



Niagara Frontier Transportation Authority
Serving the Niagara Region

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October 28, 2016

Ms. Karen McCarthy
Clerk
Erie County Legislature
25 Delaware Avenue
Buffalo, New York 14202

Re: NFTA Board Minutes

Dear Ms. McCarthy:

Enclosed for your information and files please find a copy of the approved Minutes from the Niagara Frontier Transportation Authority's Regular Board Meeting held on September 29, 2016.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Lisa Flynn".

Lisa Flynn
Assistant to David J. State
General Counsel

Enclosure

**NIAGARA FRONTIER TRANSPORTATION AUTHORITY
NIAGARA FRONTIER TRANSIT METRO SYSTEM, INC.
REGULAR BOARD MEETING
SEPTEMBER 29, 2016 12:30 PM
MINUTES**

| | |
|--|----|
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| 6. EXECUTIVE SESSION | |
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1. CALL TO ORDER

A. Meeting Called to Order

The Chair called the meeting to order at approximately 12:30 p.m.

B. Approval of Minutes of the NFTA Regular Board Meeting held on August 25, 2016

It was moved by Commissioner Hughes, seconded by Commissioner Gurney, that the Minutes of the August 25, 2016 Regular Meeting of the Niagara Frontier Transportation Authority and Niagara Frontier Transit Metro System, Inc., be accepted and approved.

**AYES: ROCHE, DEMAKOS, GURNEY, ANSARI, AUL, HUGHES,
PERRY**

NOES: NONE

C. Executive Director Report

Executive Director Kimberley Minkel introduced Lamar representatives who presented a check to NFTA in the amount of \$478,849.77. The total annual payment will be \$973,849.77 which will go towards Metro's expenses. She commented on the tragic train accident in Hoboken, New Jersey and assured the Board that the NFTA follows these accident investigations by the National Transit Safety Board (NTSB) and implements any recommendations. She also notified the Board that the NFTA received a Resolution from the Erie County Legislature requesting the establishment of a Veterans Reduced Fare Program so veterans could show their Veterans ID card and would be eligible for a reduced fare. The resolution will be entered as a comment to our fare policy since it will require some study and evaluation to determine the revenue impacts and if it would be possible to operate this program with the new fare boxes.

The Executive Director recognized Transportation Planner Rachel Maloney who graduated from the Early Career Program at APTA and Public Transit Deputy Director James Morrell who graduated from the Leadership APTA class. Buffalo Niagara International Airport was the recipient of the Cheektowaga Chamber of Commerce's 2016 Large Business of the Year Award. NFTA ADA/EEO Administrator Vivian Rodgers will be honored at the Black Achievers Award dinner to be held on October 8th. The Board was invited to attend this event. Commissioner Peter Demakos recognized Executive Director Kimberley Minkel as an honoree at Buffalo Business First's 2016 Women of Influence Awards.

- 2. NFTA CORPORATE REPORT**
 - A. Audit and Governance Committee Report
 - B. Consolidated Financial
 - C. Corporate Resolutions

AUGUST 2016 NFTA/METRO PERFORMANCE
(\$000's)

| | BUDGET | ACTUAL | VARIANCE |
|--|---------|---------|----------|
| NET SURPLUS/(DEFICIT) | 455 | 414 | (42) |
| Revenues and Operating Assistance | | | 227 |
| Expenses | | | (145) |
| Non-Operating/Capital | | | (124) |
| | | | (42) |
| OPER REVENUES & ASST | 17,981 | 18,208 | 227 |
| Metro Passenger Fares | | | 98 |
| BNIA Concessions/Commissions - increased auto rental revenue, partially offset by lower parking lot/ ramp revenue | | | 59 |
| NFIA Concessions/Commissions - increased parking lot and auto rental revenues | | | 23 |
| Erie County Sales Tax | | | (100) |
| Mortgage Tax | | | 27 |
| Federal - PM - reprogramming of federal funds | | | 33 |
| All Other | | | 88 |
| | | | 227 |
| TOTAL OPER EXPENSES | 15,594 | 15,738 | 145 |
| Maintenance & Repairs | | | |
| Central Admin - timing of MIS software and maintenance agreements | | 136 | |
| All Other | | 9 | 145 |
| | | | 145 |
| Metro Transit Fuel/Power - lower diesel, gasoline and rail traction costs | | | (63) |
| Insurance & Injuries | | | |
| Metro - lower claim loss reserve appropriations | | (12) | |
| BNIA - lower claim losses | | (10) | |
| All Other | | (5) | (27) |
| | | | (27) |
| General Business/Other | | | |
| Metro - higher support labor costs and general office expenses | | 87 | |
| Transportation Centers - increased temporary help | | 13 | |
| Central Admin - timing of MIS licenses and agreements | | 49 | |
| All Other | | 9 | 158 |
| | | | 158 |
| All Other | | | (68) |
| | | | (68) |
| NON-OPERATING/CAPITAL | (1,932) | (2,056) | (124) |
| Capital | | | |
| Metro | | | (88) |
| All Other | | | (4) |
| | | | (92) |
| Non-Operating | | | |
| BNIA Net Bond Debt Service | | | (30) |
| All Other | | | (2) |
| | | | (32) |
| | | | (124) |

NFTA/METRO
KEY ITEM REPORT
AUGUST 2016

(\$000 Omitted)

| <u>MONTH ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | Variance | % |
|--|----------------------|----------------------|-----------------|--------------|
| | <u>Budget</u> | <u>Actual</u> | | |
| Operating Revenues | 8,630 | 8,894 | 264 | 3.1% |
| Operating Assistance | 9,351 | 9,314 | (37) | -0.4% |
| Total Oper. Revenues & Assistance | 17,981 | 18,208 | 227 | 1.3% |
| Personnel Services | 12,190 | 12,254 | 64 | 0.5% |
| Maintenance & Repairs | 1,467 | 1,612 | 145 | 9.9% |
| Transit Fuel/Power | 439 | 376 | (63) | -14.4% |
| Utilities | 451 | 420 | (31) | -6.8% |
| Insurance & Injuries | 332 | 305 | (27) | -8.0% |
| Safety & Security | 1,002 | 986 | (16) | -1.6% |
| General Business/Other | 1,847 | 2,005 | 158 | 8.5% |
| Other | (2,134) | (2,218) | (85) | -4.0% |
| Total Operating Expenses | 15,594 | 15,738 | 145 | 0.9% |
| Operating Income/(Loss) | 2,387 | 2,470 | 83 | 3.5% |
| Non-Operating/Capital | (1,932) | (2,056) | (124) | -6.4% |
| Net Surplus/(Deficit) | 455 | 414 | (42) | -9.1% |

NFTA/METRO YEAR TO DATE AUGUST 2016 PERFORMANCE
(\$000's)

| | BUDGET | ACTUAL | VARIANCE |
|---|----------------|----------------|--------------|
| NET SURPLUS/(DEFICIT) | 6,610 | 6,718 | 108 |
| Revenues and Operating Assistance | | | (412) |
| Expenses | | | 952 |
| Non-Operating/Capital | | | (432) |
| | | | <u>108</u> |
| OPER REVENUES & ASST | 90,746 | 90,334 | (412) |
| Metro Passenger Fares | | | (405) |
| BNIA Airport Fees & Services - lower compensatory billings based on decreased expenses | | | (82) |
| BNIA Concessions/Commissions - decreased parking lot/ramp and ground transportation revenue, partially offset by higher auto rental revenue | | | (322) |
| NFIA Concessions/Commissions - decreased parking lot revenue | | | (109) |
| Property Development Rental Income - increased rents from our 247 and 485 Cayuga and Terminal A properties | | | 62 |
| Erie County Sales Tax | | | (229) |
| Mortgage Tax | | | 472 |
| Federal - PM - reprogramming of federal funds | | | 163 |
| All Other | | | 37 |
| | | | <u>(412)</u> |
| TOTAL OPERATING EXPENSES | 76,288 | 75,336 | (952) |
| Personnel Services | | | |
| Metro - increased health insurance costs | | 164 | |
| BNIA - higher than anticipated vacancies and decreased overtime | | (186) | |
| Central Admin - vacancies in Executive, Human Resources and Finance & Admin, and lower police overtime | | (156) | |
| All Other | | (31) | (208) |
| Maintenance & Repairs | | | |
| Metro - lower revenue vehicle maintenance costs, environmental costs and various rail maintenance expenses | | (345) | |
| Central Admin - timing of MIS software and maintenance agreements | | 167 | |
| All Other | | (6) | (184) |
| Metro Transit Fuel/Power - lower diesel, gasoline and rail traction costs | | | (285) |
| Utilities | | | |
| Metro - lower electric and gas billings | | (184) | |
| BNIA - lower electric and gas billings, partially offset by higher water billings | | (159) | |
| Property Development - lower electric and gas billings at 247 Cayuga, 485 Cayuga and Terminal A properties | | (67) | |
| All Other | | (2) | (413) |
| General Business/Other | | | |
| Metro - higher support labor costs and professional service costs, partially offset by lower advertising and general office expenses | | 64 | |
| Central Admin - timing of MIS licenses and agreements and higher general office expenses | | 83 | |
| All Other | | 15 | 162 |
| All Other | | | (23) |
| | | | <u>(952)</u> |
| NON-OPERATING/CAPITAL | (7,848) | (8,280) | (432) |
| Capital | | | |
| Metro | | (401) | |
| Transportation Centers | | (11) | |
| Central Admin | | (14) | |
| All Other | | (5) | (431) |
| Non-Operating | | | |
| BNIA Net Bond Debt Service | | (122) | |
| BNIA Operating Expense Reserve | | 67 | |
| Property Development - Gain on Sale/Other | | 52 | |
| All Other | | 2 | (1) |
| | | | <u>(432)</u> |

NFTA/METRO
KEY ITEM REPORT
AUGUST YTD 2016

(\$000 Omitted)

| | Aug 2016 | Aug 2016 | | |
|--|--------------------------|--------------------------|------------------------|-----------------|
| <u>YTD ACTUAL TO BUDGET</u> | <u>YTD Budget</u> | <u>YTD Actual</u> | <u>Variance</u> | <u>%</u> |
| Operating Revenues | 44,607 | 43,827 | (780) | -1.7% |
| Operating Assistance | 46,139 | 46,507 | 368 | 0.8% |
| Total Oper. Revenues & Assistance | 90,746 | 90,334 | (412) | -0.5% |
| Personnel Services | 58,604 | 58,396 | (208) | -0.4% |
| Maintenance & Repairs | 7,613 | 7,428 | (184) | -2.4% |
| Transit Fuel/Power | 2,129 | 1,844 | (285) | -13.4% |
| Utilities | 2,202 | 1,789 | (413) | -18.8% |
| Insurance & Injuries | 1,592 | 1,591 | (2) | -0.1% |
| Safety & Security | 5,104 | 5,124 | 20 | 0.4% |
| General Business/Other | 9,844 | 10,006 | 162 | 1.6% |
| Other | (10,800) | (10,841) | (41) | -0.4% |
| Total Operating Expenses | 76,288 | 75,336 | (952) | -1.2% |
| Operating Income/(Loss) | 14,458 | 14,998 | 540 | 3.7% |
| Non-Operating/Capital | (7,848) | (8,280) | (432) | -5.5% |
| Net Surplus/(Deficit) | 6,610 | 6,718 | 108 | 1.6% |

NFTA/METRO
BUSINESS CENTERS
NET SURPLUS/(DEFICIT)
AUGUST YTD 2016

(\$000 Omitted)

| | Aug 2016 | Aug 2016 | | |
|------------------------|--------------------------|--------------------------|------------------------|-----------------|
| | <u>YTD Budget</u> | <u>YTD Actual</u> | <u>Variance</u> | <u>%</u> |
| NFTA | | | | |
| BNIA | 3,918 | 3,918 | 0 | 0.0% |
| NFIA | 5 | (145) | (150) | -3054.9% |
| Transportation Centers | (404) | (515) | (111) | -27.4% |
| Property Development | 135 | 328 | 193 | 143.2% |
| NFTA Total | 3,654 | 3,587 | (67) | -1.8% |
| Metro | 2,956 | 3,131 | 175 | 5.9% |
| NFTA/Metro | 6,610 | 6,718 | 108 | 1.6% |

AUGUST NFTA/METRO PERFORMANCE
FYE 2017 vs. FYE 2016
(\$000's)

| | Aug 2015 Actual | Aug 2016 Actual | VARIANCE |
|--|--------------------|--------------------|----------------|
| NET SURPLUS/(DEFICIT) | 1,899 | 414 | (1,485) |
| Revenues and Operating Assistance | | | 317 |
| Expenses | | | (913) |
| Non-Operating/Capital | | | (889) |
| | | | <u>(1,485)</u> |
| OPER REVENUES & ASST | 17,891 | 18,208 | 317 |
| Metro Passenger Fares | | | 140 |
| BNIA Airport Fees & Services - higher compensatory billings based on increased expenses, ARFF building debt service costs, and increased terminal ramp fees | | | 86 |
| BNIA Rental Income - increased compensatory airline billings due to higher expenses | | | 58 |
| BNIA Concessions/Commissions - increased auto rental revenues | | | 116 |
| State - MTOAF | | | (51) |
| State - DMTTF | | | 375 |
| State - Additional General Fund | | | (108) |
| State - Capital Spending | | | (324) |
| All Other | | | 25 |
| | | | <u>317</u> |
| TOTAL OPERATING EXPENSES | 14,826 | 15,738 | 913 |
| Personnel Services | | | |
| Metro - higher health insurance and workers' compensation costs | | | 637 |
| BNIA - reallocation of Bus Shelter and Facilities Maintenance labor to Engineering, partially offset by higher health insurance, workers' compensation and pension costs | | | (129) |
| Central Admin - reallocation of Bus Shelter and Facilities Maintenance labor from BNIA, increased Metro support labor and higher health insurance, workers' compensation and pension costs | | | 306 |
| All Other | | | <u>17</u> |
| | | | 831 |
| Maintenance & Repairs | | | |
| Metro - higher revenue vehicle maintenance and facility costs | | | 101 |
| NFIA - lower facilities maintenance costs | | | (31) |
| Central Admin - timing of MIS software and maintenance agreements in FYE17 | | | 116 |
| All Other | | | <u>(6)</u> |
| | | | 179 |
| Metro Transit Fuel/Power - lower diesel costs | | | (145) |
| Utilities | | | |
| Metro - higher electric, gas and water billings | | | 38 |
| BNIA - higher electric and water billings | | | 28 |
| All Other | | | <u>11</u> |
| | | | 77 |
| All Other | | | (30) |
| | | | <u>913</u> |
| NON-OPERATING/CAPITAL | (1,167) | (2,056) | (889) |
| Capital | | | |
| Metro | | | (309) |
| BNIA | | | (56) |
| All Other | | | <u>2</u> |
| | | | (363) |
| Non-Operating | | | |
| BNIA - Operating Expense Reserve | | | (29) |
| BNIA - Debt Service Entitlement Applied | | | (272) |
| BNIA - Capital Funding Reallocation | | | 217 |
| BNIA - ADF Funding | | | (384) |
| All Other | | | <u>(58)</u> |
| | | | (526) |

NFTA/METRO
KEY ITEM REPORT
FYE 2017 vs. FYE 2016
AUGUST

(\$000 Omitted)

| <u>MONTH PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--|----------------------|----------------------|------------------------|-----------------|
| | <u>Actual</u> | <u>Actual</u> | | |
| Operating Revenues | 8,506 | 8,894 | 388 | 4.6% |
| Operating Assistance | 9,385 | 9,314 | (71) | -0.8% |
| Total Oper. Revenues & Assistance | 17,891 | 18,208 | 317 | 1.8% |
| Personnel Services | 11,423 | 12,254 | 831 | 7.3% |
| Maintenance & Repairs | 1,432 | 1,612 | 179 | 12.5% |
| Transit Fuel/Power | 521 | 376 | (145) | -27.8% |
| Utilities | 343 | 420 | 77 | 22.3% |
| Insurance & Injuries | 236 | 305 | 69 | 29.3% |
| Safety & Security | 978 | 986 | 7 | 0.8% |
| General Business/Other | 1,954 | 2,005 | 51 | 2.6% |
| Other | (2,062) | (2,218) | (156) | -7.6% |
| Total Operating Expenses | 14,826 | 15,738 | 913 | 6.2% |
| Operating Income/(Loss) | 3,065 | 2,470 | (596) | -19.4% |
| Non-Operating/Capital | (1,167) | (2,056) | (889) | -76.2% |
| Net Surplus/(Deficit) | 1,899 | 414 | (1,485) | -78.2% |

NFTA/METRO YEAR TO DATE AUGUST PERFORMANCE
FYE 2017 vs. FYE 2016
(\$000's)

| | Aug 2015 YTD Actual | Aug 2016 YTD Actual | VARIANCE |
|--|------------------------|------------------------|----------------|
| NET SURPLUS/(DEFICIT) | 10,041 | 6,718 | (3,323) |
| Revenues and Operating Assistance | | | (76) |
| Expenses | | | (1,120) |
| Non-Operating/Capital | | | (2,128) |
| | | | (3,323) |
| OPER REVENUES & ASST | 90,410 | 90,334 | (76) |
| Metro Passenger Fares | | | (461) |
| BNIA Airport Fees & Services - higher compensatory billings based on increased expenses, ARFF building debt service costs, and increased terminal ramp fees | | | 446 |
| BNIA Rental Income - increased compensatory airline billings due to higher expenses | | | 203 |
| BNIA Concessions/Commissions - decreased parking lot/ramp, ground transportation and other miscellaneous concession revenues, partially offset by higher auto rental revenue | | | (78) |
| Erie County Sales Tax | | | (55) |
| Mortgage Tax | | | 389 |
| State - MTOAF | | | (255) |
| State - DMTTF | | | 1,873 |
| State - Additional General Fund | | | (539) |
| State - Capital Spending | | | (1,618) |
| All Other | | | 20 |
| | | | (76) |
| TOTAL OPERATING EXPENSES | 74,216 | 75,336 | 1,120 |
| Personnel Services | | | |
| Metro - higher health insurance and workers' compensation costs, partially offset by decreased overtime | | 420 | |
| BNIA - reallocation of Bus Shelter and Facilities Maintenance labor to Engineering, partially offset by higher health insurance, workers' compensation and pension costs | | | (648) |
| Central Admin - reallocation of Bus Shelter and Facilities Maintenance labor from BNIA, increased Metro support labor and higher health insurance, workers' compensation and pension costs | | 1,632 | |
| All Other | | 20 | 1,426 |
| Metro Transit Fuel/Power - lower diesel and gasoline costs | | | (943) |
| Insurance & Injuries | | | |
| Metro - higher claim loss reserve appropriations | | 122 | |
| All Other | | 23 | 145 |
| General Business/Other | | | |
| Metro - higher support labor costs, outside service expenses and timing of software maintenance agreements in FYE17 | | 514 | |
| All Other | | 10 | 524 |
| All Other | | | (33) |
| | | | 1,120 |
| NON-OPERATING/CAPITAL | (6,152) | (8,280) | (2,128) |
| Capital | | | |
| Metro | | | (448) |
| BNIA | | | 76 |
| NFIA | | | 58 |
| Property Development | | | 225 |
| All Other | | | (23) |
| | | | (112) |
| Non-Operating | | | |
| BNIA Debt Service - ARFF Building | | | (296) |
| BNIA - Debt Service Entitlement Applied | | | (920) |
| BNIA - Capital Funding Reallocation | | | (526) |
| BNIA - ADF Funding | | | (309) |
| All Other | | | 35 |
| | | | (2,016) |

NFTA/METRO
KEY ITEM REPORT
FYE 2017 vs. FYE 2016
AUGUST YTD

(\$000 Omitted)

| | Aug 2015 | Aug 2016 | | |
|--|--------------------------|--------------------------|------------------------|-----------------|
| | Prior | Current | | |
| <u>YTD PRIOR YEAR COMPARISON</u> | <u>YTD Actual</u> | <u>YTD Actual</u> | <u>Variance</u> | <u>%</u> |
| Operating Revenues | 43,645 | 43,827 | 182 | 0.4% |
| Operating Assistance | 46,764 | 46,507 | (257) | -0.6% |
| Total Oper. Revenues & Assistance | 90,410 | 90,334 | (76) | -0.1% |
| Personnel Services | 56,970 | 58,396 | 1,426 | 2.5% |
| Maintenance & Repairs | 7,114 | 7,428 | 314 | 4.4% |
| Transit Fuel/Power | 2,786 | 1,844 | (943) | -33.8% |
| Utilities | 1,745 | 1,789 | 44 | 2.6% |
| Insurance & Injuries | 1,446 | 1,591 | 145 | 10.0% |
| Safety & Security | 4,916 | 5,124 | 208 | 4.2% |
| General Business/Other | 9,482 | 10,006 | 524 | 5.5% |
| Other | (10,242) | (10,841) | (599) | -5.9% |
| Total Operating Expenses | 74,216 | 75,336 | 1,120 | 1.5% |
| Operating Income/(Loss) | 16,193 | 14,998 | (1,196) | -7.4% |
| Non-Operating/Capital | (6,152) | (8,280) | (2,128) | -34.6% |
| Net Surplus/(Deficit) | 10,041 | 6,718 | (3,323) | -33.1% |

SURFACE TRANSPORTATION GROUP**METRO****KEY ITEM REPORT****AUGUST 2016**

(\$000 Omitted)

| <u>MONTH ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--|----------------------|----------------------|------------------------|-----------------|
| | <u>Budget</u> | <u>Actual</u> | | |
| Operating Revenues | 2,629 | 2,731 | 101 | 3.8% |
| Operating Assistance | 9,288 | 9,250 | (38) | -0.4% |
| Total Oper. Revenues & Assistance | 11,917 | 11,981 | 63 | 0.5% |
| Personnel Services | 8,050 | 8,147 | 98 | 1.2% |
| Maintenance & Repairs | 803 | 787 | (17) | -2.1% |
| Transit Fuel/Power | 439 | 376 | (63) | -14.4% |
| Utilities | 159 | 129 | (30) | -19.1% |
| Insurance & Injuries | 267 | 255 | (12) | -4.6% |
| Safety & Security | 395 | 391 | (5) | -1.2% |
| General Business/Other | 1,051 | 1,138 | 87 | 8.3% |
| Administrative Cost Reallocation | 401 | 444 | 43 | 10.8% |
| Other | (16) | (13) | 3 | 16.5% |
| Total Operating Expenses | 11,551 | 11,653 | 103 | 0.9% |
| Operating Income/(Loss) | 367 | 328 | (39) | -10.7% |
| Non-Operating/Capital | (760) | (852) | (91) | -12.0% |
| Net Surplus/(Deficit) | (394) | (524) | (130) | -33.2% |

| <u>YTD ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--|--------------------------|--------------------------|------------------------|-----------------|
| | <u>YTD Budget</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 15,211 | 14,864 | (347) | -2.3% |
| Operating Assistance | 45,824 | 46,240 | 416 | 0.9% |
| Total Oper. Revenues & Assistance | 61,035 | 61,104 | 69 | 0.1% |
| Personnel Services | 37,838 | 38,002 | 164 | 0.4% |
| Maintenance & Repairs | 3,837 | 3,492 | (345) | -9.0% |
| Transit Fuel/Power | 2,129 | 1,844 | (285) | -13.4% |
| Utilities | 744 | 560 | (184) | -24.8% |
| Insurance & Injuries | 1,272 | 1,270 | (2) | -0.1% |
| Safety & Security | 2,027 | 2,059 | 32 | 1.6% |
| General Business/Other | 5,630 | 5,694 | 64 | 1.1% |
| Administrative Cost Reallocation | 2,147 | 2,192 | 45 | 2.1% |
| Other | (63) | (78) | (15) | -23.2% |
| Total Operating Expenses | 55,560 | 55,033 | (526) | -0.9% |
| Operating Income/(Loss) | 5,476 | 6,071 | 596 | 10.9% |
| Non-Operating/Capital | (2,519) | (2,940) | (421) | -16.7% |
| Net Surplus/(Deficit) | 2,956 | 3,131 | 175 | 5.9% |

SURFACE TRANSPORTATION GROUP**METRO****KEY ITEM REPORT****FYE 2017 vs. FYE 2016****AUGUST 2016**

(\$000 Omitted)

| <u>MONTH PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--|----------------------|----------------------|------------------------|-----------------|
| | <u>Actual</u> | <u>Actual</u> | | |
| Operating Revenues | 2,597 | 2,731 | 134 | 5.2% |
| Operating Assistance | 9,324 | 9,250 | (74) | -0.8% |
| Total Oper. Revenues & Assistance | 11,921 | 11,981 | 60 | 0.5% |
| Personnel Services | 7,511 | 8,147 | 637 | 8.5% |
| Maintenance & Repairs | 686 | 787 | 101 | 14.7% |
| Transit Fuel/Power | 521 | 376 | (145) | -27.8% |
| Utilities | 91 | 129 | 38 | 42.2% |
| Insurance & Injuries | 190 | 255 | 65 | 34.4% |
| Safety & Security | 377 | 391 | 14 | 3.8% |
| General Business/Other | 1,090 | 1,138 | 48 | 4.4% |
| Administrative Cost Reallocation | 368 | 444 | 76 | 20.5% |
| Other | (14) | (13) | 1 | 7.7% |
| Total Operating Expenses | 10,818 | 11,653 | 835 | 7.7% |
| Operating Income/(Loss) | 1,103 | 328 | (775) | -70.3% |
| Non-Operating/Capital | (540) | (852) | (311) | -57.6% |
| Net Surplus/(Deficit) | 562 | (524) | (1,086) | -193.2% |

| <u>YTD PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--|--------------------------|--------------------------|------------------------|-----------------|
| | <u>Prior</u> | <u>Current</u> | | |
| | <u>YTD Actual</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 15,285 | 14,864 | (421) | -2.8% |
| Operating Assistance | 46,482 | 46,240 | (242) | -0.5% |
| Total Oper. Revenues & Assistance | 61,768 | 61,104 | (663) | -1.1% |
| Personnel Services | 37,581 | 38,002 | 420 | 1.1% |
| Maintenance & Repairs | 3,519 | 3,492 | (27) | -0.8% |
| Transit Fuel/Power | 2,786 | 1,844 | (943) | -33.8% |
| Utilities | 539 | 560 | 21 | 3.9% |
| Insurance & Injuries | 1,148 | 1,270 | 122 | 10.6% |
| Safety & Security | 1,880 | 2,059 | 178 | 9.5% |
| General Business/Other | 5,179 | 5,694 | 514 | 9.9% |
| Administrative Cost Reallocation | 1,896 | 2,192 | 296 | 15.6% |
| Other | (63) | (78) | (15) | -23.6% |
| Total Operating Expenses | 54,466 | 55,033 | 567 | 1.0% |
| Operating Income/(Loss) | 7,302 | 6,071 | (1,230) | -16.9% |
| Non-Operating/Capital | (2,477) | (2,940) | (463) | -18.7% |
| Net Surplus/(Deficit) | 4,825 | 3,131 | (1,694) | -35.1% |

SURFACE TRANSPORTATION GROUP
TRANSPORTATION CENTERS
KEY ITEM REPORT
AUGUST 2016

(\$000 Omitted)

| <u>MONTH ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--------------------------------------|----------------------|----------------------|------------------------|-----------------|
| | <u>Budget</u> | <u>Actual</u> | | |
| Operating Revenues | 179 | 198 | 18 | 10.1% |
| Personnel Services | 118 | 104 | (14) | -12.0% |
| Maintenance & Repairs | 16 | 33 | 17 | 112.2% |
| Utilities | 21 | 33 | 12 | 57.4% |
| Insurance & Injuries | 2 | 2 | (1) | -29.4% |
| Safety & Security | 45 | 40 | (5) | -11.8% |
| General Business/Other | 3 | 16 | 13 | 494.5% |
| Administrative Cost Reallocation | 41 | 46 | 4 | 10.8% |
| Other | (7) | (7) | (1) | -11.8% |
| Total Operating Expenses | 239 | 265 | 26 | 11.0% |
| Operating Income/(Loss) | (59) | (67) | (8) | -13.7% |
| Non-Operating/Capital | (12) | (10) | 3 | 23.3% |
| Net Surplus/(Deficit) | (72) | (77) | (5) | -7.2% |

| <u>YTD ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|------------------------------------|--------------------------|--------------------------|------------------------|-----------------|
| | <u>YTD Budget</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 897 | 928 | 30 | 3.4% |
| Personnel Services | 591 | 544 | (47) | -7.9% |
| Maintenance & Repairs | 98 | 209 | 111 | 113.7% |
| Utilities | 108 | 129 | 22 | 20.0% |
| Insurance & Injuries | 11 | 28 | 17 | 152.1% |
| Safety & Security | 230 | 213 | (17) | -7.2% |
| General Business/Other | 13 | 69 | 56 | 418.0% |
| Administrative Cost Reallocation | 222 | 226 | 5 | 2.1% |
| Other | (33) | (34) | (1) | -4.0% |
| Total Operating Expenses | 1,239 | 1,385 | 145 | 11.7% |
| Operating Income/(Loss) | (342) | (457) | (115) | -33.6% |
| Non-Operating/Capital | (62) | (57) | 4 | 7.2% |
| Net Surplus/(Deficit) | (404) | (515) | (111) | -27.4% |

SURFACE TRANSPORTATION GROUP
TRANSPORTATION CENTERS
KEY ITEM REPORT
FYE 2017 vs. FYE 2016
AUGUST 2016

(\$000 Omitted)

| <u>MONTH PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|---|----------------------|----------------------|------------------------|-----------------|
| | <u>Actual</u> | <u>Actual</u> | | |
| Operating Revenues | 246 | 198 | (49) | -19.8% |
| Personnel Services | 111 | 104 | (8) | -7.0% |
| Maintenance & Repairs | 28 | 33 | 5 | 16.4% |
| Utilities | 27 | 33 | 5 | 19.9% |
| Insurance & Injuries | 2 | 2 | 0 | 0.1% |
| Safety & Security | 42 | 40 | (2) | -4.8% |
| General Business/Other | 105 | 16 | (89) | -84.8% |
| Administrative Cost Reallocation | 38 | 46 | 8 | 20.5% |
| Other | (6) | (7) | (1) | -18.7% |
| Total Operating Expenses | 347 | 265 | (82) | -23.7% |
| Operating Income/(Loss) | (101) | (67) | 34 | 33.3% |
| Non-Operating/Capital | (3) | (10) | (7) | -268.0% |
| Net Surplus/(Deficit) | (104) | (77) | 27 | 25.7% |

| <u>YTD PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|---|--------------------------|--------------------------|------------------------|-----------------|
| | <u>Prior</u> | <u>Current</u> | | |
| | <u>YTD Actual</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 909 | 928 | 19 | 2.1% |
| Personnel Services | 539 | 544 | 5 | 1.0% |
| Maintenance & Repairs | 146 | 209 | 63 | 43.1% |
| Utilities | 117 | 129 | 12 | 10.4% |
| Insurance & Injuries | 25 | 28 | 3 | 10.3% |
| Safety & Security | 221 | 213 | (7) | -3.3% |
| General Business/Other | 134 | 69 | (65) | -48.3% |
| Administrative Cost Reallocation | 196 | 226 | 31 | 15.6% |
| Other | (31) | (34) | (3) | -10.4% |
| Total Operating Expenses | 1,347 | 1,385 | 38 | 2.8% |
| Operating Income/(Loss) | (438) | (457) | (19) | -4.4% |
| Non-Operating/Capital | (11) | (57) | (46) | -398.7% |
| Net Surplus/(Deficit) | (450) | (515) | (65) | -14.4% |

AIRPORT BUSINESS GROUP
BNIA
KEY ITEM REPORT
AUGUST 2016

(\$000 Omitted)

| <u>MONTH ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--|----------------------|----------------------|------------------------|-----------------|
| | <u>Budget</u> | <u>Actual</u> | | |
| Operating Revenues | 5,423 | 5,525 | 101 | 1.9% |
| Operating Assistance | 0 | 0 | 0 | n/a |
| Total Operating Revenues & Assistance | 5,423 | 5,525 | 101 | 1.9% |
| Personnel Services | 1,056 | 1,023 | (33) | -3.2% |
| Maintenance & Repairs | 559 | 576 | 17 | 3.1% |
| Utilities | 203 | 205 | 2 | 1.1% |
| Insurance & Injuries | 33 | 23 | (10) | -29.3% |
| Safety & Security | 525 | 517 | (7) | -1.4% |
| General Business/Other | 514 | 507 | (7) | -1.3% |
| Administrative Cost Reallocation | 310 | 343 | 33 | 10.8% |
| Other | (8) | (9) | (1) | -15.0% |
| Total Operating Expenses | 3,191 | 3,185 | (5) | -0.2% |
| Operating Income/(Loss) | 2,232 | 2,339 | 107 | 4.8% |
| Intra-Group Transfer | (63) | (63) | 0 | 0.0% |
| Non-Operating/Capital | (1,199) | (1,236) | (37) | -3.1% |
| Net Surplus/(Deficit) | 971 | 1,040 | 70 | 7.2% |

| <u>YTD ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--|--------------------------|--------------------------|------------------------|-----------------|
| | <u>YTD Budget</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 26,148 | 25,765 | (384) | -1.5% |
| Operating Assistance | 0 | 0 | 0 | n/a |
| Total Operating Revenues & Assistance | 26,148 | 25,765 | (384) | -1.5% |
| Personnel Services | 5,310 | 5,124 | (186) | -3.5% |
| Maintenance & Repairs | 2,891 | 2,797 | (94) | -3.3% |
| Utilities | 1,021 | 861 | (159) | -15.6% |
| Insurance & Injuries | 166 | 155 | (11) | -6.6% |
| Safety & Security | 2,639 | 2,648 | 8 | 0.3% |
| General Business/Other | 2,725 | 2,674 | (51) | -1.9% |
| Administrative Cost Reallocation | 1,660 | 1,695 | 35 | 2.1% |
| Other | (64) | (52) | 11 | 18.0% |
| Total Operating Expenses | 16,346 | 15,900 | (446) | -2.7% |
| Operating Income/(Loss) | 9,802 | 9,864 | 62 | 0.6% |
| Intra-Group Transfer | (313) | (313) | 0 | 0.0% |
| Non-Operating/Capital | (5,571) | (5,634) | (62) | -1.1% |
| Net Surplus/(Deficit) | 3,918 | 3,918 | 0 | 0.0% |

AIRPORT BUSINESS GROUP**BNIA****KEY ITEM REPORT
FYE 2017 vs. FYE 2016
AUGUST 2016**

(\$000 Omitted)

| <u>MONTH PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | Variance | % |
|--|-----------------|-----------------|-----------------|---------------|
| | Actual | Actual | | |
| Operating Revenues | 5,248 | 5,525 | 277 | 5.3% |
| Operating Assistance | 0 | 0 | 0 | n/a |
| Total Operating Revenues & Assistance | 5,248 | 5,525 | 277 | 5.3% |
| Personnel Services | 1,151 | 1,023 | (129) | -11.2% |
| Maintenance & Repairs | 581 | 576 | (4) | -0.8% |
| Utilities | 177 | 205 | 28 | 15.7% |
| Insurance & Injuries | 24 | 23 | (1) | -3.4% |
| Safety & Security | 509 | 517 | 8 | 1.6% |
| General Business/Other | 498 | 507 | 9 | 1.9% |
| Administrative Cost Reallocation | 285 | 343 | 58 | 20.5% |
| Other | (162) | (9) | 153 | 94.2% |
| Total Operating Expenses | 3,062 | 3,185 | 123 | 4.0% |
| Operating Income/(Loss) | 2,185 | 2,339 | 154 | 7.0% |
| Intra-Group Transfer | (63) | (63) | 0 | 0.0% |
| Non-Operating/Capital | (657) | (1,236) | (579) | -88.1% |
| Net Surplus/(Deficit) | 1,466 | 1,040 | (425) | -29.0% |

| <u>YTD PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | Variance | % |
|--|-----------------------------|-------------------------------|-----------------|---------------|
| | Prior YTD Actual | Current YTD Actual | | |
| Operating Revenues | 25,136 | 25,765 | 629 | 2.5% |
| Operating Assistance | 0 | 0 | (0) | -100.0% |
| Total Operating Revenues & Assistance | 25,136 | 25,765 | 629 | 2.5% |
| Personnel Services | 5,771 | 5,124 | (648) | -11.2% |
| Maintenance & Repairs | 2,699 | 2,797 | 97 | 3.6% |
| Utilities | 861 | 861 | 1 | 0.1% |
| Insurance & Injuries | 147 | 155 | 8 | 5.2% |
| Safety & Security | 2,571 | 2,648 | 76 | 3.0% |
| General Business/Other | 2,743 | 2,674 | (70) | -2.5% |
| Administrative Cost Reallocation | 1,466 | 1,695 | 229 | 15.6% |
| Other | (858) | (52) | 806 | 93.9% |
| Total Operating Expenses | 15,401 | 15,900 | 499 | 3.2% |
| Operating Income/(Loss) | 9,735 | 9,864 | 129 | 1.3% |
| Intra-Group Transfer | (313) | (313) | 0 | 0.0% |
| Non-Operating/Capital | (3,673) | (5,634) | (1,961) | -53.4% |
| Net Surplus/(Deficit) | 5,750 | 3,918 | (1,832) | -31.9% |

AIRPORT BUSINESS GROUP**NFIA****KEY ITEM REPORT****AUGUST 2016**

(\$000 Omitted)

| <u>MONTH ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--------------------------------------|----------------------|----------------------|------------------------|-----------------|
| | <u>Budget</u> | <u>Actual</u> | | |
| Operating Revenues | 158 | 188 | 31 | 19.4% |
| Personnel Services | 143 | 158 | 14 | 10.0% |
| Maintenance & Repairs | 40 | 45 | 5 | 12.4% |
| Utilities | 22 | 22 | (0) | -0.4% |
| Insurance & Injuries | 9 | 8 | (1) | -10.5% |
| Safety & Security | 32 | 28 | (4) | -12.7% |
| General Business/Other | 42 | 55 | 13 | 31.3% |
| Administrative Cost Reallocation | 71 | 78 | 8 | 10.8% |
| Other | 0 | (1) | (1) | n/a |
| Total Operating Expenses | 358 | 392 | 34 | 9.4% |
| Operating Income/(Loss) | (200) | (203) | (3) | -1.5% |
| Intra-Group Transfer | 63 | 63 | 0 | 0.0% |
| Non-Operating/Capital | 53 | 51 | (2) | -3.9% |
| Net Surplus/(Deficit) | (85) | (90) | (5) | -6.0% |

| <u>YTD ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|------------------------------------|--------------------------|--------------------------|------------------------|-----------------|
| | <u>YTD Budget</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 1,194 | 1,053 | (142) | -11.9% |
| Personnel Services | 710 | 724 | 14 | 1.9% |
| Maintenance & Repairs | 215 | 228 | 13 | 6.1% |
| Utilities | 120 | 101 | (19) | -15.5% |
| Insurance & Injuries | 46 | 41 | (6) | -11.9% |
| Safety & Security | 181 | 179 | (2) | -1.3% |
| General Business/Other | 234 | 233 | (1) | -0.4% |
| Administrative Cost Reallocation | 379 | 387 | 8 | 2.1% |
| Other | 0 | (2) | (2) | n/a |
| Total Operating Expenses | 1,885 | 1,890 | 5 | 0.3% |
| Operating Income/(Loss) | (691) | (838) | (147) | -21.3% |
| Intra-Group Transfer | 313 | 313 | 0 | 0.0% |
| Non-Operating/Capital | 383 | 380 | (3) | -0.9% |
| Net Surplus/(Deficit) | 5 | (145) | (150) | -3054.9% |

AIRPORT BUSINESS GROUP**NFIA****KEY ITEM REPORT****FYE 2017 vs. FYE 2016****AUGUST 2016**

(\$000 Omitted)

| <u>MONTH PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|---|----------------------|----------------------|------------------------|-----------------|
| | <u>Actual</u> | <u>Actual</u> | | |
| Operating Revenues | 159 | 188 | 29 | 18.4% |
| Personnel Services | 137 | 158 | 21 | 15.5% |
| Maintenance & Repairs | 76 | 45 | (31) | -41.2% |
| Utilities | 18 | 22 | 4 | 24.5% |
| Insurance & Injuries | 7 | 8 | 1 | 20.9% |
| Safety & Security | 36 | 28 | (8) | -22.7% |
| General Business/Other | 40 | 55 | 15 | 36.4% |
| Administrative Cost Reallocation | 65 | 78 | 13 | 20.5% |
| Other | 0 | (1) | (1) | n/a |
| Total Operating Expenses | 378 | 392 | 14 | 3.8% |
| Operating Income/(Loss) | (218) | (203) | 15 | 6.9% |
| Intra-Group Transfer | 63 | 63 | 0 | 0.0% |
| Non-Operating/Capital | 55 | 51 | (3) | -6.3% |
| Net Surplus/(Deficit) | (101) | (90) | 12 | 11.5% |

| <u>YTD PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|---|--------------------------|--------------------------|------------------------|-----------------|
| | <u>Prior</u> | <u>Current</u> | | |
| | <u>YTD Actual</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 1,053 | 1,053 | 0 | 0.0% |
| Personnel Services | 716 | 724 | 7 | 1.0% |
| Maintenance & Repairs | 247 | 228 | (19) | -7.7% |
| Utilities | 93 | 101 | 8 | 8.8% |
| Insurance & Injuries | 37 | 41 | 4 | 11.8% |
| Safety & Security | 195 | 179 | (17) | -8.5% |
| General Business/Other | 277 | 233 | (44) | -16.0% |
| Administrative Cost Reallocation | 335 | 387 | 52 | 15.6% |
| Other | 0 | (2) | (2) | n/a |
| Total Operating Expenses | 1,900 | 1,890 | (10) | -0.5% |
| Operating Income/(Loss) | (848) | (838) | 10 | 1.2% |
| Intra-Group Transfer | 313 | 313 | 0 | 0.0% |
| Non-Operating/Capital | 318 | 380 | 62 | 19.3% |
| Net Surplus/(Deficit) | (217) | (145) | 72 | 33.0% |

PROPERTY DEVELOPMENT
KEY ITEM REPORT
AUGUST 2016

(\$000 Omitted)

| <u>MONTH ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|--------------------------------------|----------------------|----------------------|------------------------|-----------------|
| | <u>Budget</u> | <u>Actual</u> | | |
| Operating Revenues | 240 | 253 | 13 | 5.4% |
| Personnel Services | 15 | 18 | 3 | 18.8% |
| Maintenance & Repairs | 29 | 15 | (14) | -47.8% |
| Utilities | 39 | 25 | (14) | -35.4% |
| Insurance & Injuries | 6 | 6 | 0 | 1.8% |
| Safety & Security | 0 | 0 | 0 | n/a |
| General Business/Other | 15 | 18 | 3 | 18.2% |
| Administrative Cost Reallocation | 87 | 97 | 9 | 10.8% |
| Other | 0 | (1) | (1) | n/a |
| Total Operating Expenses | 192 | 179 | (13) | -6.8% |
| Operating Income/(Loss) | 48 | 74 | 26 | 54.9% |
| Non-Operating/Capital | (13) | (10) | 4 | 26.8% |
| Net Surplus/(Deficit) | 35 | 64 | 30 | 85.8% |

| <u>YTD ACTUAL TO BUDGET</u> | Aug 2016 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|------------------------------------|--------------------------|--------------------------|------------------------|-----------------|
| | <u>YTD Budget</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 1,156 | 1,218 | 62 | 5.4% |
| Personnel Services | 77 | 80 | 3 | 3.3% |
| Maintenance & Repairs | 114 | 77 | (37) | -32.2% |
| Utilities | 179 | 112 | (67) | -37.6% |
| Insurance & Injuries | 30 | 29 | (1) | -3.1% |
| Safety & Security | 0 | 0 | 0 | n/a |
| General Business/Other | 75 | 86 | 11 | 14.8% |
| Administrative Cost Reallocation | 467 | 477 | 10 | 2.1% |
| Other | 0 | (1) | (1) | n/a |
| Total Operating Expenses | 942 | 860 | (82) | -8.7% |
| Operating Income/(Loss) | 213 | 357 | 144 | 67.5% |
| Non-Operating/Capital | (78) | (29) | 49 | 63.2% |
| Net Surplus/(Deficit) | 135 | 328 | 193 | 143.2% |

PROPERTY DEVELOPMENT
KEY ITEM REPORT
FYE 2017 vs. FYE 2016
AUGUST 2016

(\$000 Omitted)

| <u>MONTH PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|---|----------------------|----------------------|------------------------|-----------------|
| | <u>Actual</u> | <u>Actual</u> | | |
| Operating Revenues | 256 | 253 | (3) | -1.1% |
| Personnel Services | 15 | 18 | 4 | 25.4% |
| Maintenance & Repairs | 21 | 15 | (6) | -27.9% |
| Utilities | 26 | 25 | (1) | -3.1% |
| Insurance & Injuries | 6 | 6 | 0 | 8.7% |
| Safety & Security | 0 | 0 | 0 | n/a |
| General Business/Other | 11 | 18 | 7 | 60.5% |
| Administrative Cost Reallocation | 80 | 97 | 16 | 20.5% |
| Other | 0 | (1) | (1) | n/a |
| Total Operating Expenses | 159 | 179 | 20 | 12.8% |
| Operating Income/(Loss) | 97 | 74 | (23) | -23.9% |
| Non-Operating/Capital | (21) | (10) | 11 | 54.2% |
| Net Surplus/(Deficit) | 76 | 64 | (12) | -15.6% |

| <u>YTD PRIOR YEAR COMPARISON</u> | Aug 2015 | Aug 2016 | <u>Variance</u> | <u>%</u> |
|---|--------------------------|--------------------------|------------------------|-----------------|
| | <u>Prior</u> | <u>Current</u> | | |
| | <u>YTD Actual</u> | <u>YTD Actual</u> | | |
| Operating Revenues | 1,246 | 1,218 | (28) | -2.3% |
| Personnel Services | 72 | 80 | 8 | 11.1% |
| Maintenance & Repairs | 125 | 77 | (47) | -38.0% |
| Utilities | 112 | 112 | (1) | -0.6% |
| Insurance & Injuries | 26 | 29 | 3 | 13.3% |
| Safety & Security | 0 | 0 | 0 | n/a |
| General Business/Other | 56 | 86 | 30 | 53.3% |
| Administrative Cost Reallocation | 413 | 477 | 64 | 15.6% |
| Other | 0 | (1) | (1) | n/a |
| Total Operating Expenses | 803 | 860 | 57 | 7.1% |
| Operating Income/(Loss) | 443 | 357 | (85) | -19.3% |
| Non-Operating/Capital | (310) | (29) | 281 | 90.7% |
| Net Surplus/(Deficit) | 133 | 328 | 195 | 147.0% |

Corporate Resolutions

- i. Niagara Frontier Transportation Authority, Acceptance of Corporate Resolutions 2. C. (1) through 2. C. (5)
1. Authorization for Agreement, Level3, Internet Service, NFTA
2. Authorization for Agreements, Millers Towing and Military Towing Services, Towing Services, NFTA
3. Authorization for Agreement, Gallagher Benefit Services, Inc., Health Benefit Brokerage and Consulting Services, NFTA
4. Authorization for Term Consultant Agreement, D.V. Brown and Associates, HVAC Services, NFTA
5. Authorization for Lease and Use Agreement, Megabus Northeast, LLC, Bus Transportation Services, MTC

CORPORATE:

2. C. (i) **Niagara Frontier Transportation Authority, Acceptance of Corporate Resolutions 2. C. (1) through 2. C. (5)**

The Executive Director advised that Items 2. C. (1) through 2. C. (5) have been discussed with the Board of Commissioners of the NFTA, and the Board is unanimously in favor of all subject Resolutions.

Whereupon, it was moved by Commissioner Perry, seconded by Commissioner Gurney, that the following Resolution be adopted:

“RESOLVED, that the Resolutions of the Niagara Frontier Transportation Authority, identified as numbers 2. C. (1) through 2. C. (5) and dated September 29, 2016 as set forth herein, be and hereby are accepted and approved in their entirety.”

AYES: ROCHE, DEMAKOS, GURNEY, ANSARI, AUL*, HUGHES, PERRY

ABSTENTION: AUL [*Item 2. C. 3 only]

NOES: NONE

ADOPTED

CORPORATE:

2. C. (1) **Authorization for Agreement, Level3, Internet Service, NFTA**

RECOMMENDATION: Staff recommends that the Board authorizes a three (3) year Internet Service Agreement with Level3 for 100Mbps, in the amount of \$58,266.68, including taxes, fees and surcharges.

INFORMATION: Level3 would provide Internet Service under NYS Contract No. PS64723 at a monthly fee of \$1,618.52, which is approximately \$277.00 less than the current monthly fee for the same Mbps. The aggregate savings over the three (3) year term will be \$9,972.00.

Level 3 was selected following evaluation of multiple pre-approved New York State Office of General Services (OGS) service providers. Although there were two other OGS pre-approved Internet service providers, Time Warner and Lighttower, capable of providing the same service at a lower price, Level3 was selected based on its experience and reliability. In addition, retaining Level3 will not require the NFTA to migrate services or coordinate a migration with other NFTA vendors, which would be quite costly, require approximately 200 man hours and temporarily impact certain NFTA and Metro operations.

FUNDING: Funding is provided in the FY 16/17 operating budget.

“RESOLVED, that the Board hereby authorizes an Agreement with Level3 for Internet service at an aggregate three (3) year cost of \$58,266.68 as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and are hereby authorized to execute and deliver such Agreement with Level3, as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Chief Information Officer that such payments are in order based upon receipt of all required supporting documentation.”

CORPORATE:

2. C. (2) **Authorization for Agreements, Millers Towing and Military Towing Services, Towing Services, NFTA**

RECOMMENDATION: Staff recommends the Board approve two (2) Agreements for towing services with Millers Towing for towing services in Erie County and Military Towing Services for towing services in Niagara County.

INFORMATION: The NFTA Transit Police (TAPD) routinely need to tow vehicles for a variety of reasons. The owner/operator of the vehicle is liable for the cost of towing. Most required towing occurs within Erie County; however, the increase of enplanements at the Niagara Falls International Airport requires towing services to be readily available in Niagara County as well.

A Request for Proposal (RFP 4608) was issued pursuant to NFTA Procurement Guidelines. Three (3) responsive proposals were received, two (2) for Erie County and one (1) for Niagara County.

The three (3) proposals received in response to RFP 4608 were evaluated by a selection team comprised of employees from the TAPD and the Procurement Department. Evaluations were conducted separately for each county. Based on such evaluations, copies of which are attached, Millers Towing and Military Towing Services were selected to provide towing services in Erie County and Niagara County, respectively.

FUNDING: No funding is required.

“RESOLVED, that the Board hereby authorizes an Agreement with Millers Towing for towing services in Erie County and an Agreement with Military Towing Services for towing services in Niagara County as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and are hereby authorized to execute and deliver such Agreements with Millers Towing and Military Towing Services as described above; and

BE IT FURTHER RESOLVED, that said Agreements shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

RFP EVALUATION FORM

| | | |
|---|--------------------------------------|--|
| INFORMAL RFP 4608 TOWING SERVICES FOR ERIE COUNTY | MILITARY TOWING, LLC. Amherst, NY | MILLER'S TOWING, INC. Cheektowaga, NY |
| SELECTION CRITERIA | | |
| Cost. 50% | 9.65 | 10 |
| Technical Criteria. Compliance with technical specifications and available equipment. 30% | 3 | 8 |
| Qualifications and Experience: Demonstrated ability in the industry, references and past performance. 20% | 8 | 9 |
| TOTAL | 7.32 | 9.20 |

Rate on a score of 1 - 10 with 10 being the highest

TOWING FEES ESTIMATED COST

| ITEM NO. | DESCRIPTION | YEAR 1 UNIT COST | YEAR 1 TOTAL COST | YEAR 2 UNIT COST | YEAR 2 TOTAL COST | YEAR 3 UNIT COST | YEAR 3 TOTAL COST | YEAR 4 UNIT COST | YEAR 4 TOTAL COST | YEAR 5 UNIT COST | YEAR 5 TOTAL COST | TOTAL AMOUNT | YEAR 1 UNIT COST | YEAR 1 TOTAL COST | YEAR 2 UNIT COST | YEAR 2 TOTAL COST | YEAR 3 UNIT COST | YEAR 3 TOTAL COST | YEAR 4 UNIT COST | YEAR 4 TOTAL COST | YEAR 5 UNIT COST | YEAR 5 TOTAL COST | TOTAL AMOUNT |
|--------------|---|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|
| 1 | Standard Tow Fee (Estimated Quantity 150 Per Year) | \$194 | \$29,100 | \$194 | \$29,100 | \$194 | \$29,100 | \$230 | \$34,500 | \$230 | \$34,500 | \$156,300 | \$202 | \$30,300 | \$202 | \$30,300 | \$202 | \$30,300 | \$202 | \$30,300 | \$202 | \$30,300 | \$151,500 |
| 2 | Medium Duty Tow Fee (Estimated Quantity 7 Per Year) | \$380 | \$2,660 | \$380 | \$2,660 | \$380 | \$2,660 | \$416 | \$2,912 | \$416 | \$2,912 | \$13,804 | \$339 | \$2,373 | \$339 | \$2,373 | \$339 | \$2,373 | \$339 | \$2,373 | \$339 | \$2,373 | \$11,865 |
| 3 | Heavy Duty Tow Fee (Estimated Quantity 3 Per Year) | \$390 | \$1,170 | \$390 | \$1,170 | \$390 | \$1,170 | \$426 | \$1,278 | \$426 | \$1,278 | \$6,066 | \$440 | \$1,320 | \$440 | \$1,320 | \$440 | \$1,320 | \$440 | \$1,320 | \$440 | \$1,320 | \$6,600 |
| TOTAL | | | \$32,930 | | \$32,930 | | \$32,930 | | \$38,690 | | \$38,690 | \$176,170 | | \$33,993 | \$165,965 |

Note: Fees are paid by the vehicle owners.

RFP EVALUATION FORM

| INFORMAL RFP 4608 TOWING SERVICES FOR NIAGARA COUNTY | | MILITARY TOWING, LLC. Amherst, NY | | | | | | | | | | |
|---|---|---|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|------------------|-------------------|-----------------|
| SELECTION CRITERIA | | Rate on a score of 1 - 10 with 10 being the highest | | | | | | | | | | |
| Cost. 50% | | 10.00 | | | | | | | | | | |
| Technical Criteria: Compliance with technical specifications and available equipment. 30% | | 8 | | | | | | | | | | |
| Qualifications and Experience: Demonstrated ability in the industry, references and past performance. 20% | | 8 | | | | | | | | | | |
| TOTAL | | 9.00 | | | | | | | | | | |
| TOWING FEES | | | | | | | | | | | | |
| ITEM NO. | DESCRIPTION | YEAR 1 UNIT COST | YEAR 1 TOTAL COST | YEAR 2 UNIT COST | YEAR 2 TOTAL COST | YEAR 3 UNIT COST | YEAR 3 TOTAL COST | YEAR 4 UNIT COST | YEAR 4 TOTAL COST | YEAR 5 UNIT COST | YEAR 5 TOTAL COST | TOTAL AMOUNT |
| 1 | Standard Tow Fee (Estimated Quantity 10 Per Year) | \$194 | \$1,940 | \$194 | \$1,940 | \$194 | \$1,940 | \$230 | \$2,300 | \$230 | \$2,300 | \$10,420 |
| 2 | Medium Duty Tow Fee (Estimated Quantity 1 Per Year) | \$380 | \$380 | \$380 | \$380 | \$380 | \$380 | \$416 | \$416 | \$416 | \$416 | \$1,972 |
| 3 | Heavy Duty Tow Fee (Estimated Quantity 1 Per Year) | \$390 | \$390 | \$390 | \$390 | \$390 | \$390 | \$426 | \$426 | \$426 | \$426 | \$2,022 |
| TOTAL | | | \$2,710 | | \$2,710 | | \$2,710 | | \$3,142 | | \$3,142 | \$14,414 |

Note: Fees are paid by the vehicle owners.

CORPORATE:

2. C. (3) **Authorization for Agreement, Gallagher Benefit Services, Inc., Health Benefit Brokerage and Consulting Services, NFTA**

RECOMMENDATION: Staff recommends that the Board authorize an agreement with Gallagher Benefit Services, Inc. (GBS) for the provision of employee health benefit brokerage and consulting services, with an initial term of three (3) years with the option to renew for four (4) additional one year periods at the option of the NFTA. The average annual cost for the services to be provide by GBS is anticipated to be \$150,607.00

INFORMATION: The NFTA solicited a request for proposal (RFP) to provide consulting services in an effort to comply with The Healthcare Reform Act and the continuing changes in legislative regulations and compliance which include but is not limited to tax laws, regulatory requirements, vendor assistance in the reporting of Affordable Care Act (ACA). Three responsive proposals were received and evaluated by a selection team consisting of representatives from Human Resources, Accounting and Procurement Departments.

Gallagher Benefit Services, Inc. was selected over the others based on their compliance expertise, public sector benchmarking and excellent service they provided previously. Services to be provided include: assistance with renewal analysis, financial reporting, legislative and corporate compliance support, Cadillac tax, stop loss analysis, benefit designs, employee education programs, communications, benefit assessments and analytics to ensure that our plans are performing well and to secure a competitive and sustainable future. Through objective insights and strategic recommendations, Gallagher will help in optimizing vendor performance to get the best medical outcomes to help contain cost, and maximize the return on employee benefits investments.

FUNDING: Funding will come from NFTA operating budget.

“RESOLVED, that the Board hereby authorizes an Agreement with Gallagher Benefit Services, Inc. for employee health benefit brokerage and consulting services as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and are hereby authorized to execute an Agreement with Gallagher Benefit Services, Inc. for employee health benefit brokerage and consulting services as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director of Human Resources that such payments are in order based upon receipt of all required supporting documentation.”

| RFP 4597 Health Benefits Consulting Services | Gallagher Benefit Services Itasca, IL | Premier Consulting Services Amherst, NY | M & T Buffalo, NY |
|---|---|--|--|
| SELECTION CRITERIA (Rate on a score of 1 - 10) | | | |
| Qualifications and Experience: demonstrated ability in the industry, references, past performance, key personnel, organization, management. 40% | 9.50 | 7.50 | 5.00 |
| Technical Criteria: project approach, methods, compliance with requirements. 30% | 9.50 | 5.00 | 6.00 |
| Cost. 30% | 10.00 | 9.22 | 8.41 |
| TOTAL | 9.65 | 7.27 | 6.32 |
| Cost Proposal | | | |
| Average Annual Rate | \$150,607 | \$163,300 | \$179,000 |
| | All inclusive, no additional fees | Plus fees for: reporting, wellness programs, actuarial services | Plus fees for out of scope legal work |
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CORPORATE:

2. C. (4) **Authorization for Term Agreement, D.V. Brown and Associates, HVAC Services, NFTA**

RECOMMENDATION: Staff recommends that the Board authorize an Agreement with D.V. Brown and Associates for mechanical services at NFTA properties. The initial term is for three years, with the option to renew for two additional one-year terms at the discretion of the NFTA. Each yearly expenditure is cost plus fixed fee not to exceed \$65,000.00.

INFORMATION: This agreement will provide for Heating Ventilating & Air Conditioning (HVAC) services that are beyond the scope of on staff maintenance personnel. Any planned HVAC equipment replacements or major repairs will be bid separately.

The benefit of having a mechanical services term contractor is that the rate is established and that response time for service calls will be timely. Each repair effort will be supervised by the responsible NFTA personnel.

A Request for Proposal was publically advertised in accordance with NFTA Procurement Guidelines. Responses were received from:

- D.V. Brown & Associates
Tonawanda, N.Y
- O'Connor Mechanical
Lackawanna, N.Y.

The evaluation team comprised of the Manager of Procurement, Manager of FMD, Manager of Rail Facilities, Facilities Manager, and Manager of Facilities & Property evaluated the proposals per NFTA procurement guidelines. The team rated D.V. Brown and Associates with the highest score.

D.V. Brown and Associates proposed 30% MWBE (Minority or Women owned Business Enterprise) and 0% SDVOB (Service-Disabled Veteran Owned Business participation for this contract.

FUNDING: Funding for the repair efforts will be provided from the budgeted operating funds of the individual business centers that incur these costs.

“RESOLVED, that the Board hereby authorizes a Term Agreement with D.V. Brown and Associates for HVAC services at the NFTA properties as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and are hereby authorized to execute and deliver a Term Agreement with D.V. Brown and Associates as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director of Engineering that such payments are in order based upon receipt of all required supporting documentation.”

CORPORATE:

2. C. (5) **Authorization for Lease and Use Agreement, Megabus Northeast, LLC, Bus Transportation Services, MTC**

RECOMMENDATION: Staff recommends that the Board approve a Lease and Use Agreement with Megabus Northeast, LLC for two (2) bus docks and 371 square feet of interior space at the Metropolitan Transportation Center (MTC). The initial term of the lease will be ten (10) years commencing on October 1, 2016, with the option to renew for up to five (5) additional one year periods.

INFORMATION: The Agreement will provide Megabus with the use of two (2) bus docks for 18 continuous hours per day, consistent with its operating schedule, and exclusive use of 371 square feet of interior space to be used as a break room for its bus operators. Megabus's use of the MTC will be solely for the purpose of operating its bus transportation business.

During the first lease year of the term of the Agreement, Megabus will pay the NFTA annual rent equal to \$75,000.00, which reflects a rent increase of approximately 49.8% over its current rent. The Agreement will provide that rent is subject to a three percent (3%) annual escalator.

In connection with the negotiation of this Agreement, the NFTA and Megabus agreed that Megabus will pay \$24,000.00 to the NFTA in full settlement of the \$46,222.00 past due holdover rent and accrued interest thereon that Megabus owes the NFTA pursuant to the lease that expired on May 29, 2013.

FUNDING: No funding is necessary.

“RESOLVED, that the Board hereby authorizes a Lease and Use Agreement with Megabus Northeast, LLC for two bus docks and 371 square feet of interior space at the Metropolitan Transportation, as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and hereby are authorized to execute and deliver said Lease and Use Agreement with Megabus Northeast, LLC consistent with the terms described above and as negotiated; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

3. AVIATION BUSINESS GROUP REPORT

- A. Aviation Committee Report
- B. Financial Update
- C. Business Update
- D. Resolutions

Aviation Resolutions

- i. Niagara Frontier Transportation Authority, Acceptance of Aviation Resolutions 3. D. (1) through 3. D. (2)
1. Authorization for Airport Joint Use Agreement, United States of America, NFIA
2. Authorization for Ratification of Agreement, Union Concrete and Construction Corporation, Terminal Entrance Pavement Rehabilitation, BNIA

AVIATION:

3. D. (i) Niagara Frontier Transportation Authority, Acceptance of Aviation Resolutions 3. D. (1) through 3. D. (2)

The Executive Director advised that Items 3. D. (1) through 3. D. (2) have been discussed with the Board of Commissioners of the NFTA, and the Board is unanimously in favor of all subject Resolutions.

Whereupon, it was moved by Commissioner Demakos seconded by Commissioner Hughes that the following Resolution be adopted:

“RESOLVED, that the Resolutions of the Niagara Frontier Transportation Authority, identified as numbers 3. D. (1) through 3. D. (2) and dated September 29, 2016 as set forth herein, be and hereby are accepted and approved in their entirety.”

AYES: ROCHE, DEMAKOS, GURNEY, ANSARI, AUL, HUGHES, PERRY

NOES: NONE

ADOPTED

AVIATION:

3. D. (1) **Authorization for Airport Joint Use Agreement, United States of America, NFIA**

RECOMMENDATION: Staff recommends that the Board authorize an Airport Joint Use Agreement (AJUA) with the United States of America (Government) providing for the joint use of certain facilities at Niagara Falls International Airport (NFIA) for a term of five (5) years commencing on July 1, 2017 and expiring on June 30, 2022 unless earlier terminated in accordance with the AJUA.

INFORMATION: The NFTA and the Government each own and operate certain portions and facilities located at NFIA. The Air Force Reserve, in conjunction with the operation of its base, requires the use of certain runways and taxiways owned and operated by the NFTA at NFIA. The NFTA is agreeable to the use of these NFIA facilities by the Air Force Reserve, and the Government is agreeable to the use of certain Government facilities at NFIA by the NFTA and its tenants and patrons.

The AJUA will provide for the delineation of responsibility for the operation and maintenance of the jointly used facilities. The Government will not be charged for the use of NFTA's facilities at NFIA in recognition and consideration of the Government's provision of Aircraft Fire and Rescue services at NFIA and the snow removal from runway 10L-28R and taxiways A, A1, A2, and A3 during certain hours, which will be identified in the AJUA. The provision of these services by the Government results in a significant savings to the NFTA and justifies the waiver of a use fee. The continued presence of the Government and the Air Force Reserve at NFIA is beneficial to the NFTA and the Western New York region.

FUNDING: No funding is required.

“RESOLVED, that the Board hereby authorizes an Airport Joint Use Agreement with the United States of America for certain facilities at the Niagara Falls International Airport as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and are hereby authorized to execute and deliver an Airport Joint Use Agreement with the United States of America as described above; and

BE IT FURTHER RESOLVED, that said Airport Joint Use Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel.”

AVIATION:

3. D. (2) **Authorization for Ratification of Agreement, Union Concrete and Construction Corporation, Terminal Entrance Pavement Rehabilitation, BNIA**

RECOMMENDATION: Staff recommends that the Board ratifies and confirms in all respects the subject construction contract with Union Concrete and Construction Corporation for a total lump sum amount of \$222,668.00.

INFORMATION: The main entrance (west end) pavement is severely deteriorated with the wear surface unraveling, rutting and pot holing. Proper roadway surface drainage has been compromised and standing water will continue to exasperate the pavement deterioration and create freeze thaw issues further deteriorating the pavement.

Current conditions create an unacceptable ride for patrons and mutual aid responders entering-exiting the BNIA, causing impaired access and undo wear and tear on their vehicles. Pedestrians and bicyclists using the cross walk are put at risk traversing the uneven surface. Failure to complete the work this construction season will increase the risk of pedestrians, bicyclists and vehicle incidents and impeding airport operations. Further, this rehabilitation mitigates pavement condition hindrances that may affect mutual aid response time.

The main entrance rehabilitation design has been in progress for several months. Design was delayed due to NYSDOT review and permitting process. NYSDOT approval was obtained in September 2016. This work requires maintenance and protection of traffic on Genesee St. and the Kensington Expressway making NYSDOT a stakeholder.

The rehabilitation work is weather sensitive therefore requiring timely implementation of the project. On September 20, 2016, pursuant with NFTA Procurement Guidelines Article 23, the Declaration of Exigency was authorized.

The Engineer's Estimate for this work was \$265,000.00.

FUNDING: Funds for this project are contained in Maintenance and Repair Budget Account No. 02-0245-520-5601 and are 100% Airport Development Funds.

“RESOLVED, that the Board hereby ratifies and confirms in all respects the execution, delivery and performance by the NFTA of the Agreement with Union Concrete and Construction Company for the terminal entrance pavement rehabilitation project at the Buffalo Niagara International Airport on the terms and subject to the conditions set forth therein, as generally described above.”

- 4. SURFACE TRANSPORTATION BUSINESS GROUP REPORT**
 - A. Surface Transportation Committee Report
 - B. Financial Update
 - C. Business Update
 - D. Resolutions

Surface Transportation Resolutions

- i. Niagara Frontier Transportation Authority, Acceptance of Surface Transportation Resolutions 4. D. (1) through 4. D. (5)
1. Authorization for Agreement, Schindler Elevator Corporation, Escalator Replacements, LRRT
2. Authorization for Procurement, Shepard Brothers, Paratransit Vehicles, Metro
3. Authorization for Agreement, United Uniform Company, Employee Uniforms, Metro
4. Authorization for Procurement, Gillig; Muncie and DeCarolis, Brake Chambers and Air Bellows, Metro
5. Authorization for Agreement, Moore and Associates, NFTA On Board Transit Survey, GBNRTC

SURFACE:

4. D. (i) Niagara Frontier Transportation Authority, Acceptance of Surface Transportation Resolutions 4. D. (1) through 4. D. (5)

The Executive Director advised that Items 4. D. (1) through 4. D. (5) have been discussed with the Board of Commissioners of the NFTA, and the Board is unanimously in favor of all subject Resolutions.

Whereupon, it was moved by Commissioner Gurney, seconded by Commissioner Hughes, that the following Resolution be adopted:

“**RESOLVED**, that the Resolutions of the Niagara Frontier Transportation Authority, identified as numbers 4. D. (1) through 4. D. (5) and dated September 29, 2016 as set forth herein, be and hereby are accepted and approved in their entirety.”

**AYES: ROCHE, DEMAKOS, GURNEY, ANSARI, AUL, HUGHES,
PERRY**

NOES: NONE

ADOPTED

SURFACE:

4. D. (1) Authorization for Agreement, Schindler Elevator Corporation, Escalator Replacements, LRRT

RECOMMENDATION: Staff recommends the Board award the subject year two expenditure pursuant to Schindler Elevator Corporation's multi-year contract for the replacement of LRRT Delavan Station Escalator No. 1 and LaSalle Station Escalator No. 2 for a total lump sum amount of \$2,320,582.00, thereby increasing the total approved expenditure thereunder to \$5,351,101.00 to date.

INFORMATION: The scope of work includes design and replacement of the above mentioned escalators. The existing escalators will be removed down to the existing support trusses. The existing trusses will be inspected and re-used to support the new escalators. The new escalators will consist of all mechanical components, controllers, and wiring.

In April 2015, the NFTA solicited design-build proposals to replace, in stages, ten (10) escalators at various underground LRRT stations over a five.(5) year period. Schindler was selected as the best responsive proponent. In September 2015, based on Staff's recommendation, the Board adopted a resolution awarding Schindler Elevator Corporation the multi-year contract and authorizing the \$3,030,519.00 year one expenditure thereunder.

The NFTA Affirmative Action/EEO office has been briefed on the project. Due to the specialized nature of the work and the legal requirement for certified International Union of Elevator Constructors mechanics, a waiver was issued for the MWBE participation and was approved by New York State.

FUNDING: The project will be funded entirely with 88C monies.

"RESOLVED, that the Board hereby authorizes the year two expenditure of \$2,320,582.00 under the Schindler Elevator Corporation multi-year contract, as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair be and hereby are authorized to enter execute and deliver all documentation necessary to effect the year two expenditure of \$2,320,582.00; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make installment payment(s), from time to time, with respect to the year two expenditure, in accordance with the terms of the multi-year contract with Schindler Elevator Corporation and upon certification by the Director of Engineering and Property that such payments are in order based upon receipt of all required supporting documentation."

SURFACE:

4. D. (2) **Authorization for Procurement, Shepard Brothers, Paratransit Vehicles, Metro**

RECOMMENDATION: Staff recommends that the Board authorize the purchase of ten (10) gasoline powered paratransit vehicles with Shepard Brothers of Canandaigua, NY, at an aggregate not-to-exceed cost of \$805,357.60.

INFORMATION: The vehicles purchased will replace existing vehicles that were purchased during calendar year 2006 and 2008, and that have exceeded their useful lives. The purchase of gasoline vehicles to replace existing vehicles is recommended to provide necessary reliability and range to maximize operational effectiveness. Current CNG paratransit vehicles are experiencing range limitations that negatively affect operations and reduce cost effectiveness for which this procurement will address.

This procurement was solicited per the NFTA Procurement Guidelines and was previously approved by the Board on 2/27/2012, Resolution (4) (D) (2).

FUNDING: The purchase will be funded as follows:

| <u>Cost Allocation</u> | <u>Source</u> |
|------------------------|----------------|
| \$554,142.40 | FTA |
| \$106,116.69 | FTA Restricted |
| \$ 69,267.80 | NYSDOT |
| \$ 69,267.80 | NFTA |
| <u>\$ 6,562.91</u> | MRF |
| \$805,357.60 | |

“RESOLVED, that the Board hereby authorizes an Agreement with Shepard Brothers for the procurement of ten (10) paratransit vehicles at a not-to-exceed cost of \$805,357.60; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and hereby authorized to execute an Agreement with Shepard Brothers for the procurement of ten (10) paratransit vehicles to be used as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director, Public Transit, that such payments are in order based upon receipt of all required supporting documentation.”

SURFACE:

4. D (3) **Authorization for Agreement, United Uniform Company, Employee Uniforms, Metro**

RECOMMENDATION: Staff recommends that the Board authorize an Agreement with United Uniform Company (UUC) for supplying uniforms to full-time Metro Bus Operators, Street Supervisors, Controllers, Rail Operators, Street Supervisors, Fare Inspectors, MetroLink Operators and ADA Controllers. The Agreement will have an initial term of two (2) years commencing on July 1, 2017, with the option to renew for three (3) additional one year periods, at Metro's discretion. The estimated annual value of the contract is \$240,000 based on current Amalgamated Transit Union Local 1342 / Teamsters Union Local 264 contracts.

INFORMATION: The Agreement being recommended will enable the NFTA to meet its contractual obligations under the current ATU/Teamsters contract.

The introduction of high visibility elements within the individual uniform pieces are provided within the requirements of this contract to enhance employee visibility to improve safety.

Employees are provided a voucher annually based upon eligibility and contract terms to be redeemed at the uniform vendor for various uniform components of their choice. Employees may purchase additional items beyond the value of the voucher to supplement uniforms at their discretion.

The NFTA publicly advertised and solicited Request for Proposals for the supply of uniforms. A single responsive proposal was received. The NFTA followed up with prospective proponents, who explained they could not meet the requirements of the RFP. A selection team comprised of the Transportation Services Superintendent, Transportation Support Assistant and the Assistant Procurement Manager evaluated UUC's proposal and found it to be fair and reasonable. UUC has satisfactorily supplied Metro with uniforms for more than 25 years.

FUNDING: Funding is provided in Metro's Operating Budget.

"RESOLVED, that the Board hereby authorizes an Agreement with United Uniform Company for the supply of uniforms for certain full-time Metro employees, as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and hereby are authorized to execute and deliver said Agreement with United Uniform Company, as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director, Public Transit, that such payments are in order based upon receipt of all required supporting documentation.”

SURFACE:

4. D. (4) **Authorization for Procurement, Gillig, Muncie and DeCarolis, Brake Chambers and Air Bellows, Metro**

RECOMMENDATION: Staff recommends that the Board authorize the procurement of brake chambers and air bellows from each of Gillig, Muncie and DeCarolis for an estimated aggregate cost of \$159,329.99, which will cover a three (3) year period commencing October 1, 2016 through September 30, 2019.

INFORMATION: Bus Maintenance requires a supply of replacement brake chambers and air bellows for the maintenance and repair of Metro's heavy-duty transit bus fleet. Invitation to Bid 4572 was issued in accordance with NFTA Procurement Guidelines. Eight (8) responsive proposals were received. Based on the attached evaluation, Gillig, Muncie and DeCarolis were selected as the highest rated of the eight (8) responsive proponents.

FUNDING: Funding is provided in Inventory Account Number 2-00-0000-184-0010.

“RESOLVED, that the Board hereby authorizes the procurement of brake chambers and air bellows from each of Gillig, Muncie and DeCarolis for an estimated aggregate cost of \$159,329.99 over a three (3) year period, as described above;

BE IT FURTHER RESOLVED, that the Manager of Procurement, be and she is hereby authorized to issue Purchase Order(s) to each of Gillig, Muncie and DeCarolis for the procurement of brake chambers and air bellows to be used as described above; and

BE IT FURTHER RESOLVED, that such Purchase Orders shall include Metro's standard terms of purchase; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Purchase Order(s) upon certification by the Director, Public Transit, that such payments are in order based upon receipt of all required supporting documentation.”

BN 4572 BRAKE CHAMBERS AIR BELLOWS

| Item | Stock Code | Description | Gillig Hayward, CA | Muncie Muncie, IN | Neopart Honey Brook, PA | Axle Tech Troy, MI | Leonard Bus Bergen, NY | NAPA Buffalo, NY | Decarolis Rochester, NY | RL Controls Woburn, MA |
|------|------------|-------------------------------------|-----------------------|----------------------|-------------------------------|-----------------------|---------------------------|---------------------|----------------------------|---------------------------|
| 1 | 0019125 | Front Axle | \$ 7,079.94 | \$ 7,812.08 | \$ 6,831.00 | \$ 7,868.34 | \$ 7,522.90 | \$ - | \$ 6,478.38 | \$ 8,596.26 |
| 2 | 0055624 | Rear Axle | \$ 1,206.04 | \$ 1,349.14 | \$ 1,269.76 | \$ 1,454.88 | \$ 1,398.37 | \$ - | \$ 1,263.80 | \$ 1,597.96 |
| 3 | 0057489 | Type 36-36 Rear Axle | \$ 44,501.40 | \$ 49,330.70 | \$ 46,268.28 | \$ 52,698.60 | \$ 50,953.86 | \$ - | \$ 41,958.00 | \$ 56,521.80 |
| 4 | 0058826 | Front Axle | \$ 1,493.40 | \$ 1,808.27 | \$ 1,654.56 | \$ 1,874.52 | \$ 1,822.20 | \$ - | \$ 1,476.00 | \$ 1,827.48 |
| 5 | 9600030 | Type 30 Rear Axle Curb Side | \$ 5,937.20 | \$ 6,436.14 | \$ 5,775.40 | \$ 6,669.80 | \$ 6,357.36 | \$ - | \$ 5,340.00 | \$ 7,266.20 |
| 6 | 9600031 | Type 30 Rear Axle Street Side | \$ 5,899.80 | \$ 6,436.14 | \$ 5,423.40 | \$ 6,669.80 | \$ 6,357.36 | \$ - | \$ 5,250.00 | \$ 7,266.20 |
| 7 | 0072868 | Bellows Rear | \$ 6,143.28 | \$ 6,495.41 | \$ 6,508.08 | \$ - | \$ 14,342.57 | \$ 16,251.84 | \$ 15,264.00 | \$ 6,817.44 |
| 8 | 8600003 | Bellows Rear | \$ 7,866.36 | \$ 4,641.17 | \$ - | \$ - | \$ 8,899.01 | \$ - | \$ 7,956.00 | \$ 6,416.28 |
| 9 | 8600011 | Bellows Front | \$ 7,057.76 | \$ 8,077.97 | \$ - | \$ - | \$ 10,162.88 | \$ - | \$ 9,085.60 | \$ - |
| 10 | 0039081 | Bellows Rear | \$ 32,476.80 | \$ 33,425.64 | \$ 32,994.96 | \$ - | \$ 39,572.92 | \$ 44,838.18 | \$ 43,146.00 | \$ 34,565.76 |
| 11 | 0017616 | Bellows Front | \$ 43,603.44 | \$ 46,908.57 | \$ 52,193.76 | \$ - | \$ 86,692.77 | \$ 89,750.22 | \$ 90,210.00 | \$ 54,675.02 |
| 12 | 0055640 | Bellows Rear | \$ 3,699.12 | \$ 3,861.69 | \$ 3,801.24 | \$ - | \$ 4,584.42 | \$ 5,194.44 | \$ 5,049.36 | \$ 4,191.60 |
| | | | \$94,186.44 | \$ 4,641.17 | | | | | \$ 60,502.38 | |

SURFACE:

4. D. (5) **Authorization for Agreement, Moore and Associates, NFTA On Board Transit Survey, GBNRTC**

RECOMMENDATION: Staff recommends that the Board authorize an agreement with Moore and Associates, in an amount not-to-exceed \$149,979.00 for consultant services to conduct the NFTA On-Board Transit Survey

INFORMATION: The Greater Buffalo-Niagara Regional Transportation Council (GBNRTC) is the regional decision making forum designated by the Governor to cooperatively develop transportation plans for the Erie and Niagara Counties of Upstate New York. GBNRTC's primary focus is on formulating regional transportation policy, planning for future transportation development, and programming transportation facilities and services based on regional travel needs. As requested by the NFTA, the overall objective of this study is to conduct a comprehensive Origin/Destination (O/D) study regarding the fixed-route travel patterns and demographic characteristics of current patrons within the NFTA-Metro service area.

The information resulting from the study will serve a variety of purposes. Uses include, but are not limited to, the calibration and validation of ridership models, demographic analysis of current patrons, market share assessment, use of various fare media and transfer activity and support of Title VI analyses. The foregoing information, when coupled with historical O/D data, can provide an assessment of service area demographic shifts and trends as well as identifying untapped market areas.

The contract was publicly advertised in accordance with NFTA Procurement Guidelines. Responsive proposals were reviewed and evaluated by representatives of NFTA and GBNRTC. This review was based on criteria that included: technical criteria, personnel qualifications and experience, and cost. Telephone interviews with the two highest ranked consultant teams were conducted. The results of the proposal review are shown on the attached evaluation form.

FUNDING: Funding for this effort has been made available by GBNRTC through its Unified Planning Work Program funded by USDOT.

“RESOLVED, that the Board hereby authorizes an Agreement with Moore and Associates for consultant services to conduct the NFTA On-Board Transit Survey, as described above; and

BE IT FURTHER RESOLVED, that the Executive Director, her designee and/or the Chair, be and are hereby authorized to execute and deliver such Agreement with Moore and Associates for consultant services to conduct the NFTA On Board Transit Survey, as described above; and

BE IT FURTHER RESOLVED, that said Agreement shall include such additional terms, conditions and safeguards to the Authority as deemed appropriate by the General Counsel; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer, be and he is hereby authorized to make payments under said Agreement upon certification by the Director, Public Transit, that such payments are in order based upon receipt of all required supporting documentation.”

**Regular Meeting
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| RFP 4607 | moore & associates | Clarion Research | Warner Transportation Consulting | ETC Institute |
|---|-------------------------------|-------------------------|---|----------------------|
| | Valencia, CA | NYC, NY | Northampton, MA | Olathe, KS |
| SELECTION CRITERIA (Rate on a score of 1 - 10) | | | | |
| Qualifications and Experience: demonstrated ability in the industry, references, past performance, key personnel, organization, management, time table. 40% | 8.00 | 5.00 | 5.00 | 9.50 |
| Technical Criteria: project approach, methods, compliance with requirements. 30% | 8.00 | 5.00 | 5.00 | 9.50 |
| Cost. 30% | 8.84 | 1.48 | 10.00 | 3.35 |
| TOTAL | 8.25 | 3.94 | 6.50 | 7.66 |
| Cost Proposal | \$149,979 | \$895,000 | \$132,584 | \$395,479 |

SURFACE

4. D. (2)

6. General Counsel Report - Written

7. Executive Session

At approximately 1:12 p.m., it was moved by Commissioner Demakos and seconded by Commissioner Perry, that the Commissioners convene in Executive Session to discuss matters regarding negotiation updates and naming rights.

Following discussion, at approximately 1:46 p.m., it was moved by Commissioner Demakos, seconded by Commissioner Gurney, that the Executive Session be adjourned and that the Board resume the Regular Session.

**AYES: ROCHE, DEMAKOS, GURNEY, ANSARI, AUL, HUGHES,
PERRY**

NOES: NONE

8. Adjournment

At approximately 1:48 p.m., the Chair indicated that there was no further business coming before the Board, whereupon it was moved by Commissioner Perry, seconded by Commissioner Demakos, and unanimously approved that the Regular Meeting of the Niagara Frontier Transportation Authority and Niagara Frontier Transit Metro System, Inc. be adjourned.

**AYES: ROCHE, DEMAKOS, GURNEY, ANSARI, AUL, HUGHES,
PERRY**

NOES: NONE