,000 per occurrence. Named Storm 2% of 100% value per unit of insurance, subject to a combined minimum of \$100,000		\$10,000,000 part of \$120,311,275 Lexington, Lloyds, Westchester, Canopius, Beazley	Total Insured Value: \$120,311,275 Flood/Earth Movement \$30,000,000 Sublimit Extra Expense - \$1M	\$959,808.00	\$25,000 ea. Occ. Except: Flood in Special Flood Hazard Areas above NFIP maximum, whether purchased or not, subject to \$100,000 as respects Time Element. Flood In All Other Locations \$50,000 per occurrence. Named Storm 2% of 100% value per unit of insurance, subject to a combined minimum of \$100,000. Arch 3% and Lloyds 5% NWS.
Excess Property	Sompo, Evanston (Markel), Core, Great Lakes (Rivington), Hallmark Specialty, Arch, James River, Velocity, Arrowhead AXA (XL) terrorism CNA B&M		\$371,066.26 + 9,172.00 B&M + \$12,582.00 terrorism = \$392,820.26	Following primary		\$110,311,275 part of \$120,311,275 Sompo, Markel, RiskSmith, Core, Kinsale, SRU, Arch, Prosight, Arrowhead AXA (XL) terrorism CNA B&M		\$835,619 + \$10,930 B&M + \$15,728 terrorism = \$862,277.00	Following primary
Flood	Wright Flood	Please refer to Flood Schedule – 13 policies	\$38,868.00			Wright Flood	Please refer to Flood Schedule – 13 policies	\$38,904.00	

REGIONAL TRANSIT AUTHORITY
6/1/2023-2024 INSURANCE
EXPIRING VERSUS RENEWAL

	6.1.2022-2023 Expiring Program					6.1.2023-2024 Renewal Program			
Coverage	Company	Limits/Exposure	Premium	Deductible		Company	Limits/Exposure	Premium	Deductible
Public Entity Errors & Omissions and Employment Practices Liability	AIG Specialty	\$5,000,000 Per Wrongful Act subject to \$5M Aggregate	\$104,123.39	\$100,000 Each Loss		AIG Specialty	\$5,000,000 Per Wrongful Act subject to \$5,000,000 Aggregate	\$106,190.00	\$100,000 Each Loss
Crime	National Union	Employee Theft \$1M Forgery/Alteration \$1M On Premises Theft \$500K On Prem Burglary \$500K Outside Premises \$500K Computer Fraud \$1M Funds Transfer Fraud \$1M Money Ords & Counterfeit Paper Currency \$1M	\$7,009.20	\$25,000 \$25,000 \$7,500 \$7,500 \$7,500 \$25,000 \$25,000 \$25,000		National Union	Employee Theft \$1M Forgery/Alteration \$1M On Premises Theft \$500K On Prem Burglary \$500K Outside Premises \$500K Computer Fraud \$1M Funds Transfer Fraud \$1M Money Ords & Counterfeit Paper Currency \$1M	\$7,009.20	\$25,000 \$25,000 \$7,500 \$7,500 \$7,500 \$25,000 \$25,000 \$25,000
OCS	Markel Starr RSUI (Landmark)	\$29,060,797 TIV \$5,000,000 \$3.5m p/o \$7m xs \$5m \$3.5m p/o \$7m xs \$5m Excludes flood	\$248,995.00 \$ 53,735.63 <u>\$ 67,746.73</u> \$370,477.36	\$10,000 per occ \$50,000 earthquake NWS: 2% of the total values involved in the loss with a \$100k minimum		Markel Star Lloyds Landmark	\$29,060,797 TIV \$5,000,000 \$3.5m p/o \$7m xs \$5m \$1.0m p/o \$7m xs \$5m \$2.5m p/o \$7m xs \$5m Excludes flood	\$304,964.00 \$ 64,410.00 \$ 54,426.00 <u>\$ 67,681.11</u> \$491,481.11	\$10,000 per occ \$50,000 earthquake NWS: 5% of the total values involved in the loss with a \$100k minimum
		Premium excluding Flood Flood Premium Total Renewal Premium	\$1,609,880.61 \$ 38,868.00 \$1,648,748.61				Premium excluding Flood Flood Premium Total Renewal Premium	\$2,426,765.31 \$ 38,904.00 \$2,465,669.31	

Property and OCS
Marketing Summary Report
6.1.2023-2024

<u>Carrier</u>	<u>Response</u>
Allianz Global Corporate	Declined. Company not looking for LA risk.
Allied World Assurance Company CAT	Declined. AWAC was not competitive due to exposure.
Amwins Global Risks	Quoted
Arch	Quoted
Arrowhead	Quoted
Aspen	Declined. Not entertaining risks south of I-10
AXIS	Axis offered a renewal at a 15% rate increase due to new guidelines following Ida
AXA XL	Quoted Terrorism
Beazley	Quoted
Everest	Quote not competitive
General Star	General Star was not competitive due to the flood exposure
Ironshore	Quoted not competitive
James River	Quoted
Lexington	Quoted primary
Markel (Evanston)	Quoted
RSUI	Quoted not competitive
Sompo	Quoted
Starr	Quoted OCS
Swiss Re	Quoted not competitive
Lloyds of London	Quoted
Velocity	Quoted
Westchester, A Chubb Company	Quoted
Zurich	Not competitive due to pricing
Canopus	Quoted
Kemah Capital	Declined

Regional Transit Authority

Wright National Flood Renewal 2023-2024

Location	Property Description	Flood Zone & Program	Term	Policy Number	Insured Building Limit	Insured Contents Limit	Deductible	Renewal Premium
3901 Desire Pkwy NOLA 70126	Office Building	X Preferred	6/01/23-24	17115041833713	\$500,000	\$50,000	\$1,250	\$3,555
3900C Desire Pkwy NOLA 70126	Chassis Wash	X Preferred	6/11/23-24	17115043563513	\$250,000	\$50,000	\$1,250	\$2,750
3900A Desire Pkwy NOLA 70126	Maintenance Building	X Preferred	6/01/23-24	17115041833813	\$500,000	\$500,000	\$1,250	\$5,458
3900 Desire Pkwy NOLA 70126	Guard Shack	X Preferred	6/01/22-23	17115041833912 Did Not Renew	\$100,000	\$50,000	\$1,000	\$0
3900D Desire Pkwy NOLA 70126	Bus Wash	X Preferred	6/01/23-24	17115041834013	\$500,000	\$50,000	\$1,250	\$3,305
3900B Desire Pkwy NOLA 70126	Fueling Bldg	X Preferred	6/01/23-24	17115041834113	\$500,000	\$100,000	\$1,250	\$3,200
419 Napoleon Ave NOLA 70115	Barn Rear	X Preferred	6/01/23-24	17115041833513	\$500,000	\$200,000	\$1,250	\$2,014
419 Napoleon Ave NOLA 70115	Training School	X Preferred	6/01/23-24	17115041833613	\$500,000	\$50,000	\$1,250	\$1,689
8201 Willow St NOLA 70118	Streetcar Facility	X Preferred	6/01/23-24	17115041834213	\$500,000	\$500,000	\$1,250	\$4,359
2817 Canal St NOLA 70119	Office Building	X Preferred	6/01/23-24	17115140107807	\$500,000	\$500,000	\$1,250	\$2,625
2817A Canal St NOLA 70119	SIS Facility	X Preferred	6/01/23-24	17115140108107	\$500,000	\$500,000	\$1,250	\$3,225
2817B Canal St NOLA 70119	Tire Shop/ Bus Wash	X Preferred	6/01/23-24	17115140107907	\$500,000	\$250,000	\$1,250	\$3,202
2817C Canal St NOLA 70119	Vault/Fuel Bldg	X Preferred	6/01/23-24	17115140108007	\$500,000	\$500,000	\$1,250	\$3,522
Total Premium								\$38,904

Prepared by BRK Insurance Group, A Relation Company



RESOLUTION NO. 23-033

STATE OF LOUISIANA

PARISH OF ORLEANS

**RESOLUTION FOR RENEWAL OF VARIOUS INSURANCE COVERAGES
FOR POLICY PERIOD JUNE 1, 2023 TO JUNE 1, 2024**

Introduced by Commissioner Coulon, seconded by
Commissioner DeFrancesch.

WHEREAS, the Board of Commissioners of the Regional Transit Authority (RTA) has considered the matter of contract award for renewal of various insurance coverages to several different firms; and

WHEREAS, the RTA insurance broker, The Kennedy Financial Group of Louisiana, Inc., and staff received and reviewed offers to provide the specific insurance coverage (s) required and based upon that review determined that the selected insurer(s) would provide the coverage at a fair and reasonable price; and

WHEREAS, based upon broker and staff recommendations, the Board of Commissioners has selected Lexington, Lloyds, Westchester, Canopus, Beazley, Sompo, Markel, RiskSmith, Core, Kinsale, SRU, Arch, Prosight, Arrowhead, AXA (XL), CNA (B&M), Wright National, AIG Specialty, National Union, Starr, and Landmark; and

WHEREAS, funds for these contract(s) are available from the operational budget.

RESOLUTION NO. 23-033
PAGE TWO

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority that the Chief Executive Officer, or her designee, is authorized to execute contract(s) with the below companies for the type and coverage noted at the listed price:

Type and Coverage	Company	2023-2024 Premium
Overhead Catenary Coverage [OCS] \$29,060,797 TIV	Markel, Starr, Lloyds, Landmark	\$491,481.11
Property/Excess Property \$120,311,275 TIV	Lexington, Lloyds, Westchester, Canopus, Beazley - first layer; Sompo, Markel, RiskSmith, Core, Kinsale, SRU, Arch, Prosight, Arrowhead, AXA (XL), CNA (B&M) - additional layers	\$1,822,085.00
Public Officials/Employees Liability \$5,000,000 per wrongful act	AIG Specialty	\$106,190.00
Crime Employee Theft \$1M Forgery/Alteration \$1M On Premises Theft \$500K On Premises Burglary \$500K Outside Premises \$500K Computer Fraud \$1M Funds Transfer Fraud \$1M Money Orders & Counterfeit Paper Currency \$1M	National Union	\$7009.20
Flood \$500,000 per building (except for ENO Chassis Wash), with various coverage on contents	Wright National	\$38,904.00
TOTAL		\$2,465,669.31

RESOLUTION NO. 23-033
PAGE THREE

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

YEAS:	<u>7</u>
NAYS:	<u>0</u>
ABSTAIN:	<u>0</u>
ABSENT:	<u>0</u>

AND THE RESOLUTION WAS ADOPTED ON THE 23th DAY OF MAY, 2023.



MARK RAYMOND, JR.
CHAIRMAN
RTA BOARD OF COMMISSIONERS



Board Report and Staff Summary

File #: 23-042

Board of Commissioners

August Building Maintenance (ABM) Janitorial Services Contract Extension

DESCRIPTION: Change Order to extend short term contract for janitorial services.	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 execute a Change Order that will extend the janitorial service contract for an extra seven (7) months for a not to exceed amount of \$350,000.00.

ISSUE/BACKGROUND:

August Building Maintenance (ABM) was publicly procured as an emergency procurement because the previous vendor performing these services issued a Notice of Termination of Services in November of 2021. The ABM Contract began May 10, 2022 and expired March 2023. The temporary contract will be from April 2023 to October 2023.

RTA staff developed a solicitation for a permanent janitorial service vendor, Information for Bid (IFB) 2022-014, and at the November 2022 Board meeting recommended August Building Maintenance (ABM) (Board Item #22-162). A protest of award was issued regarding the intent to award IFB 2022-014 to a responsive/responsible bidder. All bids were challenged and thrown out in December 2022. As a result of the protest, the current janitorial services have been month to month.

DISCUSSION:

This ABM (Vendor No. 657150) change order is to extend the temporary janitorial services contractor/vendor by seven (7) months to make sure there isn't any gap in janitorial services. The approval of this change order will bring services current, until a permanent vendor is procured. Staff is proposing a two-step solution to hiring a janitorial service contractor.

Step 1

Extending ABM's contract for seven (7) additional months. The seven (7) month extension is needed to complete the procurement cycle needed to contract with a long-term vendor. The procurement cycle from Bid Solicitation to Notice to Proceed typically takes 120 days.

Step 2

Publicly procuring a vendor through Solicitation/Submission/Selection/Contract-Formation/Project Delivery for a three to five-year duration. The timeline of procurement from advertising to board approval typically takes four months.

FINANCIAL IMPACT:

The cost of this contract will be not to exceed \$350,000.00 for the amended services and will be charged to the accounts established for Custodial Services for the buildings at each location. Changes in the scope of work did impact on the cost of the monthly services. Custodial services are part of the approved 2023 budget and the account code is as follows, 1284302.7621.124.

NEXT STEPS:

Upon RTA Board approval, the Chief Executive Officer will execute the change order to ABM.

ATTACHMENTS:

1. Resolution
2. ABM Quote

Prepared By: John DiLosa, jdilosa@rtaforward.org
Title: Director of Facilities Maintenance

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

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



Lona Edwards Hankins
Chief Executive Officer

5/3/2023

Date



AUGUST BUILDING MAINTENANCE, INC.
"A complete facility maintenance company since 1985"
4100 OLD GENTILLY RD., NEW ORLEANS, LA 70126

Via Email

March 15, 2023

Mr. Ronald Baptiste
Director of Procurement /
Mr. John DiLosa
Director of Facilities Management
Regional Transit Authority
2817 Canal St.
New Orleans, LA 70119

RE: Proposal to Extend Janitorial Services under IFB# 2022-014

Dear Mr. Baptiste / Mr. DiLosa:

August Building Maintenance, Inc. ("ABM") respectfully submits this proposal to Regional Transit Authority ("RTA") to extend ABM's current month-to-month janitorial services under IFB# 2022-014 for a period of one year, commencing April 1, 2023, at the current rate of \$50,000 per month. Note that this low monthly rate will result in annual savings to RTA of more than \$70,000 when compared to ABM's winning bid that was previously recommended to RTA's Board.

ABM is requesting this extension as we have invested heavily in equipment and personnel over the past six months to provide the most complete janitorial services to RTA for the long term. In addition, we have bolstered our scope of services to include additional floor cleaning/scrubbing services throughout RTA's buildings – raising the overall level of service and improving the look of your facilities.

We appreciate the opportunity to continue providing excellent commercial janitorial services to RTA and look forward to your favorable response to this proposal.

Sincerely,

*Facility Maintenance * Lawn Care * Janitorial Service * Home Improvements*

A handwritten signature in blue ink, consisting of a stylized 'D' followed by a horizontal line and a loop.

Dwight August, President
(504) 669-9019



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

504.827.8300

www.norta.com

RESOLUTION NO. 23-035

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO EXTEND AUGUST BUILDING MAINTENANCE (ABM)
JANITORIAL SERVICES CONTRACT**

Introduced by Commissioner Neal, seconded by Commissioner Ewell.

WHEREAS, August Building Maintenance (ABM) was publicly procured as an emergency procurement because the previous vendor performing these services issued a Notice of Termination of Services in November of 2021; and

WHEREAS, ABM Contract began May 10, 2022, and expired on April 2023; and

WHEREAS, RTA staff developed a solicitation for a permanent janitorial service vendor, Information for Bid (IFB) 2022-014, and at the November 2022 Board meeting the Board recommended August Building Maintenance (ABM) (Board Item #22-162); and

WHEREAS, a protest of award was issued regarding the intent to award IFB 2022-014 to a responsive/responsible bidder; and

WHEREAS, all bids were challenged and thrown out in December 2022. As a result of the protest, the current janitorial services have been month to month; and



RESOLUTION NO. 23-035

Page 2

WHEREAS, this ABM (Vendor No. 657150) change order is to extend the temporary Janitorial Services contractor by seven (7) months to make sure there isn't any gap in janitorial services; and

WHEREAS, the approval of this change order will bring services current, until a permanent vendor is procured; and

WHEREAS, staff is proposing a two-step solution to hiring a janitorial service contractor; and

WHEREAS, this contract is a not-to-exceed \$350,000.00 for the amended services and will be charged to the accounts established for Custodial Services for the buildings at each location. Changes in the scope of work did impact on the cost of the monthly services. Custodial services are part of the approved 2023 budget and the account code are as follows, 1284302.7621.124; 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, authorize the CEO to approve a change order to extend August Building Maintenance (ABM) Janitorial Services Contract.



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

504.827.8300

www.norta.com

RESOLUTION NO. 23-035
Page 3

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

YEAS:	<u>7</u>
NAYS:	<u>0</u>
ABSTAIN:	<u>0</u>
ABSENT:	<u>0</u>

AND THE RESOLUTION WAS ADOPTED ON THE 23th DAY OF MAY, 2023.

A handwritten signature in black ink, appearing to read "Mark Raymond, Jr.", is positioned above a horizontal line.

MARK RAYMOND, JR.
CHAIRMAN
RTA BOARD OF COMMISSIONERS



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-062

Board of Commissioners

Louisiana Compliance Questionnaire 2022

DESCRIPTION: The purpose of this resolution is to obtain Board approval for the completion and submittal of the Louisiana Compliance Questionnaire in conjunction with the RTA's calendar year 2022 financial audit.

AGENDA NO: Click or tap here to enter text.

ACTION REQUEST: ☒ Approval ☐ Review Comment ☐ Information Only ☐ Other

RECOMMENDATION:

Authorize the Chief Financial Officer to complete and submit the 2022 Louisiana Compliance Questionnaire.

ISSUE/BACKGROUND:

The Louisiana Compliance Questionnaire is a required part of a financial audit of Louisiana state and local government and quasi-public agencies.

DISCUSSION:

The State Legislative Auditor requires that the Louisiana Compliance Questionnaire be presented to and adopted by the governing body of the New Orleans Regional Transit Authority by means of a formal resolution in an open meeting.

FINANCIAL IMPACT:

There are no costs associated with completing the CY2022 Louisiana Compliance Questionnaire. Annual audits can significantly reduce costs related to unnecessary expenses and help track and solve internal issues. Additionally, the fundamental purpose of the audit is to provide independent assurance that management has, in its financial statements, presented a "true and fair" view of RTA's financial performance.

NEXT STEPS:

Staff will be authorized and directed to submit the Questionnaire appropriately as required by the State Legislative Auditor.

ATTACHMENTS:

1. Resolution Adopting CY2022,
2. LA Compliance Questionnaire

Prepared By: Donna D. Bowman
Title: Executive Assistant

Reviewed By: Mark A. Major
Title: Deputy CEO, Administration & Finance

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



Lona Edwards Hankins
Chief Executive Officer

4/28/2023

Date

**LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Governments)**

Dear Chief Executive Officer:

Attached is the Louisiana Compliance Questionnaire that is to be completed by you or your staff. This questionnaire is a required part of a financial audit of Louisiana state and local government agencies. The completed and signed questionnaire must be presented to and adopted by the governing body, if any, of your organization by means of a formal resolution in an open meeting. Independently elected officials should sign the document, in lieu of such a resolution.

The completed and signed questionnaire and a copy of the adoption instrument, if appropriate, **must be given to the auditor at the beginning of the audit.** The auditor will, during the course of his/her regular audit, test the accuracy of the responses in the questionnaire. It is not necessary to return the questionnaire to the Legislative Auditor's office.

Certain portions of the questionnaire may not be applicable to your organization. In such cases, it is appropriate to mark the representation "not applicable." However, you must respond to each applicable representation. A 'yes' answer indicates that you have complied with the applicable law or regulation. A 'no' answer to any representation indicates a possible violation of law or regulation and, as such, should be fully explained. These matters will be reviewed by the auditor during the course of his/her audit. Please feel free to attach a further explanation of any representation.

Your cooperation in this matter will be greatly appreciated.

Sincerely,

Michael J Waguespack, CPA
Louisiana Legislative Auditor

Enclosure

LOUISIANA COMPLIANCE QUESTIONNAIRE
(For Audit Engagements of Government Agencies)

_____ (Date Transmitted)

Carr, Riggs & Ingram, LLC (CPA Firm Address)

111 Veterans Blvd. Suite 350 (CPA Firm Address)

Metairie, LA 70005 (City, State Zip)

In connection with your audit of our financial statements as of December 31, 2022 and for

January 1, 2022 to December 31, 2022 (period of audit) for the

purpose of expressing an opinion as to the fair presentation of our financial statements in accordance with accounting principles generally accepted in the United States of America, to assess our internal control structure as a part of your audit, and to review our compliance with applicable laws and regulations, we confirm, to the best of our knowledge and belief, the following representations. These representations are based on the information available to us as of

May 23, 2023 (date completed/date of the representations).

PART I. AGENCY PROFILE

1. Name and address of the organization.

Regional Transit Authority
2817 Canal Street
New Orleans, LA 70119

2. List the population of the municipality or parish based upon the last official United States Census or most recent official census (municipalities and police juries only). Include the source of the information.

NOT APPLICABLE

3. List names, addresses, and telephone numbers of entity officials. Include elected/appointed members of the governing board, chief executive and fiscal officer, and legal counsel.

Commissioner Mark Raymond, Jr.	2817 Canal Street	New Orleans, LA 70119
Commissioner Sunni LeBeouf	2817 Canal Street	New Orleans, LA 70119
Commissioner Fred Neal, Jr.	2817 Canal Street	New Orleans, LA 70119
Commissioner Timothy Coulon	2817 Canal Street	New Orleans, LA 70119
Commissioner Art Walton	2817 Canal Street	New Orleans, LA 70119
Commissioner Joseph J. Ewell, Jr.	2817 Canal Street	New Orleans, LA 70119
Commissioner Maria DeFrancesch	2817 Canal Street	New Orleans, LA 70119
Lona Edwards Hankins, CEO	2817 Canal Street	New Orleans, LA 70119
Gizelle Johnson – Banks, CFO	2817 Canal Street	New Orleans, LA 70119

Haley Law Firm LLC., Sundiata Haley, General Counsel of RTA, 650 Poydras Street, Suite 2015, New Orleans, LA 70130

4. Period of time covered by this questionnaire.

January 1, 2022 – December 31, 2022

5. The entity has been organized under the following provisions of the Louisiana Revised Statute(s) (R.S.) and, if applicable, local resolutions/ordinances.

Regional Transit Authority Act of 1979. Added by Acts 1979, No. 439 effective August 1, 1979 revised Statute 48:1651

6. Briefly describe the public services provided.

Since July 1, 1983, the Regional Transit Authority (RTA) provides, bus, streetcar and paratransit services in the City of New Orleans. Additionally, since October 1985, the RTA provides bus services in the City of Kenner.

Lastly, since February 2014, operated ferry services in Orleans and St. Bernard Parishes.

7. Expiration date of current elected/appointed officials' terms.

In 1989, the State Legislature amended the RTA enabling legislation to provide that all members appointed to the Board shall serve at the pleasure of the appointing Authority (R.S. 48:1655C).

LEGAL COMPLIANCE

PART II. PUBLIC BID LAW

8. The provisions of the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration, State Purchasing Office have been complied with.

A) All public works purchases exceeding \$250,000 have been publicly bid.

B) All material and supply purchases exceeding \$30,000 have been publicly bid.

Yes [X] No [] N/A []

PART III. CODE OF ETHICS LAW FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

9. It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes [X] No [] N/A []

10. It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes [X] No [] N/A []

PART IV. LAWS AFFECTING BUDGETING

11. We have complied with the budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15) R.S. 39:33, or R.S. 39:1331-1342, as applicable:

A. Local Budget Act

1. We have adopted a budget for the general fund and all special revenue funds (R.S. 39:1305).

2. The chief executive officer, or equivalent, has prepared a proposed budget that included a budget message, a proposed budget for the general fund and each special revenue fund, and a budget adoption instrument that defined the authority of the chief executive and administrative officers to make budgetary amendments within various budget classifications without approval by the governing authority, as well as those powers reserved solely to the governing authority. Furthermore, the proposed expenditures did not exceed estimated funds to be available during the period (R.S. 39:1305).
3. The proposed budget was submitted to the governing authority and made available for public inspection at least 15 days prior to the beginning of the budget year (R.S. 39:1306).
4. To the extent that proposed expenditures were greater than \$500,000, we have made the budget available for public inspection and have advertised its availability in our official journal. The advertisement included the date, time, and place of the public hearing on the budget. Notice has also been published certifying that all actions required by the Local Government Budget Act have been completed (R.S. 39:1307).
5. If required, the proposed budget was made available for public inspection at the location required by R.S. 39:1308.
6. All action necessary to adopt and finalize the budget was completed prior to the date required by state law. The adopted budget contained the same information as that required for the proposed budget (R.S. 39:1309).
7. After adoption, a certified copy of the budget has been retained by the chief executive officer or equivalent officer (R.S. 39:1309).
8. To the extent that proposed expenditures were greater than \$500,000, the chief executive officer or equivalent notified the governing authority in writing during the year when actual receipts plus projected revenue collections for the year failed to meet budgeted revenues by five percent or more, or when actual expenditures plus projected expenditures to year end exceeded budgeted expenditures by five percent or more (R.S. 39:1311).
9. The governing authority has amended its budget when notified, as provided by R.S. 39:1311. (Note, general and special revenue fund budgets should be amended, regardless of the amount of expenditures in the fund, when actual receipts plus projected revenue collections for the year fail to meet budgeted revenues by five percent or more; or when actual expenditures plus projected expenditures to year end exceed budgeted expenditures by five percent or more. State law exempts from the amendment requirements special revenue funds with anticipated expenditures of \$500,000 or less, and exempts special revenue funds whose revenues are expenditure-driven - primarily federal funds-from the requirement to amend revenues.)

Yes [X] No [] N/A []

B. State Budget Requirements

1. The state agency has complied with the budgetary requirements of R.S. 39:33.

Yes [X] No [] N/A []

C. Licensing Boards

1. The licensing board has complied with the budgetary requirements of R.S. 39:1331-1342.

Yes [] No [] N/A [X]

PART V. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING LAWS

12. We have maintained our accounting records in such a manner as to provide evidence of legal compliance and the preparation of annual financial statements to comply with R.S. 24:513 and 515, and/or 33:463.

Yes [X] No [] N/A []

13. All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes [X] No [] N/A []

14. We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes [X] No [] N/A []

15. We have had our financial statements audited in a timely manner in accordance with R.S. 24:513.
Yes ☒ No ☐ N/A ☐

16. We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes ☒ No ☐ N/A ☐

17. We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes ☒ No ☐ N/A ☐

18. We have remitted all fees, fines, and court costs collected on behalf of other entities, in compliance with applicable Louisiana Revised Statutes or other laws.

Yes ☐ No ☐ N/A ☒

19. We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes ☐ No ☐ N/A ☒

PART VI. MEETINGS

20. We have complied with the provisions of the Open Meetings Law, provided in R. S. 42:11 through 42:28.

Yes ☒ No ☐ N/A ☐

PART VII. ASSET MANAGEMENT LAWS

21. We have maintained records of our fixed assets and movable property records, as required by R.S. 24:515 and/or 39:321-332, as applicable.

Yes ☒ No ☐ N/A ☐

PART VIII. FISCAL AGENCY AND CASH MANAGEMENT LAWS

22. We have complied with the fiscal agency and cash management requirements of R.S. 39:1211-45 and 49:301-327, as applicable.

Yes ☒ No ☐ N/A ☐

PART IX. DEBT RESTRICTION LAWS

23. It is true we have not incurred any long-term indebtedness without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes ☒ No ☐ N/A ☐

24. We have complied with the debt limitation requirements of state law (R.S. 39:562).

Yes ☒ No ☐ N/A ☐

25. We have complied with the reporting requirements relating to the Fiscal Review Committee of the State Bond Commission (R.S. 39:1410.62).

Yes ☒ No ☐ N/A ☐

PART X. REVENUE AND EXPENDITURE RESTRICTION LAWS

26. We have restricted the collections and expenditures of revenues to those amounts authorized by Louisiana statutes, tax propositions, and budget ordinances.

Yes ☒ No ☐ N/A ☐

27. It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [X] No [] N/A []

28. It is true that no property or things of value have been loaned, pledged, or granted to anyone in violation of Article VII, Section 14 of the 1974 Louisiana Constitution.

Yes [X] No [] N/A []

PART XI. ISSUERS OF MUNICIPAL SECURITIES

29. It is true that we have complied with the requirements of R.S. 39:1438.C.

Yes [X] No [] N/A []

PART XI. QUESTIONS FOR SPECIFIC GOVERNMENTAL UNITS

Parish Governments

30. We have adopted a system of road administration that provides as follows:

- A. Approval of the governing authority of all expenditures, R.S. 48:755(A).
- B. Development of a capital improvement program on a selective basis, R.S. 48:755.
- C. Centralized purchasing of equipment and supplies, R.S. 48:755.
- D. Centralized accounting, R.S. 48:755.
- E. A construction program based on engineering plans and inspections, R.S. 48:755.
- F. Selective maintenance program, R.S. 48:755.
- G. Annual certification of compliance to the auditor, R.S. 48:758.

Yes [] No [] N/A [X]

School Boards

31. We have complied with the general statutory, constitutional, and regulatory provisions of the Louisiana Department of Education, R.S. 17:51-400.

Yes [] No [] N/A [X]

32. We have complied with the regulatory circulars issued by the Louisiana Department of Education that govern the Minimum Foundation Program.

Yes [] No [] N/A [X]

33. We have, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules and recognize that your agreed-upon procedures will be applied to such schedules and performance measurement data:

Parish school boards are required to report, as part of their annual financial statements, measures of performance. These performance indicators are found in the supplemental schedules:

- Schedule 1, General Fund Instructional and Support Expenditures and Certain Local Revenue Sources
- Schedule 2, Class Size Characteristics

We have also, to the best of our knowledge, accurately compiled the performance measurement data contained in the following schedules, and recognize that although the schedules will not be included in the agreed-upon procedures report, the content of the schedules will be tested and reported upon by school board auditors in the school board performance measures agreed-upon procedures report:

- Education Levels of Public School Staff
- Experience of Public Principals, Assistant Principals, and Full-time Classroom Teachers
- Public School Staff Data: Average Salaries

We understand that the content of the first two schedules will be tested and reported upon together.

Yes [] No [] N/A [X]

Tax Collectors

34. We have complied with the general statutory requirements of R.S. 47.

Yes [] No [] N/A [X]

Sheriffs

35. We have complied with the state supplemental pay regulations of R.S. 40:1667.7.

Yes [] No [] N/A [X]

36. We have complied with R.S. 13:5535 relating to the feeding and keeping of prisoners.

Yes [] No [] N/A [X]

District Attorneys

37. We have complied with the regulations of the DCFS that relate to the Title IV-D Program.

Yes [] No [] N/A [X]

Assessors

38. We have complied with the regulatory requirements found in R.S. Title 47.

Yes [] No [] N/A [X]

39. We have complied with the regulations of the Louisiana Tax Commission relating to the reassessment of property.

Yes [] No [] N/A [X]

Clerks of Court

40. We have complied with R.S. 13:751-917 and applicable sections of R.S. 11:1501-1562.

Yes [] No [] N/A [X]

Libraries

41. We have complied with the regulations of the Louisiana State Library.

Yes [] No [] N/A [X]

Municipalities

42. Minutes are taken at all meetings of the governing authority (R.S. 42:20).

Yes [] No [] N/A [X]

43. Minutes, ordinances, resolutions, budgets, and other official proceedings of the municipalities are published in the official journal (R.S. 43:141-146 and A.G. 86-528).

Yes [] No [] N/A [X]

44. All official action taken by the municipality is conducted at public meetings (R.S. 42:11 to 42:28).

Yes [] No [] N/A [X]

Airports

45. We have submitted our applications for funding airport construction or development to the Department of Transportation and Development as required by R.S. 2:802.

Yes [] No [] N/A [X]

46. We have adopted a system of administration that provides for approval by the department for any expenditures of funds appropriated from the Transportation Trust Fund, and no funds have been expended without department approval (R.S. 2:810).

Yes [] No [] N/A [X]

47. All project funds have been expended on the project and for no other purpose (R.S. 2:810).

Yes [] No [] N/A [X]

48. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 2:811).

Yes [] No [] N/A [X]

Ports

49. We have submitted our applications for funding port construction or development to the Department of Transportation and Development as required by R.S. 34:3452.

Yes [] No [] N/A [X]

50. We have adopted a system of administration that provides for approval by the department for any expenditures of funds made out of state and local matching funds, and no funds have been expended without department approval (R.S. 34:3460).

Yes [] No [] N/A [X]

51. All project funds have been expended on the project and for no other purpose (R.S. 34:3460).

Yes [] No [] N/A [X]

52. We have established a system of administration that provides for the development of a capital improvement program on a selective basis, centralized purchasing of equipment and supplies, centralized accounting, and the selective maintenance and construction of port facilities based upon engineering plans and inspections (R.S. 34:3460).

Yes [] No [] N/A [X]

53. We have certified to the auditor, on an annual basis, that we have expended project funds in accordance with the standards established by law (R.S. 34:3461).

Yes [] No [] N/A [X]

Sewerage Districts

54. We have complied with the statutory requirements of R.S. 33:3881-4159.10.

Yes [] No [] N/A [X]

Waterworks Districts

55. We have complied with the statutory requirements of R.S. 33:3811-3837.

Yes [] No [] N/A [X]

Utility Districts

56. We have complied with the statutory requirements of R.S. 33:4161-4546.21.

Yes [] No [] N/A [X]

Drainage and Irrigation Districts

57. We have complied with the statutory requirements of R.S. 38:1601-1707 (Drainage Districts); R.S. 38:1751-1921 (Gravity Drainage Districts); R.S. 38:1991-2048 (Levee and Drainage Districts); or R.S. 38:2101-2123 (Irrigation Districts), as appropriate.

Yes [] No [] N/A [X]

Fire Protection Districts

58. We have complied with the statutory requirements of R.S. 40:1491-1509.

Yes [] No [] N/A [X]

Other Special Districts

59. We have complied with those specific statutory requirements of state law applicable to our district.

Yes [] No [] N/A [X]

The previous responses have been made to the best of our belief and knowledge. We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you and the Legislative Auditor any known noncompliance that may occur subsequent to the issuance of your report.

Mark Raymond, Jr., Chairman
Regional Transit Authority

Date

Lona Edwards Hankins, Chief Executive Officer
Regional Transit Authority

Date

Gizelle Johnson-Banks, Chief Financial Officer
Regional Transit Authority

Date



RESOLUTION NO. 23-036

STATE OF LOUISIANA
PARISH OF ORLEANS

**LOUISIANA COMPLIANCE QUESTIONNAIRE
IN ASSOCIATION WITH CALENDAR YEAR 2022
FINANCIAL AUDIT**

Introduced by Commissioner _____, seconded by Commissioner _____.

WHEREAS, the Board of Commissioners of the Regional Transit Authority (hereinafter "Board") considered the matter of adoption of the Louisiana Compliance Questionnaire as completed by Regional Transit Authority (hereinafter RTA); and

WHEREAS, the Legislative Auditor requires that this questionnaire be completed as part of the financial and compliance audits of Louisiana governmental units and quasi-public entities, the completed questionnaire must be presented to and adopted by the governing body; and

WHEREAS, the completed questionnaire and the copy of the adoption instrument must be given to auditors when performing audits of RTA records and activities; and

WHEREAS, the Board of Commissioners has reviewed this questionnaire and agrees with the statements contained therein; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Regional Transit Authority that the completed questionnaire as attached hereto is adopted.

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

YEAS:	<u>7</u>
NAYS:	<u>0</u>
ABSTAIN:	<u>0</u>
ABSENT:	<u>0</u>

AND THE RESOLUTION WAS ADOPTED ON THE 23th DAY OF MAY, 2023.



MARK RAYMOND, JR.
CHAIRMAN
RTA BOARD OF COMMISSIONERS



New Orleans Regional Transit Authority

2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-066

Board of Commissioners

DESCRIPTION: Installation of security cameras at the A. Philip Randolph Facility	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:

To authorize the Chief Executive Officer to award contracts to Convergent for installing and updating cameras at the Canal Street Facility (A. Philip Randolph Facility) for \$231,965.48.

ISSUE/BACKGROUND:

During a security review of the A. Philip Randolph Facility, a decision was made that the security department would contract a company to install and upgrade the security system. The construction will be performed by Convergent. There is a need for closed-circuit television security system & monitoring system upgrades at the facility. The agency is seeking to procure new hardware and equipment for the facility and update any issues with the current hardware.

DISCUSSION:

This hardware installation will configure the equipment included in the Bill of Material at the A. Philip Randolph Facility. Convergent will install 10 cameras on poles around the perimeter of the site, 1 dome camera on the rear guard house, 3 cameras in the Lobby, 7 cameras in the parking lot, 4 cameras on the rear of the parking lot overlooking the rear yard, 8 cameras in the money room and 1 outside of the front & rear doors, 2 cameras in the fueling area, 3 cameras in the SIS building, 3 cameras in the Maintenance Barn, and perform a host of other updates and configurations within the facility.

FINANCIAL IMPACT:

The funding is currently available through federal funding (LA2022-026.8690.12.42.09) for \$231,965.48.

NEXT STEPS:

Upon RTA Board approval, a purchase order will be assigned to complete the project.

ATTACHMENTS:

1. Resolution
2. State Contract Procurement Routing Sheet
3. ICE Form
4. Convergent Invoice

Prepared By: Ivana Butler, ibutler@rtaforward.org
Title: Physical Security Administrative Analyst

Reviewed By: Robert C. Hickman, Jr., rhickman@rtaforward.org
Title: Chief Security Officer

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



Lona Edwards Hankins
Chief Executive Officer

5/8/2023

Date



Regional Transit Authority State Contract Procurement Routing Sheet

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

Solicitation ID	148
ProjectSchedule Delivery Date	3/27/2023 5:00 AM
Technical Specs attached	No
Scope of Work attached	No

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

Name: BUTLER, IVANA

Title: ADMINISTRATIVE ANALYST PHYSICAL SECURITY

Ext: 8479

B. Name of Project, Service or Product:

Canal Street Camera Refresh

C. Justification of Procurement:

Convergint will provide, install, and configure the equipment included in the Bill of Material at the A. Philip Randolph Facility. Convergint will install 10 cameras on poles around the perimeter of the site, 1 dome camera on the rear guard house, 3 cameras in the Lobby, 7 cameras in the parking lot, 4 cameras on the rear of the parking lot overlooking the rear yard, 8 cameras in the money room and 1 outside of the front & rear doors, 2 cameras in the fueling area, 3 cameras in the SIS building, 3 cameras in the Maintenance Barn, and perform a host of other updates and configurations.

D. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant?

Yes

Director of Grants / Federal compliance:	Ronald Gerard Baptiste
Signature	<i>Ronald Gerard Baptiste</i>
Date	March 30 2023

E. Security:

Security Chief	Robert C Hickman
Signature	<i>Robert C Hickman</i>
Date	3/30/2023 7:58 PM



F. Safety: Include Standard Safety Provisions Only:

Additional Safety Requirements Attached

false

Safety Chief	Michael J Smith
Signature	<i>Michael J Smith</i>
Date	March 30 2023

Risk Management:

Include Standard Insurance Provisions Only?

true

Include Additional Insurance Requirements Attached ?

false

Risk Management Analyst	Marc Popkin
Signature	<i>Marc Popkin</i>
Date	March 31 2023

G. Funding Source:

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

ICE Amount: \$231,965.48

Total Projected Cost: \$231,965.48

Funding Type: Federal

Federal Funding	State	Local	Other
\$600,000.00			
Projected Fed Cost	State	Local	Other
\$231,965.48			

FTA Grant IDs	Budget Codes
LA2022-026.8690.12.42.09	

Budget Analyst	
----------------	--



Signature	
Date	

H. DBE/SBE GOAL:

% DBE	0
% Small Business	0

Director of Small Business Development:	Adonis Charles Expose
Signature	<i>Adonis Charles Expose</i>
Date	March 31 2023

DBE/EE Manager	Adonis Charles Expose
Signature	<i>Adonis Charles Expose</i>
Date	March 31 2023

I. Information Technology Dept. vetting.

IT Director	Sterlin Stevens
Signature	<i>Sterlin Stevens</i>
Date	3/31/2023 2:00 PM

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

Department Head	Don E. Washington
Signature	<i>Don E. Washington</i>
Date	March 28 2023

Chief	Robert C Hickman
Signature	<i>Robert C Hickman</i>
Date	March 30 2023

Director of Procurement	Ronald Gerard Baptiste
Signature	<i>Ronald Gerard Baptiste</i>
Date	March 31 2023

FOR PROCUREMENT USE ONLY

Type of Procurement Requested:

SC - State Contract



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

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

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

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

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

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

Chief Financial Officer	Gizelle Johnson-Banks
Signature	<i>Gizelle Johnson-Banks</i>
Date	April 04 2023

Chief Executive Officer	Lona Edwards Hankins
Signature	<i>Lona Edwards Hankins</i>
Date	April 04 2023

Independent Cost Estimate (ICE)

INDEPENDENT COST ESTIMATE SUMMARY FORM

Project Name/Number: Canal Street Camera Refresh

Date of Estimate: 04/21/2023

Description of Goods/Services:

Contract to provide updates to cameras, PO #

☒ 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)

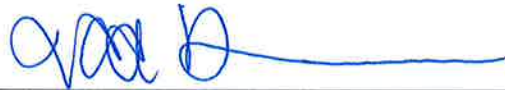
Through the method(s) stated above, it has been determined the estimated

total cost of the goods/services is \$ 231,965.48

The preceding independent cost estimate was prepared by:

Ivana Butler

Name



Signature

March 24, 2023

New Orleans RTA
Canal Street Headquarters

Quotation: DR04510948P
RFP#:
State of
Louisiana
Contract Number
License/Cert 4400023987

2817 Canal St. New Orleans, Louisiana 70119
Attention: Don Washington

Reference: Canal Street Camera Refresh

On behalf of Convergent's global network of colleagues, I would like to personally thank you for providing Convergent with the opportunity to present this proposal addressing your electronic security needs. We are confident that this proven solution is both comprehensive and customized to meet your needs today, and in the future.

Convergent's reputation for service excellence is backed by a foundational commitment to our core value of service, and we have been recognized as the #1 Systems Integrator by SDM Magazine. This recognition reflects the strong relationships Convergent has developed with the industry's top technology manufacturers, and our history of success with providing exceptional service to our customers.

Our guiding principle has always been to be our customers' best service provider. Our dedicated and certified team of professionals strives to uphold our customer-focused, service-based mission to make a daily difference for our customers. After achieving a successful on-time and on-budget project installation, Convergent will provide you with the industry's best ongoing service, including our 24/7 customer portal iCare, designed to track service work orders, project progress, and provide you with detailed metric reporting for continuous improvement.

The following security proposal is specifically designed to meet your needs. As your single point of contact, please feel free to contact me with any additional questions you may have. Thank you again for trusting Convergent as your partner.

Scope of Work

- Convergent will provide, Install, and configure the equipment included in the Bill of Material.
- Convergent will install 10 Cameras on poles around the perimeter of the site.
- Convergent will install 1 dome camera on the rear guard house
- Convergent will install 3 cameras in the Lobby
- Convergent will install 7 Cameras in the parking lot
- Convergent will install 4 cameras on the rear of the parking lot overlooking the rear yard
- Convergent will install 8 cameras in the money room and 1 outside of the front and rear doors.
- Convergent will install 2 cameras in the fueling area
- Convergent will install 3 cameras in the SIS building
- Convergent will install 3 cameras in the Maintenance Barn
- Convergent will reuse cable where possible and will pull new Cat 6 when necessary.
- Convergent will provide and install 5 Ubiquity radios on the building and 10 on the poles for the pole cameras.
- The Client will provide POE switch ports as required.
- Convergent will replace 2 existing Ubiquiti radios on the Fueling building and the Money room building.
- Convergent will provide and configure 1 Milestone expansion archiver
- Convergent will supply and configure 1 Genetec Stream vault and will federate the perimeter cameras to the RTCC.
- Pricing is valid until 2/27/23. Manufacturer Pricing increases will kick in after that date.

Materials

Line	Qty	Part	Description	Unit Price	Extended Price
1		State of Louisiana Contract Number 4400023987			
2		Perimeter			
3	10.00	H12106HL L	Hinged Cover Opaque Stainless Steel Locking Latch Mounting Feet	\$ 197.85	\$ 1,978.50
4	10.00	PMKG- 1212	PMK	\$ 107.92	\$ 1,079.20
5	10.00	ABP-1210	Aluminum Panel for 12 x 10 Enclosure	\$ 32.89	\$ 328.90
6	10.00	HAN- PNM9322V QP	5 Channel 2MP / 5MP X 4 + 2MP 32x PTZ	\$ 4,083.79	\$ 40,837.90
7	40.00	SLA- 2M2400P	128 2MP CMOS WITH A 24MMFIXED FOCAL LENS FOV H 135V 712 FOR THE	\$ 55.99	\$ 2,239.60
8	10.00	HAN- SBP390W MW2	Wall Mount accessory outdoor PTZ, white	\$ 141.46	\$ 1,414.60

Line	Qty	Part	Description	Unit Price	Extended Price
9	10.00	Z4-01633001	T8504-R INDUSTRIAL POE SWITCH	\$ 656.88	\$ 6,568.80
10	1.00	QNV-8080R	OUT VANDAL DOME IP CAM 5MP30FPS MOTORIZED VARI-FOCALLENS 3.1X 3.2	\$ 445.18	\$ 445.18
11	Parking				
12	2.00	QNV-8080R	OUT VANDAL DOME IP CAM 5MP30FPS MOTORIZED VARI-FOCALLENS 3.1X 3.2	\$ 445.18	\$ 890.36
13	4.00	HAN-PNM9022V	WN7 Panoramic Multi-sensor camera	\$ 1,178.41	\$ 4,713.64
14	1.00	HAN-PNM7002V D	Network vandal outdoor Multi-sensor Cam	\$ 720.14	\$ 720.14
15	2.00	HAN-SLA2M280 2D	1/2.8 2MP CMOS 2.8mm fixed focal lens	\$ 55.64	\$ 111.28
16	1.00	SBP-201HMW	OUTDOOR WALL MOUNT FOR OUTDOOR FLAT-EYE (QNE-8011 RAND QNE-8021R)	\$ 32.07	\$ 32.07
17	1.00	SBP-300WMW	WALL MOUNT FOR QNX-80X0R WISENET SWAN GOOSE NECK	\$ 51.71	\$ 51.71
18	3.00	HAN-SBP300NB W	Installation Back box	\$ 196.39	\$ 589.17
19	1.00	HAN-PNM9084 QZ1	2MP X 4 outdoor Dome, PTRZ	\$ 1,440.28	\$ 1,440.28
20	1.00	SBP-300LMW	PARAPET MOUNT ACCESSORY COMPW/ ALL FULL SIZE OUTDOOR PTZS & CAPS, WHITE	\$ 258.59	\$ 258.59
21	1.00	HAN-SBP276H MW	White Mounting Cap	\$ 49.09	\$ 49.09
22	On Parking Lot Overlooking Yard				
23	4.00	HAN-XNV9082R	Wisenet 7 X-plus NW IR vandal outdoor ca	\$ 1,145.67	\$ 4,582.68
24	4.00	HAN-SBP300NB W	Installation Back box	\$ 196.39	\$ 785.56
25	Money Room				
26	8.00	QND-8080R	INDOOR DOME IP CAM 5MP 30FPS MOTORIZED VARI-FOCAL LENS 3.1X 3.2 10.0MM	\$ 402.62	\$ 3,220.96
27	8.00	HAN-SHD1198F W	In-ceiling flush mount accessory for ind	\$ 51.71	\$ 413.68
28	2.00	QNV-8080R	OUT VANDAL DOME IP CAM 5MP30FPS MOTORIZED VARI-FOCALLENS 3.1X 3.2	\$ 445.18	\$ 890.36
29	Lobby				
30	3.00	HAN-PNM9022V	WN7 Panoramic Multi-sensor camera	\$ 1,178.41	\$ 3,535.23
31	Fueling				

Line	Qty	Part	Description	Unit Price	Extended Price
32	2.00	HAN-PNM9022V	WN7 Panoramic Multi-sensor camera	\$ 1,178.41	\$ 2,356.82
33	2.00	HAN-SBP276H MW	White Mounting Cap	\$ 49.09	\$ 98.18
34	2.00	SBP-300BW	WALL MOUNT BASE, WHITEFOR SBP-300WMW1 MOUNT	\$ 58.25	\$ 116.50
35	2.00	HAN-SBP390W MW2	Wall Mount accessory outdoor PTZ, white	\$ 140.74	\$ 281.48
36	SIS				
37	3.00	QNV-8080R	OUT VANDAL DOME IP CAM 5MP30FPS MOTORIZED VARI-FOCALLENS 3.1X 3.2	\$ 445.18	\$ 1,335.54
38	3.00	HAN-SBP300NB W	Installation Back box	\$ 196.39	\$ 589.17
39	3.00	5801-641	Protect your Ethernet networks device, i.e. cameras, switches, midspans, etc, from lighting. Protects up to 10KV surge, IP66 and UL certified.	\$ 101.46	\$ 304.38
40	Maintenance Barn				
41	2.00	HAN-PNM9084 QZ1	2MP X 4 outdoor Dome, PTRZ	\$ 1,440.28	\$ 2,880.56
42	1.00	SBP-300CMW	PENDANT MOUNT ACCESSORY WHITE	\$ 55.08	\$ 55.08
43	1.00	SBP-300LMW	PARAPET MOUNT ACCESSORY COMPW/ ALL FULL SIZE OUTDOORPTZS & CAPS, WHITE	\$ 258.59	\$ 258.59
44	2.00	HAN-SBP276H MW	White Mounting Cap	\$ 49.09	\$ 98.18
45	2.00	HAN-SBP300NB W	Installation Back box	\$ 196.39	\$ 392.78
46	Cable				
47	12.00	665610-110DB	24-4P Unshielded Solid PE Cat5E Blk Jkt Direct-Burial	\$ 364.20	\$ 4,370.40
48	8.00	556609	23-4P Unshielded Solid Plenum Cat6 Blu Jkt	\$ 409.17	\$ 3,273.36
49	Server and Licensing				
50	42.00	ML-YXPPPLU SDL-01	Milestone one year care plus for XProtect Professional Plus device license	\$ 29.13	\$ 1,223.46
51	10.00	GSC-SV-AIO-1C	1 Camera Connection for Streamvault™ All-in-One Appliances (SV100 & SV300)	\$ 94.97	\$ 949.70
52	4.00	Z4-01678001	AXIS SURV CARD 128 GB; 10 PK	\$ 708.97	\$ 2,835.88
53	Head End				

Line	Qty	Part	Description	Unit Price	Extended Price
54	1.00	SV-350E-TR3-12T-4-226G	Streamvault™ SV-350E-TR3 with 12TB raw including Security Center Omnicast™/Synergis™/Sipelia™/AutoVu™ software (Inc. region specific power cord) (2x 1GbE ports standard) (Display Connections: 1x VGA): - 1 Directory for up to 50 cameras & 100 Readers (When used as a Client Workstation & Archiver) or 100 cameras & 100 readers (When used as an Archiver only) - 1 Access Manager-5 client/user connections (including Web clients)- Plan Manager Basic-Alarm Management-Advanced Reporting-System Partitioning-Zone Monitoring-Email support-I/O Module Support-Macro support (actual macros sold separately)- People counting-Visitor Management-Badge Designer & Import tool-Remote Security Desk-All languages supported-1 Active Directory Connection-1 Intrusion base license* (requires Security Center 5.9 or later)-1 Sipelia base license	\$ 7,567.00	\$ 7,567.00
55	42.00	CON-Ancillary	Xprotect Professional Plus Device License - Top Tier Customers	\$ 169.00	\$ 7,098.00
56	1.00	Con-Ancillary	XProtect Professional Plus Base License - Top Tier Customers	\$ 499.00	\$ 499.00
57	5.00	Con-Ancillary	Ubiquiti airMAX Rocket Prism Gen 2 5AC 5GHz BaseStation w/ airPrism US	\$ 367.66	\$ 1,838.30
58	5.00	Con-Ancillary	Ubiquiti Omni 5.45 - 5.85 GHz 13dBi Antenna	\$ 243.62	\$ 1,218.10
59	12.00	Con-Ancillary	Ubiquiti airMAX LiteBeam 5AC Long Range 2x2 MIMO 26dBi CPE US	\$ 159.73	\$ 1,916.76
60	5.00	Con-Ancillary	Ubiquiti airMAX LiteAP AC 5GHz 802.11AC Access Point US	\$ 132.87	\$ 664.35
61	10.00	Con-Ancillary	Photocell Jumper	\$ 192.31	\$ 1,923.10
62	1.00	Con-Ancillary	Conduit	\$ 9,230.77	\$ 9,230.77
63	Labor Quoted in Accordance with State of Louisiana Contract Number 4400023987				

Equipment Total	\$ 130,552.92
Total Labor	\$ 80,371.60
Other Costs	\$ 13,238.58
Freight/Warranty	\$ 7,802.38
Tax if applicable	\$ 0.00
Total Project Price	\$ 231,965.48

Clarifications and Exclusion

1. All work proposed herein, shall be performed during normal business hours Monday through Friday 8:00 am - 5:00 pm.
2. Low voltage wiring shall be installed via open air code approved methods.
3. Provision or installation of conduit, wire, boxes, fittings or other electrical installation materials unless specifically listed under Inclusions or Bill of Materials.
4. Permits or associated fees are not included.
5. Customer to provide static IP addresses and network connections at panel locations.
6. Customer to provide a secured staging & storage area for project related materials.
7. Pricing assumes that electronic Auto CAD files are available from customer for our use in creating submittal drawings.
8. Twenty-Five percent (25%) of the proposed sell price shall be payable to Convergent for project mobilization. Mobilization shall be invoiced and due upon customer acceptance of this proposal.
9. Proposal does not include sales tax unless otherwise noted.
10. Anything in the Contract Documents notwithstanding, in no event shall either Contractor or Subcontractor be liable for special, indirect, incidental or consequential damages, including commercial loss, loss of use, or lost profits, even if either party has been advised of the possibility of such damages.
11. Convergent reserves the right to negotiate mutually acceptable contract terms and conditions with customer by making mutually agreeable changes to the formal contract included in the Bid Documents.
12. Customer acknowledges that supply-chain and shipping difficulties may result in unavoidable delays in deliveries of materials despite timely placement of orders and efforts by Convergent and its suppliers to avoid such delays. Customer agrees to provide Convergent with reasonable extensions of time to the extent of any such delays and Convergent agrees to make reasonable efforts to avoid or minimize such delays. Customer further acknowledges that the above-referenced supply-chain and shipping difficulties may result in unanticipated increases to Convergent's proposal pricing on products covered by this quote or any resulting agreement and that such increases may occur between the time this quote is provided, or any resulting contract is executed and the time when Convergent actually purchases the products covered by this quote or a resulting agreement. Customer agrees that it will pay any such increase in Convergent's initial pricing of obtaining the products above the proposal pricing upon which the quote or agreement was based, by change order or otherwise, and Convergent agrees that it shall make commercially reasonable efforts to minimize any such increase.

Performance Items

Items Included	
Items Excluded	
120 VAC Power and Fused Disconnect Switch	120 VAC Power Receptacles
Additional Lighting Requirements for Cameras	Applicable Taxes
Attend General Contractor Project Meetings	Attend Owner Project Meetings
Authority having Jurisdiction permit drawing (requires customer CAD)	Cable
Ceiling Tiles and Ceiling Grid Repairs	Connection to Building Fire Alarm Panel
Correction of Wiring Faults Caused by Others	Door wiring typical connections
Electrical Installation Permit	Electrified Door Locking Hardware
Engineering and Drawings	Equipment rack layout drawing
FA Permit and Plan Review Fees	Fire Stopping (Excludes Existing Penetrations)
Fire Watch	Floor Coverings for Lifts
Floor plan with device placement and numbering (requires customer CAD)	Freight (prepaid)
Horizontal Core Drilling	Installation of Bridle Rings
Installation of CCTV Cameras	Installation of Conduit, Boxes and Fittings
Installation of Control Equipment Enclosures	Installation of Control Panels
Installation of Intercom Systems	Installation of Intrusion Panels
Installation of Low Voltage Wire	Installation of Network Cabling to Card Readers
Installation of Network Cabling to IP Cameras	Installation of Network Cabling to IP Intercoms
Installation of Specialty Backboxes	Installation of Terminal Cabinets
Installation of Video Recorders (DVR/NVR)	Installation of Wire and Cable
Installation of Wire Hangars	Lifts
Loading Software on Customer Provided Computer	Low Voltage Permits
Material (listed in the BOM)	Mounting/Termination of Proposed Devices
One-Year Warranty on Labor	One-Year Warranty on Parts
On-Site Lockable Storage Facility	Operations & Maintenance Manuals
Owner to Provide DHCP Lease Reservations for Network Connected Devices	Owner to Provide Static IP Addresses
Owner Training	Panel Wall Elevation drawing (may require customer CAD)
Panel wiring with point to point connections	Patch and Paint
Payment & Performance Bonds	Project Management
Record Documentation (As-Built)	Riser drawing with home run wiring
Servers by Convergent	Servers by Others
Specialty Backboxes	Submittal Drawings
System Engineering	System is Design-Build
System Meets Plans/Drawings	System Programming
Terminal Cabinets	Termination of Control Equipment Enclosures
Testing of all Proposed Devices	Vertical Core Drilling
Wire	Workstations by Convergent
Workstations by Others	

Total Project Investment:

\$ 231,965.48

Thank you for considering Convergint for your Security needs. If you have any questions or would like additional information, please don't hesitate to contact me immediately. If you would like to proceed with the scope of work as outlined in this proposal, please sign below and return to my attention.

Sincerely,

Devlin Roussel

Convergint
Devlin Roussel

By signing below, I accept this proposal and agree to the Terms and Conditions contained herein

Don Washington

Customer Name (Printed)

March 24, 2023

Date

Authorized Signature

Title

Throughout this Installation Proposal, the term, “Convergent” refers to the Convergent Technologies affiliate operating in the state/province in which the work is being performed.

SECTION 1. THE WORK

This Installation Proposal takes precedence over and supersedes any and all prior proposals, correspondence, and oral agreements or representations relating to the work set forth in the attached scope of work (“Work”). This Installation Proposal commences on the Start Date as specified in the attached scope of work and represents the entire agreement between Convergent and Customer (the “Agreement”). In the event any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall remain in full force.

Convergent agrees in accordance with the mutually agreed project schedule:

- a. To submit shop drawings, product data, samples and similar submittals if required in performing the Work;
- b. To pay for all labor, materials, equipment, tools, supervision, programming, testing, startup and documentation required to perform the Work in accordance with the Agreement;
- c. Secure and pay for permits and governmental fees, licenses and inspections necessary for proper execution and completion of the Work, unless local regulations provide otherwise; and
- d. Hire subcontractors and order material to perform part of the Work, if necessary, while remaining responsible for the completion of the Work.

Customer agrees in accordance with the mutually agreed project schedule, and at no cost to Convergent:

- a. To promptly approve submittals provided by Convergent;
- b. To provide access to all areas of the facility which are necessary to complete the Work;
- c. To supply suitable electrical service as required by Convergent; and
- d. That in the event of any emergency or systems failure, reasonable safety precautions will be taken by Customer to protect life and property during the period of time from when Convergent is first notified of the emergency or failure and until such time that Convergent notifies the Customer that the systems are operational or that the emergency has cleared.

No monitoring services are included in the Work. Any such services shall be governed by a separate agreement.

Title to the Work, including any materials comprising the Work, shall pass to Customer as the Work is completed and the materials are incorporated into the Work at Customer's site. If materials are earlier stored on Customer's site pursuant to agreement between Customer and Convergent, title with respect to such materials shall pass to Customer upon delivery to Customer site.

SECTION 2. PRICING

Pricing and amounts proposed shall remain valid for 30 days unless otherwise specified. Price includes only the material listed based on Convergent’s interpretation of plans and specifications unless noted otherwise. Additional equipment, unless negotiated prior to order placement, will be billed accordingly. Sales taxes, (and in Canada GST/PST) and any other taxes assessed on Customer shall be added to the price upon invoice to Customer.

SECTION 3. INVOICE REMITTANCE AND PAYMENT

If the Work is performed over more than a month, Convergent will invoice Customer each month for the Work performed during the previous month. Customer agrees to pay the amount due to Convergent as invoiced, within thirty (30) days of the date of such invoice. If the Work is completed in less than one month, Customer agrees to pay Convergent in full after the Work has been performed within thirty (30) days of the date of being invoiced. Invoices shall not include or be subject to a project retention percentage. If Customer is overdue in any payment to Convergent, Convergent shall be entitled to suspend the Work until paid, and charge Customer an interest rate 1 and 1/2% percent per month, (or the maximum rate permitted by law, whichever is less), and may avail itself of any other legal or equitable remedy. Customer shall reimburse Convergent costs incurred in collecting any amounts that become overdue, including attorney fees, court costs and any other reasonable expenditure.

SECTION 4. WARRANTY

Convergent provides the following SOLE AND EXCLUSIVE warranty to the Customer:

For the period of one (1) year, commencing at the earlier of substantial completion of the Work, or first beneficial use, (“Warranty Period”):

- a. That Work performed under this Agreement will be of good quality;
- b. That all equipment will be new unless otherwise required or permitted by this Agreement;
- c. That the Work will be free from defects not inherent in the quality required or permitted; and
- d. That the Work will conform to the requirements of this Agreement.

The Customer’s sole remedy for any breach of this warranty is that Convergent shall remove, replace and/or repair at its own expense any defective or improper Work, discovered within the Warranty Period, provided Convergent is notified in writing of any defect within the Warranty Period.

Any equipment or products installed by Convergent in the course of performing the Work hereunder shall only carry such warranty as is provided by the manufacturer thereof, which Convergent hereby assigns to Customer without recourse to Convergent. Upon request of Customer, Convergent will use commercially reasonable efforts to assist Customer in enforcing any such third-party warranties. This warranty excludes remedy for damage or defect caused by abuse, modifications not executed by Convergent, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. NO FURTHER WARRANTIES OR GUARANTIES, EXPRESS OR IMPLIED, ARE MADE WITH RESPECT TO ANY GOODS OR SERVICES PROVIDED UNDER THIS AGREEMENT, AND ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED.

SECTION 5. CHANGES

Without invalidating this Agreement or any bond given hereunder, Customer or Convergent may request changes in the Work. Any changes to the Agreement shall be in writing signed by both Customer and Convergent. If Customer orders any additional work or causes any material interference with Convergent’s performance of the Work, Convergent shall be entitled to an equitable adjustment in the time for performance and in the Agreement Price, including a reasonable allowance for overhead and profit.

SECTION 6. FORCE MAJEURE

Neither Customer nor Convergent shall be responsible or liable for, shall incur expense for, or be deemed to be in breach of this Agreement because of any delay in the performance of their respective obligations pursuant to this Agreement due solely to circumstances beyond their reasonable control (“Force Majeure”) and without the fault or negligence of the party experiencing such delay. A Force Majeure event shall include, but not be limited to: accident, fire, storm, water, flooding, negligence, vandalism, power failure, installation of incompatible equipment, improper operating procedures, source current fluctuations or lighting. If performance by either party is delayed due to Force Majeure, the time for that performance shall be extended for a period of time reasonably necessary to overcome the effect of the delay. Any Services required by Convergent due to reasons set forth in this Force Majeure Section shall be charged to Customer in addition to any amounts due under this Agreement.

SECTION 7. INSURANCE

Convergent shall have the following insurance coverage during the term of this Agreement, and shall provide certificates of insurance to the Customer prior to beginning work hereunder:

Worker’s Compensation	Statutory Limits
Employer’s Liability	\$1,000,000 per occurrence /aggregate Commercial General
Liability	\$1,000,000 per occurrence/aggregate
\$2,000,000 general aggregate	
Automobile Liability	\$1,000,000 per occurrence/aggregate Excess/Umbrella
Liability	\$10,000,000 per occurrence/aggregate

All insurance policies carried by Convergent shall be primary to and noncontributory with the insurance afforded to Customer and shall name the Customer as “additional insured”, with respect to liability arising out of work performed by Convergent, as applicable, but only to the extent of liabilities falling within the indemnity obligations of Convergent, pursuant to the terms of this Agreement. Convergent shall provide to the Customer no less than thirty (30) days’ notice prior to the termination or cancellation of any such insurance policy.

SECTION 8. INDEMNIFICATION

Convergent shall indemnify and hold Customer harmless from and against claims, damages, losses and expenses, attributable to bodily injury, sickness, disease or death, or to destruction of tangible property, but only to the extent caused by: a) the negligent or willful acts or omissions of Convergent or Convergent’s employees or subcontractors while on Customer’s site, or b) the malfunction of the equipment supplied by Convergent, or c) Convergent’s breach of this Agreement.

IN NO EVENT SHALL EITHER CONVERGENT OR CUSTOMER BE LIABLE TO THE OTHER PARTY HERETO FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING COMMERCIAL LOSS, LOSS OF USE OR LOST PROFITS, EVEN IF THAT PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL CONVERGENT BE LIABLE TO CUSTOMER FOR ANY AMOUNTS IN EXCESS OF THE AMOUNTS PAID BY CUSTOMER TO CONVERGENT.

It is understood and agreed by the parties hereto that Convergent is or may be providing intrusion products which are designed to provide notification of certain events but are not intended to be guarantees or insurers against any acts for which they are supposed to monitor or inform. Convergent’s indemnification obligation pursuant to Section 8 herein, does not apply to the extent the loss indemnified against is caused by any intrusion product or software provided by but not manufactured by Convergent. Convergent shall have no liability to Customer for any losses to the extent such losses are caused by the intrusion product or software. Customer shall indemnify, defend, and hold harmless Convergent, from and against all claims, lawsuits, damages, losses and expenses by persons not a party to this Agreement, but only to the extent caused by such intrusion product or software provided by but not manufactured by Convergent.

SECTION 9. COMPLIANCE WITH LAW, SAFETY, & HAZARDOUS MATERIALS

This Agreement shall be governed and construed in accordance with the laws of the state/province in which the Work is being performed. Convergent agrees to comply with all laws and regulations relating to or governing its provision of the Work. Convergent shall comply with all safety related laws and regulations and with the safety program of the Customer, provided such program is supplied to Convergent prior to beginning work.

In the event that Convergent discovers or suspects the presence of hazardous materials, or unsafe working conditions at Customer’s facility where the Work is to be performed, Convergent is entitled to stop the Work at that facility if such hazardous materials, or unsafe working conditions were not provided by or caused by Convergent. Convergent in its sole discretion shall determine when it is “safe” to return to perform the Work at Customer’s facility. Convergent shall have no responsibility for the discovery, presence, handling, removing or disposal of or exposure of persons to hazardous materials in any form at the Customer’s facility. Customer shall indemnify and hold harmless Convergent from and against claims, damages, losses and expenses, including but not limited to, reasonable attorney’s fees, arising out of or resulting from undisclosed hazardous materials, or unsafe working conditions at Customer’s facility.

Customer acknowledges that applicable law or regulation may limit Customer’s rights and impose obligations with respect to information or data obtained using software capable of obtaining what may in certain circumstances be characterized as biometric information (individually and collectively, the “Software”) and agrees that Customer is solely responsible to ensure its own compliance with such laws or regulations. Customer shall completely indemnify, defend (including pay attorneys’ fees and disbursements), and hold harmless Convergent, its affiliates, and any employees, agents, contractors or representatives of any of the foregoing from and against any and all losses, liability, damages, penalties, expenses, claims, demands, actions, or causes of action, judgments (finally awarded) or settlements (individually and collectively, “Liabilities”) arising from or related to any intentional or negligent acts or omissions of Customer or any of its agents, affiliates, employees, or representatives arising from or related to the Software, any hardware, software, or other services associated with the Software, or the use of any of the foregoing by or on behalf of Customer, including but not limited to those arising from or related to Customer’s failure to comply with applicable laws or regulations related to its use of the Software or any hardware, software, or other services associated with the Software, including but not limited to the Customer’s failure to obtain any necessary consents from affected individuals or provide any necessary disclosures or protections with respect to the information of such individuals under any applicable privacy or data security law, but excluding matters for which Convergent has agreed to indemnify Customer from and against third party claims for copyright and trade secret infringement under the terms of the End User License Agreement for the Software between Convergent and Customer. Notwithstanding the foregoing, Customer and Convergent agree that Liabilities suffered by a third party (other than an affiliate of Convergent) which are an element of loss subject to indemnification under this paragraph shall be deemed direct damages.

SECTION 10. DISPUTES

In the event of any dispute between Convergent and Customer, Convergent and Customer shall first attempt to resolve the dispute in the field, but if that is not successful, then in a meeting between authorized officers of each company. If settlement attempts are not successful, then the dispute shall be decided exclusively by arbitration. Such arbitration shall be conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect and shall be a final binding resolution of the issues presented between the parties. The prevailing party shall be entitled to recover its reasonable attorneys’ fees and costs.

SECTION 11. MISCELLANEOUS

Neither party to this Agreement shall assign this Agreement without the prior written consent of the other party hereto. Convergent may assign this Agreement to any of its parents, subsidiaries or affiliated companies or any entity majority owned by Convergent.

Notices shall be in writing and addressed to the other party, in accordance with the names and addresses of the parties as shown above. All notices shall be effective upon receipt by the party to whom the notice was sent.

A waiver of the terms hereunder by one party to the other party shall not be effective unless in writing and signed by a person with authority to commit the Customer or Convergent and delivered to the non-waiving party according to the notice provision herein. No waiver by Customer or Convergent shall operate as a continuous waiver, unless the written waiver specifically states that it is a continuous waiver of the terms stated in that waiver.

The Sections regarding invoicing, warranty, and indemnity, and disputes shall survive the termination of this Agreement.



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

504.827.8300

www.norta.com

RESOLUTION NO. 23-037

STATE OF LOUISIANA

PARISH OF ORLEANS

**AUTHORIZATION TO AWARD A CONTRACT TO CONVERGINT FOR THE
INSTALLATION OF SECURITY CAMERAS AT THE CANAL STREET
FACILITY**

Introduced by Commissioner _____ Neal _____, seconded by Commissioner
_____ Ewell _____.

WHEREAS, during a security review of the A. Philip Randolph Facility, a decision was made that the security department would contract a company to install and upgrade the security system; and

WHEREAS, there is a need for security cameras & closed-circuit television monitoring system updates at the A. Philip Randolph Facility; and

WHEREAS, the agency is seeking to procure new hardware and equipment for the facility and update any issues with the current hardware; and

WHEREAS, this hardware installation will configure the cameras and equipment included in the Bill of Material at the A. Philip Randolph Facility; and

WHEREAS, these systems integrate into existing software and allow closed-circuit television monitoring from all RTA facilities; and

WHEREAS, the funding is currently available through federal funding LA2022-026.8690.12.42.09 for a total cost of \$231,965.48; and



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

504.827.8300

www.norta.com

RESOLUTION NO. 23-037

Page 2

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, authorize the CEO to award a contract to Convergent for purchasing security cameras for the Canal Street Camera Refresh.

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

YEAS:	<u>7</u>
NAYS:	<u>0</u>
ABSTAIN:	<u>0</u>
ABSENT:	<u>0</u>

AND THE RESOLUTION WAS ADOPTED ON THE 23th DAY OF MAY, 2023.

MARK RAYMOND, JR.
CHAIRMAN
RTA BOARD OF COMMISSIONERS



New Orleans Regional Transit Authority


2817 Canal Street
New Orleans, LA 70119

Board Report and Staff Summary

File #: 23-094


Board of Commissioners

[05.23.23 Board Meeting Slides]



May 23, 2023

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



The New Orleans Regional Transit Authority (RTA) hereby declares that, in accordance with La. R.S. 42:17.1 (A)(2)(a)-(c), a meeting will be held in person on Tuesday, May 23, 2023, at 10:00 a.m. Please be aware that wearing masks in the boardroom is encouraged.

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



Agenda

1. Call to Order

2. Roll Call

3. Consideration of Meeting Minutes

[Board of Commissioners Meeting – April 25, 2023]

23-085



Agenda

4. Reports

A. RTA Chairman's Report



Agenda

4. Reports

B. Operations & Administration Committee Chairman's Report



Agenda

4. Reports

C. Finance Committee Chairman's Report

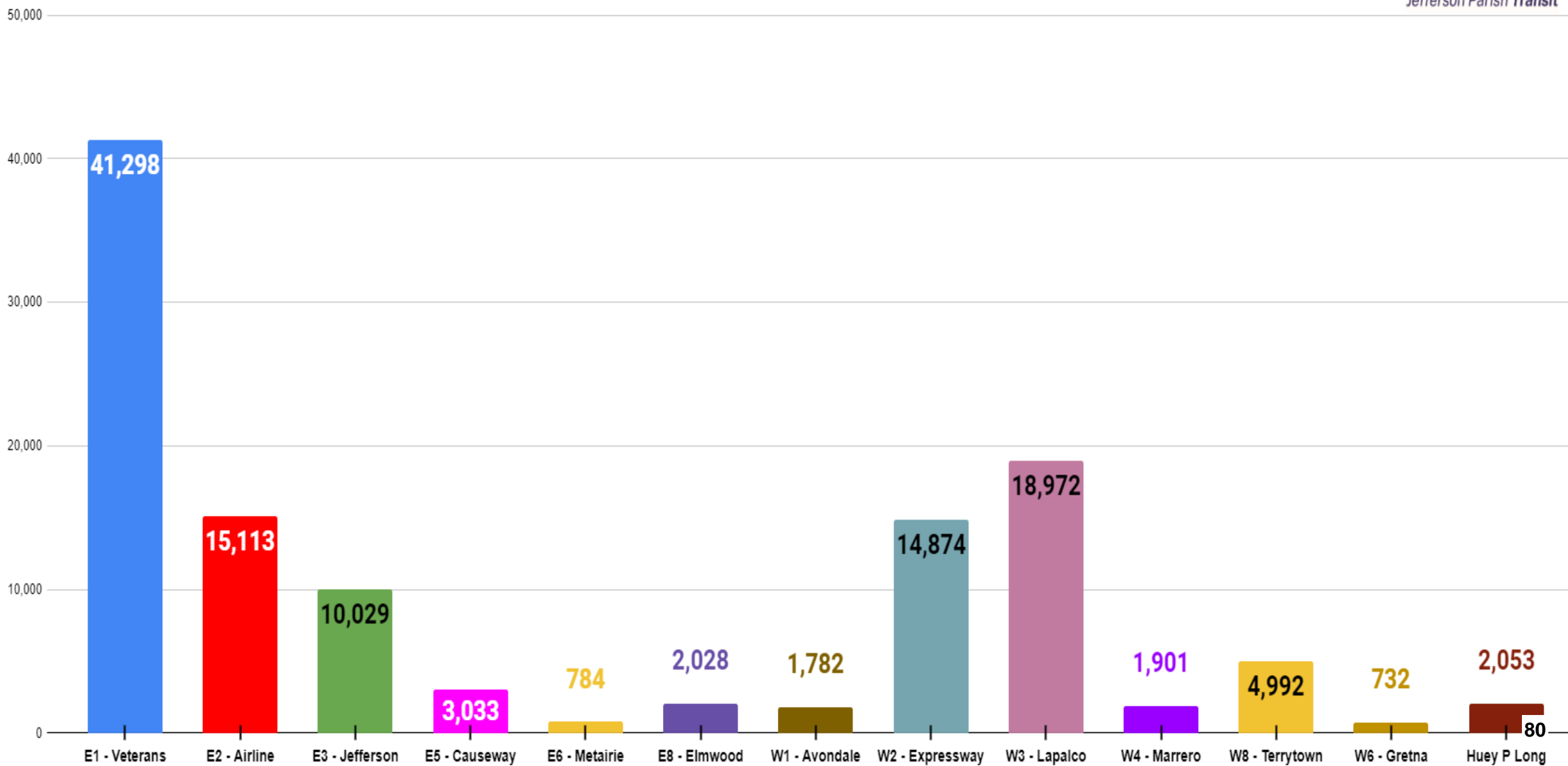


Agenda

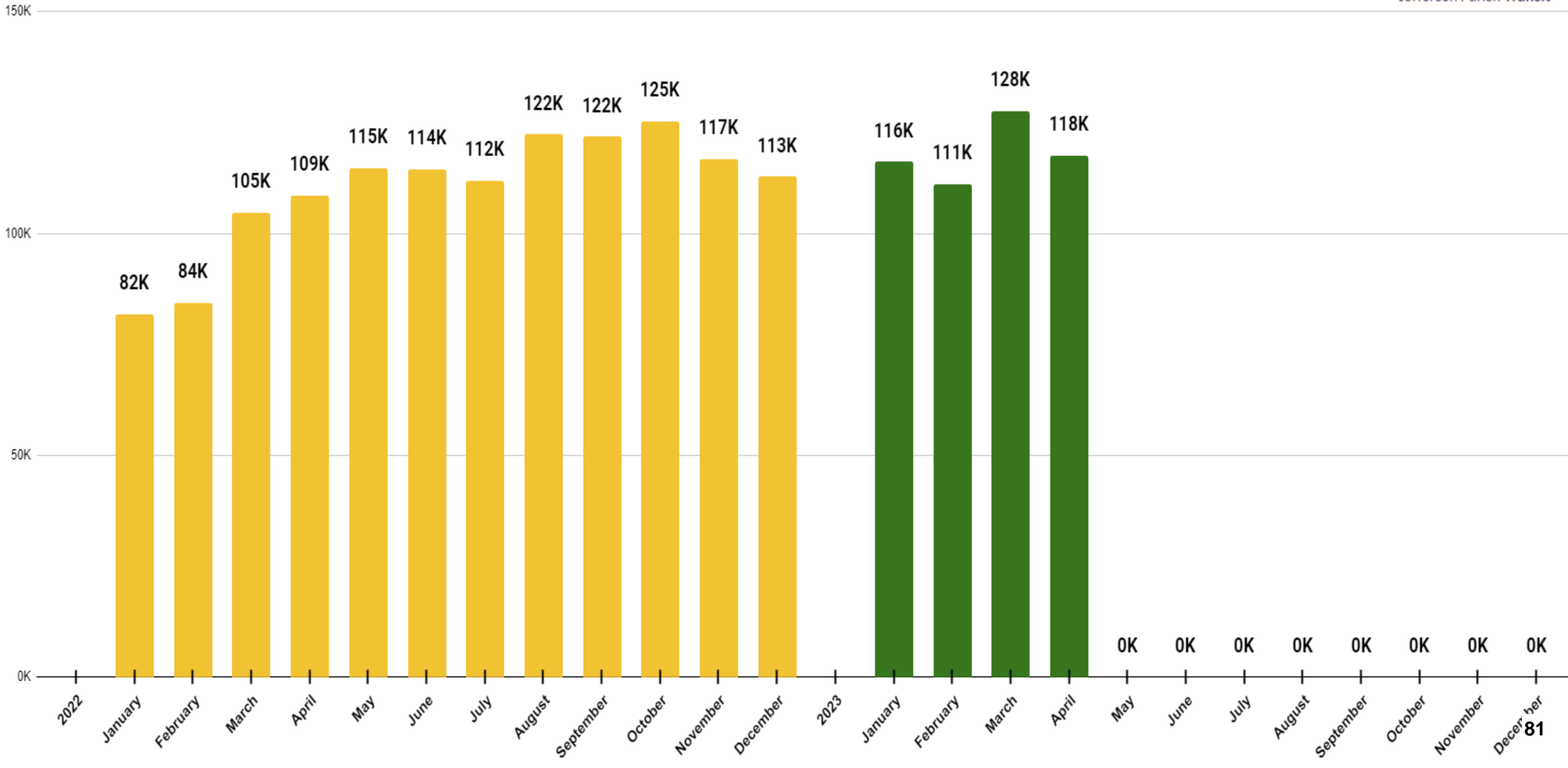
4. Reports

D. Jefferson Parish Report

April 2023 -- Ridership by Route

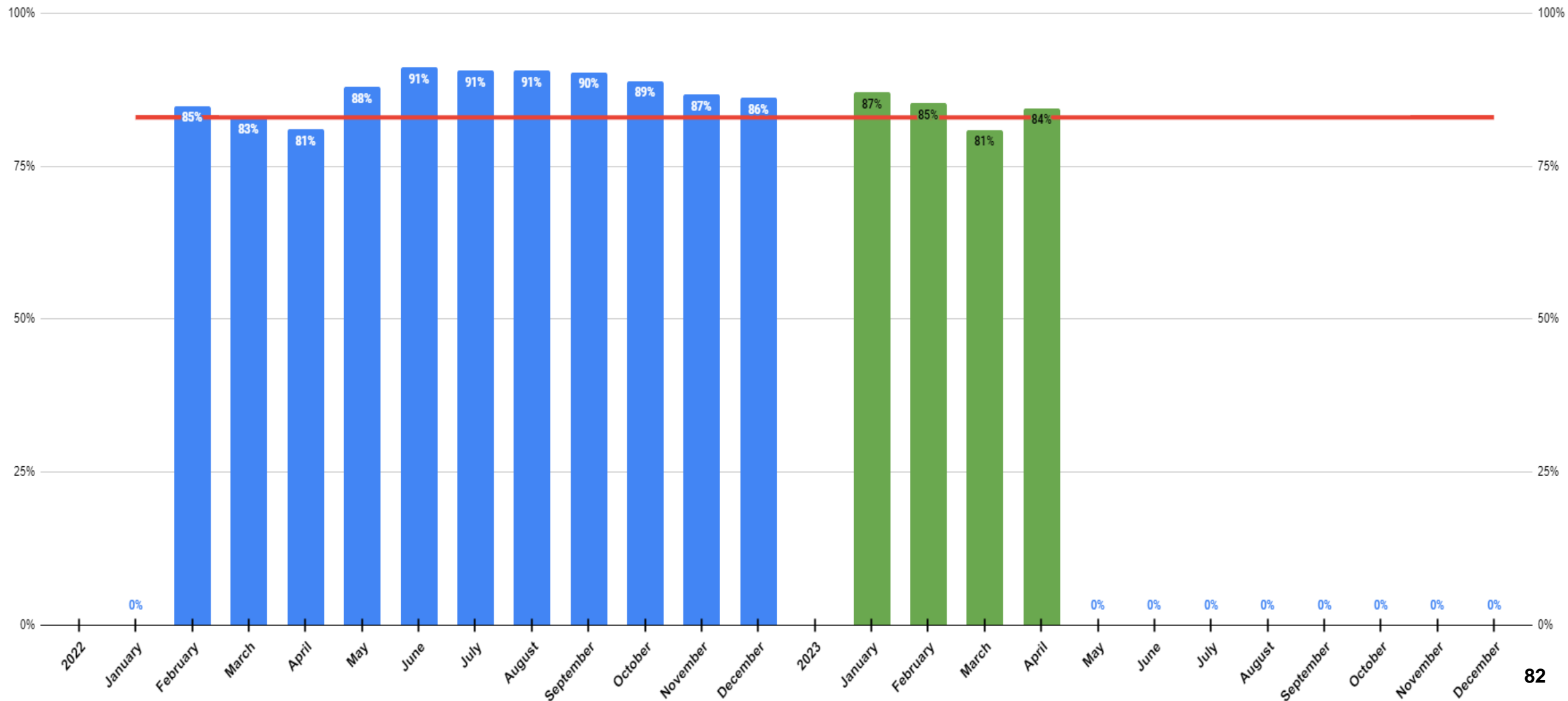


April 2023 -- Total Ridership by Month per Year



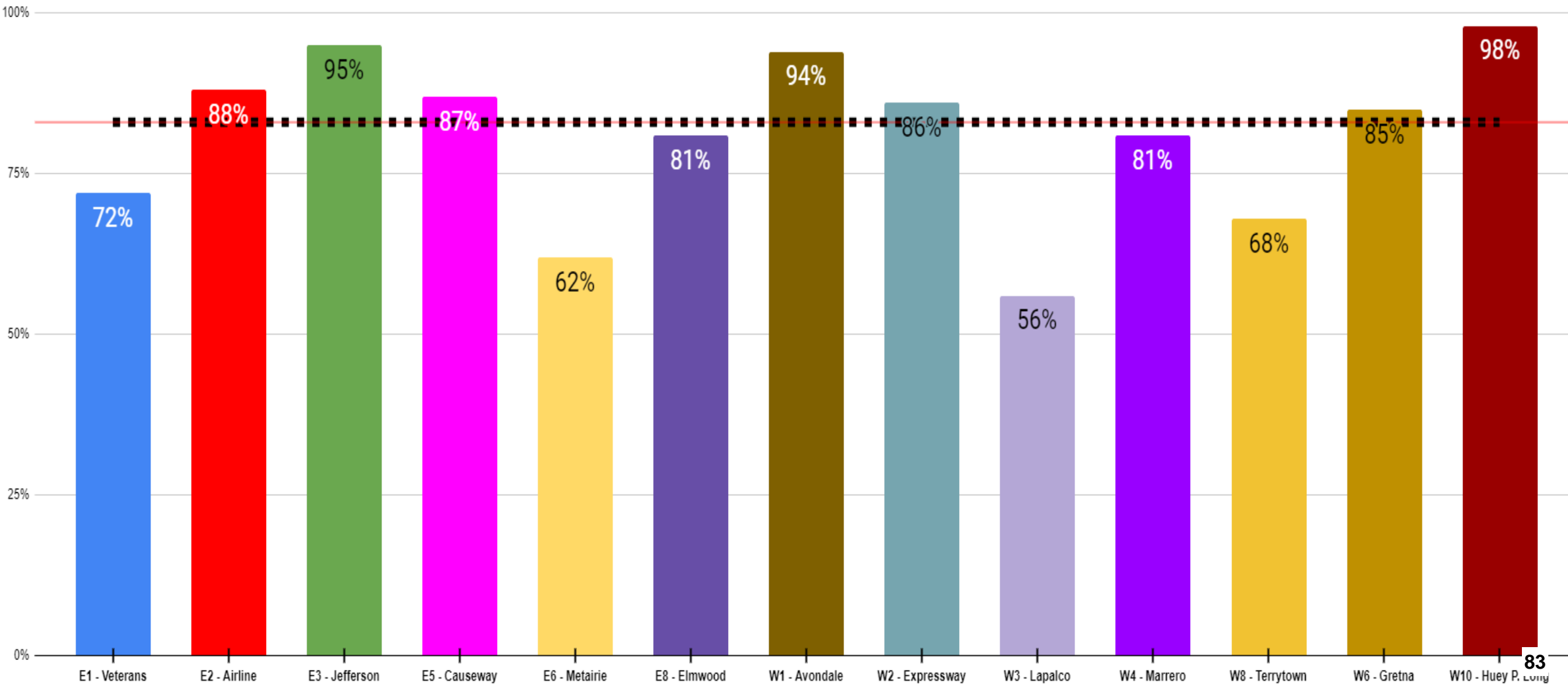
April 2023 -- Total On-Time Performance by Month per Year

— Goal 83% ■ Total On-Time Performance



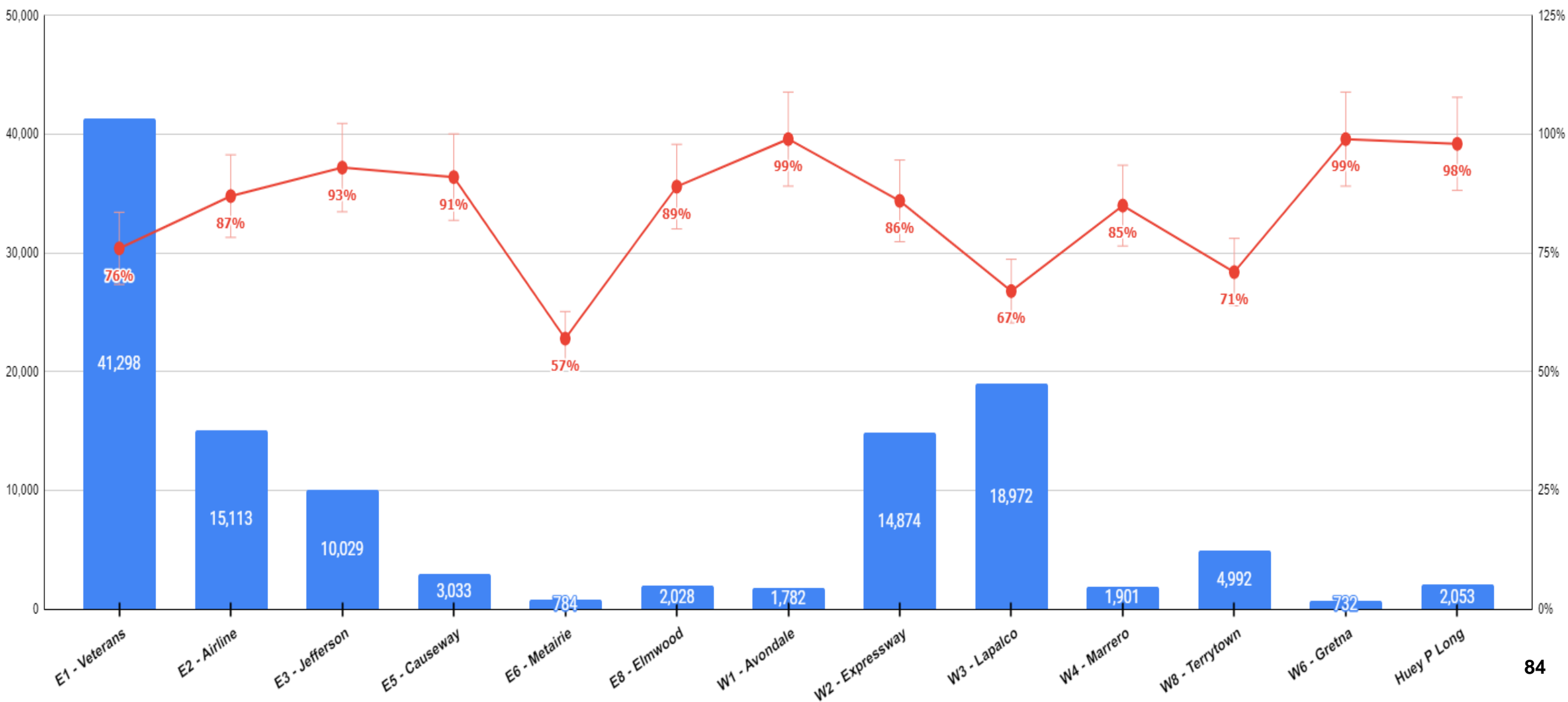
April 2023 On-Time Performance

■ Goal 83%

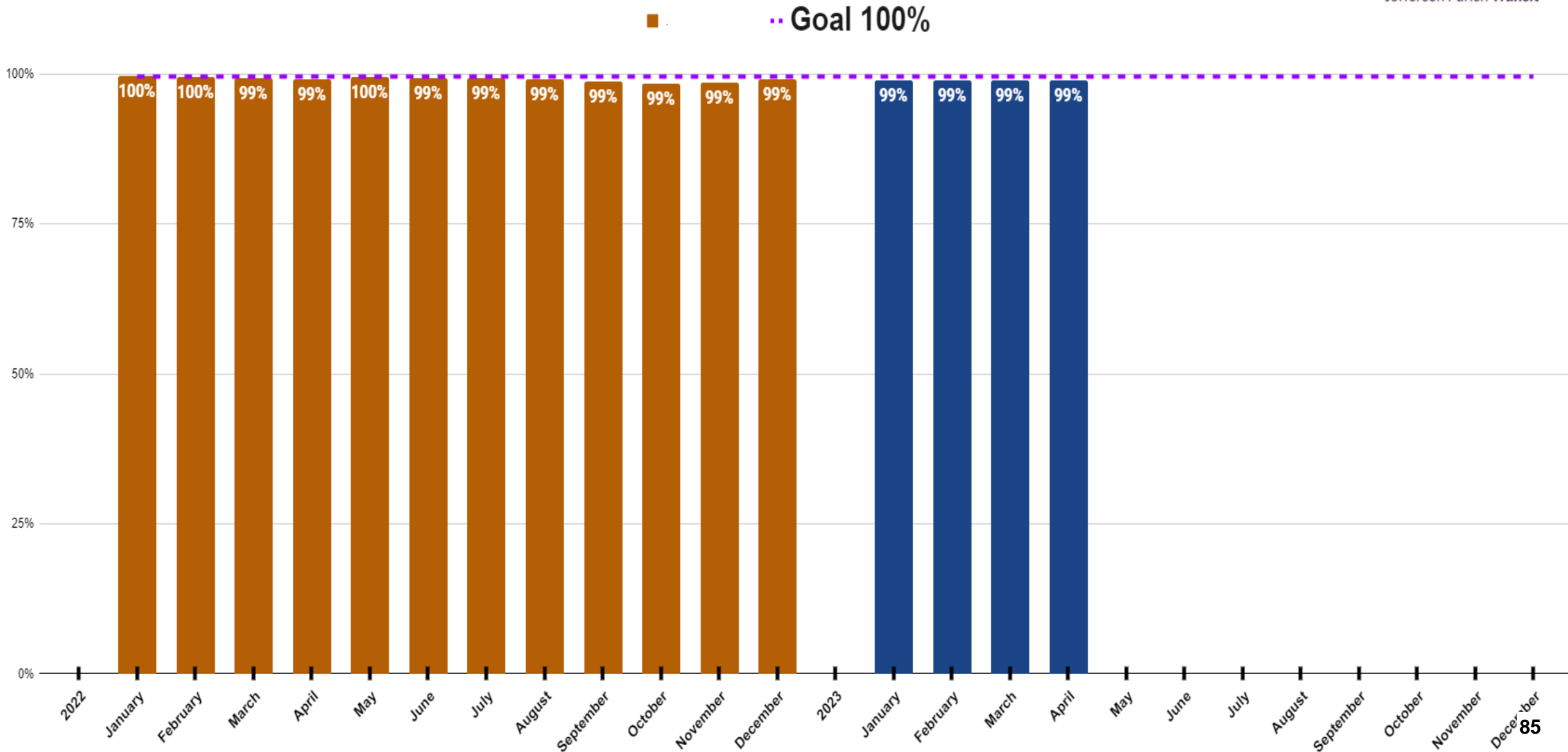


April 2023 -- RIDERSHIP PRODUCTIVITY

■ Ridership ● OTP



Para-Transit On-Time Performance by Month per Year



April 2023 -- Service Hours Percentage by Route

W10 - Huey P...

3.3%

W6 - Gretna

2.3%

W8 - Terrytown

4.1%

W4 - Marrero

6.7%

W3 - Lapalco

12.6%

W2 - Expressway

9.5%

W1 - Avondale

3.1%

E8 - Elmwood

3.5%

E6 - Metairie

3.3%

E1 - Veterans

19.8%

E2 - Airline

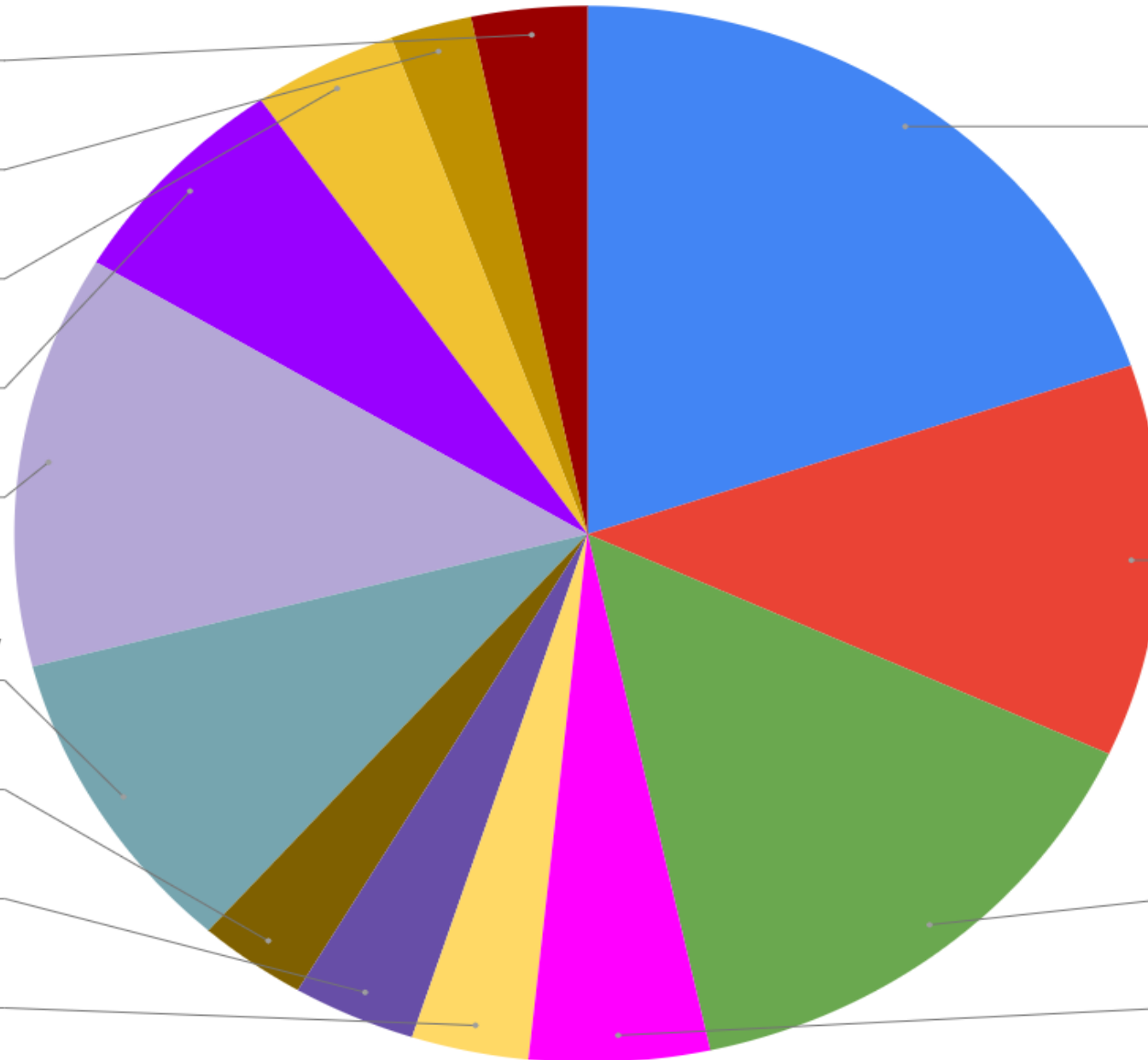
12.0%

E3 - Jefferson

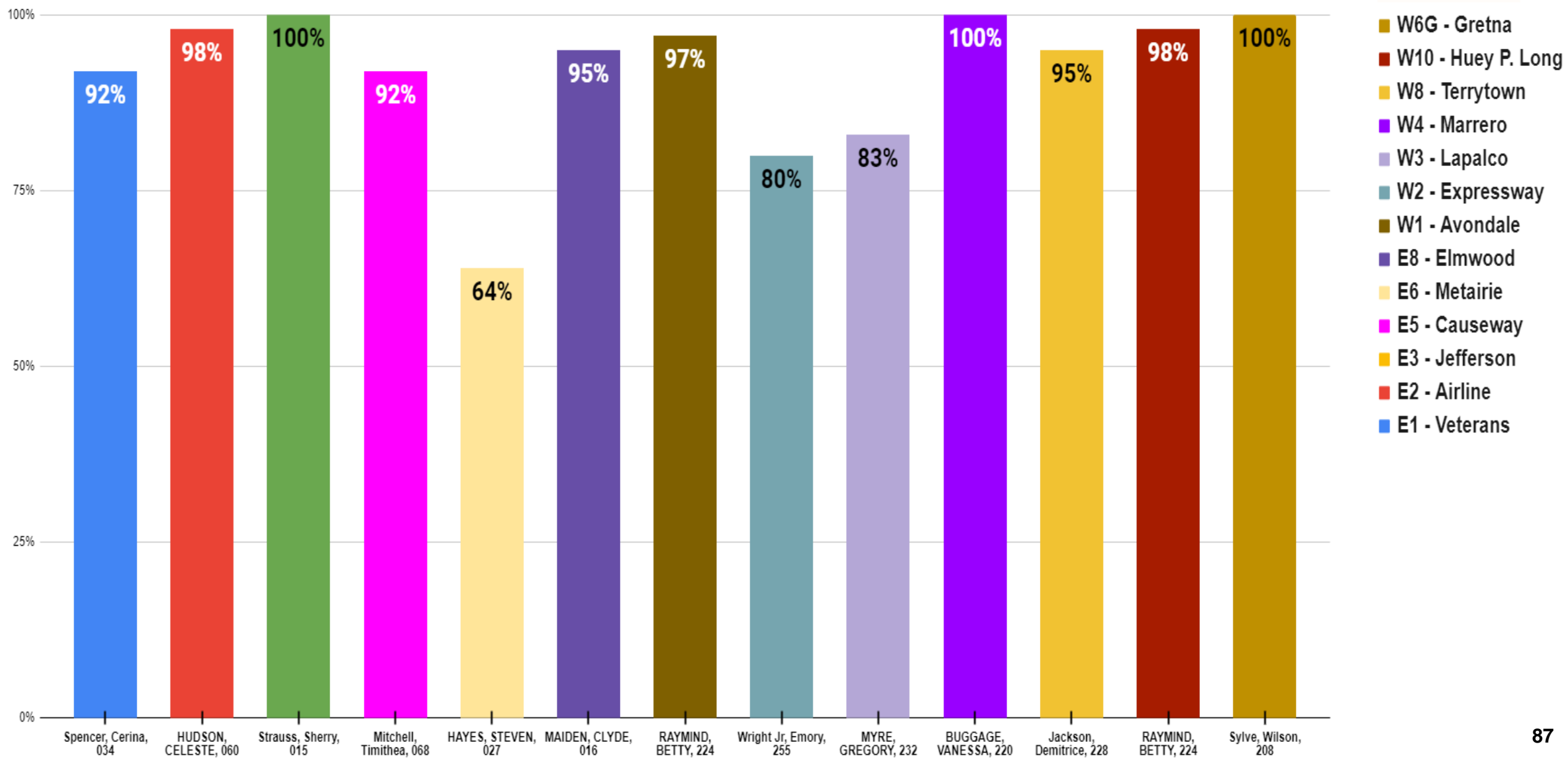
14.7%

E5 - Causeway

5.1%



April 2023 -- Top On-Time Performance by Route per Operator



Questions?





Agenda

4. Reports

F. RTA Chief Executive Officer's Report

Hurricane Preparedness



Summer Schedules Released



Temporary Bus Stop Signs

- Temporary signs installation has begun and should be completed by the end of the week
- Permanent signs in progress.



Employee of the Month

Operator of Month



Joseph James

Maintenance



Emile Fisher

Questions?





Agenda

4. Reports

G. Chief of Staff Legislative Update

Legislative Update

- The New Orleans Budget- Audit-Board of Review Committee is meeting today to discuss youth fares.
- The appropriations bill, HB 1 by Rep. Zeringue, has been through the House of Representatives and will be out of Senate Finance this week
- HB 2 by Rep. Bishop, the Capital Outlay Bill, was heard on the House Floor 5/18 and is still in committee. RTA request: **\$14,659,064**
- **Ferry Fiscal Cliff**
- Negotiations continue regarding the State spending cap.
- Biden-Harris Administration—Roadmap to Support Good Jobs.

Questions?





Agenda

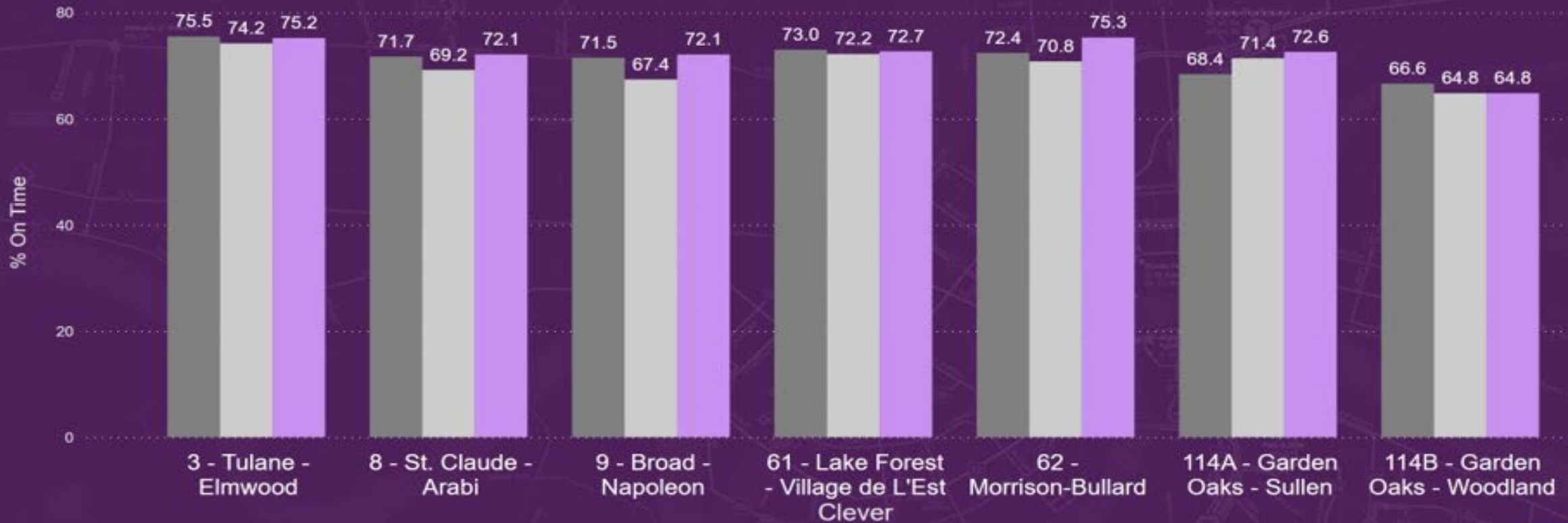
4. Reports

H. Operations Update

On-Time Performance High Frequency Routes JANUARY 2023 to MARCH 2023

OTP by Month - High Frequency Bus Routes

Date ● January 2023 ● February 2023 ● March 2023

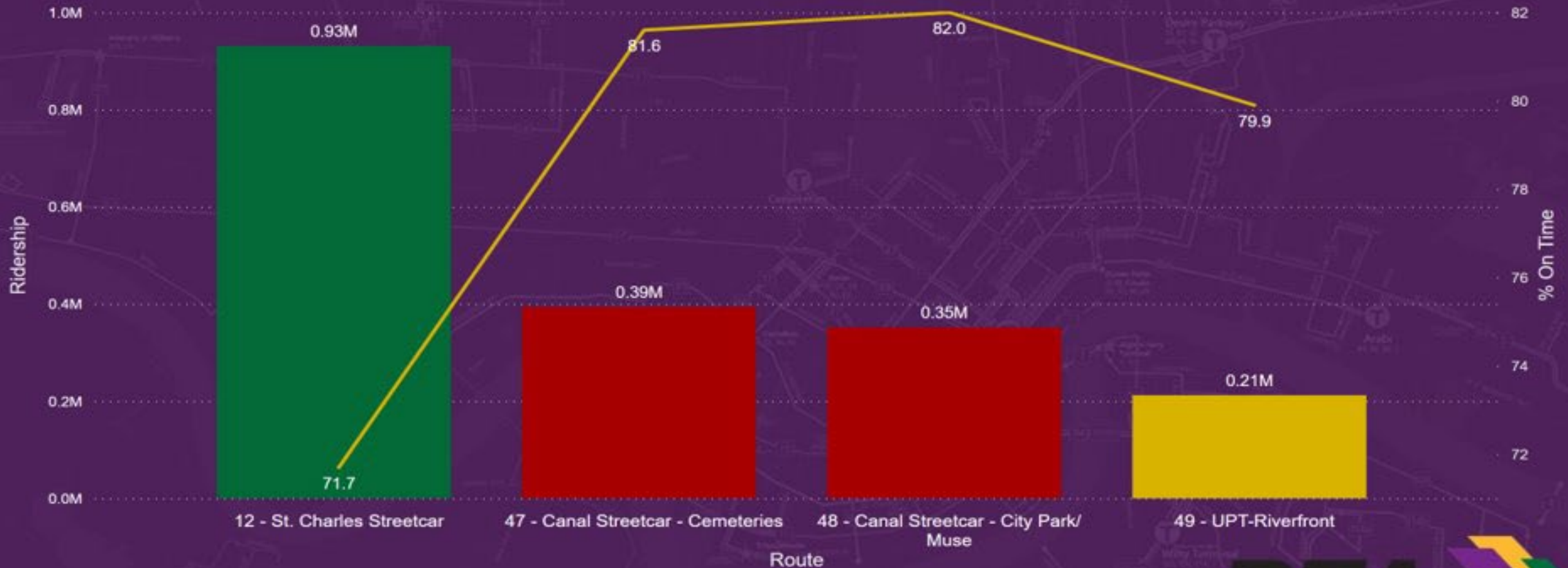


Ridership by Route: STREETCAR

MARCH 2023

Ridership and OTP by Route - Streetcar

● Ridership ● % On Time

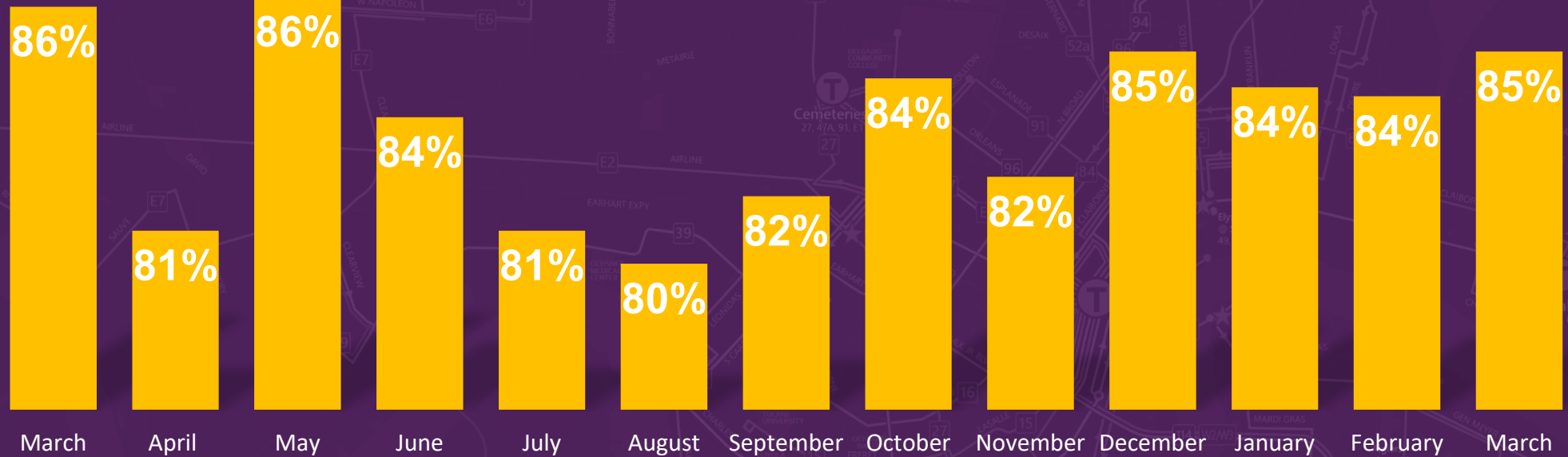


On-Time Performance - Paratransit

The percentage of ADA Paratransit vehicles arriving to a scheduled pick-up location no more than 15 minutes early and no more than 15 minutes late

GOAL: > 85

**Goal:
85%**

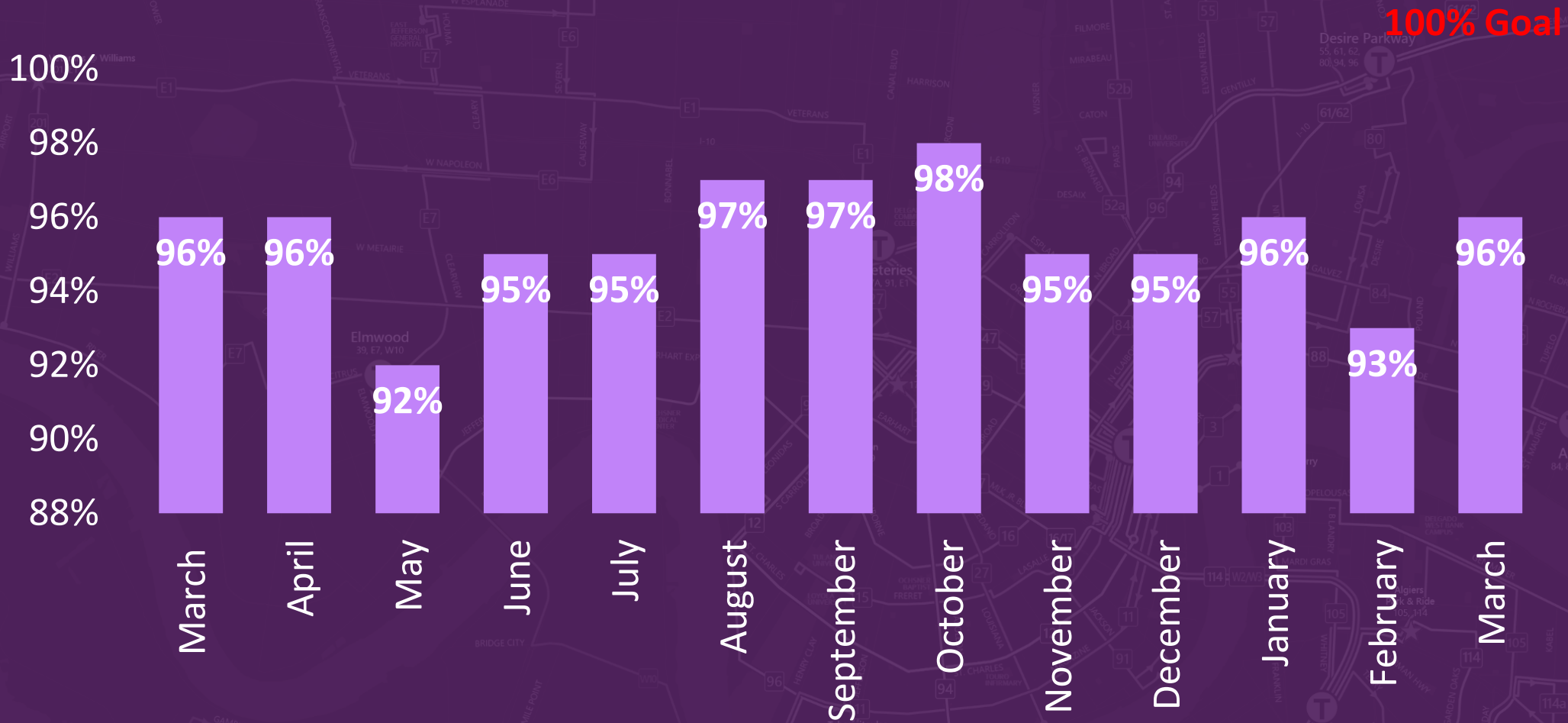


2022

2023

Fixed Route Service Delivery

MARCH 2023





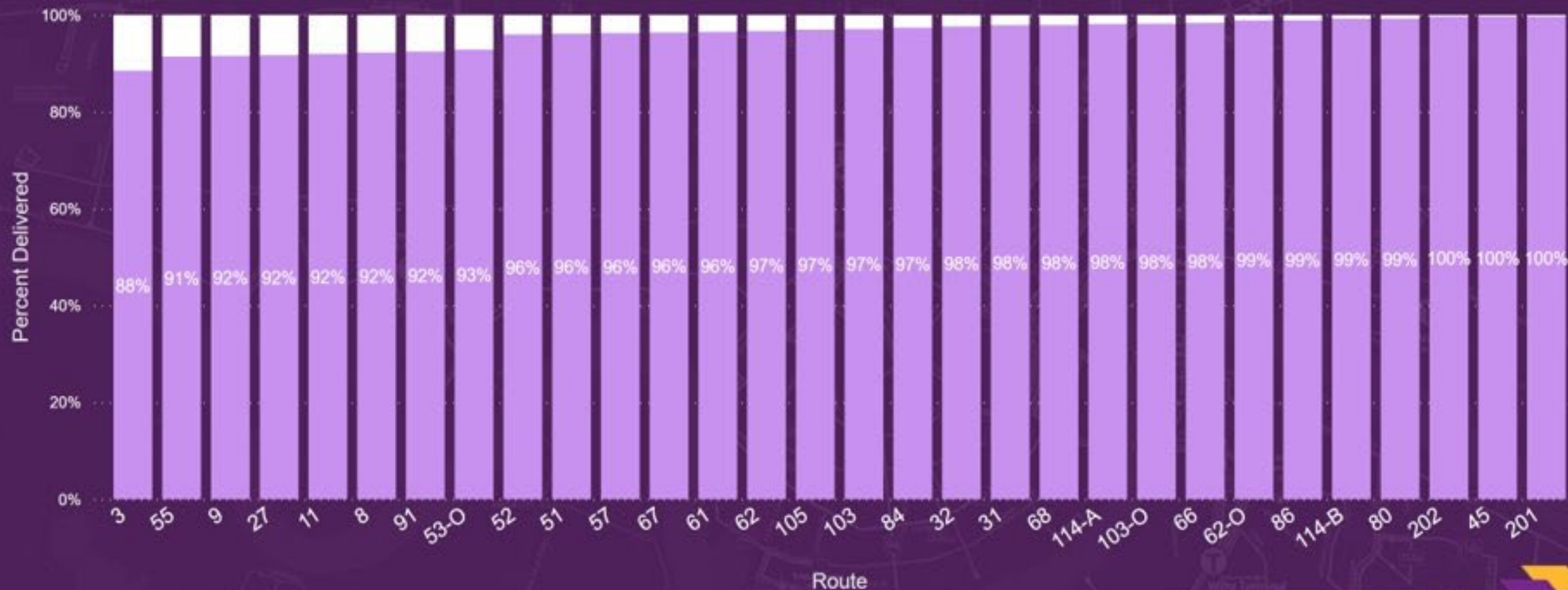
Service Delivery by Route

MARCH 2023

95%

Percent of Service Delivered

Percent of Service Delivered by Bus Line



Service Delivery MARCH 2023



BUS TOTAL

SCHEDULED
REVENUE HOURS

49,143.78

ACTUAL
REVENUE HOURS

46,636

% of REVENUE
HOURS COMPLETED

95%

ST. CHARLES

4,903.68

4,762.75

97%

RIVERFRONT/UPT

1,651.85

1,606.56

97%

CANAL

4,849.43

4,757.87

98%



STREETCAR TOTAL

11,328.18

11,127.19

98%

SYSTEM TOTAL

60,472

57,762

96%

Fixed Route Long-Term Detours

MARCH 2023

31* Leonidas/Gentilly: (9/25/22) - Road Construction

****No service on Palm-Monroe corridor.****

32* Leonidas/Treme: (4/30/22) - Road Construction

****No service on Palm-Monroe corridor.****

52 Paris/Broadmoor : (1/16/23) - Road Construction

(1/20/23) - Road Construction

Projected Completion Date Winter 2024

53 Paris/Claiborne: (1/16/23) - Road Construction

(1/20/23) - Road Construction

Projected Completion Date Winter 2024

55 Elysian Fields: (10/4/22)

61 Lake Forest: (1/31/23) - Road Construction

84 Galvez: (12/20/22) - Road Construction

86 St. Maurice: (2/15/22) Undriveable Street

ALL ROUTES Canal Street PULLOUT

(3/8/23) Road Construction

Projection Completion Date: 4/8/23

**8 of the 34 Bus and Streetcar Service Routes are negatively affected by Long-Term Detours:
23.5%**

**these routes have been revised based on the long-term service adjustments.*

Fixed Route Short - Term Detours

MARCH 2023

POLICE ACTIVITY

#3 Tulane
#9 Broad/Napoleon
#11 Magazine
#12 St. Charles Streetcar
#31 Leonidas/Gentilly
#32 Leonidas/Treme
#51 St. Bernard/ Claiborne
#52 Paris/Broadmoor
#57 Franklin/Freret
#84 Galvez
#103 General Meyers Local
#114A Garden Oaks/Sullen
#114B Garden Oaks/Woodland

ROAD CONSTRUCTION/CLOSURE

#3 Tulane/Elmwood
#9 Broad/Napoleon
#11 Magazine
#27 Louisiana
#31 Leonidas/Gentilly
#32 Leonidas
#49 Riverfront/UPT
#51 St. Bernard/Claiborne
#52 Paris/Broadmoor
#57 Franklin/Freret
#61 Lake Forest
#62 Morrison/Little Woods
#84 Galvez
#91 Jackson/Esplanade
#103 General Meyers Local
#105 Algiers Loop
#114A Garden Oaks/Sullen
#114B Garden Oaks/Woodland

CIVILIAN ACCIDENT

27 Louisiana
47 Canal Street/Cemeteries
48 Canal Street/City Park
51 Bernard/Claiborne
52 Paris/Broadmoor
55 Elysian Fields
61 Lake Forest
62 Morrison/Little Woods
66 Hayne Loop
84 Galvez
105 Algiers Loop
#114A Garden Oaks/Sullen
#114B Garden Oaks/Woodland

PARADES/ SECOND LINES

#11 Magazine
#12 St. Charles Streetcar
#27 Louisiana
#51 St. Bernard/Claiborne
#52 Paris/Broadmoor
#57 Franklin/Freret
#91 Jackson/Esplanade
#103 Gen. Meyers Local

Percentage of Detours By Cause

MARCH 2023

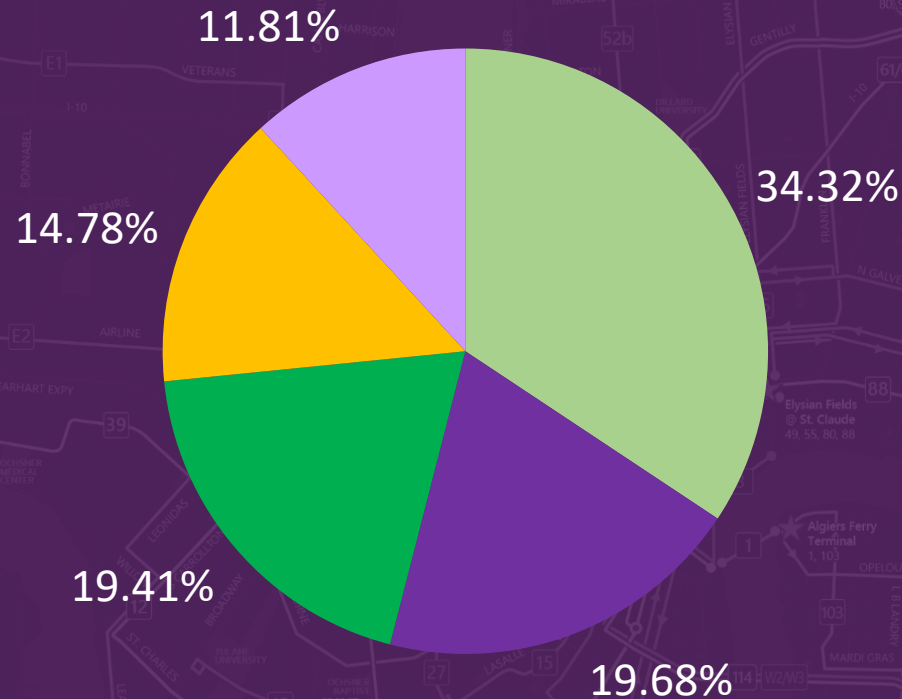
■ Road Construction

■ Civilian Accident

■ Police Activity

■ Road Closure

■ Parade/Second Line



20 of the 30 Bus Service Routes were affected by Temporary Detours: **66.7%**
2 of the 4 Streetcar Service Routes were affected by Temporary Service Delays: **50%**

Top Operators: On-Time Performance MARCH 2023



BUS

Eric Monroe
Carl Foucha
Glenn Williams
Andrea Scales
Sandra Santiago
Jack Miller, Jr.
Nikkie Pierre
Tanika Strauss
Terrell Butler
Kenneth Rivarde



STREETCAR

Ken A. Von Dullen
Gary Howard
Suzanne Daniel
Davis Clements
Darryl Moon
Lecole Alexander
Dwayne Tillis
Demond Ferguson
Errol Broussard
Larry Brumfield



PARATRANSIT

Shermette Bazley
Stephanie Crump
Billy Lawrence

RTA Board of Commissioners Meeting

RTA



Questions?

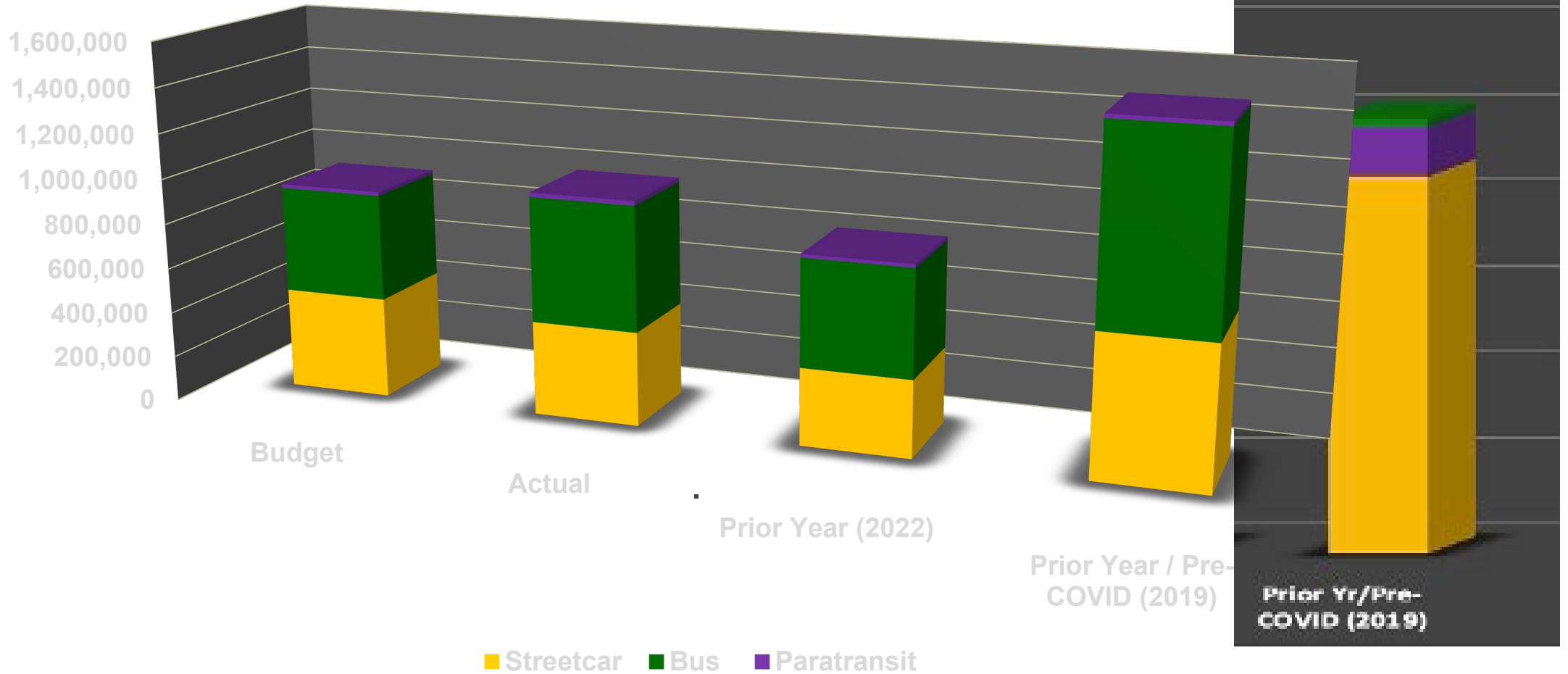




Agenda

4. Reports

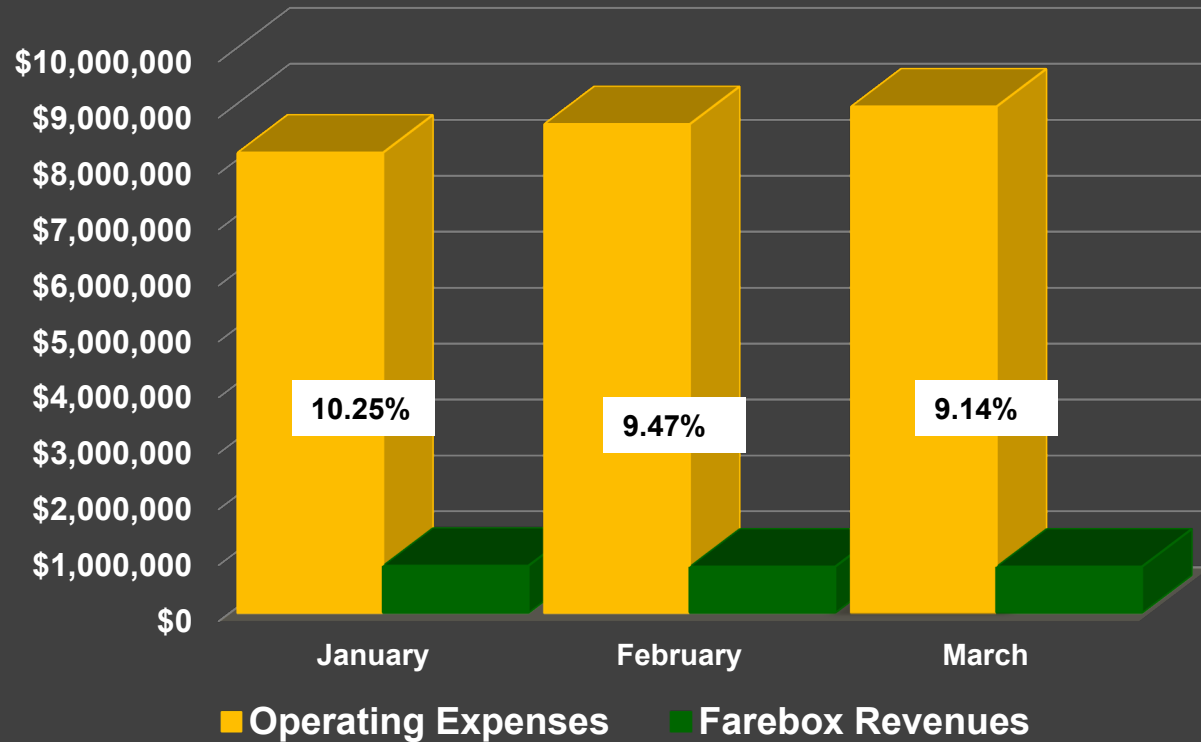
I. RTA Chief Financial Officer's Report [March 2023 Financials]



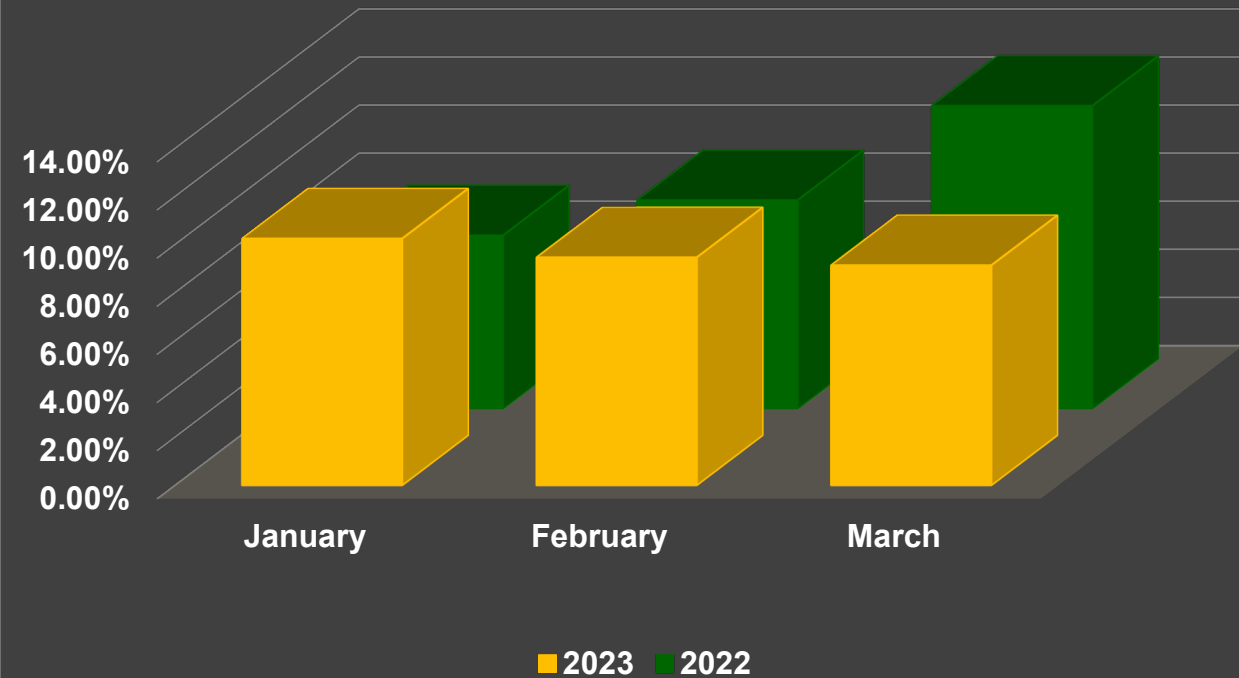
Ridership

Ridership in March increased by 35.4% when compared to February 2023 actuals. In March, total system ridership (bus, streetcar and paratransit) was 988K, compared to 730K for the previous month of February. The results show improved but mixed results across the spectrum.

TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY



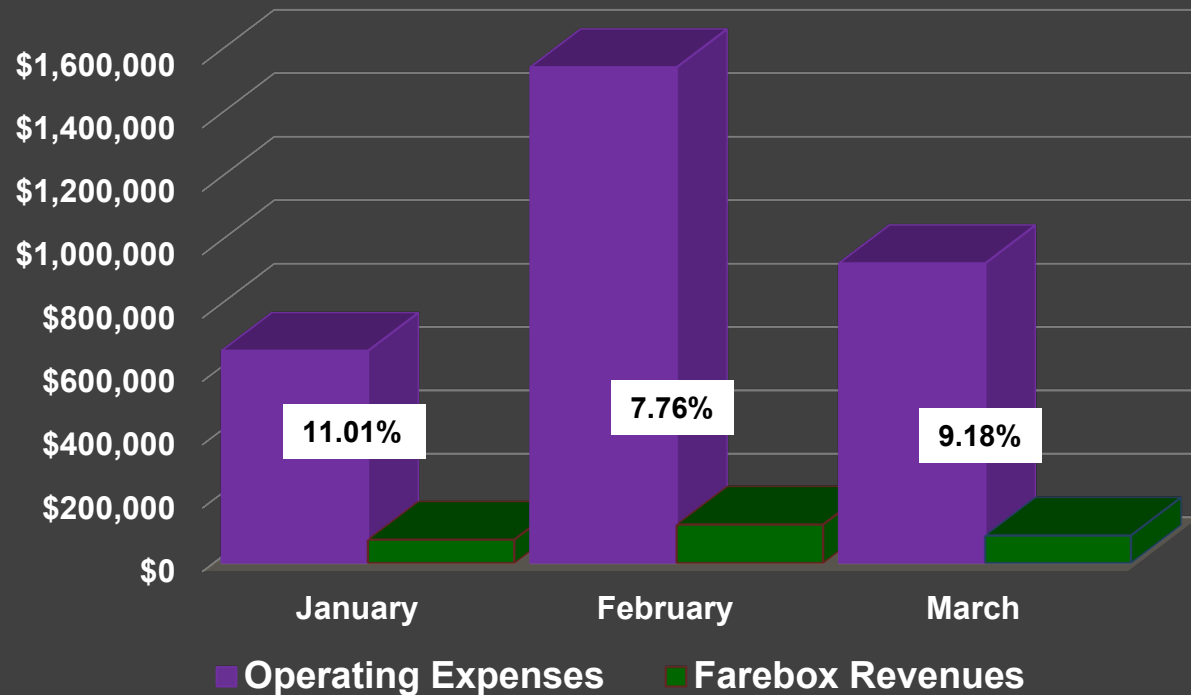
FAREBOX RECOVERY RATES 2023 vs 2022



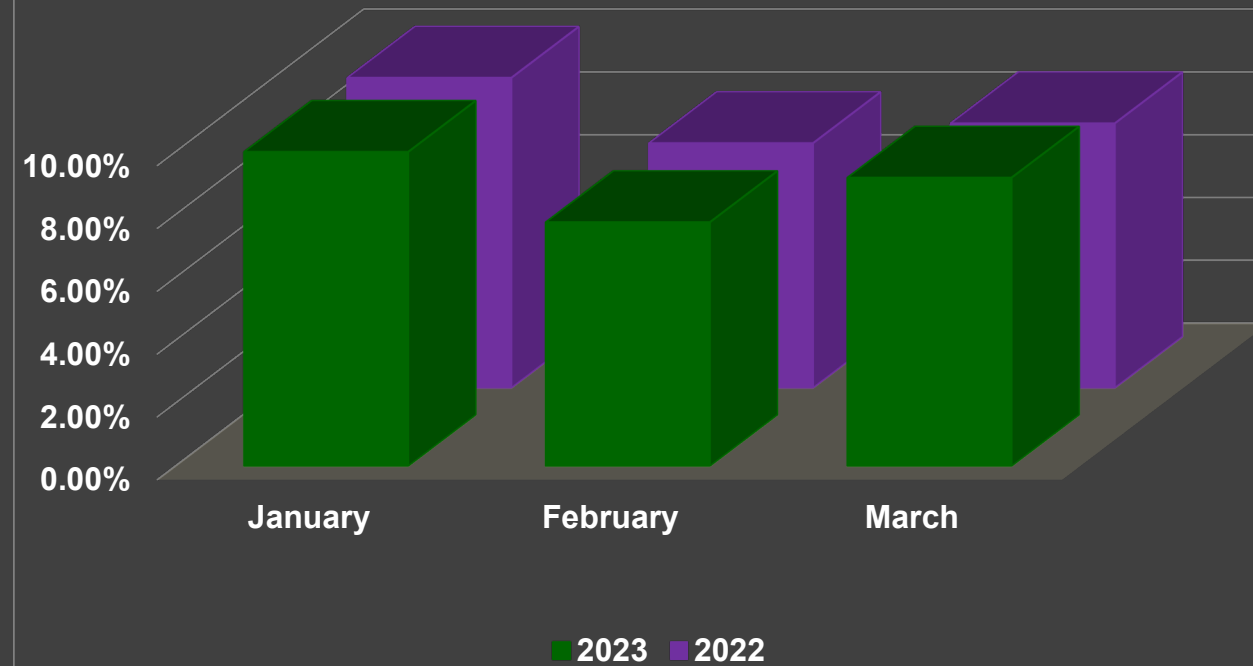
Farebox Recovery Rates 2023 vs. 2022

Fare revenue continues to offset a slightly modest percentage of operating expenses as ridership continues to rebound. March's farebox recovery rate decreased slightly from 9.47% in the prior month to 9.14%; a total decrease of 0.33%.

FERRY TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY



FERRY FAREBOX RECOVERY RATES 2023 vs 2022



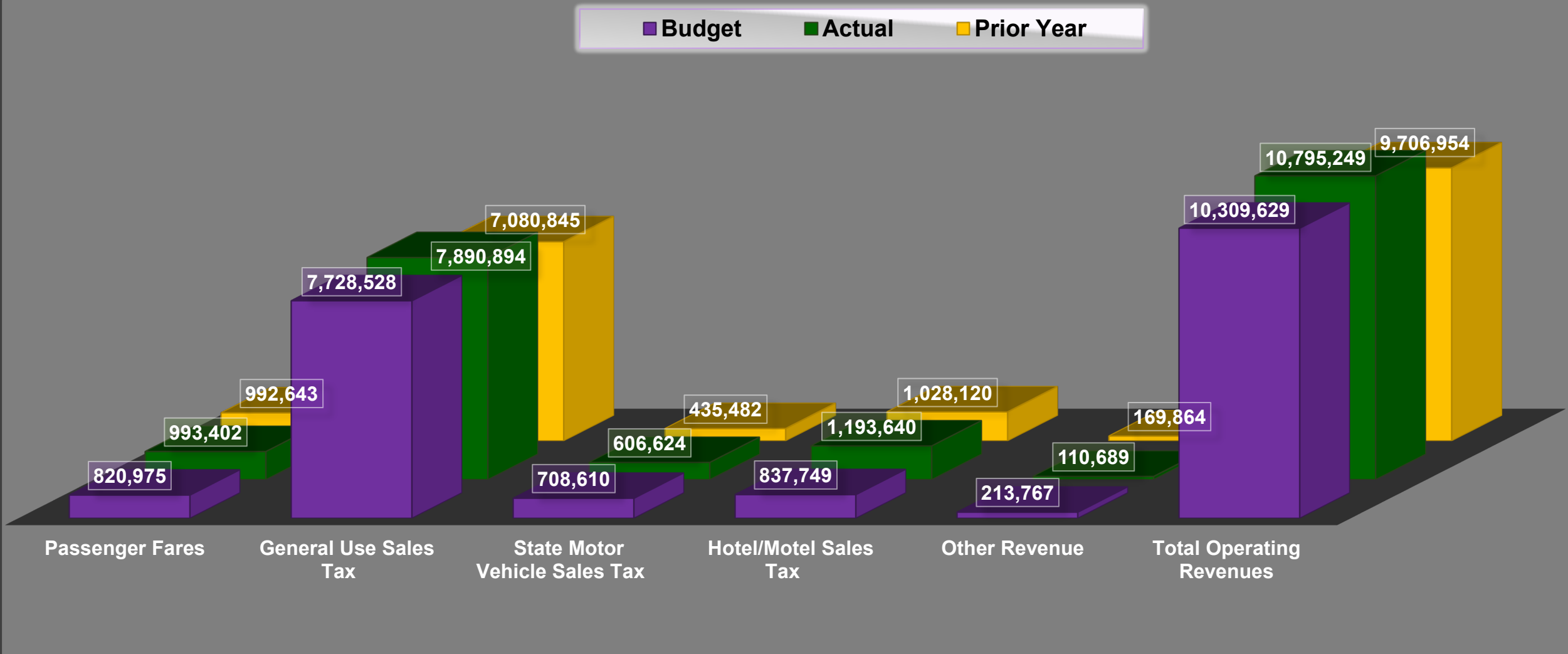
FERRY- Farebox Recovery Rates 2023 vs. 2022

The increase in farebox recovery to 9.18% in March from 7.76% in February is a result of a decrease in operating expenses and a decrease in passenger revenues from the prior month. Fare revenues continue to offset a small percentage of operating costs.



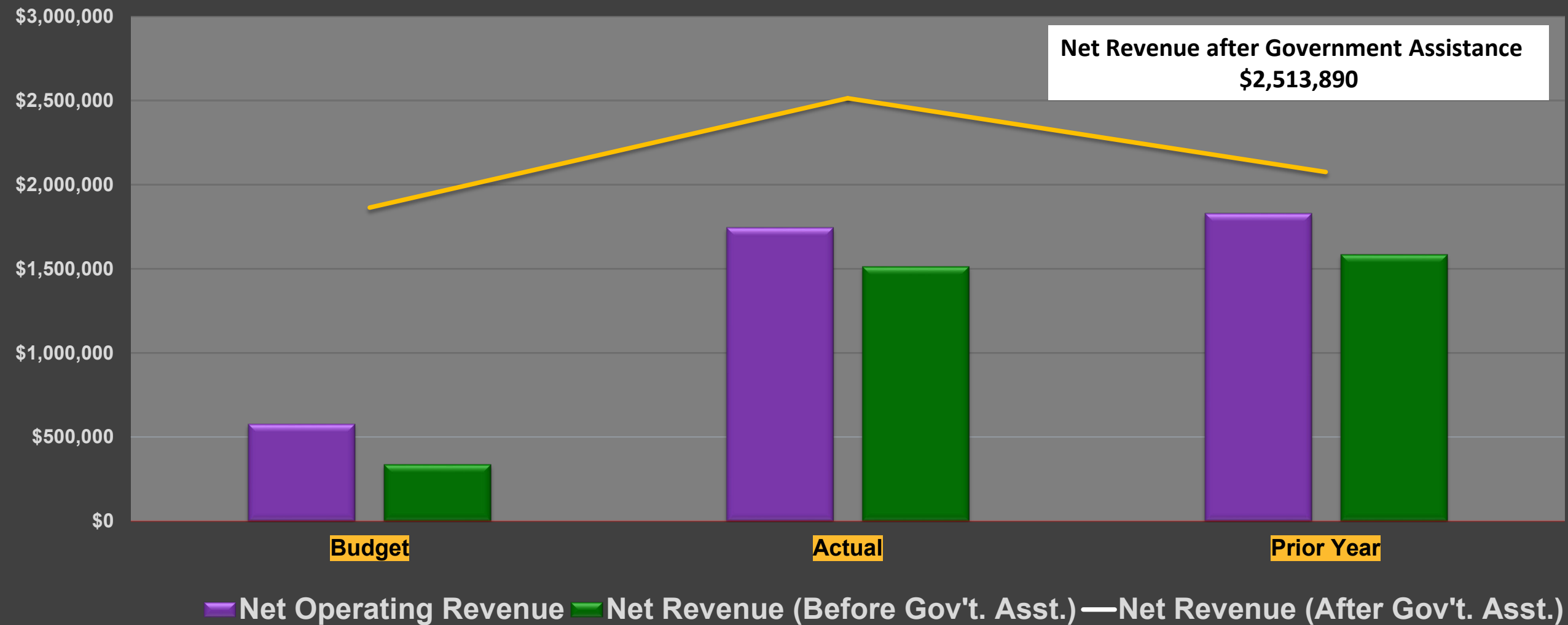
March 2023 Summary of Sources

SUMMARY OF SOURCES						
	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Sales Tax	9,274,887	9,691,157.53	416,270.53	4.49%	26,024,242	25,800,337
Government Assistance	2,072,899	1,385,365.36	(687,533.64)	-33.17%	8,381,386	4,184,202
Sales Tax and Government Assistance	11,347,786	11,076,523	(271,263.11)	-2.39%	34,405,628	29,984,539
Passenger Fares	820,975	993,402.23	172,427.23	21.00%	2,406,301	2,664,138
Other Operating Revenues	213,767	110,688.76	(103,078.24)	-48.22%	641,302	432,072
Subtotal Transit Operations	1,034,742	1,104,090.99	69,348.99	6.70%	3,047,603	3,096,210
Total Operating Revenues	12,382,528	12,180,613.88	(201,914.12)	-1.63%	37,453,231	33,080,749
Federal Capital Funding - RTA	2,058,594	610,258.61	(1,448,335.39)	-70.36%	6,175,782	2,326,946
Federal Capital Funding - Maritime Only	586,417	280,454.38	(305,962.62)	-52.17%	1,759,251	412,458
Investment Income	6,246	73,924.07	67,678.07	1083.54%	18,740	313,071
Subtotal Capital and Bond Resources	2,651,257	964,637.06	(1,686,619.94)	-63.62%	7,953,773	3,052,475
Total Revenue	15,033,785	13,145,250.94	(1,888,534.06)	-12.56%	45,407,004	36,133,225
Operating Reserve	0	(1,635,043.64)	(1,635,043.64)	100.00%	0	(2,322,801)
Total Sources	15,033,785	11,510,207.30	(3,523,577.70)	-23.44%	45,407,004	33,810,424



Operating Revenues (Budget, Actual & Prior Year)

RTA's two largest revenue sources are General Use Sales Tax (\$7.9M) and Fare Revenue (\$993K). The two combined make up 82.3% or \$8.9M of total revenue. Overall, total operating revenues for the month of March are \$10.8M.



Net Revenues (Before and After Government Assistance)

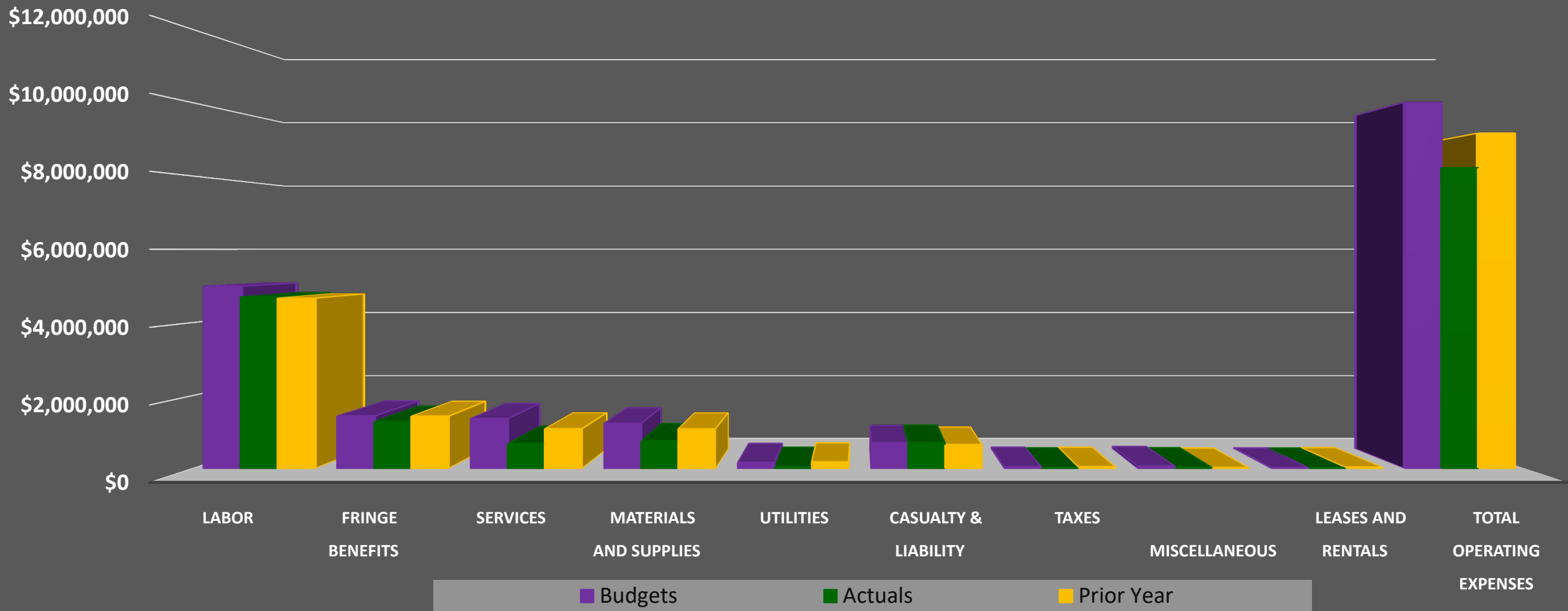
Net Revenue (Before Government Assistance) is \$1.5M for the month of March. After applying the month's \$1.4M in Government Operating Assistance, Net Revenue is \$2.5M for the month of March.

March 2023 Summary of Uses

Summary of Uses

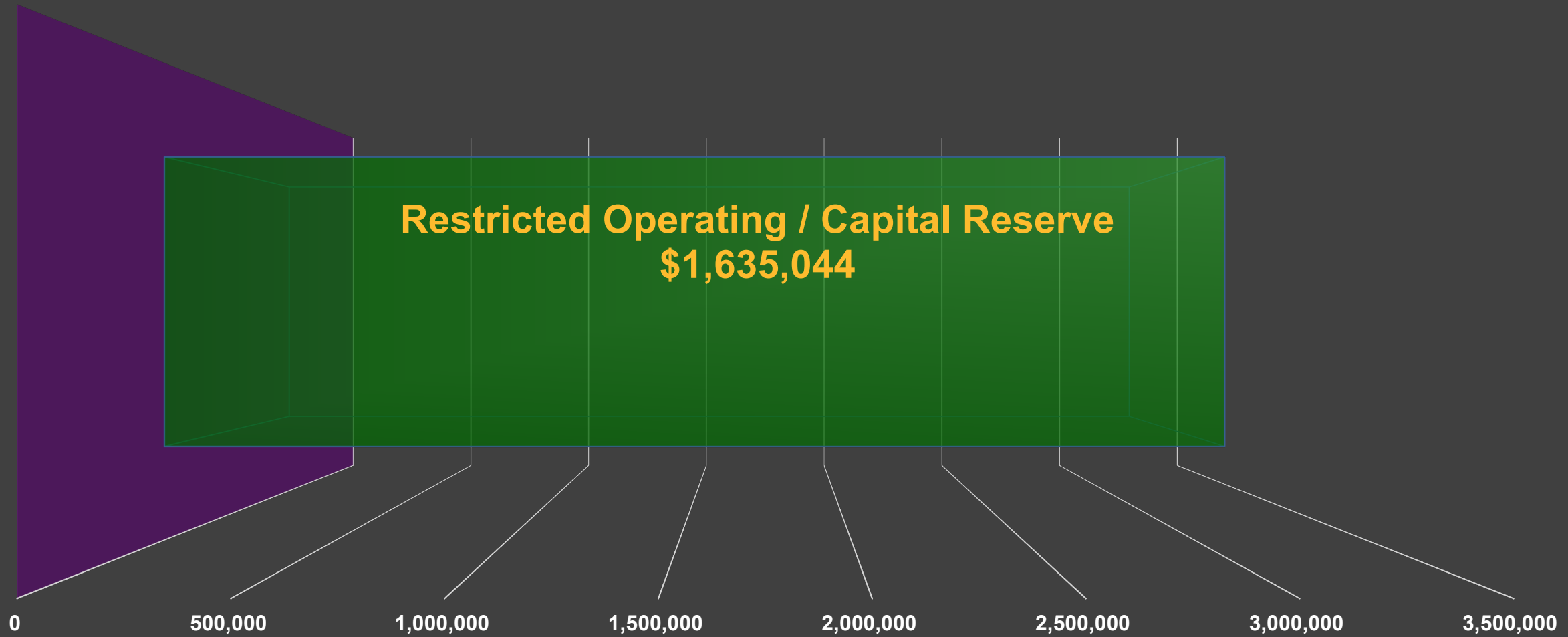
	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Transit Operations	9,731,290	9,051,184.58	680,105.42	6.99%	29,476,915	26,043,801
TMSEL Legacy Costs	239,161	233,027.87	6,133.13	2.56%	717,483	630,168
Maritime Costs	547,884	382,511.40	165,372.60	0.00%	1,666,256	1,445,884
Capital Expenditures - RTA	3,235,256	610,258.61	2,624,997.39	81.14%	9,705,768	2,326,946
Capital Expenditures - Maritime Only	608,083	672,353.26	(64,270.26)	-10.57%	1,824,249	1,681,010
FEMA Project Worksheet Expenditures	0	0.00	0.00	0.00%	0	0
Debt Service	672,111	560,871.58	111,239.42	16.55%	2,016,333	1,682,615
Total Expenditures	15,033,785	11,510,207.30	3,523,577.70	23.44%	45,407,004	33,810,424
Operating Reserve	0	0.00	0.00	0.00%	0	0
Total Uses	15,033,785	11,510,207.30	3,523,577.70	23.44%	45,407,004	33,810,424

Operating Expenses (Actual - \$9,051,185)



Operating Expenses

Operating Expenses for the month of March are roughly \$9.1M. Labor and Fringe Benefits, the largest expenditure at \$6.4M, comprised 71.1% of this month's actual expenses. In total, Operating Expenses for the month of March show an increase of 3.6% from \$8.7M in February.



Operating Reserve

The positive variance that resulted from Net Revenue (After Government Assistance of approximately \$1.4M) added \$1.6M to the Restricted Operating/Capital Reserve after the offset of \$561K in Debt Service.

Questions?





Agenda

5. Consideration of Insurance Resolution

Various RTA Insurance Coverages 2023-2024

23-084



PREMIUMS

COVERAGE TYPE	PREMIUMS- EXPIRING COVERAGES CY22-23	PREMIUMS- RENEWAL COVERAGES CY23-24	DOLLAR VARIANCE	INCREASE (%)
Property	\$735,450.40	\$959,808.00	\$224,357.60	30%
Excess Property	\$392,820.26	\$862,277.00	\$469,456.74	120%
Flood	\$38,868.00	\$38,904.00	\$36.00	0%
Public Officials	\$104,123.39	\$106,190.00	\$2,066.61	2%
Crime	\$7,009.20	\$7,009.20	\$0.00	0%
OCS	\$370,477.36	\$491,481.11	\$121,003.75	33%
TOTALS	\$1,648,748.61	\$2,465,669.31	\$816,920.70	50%



VARIOUS INSURANCE COVERAGES

CY 2023-2024 / EXPLANATION FOR SIGNIFICANT PREMIUM INCREASES IN PROPERTY RATES

- THE TOTAL INSURED VALUE ["TIV"] OF COVERED RTA PROPERTY HAS INCREASED BY APPROXIMATELY 8%, FROM \$111,146,093 TO \$120,311,275.
- ECONOMIC UNCERTAINTY HAS DRIVEN UP PROPERTY RATES, RESULTING IN HIGHER-THAN-EXPECTED RENEWAL PREMIUMS.
- THE APPETITE FOR NAMED WINDSTORM IS LIMITED TO A FEW CARRIERS.
- PRICING CONTINUES TO INCREASE BECAUSE THE DEMAND FOR PROPERTY INSURANCE IN GENERAL, AND NAMED WINDSTORM IN PARTICULAR, IS GREATER THAN THE SUPPLY.
- CURRENT UNDERWRITERS ARE REDUCING THEIR POSITIONS ON RISKS WHERE THEY HAVE HAD LARGER POSITIONS IN THE PAST.
- THE KENNEDY FINANCIAL GROUP WILL WORK DILIGENTLY UNTIL THE DAY RTA ISSUES ITS BIND ORDER TO OBTAIN THE BEST RENEWAL AVAILABLE.



Agenda

6. Consent Agenda

August Building Maintenance (ABM) Janitorial Services Contract
Extension 23-042

Louisiana Compliance Questionnaire 2022 23-062

Canal Street Camera Refresh 23-066



Agenda

7. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)



Agenda

8. Audience Questions and Comments

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



Agenda

9. Executive Session (2/3rds Vote to Consider)

Personnel Matters



Agenda

10. Adjournment