

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) SEPTEMBER 10, 2013, 5:30 P.M.

In the Edward J. Kuntz Board Room of the Bloomington Transit Operating Facility, 130 W. Grimes Lane, Chairman McConn convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation.

ROLL CALL

Board Members present: Chairman McConn, Vice Chairman McDaniel, Secretary Cartwright, Board Member Hasler and Board Member Obermeyer. Also present were Lewis May, General Manager, Brenda Underwood, Human Resources/Marketing Administration, and there were no members of the public.

PETITIONS AND COMMUNICATIONS

There were no petitions and communications.

MESSAGES FROM BOARD MEMBERS

There were no messages from Board Members.

MESSAGES FROM THE MANAGER

Mr. May opened with an update of the Downtown Passenger Transfer Facility. He noted work continues on the Downtown Passenger Transfer Facility as concrete floors have been poured on the 1st and 2nd floors of the building. He said the framing of offices on the 2nd floor has begun and excavation and pouring of concrete footers for canopies and the northeast seat wall has begun behind the former Crosstown Cleaners building. Mr. May presented a PowerPoint slideshow with various photos of construction to illustrate the progress of the downtown project as it continues. He said we should see significant progress in a number of areas over the next 4-6 weeks and we should see the building and site evolve in appearance and look more and more like the final design.

Mr. May said related to the downtown project on the agenda tonight we have a project that we need to start the procurement process for and that is the signage for the Downtown Transfer Facility. He said there are four basic elements we will be seeking from a sign design/fabrication firm. These include a BT logo design for the south-facing parapet; a banner sign at the northwest corner; interior signage for the building; and exterior signage for the transit plaza. He said a couple of changes on the public art included the decision to have a graphic sign designer do the BT logo rather than have an artist do it and have the City provide a west wall mural at their own expense. Mr. May said the plan is to solicit proposals from sign design firms to design fabricate and install the requested sign package. He noted that he seeks the Board's authorization to move forward with the issuance of an RFP to enlist the services of a sign design firm to undertake this project over the next six months. He added that on the agenda under New Business is Resolution 13-21 authorizing the issuance of a Request for Proposals to design fabricate and install interior and exterior signage for the Downtown Passenger Transfer Facility for the

Board's consideration. He said then we would come back to the Board after proposals are received and evaluated with a recommendation.

Mr. May said in the MPO's work program this year is a project for ridership data collection for Bloomington Transit. He said about every five years we try to do 100 percent on/off ridership data collection effort where we have people riding the buses and recording the on and offs and load factors at every bus stop on every route for all days of service that we operate. This gives us a complete profile of our ridership down to the stop and trip time level. He said it is very valuable data in terms of service planning for us if we need to make service changes to our routes as we'll better know where the ridership is concentrated. Moreover, he added we can use the data to help plan shelter locations and to determine if we are complying with the Title VI of the Civil Rights Act relative to load factors. He said the last time we did this was about 7 years ago in 2006 and our ridership has grown significantly in those 7 years. He said \$25,000 was budgeted in the MPO's work program to fund this effort. The MPO would provide 80 percent or \$20,000 and BPTC would provide \$5,000. He said the plan is to solicit proposals from planning/data collection firms to provide the personnel to collect the data and compile the data into prescribed formats. He said the data would be used by staff over the next few years to evaluate service productivity efficiency and potential service changes. He noted that Resolution 13-22 authorizing the issuance of a Request for Proposals to conduct a ridership data collection effort by route, stop, and trip time is included under New Business for the Board's consideration.

Mr. May noted we had a successful first week of the IU fall semester and set a new all-time record for our greatest ridership ever in a single week. He said we carried 102,912 passenger trips for the entire week which was our heaviest weekly ridership in our history and only the second time we have ever surpassed the 100,000 mark for a single week. He noted the biggest day was on Monday when we carried 20,196 passenger trips.

Mr. May said the final ridership figures for August are being compiled which are likely to show a decrease for the month given IU's fall semester last year started one week earlier compared to this year. He noted that the lost week ridership will not be made up until December when we will have an extra week of IU ridership as compared to last year. He said he will present the final August ridership at a Board Meeting in the near future.

MESSAGES FROM THE CONTROLLER

There were no messages from Controller Browning.

MINUTES

The minutes for August 27, 2013 were presented for approval by Secretary Cartwright and seconded by Board Member Obermeyer. The minutes were approved by all Board Members.

CLAIMS

The claims for September 10, 2013 were presented for approval by Secretary Cartwright and seconded by Board Member Obermeyer. The claims were approved unanimously.

OLD BUSINESS

There was no Old Business.

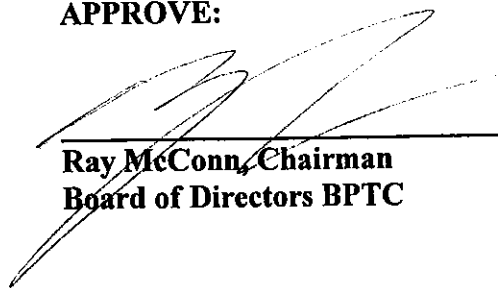
NEW BUSINESS

Under New Business, Secretary Cartwright moved to approve Resolution 13-21; a resolution authorizing the issuance of a Request for Proposals to design, fabricate, and install interior and exterior signage for the Downtown Passenger Transfer Facility. The motion was seconded by Board Member Obermeyer. Resolution 13-21 was approved unanimously by all Board Members.

Also under New Business, Board Member Obermeyer moved to approve Resolution 13-22; a resolution authorizing the issuance of a Request for Proposals to conduct a ridership data collection effort by route, stop, and trip time. The motion was seconded by Secretary Cartwright. Resolution 13-22 was approved unanimously by all Board Members.

ADJOURNMENT


APPROVE:



Ray McConn, Chairman
Board of Directors BPTC

09-24-13

ATTEST:



Alex B. Cartwright, Secretary
Board of Directors BPTC

09-24-13