

**MINUTES OF MEETING –March 8, 2021**

**GREATER PEORIA MASS TRANSIT DISTRICT  
2105 N.E. Jefferson Avenue, Peoria, Illinois 61603**

**DATE:** Monday, March 8, 2021

**PLACE:** *Greater Peoria Mass Transit District Offices*

**TRUSTEES PRESENT:**

Art Bell- Chair

Jennifer Lee -Vice Chair (via phone)

Maxine Wortham-Treasurer (via phone)

Sharon McBride– Secretary (via phone)

Chris Ahart-Trustee (via phone)

**OTHERS PRESENT:**

Doug Roelfs General Manager

Nick Standefer Assistant General Manager (via phone)

William Wombacher CityLink Counsel (via phone)

Christine Feng CityLink, Chief Financial Officer (via phone)

Ken Boddie CityLink, Operations & Planning Director (via phone)

Jason Culberson CityLink, Safety & Training Manager (via phone)

Jamie Arbogast CityLink, Procurement Administrator (via phone)

Andrew Dwyer CityLink, Paratransit Manager (via phone)

Martha Howarter CityLink, Finance & Grant Manager (via phone)

Desiree Carlson CityLink, Executive Assistant & Board Support (via phone)

Shannon Williams CityLink, Human Resources Administrator (via phone)

Reema Abi Akar Tri County (via phone)

Angel Marinich Transdev (via phone)

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order by Chair Art Bell on Monday, March 8, 2021 at 5:30 PM.

**1. Roll Call**

Was taken by General Manager Doug Roelfs, and he reported that a legal quorum was met with Board Chair Bell attending in person and the other 4 members of the Board calling in (due to restrictions regarding social distancing during the Coronavirus pandemic).

**2. Pledge of Allegiance:**

Trustee Bell led the Pledge of Allegiance

**3. Receipt and Reading of Minutes:**

Chair Art Bell presented to the Board the minutes of the regular meeting of February 8, 2021. **Trustee Wortham made the motion to approve, and Trustee Lee seconded the motion. Motion Passed.**

**4. Receipt and Reading of Communications:**

There were no communications

**5. Report of Officers:**

There was no report of officers

**6. Report of Standing Committees:**

There was no report of standing committees

**7. Report of General Manager:**

In addition to some of the items I have on the GM report, another few items have come up. We shall be paying our 3<sup>rd</sup> year of Workers Comp in the amount of \$37,091.00 which was approved by prior resolution. We are offering free rides to the Riverfront Museum, as the schools were having trouble getting students to the museum. Also, we will be providing rides for SC2 a manufacturer. They are looking to get employees to Bartonville and Mossville for work. We have also done an update for the disruptive passenger policy. At the most recent bus coalition meeting, it was discussed that the American Rescue plan has passed, and that means another \$12,686,987. Basically it will be for operations and possibly capital projects. There will also be a new reauthorization plan. It was also announced that Andrew Dwyer has accepted a position as Executive Director at the Kewanee Park District. Doug stated that the museum is on a regular route and will not be a conflict with the charter rules.

**8 & 9. Report of CityLift and CountyLink from paratransit General Manager Angel Marinich:**

Angel stated that some extensive corrections have been made in the scheduling and in the reporting sections of their software as well. And, as of last week, they are now able to get back to better and more efficient scheduling as well as print necessary reports. Angel hopes to have Board reports for the April GPMTD Board meeting. They are hiring more drivers, and the only thing left to complete is fuel pumps. EP!C and CWTC will also be coming back at full levels. A new Dispatch Manager has been hired as of March 1, 2021. He also has many years in Dispatch management. Angel

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stated the business is growing and as of 2 weeks ago, they are up 100 rides. She is determined to get all service back to what people have come to expect.

**10.Public Comments:**

There were no public comments

**11.Old Business:**

There was no old business

**12.New Business:**

**A.Resolution 21-30 Authorization to Proceed to exercise available contract options for (5) body-on-chassis medium duty vehicles in an amount not to exceed \$366,375.05-Andrew Dwyer**

Three of the new vehicles will be assigned to CityLift, and 2 of them will be Supervisor vehicles. It is recommended that the Board approve the purchase to exhaust our options on this contract. **Trustee McBride made the motion to approve, and Trustee Wortham seconded the motion. Roll Call Taken. Motion Passed.**

|                           | <u>Aye</u> | <u>Nay</u> | <u>Absent at Vote</u> | <u>Abstain</u> |
|---------------------------|------------|------------|-----------------------|----------------|
| Art Bell, Chair           | X          |            |                       |                |
| Jennifer Lee, Vice Chair  | X          |            |                       |                |
| Maxine Wortham, Treasurer | X          |            |                       |                |
| Sharon McBride, Secretary | X          |            |                       |                |
| Chris Ahart, Trustee      | X          |            |                       |                |

**B.Resolution 21-31 Contract Award recommendation (3 year) for Maintenance uniform rental and laundry services to Cintas in an amount not to exceed \$47,054.80-Steve Green**

It is recommended the Board approve the 3 year contract for Cintas in an amount not to exceed \$47,054.80 for maintenance uniform rental and laundry services. **Trustee Lee made the motion to approve, and Trustee McBride seconded the motion. Roll Call Taken. Motion Passed.**

|                           | <u>Aye</u> | <u>Nay</u> | <u>Absent at Vote</u> | <u>Abstain</u> |
|---------------------------|------------|------------|-----------------------|----------------|
| Art Bell, Chair           | X          |            |                       |                |
| Jennifer Lee, Vice Chair  | X          |            |                       |                |
| Maxine Wortham, Treasurer | X          |            |                       |                |
| Sharon McBride, Secretary | X          |            |                       |                |
| Chris Ahart, Trustee      | X          |            |                       |                |

**C.Resolution 21-32 Authorization to proceed with Farnsworth Group for Transit Center Site Renovation design services for an amount not to exceed \$35,000.00-Nick Standefer**

We are asking the Board for approval to proceed with Farnsworth Group for Transit Center Site renovation design services in an amount not to exceed \$35,000.00. This will only be for design and for creating the scope of work. **Trustee Lee made the motion to approve, and Trustee Wortham seconded the motion. Roll Call Taken. Motion Passed.**

**MINUTES OF MEETING –March 8, 2021**

GREATER PEORIA MASS TRANSIT DISTRICT  
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|                           | <u>Aye</u> | <u>Nay</u> | <u>Absent at Vote</u> | <u>Abstain</u> |
|---------------------------|------------|------------|-----------------------|----------------|
| Art Bell, Chair           | X          |            |                       |                |
| Jennifer Lee, Vice Chair  | X          |            |                       |                |
| Maxine Wortham, Treasurer | X          |            |                       |                |
| Sharon McBride, Secretary | X          |            |                       |                |
| Chris Ahart               | X          |            |                       |                |

**D.Resolution 21-33 Authorization for GPMTD to enter into a sole source agreement with Proterra for the construction and installation of (3) Proterra chargers in an amount not to exceed \$354,208.00-Nick Standefer**

We are asking the Board to approve entering into a sole source agreement with Proterra for the construction and installation of 3 of the Proterra multi dispenser chargers that were approved at the January 2021 Board meeting. We have purchased the buses, and now have to get the chargers. The amount is not to exceed \$354,208.00. These 3 chargers will charge up to 6 buses. **Trustee Wortham made the motion to approve, and Trustee McBride seconded the motion. Roll Call Taken. Motion Passed.**

|                           | <u>Aye</u> | <u>Nay</u> | <u>Absent at Vote</u> | <u>Abstain</u> |
|---------------------------|------------|------------|-----------------------|----------------|
| Art Bell, Chair           | X          |            |                       |                |
| Jennifer Lee, Vice Chair  | X          |            |                       |                |
| Maxine Wortham, Treasurer | X          |            |                       |                |
| Sharon McBride, Secretary | X          |            |                       |                |
| Chris Ahart               | X          |            |                       |                |

**E.Resolution 21-34 Award recommendation for replacement of the wash bay door to Rice Equipment in an amount not to exceed \$31,725.00-Steve Green**

We need to replace our wash bay door as it was struck and damaged beyond repair. The winning bid was from Rice Equipment, and we are recommending the Board approve the purchase in the amount not to exceed \$31,725.00. **Trustee Wortham made the motion to approve, and Trustee McBride seconded the motion. Roll Call Taken. Motion Passed.**

|                           | <u>Aye</u> | <u>Nay</u> | <u>Absent at Vote</u> | <u>Abstain</u> |
|---------------------------|------------|------------|-----------------------|----------------|
| Art Bell, Chair           | X          |            |                       |                |
| Jennifer Lee, Vice Chair  | X          |            |                       |                |
| Maxine Wortham, Treasurer | X          |            |                       |                |
| Sharon McBride, Secretary | X          |            |                       |                |
| Chris Ahart               | X          |            |                       |                |

**F.Resolution 21-35 Award recommendation for Construction Manager at Risk services with River City Construction during the pre-construction phase of the Maintenance and Admin Bldg project in an amount not to exceed \$75,000 for the General Manager to finalize and negotiate for a fair and equitable agreement for the remainder of the project not to exceed \$2,500,000-Doug Roelfs**

This is recommendation for a construction manager for our pre-construction phase. They will look over the architects, engineering, etc. We had 3 firms that submitted bids; the format was a bit complicated, but we gave them all the same formula so the bids were all pretty close. Our construction team was also comfortable with the team from River City. This first phase will be the

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pre-construction at a cost of \$75,000, and each successive phase will also be brought to the Board for approval, and we are recommending River City Construction. **Trustee Lee made the motion to approve, and Trustee Ahart seconded the motion. Roll Call Taken. Motion Passed.**

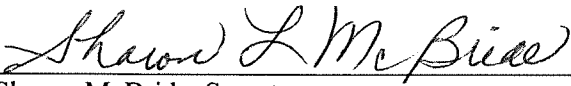
|                           | <u>Aye</u> | <u>Nay</u> | <u>Absent at Vote</u> | <u>Abstain</u> |
|---------------------------|------------|------------|-----------------------|----------------|
| Art Bell, Chair           | X          |            |                       |                |
| Jennifer Lee, Vice Chair  | X          |            |                       |                |
| Maxine Wortham, Treasurer | X          |            |                       |                |
| Sharon McBride, Secretary | X          |            |                       |                |
| Chris Ahart               | X          |            |                       |                |

**G. Financial Report, February 2021 Board Bills approval-Christine Feng**

Christine Feng, Chief Financial Officer, recommended that the Board approve the February 8, 2021 Operating expenses of \$2,054,713.66. **Trustee Lee made the motion to approve, and Trustee Wortham seconded the motion. Roll Call Taken. Motion Passed.**

|                           | <u>Aye</u> | <u>Nay</u> | <u>Absent at Vote</u> | <u>Abstain</u> |
|---------------------------|------------|------------|-----------------------|----------------|
| Art Bell, Chair           | X          |            |                       |                |
| Jennifer Lee, Vice Chair  | X          |            |                       |                |
| Maxine Wortham, Treasurer | X          |            |                       |                |
| Sharon McBride, Secretary | X          |            |                       |                |
| Chris Ahart               | X          |            |                       |                |

Future Board meetings will be held Monday, April 12, 2021 and Monday, May 3, 2021.

By:   
Sharon McBride, Secretary