Public Notice is Hereby Given of the Regular Meeting of the Board of Trustees of the Utah Transit Authority

Wednesday, June 27, 2018, 1:30 p.m.
Utah Transit Authority Headquarters, 669 West 200 South, Salt Lake City, Utah
Golden Spike Conference Rooms

1. **Call to Order & Opening Remarks**
   Chair Greg Bell

2. **Pledge of Allegiance**
   Rebecca Cruz

3. **Safety First Minute**
   Sheldon Shaw

4. **Item(s) for Consent**
   Chair Greg Bell
   a. [Approval of May 23, 2018 Meeting Report](#)
   b. [Financial Report & Dashboard for April 2018](#)
   c. [Finance & Audit Committee Approved Contracts, Change Orders & Disbursement](#)
      1. Contract: Provo-Orem BRT Signage (Revel TV)
      2. Contracts: 5310 Grant Funds (First Step House; PARC; Work Activity Center; United Way of Utah Valley)

5. **General Public Comment Period**
   *The Board of Trustees invites brief comments from the public as defined below.*
   Bob Biles

6. **Swearing in of New Trustees**
   Rebecca Cruz

7. **Director/Agency Report**
   Steve Meyer, Interim Executive Director

8. **Committee Updates**
   Trustee Bret Millburn
   a. [R2018-06-01: Ogden/Weber State University MOU](#)
   b. [Stakeholder & Planning Committee Update](#)
   c. [Finance & Audit Committee Update](#)
      a. [R2018-06-02: TIGER Capital Project Authority – Construction phase amendment authority with Granite Construction](#)
      b. [R2018-06-03: Provo-Orem TRIP Capital Project Authority](#)
      c. [R2018-06-04: Right of Way Contract Provo-Orem TRIP](#)
      d. [R2018-06-05: Authorizing Change Order with Broadway Microwave Services for Mobile Data System Hardware](#)
      e. Comprehensive Annual Financial Report
      f. Pension Audit Report
   Trustee Jeff Acerson
   a. [Keddington & Christensen](#)
   b. [Keddington & Christensen](#)

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https://www.rideuta.com/Board-of-Trustees          Live Streaming @ https://www.youtube.com/user/UTAride)
Operations & Customer Experience Committee Update

Trustee Alex Cragun

a. R2018-06-06: Approving August 2018 Change Day Title VI Analysis
   Nichol Bourdeaux

b. R2018-06-07: Fare Structure Review & Authorizing Reduced Fare Agreements
   Nichol Bourdeaux

9. Closed Session
   Chair Greg Bell

   a. Discussion of the purchase, exchange, lease or sale of real property when public discussion would prevent the Authority from completing the transaction on the best possible terms.
   b. Strategy session to discuss pending or reasonably imminent litigation.

10. Action Taken Regarding Matters Discussed in Closed Session
    Chair Greg Bell

11. Other Business
    Chair Greg Bell

12. Adjourn
    Chair Greg Bell

Public Comment: Members of the public are invited to provide comment during the general comment period at UTA’s Board of Trustee meetings, or prior to any action on a board resolution. Comment may be provided in person or online through www.rideuta.com. In order to be considerate of time and the agenda, comments are limited to 2 minutes per individual, or 5 minutes for a spokesperson designated to represent a group.

Special Accommodation: Information related to this meeting is available in alternate format upon request by contacting calldredge@rideuta.com or (801) 287-3536. Request for accommodations should be made at least two business days in advance of the scheduled meeting.
Seat belts save lives - fasten yours!
<table>
<thead>
<tr>
<th><strong>DATE:</strong></th>
<th>June 27, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CONTACT PERSON:</strong></td>
<td>Rebecca Cruz, Board of Trustees Support</td>
</tr>
<tr>
<td><strong>SUBJECT:</strong></td>
<td>Minutes of the May 23, 2018 UTA Board Meeting</td>
</tr>
<tr>
<td><strong>BACKGROUND:</strong></td>
<td>The minutes are presented for approval.</td>
</tr>
</tbody>
</table>
| **ALTERNATIVES:** | • Approve as presented  
                      • Amend and approve  
                      • No action |
| **FINANCIAL IMPACT:** | N/A |
| **EXHIBITS:**   | • 05-23-18 Board Meeting Report |
Welcome and Call to Order. Chair Bell welcomed attendees and called the meeting to order at 1:35 p.m. with thirteen board members present. The board and meeting attendees then recited the Pledge of Allegiance.

Safety Minute. Chair Bell yielded the floor to Dave Goeres, UTA Chief Safety, Security & Technology Officer, for a brief safety message.
**Item(s) for Consent.** Consent items consisted of the following:

- Approval of March 28, 2018 Board Meeting Report
- Approval of April 18, 2018 Board Meeting Report
- Financial Reports & Dashboards for February and March 2018

A motion to approve the consent agenda by acclamation was made by Trustee Christensen and seconded by Trustee Mileski. The motion carried by unanimous consent.

**General Public Comment Period.** Trustee De Lay read a letter she received from UTA customer Jan Burton. Ms. Burton’s letter mentioned concerns about noise on the TRAX line.

Trustee Walker joined the meeting at 1:55 p.m.

**R2018-05-10: Reaffirming R2018-04-03 Regarding Jerry Benson’s Employment as President, CEO, and General Manager.** Chair Bell briefly explained the board process that took place in relation to Jerry Benson’s termination as UTA president, CEO, and general manager, which was addressed in action taken on board resolution R2018-04-03 during the board’s April 18, 2018 meeting. UTA received a communication from the Attorney General’s office stating that UTA “may have been non-compliant with the OPMA” (Open and Public Meetings Act) at its April 18, 2018 meeting in relation to this topic. Chair Bell noted that the board and UTA staff are committed to conducting public business in public and consequently opted to revisit resolution R2018-04-03. Resolution R2018-05-10 was created for this purpose.

Discussion ensued during which Chair Bell referenced possible legal implications of Mr. Benson’s termination.

**Public Comment.** Public comment was given by Representative Mike Schultz. Representative Schultz commented on his perception of the intent of the SB136 legislation regarding the president, CEO, and general manager position. Following these comments, there was a period of question and answer between the board and Representative Schultz.

Kurt Gasser, an attorney with the Office of Legislative Research and General Counsel, commented on his perspective of SB136 relative to the president, CEO, and general manager position and other matters, including expenditure and contracting authority.
Further discussion ensued.

Additional public comment was given by George Chapman who urged the board to approve the resolution. Jerry Benson then provided comment, speaking about his employment negotiation process, his contract, and his interpretation of SB136 as it relates to the position of president, CEO, and general manager. Following these comments, there was a period of question and answer between the board and Mr. Benson.

Comment was given by Lincoln Hobbs, Jerry Benson’s legal counsel, who opined on Mr. Benson’s position as president, CEO, and general manager as it relates to SB136. Following his comments, there was a period of question and answer between the board and Mr. Hobbs.

Further discussion ensued. Bart Simmons, UTA Senior Counsel, was asked to opine on the UTA legal office’s interpretation on the effective date of the statute and the need to take additional action regarding Mr. Benson’s termination. Mr. Simmons stated his belief that the effective date of the statute is May 8, 2018 and that if a court were to determine an Open and Public Meetings Act issue exists with the April 18, 2018 meeting, the action taken at the April meeting could be voidable.

Trustee Henderson left the meeting at 3:50 p.m.

**Board Action.** A motion to approve resolution R2018-05-01 was made by Trustee Mileski and seconded by Trustee McConkie. A substitute motion was made by Trustee Walker to accept Jerry Benson’s resignation from UTA in light of the potential litigation risk and honor the severance package outlined in his employee agreement. Trustee Millburn seconded the motion with an added condition that Mr. Benson agree not to pursue legal action against UTA. Trustee Ashton stated that due to the fact that Mr. Benson did not submit a resignation, he was going to make a substitute of the substitute motion to reaffirm the action taken by the board on April 18, 2018. This motion was seconded by Trustee McConkie. The substitute of the substitute motion passed with six affirmative votes from Trustees Ashton, McConkie, Bell, Christensen, Acerson, and McKinley; five negative votes from Trustees De Lay, Mileski, Millburn, Cragun, and Walker; and no abstentions.

Trustee Christensen left the meeting at 3:57 p.m.
A short break commenced at 3:57 p.m. The meeting reconvened at 4:07 p.m.
Chair Bell asked Andrew Jackson, Utah County’s prospective board appointee, to introduce himself to the board. Mr. Jackson requested to be sworn in immediately. Chair Bell responded by stating his preference that the oath of office be administered after all the appropriate paperwork was received by the appointing authority.

**Swearing in of New Trustee.** This item was deferred to a future meeting.

**Executive Committee Report.**

**Appointing Interim Executive Director.**

**R2018-05-01: Resolution Appointing Interim Executive Director and Reappointing the Authority’s Current Executive Team.** Chair Bell explained that during the Executive Committee meeting held on May 1, 2018, a motion was made to appoint Steve Meyer as the Interim Executive Director of the Utah Transit Authority. Resolution R2018-05-01 formalizes Mr. Meyer’s appointment.

**Board Action.** A motion to approve resolution R2018-05-01 was made by virtue of the Executive Committee’s recommendation and seconded by Trustee Millburn. The motion carried by unanimous consent with ten affirmative votes from Trustees Ashton, Mileski, Walker, Acerson, McKinley, Millburn, McConkie, Cragun, De Lay, and Bell.

Following the vote (at 19:59 in the Open #2 audio recording), a point of order, was raised. It was clarified that Resolution R2018-05-01 formalizes Mr. Meyer’s appointment, addresses his salary, and also appoints direct reports of the board to include incumbents in the current positions of Vice President of Finance, Vice President of External Affairs and Constituent Services, Chief Internal Auditor, Chief People Officer, and Chief Safety, Security and Technology Officer. A motion to reaffirm the resolution was made by Trustee Walker and seconded by Trustee Mileski. Mr. The motion carried by unanimous consent with ten affirmative votes from Trustees Ashton, Mileski, Walker, Acerson, McKinley, Millburn, McConkie, Cragun, De Lay, and Bell.

**Swearing in of Interim Executive Director.** Ms. Cruz administered the oath of office to Steve Meyer.
R2018-05-02: Resolution on Grant Application System Designation. Mary DeLoretto, acting UTA Director of Capital Projects, described the resolution, which authorizes the interim Executive Director to execute and file applications for federal assistance on behalf of UTA, including executing and filing the annual certifications and assurances, grant agreements, and other documents the Federal Transit Administration (FTA) or other federal agencies require prior to awarding a federal assistance grant or cooperative agreement.

Public Comment. No public comment was given.

Board Action. A motion to approve resolution R2018-05-02 was made by Trustee Acerson and seconded by Trustee Mileski. The motion carried by unanimous consent with affirmative votes from Trustees Millburn, Walker, McKinley, Acerson, De Lay, Bell, Cragun, Ashton, McConkie, and Mileski.

Board Vice Chair Vacancy.

Board Vice Chair Nomination(s). Chair Bell indicated that the Executive Committee discussed a vacancy in the position of vice chair following Sherrie Hall Everett’s resignation from the board. The Executive Committee nominated Gina Chamness to serve as vice chair.

Discussion ensued.

Board Action. A motion to elect Gina Chamness as vice chair was made by Trustee De Lay and seconded by Trustee McConkie. The motion carried by majority consent with nine affirmative votes from Trustees Acerson, Ashton, Cragun, De Lay, McConkie, McKinley, Mileski, Millburn and Bell; one negative vote from Trustee Walker; and no abstentions.

Swearing in of Board Vice Chair. This item was deferred to a future meeting.

Committee Updates.

Stakeholder and Planning Committee Update. Trustee Millburn stated the items discussed during the Stakeholder and Planning Committee meeting, specifically 1) a
memorandum of understanding on the Ogden-Weber bus rapid transit (BRT) project and 2) the Salt Lake City Transit Master Plan, would be brought to the board at some point in the future.

Finance and Audit Committee Update.

R2018-05-04: Resolution Authorizing Pension Plan Adjustments. Mr. Biles explained that the Pension Committee, which is charged with overseeing UTA’s pension plan, conducts an annual review of investments. Following the most recent review, UTA’s investment advisor and actuarial consultant recommended adjusting the pension plan’s assumption earning rate from 7.25% to 7.0%. This resolution authorizes amending the pension plan to conform to this recommendation.

Board Action. A motion to approve resolution R2018-05-04 was made by Trustee Acerson and seconded by Trustee De Lay. The motion carried by unanimous consent with ten affirmative votes from Trustees Walker, Mileski, McKinley, Acerson, Bell, De Lay, Millburn, Ashton, McConkie, and Cragun.

R2018-05-05: Resolution Authorizing Sale of Surplus Property. Paul Drake, UTA Senior Manager of Real Estate and Transit-Oriented Development, spoke regarding three UTA-owned properties that are not needed for transit purposes and are not suitable for transit-oriented development.

The first property is a single-family residence in West Jordan that was purchased with the aid of federal funds. The FTA has requested the agency surplus and dispose of the property.

The second property was purchased during the construction of the West Valley TRAX line and has no future transit-intended use.

The third property is an existing transfer facility in Utah County that will no longer be needed after the completion of the Provo Orem bus rapid transit project.

All three properties are valued greater than $200,000, and staff requested board approval to surplus the properties and solicit public bids. In the case of the
single-family residence, as the nature of home sales is not conducive to extended timeframes for additional review, staff requested board approval to negotiate final sale of the property subject to receiving an acceptable offer equal to or greater than the appraised value. In the case of the other two properties, staff will present the terms of the highest and best offers to the board for final approval prior to disposition.

**Public Comment**. Public comment was given by George Chapman who stated that the West Valley property, which fronts the Jordan River, should be sold with a stipulation that allows for public access.

**Board Action.** A motion to approve resolution R2018-05-05 was made by Trustee Mileski and seconded by Trustee Cronin. The motion carried by unanimous consent with ten affirmative votes from Trustees Cragun, Walker, Millburn, Bell, De Lay, McConkie, Mileski, Ashton, Acerson, and McKinley.

**R2018-05-06: Resolution Approving Equipment Leases.** Bob Biles, UTA Vice President of Finance, explained the resolution, which authorizes two designated officers to select a lessor and approve terms in equipment lease-purchase agreements for the acquisition of vehicles if the agreements are $18,515,400 or less, 12 years or less, and at an interest rate of 4.5 percent or less.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-05-06 was made by Trustee Mileski and seconded by Trustee Walker. The motion carried by unanimous consent with ten affirmative votes from Trustees Walker, Cragun, Mileski, Ashton, Bell, Millburn, Acerson, McConkie, De Lay, and McKinley.

Trustee De Lay left the meeting at 4:43 p.m.

**Contracting and Expenditure Authority.**

**R2018-05-07: Resolution on TIGER Design Contract.** Mr. Meyer outlined the terms of the contract referenced in the resolution, which is for architect and engineering services supporting the multi-year TIGER first/last mile connection project. The contract was
procured and negotiated pursuant to a competitive solicitation process. This project is being funded primarily through a federal capital grant and local partner contributions. It provides for contractor payments on a time and materials basis, and is subject to a not-to-exceed amount of $2,460,145.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-05-07 was made by Trustee Mileski and seconded by Trustee Millburn. The motion carried by unanimous consent with nine affirmative votes from Trustees Bell, Mileski, Ashton, Millburn, McConkie, Cragun, Acerson, Walker, and McKinley.

**R2018-05-08: Resolution on Natural Gas Fuel Supplier Contract.** Mr. Meyer explained that the contract referenced in the resolution is for the supply of natural gas to UTA’s compressed natural gas fueling facility and to several large operations buildings. It is a requirements contract for which competitive unit price proposals were obtained for a five-year period. Based on projected five-year needs, the estimated value of the contract is $1,429,584.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-05-08 was made by Trustee Mileski and seconded by Trustee Millburn. The motion carried by unanimous consent with nine affirmative votes from Trustees Bell, Ashton, Walker, Millburn, McConkie, Mileski, McKinley, Cragun, and Acerson.

**R2018-05-09: Resolution on Interim Contracting and Expenditure Authority.** Mr. Biles, delivered a presentation outlining a proposed interim process for managing contracting and expenditure authority to maintain compliance with the requirements of the Utah Transit District Act. This resolution repeals Resolution R2018-04-01 and provides guidance on the new contract, change order, and disbursements approval process as well as major capital projects.

**Public Comment.** No public comment was given.

Discussion ensued. Mr. Meyer indicated that the process allows the current board the flexibility to comply with the law while balancing the needs of the authority.
**Board Action.** A motion to approve resolution R2018-05-09 was made by Trustee Mileski and seconded by Trustee Cronin. The motion carried by unanimous consent with nine affirmative votes from Trustees Walker, Millburn, Bell, McConkie, Mileski, McKinley, Cragun, Ashton, and Acerson.

**Director/Agency Report.** Mr. Meyer opted to forgo this item due to time constraints.

**Closed Session.** Chair Bell indicated there was a matter to be discussed in closed session relative to the purchase, exchange, lease, or sale of real property. A motion to move into closed session was made by Trustee Acerson and seconded by Trustee Millburn. The motion carried by unanimous consent and the board moved into closed session at 5:12 p.m.

Trustee Ashton left the meeting at 5:12 p.m.

**Open Session.** The board returned to open session at 5:45 p.m.

**Open Session.** A motion to return to open session was made by Trustee Cragun and seconded by Trustee Millburn. The motion carried by unanimous consent and the board returned to open session at 5:45 p.m.

**Action Taken Regarding Matters Discussed in Closed Session.**

**R2018-05-11: Resolution on Purchase of Tooele Bus Facility.** Mr. Drake explained that UTA has been in negotiations for the purchase of property for a bus facility located at 90 South Garnet Street in Tooele. UTA is currently leasing the property. Staff proposed the board authorize the executive director to purchase half of the existing facility (45,000 square feet plus associated land) for approximately $1,180,000. Discussion ensued during which questions were posed regarding the possibility of obtaining an option on a separate parcel.

**Public Comment.** No public comment was given.

**Board Action.** A motion to approve resolution R2018-05-11 with an amendment to authorize management, as it deems necessary, to seek an option on the other parcel available was made by Trustee Walker and seconded by Trustee Mileski. The motion carried by unanimous consent with eight affirmative votes from
Trustees Mileski, Bell, McKinley, Acerson, McConkie, Walker, Cragun, and Millburn.

Other Business. No other business was discussed.

Adjournment. The meeting was adjourned at 5:52 p.m. by motion.

Transcribed by Cathie Griffiths
Assistant to the President/CEO
Utah Transit Authority

cgriffiths@rideuta.com
801.237.1945

This document is not intended to serve as a full transcript as additional discussion may have taken place; please refer to the meeting materials, audio, or video located at

This document along with the digital recording constitute the official minutes of this meeting.
## UTAH TRANSIT AUTHORITY BOARD OF TRUSTEES
### Agenda Item Coversheet

<table>
<thead>
<tr>
<th>DATE:</th>
<th>June 27, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTACT PERSON:</td>
<td>Robert Biles, VP of Finance</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>Financial Report &amp; Dashboard for April, 2018</td>
</tr>
<tr>
<td>BACKGROUND:</td>
<td>In accordance with Board direction, staff prepares and presents monthly financial statements to the Board for their review.</td>
</tr>
<tr>
<td>PREFERRED ALTERNATIVE:</td>
<td>• Approve as presented</td>
</tr>
<tr>
<td>LEGAL REVIEW</td>
<td>N/A</td>
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</tbody>
</table>
| EXHIBITS:                 | 1. Dashboard: April 2018  
## UTA Board Dashboard:
### April 2018

### Financial Metrics

<table>
<thead>
<tr>
<th></th>
<th>Apr Actual</th>
<th>Apr Budget</th>
<th>Fav/ (Unfav)</th>
<th>%</th>
<th>YTD Actual</th>
<th>YTD Budget</th>
<th>Fav/ (Unfav)</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax (March '18 mm $)</td>
<td>$24.0</td>
<td>$25.9</td>
<td>$(1.97)</td>
<td>-7.6%</td>
<td>$65.3</td>
<td>$64.9</td>
<td>$0.42</td>
<td>0.6%</td>
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<tr>
<td>Fare Revenue (mm)</td>
<td>$4.9</td>
<td>$4.4</td>
<td>$0.48</td>
<td>11.1%</td>
<td>$17.4</td>
<td>$16.0</td>
<td>$1.43</td>
<td>8.9%</td>
</tr>
<tr>
<td>Operating Exp (mm)</td>
<td>$20.6</td>
<td>$22.9</td>
<td>$2.35</td>
<td>10.3%</td>
<td>$86.5</td>
<td>$91.7</td>
<td>$5.20</td>
<td>5.7%</td>
</tr>
<tr>
<td>Investment Per Rider (IPR)</td>
<td>$4.24</td>
<td>$5.13</td>
<td>$0.89</td>
<td>17.3%</td>
<td>$4.74</td>
<td>$5.13</td>
<td>$0.39</td>
<td>7.6%</td>
</tr>
<tr>
<td>IPR adj for fuel savings</td>
<td>$4.36</td>
<td>$5.13</td>
<td>$0.77</td>
<td>15.0%</td>
<td>$4.77</td>
<td>$5.13</td>
<td>$0.36</td>
<td>7.0%</td>
</tr>
<tr>
<td>UTA Diesel Price ($/gal)</td>
<td>$2.56</td>
<td>$2.20</td>
<td>$(0.36)</td>
<td>-16.4%</td>
<td>$2.17</td>
<td>$2.20</td>
<td>$0.03</td>
<td>1.3%</td>
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### Operating Metrics

<table>
<thead>
<tr>
<th></th>
<th>Apr Actual</th>
<th>Apr-17</th>
<th>F/ (UF)</th>
<th>%</th>
<th>YTD Actual</th>
<th>YTD 2017</th>
<th>F/ (UF)</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ridership (mm)</td>
<td>3.60</td>
<td>3.68</td>
<td>(0.1)</td>
<td>-2.2%</td>
<td>14.58</td>
<td>15.16</td>
<td>(0.6)</td>
<td>-3.8%</td>
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</table>

### Alternative Fuels

<table>
<thead>
<tr>
<th></th>
<th>$/gal</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CNG Price (Bus Diesel Equiv rlt)</td>
<td>$1.21</td>
<td>Revenue Development (m$)</td>
</tr>
</tbody>
</table>

### Debt Service

<table>
<thead>
<tr>
<th></th>
<th>Apr Actual</th>
<th>Apr-17</th>
<th>Var</th>
<th>%</th>
<th>YTD Actual</th>
<th>YTD 2017</th>
<th>Var</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debt Service (net mm)</td>
<td>$9.64</td>
<td>$8.75</td>
<td>$(0.89)</td>
<td>-10.2%</td>
<td>$37.22</td>
<td>$35.46</td>
<td>$(1.77)</td>
<td>-5.0%</td>
</tr>
</tbody>
</table>

### UTA Ridership Trends

![Graph of UTA Ridership Trends]

### UTA Sales Tax Trends

![Graph of UTA Sales Tax Trends]
KEY ITEM REPORT  
(UNAUDITED)  
As of April 30, 2018

<table>
<thead>
<tr>
<th>Item</th>
<th>2018 Actual</th>
<th>2018 Budget</th>
<th>VARIANCE Favorable</th>
<th>VARIANCE Unfavorable</th>
<th>% Favorable</th>
<th>% Unfavorable</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Sales Tax</td>
<td>$88,761,071</td>
<td>$85,243,320</td>
<td>$3,517,751</td>
<td></td>
<td>4%</td>
<td></td>
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<tr>
<td>2 Passenger Revenue</td>
<td>$17,422,141</td>
<td>$15,993,675</td>
<td>1,428,466</td>
<td></td>
<td>9%</td>
<td></td>
</tr>
<tr>
<td>3 Other Revenue</td>
<td>$22,994,426</td>
<td>$24,577,000</td>
<td>$(1,582,574)</td>
<td></td>
<td>-6%</td>
<td></td>
</tr>
<tr>
<td>4 Total Revenue</td>
<td>$129,177,638</td>
<td>$125,813,995</td>
<td>3,363,643</td>
<td></td>
<td>3%</td>
<td></td>
</tr>
<tr>
<td>5 Net Operating Expenses</td>
<td>$(86,531,624)</td>
<td>$(91,730,467)</td>
<td>5,198,843</td>
<td></td>
<td>6%</td>
<td></td>
</tr>
<tr>
<td>6 Debt Service</td>
<td>37,222,611</td>
<td>35,859,855</td>
<td>$(1,362,756)</td>
<td></td>
<td>-4%</td>
<td></td>
</tr>
<tr>
<td>7 Other Non-Operating Expenses</td>
<td>1,381,419</td>
<td>1,835,000</td>
<td>453,581</td>
<td></td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>8 Sale of Assets</td>
<td>$(4,047,197)</td>
<td>-</td>
<td>4,047,197</td>
<td></td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>9 Contribution to Capital Reserves</td>
<td>$8,089,181</td>
<td>$(3,611,327)</td>
<td>$11,700,508</td>
<td></td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>2018 YTD</th>
<th>2017 YTD</th>
<th>Difference</th>
<th>2018 YTD</th>
<th>2017 YTD</th>
<th>Difference</th>
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</thead>
<tbody>
<tr>
<td>10 Bond Debt Service - Series 2007A CAB</td>
<td>122,886</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11 Amortization</td>
<td>(1,147,350)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 Depreciation</td>
<td>46,287,964</td>
<td></td>
<td></td>
<td></td>
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| Total Non-cash Items                    | $45,263,500 |        |            |          |          |            |

GOALS

RIDERSHIP

<table>
<thead>
<tr>
<th>2017 Actual</th>
<th>April 2018</th>
<th>April 2017</th>
<th>Difference</th>
<th>2018 YTD</th>
<th>2017 YTD</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 45,119,780</td>
<td>3,602,655</td>
<td>3,684,049</td>
<td>-81,394</td>
<td>14,584,795</td>
<td>15,162,316</td>
<td>-577,521</td>
</tr>
</tbody>
</table>

REVENUE DEVELOPMENT

| YTD | 15 Federal/Local/Regional | $25,553,335 |

OPERATING INVESTMENT PER RIDER  
Budgeted IPR is $5.13

<table>
<thead>
<tr>
<th>IPR</th>
<th>16 Net Operating Expense</th>
<th>$86,531,624</th>
<th>Net Operating Expense</th>
<th>$86,531,624</th>
</tr>
</thead>
<tbody>
<tr>
<td>17</td>
<td>Less: Passenger Revenue</td>
<td>(17,422,141)</td>
<td>Less: Passenger Revenue</td>
<td>(17,422,141)</td>
</tr>
<tr>
<td>18</td>
<td>Plus: Diesel Savings</td>
<td>+ 522,667</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Subtotal</td>
<td>69,109,483</td>
<td>Subtotal</td>
<td>69,632,150</td>
</tr>
<tr>
<td>20</td>
<td>Divided by: Ridership</td>
<td>÷ 14,584,795</td>
<td>Divided by: Ridership</td>
<td>÷ 14,584,795</td>
</tr>
<tr>
<td>21</td>
<td>Investment per Rider</td>
<td>$4.74</td>
<td>Investment per Rider</td>
<td>$4.77</td>
</tr>
</tbody>
</table>
## SUMMARY FINANCIAL DATA
(UNAUDITED)
As of April 30, 2018

### BALANCE SHEET

#### CURRENT ASSETS

<table>
<thead>
<tr>
<th>Item</th>
<th>4/30/2018</th>
<th>4/30/2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Cash</td>
<td>$12,142,212</td>
<td>$9,721,509</td>
</tr>
<tr>
<td>2 Investments (Unrestricted)</td>
<td>90,460,045</td>
<td>15,517,071</td>
</tr>
<tr>
<td>3 Investments (Restricted)</td>
<td>172,139,016</td>
<td>204,830,932</td>
</tr>
<tr>
<td>4 Receivables</td>
<td>57,002,985</td>
<td>62,180,466</td>
</tr>
<tr>
<td>5 Receivables - Federal Grants</td>
<td>21,753,394</td>
<td>17,212,791</td>
</tr>
<tr>
<td>6 Inventories</td>
<td>35,018,195</td>
<td>29,183,642</td>
</tr>
<tr>
<td>7 Prepaid Expenses</td>
<td>1,263,583</td>
<td>1,672,138</td>
</tr>
<tr>
<td><strong>8 TOTAL CURRENT ASSETS</strong></td>
<td><strong>$389,779,430</strong></td>
<td><strong>$340,318,549</strong></td>
</tr>
<tr>
<td>9 Property, Plant &amp; Equipment (Net)</td>
<td>3,037,844,400</td>
<td>3,054,133,642</td>
</tr>
<tr>
<td>10 Other Assets</td>
<td>146,417,846</td>
<td>125,159,839</td>
</tr>
<tr>
<td><strong>11 TOTAL ASSETS</strong></td>
<td><strong>$3,574,041,676</strong></td>
<td><strong>$3,519,612,030</strong></td>
</tr>
<tr>
<td>12 Current Liabilities</td>
<td>21,898,430</td>
<td>$21,362,773</td>
</tr>
<tr>
<td>13 Other Liabilities</td>
<td>287,803,144</td>
<td>245,798,673</td>
</tr>
<tr>
<td>14 Net Pension Liability</td>
<td>100,876,554</td>
<td>112,925,121</td>
</tr>
<tr>
<td>15 Outstanding Debt</td>
<td>2,215,762,366</td>
<td>2,126,802,972</td>
</tr>
<tr>
<td>16 Equity</td>
<td>947,701,182</td>
<td>1,012,722,491</td>
</tr>
<tr>
<td><strong>17 TOTAL LIABILITIES &amp; EQUITY</strong></td>
<td><strong>$3,574,041,676</strong></td>
<td><strong>$3,519,612,030</strong></td>
</tr>
</tbody>
</table>

#### RESTRICTED AND DESIGNATED CASH AND CASH EQUIVALENTS RECONCILIATION

<table>
<thead>
<tr>
<th>Item</th>
<th>4/30/2018</th>
<th>4/30/2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>18 Debt Service Reserves</td>
<td>35,042,900</td>
<td>39,082,733</td>
</tr>
<tr>
<td>19 2015A Sub Interest Reserves</td>
<td></td>
<td>1,495,109</td>
</tr>
<tr>
<td>20 2018 Bond Proceeds</td>
<td>59,928,106</td>
<td></td>
</tr>
<tr>
<td>21 Debt Service Interest Payable</td>
<td>38,302,550</td>
<td>35,305,652</td>
</tr>
<tr>
<td>22 Risk Contingency</td>
<td>7,583,424</td>
<td>7,460,380</td>
</tr>
<tr>
<td>23 Box Elder County ROW (sales tax)</td>
<td>6,356,163</td>
<td>5,531,001</td>
</tr>
<tr>
<td>24 Mountain Accord</td>
<td>149,725</td>
<td>239,738</td>
</tr>
<tr>
<td>25 Joint Insurance Trust</td>
<td>4,044,096</td>
<td>3,256,602</td>
</tr>
<tr>
<td>26 UT County Bond Proceeds</td>
<td>10,292,901</td>
<td>49,503,046</td>
</tr>
<tr>
<td>27 Amounts held in escrow</td>
<td>10,439,151</td>
<td>4,410,169</td>
</tr>
<tr>
<td><strong>28 TOTAL RESTRICTED RESERVES</strong></td>
<td><strong>$172,139,016</strong></td>
<td><strong>$146,284,431</strong></td>
</tr>
</tbody>
</table>

#### DESIGNATED OPERATING RESERVES

<table>
<thead>
<tr>
<th>Item</th>
<th>4/30/2018</th>
<th>4/30/2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>29 Service Stabilization Reserve</td>
<td>$13,916,046</td>
<td>$13,525,550</td>
</tr>
<tr>
<td>30 Fuel Reserve</td>
<td>1,915,000</td>
<td>1,915,000</td>
</tr>
<tr>
<td>31 Parts Reserve</td>
<td>3,000,000</td>
<td>3,000,000</td>
</tr>
<tr>
<td>32 Operating Reserve</td>
<td>25,976,619</td>
<td>25,247,693</td>
</tr>
<tr>
<td>33 Early Debt Retirement Reserve</td>
<td>25,120,649</td>
<td>14,858,258</td>
</tr>
<tr>
<td><strong>34 TOTAL DESIGNATED OPERATING RESERVES</strong></td>
<td><strong>$69,928,314</strong></td>
<td><strong>$58,546,501</strong></td>
</tr>
</tbody>
</table>

**35 TOTAL RESTRICTED AND DESIGNATED CASH AND EQUIVALENTS**

<table>
<thead>
<tr>
<th></th>
<th>4/30/2018</th>
<th>4/30/2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>$242,067,330</strong></td>
<td><strong>$204,830,932</strong></td>
</tr>
<tr>
<td></td>
<td>ACTUAL</td>
<td>ACTUAL</td>
</tr>
<tr>
<td>-----------------------------------------------------------------</td>
<td>--------------</td>
<td>--------------</td>
</tr>
<tr>
<td></td>
<td>Apr-18</td>
<td>Apr-17</td>
</tr>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Passenger Revenue</td>
<td>$ 4,855,621</td>
<td>$ 4,279,566</td>
</tr>
<tr>
<td>2 Advertising Revenue</td>
<td>200,000</td>
<td>195,833</td>
</tr>
<tr>
<td>3 Investment Revenue</td>
<td>195,650</td>
<td>117,073</td>
</tr>
<tr>
<td>4 Sales Tax</td>
<td>22,905,858</td>
<td>23,938,200</td>
</tr>
<tr>
<td>5 Other Revenue</td>
<td>620,667</td>
<td>301,658</td>
</tr>
<tr>
<td>6 Fed Operations/Preventative Maint.</td>
<td>4,578,443</td>
<td>6,463,165</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>$ 33,356,239</td>
<td>$ 35,295,495</td>
</tr>
<tr>
<td><strong>OPERATING EXPENSE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Bus Service</td>
<td>$ 7,379,255</td>
<td>$ 6,951,731</td>
</tr>
<tr>
<td>9 Commuter Rail</td>
<td>2,138,347</td>
<td>1,713,856</td>
</tr>
<tr>
<td>10 Light Rail</td>
<td>1,990,592</td>
<td>2,766,249</td>
</tr>
<tr>
<td>11 Maintenance of Way</td>
<td>1,207,446</td>
<td>1,242,855</td>
</tr>
<tr>
<td>12 Paratransit Service</td>
<td>1,574,029</td>
<td>1,582,678</td>
</tr>
<tr>
<td>13 RideShare/Van Pool Services</td>
<td>218,290</td>
<td>252,403</td>
</tr>
<tr>
<td>14 Operations Support</td>
<td>3,755,745</td>
<td>3,592,808</td>
</tr>
<tr>
<td>15 Administration</td>
<td>2,295,196</td>
<td>2,265,507</td>
</tr>
<tr>
<td><strong>TOTAL OPERATING EXPENSE</strong></td>
<td>$ 20,558,900</td>
<td>$ 20,368,087</td>
</tr>
<tr>
<td><strong>NET OPERATING INCOME (LOSS)</strong></td>
<td>$ 12,797,339</td>
<td>$ 14,927,408</td>
</tr>
<tr>
<td><strong>NON-OPERATING EXPENSE (REVENUE)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18 Planning &amp; Development</td>
<td>$ 364,884</td>
<td>$ 423,642</td>
</tr>
<tr>
<td>19 Major Investment Studies</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>20 Offsetting Investment Studies</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>21 Bond Principal</td>
<td>949,445</td>
<td>729,167</td>
</tr>
<tr>
<td>22 Bond Interest</td>
<td>8,179,016</td>
<td>6,979,590</td>
</tr>
<tr>
<td>23 Bond Funded Interest - 2015A Sub</td>
<td>-</td>
<td>795,271</td>
</tr>
<tr>
<td>24 Bond Cost of Issuance/Fees</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>25 Lease Cost</td>
<td>514,896</td>
<td>248,218</td>
</tr>
<tr>
<td>26 Sales of Assets</td>
<td>(278,644)</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL NON-OPERATING EXPENSE</strong></td>
<td>$ 9,729,597</td>
<td>$ 9,175,888</td>
</tr>
<tr>
<td><strong>CONTRIBUTION TO CAPITAL RESERVES</strong></td>
<td>$ 3,067,742</td>
<td>$ 5,751,520</td>
</tr>
<tr>
<td><strong>OTHER EXPENSES (NON-CASH)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29 Bond Debt Service - Series 2007A CAB</td>
<td>$ 53,816</td>
<td>$ 15,859</td>
</tr>
<tr>
<td>30 Bond Premium/Discount Amortization</td>
<td>(1,114,270)</td>
<td>(1,321,256)</td>
</tr>
<tr>
<td>31 Bond Refunding Cost Amortization</td>
<td>683,650</td>
<td>685,192</td>
</tr>
<tr>
<td>32 Future Revenue Cost Amortization</td>
<td>67,577</td>
<td>67,576</td>
</tr>
<tr>
<td>33 Depreciation</td>
<td>11,503,575</td>
<td>12,560,000</td>
</tr>
<tr>
<td><strong>NET OTHER EXPENSES (NON-CASH)</strong></td>
<td>$ 11,194,348</td>
<td>$ 12,007,371</td>
</tr>
</tbody>
</table>
## ACTUAL REPORT
### (UNAUDITED)
**As of April 30, 2018**

### CURRENT MONTH

<table>
<thead>
<tr>
<th></th>
<th>ACTUAL</th>
<th>BUDGET</th>
<th>VARIANCE FAVORABLE</th>
<th>% FAVORABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Apr-18</td>
<td>Apr-18</td>
<td>(UNFAVORABLE)</td>
<td></td>
</tr>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Passenger Revenue</td>
<td>$4,855,621</td>
<td>$4,371,641</td>
<td>$483,980</td>
<td>11%</td>
</tr>
<tr>
<td>2 Advertising Revenue</td>
<td>$200,000</td>
<td>$200,000</td>
<td>-</td>
<td>0%</td>
</tr>
<tr>
<td>3 Investment Revenue</td>
<td>$195,650</td>
<td>$311,000</td>
<td>$(115,350)</td>
<td>-37%</td>
</tr>
<tr>
<td>4 Sales Tax</td>
<td>$22,905,858</td>
<td>$20,369,323</td>
<td>$2,536,535</td>
<td>12%</td>
</tr>
<tr>
<td>5 Other Revenue</td>
<td>$620,667</td>
<td>$564,333</td>
<td>$56,334</td>
<td>10%</td>
</tr>
<tr>
<td>6 Fed Operations/Preventative Maint.</td>
<td>$4,578,443</td>
<td>$5,068,917</td>
<td>$(490,474)</td>
<td>-10%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>$33,356,239</td>
<td>$30,885,214</td>
<td>$2,471,025</td>
<td>8%</td>
</tr>
<tr>
<td><strong>OPERATING EXPENSE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Bus Service</td>
<td>$7,379,255</td>
<td>$7,968,848</td>
<td>$(607,593)</td>
<td>-8%</td>
</tr>
<tr>
<td>9 Commuter Rail</td>
<td>$2,138,347</td>
<td>$1,894,202</td>
<td>$(244,145)</td>
<td>-13%</td>
</tr>
<tr>
<td>10 Light Rail</td>
<td>$1,990,592</td>
<td>$2,927,705</td>
<td>$937,113</td>
<td>32%</td>
</tr>
<tr>
<td>11 Maintenance of Way</td>
<td>$1,207,446</td>
<td>$1,474,959</td>
<td>$267,513</td>
<td>18%</td>
</tr>
<tr>
<td>12 Paratransit Service</td>
<td>$1,574,029</td>
<td>$2,927,705</td>
<td>$(1,353,676)</td>
<td>-46%</td>
</tr>
<tr>
<td>13 RideShare/Van Pool Services</td>
<td>$218,290</td>
<td>$267,535</td>
<td>$(49,245)</td>
<td>-18%</td>
</tr>
<tr>
<td>14 Operations Support</td>
<td>$3,755,745</td>
<td>$3,751,169</td>
<td>$(4,576)</td>
<td>0%</td>
</tr>
<tr>
<td>15 Administration</td>
<td>$2,295,196</td>
<td>$2,698,129</td>
<td>$402,933</td>
<td>15%</td>
</tr>
<tr>
<td><strong>TOTAL OPERATING EXPENSE</strong></td>
<td>$20,558,900</td>
<td>$22,907,939</td>
<td>$(2,349,039)</td>
<td>-10%</td>
</tr>
<tr>
<td><strong>NET OPERATING INCOME (LOSS)</strong></td>
<td>$12,797,339</td>
<td>$7,977,275</td>
<td>$4,820,064</td>
<td>60%</td>
</tr>
<tr>
<td><strong>NON-OPERATING EXPENSE (REVENUE)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18 Planning &amp; Development</td>
<td>$364,884</td>
<td>$458,750</td>
<td>$(93,866)</td>
<td>-20%</td>
</tr>
<tr>
<td>19 Major Investment Studies</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>20 Offsetting Investment Studies</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>21 Bond Principal</td>
<td>$949,445</td>
<td>$764,667</td>
<td>$(184,778)</td>
<td>-24%</td>
</tr>
<tr>
<td>22 Bond Interest</td>
<td>$8,179,016</td>
<td>$8,051,454</td>
<td>$(127,562)</td>
<td>-2%</td>
</tr>
<tr>
<td>23 Bond Funded Interest - 2015A Sub</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>24 Bond Cost of Issuance/Fees</td>
<td>-</td>
<td>$5,458</td>
<td>$5,458</td>
<td>100%</td>
</tr>
<tr>
<td>25 Lease Cost</td>
<td>$514,896</td>
<td>$515,020</td>
<td>$124</td>
<td>0%</td>
</tr>
<tr>
<td>26 Sale of Assets</td>
<td>$(278,644)</td>
<td>-</td>
<td>$278,644</td>
<td>100%</td>
</tr>
<tr>
<td><strong>TOTAL NON-OPERATING EXPENSE</strong></td>
<td>$9,729,597</td>
<td>$9,795,349</td>
<td>$(65,752)</td>
<td>1%</td>
</tr>
<tr>
<td><strong>CONTRIBUTION TO CAPITAL RESERVES</strong></td>
<td>$3,067,742</td>
<td>$(1,818,074)</td>
<td>$4,885,816</td>
<td>269%</td>
</tr>
<tr>
<td><strong>OTHER EXPENSES (NON-CASH)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29 Bond Debt Service - Series 2007A CAB</td>
<td>$53,816</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30 Bond Premium/Discount Amortization</td>
<td>(1,114,270)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31 Bond Refunding Cost Amortization</td>
<td>$683,650</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>32 Future Revenue Cost Amortization</td>
<td>$67,577</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>33 Depreciation</td>
<td>$11,503,575</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>NET OTHER EXPENSES (NON-CASH)</strong></td>
<td>$11,194,348</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## BUDGET TO ACTUAL REPORT

**EXHIBIT 1-5**

### (UNAUDITED)

**As of April 30, 2018**

### YEAR TO DATE

<table>
<thead>
<tr>
<th></th>
<th>ACTUAL Apr-18</th>
<th>BUDGET Apr-18</th>
<th>VARIANCE FAVORABLE (UNFAVORABLE)</th>
<th>% FAVORABLE (UNFAVORABLE)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Passenger Revenue</td>
<td>$17,422,141</td>
<td>$15,993,675</td>
<td>$1,428,466</td>
<td>9%</td>
</tr>
<tr>
<td>2 Advertising Revenue</td>
<td>800,000</td>
<td>800,000</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>3 Investment Revenue</td>
<td>1,055,661</td>
<td>1,244,000</td>
<td>(188,339)</td>
<td>-15%</td>
</tr>
<tr>
<td>4 Sales Tax</td>
<td>88,761,071</td>
<td>85,243,320</td>
<td>3,517,751</td>
<td>4%</td>
</tr>
<tr>
<td>5 Other Revenue</td>
<td>1,068,768</td>
<td>2,257,333</td>
<td>(1,188,565)</td>
<td>-53%</td>
</tr>
<tr>
<td>6 Fed Operations/Preventative Maint.</td>
<td>20,069,997</td>
<td>20,275,667</td>
<td>(205,670)</td>
<td>-1%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>$129,177,638</td>
<td>$125,813,995</td>
<td>$3,363,643</td>
<td>3%</td>
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<tr>
<td><strong>OPERATING EXPENSE</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>8 Bus Service</td>
<td>$30,379,762</td>
<td>$32,100,733</td>
<td>$1,720,971</td>
<td>5%</td>
</tr>
<tr>
<td>9 Commuter Rail</td>
<td>7,640,149</td>
<td>7,595,450</td>
<td>(44,699)</td>
<td>-1%</td>
</tr>
<tr>
<td>10 Light Rail</td>
<td>11,673,500</td>
<td>11,713,651</td>
<td>40,151</td>
<td>0%</td>
</tr>
<tr>
<td>11 Maintenance of Way</td>
<td>5,129,725</td>
<td>5,809,707</td>
<td>679,982</td>
<td>12%</td>
</tr>
<tr>
<td>12 Paratransit Service</td>
<td>6,888,257</td>
<td>7,630,057</td>
<td>941,800</td>
<td>12%</td>
</tr>
<tr>
<td>13 RideShare/Van Pool Services</td>
<td>802,061</td>
<td>1,069,641</td>
<td>(267,580)</td>
<td>25%</td>
</tr>
<tr>
<td>14 Operations Support</td>
<td>14,845,541</td>
<td>15,002,867</td>
<td>157,326</td>
<td>1%</td>
</tr>
<tr>
<td>15 Administration</td>
<td>9,372,629</td>
<td>10,808,361</td>
<td>1,435,732</td>
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<tr>
<td><strong>TOTAL OPERATING EXPENSE</strong></td>
<td>$86,531,624</td>
<td>$91,730,467</td>
<td>$5,198,843</td>
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<td><strong>NET OPERATING INCOME (LOSS)</strong></td>
<td>$42,646,014</td>
<td>$34,083,528</td>
<td>$8,562,486</td>
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<tr>
<td><strong>NON-OPERATING EXPENSE (REVENUE)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>18 Planning &amp; Development</td>
<td>$1,381,419</td>
<td>$1,835,000</td>
<td>$453,581</td>
<td>25%</td>
</tr>
<tr>
<td>19 Major Investment Studies</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>20 Offsetting Investment Studies</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>21 Bond Principal</td>
<td>3,247,446</td>
<td>3,058,668</td>
<td>(188,778)</td>
<td>-6%</td>
</tr>
<tr>
<td>22 Bond Interest</td>
<td>30,854,973</td>
<td>30,719,274</td>
<td>(135,699)</td>
<td>0%</td>
</tr>
<tr>
<td>23 Bond Funded Interest - 2015A Sub</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>24 Bond Cost of Issuance/Fees</td>
<td>1,060,484</td>
<td>21,833</td>
<td>(1,038,651)</td>
<td>-4757%</td>
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<tr>
<td>25 Lease Cost</td>
<td>2,059,708</td>
<td>2,060,080</td>
<td>372</td>
<td>0%</td>
</tr>
<tr>
<td>26 Sale of Assets</td>
<td>(4,047,197)</td>
<td>-</td>
<td>-</td>
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<td><strong>TOTAL NON-OPERATING EXPENSE</strong></td>
<td>$34,556,833</td>
<td>$37,694,855</td>
<td>$3,138,022</td>
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<td><strong>CONTRIBUTION TO CAPITAL RESERVES</strong></td>
<td>$8,089,181</td>
<td>$(3,611,327)</td>
<td>$11,700,508</td>
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<tr>
<td><strong>OTHER EXPENSES (NON-CASH)</strong></td>
<td></td>
<td></td>
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<tr>
<td>29 Bond Debit Service - Series 2007A CAB</td>
<td>$122,886</td>
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<tr>
<td>30 Bond Premium/Discount Amortization</td>
<td>(4,152,252)</td>
<td></td>
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<tr>
<td>31 Bond Refunding Cost Amortization</td>
<td>2,734,597</td>
<td></td>
<td></td>
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<tr>
<td>32 Future Revenue Cost Amortization</td>
<td>270,305</td>
<td></td>
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<tr>
<td>33 Depreciation</td>
<td>46,287,964</td>
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<tr>
<td><strong>NET OTHER EXPENSES (NON-CASH)</strong></td>
<td>$45,263,500</td>
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## EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>REVENUE AND NON-REVENUE VEHICLES</th>
<th>2018 ACTUAL</th>
<th>ANNUAL BUDGET</th>
<th>PERCENT</th>
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<tbody>
<tr>
<td>1</td>
<td></td>
<td>$ 6,609,469</td>
<td>$ 23,516,922</td>
<td>28.1%</td>
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<tr>
<td>2</td>
<td>INFORMATION TECHNOLOGY</td>
<td>642,284</td>
<td>8,594,818</td>
<td>7.5%</td>
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<td>3</td>
<td>FACILITIES, MAINTENANCE &amp; ADMIN. EQUIP.</td>
<td>224,615</td>
<td>1,035,796</td>
<td>21.7%</td>
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<tr>
<td>4</td>
<td>CAPITAL PROJECTS</td>
<td>1,724,544</td>
<td>41,057,292</td>
<td>4.2%</td>
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<tr>
<td>5</td>
<td>PROVO OREM BRT</td>
<td>4,760,030</td>
<td>40,227,000</td>
<td>11.8%</td>
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<tr>
<td>6</td>
<td>AIRPORT STATION RELOCATION</td>
<td>376,037</td>
<td>22,901,499</td>
<td>1.6%</td>
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<tr>
<td>7</td>
<td>STATE OF GOOD REPAIR</td>
<td>3,222,413</td>
<td>29,674,141</td>
<td>10.9%</td>
</tr>
<tr>
<td>8</td>
<td>PROP 1 PROJECTS</td>
<td>698,274</td>
<td>11,067,067</td>
<td>6.3%</td>
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<tr>
<td>9</td>
<td>TIGER (INCLUDING PROP#1 TIGER)</td>
<td>77,134</td>
<td>13,104,294</td>
<td>0.6%</td>
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<tr>
<td>10</td>
<td>TOTAL</td>
<td>$ 18,334,799</td>
<td>$ 191,178,829</td>
<td>9.6%</td>
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## REVENUES

<table>
<thead>
<tr>
<th></th>
<th>GRANT</th>
<th>2018 ACTUAL</th>
<th>ANNUAL BUDGET</th>
<th>PERCENT</th>
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<tbody>
<tr>
<td>14</td>
<td></td>
<td>$ 1,304,565</td>
<td>$ 26,114,493</td>
<td>5.0%</td>
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<tr>
<td>16</td>
<td>PROVO-OREM TRIP</td>
<td>4,760,030</td>
<td>30,000,000</td>
<td>15.9%</td>
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<tr>
<td>17</td>
<td>LEASES (PAID TO DATE)</td>
<td>6,240,910</td>
<td>21,163,045</td>
<td>29.5%</td>
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<tr>
<td>18</td>
<td>BONDS</td>
<td>658,874</td>
<td>50,877,399</td>
<td>1.3%</td>
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<tr>
<td>19</td>
<td>LOCAL PARTNERS</td>
<td>-</td>
<td>14,318,487</td>
<td>0.0%</td>
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<tr>
<td>15</td>
<td>TRANSFER FROM OPERATING (PROP 1)</td>
<td>527,311</td>
<td>3,997,323</td>
<td>0.0%</td>
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<tr>
<td>20</td>
<td>UTA FUNDING</td>
<td>4,843,109</td>
<td>44,708,082</td>
<td>10.8%</td>
</tr>
<tr>
<td>21</td>
<td>TOTAL</td>
<td>$ 18,334,799</td>
<td>$ 191,178,829</td>
<td>9.6%</td>
</tr>
<tr>
<td>Service</td>
<td>CURRENT MONTH</td>
<td>YEAR TO DATE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td>--------------</td>
<td>--------------</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Apr-18</td>
<td>Apr-17</td>
<td>2018</td>
<td>2017</td>
</tr>
<tr>
<td>UTA</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Fully Allocated Costs</td>
<td>20,669,890</td>
<td>20,368,087</td>
<td>86,642,614</td>
<td>82,912,296</td>
</tr>
<tr>
<td>Passenger Farebox Revenue</td>
<td>4,855,621</td>
<td>4,279,566</td>
<td>17,422,142</td>
<td>16,983,346</td>
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<tr>
<td>Passengers</td>
<td>3,602,655</td>
<td>3,684,049</td>
<td>14,584,795</td>
<td>15,162,317</td>
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<tr>
<td>Farebox Recovery Ratio</td>
<td>23.5%</td>
<td>21.0%</td>
<td>20.1%</td>
<td>20.5%</td>
</tr>
<tr>
<td>Actual Investment per Rider</td>
<td>$4.39</td>
<td>$4.37</td>
<td>$4.75</td>
<td>$4.35</td>
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<tr>
<td>GOAL Investment per Rider</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>BUS SERVICE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fully Allocated Costs</td>
<td>10,085,031</td>
<td>9,538,217</td>
<td>41,047,081</td>
<td>39,493,492</td>
</tr>
<tr>
<td>Passenger Farebox Revenue</td>
<td>1,861,007</td>
<td>1,836,476</td>
<td>6,969,994</td>
<td>6,629,996</td>
</tr>
<tr>
<td>Passengers</td>
<td>1,526,774</td>
<td>1,576,273</td>
<td>6,346,213</td>
<td>6,118,644</td>
</tr>
<tr>
<td>Farebox Recovery Ratio</td>
<td>18.5%</td>
<td>19.3%</td>
<td>17.0%</td>
<td>16.8%</td>
</tr>
<tr>
<td>Actual Investment per Rider</td>
<td>$5.39</td>
<td>$4.89</td>
<td>$5.37</td>
<td>$4.97</td>
</tr>
<tr>
<td></td>
<td>LIGHT RAIL SERVICE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fully Allocated Costs</td>
<td>5,069,082</td>
<td>5,701,754</td>
<td>24,136,480</td>
<td>22,322,873</td>
</tr>
<tr>
<td>Passenger Farebox Revenue</td>
<td>1,791,670</td>
<td>1,532,585</td>
<td>6,056,208</td>
<td>5,650,693</td>
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<tr>
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<td>1,503,610</td>
<td>1,540,130</td>
<td>5,940,102</td>
<td>6,218,541</td>
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<tr>
<td>Farebox Recovery Ratio</td>
<td>35.3%</td>
<td>26.9%</td>
<td>25.1%</td>
<td>25.3%</td>
</tr>
<tr>
<td>Actual Investment per Rider</td>
<td>$2.18</td>
<td>$2.71</td>
<td>$3.04</td>
<td>$2.68</td>
</tr>
<tr>
<td></td>
<td>COMMUTER RAIL SERVICE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fully Allocated Costs</td>
<td>3,366,470</td>
<td>2,950,654</td>
<td>12,557,539</td>
<td>12,189,456</td>
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<tr>
<td>Passenger Farebox Revenue</td>
<td>530,092</td>
<td>469,553</td>
<td>1,891,184</td>
<td>1,802,927</td>
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<tr>
<td>Passengers</td>
<td>395,714</td>
<td>377,797</td>
<td>1,602,841</td>
<td>1,588,596</td>
</tr>
<tr>
<td>Farebox Recovery Ratio</td>
<td>15.7%</td>
<td>15.9%</td>
<td>15.1%</td>
<td>14.8%</td>
</tr>
<tr>
<td>Actual Investment per Rider</td>
<td>$7.17</td>
<td>$6.57</td>
<td>$6.65</td>
<td>$6.54</td>
</tr>
<tr>
<td></td>
<td>PARATRANSIT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fully Allocated Costs</td>
<td>1,748,536</td>
<td>1,747,202</td>
<td>7,359,941</td>
<td>7,273,433</td>
</tr>
<tr>
<td>Passenger Farebox Revenue</td>
<td>346,261</td>
<td>116,074</td>
<td>1,197,786</td>
<td>1,565,851</td>
</tr>
<tr>
<td>Passengers</td>
<td>69,169</td>
<td>67,284</td>
<td>282,290</td>
<td>281,857</td>
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<tr>
<td>Farebox Recovery Ratio</td>
<td>19.8%</td>
<td>6.6%</td>
<td>16.3%</td>
<td>21.5%</td>
</tr>
<tr>
<td>Actual Investment per Rider</td>
<td>$20.27</td>
<td>$24.24</td>
<td>$21.83</td>
<td>$20.25</td>
</tr>
<tr>
<td></td>
<td>RIDESHARE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fully Allocated Costs</td>
<td>400,771</td>
<td>430,259</td>
<td>1,541,573</td>
<td>1,633,041</td>
</tr>
<tr>
<td>Passenger Farebox Revenue</td>
<td>326,592</td>
<td>324,878</td>
<td>1,306,970</td>
<td>1,333,878</td>
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<tr>
<td>Passengers</td>
<td>107,388</td>
<td>122,565</td>
<td>413,348</td>
<td>454,678</td>
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<td>Farebox Recovery Ratio</td>
<td>81.5%</td>
<td>75.5%</td>
<td>84.8%</td>
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</tr>
<tr>
<td>Actual Investment per Rider</td>
<td>$0.69</td>
<td>$0.86</td>
<td>$0.57</td>
<td>$0.66</td>
</tr>
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</table>
### Fully Allocated Costs

<table>
<thead>
<tr>
<th>Service</th>
<th>CURRENT MONTH</th>
<th>YEAR TO DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Apr-18</td>
<td>Apr-17</td>
</tr>
<tr>
<td>Bus Service</td>
<td>$10,085,031</td>
<td>$9,538,217</td>
</tr>
<tr>
<td>Light Rail Service</td>
<td>$5,069,082</td>
<td>$5,701,754</td>
</tr>
<tr>
<td>Commuter Rail Service</td>
<td>$3,366,470</td>
<td>$2,950,654</td>
</tr>
<tr>
<td>Paratransit</td>
<td>$1,748,536</td>
<td>$1,747,202</td>
</tr>
<tr>
<td>Rideshare</td>
<td>$400,771</td>
<td>$430,259</td>
</tr>
<tr>
<td><strong>UTA</strong></td>
<td><strong>$20,669,890</strong></td>
<td><strong>$20,368,087</strong></td>
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### Passenger Farebox Revenue

<table>
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<th>Service</th>
<th>CURRENT MONTH</th>
<th>YEAR TO DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Apr-18</td>
<td>Apr-17</td>
</tr>
<tr>
<td>Bus Service</td>
<td>$1,861,007</td>
<td>$1,836,476</td>
</tr>
<tr>
<td>Light Rail Service</td>
<td>$1,791,670</td>
<td>$1,532,585</td>
</tr>
<tr>
<td>Commuter Rail Service</td>
<td>$530,092</td>
<td>$469,553</td>
</tr>
<tr>
<td>Paratransit</td>
<td>$346,261</td>
<td>$116,074</td>
</tr>
<tr>
<td>Rideshare</td>
<td>$326,592</td>
<td>$324,878</td>
</tr>
<tr>
<td><strong>UTA</strong></td>
<td><strong>$4,855,621</strong></td>
<td><strong>$4,279,566</strong></td>
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### Passengers

<table>
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<th>Service</th>
<th>CURRENT MONTH</th>
<th>YEAR TO DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Apr-18</td>
<td>Apr-17</td>
</tr>
<tr>
<td>Bus Service</td>
<td>1,526,774</td>
<td>1,576,273</td>
</tr>
<tr>
<td>Light Rail Service</td>
<td>1,503,610</td>
<td>1,540,130</td>
</tr>
<tr>
<td>Commuter Rail Service</td>
<td>395,714</td>
<td>377,797</td>
</tr>
<tr>
<td>Paratransit</td>
<td>69,169</td>
<td>67,284</td>
</tr>
<tr>
<td>Rideshare</td>
<td>107,388</td>
<td>122,565</td>
</tr>
<tr>
<td><strong>UTA</strong></td>
<td><strong>3,602,655</strong></td>
<td><strong>3,684,049</strong></td>
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### Farebox Recovery Ratio

<table>
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<th>CURRENT MONTH</th>
<th>YEAR TO DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Apr-18</td>
<td>Apr-17</td>
</tr>
<tr>
<td>Bus Service</td>
<td>18.5%</td>
<td>19.3%</td>
</tr>
<tr>
<td>Light Rail Service</td>
<td>35.3%</td>
<td>26.9%</td>
</tr>
<tr>
<td>Commuter Rail Service</td>
<td>15.7%</td>
<td>15.9%</td>
</tr>
<tr>
<td>Paratransit</td>
<td>19.8%</td>
<td>6.6%</td>
</tr>
<tr>
<td>Rideshare</td>
<td>81.5%</td>
<td>75.5%</td>
</tr>
<tr>
<td><strong>UTA</strong></td>
<td>23.5%</td>
<td>21.0%</td>
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</tbody>
</table>

### Actual Investment Per Rider

<table>
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<th>CURRENT MONTH</th>
<th>YEAR TO DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Apr-18</td>
<td>Apr-17</td>
</tr>
<tr>
<td>Bus Service</td>
<td>$5.39</td>
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<tr>
<td>Light Rail Service</td>
<td>$2.18</td>
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</tr>
<tr>
<td>Commuter Rail Service</td>
<td>$7.17</td>
<td>$6.57</td>
</tr>
<tr>
<td>Paratransit</td>
<td>$20.27</td>
<td>$24.24</td>
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<tr>
<td>Rideshare</td>
<td>$0.69</td>
<td>$0.86</td>
</tr>
<tr>
<td><strong>UTA</strong></td>
<td>$4.39</td>
<td>$4.37</td>
</tr>
</tbody>
</table>
## SUMMARY OF ACCOUNTS RECEIVABLE

(UNAUDITED)

As of April 30, 2018

<table>
<thead>
<tr>
<th>Classification</th>
<th>Total</th>
<th>Current</th>
<th>31-60 Days</th>
<th>61-90 Days</th>
<th>90-120 Days</th>
<th>Over 120 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Federal Government</td>
<td>$21,753,394</td>
<td>$21,753,394</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>2 Local Contributions</td>
<td>47,389,233</td>
<td>47,388,690</td>
<td>583</td>
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<td></td>
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<tr>
<td>3 Pass Sales</td>
<td>434,318</td>
<td>434,264</td>
<td>(78,961)</td>
<td>1,322</td>
<td>2,029</td>
<td>75,664</td>
</tr>
<tr>
<td>4 Property Management</td>
<td>59,859</td>
<td>49,013</td>
<td>9,906</td>
<td>940</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>5 Vanpool/Rideshare</td>
<td>30,853</td>
<td>17,049</td>
<td>12,899</td>
<td>(4,477)</td>
<td>144</td>
<td>5,238</td>
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<tr>
<td>6 Product Sales and Development</td>
<td>421,760</td>
<td>320,132</td>
<td>22,444</td>
<td>29,386</td>
<td>(4)</td>
<td>49,802</td>
</tr>
<tr>
<td>7 Railway Worker Protection</td>
<td>1,800</td>
<td>1,800</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Capital Development Agreements</td>
<td>2,221,647</td>
<td>973,825</td>
<td>-</td>
<td>-</td>
<td>1,000,443</td>
<td>247,379</td>
</tr>
<tr>
<td>9 Mobility Management</td>
<td>1,700</td>
<td>1,700</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Paratransit</td>
<td>11,250</td>
<td>11,250</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11 Other</td>
<td>6,430,565</td>
<td>6,430,565</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$78,756,379</strong></td>
<td><strong>$77,379,842</strong></td>
<td><strong>(33,712)</strong></td>
<td><strong>27,171</strong></td>
<td><strong>1,002,612</strong></td>
<td><strong>380,466</strong></td>
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</tbody>
</table>

### Percentage Due by Aging

<table>
<thead>
<tr>
<th>Classification</th>
<th>Current</th>
<th>31-60 Days</th>
<th>61-90 Days</th>
<th>90-120 Days</th>
<th>Over 120 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Federal Government</td>
<td>100.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>2 Local Contributions</td>
<td>100.0%</td>
<td>-18.2%</td>
<td>0.3%</td>
<td>0.5%</td>
<td>17.4%</td>
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<tr>
<td>3 Pass Sales</td>
<td>81.9%</td>
<td>16.5%</td>
<td>1.6%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>4 Property Management</td>
<td>55.3%</td>
<td>41.8%</td>
<td>-14.5%</td>
<td>0.5%</td>
<td>17.0%</td>
</tr>
<tr>
<td>5 Vanpool/Rideshare</td>
<td>75.9%</td>
<td>5.3%</td>
<td>7.0%</td>
<td>0.0%</td>
<td>11.8%</td>
</tr>
<tr>
<td>6 Product Sales and Development</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>100.0%</td>
</tr>
<tr>
<td>7 Railway Worker Protection</td>
<td>43.8%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>45.0%</td>
<td>11.1%</td>
</tr>
<tr>
<td>8 Capital Development Agreements</td>
<td>100.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>9 Mobility Management</td>
<td>100.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

### Notes:

- **¹** Federal preventive maintenance funds, federal RideShare funds, and federal interest subsidies for Build America Bonds
- **²** Estimated sales tax to be distributed upon collection by the Utah State Tax Commission
- **³** OCIP escrow, fuel tax credit, warranty parts out for repair

Note:
DATE: June 27, 2018

CONTACT PERSON: Robert K. Biles, Vice President Finance

SUBJECT: Approval of contracts and change orders of $200,000 up to $1,000,000

BACKGROUND: In its meeting of June 13, the Finance and Audit Committee reviewed the following contracts and change orders of $200,000 up to $1,000,000.

**New Contracts:**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revel TV</td>
<td>$240,000</td>
</tr>
<tr>
<td>First Step House</td>
<td>395,386</td>
</tr>
<tr>
<td>PARC</td>
<td>292,638</td>
</tr>
<tr>
<td>Work Activity Center</td>
<td>426,622</td>
</tr>
<tr>
<td>United Way of Utah Valley</td>
<td>260,000</td>
</tr>
</tbody>
</table>

After its review, the Finance and Audit Committee approved and forwarded to the Board for its consent agenda all of the above contracts.

Exhibit A and the contract routing form provides more detail for each contract and change order.

PREFERRED ALTERNATIVE: Approve.

EXHIBITS:
- Exhibit A
- Contract Routing Forms
### Motion to approve the contract and forward to Board for consent agenda

<table>
<thead>
<tr>
<th>Item</th>
<th>Contract/Change-Order is $200,000 - $999,999</th>
<th>Vendor (or potential vendors)</th>
<th>Project Title</th>
<th>Summary description &amp; purpose</th>
<th>Total Contract Value</th>
<th>Change-order amount</th>
<th>Total contract amount after change-order</th>
<th>Percentage change</th>
<th>Contract Start Date</th>
<th>Contract End Date (incl. options)</th>
<th>Included in 2018 budget?</th>
<th>Solicitation method</th>
<th>Number of firms which responded to solicitation</th>
<th>Total contract amount of next lowest bidder</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Contract/Change-Order is $200,000 - $999,999</td>
<td>Revel TV</td>
<td>Provo/Orem BRT Platform Signage</td>
<td>The purchase and installation of twenty-three passenger information signs for the Provo/Orem BRT Transportation Improvement Project. These signs will be positioned at each of the 23 platform stations and will display a map of the system as well as real-time bus arrival information.</td>
<td>$240,000</td>
<td>$240,000</td>
<td>N/A</td>
<td>6/1/2018</td>
<td>5/31/2021</td>
<td>Yes</td>
<td>RFP</td>
<td>Five</td>
<td>$342,645</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Contract/Change-Order is $200,000 - $999,999</td>
<td>First Step House</td>
<td>Contract Ryan Taylor 5310 Contract</td>
<td>This contract is for FTA 5310 Grant Funds that are pass-through dollars to eligible organizations that serve seniors and people with disabilities. Purchase of one expansion bus, one expansion sedan and radio equipment to replace existing vehicle equipment.</td>
<td>$395,386</td>
<td>$395,386</td>
<td>N/A</td>
<td>6/1/2018</td>
<td>5/31/2021</td>
<td>Yes</td>
<td>5310 Grant</td>
<td>One</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Contract/Change-Order is $200,000 - $999,999</td>
<td>PARC</td>
<td>Contract Ryan Taylor 5310 Contract</td>
<td>This contract is for FTA 5310 Grant Funds that are pass-through dollars to eligible organizations that serve seniors and people with disabilities. Scope includes operation costs to provide enhanced transportation service to seniors and people with disabilities beyond what is currently available.</td>
<td>$292,638</td>
<td>$292,638</td>
<td>N/A</td>
<td>6/1/2018</td>
<td>5/31/2021</td>
<td>Yes</td>
<td>5310 Grant</td>
<td>One</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Contract/Change-Order is $200,000 - $999,999</td>
<td>Work Activity Center</td>
<td>Contract Ryan Taylor 5310 Contract</td>
<td>This contract is for FTA 5310 Grant Funds that are pass-through dollars to eligible organizations that serve seniors and people with disabilities. Scope includes operation costs to provide enhanced transportation service to seniors and people with disabilities beyond what is currently available.</td>
<td>$426,622</td>
<td>$426,622</td>
<td>N/A</td>
<td>6/1/2018</td>
<td>5/31/2021</td>
<td>Yes</td>
<td>5310 Grant</td>
<td>One</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Contract/Change-Order is $200,000 - $999,999</td>
<td>United Way of Utah Valley</td>
<td>Contract Ryan Taylor 5310 Contract</td>
<td>This contract is for FTA 5310 Grant Funds that are pass-through dollars to eligible organizations that serve seniors and people with disabilities. Purchase of three 14 passenger cutaway buses and one accessible minivan to provide service expansion.</td>
<td>$260,000</td>
<td>$260,000</td>
<td>N/A</td>
<td>6/1/2018</td>
<td>5/31/2021</td>
<td>Yes</td>
<td>5310 Grant</td>
<td>One</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>
**Item #:** 2

**Project:** Provo - Orem BRT (MSP09618)

**Project Manager:** Ron Cameron

**Contract Administrator:** Brian Motes

**Heading:** 23 Passenger Information Signs

**Impacted Area(s):** Provo/Orem BRT

**Source of Funds:** Project Budget for Enhancements

**Action Requested:** Approval

**Included in 2018 Budget?** Yes

**Contract #:** 18-2721BM

**Contractor:** Revel TV

**Solicitation Method:** RFP

**Total Contract Value:** $239,987

**Contract Start Date:** 6/1/2018

**Contract End Date (Incl. Options):** 5/30/2021

**Number of responding firms:** 2

**Next lowest bidder:** $342,645

**Detailed Description & Purpose:** The purchase and installation of twenty-three passenger information signs for the Provo/Orem BRT Transportation Improvement Project. These signs will be positioned at each of the 23 platform stations and will display a map of the system as well as real-time bus arrival information.

**Attachments:** None
Once approved, please forward to Contract Administrator

### CONTRACT ROUTING SHEET

**Agenda Item No.:**

**Board Review Date:**

---

## CONTRACT SECTION

1) **Contract/P.O. No.:** 18-2612TP *(Assigned by Purchasing)*  
   **Contract Administrator:** Brian Motes  
   **Project Manager:** Ron Cameron

2) **Contract Type**
   - [ ] A. E&I/Design
   - [ ] B. Blanket PO
   - [ ] C. Construction
   - [ ] D. Goods
   - [ ] E. Option
   - [ ] F. Other
   - [ ] G. Renewal
   - [ ] H. Services
   - [ ] I. Modification
   - [ ] J. Task Orders

3) **Procurement Method**
   - [ ] RFQ (Quote)
   - [ ] IFB (Low Bid)
   - [ ] RFQ (Qualification)
   - [ ] RFP (Best-value)
   - [ ] Other:

4) **Contract Title**
   - **Passenger Information Signs for the Provo/Orem Transportation Improvement Project**

5) **Description / Purpose**
   - **23 Passenger Information Signs are needed for the Provo/Orem Transportation Improvement Project**

6) **Contractor Name**
   - RevelTV

7) **Effective Dates**
   - **Beginning:** 07/01/18
   - **Ending:** 07/01/21

8) **Option to renew?**
   - [ ] Yes
   - [ ] No

---

## FINANCIAL SECTION

9) **Total Board Approval Amount:**
   - **9a) Current Contract Value:** $239,987.00
   - **9b) Amendment Amount:** $-
   - **9c) New Contract Value (including all amendments)** $-
   - **9e) Is the amount an estimate?**
     - [ ] Yes
     - [ ] No

   *(Estimate if per transaction cost)*

   **9f) If estimated, how was the estimate calculated?**

   - N/A

10) **Is the amount a one-time purchase or annual recurring purchase?**
    - [ ] One-time
    - [ ] Recurring

11) **Account Code**
    - **5310 Subrecipients Funds**

12) **Budgeted?**
    - [ ] Yes
    - [ ] No

    **Budget amount:** $239,987.00

13) **Will this contract require support from another department?**
    - [ ] Yes
    - [ ] No

14) **If so, is the other department(s) aware of this contract and the required support?**
    - [ ] Yes
    - [ ] No

15) **If box 2a or 2c is checked, has the Qualified Health Insurance Certificate been verified?**
    - [ ] Yes
    - [ ] No

---

## SIGNATURE SECTION

### Attorney/Legal

<table>
<thead>
<tr>
<th>Route to?</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
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### Accounting Reviewed

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16) **Approval Signatures**

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<th>Budget</th>
<th>Approver</th>
<th>Route to?</th>
<th>Initials</th>
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---

- **Up to $10K**
  - Manager/Program Manager
    - [ ] Yes
    - [ ] No

- **Up to $50K**
  - Dir, Sr. Mgr, RGM, or Chief/VP
    - [ ] Yes
    - [ ] No

- **Up to $100K**
  - Chief/VP, or Dir, Sr. Mgr, RGM (Capital, Maint., Ops. only)
    - [ ] Yes
    - [ ] No

- **Over $100K**
  - Executive Director
    - [ ] Yes
    - [ ] No

- **Over $200K**
  - Board Approval
    - [ ] Yes
    - [ ] No

---

**Revised 5/30/2018**

---

**Description / Purpose**

- **Includes 3 years of recurring costs with cellular.**

---

**W. Steve Meyer**

**Dir, Sr. Mgr, RGM**

**(Capital, Maint., Ops. only)**

---

**B. Blanket PO**

<table>
<thead>
<tr>
<th>Type</th>
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<tbody>
<tr>
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**Dir, Sr. Mgr, RGM, or Chief/VP**

<table>
<thead>
<tr>
<th>Route to?</th>
<th>Initials</th>
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**D. Goods**

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**I. Modification**

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<th>Initials</th>
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**J. Task Orders**

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**IFB (Low Bid)**

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<th>Initials</th>
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**RFQ (Qualification)**

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<th>Initials</th>
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**RFP (Best-value)**

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<th>Initials</th>
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**Other:**

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<tr>
<th>Route to?</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**Passenger Information Signs for the Provo/Orem Transportation Improvement Project**

---

**23 Passenger Information Signs are needed for the Provo/Orem Transportation Improvement Project**

---

**Revised 5/30/2018**
Item #: 4
Project: 5310 Contract
Project Manager: Ryan Taylor
Contract Administrator: Brian Motes

Heading: First Step House 5310 Contract

Impacted Area(s): Mobility
Source of Funds: Federal

Action Requested: Approval
Included in 2018 Budget? Yes

Contract #: 18-2721BM
Contractor: First Step House
Solicitation Method: 5310 Grant

Total Contract Value: $395,386
Contract Start Date: 6/1/2018
Contract End Date (Incl. Options): 6/30/2021
Number of responding firms: 1
Next lowest bidder: $ N/A

Detailed Description & Purpose:
UTA administers the FTA 5310 Grant program for three urbanized areas of Utah. These are primarily located in the UTA service district. This contract is for FTA 5310 Grant Funds that are pass-through dollars to eligible organizations that serve seniors and people with disabilities. No UTA funds are expended in the 5310 Grant contracts. Funding is FTA Grant monies and local match provided by the local entities. The Scope of Work includes the purchase of one expansion bus, one expansion sedan and radio equipment to replace existing vehicle equipment that have reached the end of their useful lives. This grant also includes operation costs to provide enhanced transportation service to seniors and people with disabilities beyond what is currently available.

Attachments: None
Once approved, please forward to Contract Administrator

**CONTRACT ROUTING SHEET**

**Agenda Item No.:**

**Board Review Date:**

<table>
<thead>
<tr>
<th>CONTRACT SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1)</strong> Contract/P.O. No. 18-2721BM (Assigned by Purchasing)</td>
</tr>
<tr>
<td>Project Manager: Holly Mahoney</td>
</tr>
</tbody>
</table>

| 2) Contract Type | A. A&E/Design | B. Blanket PO | C. Construction | D. Goods |
| E. Option | F. Other | G. Renewal | H. Services |
| E. Modification | I. Task Orders |

| 3) Procurement Method | RFQ (Quote) | IFB (Low Bid) | RFQ (Qualification) | RF (Best-value) | Sole source |
| Other: 5310 |

| 4) Contract Title | 5310 First Step House |

**Description / Purpose**

FY2015-17 Sec 5310 Salt Lake/West Valley Capital, Operating, Enhanced Mobility of Seniors and Individuals with Disabilities

| 5) Contractor Name | First Step House |

| 6) Effective Dates | Beginning: 05/01/18 | Ending: 06/30/21 |

| 7) Option to renew? | Yes | No |

| Renewal terms | N/A |

<table>
<thead>
<tr>
<th>FINANCIAL SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>9) Total Board Approval Amount:</strong></td>
</tr>
</tbody>
</table>

| 9a) Current Contract Value: | $ 395,386.00 |
| 9b) Amendment Amount: | $ 395,386.00 |
| 9c) New Contract Value (including all amendments) | $ 395,386.00 |

| (Estimate if per transaction cost) | Yes | No |

| 9d) Is the amount an estimate? | Yes | No |

| 9e) If estimated, how was the estimate calculated? | N/A |

| 10) Is the amount a one-time purchase or annual recurring purchase? | Yes | No |

| Yes | No |

| 11) Account Code | 5310 Subrecipients Funds | Capital Project Code |

| 12) Budgeted? | Yes | No |

| Budget amount: | $ 395,386.00 |

| 13) Will this contract require support from another department? | Yes | No |

| Yes | No |

| 14) If so, is the other department(s) aware of this contract and the required support? | Yes | No |

| Yes | No |

| 15) If box 2a or 2c is checked, has the Qualified Heath Insurance Certificate been verified? | Yes | No |

| Yes | No |

<table>
<thead>
<tr>
<th>SIGNATURE SECTION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Route to?</strong></td>
</tr>
</tbody>
</table>

| Attorney/Legal | Initials |
| Yes | |

| Accounting Reviewed | Initials |
| Yes | Bryan Steele |

| 16) Approval Signatures |

| Route to? |

| Manager/Program Manager | Initials |
| Yes | Ryan Taylor |

| Dir, Sr. Mgr, RGM, or Chief/VP | Initials |
| Yes | Cheryl Beveridge |

| Chief/VP, or Dir, Sr. Mgr, RGM (Capital, Maint., Ops. only) | Initials |
| Yes | Cheryl Beveridge |

| Executive Director | Initials |
| Yes | W. Steve Meyer |

| Board Approval | Initials |
| Yes | Approval Date |

If Yes, route to the Sr. Supply Chain Manager for board meeting agenda and approval

**Revised 5/30/2018**
Item #: 5
Project: 5310 Contract

Project Manager: Ryan Taylor
Contract Administrator: Brian Motes

Heading: Pioneer Adult Rehabilitation Center (PARC) 5310 Contract

Impacted Area(s): Mobility
Source of Funds: Federal

Action Requested: Approval
Included in 2018 Budget: Yes

Contract #: 18-2671BM
Solicitation Method: 5310 Grant

Contractor: Pioneer Adult Rehabilitation Center (PARC)

Total Contract Value: $292,638
Contract End Date (Incl. Options): 6/30/2021

Contract Start Date: 6/1/2018
Number of responding firms: 1
Next lowest bidder: $ N/A

Detailed Description & Purpose:
UTA administers the FTA 5310 Grant program for three urbanized areas of Utah. These are primarily located in the UTA service district. This contract is for FTA 5310 Grant Funds that are flow through dollars to eligible organizations that serve seniors and people with disabilities. No UTA funds are expended in the 5310 Grant contracts. Funding is FTA Grant monies and local match provided by the local entities. The Scope of Work includes the operation costs to provide enhanced transportation service to seniors and people with disabilities beyond what is currently available.

Attachments: None
### CONTRACT ROUTING SHEET

**Agenda Item No.:**

**Board Review Date:**

---

**CONTRACT SECTION**

1. **Contract/P.O. No.:** 18-2671BM *(Assigned by Purchasing)*  
   **Contract Administrator:** Brian Motes  
   **Project Manager:** Holly Mahoney

2. **Contract Type**  
   - [ ] A. A&E/Design  
   - [ ] B. Blanket PO  
   - [ ] C. Construction  
   - [ ] D. Goods  
   - [ ] E. Modification  
   - [ ] F. Other  
   - [ ] G. Renewal  
   - [ ] H. Services  
   - [ ] I. Task Orders

3. **Procurement Method**  
   - [ ] RFQ (Quote)  
   - [ ] IFB (Low Bid)  
   - [ ] RFQ (Qualification)  
   - [ ] RFQ (Best-value)  
   - [ ] Sole source

4. **Contract Title:** 5310 PARC

5. **Description / Purpose (of contract or project):** FY2015-17 Sec 5310 Ogden Layton Capital, Enhanced Mobility of Seniors and Individuals with Disabilities

6. **Contractor Name:** PARC

7. **Effective Dates**  
   - **Beginning:** 05/01/18  
   - **Ending:** 06/30/21

8. **Option to renew?**  
   - [ ] Yes  
   - [ ] No  
   **Renewal terms:** N/A

---

**FINANCIAL SECTION**

9. **Total Board Approval Amount:** $292,638.00  
   - **Total Board Approval Amount:** $292,638.00  
   - **Amendment Amount:** $-  
   - **New Contract Value (including all amendments):** $-

   **(Estimate if per transaction cost)**  
   - [ ] Yes  
   - [ ] No

   **If estimated, how was the estimate calculated?** N/A

10. **Is the amount a one-time purchase or annual recurring purchase?**  
    - [ ] One-time  
    - [ ] Recurring

11. **Account Code:** 5310 Subrecipients Funds  
    **Capital Project Code:**

12. **Budgeted?**  
    - [ ] Yes  
    - [ ] No  
    **Budget amount:** $292,638.00

13. **Will this contract require support from another department?**  
    - [ ] Yes  
    - [ ] No

14. **If so, is the other department(s) aware of this contract and the required support?**  
    - [ ] Yes  
    - [ ] No

15. **If box 2a or 2c is checked, has the Qualified Heath Insurance Certificate been verified?**  
    - [ ] Yes  
    - [ ] No

---

**SIGNATURE SECTION**

16. **Approval Signatures**

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<tr>
<td>Executive Director</td>
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<td>W. Steve Meyer</td>
</tr>
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<td>Board Approval</td>
<td>[ ] Yes</td>
<td>Approval Date</td>
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*If Yes, route to the Sr. Supply Chain Manager for board meeting agenda and approval*

Revised 5/30/2018
Item #: 6
Project: 5310 Contract
Project Manager: Ryan Taylor
Contract Administrator: Brian Motes

Heading: The Work Activity Center 5310 Contract

Impacted Area(s): Mobility
Source of Funds: Federal
Action Requested: Approval
Included in 2018 Budget? Yes

Contract #: 18-2679BM
Solicitation Method: 5310 Grant
Contractor: The Work Activity Center
Contract Start Date: 6/1/2018
Contract End Date (Incl. Options): 6/30/2021
Total Contract Value: $426,622
Number of responding firms: 1
Next lowest bidder: $ N/A

Detailed Description & Purpose:
UTA administers the FTA 5310 Grant program for three urbanized areas of Utah. These are primarily located in the UTA service district. This contract is for FTA 5310 Grant Funds that are flow through dollars to eligible organizations that serve seniors and people with disabilities. No UTA funds are expended in the 5310 Grant contracts. Funding is FTA Grant monies and local match provided by the local entities. The Scope of Work includes the operation costs to provide enhanced transportation service to seniors and people with disabilities beyond what is currently available.

Attachments: None
Once approved, please forward to Contract Administrator

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</tr>
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**CONTRACT SECTION**

1) Contract/P.O. No. **18-2679BM** *(Assigned by Purchasing)*  
   Contract Administrator: **Brian Motes**  
   Project Manager: **Holly Mahoney**

2) Contract Type
   - [ ] A. A&E/Design
   - [ ] B. Blanket PO
   - [ ] C. Construction
   - [ ] D. Goods
   - [ ] E. Option
   - [ ] F. Other
   - [ ] G. Renewal
   - [ ] H. Services
   - [ ] E. Modification
   - [ ] I. Task Orders

3) Procurement Method
   - [ ] RFQ (Quote)
   - [ ] IFB (Low Bid)
   - [ ] RFQ (Qualification)
   - [ ] RFP (Best-value)
   - [ ] Sole source
   - [ ] Other: **5310**

4) Contract Title
   **5310 The Work Activity Center**
   **FY2015-17 Sec 5310 Salt Lake/West Valley Capital, Operating, Enhanced Mobility of Seniors and Individuals with Disabilities**

5) Description / Purpose
   *(of contract or project)*

6) Contractor Name
   **The Work Activity Center**

7) Effective Dates
   - Beginning: **05/01/18**  
   - Ending: **06/30/21**  
   - Option to renew? [ ] Yes [ ] No
   - Renewal terms: **N/A**

**FINANCIAL SECTION**

9) Total Board Approval Amount: $426,622.00
   - 9a) Current Contract Value: $426,622.00
   - 9b) Amendment Amount: $-
   - 9d) New Contract Value (including all amendments): $-
   - 9e) Is the amount an estimate? [ ] Yes [ ] No
   *(Estimate if per transaction cost)*

9) If estimated, how was the estimate calculated?
   **N/A**

10) Is the amount a one-time purchase or annual recurring purchase? [ ] One-time [ ] Recurring

11) Account Code **5310 Subrecipients Funds**  
    Capital Project Code **5310**

12) Budgeted? [ ] Yes [ ] No  
    Budget amount: $426,622.00

13) Will this contract require support from another department? [ ] Yes [ ] No

14) If so, is the other department(s) aware of this contract and the required support? [ ] Yes [ ] No

15) If box 2a or 2c is checked, has the Qualified Heath Insurance Certificate been verified? [ ] Yes [ ] No

**SIGNATURE SECTION**

16) Approval Signatures
   - Route to?  
   - Initials
   - Attorney/Legal [ ] Yes [ ] No  
   - Jerry Syenquist
   - Accounting Reviewed [ ] Yes [ ] No  
   - Bryan Steele
   - Up to $10K Manager/Program Manager [ ] Yes [ ] No  
   - Ryan Taylor
   - Up to $50K Dir, Sr. Mgr, RGM, or Chief/VP [ ] Yes [ ] No  
   - Cheryl Beveridge
   - Over $100K Chief/VP, or Dir, Sr. Mgr, RGM (Capital, Maint., Ops. only) [ ] Yes [ ] No  
   - W. Steve Meyer
   - Over $200K Executive Director [ ] Yes [ ] No  
   - Approval Date

If Yes, route to the Sr. Supply Chain Manager for board meeting agenda and approval

Revised 5/30/2018
Item #: 7
Project: 5310 Contract

Project Manager: Ryan Taylor  Contract Administrator: Brian Motes

Heading: United Way Community Services of Utah Valley Para-transit 5310 Contract

Impacted Area(s): Mobility  Source of Funds: Federal

Action Requested: Approval

Included in 2018 Budget? Yes

Contract #: 18-2677BM

Contractor:
United Way Community Services
Utah Valley Para-transit

Total Contract Value: $260,000

Contract Start Date: 6/1/2018

Number of responding firms: 1

Next lowest bidder: $ N/A

Solicitation Method: 5310 Grant

Contract End Date (Incl. Options): 6/30/2021

Detailed Description & Purpose:
UTA administers the FTA 5310 Grant program for three urbanized areas of Utah. These are primarily located in the UTA service district. This contract is for FTA 5310 Grant Funds that are pass-through dollars to eligible organizations that serve seniors and people with disabilities. No UTA funds are expended in the 5310 Grant contracts. Funding is FTA Grant monies and local match provided by the local entities. The Scope of Work includes the purchase of three 14 passenger cutaway buses to replace existing vehicles which have exceeded their useful lives. This grant also includes the purchase of one accessible minivan to provide service expansion.

Attachments: None
Once approved, please forward to Contract Administrator

**CONTRACT ROUTING SHEET**

**Agenda Item No.:**

**Board Review Date:**

### CONTRACT SECTION

1. **Contract/P.O. No.:** 18-2677BM *(Assigned by Purchasing)*  
   - **Contract Administrator:** Brian Motes  
   - **Project Manager:** Holly Mahoney

2. **Contract Type**
   - □ A. A&E/Design  
   - □ B. Blanket PO  
   - □ C. Construction  
   - □ D. Goods  
   - □ E. Modification  
   - □ F. Other  
   - □ G. Renewal  
   - □ H. Services  
   - □ I. Task Orders

3. **Procurement Method**
   - □ RFQ (Quote)  
   - □ IFB (Low Bid)  
   - □ RFQU (Qualification)  
   - □ RFP (Best-value)  
   - □ Sole source  
   - □ Other: 5310

4. **Contract Title**
   - 5310 United Way Community Services Utah Valley Paratransit

5. **Description / Purpose**
   - FY2015-17 Sec 5310 Provo Orem Capital, Enhanced Mobility of Seniors and Individuals with Disabilities

6. **Contractor Name**
   - United Way Community Services Utah Valley Paratransit

7. **Effective Dates**
   - **Beginning:** 05/01/18  
   - **Ending:** 06/30/21

8. **Option to renew?**
   - □ Yes  
   - □ No

### FINANCIAL SECTION

9. **Total Board Approval Amount:** $260,000.00
   - **9a) Current Contract Value:** $260,000.00
   - **9b) Amendment Amount:** $-
   - **9e) New Contract Value (including all amendments):** $-

   **(Estimate if per transaction cost)**
   - □ Yes  
   - □ No

10. **Is the amount a one-time purchase or annual recurring purchase?**
    - □ One-time  
    - □ Recurring

11. **Account Code**
    - 5310 Subrecipients Funds
    - **Capital Project Code:**

12. **Budgeted?**
    - □ Yes  
    - □ No
    - **Budget amount:** $260,000.00

13. **Will this contract require support from another department?**
    - □ Yes  
    - □ No

14. **If so, is the other department(s) aware of this contract and the required support?**
    - □ Yes  
    - □ No

15. **If box 2a or 2c is checked, has the Qualified Heath Insurance Certificate been verified?**
    - □ Yes  
    - □ No

### SIGNATURE SECTION

16. **Approval Signatures**
    - **Route to?**
    - **Initials**
    - **Attorney/Legal**
      - □ Yes  
      - □ No
      - Jerry Syenquist
    - **Accounting Reviewed**
      - □ Yes  
      - □ No
      - Bryan Steele
    - **Up to $10K Manager/Program Manager**
      - □ Yes  
      - □ No
      - Ryan Taylor
    - **Up to $50K Dir, Sr. Mgr, RGM, or Chief/VP**
      - □ Yes  
      - □ No
      - Cheryl Beveridge
    - **Up to $100K Chief/VP, or Dir, Sr. Mgr, RGM (Capital, Maint., Ops. only)**
      - □ Yes  
      - □ No
      - Cheryl Beveridge
    - **Over $100K Executive Director**
      - □ Yes  
      - □ No
      - W. Steve Meyer
    - **Over $200K Board Approval**
      - □ Yes  
      - □ No
      - Approval Date

---

*If Yes, route to the Sr. Supply Chain Manager for board meeting agenda and approval*

**Revised 5/30/2018**
**BACKGROUND:** The purpose of the proposed memorandum of understanding is to be a guiding document for final design, including funding. FTA’s region office recommended that the project stakeholders enter this agreement.

**Project Stakeholders/Contract Parties**
- Utah Transit Authority
- Wasatch Front Regional Council
- Ogden City
- Weber State University
- Intermountain Healthcare, Inc., dba McKay-Dee Hospital
- Weber County Council of Governments
- Utah Department of Transportation

**Contract Purpose**
- Goals: Seek funding, obtain approvals, and make ongoing project decisions.
- Secure Initial Project Work and Funding: The environmental assessment, design, and project management will be funded by project stakeholders; costing approximately $5,000,000. An additional agreement will be developed to cover construction and operations of the project.

**PREFERRED ALTERNATIVE:** Passing the Resolution and approving the Memorandum of Understanding

**LEGAL REVIEW:** Complete

**EXHIBITS:**
- R2018-06-01: Memorandum of Understanding for the Ogden/Weber BRT
- Memorandum of Understanding: Ogden/Weber State University Bus Rapid Transit Project
WHEREAS, the Utah Transit Authority (the “Authority”) is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities – Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, for the past several years, the Authority has been working with the Wasatch Front Regional Council, Ogden City, Weber State University, Intermountain Healthcare, Weber County, and the Utah Department of Transportation (collectively the “Stakeholders”) to study a transit system connecting the Ogden Intermodal Center, downtown Ogden, Weber State University and McKay-Dee Hospital; and

WHEREAS, the Ogden/Weber State University Bus Rapid Transit Project (the “Project”) was identified as the locally preferred transit alternative for this corridor; and

WHEREAS, the Authority and the Stakeholders desire that additional environmental and design work be performed with respect to the Project in a manner that will allow the Authority to apply for a federal grant (the “Grant”) under the Federal Transit Administration’s Small Starts Capital Investment Grant Program; and

WHEREAS, the Authority and the Stakeholders have agreed upon a high-level strategy to jointly finance the design, construction and other work related to the Project; and

WHEREAS, the Authority has agreed to commit $1M to fund the initial Project work, including design; and

WHEREAS, conditioned upon the receipt of the Grant, as well as the receipt of additional funding from or through the Stakeholders, the Authority has agreed to commit an additional $7M for Project construction; and

WHEREAS, each of the Stakeholders has agreed to contribute additional funds or other valuable consideration toward the Project; and

WHEREAS, the commitments of the Authority and each of the Stakeholders are outlined in a Memorandum of Understanding for the project (the “MOU”); and
WHEREAS, the Authority’s Board of Trustees (the “Board”) wishes to evidence its approval of the MOU.

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

1. That the Board hereby approves the MOU negotiated among the Authority and the Stakeholders.

2. The Board authorized the Executive Director and his or her designee(s) to execute the MOU in substantially the same form as that attached as Exhibit A to this Resolution.

3. That the Board hereby ratifies any and all actions previously taken by the Authority’s management and staff to prepare and negotiate the MOU.

4. That the corporate seal be attached hereto.

Approved and adopted this 27th day of June, 2018.

________________________________
Greg Bell, Chair
Board of Trustees

ATTEST:

______________________________
Robert K. Biles, Secretary/Treasurer
(Corporate Seal)
CERTIFICATE

The undersigned duly qualified Chair of the Board of Trustees of the Utah Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held on the 27th day of June, 2018.

__________________________________________
Greg Bell, Chair
Board of Trustees

Robert K. Biles, Secretary/Treasurer

Approved As To Form:

________________________
Legal Counsel
MEMORANDUM OF UNDERSTANDING

Ogden/Weber State University Bus Rapid Transit Project

This Memorandum of Understanding (“MOU”) is entered into this ____ day of ______________ 2018 by and among the Utah Transit Authority (“UTA”), the Wasatch Front Regional Council (“WFRC”), Ogden City (“Ogden”), Weber State University (“WSU”), Intermountain Healthcare, dba McKay-Dee Hospital, Weber County (the “County”), and Utah Department of Transportation (UDOT). UTA, WFRC, Ogden, WSU, Intermountain Healthcare, the County, and UDOT are hereafter collectively referred to as the “Project Stakeholders”, or the “Parties”.

RECITALS

WHEREAS, in 2008, the Project Stakeholders entered into an agreement to jointly conduct an Alternatives Analysis and the resulting NEPA review for the potential development of major capital transit investments in the Ogden/WSU Corridor area;

WHEREAS, in 2013, the Project Stakeholders entered into an agreement to commence, and subsequently completed, a transit system study between the Ogden Intermodal Hub and Weber State University – McKay-Dee Hospital;

WHEREAS, the Project Stakeholders are supportive of the results of the transit system study, and have determined it is in each of their respective best interests to continue to pursue funding and design alternatives toward the goal of an Ogden/Weber State University Bus Rapid Transit project, consisting of a 5.3-mile route connecting the Ogden Intermodal Center, downtown Ogden, Weber State University, and McKay-Dee Hospital (the “BRT Project”);

WHEREAS, Ogden, WFRC, and UTA have adopted the locally-preferred alternative (“LPA”), the Project Stakeholders have agreed upon the alignment for the BRT Project, the BRT Project has been identified by WFRC in the Regional Transportation Plan (RTP) as a Phase 1 project, and the Project Stakeholders are willing to pledge funds and other support for moving the BRT Project into the next phase, including through the remaining NEPA processes;

WHEREAS, the Project Stakeholders encourage and support the use by UTA of Proposition 1 tax funds from Weber County to complete the Initial Project Work (as defined herein below) for the BRT Project;

NOW, THEREFORE, in consideration of the mutual covenants and understandings herein set forth, the mutual benefits to the parties to be derived here from, and for other valuable consideration, the receipt and sufficiency of which the parties acknowledge the parties agree as follows:

1. Goals. The BRT Project is contemplated to be a 5.3-mile BRT route, with 10-15-minute headways, and with additional service in peak times. The Project Stakeholders acknowledge that the respective obligations and commitments of each of the Parties hereto (after the Initial Project Work defined below) are conditioned on details and contingencies that are not yet finalized and in
some cases, not yet knowable. The Project Stakeholders agree to work together to seek funding, obtain approvals, and make ongoing Project decisions, in good faith.

2. Project Manager. UTA will assign a Project Manager to manage and administer the BRT Project. The Project Manager will be responsible to report to the Project Stakeholders for the oversight and management of the BRT Project. The initial Project Manager will be Hal Johnson. A subsequent project manager to oversee the final design and construction will be assigned.

3. BRT Project Committee. A BRT Project Committee will be established, consisting of one individual appointed by each of the Project Stakeholders. The BRT Project Committee will review and provide comments with respect to the ongoing progress of the BRT Project plans and goals. The BRT Project Committee shall meet at such reasonable intervals as shall be determined by the Project Manager, or as requested by other members of the BRT Project Committee. The initial members of the BRT Project Committee shall be as follows: UTA, Eddy Cumins or Hal Johnson; Ogden, Mark Johnson; the County, Brooke Stewart; UDOT, Kris Peterson; WSU, Norm Tarbox; Intermountain Healthcare, Chris Dallin; and WFRC, Callie New.

### Ogden BRT Funding Plan

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4. **BRT Project Costs.** The Project Stakeholders acknowledge that the estimated cost for the BRT Project is approximately $79.0M, for design, construction, and project management. UTA estimates that it will have necessary operating funds, from existing Route 603 and Proposition 1 tax funds, to operate and maintain the BRT Project. Additional Proposition 1 tax funds have been tentatively programmed for long-term, state-of-good-repair for the BRT Project. The table below identifies the cost and potential funding scenario.

5. **Intent to Seek Federal Funding.** UTA will seek federal funding and finance opportunities, as further described below, but if the funding described in this MOU cannot be identified and secured, the Project Stakeholders acknowledge that the BRT Project may be delayed or terminated and the Project Stakeholders may not realize the full anticipated benefits from the Initial Project Work. Each of the Project Stakeholders identified in paragraph 6 below will use reasonable efforts to obtain and/or contribute funding for the BRT Project, as more fully described herein.

6. **Project Funding for Design and Construction.** The Project Stakeholders have determined that the cost of the environmental assessment, design, and project management will be approximately Five Million Dollars ($5,000,000) (the “Initial Project Work”). The Initial Project Work, completion of the project environmental document and Request to Enter Project Development for FTA’s Small Starts Grant Program, shall include the items generally described in the Scope, attached hereto as Exhibit “A” and by this reference made a part hereof. The projected needed local match for the construction of the project is estimated to be $25.3M which includes $5.0M for design. Certain of the Project Stakeholders have committed funding for the design and construction, but contingent on all other commitments and funds being received. The contributions of Project Stakeholders for Initial Project Work are as follows, subject specifically to receipt of funds and completion of matters on the timeline described in paragraph 8, below:

   (a) **UTA.** UTA will contribute One Million Dollars ($1M), from Proposition 1 Weber County tax funds, to be provided over two (2) years. Upon grant award, UTA will also contribute an additional $7M for capital improvements from Prop 1.

   (b) **Weber County.** The County will contribute Two Million Five Hundred Thousand Dollars ($2.5M), to be contributed one-half ($1.25M) in the year 2020, and one-half ($1.25M) in the year 2021 for design and an additional $5M for right of way/corridor preservation. The corridor preservation funding is immediately available. Right of way funding will only be used for property acquisition related costs.

   (c) **Ogden.** Ogden will contribute One Hundred Thousand Dollars ($100,000) for design, on or about July 1, 2018, and up to $4.0M in local match for roadway construction improvements on 25th Street and 23rd Street.

   (d) **UDOT.** UDOT will contribute Fifty Thousand Dollars ($50,000), on or about July 1, 2019.

   (e) **WFRC.** In the fall of 2022, WFRC will provide One Million Five Hundred Thousand Dollars ($1.5M) in STP funding for the design. WFRC will also provide One Million Dollars ($1.0M) from CMAQ funding, which is scheduled to be available in the fall of 2022 for the
design and construction of an intermodal center on the Weber State University Campus and Three Million Five Hundred Thousand Dollars ($3.5M) for construction of the project. Project partners are seeking an additional $1.5M in future CMAQ or STP funding for construction, however these competitive funds have not been committed to this project.

7. **Application for Federal Funds.** The BRT Project appears to meet current criteria for Federal Transit Administration Small Starts funding, and may potentially be eligible to receive 50% to 80% of the eligible costs (approximately $33.4M to $56.7M) from the Federal Transit Administration. Project partners are targeting a 65% federal grant for the project in the amount of $46.1M. Subject to the availability of other funds as described herein, UTA will take appropriate steps to make formal application to the Federal Transit Administration in October 2018 for a Small Starts Grant. The Initial Project Work will include a cost estimate of the BRT Project, and identification of the appropriate ratio of federal/local funds. The Parties acknowledge that the award of a Small Starts Grant is beyond UTA’s control and that UTA can provide no assurances that such a grant will be awarded.

8. **Project Stakeholder Funding Commitments.** UTA will submit a formal submission/application to the Federal Transit Administration, in 2018 to Request Entry into Project Development. During the Project Development process UTA will work with FTA on the final small starts full funding grant agreement. To submit an application at least half of the local match is required. Projected need local match for the project is: $25.3M, Project partners have most of the match in place, approximately $23.25M. A total of $3.6M in locally programmed funding is needed to complete the local match package for the project at a 65% ratio. The project partners will work collaboratively to close the remaining funding gap on the project.

9. **Conditions Precedent to Commencement of Final Design Project Work.** Prior to commencement of final design, the appropriate Project Stakeholders agree to complete the following:

   (a) All funds necessary for design and project management will be committed and available before any request for Project Development will be submitted to the Federal Transit Administration.

   (b) All funds described in paragraph 5 through 8 must be available to meet cash flow requirements necessary to complete the final design and construction.

   (c) The provisions of this paragraph 9 shall not be construed so as to require any party to accelerate the delivery of funds in advance of the program years identified in paragraph 6.

10. **Specific Project Stakeholder Commitments.** Subject to the preliminary matters being completed, as further described herein, the Project Stakeholders will complete the following, at the appropriate times and manners, in connection with the BRT Project prior to construction starting on the project:

   (a) **UTA.** UTA will:

      (i) contribute funds described in paragraph 6(a) above.
(ii) submit needed letters and application to seek federal approval and funding for the project. UTA will call on project partners to support the development of the application.

(iii) upon comital and receipt of all future financial commitments contemplated in paragraph 8 and a Small Starts Grant from FTA, design and contract to build the BRT Project in the alignment selected.

(iv) credit any Project Stakeholder contributing easements or rights of way for the fair market value of such property right, as “local match” for any federal Small Starts grant.

(v) enter into a Public Way Use Agreement for operating and maintaining the BRT Project on or within any Ogden, WSU, and UDOT-owned roadways.

(vi) work with Ogden, the County, and other appropriate Project Stakeholders, together with a consultant team, to produce appropriate transit-oriented development studies, including a market study, for areas within and near the BRT Project corridor.

(vii) complete the environmental assessment required to make formal application for project development.

(viii) procure a final design contractor and complete design.

(ix) agree to operate and maintain the BRT Project including facilities directly associated with individual BRT stops.

(x) consistent with the terms of the Small Starts Capital Agreement, finance the construction of the project.

(b) Weber County. The County will:

(i) contribute funds described in paragraph 6(b) above for final design and right of way.

(ii) cooperate with appropriate Project Stakeholders, as necessary, in their production of appropriate transit-oriented development studies for areas within and near the BRT Project corridor.

(c) Ogden. Ogden will:

(i) contribute funds described in paragraph 6(c) above.
(ii) work with the County, UTA, and other appropriate Project Stakeholders, to produce appropriate transit-oriented development studies and market studies for areas within and near the BRT Project corridor.

(iii) enter into a Public Way Use Agreement authorizing the operation and maintenance of the BRT Project on or within any Ogden-owned roadways.

(iv) maintain the BRT lanes, not including facilities directly associated with individual BRT stops, on Ogden-owned roadways in a manner consistent with the maintenance of other Ogden roads having similar usage demands.

(v) coordinate with other Project Stakeholders to assess land use and work to change zoning and development codes to support and coincide with the improvements of the BRT Project.

(vi) fund needed roadway improvements on 23rd Street and 25th Street that support the development of the BRT project.

(d) UDOT. UDOT will:

(i) contribute funds described in paragraph 6(d) above.

(ii) enter into a Public Way Use Agreement with UTA which identifies individual responsibilities for operating and maintaining the BRT Project on or within any UDOT roadways, and maintaining any exclusive lanes on UDOT property, including Harrison Blvd.

(e) WFRC. WFRC will work with UTA to transfer awarded CMAQ and STP funds. WFRC will provide travel modeling services as needed and/or as requested by FTA.

(f) WSU. WSU will:

(i) after identification and appraisal of easements and/or right-of-way on WSU property, and completion of all appropriate federally-required processes, donate such property rights, with the value of such property rights representing in-kind local match for federal grant funds.

(ii) enter into a Public Way Use Agreement for operating and maintaining the BRT Project on or within roadways within the WSU campus, including maintaining the BRT lanes on roadways within or on WSU campus property.

(iii) amend the WSU Campus Master Plan to include the final BRT transit alignment through campus, as well as to facilitate necessary changes for future facilities along the BRT alignment.

(iv) it is anticipated that the proposed project will replace the current campus shuttle system. UTA will work with WSU to design the operating plan for the project which will maximize ridership at the lowest cost.
work with UTA toward a long-term agreement for a campus-wide transit pass program.

(g) Intermountain Healthcare. Intermountain Healthcare will grant licenses to UTA, at no cost, and upon terms and conditions agreeable to both parties, for use of Intermountain Healthcare property for BRT access, stations/stops, canopies, and related infrastructure facilities. UTA and Intermountain Healthcare will also coordinate on the needed maintenance of all infrastructure.

All parties agree to help seek funding to fill in any project funding gaps prior to UTA moving forward with construction of the project.

11. Cooperation of Project Stakeholders. The Project Stakeholders will cooperate to operate their respective roadways, properties, and facilities within or near the BRT Project corridor, with respect to design, construction, maintenance and repair work, before, during and after completion of the BRT Project, in a manner so as to minimize interference with operations and use by the other Project Stakeholders.

12. Betterments. The standard improvements and design elements that are reasonably necessary to operate the BRT transit line have been included in the project estimate. The cost of any betterments, such as, by way of example only, re-pavement of the full width of roadways, replacement or upgrading of utilities or sidewalks, etc. will be the responsibility of the requesting entity, unless required due to roadway impacts by the BRT Project. Potential work necessary may include lane shifts, ghost lines, extensive potholing etc.

13. Amendments. Alterations, extensions, supplements or modifications to the terms of this MOU as detailed herein shall be agreed to in writing by the parties concerned, incorporated as amendments to this MOU, and made a part hereof.

14. GRAMA. The Project Stakeholders acknowledge that disclosure of records pursuant to this MOU is subject to the Utah Government Records Access and Management Act, Utah Code Ann. §63G-7-101, et seq.

15. Termination. Any party may terminate this MOU for cause if any other party fails to fulfill the obligations specified herein in a timely and proper manner, or if any other party violates any of the terms hereof, or if the parties determine that funding is not available or sufficient. If any party to this MOU wishes to withdraw for convenience, it shall have the right to withdraw from this MOU by giving written notice of such withdrawal to all other parties and specifying the effective date thereof, which date shall be at least thirty (30) days after the date of such notification. Parties withdrawing from this MOU are responsible for meeting their financial obligations as described in this MOU.

IN WITNESS WHEREOF, the above-identified parties have entered into this MOU effective the date first set forth herein.

(Remainder of this Page Intentionally Blank)
SIGNATURE PAGE FOR MEMORANDUM OF UNDERSTANDING for Ogden-Weber BRT Project

UTAH TRANSIT AUTHORITY

____________________________________

Date:____________________

____________________________________

Date:____________________

Approved as to Form

____________________________________

UTA Legal Counsel
SIGNATURE PAGE FOR MEMORANDUM OF UNDERSTANDING for Ogden-Weber BRT Project

WASATCH FRONT REGIONAL COUNCIL

Andrew Gruber, Executive Director

Date:__________________
SIGNATURE PAGE FOR MEMORANDUM OF UNDERSTANDING for Ogden-Weber BRT Project

OGDEN CITY CORPORATION

Mayor
Date:______________

______________, City Council Chair
Date:______________

Approved as to Form

________________________________________

ATTEST

________________________________________

City Recorder
WEBER STATE UNIVERSITY

Date:____________________

Approved as to Form
SIGNATURE PAGE FOR MEMORANDUM OF UNDERSTANDING for Ogden-Weber BRT Project

INTERMOUNTAIN HEALTHCARE

__________________________________
Tim Pehrson, CEO

Date:_________________________
SIGNATURE PAGE FOR MEMORANDUM OF UNDERSTANDING for Ogden-Weber BRT Project

BOARD OF COUNTY COMMISSIONERS OF WEBER COUNTY

______________________________
Date:__________________________

Approved as to Form

______________________________
SIGNATURE PAGE FOR MEMORANDUM OF UNDERSTANDING for Ogden-Weber BRT Project

UTAH DEPARTMENT OF TRANSPORTATION

________________________________________

Date:__________________
EXHIBIT “A”

Proposed Scope of Initial Project Work

OGDEN-WSU TRANSIT CORRIDOR PROJECT

Phase 1- Project Development and Preliminary Engineering Services

Phase 2- Final Design Engineering Services

Design for the Transit Corridor will be advanced in order to develop a more accurate and current cost estimate, refine contingency funding assumptions and to determine right of way and easement acquisition, to complement timing of Ogden and WSU improvements within the project limits, to identify utility conflicts/relocation requirements and begin negotiating utility agreements, to identify risk elements, and develop mitigation strategies. Preliminary 30% plans will be developed during this phase to be available for use in the future selection process of a CMGC contractor or for inclusion in a Design Build RFP. Currently plans are very conceptual and evolving.

Phase 1- Project Development and Preliminary Engineering Services Work Plan

PROJECT MANAGEMENT

The purpose of this activity is to provide overall direction and control for the project. The project manager will be responsible for the implementation of quality control measures, project reporting, project documentation, and overall performance of the project. Regularly scheduled progress meetings will be conducted and written progress reports will be prepared.

• Prepare and submit monthly project progress and budget reports
• Prepare and submit monthly invoices
• Schedule and hold bi-weekly team coordination meetings to review status and progress of the work
• Prepare meeting notes/documentation and action items
• Manage sub-consultants and agreements
• Identify project risks and develop mitigation strategies; Participate in risk assessments

Assumptions:
• 24 team meetings
• Two risk workshop meetings will be scheduled and held

SPONSOR COORDINATION AND INTERLOCAL AGREEMENTS

Maintain coordination and provide progress updates to project sponsors and key stakeholders.

• Schedule and hold monthly coordination meetings
• Facilitate and document negotiations between project sponsors for project costs and betterments
• Coordinate and determine sponsor responsibility and approach for construction, maintenance, operation, ROW acquisition, drainage, design standards, construction procurement, design reviews, public involvement, utilities, and other project issues
• Determine what interlocal agreements (ILAs) are needed for project development
<table>
<thead>
<tr>
<th>DATE:</th>
<th>June 27, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTACT PERSON:</td>
<td>Bart Simmons, Senior Counsel - Contracts</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>R2018-06-02: TIGER Capital Project Authority – Construction Phase Amendment Authority with Granite Construction</td>
</tr>
</tbody>
</table>

**BACKGROUND:**

Resolution 2018-05-09 authorized the Board of Trustees to establish separate approval processes for contracts, expenses, and change orders for major capital projects.

This resolution provides authorization to move forward with implementation of the TIGER Project funded through federal grant dollars. This capital project planned with cities, counties and other public stakeholders will facilitate access and improve connections to the Authority’s public transit system.

R2018-06-02 authorizes UTA to move forward with Phase 2 amendments authorizing construction for the project up to $10,399,923 as approved in the Agency’s 2018 capital budget.

**PREFERRED ALTERNATIVE:**

Approve

**LEGAL REVIEW:**

Complete

**EXHIBITS:**

1) R2018-06-02 CMGC Contract for First/Last Mile Project
WHEREAS, Utah Transit Authority (the “Authority”) is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities – Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, for the past several years, the Authority has been working with cities, counties and other public stakeholders (the “Stakeholders”) on a jointly planned program of capital projects that will facilitate access and improve connections to the Authority’s public transit system (collectively the “Projects”); and

WHEREAS, the Authority has: (i) obtained a grant of federal assistance (the “TIGER Grant”) for these Projects; (ii) secured (or contracted to secure) local match commitments from the Stakeholders for certain Stakeholder-sponsored Projects; and (iii) budgeted Authority funds for certain Authority-sponsored Projects; and

WHEREAS, the Authority, on April 11, 2018, executed a Construction Manager/General Contractor Agreement (the “CM/GC Contract”) with Granite Construction Company (the “Contractor”); and

WHEREAS, the CM/GC Contract provides for the Contractor to perform design reviews, value engineering, and other preconstruction services necessary to develop a final scope, schedule and budget for each of the Projects; and

WHEREAS, the CM/GC Contract establishes an initial $297,390 not-to-exceed amount (the “TIGER Grant Preconstruction Budget”) for preconstruction services; and

WHEREAS, the CM/GC Contract provides that, as part of the preconstruction services, the Authority and the Contractor will attempt to negotiate a lump sum price for each Project based upon an open book cost estimating process, utilizing profit factors and cost methodologies that were determined through a competitive contracting process and set forth in the CM/GC Contract; and

WHEREAS, the CM/GC Contract also provides that, once the scope, schedule and lump sum price for a Project have been agreed as part of the
preconstruction services, the Authority and the Contractor will execute amendments to the CM/GC Contract ("Phase 2 Amendments") to: (i) authorize the Contractor to commence construction services for Projects or groups of Projects; and (ii) increase the not-to-exceed contract amount to reflect such authorization; and

WHEREAS, the Phase 2 Amendments for several Stakeholder-sponsored Projects will need to be executed in the next several weeks and months in order to facilitate construction during the 2018 and 2019 construction seasons, and in order to meet the Authority’s contractual commitments to the Stakeholders; and

WHEREAS, the lump sum amounts for some Phase 2 Amendments may exceed the amounts that could otherwise be approved under the Executive Director’s statutory change order authority; and

WHEREAS, the Board-approved 2018 capital budget of $13,104,294 for the Projects includes up to $10,399,923 in additional construction funding (the “TIGER Grant Construction Budget”) which has been allocated to the construction phase for Projects under the CM/GC Contract; and

WHEREAS, the TIGER Grant Construction Budget includes Tiger Grant funding, local match commitments from Stakeholders and budgeted Authority funding: and

WHEREAS, the Authority’s Board of Trustees (the “Board”) desires to provide the Executive Director with authority to approve Phase 2 Amendments during the 2018 calendar year consistent with the overall TIGER Grant Construction Budget; and

WHEREAS, this Resolution is issued pursuant to the Board’s authority to establish a separate approval process for contracts, expenses and change orders for major capital projects.

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

1. That the Execute Director and/or his designees are authorized to execute Phase 2 Amendments with respect to Stakeholder-sponsored Projects from time to time as preconstruction services are completed with respect to such Projects.

2. That the cumulative amount obligated under any Phase 2 Amendments executed by the Executive Director pursuant to such authority shall not exceed the TIGER Grant Construction Budget.

3. That any Phase 2 Amendment that would cause the Authority to exceed the TIGER Grant Construction Budget shall require additional approval of the Board.
4. That any Phase 2 Amendment for a Stakeholder-sponsored Project shall not include a lump sum price exceeding the sum of: (i) the Tiger Grant funds that have been budgeted for such project; and (ii) the total local match commitment provided by or on behalf of the applicable Stakeholder.

5. That all expenditures under the Phase 2 Amendments must be presented to the Board as informational items in accordance with Board Resolution No. R2018-05-09.

6. That the corporate seal be attached hereto.

Approved and adopted this 27th day of June, 2018.

________________________________
Greg Bell, Chair
Board of Trustees

ATTEST:

________________________________
Robert K. Biles, Secretary/Treasurer
(Corporate Seal)
CERTIFICATE

The undersigned duly qualified Chair of the Board of Trustees of the Utah Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held on the 27th day of June, 2018.

__________________________
Greg Bell, Chair
Board of Trustees

______________________________
Robert K. Biles, Secretary/Treasurer

Approved As To Form:

__________________________
Legal Counsel
### Agenda Item Coversheet

**DATE:** June 27, 2018

**CONTACT PERSON:** Steve Meyer, Interim Executive Director

**SUBJECT:** Resolution R2018-06-03 authorizing the execution of construction contract change orders for the Provo-Orem Transportation Improvement Project

**BACKGROUND:**
In its meeting of June 13, the Finance and Audit Committee directed staff to prepare a resolution which would authorize the final phases of the Provo-Orem BRT Capital Project scheduled to open in August 2018.

Resolution R2018-06-03 grants the Executive Director the authority to approve change orders on the Project as long as they are consistent with the approved Project budget (the budget is not increased). The resolution also requires that disbursement reporting for the Project be in accordance with the provisions of Resolution No. R2018-05-09.

**PREFERRED ALTERNATIVE:** Approval

**LEGAL REVIEW:** Complete

**EXHIBITS:**
- R2018-06-03: Provo-Orem TRIP Capital Project Authority
WHEREAS, Utah Transit Authority (the “Authority”) is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities – Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, the Authority has been constructing the Provo-Orem Transportation Improvement Project (the “Project”) over the past two years and the Project is nearing completion; and

WHEREAS, the Project is comprised of transit improvements for the Provo-Orem BRT Project (the “BRT Project”) and other roadway, pedestrian and related improvements.

WHEREAS, in support of the Project, the Authority has executed a construction contract with Utah Valley Transit Constructors (the “UVTC Contract”) and a separate construction contract with Big D Construction Corp. (the “Big D Contract” and, together with the UVTC Contract collectively the “Contracts”); and

WHEREAS, the BRT Project is scheduled to begin revenue service on August 13, 2018; and

WHEREAS, in order to resolve outstanding construction claims, to provide direction to the respective contractors with regard to remaining construction items, and to facilitate the achievement of completion milestones with respect to each Contract, certain change orders will need to be executed; and

WHEREAS, some of these change orders may increase the value of the Contracts by more than $200,000; and

WHEREAS, as part of the Authority’s 2018 budget approval process, the Board increased the capital budget for the Project budget to (in part) address the outstanding items that will require change orders; and

WHEREAS, the Authority’s Board of Trustees (the “Board”) desires to provide the Executive Director with authority to execute any change orders that may be necessary or advisable to close-out the Project; and
WHEREAS, this Resolution is issued pursuant to the Board’s authority to establish a separate approval process for contracts, expenses and change orders for major capital projects.

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

1. That the Executive Director and/or his designees are authorized to execute change orders with respect to the Project as may be necessary or advisable to close-out the Contracts.

2. That all change orders executed by the Executive Director and/or his designees under the authority granted by this Resolution must be consistent with the approved Project budget.

3. That all disbursements under change orders executed by the Executive Director and/or his designees under the authority granted by this Resolution must be presented to the Board as informational items in accordance with Board Resolution No. R2018-05-09.

4. That the corporate seal be attached hereto.

Approved and adopted this 27th day of June 2018.

________________________________________
Greg Bell, Chair
Board of Trustees

ATTEST:

________________________________________
Robert K. Biles, Secretary/Treasurer

(Corporate Seal)
CERTIFICATE

The undersigned duly qualified Chair of the Board of Trustees of the Utah Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held on the 27th day of June, 2018.

Greg Bell, Chair
Board of Trustees

Robert K. Biles, Secretary/Treasurer

Approved As To Form:

Legal Counsel
<table>
<thead>
<tr>
<th>DATE:</th>
<th>June 27, 2018</th>
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<tbody>
<tr>
<td>CONTACT PERSON:</td>
<td>Paul Drake, Sr. Manager – Real Estate &amp; TOD</td>
</tr>
<tr>
<td>SUBJECT:</td>
<td>Right of Way Contract for Provo-Orem TRIP</td>
</tr>
<tr>
<td>BACKGROUND:</td>
<td>Construction for the Provo-Orem TRIP project is well underway. The Agency has been working diligently to secure right of way and construction rights for the project. Agency staff has finalized negotiations on a 0.48 acre strip required for the project and is ready to close the transaction.</td>
</tr>
<tr>
<td>PREFERRED ALTERNATIVE:</td>
<td>Approval</td>
</tr>
<tr>
<td>LEGAL REVIEW:</td>
<td>Complete</td>
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</table>
| EXHIBITS:     | • R2018-06-04 Approving Provo-Orem ROW Real Estate Acquisition  
                • ROW Contract |
<table>
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<tr>
<th>Item</th>
<th>Landowner</th>
<th>Detailed description &amp; purpose</th>
<th>Source of Funds</th>
<th>UTA Appraisal Amount</th>
<th>Landowner Appraisal (if any)</th>
<th>Final Purchase Price</th>
<th>FTA Concurrence required?</th>
<th>FTA Concurrence received?</th>
<th>Within Budgeted amount for Project ROW?</th>
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<tbody>
<tr>
<td>AA</td>
<td>Lowe’s Home Centers, LLC, as successor in interest to Eagle Hardware &amp; Garden, Inc., a limited liability company of the State of North Carolina</td>
<td>S-0265(23)3 - Provo/Orem Transportation Improvement Project - Right of Way/TCE for expanded roadway to accommodate BRT lanes</td>
<td>Project</td>
<td>$530,600</td>
<td>n/a</td>
<td>$530,600</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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</table>
RESOLUTION OF THE BOARD OF TRUSTEES OF
THE UTAH TRANSIT AUTHORITY AUTHORIZING THE
PURCHASE OF REAL PROPERTY

R2018-06-04

June 27, 2018

WHEREAS, Utah Transit Authority (the “Authority”) is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities – Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, the Authority is in the process of constructing the Provo Orem Transportation Improvement Project (the “Project”) in Utah County; and

WHEREAS, the Authority requires approximately 0.476 acres of property in fee and approximately 1.062 acres for a temporary construction easement located at approximately 140 West University Parkway, Orem, UT 84058 (the “Property”) for the purpose of widening University Parkway and related Project improvements; and

WHEREAS, the Authority has obtained a certified appraisal identifying the value of the Property to be $530,600.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Authority (the “Board”):

1. That the Board hereby approves the purchase of the Property in the amount of $530,600.

2. That the Board hereby approves the contract for the purchase of the Property attached hereto as Exhibit A.

3. That the Executive Director and his or her designee(s) are authorized to execute the attached contract and any closing statements, escrow forms and other documents and instruments, and take any additional actions as may be necessary or prudent to complete the purchase in accordance with the terms indicated herein.

4. That the Board hereby ratifies any and all actions previously taken by the Authority’s management and staff with regard to the purchase of the Property.

5. That the corporate seal be attached hereto.
Approved and adopted this 27th day of June, 2018.

________________________________
Greg Bell, Chair
Board of Trustees

ATTEST:

________________________________
Robert K. Biles, Secretary/Treasurer

(Corporate Seal)
CERTIFICATE

The undersigned duly qualified Chair of the Board of Trustees of the Utah Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held on the 27th day of June, 2018

__________________________
Greg Bell, Chair
Board of Trustees

____________________________
Robert K. Biles, Secretary/Treasurer

Approved As To Form:

__________________________
Legal Counsel
IN CONSIDERATION of the foregoing and other considerations hereinafter set forth, it is mutually agreed by the parties as follows:

The Grantor hereby agrees to convey and sell by Special Warranty Deed, Temporary Easement a parcel(s) of land known as parcel number(s) 124:A, 124:E for transportation purposes. This contract is to be returned to: Gale Padgett(Consultant), Right of Way Agent c/o Utah Transit Authority (UTA), 669 W. 200 South, Salt Lake City, UT 84101.

1. Grantor will transfer property free of all liens and encumbrances except recorded easements, subject to the special warranties.
2. Paragraph 2 intentionally omitted.
3. Grantor shall leave the property in the same condition, as it was when this contract was signed. No work, improvement, or alteration will be done to the property other than what is provided for in this agreement.
   Grantor agrees to maintain the property until UTA takes possession.
4. Grantor agrees to pay any and all taxes assessed against this property to the date of closing.
5. UTA shall pay the Grantor and or other parties of interest for the real property in the deed(s) and/or easement(s) referenced above.
6. "Transportation Purposes" is defined as follows: The public use for which the property or property right is being acquired herein, may include but is not limited to the following possible uses by UDOT, UTA and/or the City: the construction and improvement of a highway or roadway, which may include interchanges, entry and exit ramps, frontage roads, bridges, overpasses, rest areas, buildings, signs and traffic control devices, turning lanes, dedicated bus lanes, curbing, curb and gutter, safety zones and areas, sidewalks and pedestrian crossings, bus shelters and facilities, station platforms and related facilities, placement of utilities, clear zones, maintenance facilities, detention or retention ponds, environmental mitigation, maintenance stations, material storage, bio fuel production, slope protections, drainage appurtenance, noise abatement, landscaping, transit, project caused statutory relocations, and other related transportation uses.
7. The Grantor(s) is aware that Utah Code Ann. Sect. 78B-6-520.3 provides that in certain circumstances, the seller of property which is being acquired for a particular public use, is entitled to receive an offer to repurchase the property at the same price that the seller received, before the property can be put to a different use. Grantor(s) waives any right grantor may have to repurchase the property being acquired herein, and waives any rights Grantor(s) may have under Utah Code Ann. Sect. 78B-6-520.3.
8. Grantor shall indemnify and hold harmless Grantee from and against any and all claims, demands and actions, including costs, from lien holders or lessees of the property, subject to the special warranties.
9. Upon execution of this contract by the parties, Grantor grants UTA, its contractors, permittees, and assigns, including but not limited to, utilities and their contractors, the right to immediately occupy and commence construction or other necessary activity on the property acquired for the state transportation project.

Additional Terms:
Grantor was paid for the following items:
Fee Acquisition: $414,380.00, Improvements: 20,719 sf of sprinkled sod/grass = $25,899.00, Temporary Construction Easement $90,301.00.  These amounts are reflected in the Total Selling Price.

Landscaping and site improvements that will be impacted by the project that are located within the areas of the temporary construction easement will be replaced by UTA's contractor as part of the project.

UTA's contractor will relocate 6 parking lot lights as part of the project.

Enacted in 2018, Section 17B-2a-803.1 of the Utah Code changes the name of Utah Transit Authority to Transit District of Utah, but provides that Utah Transit Authority shall implement the change over time and as resources permit. Notwithstanding the timing or manner of this change, the Parties acknowledge that any such name change, or lack thereof, will only pertain to Utah Transit Authority’s name, and will not affect the duties and obligations of the Parties set forth in this Agreement or otherwise. For the sake of simplicity, this contract refers to that large public transit district as Utah Transit Authority or UTA.
Upon execution by all required parties, this Contract shall represent the entire agreement between the parties and supersedes all previous negotiations and agreements, including that certain Right of Entry and Occupancy Agreement, between the parties in full. The Deposit made pursuant to that certain Right of Entry and Occupancy Agreement shall be credited toward and be included in (and not in addition to) the Total Selling Price.

CONFIRMATION OF AGENCY DISCLOSURE. Buyer and Seller acknowledge prior written receipt of agency disclosure provided by their respective agent that has disclosed the agency relationships confirmed below. At the signing of the Purchase Contract;

Seller's Agent ___________________________, represents seller.
Seller's Brokerage ___________________________, represents seller.

Buyer's Agent ___________________________, represents purchaser.
Buyer's Brokerage ___________________________, represents purchaser.

Total Selling Price $530,600.00

Grantor's Initials

Grantors understand this agreement is an option until approved by the Senior Manager of Real Estate and Transit Oriented Development. Grantors acknowledge and accept the percent of ownership listed below and agree that the portion of the total selling price they each receive, will correspond with their respective percent of ownership.

________________________

This Contract may be signed in counterparts by use of counterpart signature pages, and each counterpart signature page shall constitute a part of this Contract as if all Grantors signed on the same page.

Percent Date

100% __________

Lowe’s Home Centers, LLC, as successor in interest to Eagle Hardware & Garden, Inc., a limited liability company of the State of North Carolina

Right of Way Agents

Gale Padgett (Consultant) / Acquisition Agent

Eric Lyon / Team Leader

Senior Manager of Real Estate and Transit Oriented Development

Project Manager

Vice President of Finance

Interim Executive Director
# UTAH TRANSIT AUTHORITY BOARD OF TRUSTEES
**Agenda Item Coversheet**

<table>
<thead>
<tr>
<th>DATE:</th>
<th>June 27, 2018</th>
</tr>
</thead>
</table>
| **CONTACT PERSON:** | **Dave Goeres**  
Chief Safety, Security & Technology Officer |
| **SUBJECT:** | Resolution R2018-06-05 approving a change order of $466,074 for contract number 15-1575TH with Broadcast Microwave Services, Inc. bringing the total amount of the contract to an amount not to exceed $1,745,922. |

| **BACKGROUND:** | Purchase request for 70 each M7 MDC (Mobile Data Computer) units and 25 each M6 monitors for the 2018 bus builds and SGR (State of Good Repair). These systems are the main component of the on-board communications technologies for the bus.  
In accordance with Resolution 2018-05-09, the Finance and Audit Committee reviewed this change order at its meeting of June 13, 2018 and recommended forwarding it to the Board for approval. |

| **PREFERRED ALTERNATIVE:** | Approve |

| **EXHIBITS:** | • Contract Summary Sheet  
• Contract Routing Form  
• Resolution R2018-06-05 |
**Detailed Contract Description & Purpose**

**F&AC Review and/or Approval Date:** 6/13/2018  

**Action Requested:** Motion to forward the contract to the Board for approval  

**Criteria:** New total contract value is > $1,000,000 and Change-order is > 15% or $200,000

<table>
<thead>
<tr>
<th>Contract #</th>
<th>15-1575TH</th>
<th>Contract Title:</th>
<th>Computers for Buses</th>
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<tr>
<td>Project Manager</td>
<td>Casey Brock, Kyle Brimley</td>
<td>Contract Administrator:</td>
<td>Pat Postell</td>
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<th>Bus Operations</th>
<th>Included in budget?</th>
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<td>Procurement method:</td>
<td>Change-Order</td>
<td>Contractor:</td>
<td>Broadcast Microwave Services</td>
</tr>
<tr>
<td>Sole-Source Reason:</td>
<td>N/A</td>
<td>Total Contract Value</td>
<td>$\ 1,745,922</td>
</tr>
<tr>
<td>Contract start date:</td>
<td>1/1/2018</td>
<td>Contract end date:</td>
<td>12/31/2018</td>
</tr>
<tr>
<td>Number of responding firms:</td>
<td>N/A</td>
<td>Next Lowest Bidder:</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Detailed Description & Purpose:**

These systems are the main component of the on-board communications technologies for the bus. They provide schedule information to operators to assist them to stay on schedule, provides contact to dispatch for instruction and changing conditions, provide mapping and routing information. These components are for the new buses ordered and scheduled for delivery to UTA.

Purchase request for 70 each M7 MDC (Mobile Data Computer) units with GPS receivers from BMS (formally Data 911) for the 2018 bus builds and SGR (State of Good Repair). This purchase will also include 25 each M6 monitors for SGR replacements. BMS is in the process of changing to a new model of MDCs and is discontinuing their current model. This will have a impact on UTA's future bus builds (after 2018). Changing to a different MDC make/model platform can cause significant programming changes and/or hardware modifications.

In 2018-2019 UTA is evaluating multiple options in replacing the current hardware and/or software platform or to stay with the existing hardware and software platform. Within the project evaluation objective it will be determined if staying with the current hardware and software platform is more cost effective than redesigning to a new hardware and software platform that could save UTA in capital hardware costs and increase functionality.  

(Items to include: Current condition, Benefits, Return on investment, Savings, Other alternatives considered)

<table>
<thead>
<tr>
<th>Attachments:</th>
<th>Contract routing sheet attached?</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other attachments? (list)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Agenda Item No.: 6/27/18
Board Review Date:

CONTRACT SECTION

1) Contract/P.O. No. 15-1575TH (Assigned by Purchasing)  
Contract Administrator: Pat Postell  
Project Manager: Casey Brock

2) Contract Type  
☐ A. A&E/Design  ☐ B. Blanket PO  ☐ C. Construction  ☐ D. Goods  
☐ E. Option  ☐ F. Other  ☐ G. Renewal  ☐ H. Services  
☐ I. Task Orders

3) Procurement Method  
☐ RFQ (Quote)  ☐ IFB (Low Bid)  ☐ RFQU (Qualification)  
☐ RFP (Best-value)  ☐ Sole source  ☐ Other:

4) Contract Title  
Annual Supplier Agreement - Computers for Buses

5) Description / Purpose  
Amendment to annual supplier agreement for the suite of mobile technologies. Purchase orders are placed against the Agreement that have the potential to exceed $200,000 in one year.

6) Contractor Name  
Broadcase Microwave Services/Data911

7) Effective Dates  
Beginning: 01/01/18  
Ending: 12/31/18

8) Option to renew?  
☐ Yes  ☐ No  
Renewal terms:

FINANCIAL SECTION

9) Total Board Approval Amount:  
9a) Current Contract Value: $1,302,402  
9b) Amendment Amount: $443,520  
9d) New Contract Value (including all amendments) $1,745,922  
9e) Is the amount an estimate?  
☐ Yes  ☐ No (Estimate if per transaction cost)

10) Is the amount a one-time purchase or annual recurring purchase?  
☐ One-time  ☐ Recurring

11) Account Code  
Various-See Attached  
Capital Project Code:

12) Budgeted?  
☐ Yes  ☐ No  
Budget amount:

13) Will this contract require support from another department?  
☐ Yes  ☐ No

14) If so, is the other department(s) aware of this contract and the required support?  
☐ Yes  ☐ No

15) If box 2a or 2c is checked, has the Qualified Heath Insurance Certificate been verified?  
☐ Yes  ☐ No

SIGNATURE SECTION

16) Approval Signatures  
Route to?  
Initials

Signed on:  
Bryan Steele

If approved, please forward to Contract Administrator

CONTRACT ROUTING SHEET

---

Once approved, please forward to Contract Administrator

Once approved, please forward to Project Manager: Casey Brock
RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT AUTHORITY APPROVING A CHANGE ORDER IN THE AMOUNT OF $443,520 FOR CONTRACT NUMBER 15-1575TH WITH BROADCAST MICROWAVE SERVICES, INC. BRINGING THE TOTAL AMOUNT OF THE CONTRACT TO AN AMOUNT NOT TO EXCEED $1,745,922

No. R2018-06-05                                      June 27, 2018

WHEREAS, the Utah Transit Authority (the “Authority”) is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities - Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, the Authority has an existing requirements contract in place with Broadcast Microwave Services, Inc. (the “Vendor”), pursuant to which the Vendor supplies certain computer hardware used in the Authority’s bus mobile data system; and

WHEREAS, the Vendor supplies the equipment on a sole-source basis based a negotiated discount rate that is applied to the Vendor’s published catalogue rates; and

WHEREAS, the Authority has placed an order for replacement and inventory materials in the amount of $443,520; and

WHEREAS, this order appears to constitute a “change order,” as such term is defined by Resolution No. R2018-05-09 (the “Contract Approval Resolution”) of the Authority’s Board of Trustees (“Board”); and

WHEREAS, the Contract Approval Resolution requires the Board to approve, by resolution, any change order if: (i) the change order causes the total contract value to exceed $1 million: or (ii) with respect to contracts that already exceed $1 million, the change order exceeds 15% of the contract amount or $200,000 (whichever is less); and

WHEREAS, the Finance and Audit Committee reviewed the proposed change order at its June 13, 2018 meeting and recommended full Board approval.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Utah Transit Authority:

1. That the Executive Director is authorized to execute the contract amendment with Broadcast Microwave Services, Inc. in the amount of $443,520.

2. That the corporate seal shall be affixed hereto.

APPROVED AND ADOPTED this 27th day of June 2018.
CERTIFICATE

The undersigned duly qualified Chair of the Board of Trustees of the Utah Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held on the 27th day of June, 2018.

Greg Bell, Chair
Board of Trustees

Robert K. Biles, Secretary/Treasurer

Approved As To Form:

Legal Counsel
**DATE:** | June 27, 2018
---|---
**CONTACT PERSON:** | Nichol Bourdeaux, VP External Affairs
| Andrew Gray, Civil Rights Compliance Officer
**SUBJECT:** | August 2018 Change Day
| Title VI Service Equity Analysis
**BACKGROUND:** | Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. The Utah Transit Authority has committed to the Federal Transit Administration (FTA) to analyze all major changes to ensure that all proposed changes are not discriminatory.

Three proposed changes have been analyzed for the August 2018 Change Day. They are an adjustment of the end of line between route 39 and 41, realignment of route 831, and the elimination of FrontRunner service to the Pleasant View station.

After analyzing the available data of those impacted by the changes, it was determined that none of the proposed changes disproportionately impacted low-income or minority populations.

**PREFERRED ALTERNATIVE:** | Approval
**LEGAL REVIEW:** | Complete
**EXHIBITS:** | 1) Title VI Executive Summary for August 2018 Change Day
| 2) Resolution 2018-06-06
| 3) August 2018 Title VI Service Equity Analysis
Executive Summary

RE: Title VI Analyses for August 2018 Change Day

Introduction

Three changes were proposed for the August Change day that received a service equity analysis. The analysis was performed in accordance with Federal Transit Administration’s Circular 4702.1B, which outlines the Title VI requirements and guidelines for recipients of Federal Transit funds. Service and fare equity analyses are conducted to ensure that proposed changes to service and fares do not inadvertently negatively impact minority or low-income populations. All major changes, even if they appear to be neutral, are analyzed.

UTA has specific parameters, set in policy, to define the methods used to determine the demographics of those impacted by the proposed fare and service changes. Impacted populations are compared to the population of the service area to determine whether minority and/or low-income populations are negatively impacted at a greater rate. If negative impacts exceed 5% of the comparison group, UTA takes all prescribed and prudent steps to ensure services are equitable and compliant with federal guidelines and requirements. The Authority has defined the parameters for what would trigger additional steps as a 5% or greater negative impact and analyzes the impacts on minority and low-income populations separately. A greater than 5% impact would trigger a finding of either a Disparate Impact, which would be if the finding is regarding minority populations, or a Disproportionate Burden, which would be a finding regarding low-income populations.

Proposed Changes – August Change Day

Major Changes

<table>
<thead>
<tr>
<th>Route</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>39/41</td>
<td>Move end of line – No stops eliminated</td>
</tr>
</tbody>
</table>

Analyzed Changes not Meeting Major Change

<table>
<thead>
<tr>
<th>Location</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pleasant View</td>
<td>Eliminate FrontRunner service to Pleasant View Station</td>
</tr>
<tr>
<td>831</td>
<td>Alignment change to provide service to student housing</td>
</tr>
</tbody>
</table>

Findings – August Change Day

The service equity analysis of the proposed changes in August resulted in no findings. The changes to route 39/41 did not eliminate any service and did not negatively impact the population around the route. The impacted populations around the Pleasant View station were predominantly non-minority and were largely not low-income and did not trigger any Title VI findings. Route 831’s realignment did not eliminate any stops but added five stops previously left without service after the April change day alignment adjustment to route 834 and actually benefits the area.
RESOLUTION OF THE BOARD OF TRUSTEES OF THE UTAH TRANSIT AUTHORITY APPROVING THE AUGUST 2018 CHANGE DAY TITLE VI EQUITY ANALYSIS

R2018-06-06

WHEREAS, the Utah Transit Authority (the “Authority”) is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities – Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, the Board of Trustees of the Authority (the "Board"), in keeping with the Federal Transit Administration’s requirements for public transit agencies and the Civil Rights Act of 1964 has considered and reviewed the April 2018 Change Day Title VI Equity Analysis ("Title VI Equity Analysis") prepared by Authority staff; and

WHEREAS, the Board has desires to approve the Title VI Equity Analysis.

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

1. That the August 2018 Change Day Title VI Equity Analysis prepared by Authority staff, a copy of which is attached hereto as Exhibit A, is hereby approved by the Authority.

2. That the Board hereby ratifies any and all actions taken by the Authority’s Interim Executive Director and staff in furtherance of and effectuating the intent of this Resolution.

3. That a copy of this Resolution shall be submitted to the Federal Transit Administration.

4. That the corporate seal be attached hereto.

APPROVED AND ADOPTED this 27th day of June, 2018.

________________________________
Greg Bell, Chair
Board of Trustees
ATTEST:

________________________________________
Robert K. Biles, Secretary/Treasurer

(Corporate Seal)
CERTIFICATE

The undersigned duly qualified Chair of the Board of Trustees of the Utah Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held on the 27th day of June, 2018.

__________________________
Greg Bell, Chair
Board of Trustees

____________________________
Robert K. Biles, Secretary/Treasurer

Approved As To Form:

____________________________
Legal Counsel
Title VI Service Equity Analysis
August 2018

Utah Transit Authority
Prepared by: Andrew Gray
Graphics and Data: Joseph Taylor
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Introduction

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. The Utah Transit Authority has committed to the Federal Transit Administration’s (FTA) Title VI objectives set forth in Circular 4702.1B by ensuring that UTA’s services are equitably offered and resources distributed without regard to race, color, or national origin.

The following analysis is of proposed changes to be implemented in August of 2018. These changes are being proposed to protect public funds and improve functionality of the system. Though the proposed changes are facially neutral, this analysis, in accordance with FTA requirements, will ensure that these changes will not have disproportionately negative impact on minority and low-income populations within UTA’s service area. If these changes are found to be discriminatory, UTA will take all prescribed and prudent steps to ensure services are equitable and compliant with federal guidelines and requirements.

Summary of Proposed Changes

Routes 39 and 41 – End of Line Changes:
It is proposed to change the end of line (EOL) locations of routes 41 and 39, which would modify the overall length of the routes. This will impact route 39 by increasing the overall length of the route and route 41 by decreasing the overall length of the route. UTA policy states that a proposed twenty-five (25%) or greater change in route alignment is considered a major change and requires a Title VI analysis.

FrontRunner Commuter Rail – Elimination of Station:
It is proposed to eliminate the Pleasant View commuter rail station. Current service runs to this station four times per day and utilizes Union Pacific (UP) rails which requires UTA to pay for their use. With the implementation of Positive Train Control, the costs to have UTA continue to use UP rails would be prohibitively high. These costs, combined with low ridership, has motivated the proposal to eliminate service to this station. Although the elimination does not meet UTA’s major change policy, UTA will analyze the proposal in order to ensure that the proposed change does not disproportionately negatively impact protected populations.

Provo-Orem BRT – Proposed Adjustment
In conjunction with the Provo-Orem BRT’s operation, there is a slight adjustment to a parallel route that is examined in this analysis. The proposed change is not considered a major change. The change does not eliminate any stops, but adds five new stops near student housing.
UTA Policy and Definitions

UTA has developed corporate policy 1.1.28 Title VI Compliance Policy to define and evaluate the impacts of proposed major services changes on minority and low-income populations in conjunction with a public outreach process. In developing this policy, UTA solicited feedback through newspapers within the service area, published on UTA’s website (rideuta.com), and Utah’s government website in the public notices section (Utah.gov) which provides translation options. In conjunction with the Salt Lake County Office of Diversity Affairs, which maintains an email list of local entities and individuals with interest in diversity issues, UTA sent an email notification soliciting feedback in the development of this policy. Additional targeted outreach was done, which included mailing a letter and the policy or sending emails to community organizations that work with minority or low-income populations.

The following references to policy are from subsections of corporate policy 1.1.28 and were created to ensure that all equity analyses are performed using the same parameters and are in line with FTA Circular 4702.1B.

Definitions

**A. “Disparate Impact”** refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient’s policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin.

**B. “Disproportionate Burden”** refers to a neutral policy or practice that disproportionately affects the low-income population more than non-low-income populations.

**C. “Low-income Population”** refers to any readily identifiable group of low-income persons who live in geographic proximity, and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed FTA program, policy or activity.

**D. “Minority Person”** include the following:

1. American Indian or Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
2. Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia,
China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

3. Black or African American, which refers to people having origins in any of the Black racial groups of Africa.

4. Hispanic or Latino, which includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

5. Native Hawaiian or Other Pacific Islander, which refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

E. "Minority Population" means any readily identifiable group of minority persons who live in geographic proximity.

F. "National Origin" means the particular nation in which a person was born, or where the person's parents or ancestors were born.

G. “System Average” The system average is the averages of minorities and low-income persons within the total populous of the geographic regions UTA serves. The present system averages are expressed below in tabular format using 2011-2015 5-year population estimates provided by the American Community Survey (ACS).

<table>
<thead>
<tr>
<th>Low-Income System Average:</th>
<th>Minority System Average:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population: 2,243,746</td>
<td>Population: 2,277,455</td>
</tr>
<tr>
<td>Percent Low-income: 20.4%</td>
<td>Percent Minority: 21.9%</td>
</tr>
</tbody>
</table>

Major Service Change
UTA will consider the following types of changes to be “major changes”, which require public input and a Title VI equity analysis in compliance with FTA’s Circular 4702.1B

a) The Addition of Service;

b) A proposed service level reduction in miles, hours, or trips of thirty three percent (33%) or more of any route;

c) The elimination of all service during a time period (peak, midday, evening, Saturday, or Sunday);

d) A proposed twenty-five (25%) or greater change in route alignment;

e) A proposed fare change.

Evaluation and Analysis of Service and Fare Changes

1. UTA will analyze proposed major changes to service and any proposed fare changes in accordance with FTA’s Circular C 4702.1B as amended.
2. UTA will evaluate the impacts of all major service changes cumulatively when there is more than one route being affected for a service change period.

3. UTA will primarily utilize American Community Survey (ACS) Data, block group data and/or ridership data to evaluate and analyze any proposed major service and fare changes. This data will be analyzed with Geographic Information System (GIS) software.

4. UTA will rely on population data and use the smallest geographic area that reasonably has access to the stop or station affected by the proposed major service change. This will be translated into a one-quarter mile radius to a bus stop, one-half mile to a light rail station and three miles to a commuter rail station.

Disparate Impact and Disproportionate Burden

1. UTA will measure the burdens of service and fare changes on minority riders to determine when minority riders are bearing a disparate impact from the change between the existing service or fare and the proposed service or fare.

2. UTA will measure the burdens of service and fare changes on low-income riders to determine when low-income riders are bearing a disproportionate burden of the change between the existing service or fare and the proposed service or fare.

3. A threshold of 5% will be used to determine disparate impact on minority populations and disproportionate burden on low-income populations. This 5% is based on the margin of error from the US Census data that UTA uses to determine the populations in the service area. This means that if the burden of the service or fare change on minority or low-income populations is more than 5% worse than it is for the non-protected populations, then the change will be considered either a disparate impact or a disproportionate burden.

Finding a Disparate Impact

1. At the conclusion of UTA's Analysis, if UTA finds a disparate impact on the basis of race, color, or national origin, UTA shall seek to modify the proposed changes in a way that will mitigate the adverse effects that are disproportionately borne by minorities. Modifications made to the proposed changes must be reanalyzed in order to determine whether the modifications actually removed the potential disparate impacts.

2. If UTA chooses not to alter the proposed services changes despite the potential disparate impact on minority populations, or if UTA finds, even after the revisions, that minority riders will continue to bear a disproportionate share of the proposed service or fare change, UTA may implement the change only if:
a. UTA has substantial legitimate justification for the proposed change; and

b. UTA can show that there are no alternatives that would have a less disparate impact on the minority riders but would still accomplish the transit provider's legitimate program goals. In order to show this, UTA must consider and analyze alternatives to determine whether those alternatives would have less of a disparate impact on the basis of race, color, or national origin, and then implement the least discriminatory alternative.

**Finding a Disproportionate Burden**

If at the conclusion of the analysis, UTA finds that low-income populations will bear a disproportionate burden of the proposed major service change, UTA will take steps to avoid, minimize, or mitigate impacts where practicable. UTA will also describe alternatives available to low-income passengers affected by the service changes.
Proposed Changes
Routes 39 & 41

Presently, route 39 runs from the Wasatch Park and Ride, continues along 3900 South, and into the Meadowbrook Station, which is also serviced by route 41 and the Red & Blue TRAX light rail lines.

The 41’s current alignment runs from the Meadowbrook station and proceeds west until Hunter High School. Route 39 buses stop at the End Of Line (EOL) and proceed to run on route 41 and vis-versa.

It has been proposed to change where the EOL on both routes end in order to improve transfers to TRAX Green line. Although the EOL shift triggers UTA’s major change policy, there should not be an impact on the community’s access to the route. There are no stops being eliminated nor any realignment of either routes. As in present service, the same buses would run the route of the 41 and 39 and the only adjustment will be where the bus stops for the end of line and the route number changes. There will be some schedule changes on when stops are serviced, but these changes were communicated in the public outreach efforts described in Appendix A and through new printed and electronic schedules.
FrontRunner – Station Elimination

UTA’s Commuter Rail runs along the Wasatch Front providing quick travel north and south and is ideal for commuters traveling long distances. The current proposal is to eliminate service to the northern-most station in Pleasant View, Utah. The train runs only four times per day and, unlike other portions of the line to the south, does not have UTA owned track running directly to it. Instead, UTA must pay for the usage of the Union Pacific railways. With the requirement to participate in Positive Train Control, UTA would need to install Union Pacific positive train control equipment on the commuter rails that would use their rails. The initial cost to install PTC equipment is estimated at $1.4 million and an annual operating cost of more than $200,000. Daily ridership between Ogden and Pleasant View has averaged 6 to 8 passengers per one-way trip. After conferring with the Federal Transit Authority, it was determined that it was allowable and in the best interest of UTA to discontinue service to this stop. To review the efforts UTA took to involve the community in this decision, please see Appendix A. UTA is also offering more extensive bus service that provides a way to get from the Pleasant View station to the Ogden station.
**Proposed New Options for FrontRunner Riders**

The Ogden Business Unit has proposed additional bus service for riders of FrontRunner to travel from the Pleasant View Station to the Ogden station. The bus route 616 has new trips and extended trips that presently do not run the full bus route which will offset the loss of the commuter rail. Although there will not be service improvements to route 630, UTA plans to improve the 630’s stops on Highway 89 that are nearest the Pleasant View Station, with curb, gutter, sidewalk, ADA landing pad, and amenities.

**Route 831 – Alignment Change**

FTA Circular 4702.1B specifically requires “transit providers that have implemented or will implement a New Start, Small Start, or other new fixed guideway capital project shall conduct a service and fare equity analysis. The service and fare equity analysis will be conducted six months prior to the beginning of revenue operations, whether or not the proposed changes to existing service rise to the level of ‘major service change’ as defined by the transit provider. All proposed changes to parallel or connecting service will be examined. [Emphasis added]”
Pursuant to this guidance and requirement, UTA conducted and presented a Service and Fare Equity Analysis for the Provo-Orem BRT fixed guideway project and related changes. In consultation with the public it became evident that changes made to the alignment of route 834 to allow passengers to transfer to the BRT inadvertently eliminated access to transit for some student housing apartment buildings. In order to alleviate this issue, it is proposed to change the alignment of the 831 to service the stops previously serviced by the 834. In consultation with the FTA, UTA determined that in order to fully comply with the sections of the circular cited, the proposed change should be analyzed even though it does not “rise to the level of a ‘major service change’ as defined by” UTA.

Analysis of Proposed Changes

UTA is required to analyze the potential impacts of any major service change as it relates to low-income populations and minority populations. Pursuant to this requirement, UTA has created the following maps, tables and related data. The data in this section was compiled utilizing American Community Survey (ACS) 2011-2015 5-year estimates, which was dispersed into census blocks, in lieu of the larger block groups. This was done in order to use the smallest geographic area possible for the analysis. The distribution was dictated by population ratios from 2010 Census Data. Proposed service changes were analyzed based on the stops and stations serviced by the impacted route. All bus stop locations have had a one quarter mile walkability radius applied to them and commuter rail stations have had a three mile walkability radius which is based on the actual accessibility of the stop or station by road. Any census block that is overlapped by this radius has its population included as those impacted by the proposed changes. These aggregated numbers were compiled as a comparison group to the service area average to determine whether there would be a disparate impact on minority populations and/or a disproportionate burden borne by low-income populations.

The maps in this section will show the route, individual stops with a walkability radius, and census blocks with concentrations of low-income households or minority individuals above the system average, which are shaded according to density.
Routes 31 & 49

Low-Income Analysis

As expressed in the table and figure above, the low-income populations with access to the stops being shifted from route 39 to route 41 is 14.5% above the system average.
Minority Analysis

As expressed in the table and figure above, the minority populations with access to the stops being shifted from route 39 to route 41 is 23.1% above the system average.
Analysis of Lost Access

The image above shows how the 31 and 49 are being modified. The 39 will be extended through all of the line that is dotted and the 41 will be shortened. The route numbers servicing the stops would change due to the shift of the EOL, but no stops will be eliminated nor will actual access to stops be changed. Since there is no change to access, there is no negative impact on those with access due to the proposed change. UTA defines a disparate impact and disproportionate burden as a proposed change that causes conditions to be “5% worse” for minority and/or low income populations.
FrontRunner – Station Elimination

Low-Income Analysis

As expressed in the table and figure above, the low-income populations impacted by this station’s elimination is 9.8% below the system average.

<table>
<thead>
<tr>
<th>Low-income System Average</th>
<th>Pleasant View Station</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Population: 2,243,746</td>
<td>Total Population: 25,233</td>
</tr>
<tr>
<td>Low-income Population: 457,949</td>
<td>Low-income Population: 2,669</td>
</tr>
<tr>
<td>Percent low-income: 20.4%</td>
<td>Percent low-income: 10.6% (-9.8%)</td>
</tr>
</tbody>
</table>
Minority Analysis

As expressed in the table and figure above, the minority populations impacted by this station’s elimination is 10.5% below the system average.
Route 831 - Realignment

Low-Income Analysis

As expressed in the table and figure above, the low-income populations benefitting from this alignment change is 40.3% above the system average.
Minority Analysis

As expressed in the table and figure above, the minority populations benefitting from this alignment change is 1.6% below the system average.
Findings of Analysis

Routes 31 & 49 – Change of End of Line:
There were no disparate impacts or disproportionate burden found in the analysis of this service change. The change of End of Line does not produce any negative impacts on the surrounding population when considering that the only practical change is where the route numbers change and some scheduling changes.

FrontRunner Commuter Rail – Eliminate Station:
There were no disparate impacts or disproportionate burden found in the analysis of this service change. The impacted populations were well below the system averages for both minority and low-income populations.

Route 831 - Realignment
There were no disparate impacts or disproportionate burden found in the analysis of this service change. Since no stops were eliminated in this realignment and the populations now covered by the new stops are close to the system average for minority populations and almost three times the system average for low-income populations this change is likely a net gain for low-income populations.
Appendix A – August 2018 Change Day Public Comment Report

August 2018 Change Day Public Comment Report
Prepared by Andrea Packer, Communications Director & Public Hearing Officer

Timpanogos Business Unit
For August 2018 Change Day, the UTA Timpanogos (Utah County) Business Unit proposed changes to several routes. The proposed changes were as follows:

New Service
• The Provo-Orem BRT, now called the Utah Valley Express or “UVX,” will begin operation, replacing the Routes 830 and 838 fixed bus service.

Alignment Changes
• Route 821: realigned near the Provo Towne Center Mall to use University Avenue between East Bay Blvd. and 920 South in both directions in south Provo. Provo Towne Centre Mall will be served by UVX.
• Routes 811/850/862: stop changes in Orem to connect to UVX near Orem University Place Mall.

Connecting changes
• Route 841: more trips to enhance connectivity between Orem Station/UVU.
• Route 840: eliminated around campus (all stops covered by 841).
• Route 862: extended to the Orem Station and replace some Route 830 stops.

Public Comments and Outreach
In accordance with UTA policy, a public comment period was held from April 25 through May 24, 2018. Several activities were conducted during this period to inform riders and the public and to obtain feedback:

• A public hearing notice was published in the Provo Daily Herald, on the state’s public notice website and on rideuta.com. Information on the comment period and hearing was also published on UTA’s social media channels.
• Three formal public open houses were held: on May 15 from 5-7 p.m. at the Provo City Library; on May 16 from 6-8 p.m. at the Spanish Fork Senior Center; on May 17 from 5-7 p.m. at the American Fork Senior Center.
• A total of 10 people attended the two public hearings.
• Comments were accepted via UTA’s website, via email at hearingofficer@rideuta.com, through the mail and by phone.

A total of seven comments were received regarding the service proposals. One via email and six at the public open houses. Comments included excitement about the opening of the UVX and support for FrontRunner service and passes for UVU, desire for more bus service overall, and concern/suggestions for improving connections/transfers between FrontRunner and bus. One person commented that it’s difficult to go to Salt Lake County for paratransit eligibility.

Based on the feedback received and other factors, the proposed service changes will be implemented on August 13, 2018. In addition, an unrelated comment received regarding Route 831 was adopted by UTA service planners.
Salt Lake Business Unit
For August 2018 Change Day, the UTA Salt Lake (Salt Lake County) Business Unit proposed changes weekday and Saturday changes to Routes 33, 35 and 35M, and changes to Routes 39 and 41. The proposed changes were as follows:

Weekdays
- Route 35M: Begin service at 6 a.m. and end service at 7 p.m.
- Route 33 and 35: Begin service at 4:15 a.m. from Magna and 5:15 a.m. from Millcreek Station. Service would begin early enough from Magna that the existing connection to the first northbound Blue Line TRAX would be maintained. End service at 10:30 p.m. from Magna and 11:30 p.m. from Millcreek Station.

Saturdays
- Route 35M: Begin service at 9 a.m. and end service at 7 p.m.
- Route 33 and 35: Begin service at 6 a.m. and end service at 11 p.m. Service on 3300 South between Millcreek Station and Wasatch Blvd. would largely remain the same.

Routes 39 and 41: to make better connections to the Green Line at West Valley Central Station.
- Route 39: extend west from Meadowbrook Station to West Valley Central Station via the current Route 41 alignment. At West Valley Central Station, Route 39 would turn into Route 41, maintaining a one-seat ride between Wasatch Blvd. and 5600 West.
- Route 41: shorten route to end at West Valley Central Station on the eastern end. At West Valley Central Station, Route 41 would turn into Route 39, maintaining a one-seat ride between 5600 West and Wasatch Blvd.

Public Comments and Outreach
In accordance with UTA policy, a public comment period was held from April 18 - May 17, 2018. Several activities were conducted during this period to inform riders and the public and to obtain feedback:
- A public hearing notice was published in the Salt Lake Tribune and Deseret News, on the state’s public notice website and on rideuta.com. Information on the comment period and hearing was also published on UTA’s social media channels.
- Two formal public open houses were held: on May 3 from 4-6 p.m. at West Valley City Hall; on May 9 from 6:30-8 p.m. at the Magna Library.
- A total of 6 people attended the public hearings.
- Comments were accepted via UTA’s website, via email at hearingofficer@rideuta.com, through the mail and by phone.

A total of five (5) comments were received regarding the service proposals. One via email, one via phone to Eric Callison, and three at the public open houses. Comments included support for the changes to Route 39 and 41, concern about travel time on Route 35 versus Route 35M, concern about connections, and a comment about future plans to extend Route 35M to the top of 3300 South. Based on the feedback received and other factors, the proposed changes to morning service on Route 33, 35 and 35M will not be implemented. The remaining proposed service changes will begin August 13, 2018.
**Ogden Business Unit**

For August 2018 Change Day, the UTA Ogden (Davis and Weber Counties) Business Unit proposed the following service changes:

- **FrontRunner:** commuter rail service will be suspended between Ogden and Pleasant View after August 10, 2018.
- **Route 616:** modified schedule with increased frequency and span of service in conjunction with the FrontRunner changes.

**Public Comments and Outreach**

In accordance with UTA policy, a public comment period was held from May 1 – June 1, 2018. Several activities were conducted during this period to inform riders and the public and to obtain feedback:

- A public hearing notice was published in the *Ogden Standard Examiner*, on the state’s public notice website and on rideuta.com. Information on the comment period and hearing was also published on UTA’s social media channels.
- Two formal public open houses were held: on May 16 from 4:30 – 6:30 p.m. at the Pleasant View Municipal Building; on May 17 from 4:30 – 6:30 pm. at the North Ogden City Council Chambers.
  - A total of 1 person attended the public hearings.
- Comments were accepted via UTA’s website, via email at hearingofficer@rideuta.com, through the mail and by phone.
- Two additional open houses were held in advance of the formal public hearings: May 12 in Pleasant View and May 14 in North Ogden.
  - A total of 41 people attended the open houses
- An on-board survey was also conducted of riders on FrontRunner between Ogden and Pleasant View (northbound and southbound) and on Route 616. The survey was also made available at the open houses.

A total of two comments were received regarding the service proposals, both via email. Comments included support for the proposed changes to Route 616 and expressed desire for more bus service – specifically on the west side of I-15 through Farr West - and future long-term improvements to FrontRunner. One comment reflected over-crowding on some trips since the previous change day.

Based on the feedback received and other factors, the proposed service changes will be implemented on August 13, 2018.
**DATE:** June 27, 2018  
**CONTACT PERSON:** Nichol Bourdeaux, VP of External Affairs  
**SUBJECT:** Resolution – Authorizing the Continuation of UTA Reduced Fare Contract Programs & Fare Structure Review per Executive Limitations Policy 2.4.2

**BACKGROUND:** An overview of UTA’s current fare structure was presented to the committee on June 13th.

The staff is requesting authorization to continue selling and renewing agreements under the current discounted transit pass programs to employers, educational institutions, government agencies and human service providers. The attached resolution identifies the current benefits to the community and the agency. Exhibits A & B represent the types of passes and agreements that we will be renewing over the next few months as well as the pricing and parameters in which the passes will be sold.

17B-2a-808.1: of the Public District Act requires the board of trustees of a large public transit district to review and approve all contracts pertaining to reduced fares, and evaluate existing contracts, including review of:

(i) how negotiations occurred;
(ii) the rationale for providing a reduced fare; and
(iii) identification and evaluation of cost shifts to offset operational costs incurred and impacted by each contract offering a reduced fare.

**PREFERRED ALTERNATIVE:** Approve  
**LEGAL REVIEW:** Legal has drafted the resolution  
**EXHIBITS:**
1) R2018-06-07: Fare Structure Review & Authorizing Reduced Fare Agreements  
2) Exhibit A & B _ECO Passes, Contracts and Agreements
WHEREAS, the Utah Transit Authority (the "Authority") is a public transit district organized under the laws of the State of Utah and was created to transact and exercise all of the powers provided for in the Utah Limited Purpose Local Government Entities-Local Districts Act and the Utah Public Transit District Act; and

WHEREAS, Utah Code Ann. §17B-2a-808(2)(s) requires the Authority's Board of Trustees ("Board") to review and approve all contracts pertaining to reduced fares;

WHEREAS, the Board of Trustees of the Authority (the “Board”) recognizes the benefits of public transit for individuals, businesses and the community for reducing congestion, improving the quality of air and the environment, and limiting the amount of real property set aside or dedicated to motor vehicle uses and parking in urban locations; and

WHEREAS, the Board recognizes the benefits to the community of travel training services that teach persons who are disabled and refugees from other countries to use the Authority’s transit system to promote independent mobility; and

WHEREAS, the Board recognizes the benefits to the community of social service organizations that assist homeless and economically disadvantaged individuals with travel to and from employment, training programs, health care services, etc.; and

WHEREAS, the Authority has discounted fares on local bus, TRAX, and FrontRunner services when such fares are purchased with prepaid, reloadable FarePay cards; and

WHEREAS, the Authority has implemented reduced fare pass programs whereby individuals, corporate and government entities, and educational institutions agree to purchase transit passes from the Authority at discounted rates to reduce congestion, improve the quality of air and the environment, and limit the amount of real property set aside or dedicated to motor vehicle uses and parking in urban locations; and

WHEREAS, the Authority has implemented a reduced fare pass program for non-profit organizations and schools that serve people with disabilities and refugees with transit passes for training purposes to teach individuals to independently use UTA fixed route services; and

WHEREAS, the Authority has implemented a reduced fare pass program to provide social service organizations with fare media to distribute to homeless and
economically disadvantaged individuals to assist such individuals with travel to and from employment, training programs, health care services, etc.; and

WHEREAS, the Authority offers various promotional fares to encourage ridership, inaugurate new services, test new marketing techniques, or promote special events; and

WHEREAS, the Board desires to comply with Utah Code Ann. §17B-2a-808(2)(s) and to provide direction to the Authority prior to the adoption of a Board policy implementing legislative requirements regarding reduced fare pass agreements so that the reduced fare pass programs can continue to be available to individuals, corporate and government entities, educational institutions, and social service organizations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Utah Transit Authority:

1. That the Board approves the following on-going discounted rates for fares purchased with FarePay Cards: (1) 40% discount off the standard one-way adult cash fare for local bus service; and (2) 20% discount off the standard one-way adult cash fare for TRAX and FrontRunner service.

2. That the Board approves the on-going use of the standard pass contracts identified in Exhibit A.

3. That the Board approves the on-going use of the ECO Annual Preferred, Ski, Education, Ticket-As-Fare, and Low Income agreements within the pricing parameters identified in Exhibit B.

4. That the Interim Executive Director or designee is authorized to enter into the contracts identified in Exhibits A and B on behalf of the Authority.

5. That the Executive Director is authorized to approve promotions to encourage ridership, inaugurate new services, test new marketing techniques, or promote special events as set forth in Executive Limitations Policy 2.1.2.

6. That this Resolution shall stay in force and effect until rescinded, amended, or superseded by further action of the Board.

7. That the Board hereby ratifies any and all actions taken by Authority management and staff in furtherance of and effectuating the intent of this Resolution.

8. That the corporate seal shall be affixed hereto.

APPROVED AND ADOPTED this 27th day of June, 2018.
Greg Bell, Chair
Board of Trustees

ATTEST:

______________________________
Robert K. Biles, Secretary/Treasurer

(Corporate Seal)
CERTIFICATE

The undersigned duly qualified Chair of the Board of Trustees of the Utah Transit Authority certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held on the 27th day of June, 2018.

__________________________
Greg Bell, Chair
Board of Trustees

______________________________
Robert K. Biles, Secretary/Treasurer

Approved As To Form:

______________________________
Legal Counsel
<table>
<thead>
<tr>
<th>Program</th>
<th>Type of Pass or Product</th>
<th>Pricing</th>
<th>Anticipated 2018 Renewals</th>
<th>Example of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO Annual Preferred</td>
<td>Annual Electronic Pass</td>
<td>$392 annual electronic pass purchased for 100% of the partner’s employees</td>
<td>26</td>
<td>Fidelity Investments, Ernst &amp; Young, JC Penney</td>
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<tr>
<td>ECO Annual Select</td>
<td>Annual Electronic Pass</td>
<td>$872 annual electronic pass purchased for select employees</td>
<td>18</td>
<td>Western Governors University, Rockwell Collins, Jolt</td>
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<tr>
<td>ECO Daily</td>
<td>Electronic Pass</td>
<td>$6.40 per trip, minimum $1,000 spend per month</td>
<td>16</td>
<td>Holly Refinery, UMB Fund Services, Orbit Irrigation</td>
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<tr>
<td>ECO Monthly</td>
<td>Electronic Pass</td>
<td>$89 monthly electronic pass purchased for select employees, minimum 15 passes, billed monthly, valid on rail and regular bus</td>
<td>11</td>
<td>Overstock, Kirton &amp; McConkie, ARUP Laboratories</td>
</tr>
<tr>
<td>ECO Annual (Old Program)</td>
<td>Annual Electronic Pass</td>
<td>$91 annual premium electronic pass purchased for 100% of the partner’s employees *Program no longer exists – Agencies able to move to other pass programs</td>
<td>3</td>
<td>Legislative Research and General Counsel, Legislative Auditor General, Office of the Fiscal Analyst *contracts run July 1-June 30</td>
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<tr>
<td>ECO Pay per Trip (Old)</td>
<td>Electronic Pass</td>
<td>Graduated pricing scale that does not exceed 20%</td>
<td>3</td>
<td>IHC Health Services, Select Health, Mountainland Association of Governments</td>
</tr>
<tr>
<td>ED Pay-per-Trip</td>
<td>Electronic Pass - UTA Issued or Student ID</td>
<td>25% off the public single trip fare</td>
<td>3</td>
<td>Clearfield Job Corps, Judge Memorial, Salt Lake School District</td>
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<tr>
<td>Non-Profit ECO</td>
<td>Annual</td>
<td>25% off annual preferred or annual select ECO pass program pricing.</td>
<td>2</td>
<td>Downtown Provo Inc., LDS Church</td>
</tr>
<tr>
<td>RidevanPlus</td>
<td>Monthly</td>
<td>Each rider pays $50 per month for a monthly UTA ECO pass. The van cost is $260. The costs may be subsidized by a sponsoring employer.</td>
<td>12</td>
<td>IHC Ride Van Plus, Stadler US Inc., Litho Flexo Grafics</td>
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<tr>
<td>Travel Training</td>
<td>Electronic Passes</td>
<td>Free of charge</td>
<td>19</td>
<td>IRC, Catholic Community Services</td>
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<tr>
<td>Homeless Services Providers</td>
<td>Tokens, Day Passes, Adult Monthly Paper</td>
<td>Tokens, day passes and adult monthly paper passes are sold at a 50% discount but must be distributed to the homeless for free.</td>
<td>41</td>
<td>Volunteers of America, Road Home</td>
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<tr>
<td>ECO Annual Preferred*</td>
<td>Annual Electronic Pass</td>
<td>$199 annual premium electronic pass</td>
<td>2</td>
<td>Lucid Software and Pluralsight *one time first year only, introductory price</td>
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<tr>
<td>Co-Op</td>
<td>Monthly Premium or Regular Paper Pass</td>
<td>20% off regular and premium adult monthly passes, 30% off the pass price is subsidized by the partner and the employee pays no more than half of the price</td>
<td>5</td>
<td>LDS Church, Harmons City Creek, KSL Broadcasting, Marriott Hotel and Parvus</td>
</tr>
<tr>
<td>Program</td>
<td>Type of Pass or Product</td>
<td>Pricing</td>
<td>Anticipated 2018 Renewals</td>
<td>Example of Participants</td>
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<tr>
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<tr>
<td>ECO Annual Preferred-Custom</td>
<td>Electronic Pass</td>
<td>Pricing based on current eco pass programs (See above). Contract terms added to be approved by institution.</td>
<td>3</td>
<td>Bureau of Reclamation, United States Bankruptcy Court, Wageworks</td>
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<tr>
<td>Ski</td>
<td>Employer Issued Tap Passes</td>
<td>20% discount off of the ski bus fare.</td>
<td>6</td>
<td>Alta, Brighton, SL Visitors Bureau, Snowbird, Solitude, and Sundance</td>
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<tr>
<td>Ski</td>
<td>Electronic Pass</td>
<td>Pricing is based on the cost to run the service</td>
<td>4</td>
<td>Davis County, Ogden Weber Convention and Visitors Bureau, Snowbasin, Powder Mountain</td>
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<tr>
<td>Ski</td>
<td>Electronic Pass</td>
<td>Pay per Trip Value</td>
<td>4</td>
<td>Canyon’s resort, Deer Valley Resort, Park City Municipal Corporation</td>
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<tr>
<td>ED</td>
<td>Electronic Pass - UTA Issued or Student ID</td>
<td>Pricing is based on bulk (per boardings $1.00 - $1.60 per boarding) and buying transit passes for 100% of their student body population.</td>
<td>3</td>
<td>MTECH, LDS Business College</td>
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<tr>
<td>Ticket-as-Fare</td>
<td>Electronic Tap Pass or Printed Pass</td>
<td>.50 cents/ticket purchased for all event tickets sold</td>
<td>Varies</td>
<td>Ogden Twilight</td>
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<tr>
<td>Low Income</td>
<td>Regular Adult Monthly Paper Pass</td>
<td>25% off the regular adult monthly pass</td>
<td>1</td>
<td>Department of Workforce Services</td>
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