

AGENDA
Board of Trustees Meeting
Madison County Mass Transit District
9:30 a.m., Thursday, November 21, 2013
One Transit Way, Granite City, Illinois

<u>Item</u>	<u>Recommendation</u>
I. <u>Pledge of Allegiance.</u>	
II. <u>Call to Order: Roll Call.</u>	
III. <u>Consideration of the minutes of the October 31, 2013 regular meeting for inclusion in the official records of the District.</u>	Approval
IV. <u>Public Comments.</u>	
V. <u>Financial:</u>	
A. <u>Payments and Claims: Consideration of the October 2013 claims for payment.</u>	Approval
B. <u>Monthly Financial Report: Review of the monthly financial records as of October 31, 2103.</u>	Approval
VI. <u>Transit Service:</u>	
A. <u>Managing Director's Report: Jerry J. Kane.</u>	Information
B. <u>Resolution 14-16 Authorizing the award of contract for the purchase and delivery of 11-passenger vehicles for service in the RideFinders Regional Vanpool Program.</u>	Approval
VII. <u>Other Business:</u>	
VIII. <u>Executive session to discuss the acquisition, and/or sale or lease of property, and/or security, and/or litigation (5ILCS 120/2 et. seq., 2(c)5, 2(c)6, 2(c) 8, and 2(c)11 of the Open Meetings Act).</u>	
IX. <u>Adjournment.</u>	Approval

MINUTES
Board of Trustees Meeting
Madison County Mass Transit District
9:30 a.m., Thursday, October 31, 2013

I. Pledge of Allegiance

Chairman Corbett led the reciting of the Pledge of Allegiance.

II. Call to Order: Roll Call

Chairman Corbett called the meeting to order at 9:30 a.m.

MEMBERS PRESENT: Daniel Corbett, J. Terry Allan, Edward Hagnauer, and Bruce Malone

MEMBERS ABSENT: Rose Marie Chadwick

OTHERS PRESENT: Jerry Kane, Managing Director; John Papa, Legal Counsel; Mary Ruth Kettenbach, ACT; Erin Werner, ACT; Scott Webber, Scheffel & Company, P.C.; and Jenny Zipprich, Scheffel & Company, P.C.

III. Consideration of the Minutes of September 26, 2013

TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE ALLAN, TO APPROVE THE MINUTES OF THE SEPTEMBER 26, 2013 REGULAR MEETING FOR INCLUSION IN THE OFFICIAL RECORDS OF THE DISTRICT.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	AYE
BRUCE MALONE	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

IV. Public Comments

No public comments were presented.

V. Financial

- A. Payments and Claims: Consideration of the October 2013 claims for payment:
Managing Director Jerry Kane submitted the payments and claims.

TRUSTEE ALLAN MADE THE MOTION, SECONDED BY TRUSTEE HAGNAUER, TO APPROVE THE PAYMENTS AND CLAIMS FOR SEPTEMBER 2013, EXCLUDING THE PAYMENTS AND CLAIMS TO GRANITE CITY TOWNSHIP AND THE GRANITE CITY TREASURER.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	AYE
BRUCE MALONE	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE ALLAN, TO APPROVE THE PAYMENTS AND CLAIMS TO GRANITE CITY TOWNSHIP AND THE GRANITE CITY TREASURER.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	ABSTAIN
BRUCE MALONE	AYE

ALL AYES. NO NAYS. TRUSTEE HAGNAUER ABSTAINED. MOTION CARRIED.

- B. Monthly Financial Report: Review of the monthly financial records as of September 30, 2013: Managing Director Jerry Kane submitted the report.

TRUSTEE HAGNAUER MADE THE MOTION, SECONDED BY TRUSTEE MALONE, TO APPROVE THE MONTHLY FINANCIAL REPORT AS OF SEPTEMBER 30, 2013.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	AYE
BRUCE MALONE	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

- C. Presentation of the FY 2013 Audit: Scott Weber, Scheffel & Company, P.C., presented the FY 2013 audit.

TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE HAGNAUER, TO ACCEPT THE FY 2013 AUDIT AS PRESENTED.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	AYE
BRUCE MALONE	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

VI. Transit Service

- A. Managing Director's Report: Jerry Kane presented the report.
- B. TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE ALLAN, TO APPROVE THE FOLLOWING RESOLUTION:

14-15 AUTHORIZING THE AWARD OF CONTRACT FOR THE LEASE OF
RIDEFINDERS ACCOUNT REPRESENTATIVE VEHICLES

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	AYE
BRUCE MALONE	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

VII. Other Business

No items were presented.

VIII. Executive Session to Discuss the Acquisition, and/or Sale or Lease of Property, and/or Security, and/or Litigation (5ILCS 120/2 et. seq., 2(c)5, 2(c)6, 2(c) 8, and 2(c)11 of the Open Meetings Act).

TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE HAGNAUER, TO MOVE INTO EXECUTIVE SESSION TO DISCUSS THE ACQUISITION, AND/OR SALE OR LEASE OF PROPERTY, AND/OR SECURITY, AND/OR LITIGATION (5ILCS 120/2 ET.SEQ., 2(C)5, 2(C)6, 2(C)8, AND 2(C)11 OF THE OPEN MEETINGS ACT).

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	AYE
BRUCE MALONE	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE HAGNAUER, TO RETURN TO OPEN SESSION.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	AYE
BRUCE MALONE	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

IX. **Adjournment**

TRUSTEE ALLAN MADE THE MOTION, SECONDED BY TRUSTEE MALONE, TO ADJOURN.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN	AYE
ROSE MARIE CHADWICK	ABSENT
DANIEL CORBETT	AYE
EDWARD HAGNAUER	AYE
BRUCE MALONE	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

Meeting adjourned at 10:12 a.m.

Respectfully submitted:

Eric Warner

RESOLUTION 14-16

AUTHORIZING THE AWARD OF CONTRACT FOR THE PURCHASE AND DELIVERY OF 11-PASSENGER COMMUTER VANS FOR SERVICE IN THE RIDEFINDERS REGIONAL VANPOOL PROGRAM

WHEREAS, the Madison County Mass Transit District (District) was chosen by the St. Louis region's Metropolitan Planning Organization, the East West Gateway Council of Governments, to administer the area's regional rideshare program known as RideFinders; and,

WHEREAS, RideFinders offers a variety of successful programs for the region's commuting public, including a vanpool program for groups commuting to common employment centers, thereby reducing traffic congestion and air pollution; and,

WHEREAS, the success of the vanpool program has resulted in the need for four (4) 11-passenger commuter vans for utilization in the RideFinders program; and,

WHEREAS, Congestion Mitigation and Air Quality (CMAQ) grant funds from the Illinois Department of Transportation are available for the entire purchase of said needed vehicles, therefore requiring no local match by the District; and,

WHEREAS, the District initiated a formal competitive procurement process in order to select a qualified vendor to provide four (4) 11-passenger commuter vans; and,

WHEREAS, District, having successfully completed said procurement, has identified Raymond Chevrolet of Antioch, Illinois, with a unit price of thirty-six thousand, eight hundred eighty-six dollars (\$36,886.00) per vehicle, as the lowest responsive and responsible bidder for the purchase and delivery of four (4) 11-passenger commuter vans.

WHEREAS, it has been determined that it is in the best interest of the District to award a contract to Raymond Chevrolet of Antioch, Illinois, in the amount of one hundred forty-seven thousand, five hundred forty-four dollars (\$147,544.00) for the purchase and delivery of four (4) 11-passenger commuter vans for use in the RideFinders Vanpool Program.

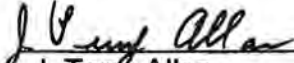
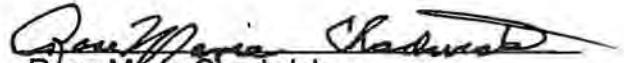
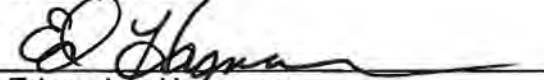
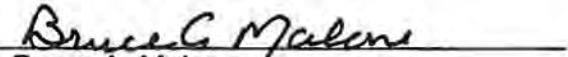
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. Madison County Mass Transit District award a contract to Raymond Chevrolet of Antioch, Illinois, in the amount of one hundred forty-seven thousand, five hundred forty-four dollars (\$147,544.00) for the purchase and delivery of four (4) 11-passenger commuter vans.
2. Daniel L. Corbett, Chairman, J. Terry Allan, Vice Chairman, and/or Jerry J. Kane, Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the contract, including any and all change orders and amendments on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

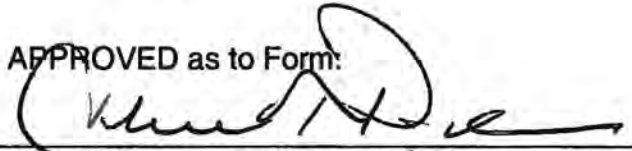
ADOPTED by the Madison County Mass Transit District, Madison County, Illinois, on this twenty-first day of November 2013.



Daniel L. Corbett, Chairman


J. Terry Allan
Rose Marie Chadwick
Edward A. Hagnauer
Bruce A. Malone

APPROVED as to Form:



John T. Papa, Legal Counsel

CERTIFICATE

I, Erin Werner, do hereby certify that I am the fully qualified and acting Secretary of the Board of Trustees of the Madison County Mass Transit District, and as such Secretary, I am the keeper of the records and files of the Madison County Mass Transit District.

I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, November 21, 2013, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. Madison County Mass Transit District award a contract to Raymond Chevrolet of Antioch, Illinois, in the amount of one hundred forty-seven thousand, five hundred forty-four dollars (\$147,544.00) for the purchase and delivery of four (4) 11-passenger commuter vans.
2. Daniel L. Corbett, Chairman, J. Terry Allan, Vice Chairman, and/or Jerry J. Kane, Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the contract, including any and all change orders and amendments on behalf of and in a manner most beneficial to the Madison County Mass Transit District.


I further certify that the original of the complete said resolution is on file in the records of the Madison County Mass Transit District in my custody. I do further certify that the foregoing Resolution remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto affixed my official signature as Secretary of the Madison County Mass Transit District on this twenty-first day of November 2013.

Erin Werner



Contract Award Recommendation

To: Board of Trustees
From:  Jerry Kane, Managing Director
Penny Brown, Procurement Specialist
Subject: RideFinders 11-Passenger Commuter Vans No. 14-1-08000
Date: November 15, 2013

A formal competitive procurement was initiated on October 25, 2013 for the purchase and delivery of 11-passenger commuter vans.

Three bids were received. Broadway Ford Truck Sales, Inc. was identified as the apparent low bidder. Their bid was deemed non-responsive due the vehicle offered not meeting the technical specification requirements. Lou Fusz GMC's bid was deemed non-responsive due to the omission of required certification forms to be submitted with the bid.

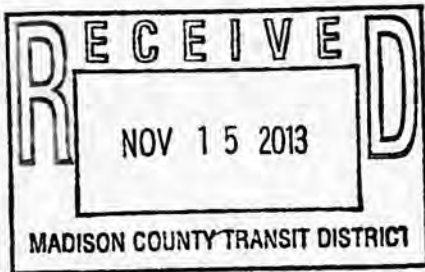
Raymond Chevrolet submitted the lowest priced responsive bid. Based on a price analysis, their price was deemed fair and reasonable. A responsibility determination review concluded that they have the capacity to provide the vehicles as described in the Invitation for Bids.

Recommendation is being made for a contract award in the amount of \$147,544 to the lowest responsive and responsible bidder, Raymond Chevrolet, for the purchase of 4 vans.

Bidder	Unit Price	Notes:
Broadway Ford Truck Sales, Inc. St. Louis, MO	\$33,423.43	Non-responsive bid
Lou Fusz GMC St. Louis, MO	\$34,982.00	Non-responsive bid
Raymond Chevrolet Antioch, IL	\$36,886.00	Award recommendation

Vans are to be used in RideFinders program. Full funding is available for this purchase through a Congestion Mitigation and Air Quality (CMAQ) grant with the Illinois Department of Transportation.

TRI CITIES AREA
ASSOCIATION FOR



HANDICAPPED, INC.

November 15, 2013

Madison County Transit
East Chain of Rocks Road
Granite City, Il. 62040

Dear Mr. Jerry Kane, Managing Director and M.C.T. Employees,

Thank you very much for donating two vans to our organization, the Tri-Cities Area Association for Handicapped (T.C.A.A.H.). We appreciate all that you have done for our organization through the years. As you know our bus is old and these vans will allow us to have transportation that is more reliable. We will now have transportation for Special Olympics and field trips.

Our organization has been in existence since the 1950s and was started by parents wishing to have social/recreational activities for their children. We continue these activities with the help of United Way and donations. We are a non-profit organization and all our helpers are volunteers except for two teachers who plan and put on our one week of Summer Day Camp. We have a bowling league, Saturday Activities, Bowling Banquet, Dances, Christmas Party, participation in Special Olympics, and Summer Day Camp. Everyone looks so forward to all these activities.

Thank you again for helping us so much to continue providing transportation for these activities. You are helping to enrich many lives.

Sincerely,

Kathy Gregus, President T.C.A.A.H.

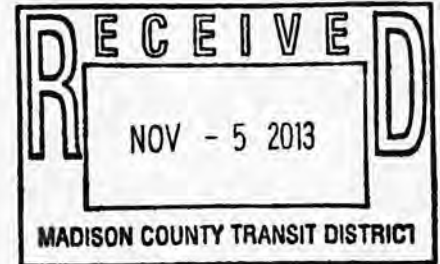


P.O. Box 1681 • Granite City, Illinois 62040

Jennifer B. McDowell
2712 Edgeworth Avenue
Maryland Heights, MO 63043
314.800.8891
Jennifer.b.mcdowell@gmail.com

November 3, 2013

Mr. Jerry Kane
Managing Director
Madison County Transit
One Transit Way
Granite City, IL 62040



Dear Jerry,

On behalf of the outgoing board of directors of the Gateway Council of Hostelling International-USA, I would like to present Madison County Transit with a check in the amount of \$500.00. As you may be aware, the Gateway Council has ceased operations and is no longer promoting low-budget travel and cycling in the St. Louis community. Given the Gateway Council's longstanding history as the former organizer of the Moonlight Ramble and the Century Series bike rides, the Board has requested that these funds to be used to further the Madison County Transit bike awareness/alternative transit development programs.

While the Gateway Council is no longer serving the St. Louis community, the board would like to recognize the valuable work of Madison County Transit in developing miles of trails for use and enjoyment by the public, including many former members of the Gateway Council constituency. To that end, please accept this small gift in appreciation and as a memorial to the Gateway Council.

If you have any questions, you may contact me at the phone, email or address listed above.

Kind regards,


Jen McDowell
Outgoing Board President
Gateway Council, Hostelling International-USA