

AGENDA

TRANSPORTATION COMMITTEE

County of Muskegon
Board of Commissioners Room
990 Terrace
June 20, 2013 - 4:00 p.m.

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair

1. Call to Order

2. Roll Call

3. Approval of Minutes

Approve Minutes of Transportation Meeting of May 16, 2013

4. Informational Items

Transit Operations Report through May 2013
Airport Operations Report through May 2013

5. Public Comment (on an agenda item)

6. Items for Consideration

TR13/06-18 Transit Authorization to Procure Three Heavy Duty Buses

7. Old Business

8. New Business

9. Public Comment (on a new topic)

10. Adjournment

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE COUNTY BOARD OF COMMISSIONERS AND ANY OF ITS COMMITTEES OR SUB-COMMITTEES

The County of Muskegon will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting, upon twenty-four hours notice to the County of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the County of Muskegon by writing or calling the following:

Bonnie Hammersley, County Administrator
County Building, Fourth Floor
990 Terrace Street
Muskegon, MI 49442
(231) 724-6520

PUBLIC COMMENT

Persons may address the Commission during the time set aside for Public Comment or at any time by suspension of the rules. All persons must address the commission and state their name for the record. Comments shall be limited to two (2) minutes for each participant, unless time is extended prior to the public comment period by a vote of a majority of the commission.

Muskegon County Transportation Committee

Rillastine R. Wilkins, Chair
Terry Sabo, Vice-Chair
Benjamin Cross
James Derezinski
Marvin Engle

Susie Hughes
Kenneth Mahoney
Charles Nash
Robert Scolnik

Board of Commissioners Room
990 Terrace

MAY 16, 2013

CALL TO ORDER

The Transportation Committee meeting was called to order by Vice-Chair, Terry Sabo, at 4:00 pm.

ROLL CALL

Present: Cross, Derezinski, Engle, Hughes, Mahoney, Nash, Sabo, Scolnik

Excused: Wilkins

APPROVAL OF MINUTES

Moved by Derezinski, seconded by Hughes, to approve the minutes of the March 21, 2013, Transportation meeting. MOTION CARRIED

INFORMATIONAL ITEMS

Moved by Derezinski, seconded by Cross, to accept and place on file the Informational Items. MOTION CARRIED

PUBLIC COMMENT (on an agenda item)

None.

ACTION ITEMS

TR13/05-12 Approval of MATS FY2013 Federal Grant Applications

Transit recommends, moved by Mahoney, seconded by Cross, to authorize the Muskegon Area Transit System to publish the public notice regarding Federal Operating and Capital applications and to authorize staff to execute the electronic grant applications if there is no request for public hearing. MOTION CARRIED

TR13/05-13 Approval of Tower and Building Lease Agreement between the County and Synergy Media, Inc.

Airport recommends, moved by Nash, seconded by Cross, to approve a Tower and Building Lease Agreement between the County and Synergy Media, Inc., allowing Synergy Media, Inc. to install a repeating antenna on top of a hangar at the Airport, with Synergy Media, Inc. compensating the Airport \$200 per month for said Agreement. MOTION CARRIED

TR13/05-14 Approval of Contract between the County and Prein & Newhof for Design and Bid of Air Traffic Control Tower Light Panel Replacement

Airport recommends, moved by Derezinski, seconded by Mahoney, to approve a Contract between the County and Prein & Newhof in the amount of \$15,000, allowing Prein & Newhof to design and bid an Air Traffic Control Tower Light Panel Replacement Project at the Airport, with the County's 2.5% share of the Contract to be \$375. MOTION CARRIED

TR13/05-15 Approval of MDOT Sponsor Contract for Landside Road and Parking Lot Rehabilitation Project

Airport recommends, moved by Derezinski, seconded by Hughes, to approve MDOT Contract No. 2013-0248 between the County and Michigan DOT in the amount of \$496,316 to fund 95% of the Airport's FY2013 Landside Road and Parking Lot Rehabilitation project, and further authorize the Chairman to execute the contract and the Clerk to authorize the resolution. MOTION CARRIED

TR13/05-16 Approval to Award Airport Landside Road and Parking Lot Rehabilitation Project to Rieth-Riley Construction Co.

Airport recommends, moved by Cross, seconded by Derezinski, to approve awarding the Airport Landside and Parking Lot Rehabilitation project to the lowest of three bidders, Rieth-Riley Construction Co., Inc., in the amount of \$529,929.90, and further approve allowing the Chairperson to execute a contract with Reith-Riley Construction Co., Inc. in the amount of \$529,929.90, with the County's 5% share of the project to be \$26,497. MOTION CARRIED

TR13/05-17 Approval of Amendment No. 1 to Contract between the County and Prein & Newhof

Airport recommends, moved by Derezinski, seconded by Cross, to approve Amendment No. 1, in the amount of \$37,700, to a contract dated November 27, 2012, between the County and Prein & Newhof, the intent of which is to cover the construction phase engineering services of the Airport Landside Road and Parking Lot Rehabilitation project, with the County's 5% share of the Amendment to be \$1,885. MOTION CARRIED

OLD BUSINESS

Commissioner Derezinski asked if a tour of the Airport could be set up before an Airport Advisory Committee meeting. Marty Piette said tours are available any time at the Airport and for any size. Mr. Piette encouraged everyone tours of the Airport.

Commissioner Cross asked for an update on the new bus terminal project. Jim Koens stated they received a letter for the FTA with environmental clearances in mid-April and we can now move forward with the project.

Commissioner Nash asked for an update on the possibility of starting buses earlier to accommodate people needing to get to work or school. Jim Koens will continue to look into this request.

NEW BUSINESS

None.

PUBLIC COMMENT (on a new topic)

None.

ADJOURNMENT

There being no further business to come before the Transportation Committee, the meeting adjourned at 4:17 pm.

**COUNTY OF MUSKEGON
MUSKEGON AREA TRANSIT SYSTEM
OPERATIONS REPORT
MAY 2013**

	MONTH TO MONTH			YEAR TO DATE		
	2013	2012	CHANGE	2013	2012	CHANGE
MATS PASSENGER ACTIVITY						
Fixed Route Services						
Linehaul Service	59,270	59,005	0%	295,286	296,954	-1%
Trolley Route Service	154	219	-30%	154	219	-30%
Fixed Route Total	59,424	59,224	0%	295,440	297,173	-1%
Demand Response Services	2,220	1,531	45%	10,650	7,796	37%
TOTALS	61,644	60,755	1%	306,090	304,969	0%
DAILY AVERAGE						
Fixed Route Services						
Linehaul Service	2,280	2,269	0%	2,307	2,302	0%
Trolley Route Service	31	55	-44%	31	55	-44%
Demand Response Services	85	59	45%	83	60	38%
PASSENGERS PER HOUR						
Fixed Route Services						
Linehaul Service	17.8	17.0	5%	18.1	17.9	1%
Trolley Route Service	2.1	3.7	-44%	2.1	3.7	-44%
Fixed Route Average	17.4	16.7	4%	18.0	17.8	1%
Demand Response Services	2.0	1.9	7%	1.8	1.8	-1%

NUMBER OF DAYS USED TO CALCULATE DATA

	MONTHLY		ANNUAL	
	2013	2012	2013	2012
Linehaul Service	26	26	128	129
Trolley Route Service	5	4	5	4
Demand Response Services	26	26	128	129

NUMBER OF REVENUE HOURS USED TO CALCULATE DATA

	MONTHLY		ANNUAL	
	2013	2012	2013	2012
Linehaul Service	3338	3479	16333	16613
Trolley Route Service	74	59	74	59
Demand Response Service	1119	825	5848	4225



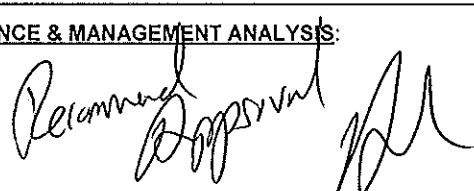

**Muskegon
County
Airport**

**Muskegon County Airport
Operations Report**

Calendar Year 2013

	PASSENGER ACTIVITY							AIRCRAFT OPERATIONS					CARGO	
	Avail Seats	Comm Pass	Load Factor	Enplaned	Deplaned	Total	Vs. FY2012	Air Carrier/ Charter	General Aviation	Military	Total	Vs. FY2012	Pounds	Vs. FY2012
JANUARY	6124	2685	44%	1479	1312	2791	17%	186	1360	15	1561	-36%	14	-99%
FEBRUARY	5804	2700	47%	1415	1369	2784	-2%	145	1377	12	1534	-42%	653	16225%
MARCH	6118	3414	56%	1853	1661	3514	8%	184	2247	33	2464	-23%	5230	174233%
APRIL	5524	2756	50%	1328	1552	2880	-8%	179	1933	17	2129	-19%	2027	2285%
MAY	5724	2973	52%	1540	1549	3089	-7%	199	2425	33	2657	-9%	1519	4800%
JUNE														
JULY														
AUGUST														
SEPTEMBER														
OCTOBER														
NOVEMBER														
DECEMBER														
YTD TOTALS	29294	14528	50%	7615	7443	15058	1%	893	9342	110	10345	-25%	9443	452%

REQUEST FOR BOARD CONSIDERATION-COUNTY OF MUSKEGON

COMMITTEE TRANSPORTATION		BUDGETED <input checked="" type="checkbox"/>	NON-BUDGETED <input type="checkbox"/>	PARTIALLY BUDGETED <input type="checkbox"/>
REQUESTING DEPARTMENT TRANSIT		COMMITTEE DATE 06/20/13	REQUESTOR SIGNATURE ROBERT LUKENS	
SUMMARY OF REQUEST (GENERAL DESCRIPTION, FINANCING, OTHER OPERATIONAL IMPACT, POSSIBLE ALTERNATIVES)				
<p>The Muskegon Area Transit System continues to develop rural bus routing plans as a result of receiving capital funds from the FY2012 National Infrastructure Investment Program (TIGER IV). Final execution of a grant for \$1,350,000 for three (3) heavy duty CNG-powered buses is pending.</p> <p>In order to move the capital project forward, MATS joined as a named partner in a procurement conducted by the Lextran transit agency in Lexington, Kentucky. By so doing, MATS and other small agencies were able to benefit from joint purchasing power and procurement staff expertise of a larger agency. On May 15, 2013, Lextran awarded a contract to Gillig Corporation for the provision of heavy duty buses. This is the same vendor that MATS has been working with in recent years.</p> <p>As allowed by the Federal Transit Administration, MATS seeks to issue a purchase order for three heavy duty 35' low floor CNG-fueled buses according to the terms, conditions, and vendor response to Lextran RFP 1302. Base pricing for 35-foot CNG buses in the contract begins at \$425,427 and ranges upward, based on monthly inflation indexing and the vehicle options desired. A 35-foot bus for the Muskegon Area Transit System will cost up to \$450,000.</p> <p>Board authorization is sought to purchase three (3) heavy-duty 35-foot Low-Floor CNG-powered buses from Gillig Corporation per the terms and conditions of the Lextran RFP 1302 for a total purchase price not to exceed \$1,350,000, contingent on execution of the Federal "TIGER IV" grant to cover 100% of the purchase.</p>				
SUGGESTED MOTION (STATE EXACTLY AS IT SHOULD APPEAR IN THE MINUTES)				
Move to authorize the Muskegon Area Transit System to purchase three (3) heavy-duty 35-foot Low-Floor CNG-powered buses from Gillig Corporation per the terms and conditions of the Lextran RFP 1302 for a total purchase price not to exceed \$1,350,000, contingent on execution of the Federal "TIGER IV" grant to cover 100% of the purchase.				
ADMINISTRATIVE ANALYSIS (AS APPLICABLE)				
HUMAN RESOURCES ANALYSIS:		FINANCE & MANAGEMENT ANALYSIS:		
				
CORPORATE COUNSEL ANALYSIS:		ADMINISTRATOR RECOMMENDATION:		
				
If motion originates from a Statutory Board, Authority or Advisory Committee, please provide the date the motion was approved by that Board/Authority/Committee: 				
AGENDA DATE: 06/20/13	AGENDA NO.: TR13/06-18	BOARD DATE: 06/25/13	PAGE NO.	