AGENDA Board of Trustees Meeting

Madison County Mass Transit District 8:30 a.m., Thursday, March 25, 2021 One Transit Way, Granite City, Illinois

Section Item

Recommendation

- I. Pledge of Allegiance.
- II. Call to Order: Roll Call.
- III. Public Comments.

IV. <u>Consideration of the minutes of the February 25, 2021 regular</u> Approval <u>meeting for inclusion in the official records of the District.</u>

V. Financial:

	A.	Investment Policy	Discussion
	В.	Presentation of the draft Operating Budget: Michelle Domer, Director of Accounting	Information
	C.	Presentation of the draft Budget and Capital Plan, Michelle Domer, Director of Accounting	Information
	D.	Payments and Claims: Consideration of the February 2021 claims for payment.	Approval
	E.	Monthly Financial Report: Review of the monthly financial records as of February 28, 2021.	Approval
VI.	<u>Tr</u>	ansit Service:	
	A.	Managing Director's Report, SJ Morrison	Information
	В.	RideFinders Strategic Marketing & Communication Plan	Information
	C.	Resolution 21-40 Authorizing Disadvantaged Business Enterprise Program Revisions Pursuant to Federal Requirements	Approval
	D.	Resolution 21-41 Authorizing the Execution of a Lease Agreement with the Illinois Department of Natural Resources for Property at Horseshoe Lake State Park	Approval
	E.	Resolution 21-42 Authorizing an Award of Contract for the US 40 Troy Trail Extension	Approval
VII.	<u>Ot</u>	her Business.	
VIII.	pr	<u>ecutive session to discuss the acquisition or lease of real</u> operty under (5), and litigation under (11) of the Open eetings Act (5 ILCS 120/2(c)).	

IX. Adjournment.

MINUTES Board of Trustees Madison County Mass Transit District 8:30 a.m., Thursday, February 25, 2021 One Transit Way, Granite City, Illinois

I. <u>Pledge of Allegiance</u>

Chairman Jedda led the reciting of the Pledge of Allegiance.

II. Call to Order: Roll Call

Chairman Jedda called the meeting to order at 8:30 a.m.

- MEMBERS PRESENT: ALLEN P. ADOMITE, ANDREW F. ECONOMY, CHRISTOPHER C. GUY, RONALD L. JEDDA, AND J. KELLY SCHMIDT.
- MEMBER ABSENT: NONE.
- OTHERS PRESENT: ANDREW CARRUTHERS, LEGAL COUNSEL; SJ MORRISON, ACT; SUMMER MOORE, ACT; MICHELLE DOMER, ACT; PHIL ROGGIO, ACT; PENNY BROWN, ACT; JONATHAN CORTEZ, ACT; AMANDA SCHOMAKER, ACT; ROB SCHMIDT, ACT; KELLY BRASEL, ACT; & MARK ACHENBACH.

III. Public Comments

No public comments were presented.

IV. <u>Consideration of the Minutes of the January 28, 2021, regular meeting for inclusion</u> <u>in the official records of the District.</u>

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO APPROVE THE MINUTES FOR INCLUSION IN THE OFFICIAL RECORDS OF THE DISTRICT.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
CHRISTOPHER C. GUY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

Chairman Jedda revised the agenda order.

VI. <u>Transit Service:</u>

G. Morrison stated that an expansion to a five-member board would improve ACT Board governance.

Adomite questioned if the Bylaws had a maximum.

Morrison responded five.

Jedda commended Mark Achenbach, President of the ACT Board, for the suggestion to expand to a five-member board.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE THE FOLLOWING RESOLUTION:

21-39 APPOINTING DIRECTORS OF THE AGENCY FOR COMMUNITY TRANSIT, INC

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITEAYEANDREW F. ECONOMYAYECHRISTOPHER C. GUYAYERONALD L. JEDDAAYEJ. KELLY SCHMIDTAYE

ALL AYES. NO NAYS. MOTION CARRIED.

V. Financial

A. Investment Policy

Morrison mentioned that he and Michelle Domer met with Chris Slusser, the Madison County Treasurer, to discuss additional investment strategies. Slusser provided a variety of investment options. Morrison suggested requesting proposals for a broker to manage and diversify the investment portfolio.

Schmidt stated a broker would act with due diligence and in the best interest of the client.

Jedda commented the board would need to provide an investing dollar amount because the basis points would be dependent on the amount invested. The request for proposals could be sent with the basis points for a specific dollar amount to be vested.

Schmidt stated that ideally a broker would provide maturity, quality, stock diversification, and liquidity when needed. A broker would be able to guide us to liquidity, quality, and superior rates.

Jedda mentioned that diversified maturity rate durations would provide liquidity and drive income. The investment policy would need to be modified to allow diversification.

Schmidt stated it may be beneficial to review other public institutions investment policies. Also, a broker could assist in creating an investment policy as part of the scope of work.

B. Payments and Claims: Consideration of the January 2021 claims for payment:

Managing Director SJ Morrison presented the payments and claims report.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO APPROVE THE PAYMENTS AND CLAIMS, EXCLUDING THE PAYMENTS AND CLAIMS TO THE CITY OF TROY AND THE AGENCY FOR COMMUNITY TRANSIT.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
CHRISTOPHER C. GUY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE ECONOMY MADE THE MOTION, SECONDED BY TRUSTEE GUY, TO APPROVE THE PAYMENTS AND CLAIMS TO THE CITY OF TROY AND THE AGENCY FOR COMMUNITY TRANSIT.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	ABSTAINED
ANDREW F. ECONOMY	AYE
CHRISTOPHER C. GUY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	ABSTAINED

TRUSTEE ADOMITE & SCHMIDT ABSTAINED. ALL AYES. NO NAYS. MOTION CARRIED.

C. Monthly Financial Report: Reviews of the monthly financial records as of January 31, 2021:

Managing Director SJ Morrison presented the monthly financial report.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE OF THE MONTHLY FINANCIAL REPORT AS OF DATE.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
CHRISTOPHER C. GUY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

D. TRUSTEE SCHMIDT MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO APPROVE THE FOLLOWING RESOLUTION:

21-32 AMENDING THE FY2021 OPERATING BUDGET

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE

ANDREW F. ECONOMY AYE CHRISTOPHER C. GUY AYE RONALD L. JEDDA AYE J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

- E. TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE THE FOLLOWING RESOLUTION:
 - 21-33 AUTHORIZING AN AMENDMENT TO GRANT IL-2020-042 WITH THE FEDERAL TRANSIT ADMINISTRATION FOR ROLLING STOCK

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITEAYEANDREW F. ECONOMYAYECHRISTOPHER C. GUYAYERONALD L. JEDDAAYEJ. KELLY SCHMIDTAYE

ALL AYES. NO NAYS. MOTION CARRIED

- F. TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE THE FOLLOWING RESOLUTION:
 - 21-34 AUTHORIZING A BUDGET REVISION TO GRANT IL-90-X733 WITH THE FEDERAL TRANSIT ADMINISTRATION

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
CHRISTOPHER C. GUY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED

VI. <u>Transit Service:</u>

A. Managing Director's Report, SJ Morrison

A FOIA request was received in January and withdrawn the following day.

The Illinois 102nd General Assembly's piece of legislation, also known as House Bill 3108, to eliminate special taxing districts' ability to tax the sale and consumption of cannabis had resurfaced with a different sponsor. The lobbyist was contacted, and a letter was drafted to encourage the removal of the Metro-East Mass Transit District (MED).

Guy excused himself from the remainder of the meeting.

Morrison mentioned bringing the Operating Budget and Capital budget to the board for review in March, approval for posting in April, and considered for approval in June.

Jedda stated that it can be changed after the fact. Morrison state that is correct. The schedule is per the Illinois Budget Act.

The Eastgate Park & Ride construction was on hold due to the weather conditions. The building foundation is complete. The electric and plumbing installation would resume once the weather clears but on schedule for the September completion date.

Morrison updated the board on the MCT Trail projects. Juneau continued to work on the preliminary plans for the I.T. Beltline Trail. The project is partially funded with a MEPRD grant and is expected to be sent for bid this summer. The Schoolhouse Trail Pleasant Ridge Park Connector is under construction, and the completion date is May 26. The Nickel Plate paving project was in the preliminary planning stage, and bid documents are expected next month. The Troy Trail Extension that runs along US-40 to Spring Valley to Formosa final bid documents were completed, and an invitation for bids will be issued for March 7, and an award will be presented at the March 25 board meeting. Oates was working on the utility coordination and the preliminary plans for the tunnel under IL-157 in Collinsville. Phase II of the Trail Beautification project was scheduled to start within the following weeks. Morrison stated there were some neat ideas for National Bike Month in May. The signs have been delivered for the MCT Trails Wayfinding test site in Glen Carbon at Mont Junction to allow staff and trail users to provide feedback before implementing system wide.

B. RideFinders Strategic Marketing & Communication Plan

Amanda Schomaker updated the board on the Ride Finders Strategic Marketing & Communication Plan.

The scope of work has been refined, and a draft is in the review phase. The bid is expected to be issued within the coming weeks.

C. TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE THE FOLLOWING RESOLUTION:

21-35 MCT TRAILS COMMEMORATIVE TREE & BENCH PROGRAM

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

D. Morrison explained the history of the development of the bus stop and the amenities for patrons.

TRUSTEE ADOMITE MADE THE MOTION TO AMEND RESOLUTION 21-36 TO A FIVE-YEAR TERM, SECONDED BY ECONOMY.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE ANDREW F. ECONOMY AYE RONALD L. JEDDA AYE J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY SCHMIDT TO APPROVE THE FOLLOWING RESOLUTION AS AMENDED:

21-36 AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT WITH WALMART STORES, INC., FOR THE MCT BUS SHELTER AND RELATED ITEMS AT THE WAL-MART IN GLEN CARBON, ILLINOIS

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

E. Morrison explained that the Health Department and a group in Alton were collaborating to make vaccination sites more accessible.

Adomite stated there would be ample uses because vaccination sites were popping up across the county.

Morrison explained that the routes serving vaccination sites would be free at the dates and times of the scheduled vaccination clinics. Patrons who utilize the paratransit service attending vaccination sites would be allowed to ride for free.

Morrison confirmed that a press release would be issued.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO APPROVE THE FOLLOWING RESOLUTION:

21-37 AUTHORIZING FREE RIDES TO VACCINATION SITES

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

F. Morrison stated an application would be submitted to FTA for specific line items. FTA would then approve or deny the application or request a change in the submitted application.

Adomite questioned if the grant was qualification based rather than competitive.

Morrison confirmed the grant would be utilized for transit expenses.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO APPROVE THE FOLLOWING RESOLUTION:

21-38 AUTHORIZING THE FILING OF AN APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION FOR SECTION 5307 AND CMAQ GRANT FUNDS FOR ROLLING STOCK, SPARE PARTS, SUPPORT VEHICLES & EQUIPMENT, FACILITY REHAB/RENOVATIONS, BUS INSPECTIONS, AND PROJECT ADMINISTRATION

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITEAYEANDREW F. ECONOMYAYERONALD L. JEDDAAYEJ. KELLY SCHMIDTAYE

ALL AYES. NO NAYS. MOTION CARRIED.

VII. Other Business

No Other Business presented.

VIII. Executive session to discuss the acquisition or lease of real property under (5), litigation under (11), and discussion of lawfully closed minutes (21) of the Open Meetings Act (5 ILCS 120/2(c)).

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO MOVE INTO EXECUTIVE SESSION TO DISCUSS THE ACQUISITION OR LEASE OF REAL PROPERTY UNDER (5), LITIGATION UNDER (11), AND DISCUSSION OF LAWFULLY CLOSED MINUTES (21) OF THE OPEN MEETINGS ACT (5 ILCS 120/2(C)).

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO RETURN TO REGULAR SESSION.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE	AYE
ANDREW F. ECONOMY	AYE
RONALD L. JEDDA	AYE
J. KELLY SCHMIDT	AYE

ALL AYES. NO NAYS. MOTION CARRIED.

H. TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO APPROVE THE FOLLOWING RESOLUTION:

21-29 AUTHORIZING THE RELEASE OF CERTAIN EXECUTIVE SESSION MINUTES

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITEAYEANDREW F. ECONOMYAYERONALD L. JEDDAAYEJ. KELLY SCHMIDTAYE

ALL AYES. NO NAYS. MOTION CARRIED.

IX. ADJOURNMENT

TRUSTEE ECONOMY MADE THE MOTION, SECONDED BY TRUSTEE ADOMITE TO ADJOURN.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITEAYEANDREW F. ECONOMYAYERONALD L. JEDDAAYEJ. KELLY SCHMIDTAYE

ALL AYES. NO NAYS. MOTION CARRIED.

Meeting adjourned at 10:10 a.m.

Respectfully submitted.

Jummer M. Moore

1 SCOPE OF WORK

1.1 Overview

The District is soliciting proposals from all qualified investment firms who wish to be considered as an investment manager for an assigned portion of the District's portfolio. The selected firm will identify, evaluate, purchase, and sell investments on behalf of the District.

1.2 Investment Management Services

The Investment Management Services shall consist of:

- a) Evaluating the District's current Investment Policy and recommending potential changes.
- b) Managing the portion(s) of the District's investment portfolio that has been assigned to the Contractor, while complying with all aspects with the District's Investment Policy.
 - a. The District expects the initial assigned portfolio to be \$5,000,000.
 - b. The amount of the portfolio assigned to the Contractor may change over time due to the investment results generated by the Contractor and the needs of the District.
 - c. At the present time, the District is particularly interested in purchases of short-term investments, including municipal bonds.
 - d. The types of investments that the District would consider purchasing may change over time due to the investment results generated by the Contractor and the needs of the District.
 - e. The Contractor shall evaluate potential investments using disciplined, thorough investment analysis and due diligence.
- c) The Contractor shall use a highly structured investment process which may incorporate, but is not limited to, the following elements in the investment decision making process:
 - a. Establishing an interest rate forecast for short term and long term time periods
 - b. Conducting yield curve analysis
 - c. Determining the proper maturity and duration allocations
 - d. Performing sector analysis and making sector investment decisions
 - e. Conducting credit analysis of issuers
 - f. Selecting securities within the realm of permissible investments described in the District' Investment Policy
- d) In no instance shall any investments be purchased for the District without the express consent of the Managing Director, SJ Morrison, or Director of Accounting, Michelle Domer.
- e) The District, under this contract and not separately priced, shall receive and have access to any of the Contractor's internal or external investment, market and economic research training materials and support capabilities and services in the performance of the District's investment responsibilities. These materials and services do not include proprietary models or information unique to the Contractor's investment process.
- f) The Contractor shall maintain close contact with the District's Accounting Department and serve as a resource of economic and investment information and research. The Contractor shall keep the District fully informed of the rationale for investment recommendations and changes in the portfolio under its management.
- g) The Contractor shall be responsible for immediate notification to the District of significant changes in personnel, ownership, resources, or firm direction. The Contractor shall discharge its duties under this contract solely in the interest of the District with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent man acting in like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims. Moreover, the Contractor shall utilize best practices of the investment industry, such practices to include but not limited to the standards issued by the Chartered Financial Analyst Institute.
- h) The Contractor shall provide the District with immediate notification of any potential issue that could hinder the contractor's ability to trade with full discretion on behalf of the District. The Contractor shall maintain appropriate operational separation (i.e. a Chinese Wall) between trading and investment duties

on behalf of the District portfolios and any engagement such as creditor committee representation which could affect the Contractor's full discretion to buy or sell in the marketplace.

i) The Contractor shall work closely with the District's custodian bank to facilitate the efficient and timely recording of purchases, sales and other activity, reconcile securities and cash balances and provide information necessary to calculate performance results. The District will delegate its proxy voting authority to the investment manager. The investment manager shall maintain records of its votes and report the results, at least annually, to the District.

1.3 Deliverables

The following are deliverables of this Contract:

- a) By the tenth day of each month, provide the District with reports of the District's portfolio balance as of the end of the prior month, including at a minimum:
 - a. Investment name
 - b. Investment type
 - c. Purchase Date
 - d. Maturity Date
 - e. Rate of Return
- b) By the fifteenth day of July, October, January, and April, provide the District with performance data and analysis of the total portfolio for the prior quarter.
- c) At least once each fiscal year attend a District board meeting to discuss the performance of the funds that have been assigned to the Contractor for investment.
 - a. At this meeting discuss any recommended changes to the District's Investment Policy

<u>Technical Response.</u> Technical proposal response shall be organized as follows:

- a) Cover letter. An introductory letter to introduce the Bidder's Offer. Provide highlights of the Bidder's overall technical response providing a statement explaining why the company would be most qualified to perform the required services. The letter should include a description of your organization including the year the organization was founded, and a description of any special expertise your firm has in providing investment advisory services to local units of government in Illinois. The letter must include the name, phone number, and email address of the individual(s) empowered to negotiate with the District and bind the firm into any Agreement resulting from this solicitation. Any exceptions to this RFQ, must be clearly identified in this letter. Bidders are cautioned to limit exceptions, conditions and limitations to the provisions of this RFQ, as they may be determined to be so fundamental as to cause rejection of the Offer for not responding to the requirements of the RFQ. Bidders should set forth the specific reasons for each deviation so that it can be fully considered and, if appropriate, evaluated by the District.
- b) Response to the Scope of Work Requirements. In a concise manner, the Bidder shall address the work requirements stated in Section 4 of the RFQ and how the Bidder can offer services that meet or exceed those requirements and stay within budget. This response should address your organization's Investment Procedures, Approaches and Performance including:
 - i. A description of the process for investing and managing a short term fixed income portfolio for local units of government in Illinois.
 - ii. Are you an active or passive fixed income manager?
 - iii. What fixed income strategies do you offer?
 - iv. Do you buy and hold or sell before maturity?
 - v. Please submit a track record for local units of government investments that are currently being managed.
 - vi. Describe what you would consider the most appropriate benchmark for this project and why.
 - vii. Does your firm practice in any underwriting activities?
 - viii. A list of current local Illinois units of government assets under management.

- ix. A list of brokers executing more than 10% of your volume over the last 12 months.
- x. A list of total value of the soft dollar received over the last 12 months and their source.
- xi. Describe all sources of income you receive in connection with investment advisory services to local units of government.
- c) Qualifications, Experience and Capabilities. The Bidder must be licensed to conduct investment advisor and brokerage services in Illinois and provide a statement or documentation to that effect. The Bidder shall describe its overall experience and past performance in providing services similar to those solicited in this RFP. The Bidder shall provide a contact person, address, phone number and email for several references. It is understood that the contract person must be willing to briefly and orally discuss with the District the Bidder's work for local governmental unit investment management services.
- d) Personnel Assigned. Describe your firm's resources and capabilities. Subcontracting is not permitted. Personnel assigned must all be independent of the District. Identify and include biographies for specific key personnel assigned, their roles in relation to the work required, and special qualifications they bring to the project such as certifications, licenses, achievements, etc.
- e) Budget/Price. Present the proposed billable cost structure including, if applicable, the hourly rates for personnel assigned to this project. Direct costs/expenses should also be listed, if applicable. The description of the fee structure proposed for this project should include:
 - i. Timing of billing.
 - ii. Do you use mutual funds or ETFs that have embedded fees and other charges?
 - iii. Attach a sample investment contract with fee schedule.

MADISON COUNTY MASS TRANSIT DISTRICT OPERATING FUND

TENTATIVE BUDGET AND APPROPRIATION JULY 1, 2021 TO JUNE 30, 2022

PROJECTED OPERATING EXPENDITURES AND APPROPRIATION	
Fixed Route And Paratransit	\$27,431,000
ACT Administrative Contract	500,000
Rideshare	1,147,000
Professional And Other Services	326,000
Trustee Expenses	30,000
District Office Expenses	620,000
Facilities Maintenance	955,000
District Budget Contingency	1,000,000
TOTAL APPROPRIATION	\$32,009,000
CASH ON HAND AT BEGINNING OF FISCAL YEAR	\$585,000
ESTIMATED RECEIPTS	
Sales Tax Revenue	\$9,500,000
Interest Income	675,000
IDOT Operating Assistance	16,500,000
Federal CARES Act Funding	4,875,000
Local Sales Tax Reform Fund	3,000,000
CMAQ Rideshare Marketing And Outreach	709,000
Commuter Initiative	75,000
Fares	540,000
Other Revenue	141,000
TOTAL ESTIMATED RECEIPTS	\$36,015,000
TOTAL ESTIMATED RECEIPTS AND CASH ON HAND	\$36,600,000
TOTAL APPROPRIATION	\$32,009,000
EXPECTED CASH ON HAND AT END OF FISCAL YEAR	\$4,591,000

MADISON COUNTY MASS TRANSIT DISTRICT

PROPOSED CAPITAL BUDGET FY2022

ESTIMATED RECEIPTS

Federal Transit Administration Section 5307	\$10,264,300
Federal Transit Administration Section 5339	0
Congestion Mitigation Air Quality (CMAQ)	4,482,000
Rebuild Illinois	14,757,173
Illinois Department of Transportation (IDOT)	6,000,000
Illinois Department of Natural Resources (IDNR)	741,000
Metro East Park and Recreation District (MEPRD)	2,350,000
Future grants	34,073,249
Intergovernmental Agreements	0

TOTAL ESTIMATED RECEIPTS

\$72,667,722

PROJECTED EXPENDITURES

Bikeways	\$27,805,000
Bus Station/Stops and Park & Ride Improvements	13,596,000
Cooperative Police Bicycle Grant Program	50,000
Facility Improvements	19,860,000
Maintenance Equipment	290,000
MIS Equipment	3,050,000
Transit Support Equipment	95,300
Vehicles - Buses	30,301,000
Vehicles - Rideshare Vans	882,000
Vehicles - Transit Support	146,000
Contingency	2,000,000

TOTAL PROJECTED EXPENDITURES

\$98,075,300

ESTIMATED RECEIPTS (UNDER) PROJECTED EXPENDITURES = ASSIGNED FUND BALANCE (\$

(\$25,407,578)

	03/15/2021 11 lowens WARRANT: 03252	ADVICE REGISTER - PER DIEM		P 1 pradvreg
•	EMP #	NAME	СНК #	NET PAY
	10013 10011 10010 1138	ECONOMY, ANDREW F GUY, CHRISTOPHER C SCHMIDT, J. KELLY Internal Revenue Servi	005210033 005210034 005210035 005210036	184.70 184.70 184.70 522.40
		Total Deposits: 4		1,076.50

03/15/2021 11:59 lowens WARRANT: 032521	Madison County M CURRENT CHECK RE 02/01/2021	GISTER -		P 1 prchkreg CHECK DATE: 03/25/2021
EMP # NAME	TYP	NET PAY	CHECK #	CHECK DATE SPECIAL
10012 ADOMITE, ALLEN 10009 JEDDA, RONALD	P. CK L. CK	0.00	003210017 003210018	03/25/2021 03/25/2021
2 ** TOTAL CHECK(S)		0.00		

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03/08/2021 13:25 tpohlman	Madison CHECK RE		ass Transit Dist	rict				P 1 apcshdsb
CASH ACCOUNT: 1000 CHECK NO CHK DATE)1 NDOR NAME	Checking Accoun		INVOICE	INV DATE	PO WARRANT	NET
4210419 03/08/2023	1 PRTD 1	L253 City	Treasurer-Grani		030421	03/03/2021	030821	26.00
						CHEC	K 4210419 TOTAL:	26.00
4210420 03/08/2022	1 PRTD 3	3984 City	of Troy		030121SPTPR	02/26/2021	030821	13.89
					030121wstpr	02/26/2021	030821	24.41
						CHEC	K 4210420 TOTAL:	38.30
4210421 03/08/2022	1 PRTD 1	L220 Illi	nois American Wa		022521GСТС	02/25/2021	030821	237.49
						CHEC	K 4210421 TOTAL:	237.49
4210422 03/08/2022	1 prtd 1	L220 Illi	nois American Wa		030321AHSRIR	03/03/2021	030821	65.87
						CHEC	K 4210422 TOTAL:	65.87
4210423 03/08/2023	1 prtd 1	L220 Illi	nois American Wa		030321AHSRWS	03/03/2021	030821	92.78
						CHEC	K 4210423 TOTAL:	92.78
4210424 03/08/2022	1 prtd 1	L051 Ponte	oon Beach Public		030221-1	03/02/2021	030821	264.18
					030221-2	03/02/2021	030821	352.70
					030221BW	03/02/2021	030821	448.42
					030221N	03/02/2021	030821	24.39
					030221ss	03/02/2021	030821	22.00
					030221T	03/02/2021	030821	37.65
						CHEC	K 4210424 TOTAL:	1,149.34
4210425 03/08/2022	1 prtd - 1	L506 villa	age of Glen Carb		022221glpr	02/22/2021	030821	10.80
						CHEC	K 4210425 TOTAL:	10.80
4210426 03/08/2022	1 prtd 1	L932 Wex	3ank		70518148	02/28/2021	030821	5,253.51
						CHEC	K 4210426 TOTAL:	5,253.51

03/08/2021 13:25	Madison County Mass Transit District
tpohlman	CHECK REGISTER

P 2 apcshdsb

NUMBER OF CHECKS 8 *** CASH ACCOUNT TOTAL *** 6,874.09

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	8	6,874.09

*** GRAND TOTAL *** 6,874.09

cpontinu			TCHEC	IN NEGIS									Tupeshusb
CASH / CHECK N		T: 1000 DATE		10101 VENDOR	NAME	Checking Account V(OUCHER	INVOICE		INV DATE	PO	WARRANT	NET
42104	27 03/1	15/2021	PRTD	1043	AT&T			MAR21		03/01/2021		031521	22.93
										CHEC	к 4	1210427 TOTAL:	22.93
42104	28 03/1	L5/2021	PRTD	1436	City	of Highland		FEB21HPR		03/05/2021		031521	206.26
										CHEC	к 4	210428 TOTAL:	206.26
42104	29 03/1	L5/2021	PRTD	2047	City	of Wood River		030921SPWRTC		03/08/2021		031521	6.50
								030921wswrtc		03/08/2021		031521	19.39
										CHEC	к 4	1210429 TOTAL:	25.89
42104	30 03/1	L5/2021	PRTD	1220	Illi	nois American Wa		030821SPATC		03/08/2021		031521	183.15
										CHEC	к 4	1210430 TOTAL:	183.15
42104	31 03/1	L5/2021	PRTD	1220	Illi	nois American Wa		030821wSATC		03/08/2021		031521	243.30
										CHEC	к 4	1210431 TOTAL:	243.30
42104	32 03/1	L5/2021	PRTD	1733	John	iy on the Spot #		47-000241578		02/28/2021		031521	765.30
										CHEC	к 4	1210432 TOTAL:	765.30
							N	UMBER OF CHECKS 6	6	*** CASH	ACCO	OUNT TOTAL ***	1,446.83
									_	COUNT	A	AMOUNT	
							Т	OTAL PRINTED CHECKS		6	1,4	46.83	

*** GRAND TOTAL *** 1,446.83

03/15/2021 08:24 |Madison County Mass Transit District tpohlman |CHECK REGISTER

	son County Mass Transit District K REGISTER				P 1 apcshdsb
CASH ACCOUNT: 10000000 CHECK NO CHK DATE TYPE		INVOICE	INV DATE P	O WARRANT	NET
4210433 03/25/2021 PRTD	2501 Agency for Community	FEB21BW	03/15/2021	032521	64,947.55
		FEB21DR	03/15/2021	032521	236,043.16
		FEB21FR	03/15/2021	032521	2,279,053.03
		FEB21RS	03/15/2021	032521	41,162.64
		FEB21VP	03/15/2021	032521	-14,403.75
		MAR21	03/05/2021	032521	41,666.66
			CHECK	4210433 TOTAL:	2,648,469.29
4210434 03/25/2021 PRTD	2501 Agency for Community	2021Ins	02/26/2021	032521	1,490,724.00
			CHECK	4210434 TOTAL:	1,490,724.00
4210435 03/25/2021 PRTD	1501 Ameren Illinois	FEB21	02/23/2021	032521	27.26
			CHECK	4210435 TOTAL:	27.26
4210436 03/25/2021 PRTD	1501 Ameren Illinois	FEB21-1	03/09/2021	032521	8,911.13
			CHECK	4210436 TOTAL:	8,911.13
4210437 03/25/2021 PRTD	2031 Best-One Fleet Servi	80108274	03/03/2021	032521	250.00
			CHECK	4210437 TOTAL:	250.00
4210438 03/25/2021 prtd	1507 Energy Petroleum Co	1843737	02/16/2021 12	100083 032521	13,238.29
		1843738	02/16/2021 12	100082 032521	14,364.85
		1843746	02/19/2021 12	100084 032521	14,775.64
		1843747	02/19/2021 12	100085 032521	14,771.71
			CHECK	4210438 TOTAL:	57,150.49
4210439 03/25/2021 prtd	1014 Granite City Townshi	021121	02/11/2021	032521	1,970.32
			CHECK	4210439 TOTAL:	1,970.32

03/15/2021 10:04 tpohlman		on Cour REGIST		ass Transit Dist	rict					P 2 apcshdsb
CASH ACCOUNT: 1000 CHECK NO CHK DATE		.0101 VENDOR	NAME	Checking Accoun		INVOICE	INV DATE	PO	WARRANT	NET
4210440 03/25/2021	PRTD	3920	The :	Jerry Costello G		APR21	03/05/2021		032521	7,000.00
							CHEC	СК	4210440 TOTAL:	7,000.00
4210441 03/25/2021	PRTD	1602	Madis	son County State		APR21	03/05/2021		032521	8,000.00
							CHEC	CK	4210441 TOTAL:	8,000.00
4210442 03/25/2021	PRTD	1874	Main	Street Communit		022621	01/20/2021		032521	547.72
							CHEC	ΞK	4210442 TOTAL:	547.72
4210443 03/25/2021	PRTD	1698	0'Br	ien Tire & Auto		0227251	03/01/2021		032521	1,018.32
						0227344	03/03/2021		032521	396.39
						0227452	03/08/2021		032521	307.62
						0227473	03/09/2021		032521	847.56
						0227515	03/09/2021		032521	420.98
							CHEC	СК	4210443 TOTAL:	2,990.87
4210444 03/25/2021	PRTD	1173	Oates	s Associates		33562	02/22/2021		032521	9,795.00
						33575	02/24/2021		032521	19,450.00
						33628	03/09/2021		032521	4,650.00
						33629	03/09/2021		032521	13,060.00
						33647	03/09/2021		032521	10,673.50
							CHEC	СК	4210444 TOTAL:	57,628.50
4210445 03/25/2021	PRTD	1757	Piasa	a Motor Fuels LL		256687	02/25/2021	1210	0087 032521	15,454.68
						256737	03/02/2021	1210	0088 032521	14,242.10
						256738	03/02/2021	1210	0090 032521	14,839.37
						256739	03/02/2021	1210	0089 032521	14,823.54

	Madison County Mass Trans CHECK REGISTER	sit District				P 3 apcshdsb
CASH ACCOUNT: 10000 CHECK NO CHK DATE	000 10101 Checking TYPE VENDOR NAME	g Account VOUCHER	INVOICE	INV DATE PC) WARRANT	NET
				CHECK	4210445 TOTAL:	59,359.69
4210446 03/25/2021	PRTD 3980 The Bancorp B	Bank	501519-47	03/01/2021 120	000100 032521	992.13
				CHECK	4210446 TOTAL:	992.13
4210447 03/25/2021	PRTD 3811 Thouvenot, Wa	ade & Mo	68477	01/31/2021	032521	618.92
			68836	02/28/2021	032521	1,886.00
				CHECK	4210447 TOTAL:	2,504.92
4210448 03/25/2021	PRTD 3986 Michael Jose;	oh Walte	MAR21	03/05/2021	032521	5,000.00
				CHECK	4210448 TOTAL:	5,000.00
4210449 03/25/2021	PRTD 3923 Xerox Corpora	ation	012749897	03/01/2021 120	000127 032521	57.00
			012749898	03/01/2021 120	000127 032521	152.00
				CHECK	4210449 TOTAL:	209.00
		Ν	UMBER OF CHECKS 17	*** CASH AC	COUNT TOTAL ***	4,351,735.32
				COUNT	AMOUNT	
		т	OTAL PRINTED CHECKS	17 4,351	1,735.32	

*** GRAND TOTAL *** 4,351,735.32

03/15/2021 11:43 tpohlman		inty Mass Transit Dist FUNDS TRANSFER REGIST						P 1 apcshdsb
CASH ACCOUNT: 1000 CHECK NO CHK DATE	00000 10101 TYPE VENDOR	Checking Accoun R NAME	t VOUCHER	INVOICE		INV DATE	PO WARRANT	NET
9210028 03/25/2023	L EFT 4013	B Andrew Economy		FEB21		03/03/2021	032521	8.96
						CHECK	9210028 TOTAL:	8.96
9210029 03/25/2023	L EFT 3982	? Ronald L. Jedda		FEB21		03/03/2021	032521	10.64
						CHECK	9210029 TOTAL:	10.64
9210030 03/25/2023	L EFT 3994	IJ. Kelly Schmidt		FEB21		03/03/2021	032521	8.96
						CHECK	9210030 TOTAL:	8.96
			NU	IMBER OF CHECKS	3	*** CASH	ACCOUNT TOTAL ***	28.56
					_	COUNT	AMOUNT	
			тс	DTAL EFT'S		3	28.56	

*** GRAND TOTAL *** 28.56

03/24/2021 11:13 Madison County Mass Transit District P tpohlman CHECK REGISTER apcshds						
CASH ACCOUNT: 10000000 1 CHECK NO CHK DATE TYPE		INVOICE	INV DATE PC) WARRANT	NET	
4210450 03/25/2021 PRTD	4012 AAIC, Inc.	16922	03/04/2021	032521в	80,383.73	
		16928	03/09/2021	032521в	73.50	
			CHECK	4210450 TOTAL:	80,457.23	
4210451 03/25/2021 prtd	4026 Bank of Belleville	031921	03/19/2021	032521в	500,000.00	
			CHECK	4210451 TOTAL:	500,000.00	
4210452 03/25/2021 prtd	2031 Best-One Fleet Servi	80108533	03/10/2021	032521B	20.00	
		80108747	03/16/2021	032521в	108.00	
			CHECK	4210452 TOTAL:	128.00	
4210453 03/25/2021 prtd	4034 Bruce Unterbrink Con	99102	03/15/2021 121	.00045 032521в	122,578.20	
			CHECK	4210453 TOTAL:	122,578.20	
4210454 03/25/2021 prtd	3972 Carrollton Bank	031921-1	03/19/2021	032521в	500,000.00	
			CHECK	4210454 TOTAL:	500,000.00	
4210455 03/25/2021 prtd	3972 Carrollton Bank	031921-2	03/19/2021	032521в	500,000.00	
			CHECK	4210455 TOTAL:	500,000.00	
4210456 03/25/2021 PRTD	3972 Carrollton Bank	031921-3	03/19/2021	032521в	500,000.00	
			CHECK	4210456 TOTAL:	500,000.00	
4210457 03/25/2021 PRTD	3972 Carrollton Bank	031921-4	03/19/2021	032521в	500,000.00	
			CHECK	4210457 TOTAL:	500,000.00	
4210458 03/25/2021 prtd	3972 Carrollton Bank	031921-5	03/19/2021	032521в	500,000.00	
			CHECK	4210458 TOTAL:	500,000.00	
4210459 03/25/2021 prtd	1433 City of Edwardsville	031921L	03/19/2021	032521в	66.70	
		031921SPEPR	03/19/2021	032521в	8.12	

apcshdsb				REGISTER	oh Iman CHECK
NET) WARRANT	INV DATE PO	INVOICE		CASH ACCOUNT: 10000000 10 ECK NO CHK DATE TYPE V
38.16	032521в	03/19/2021	031921wsepr		
112.98	4210459 TOTAL:	CHECK			
500,000.00	032521в	03/19/2021	031921-1	4025 Edwardsville Bank	4210460 03/25/2021 prtd
500,000.00	4210460 TOTAL:	CHECK			
540,000.00	032521в	03/19/2021	031921-2	4025 Edwardsville Bank	4210461 03/25/2021 prtd
540,000.00	4210461 TOTAL:	CHECK			
15,495.65	00092 032521в	03/10/2021 121	1843851	1507 Energy Petroleum Co	4210462 03/25/2021 prtd
15,293.10	.00091 032521в	03/08/2021 121	1844334		
16,134.27	.00093 032521в	03/15/2021 121	1845621		
46,923.02	4210462 TOTAL:	CHECK			
207.09	032521в	03/08/2021	030821	1029 Fort Russell Townshi	4210463 03/25/2021 prtd
207.09	4210463 TOTAL:	CHECK			
2,075.14	032521в	03/15/2021	031521	1014 Granite City Townshi	4210464 03/25/2021 prtd
2,075.14	4210464 TOTAL:	CHECK			
1,650.00	032521в	03/22/2021	032221	3936 Illinois Department	4210465 03/25/2021 prtd
1,650.00	4210465 TOTAL:	CHECK			
144.14	032521в	03/22/2021	0921ILRt3PR	1220 Illinois American Wa	4210466 03/25/2021 prtd
144.14	4210466 TOTAL:	CHECK			
2,180.00	032521в	01/31/2021	44550	1439 Juneau Associates, I	4210467 03/25/2021 prtd
624.56	032521в	01/31/2021	44552		
19,901.88	032521в	01/31/2021	44553		

03/24/2021 11:13 |Madison County Mass Transit District tpohlman |CHECK REGISTER

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03/24/2021 11:13 tpohlman	Madison Cou CHECK REGIS	nty Mass Transit Distric TER	ct					P 3 apcshdsb
CASH ACCOUNT: 1000 CHECK NO CHK DATE	0000 10101 TYPE VENDOR	Checking Account NAME VC	OUCHER	INVOICE	INV DAT	E P	O WARRANT	NET
					C	HECK	4210467 TOTAL:	22,706.44
4210468 03/25/2021	PRTD 3848	Missouri Highways &		032221	03/22/20	21	032521в	167,022.20
					С	HECK	4210468 TOTAL:	167,022.20
4210469 03/25/2021	PRTD 1698	O'Brien Tire & Auto		0227721	03/19/20	21	032521в	208.98
					С	HECK	4210469 TOTAL:	208.98
4210470 03/25/2021	PRTD 4007	Stutz Excavating Inc		031221	03/11/20	21 12	100077 032521в	11,025.00
					C	НЕСК	4210470 TOTAL:	11,025.00
4210471 03/25/2021	PRTD 1737	Wheatland Title Guar		638402	02/24/20	21	032521в	921.00
				638725	03/02/20	21	032521в	361.00
				638726	03/02/20	21	032521в	904.00
				639312	03/11/20	21	032521в	354.00
				639679	03/17/20	21	032521в	413.00
					C	HECK	4210471 TOTAL:	2,953.00
4210472 03/25/2021	. PRTD 3923	Xerox Corporation		012828201	03/03/20	21 12	000127 032521в	141.00
					C	HECK	4210472 TOTAL:	141.00
			NU	IMBER OF CHECKS 23	*** C	ASH A	CCOUNT TOTAL ***	4,498,332.42
					COUNT		AMOUNT	
			тс	TAL PRINTED CHECKS	23	4,49	8,332.42	

*** GRAND TOTAL *** 4,498,332.42

Madison County Transit District Management Report of Revenue and Expenses February. 2021

February, 2021	
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February, 2021				Percentage		
				Increase /		Budget %
	Current	Current	Prior	(Decrease)	FY21	Expended
	<u>Month</u>	<u>YTD</u>	<u>YTD</u>	Over Prior YTD	Budget	(67% of FY)
Revenue						
Operating Revenue						
Sales Tax Revenue	\$848,656.53	\$7,116,797.25	\$6,933,339.20	3%	\$8,370,000	85%
Interest Income	77,783.05	679,555.08	959,517.83	-29%	675,000	101%
IDOT Operating Assistance	2,645,486.38	10,741,172.76	16,401,248.62	-35%	17,300,000	62%
Federal CARES Act Funding	155,540.00	371,132.00	0.00	100%	425,000	87%
Local Sales Tax Reform Fund	398,281.11	2,875,556.92	2,185,319.83	32%	2,340,000	123%
CMAQ Rideshare Marketing and Outreach	0.00	178,253.00	130,763.25	36%	400,000	45%
Commuter Initiative	0.00	33,088.86	44,928.36	-26%	94,000	35%
Fares	0.00	165,000.00	499,034.62	-67%	700,000	24%
Other Revenue	0.00	136,542.05	381,360.40	-64%	52,000	263%
Lease/Rental Income	0.00	20,170.18	24,751.54	-19%	0	0%
Total Operating Revenue	\$4,125,747.07	\$22,317,268.10	\$27,560,263.65	-19%	\$30,356,000	74%
Capital Revenue						
FTA Transit Admin Section 5307	\$98,825.00	\$327,907.00	\$3,325,677.00	-90%	\$15,680,512	2%
FTA Transit Admin Section 5339	0.00	0.00	0.00	0%	16,100,000	0%
Congestion Mitigation Air Quality	0.00	0.00	0.00	0%	4,405,000	0%
Illinois Department of Transportation	0.00	0.00	0.00	0%	6,000,000	0%
Illinois Department of Natural Resources	0.00	0.00	0.00	0%	916,000	0%
Intergovernmental Agreements	0.00	0.00	44,750.00	0%	0	0%
Metro East Park and Recreation District	0.00	42,434.88	379,190.59	-89%	2,060,000	2%
Total Capital Revenue	\$98,825.00	\$370,341.88	\$3,749,617.59	-90%	\$45,161,512	1%
Total Revenues	\$4,224,572.07	\$22,687,609.98	\$31,309,881.24	28%	\$75,517,512	30%
	· · · · · ·	, , , , , , , , , , , , , , , , , , , ,	,		· · · · · · ·	
Expenses						
Operating Expenses						
Fixed Route and Paratransit	\$2,786,010.01	\$16,656,737.46	\$17,003,961.07	-2%	\$26,883,000	62%
ACT Administrative Contract	41,666.67	333,333.34	333,333.34	0%	500,000	67%
Rideshare	45,350.05	592,164.67	286,074.53	107%	1,026,000	58%
Professional and Other Services	20,168.00	175,377.49	149,771.00	17%	300,000	58%
Trustee Expenses	1,105.06	8,813.26	9,588.12	-8%	30,000	29%
District Office Expenses	38,974.82	270,318.47	291,937.63	-7%	476,000	57%
Facilities Maintenance	65,810.79	481,096.93	481,352.52	0%	828,000	58%
District Budget Contingency	0.00	0.00	0.00	0%	450,000	0%
Total Operating Expenses	\$2,999,085.40	\$18,517,841.62	\$18,556,018.21	- 0% -	\$30,493,000	61%
Capital Expenses	+=,000,000110	<i>•••••••••••••••••••••••••••••••••••••</i>	<i><i><i>x</i>:0,000,0:01<u></u></i></i>		<i></i>	0.70
Bikeways	\$76,408.42	\$708,829.25	\$949,384.59	-25%	\$14,190,000	5%
Bus Station/Stops and Park & Ride	4,640.00	342,284.64	150,386.65	128%	5,646,000	6%
Cooperative Police Bicycle Grant Program	0.00	7,907.94	0.00	100%	100,000	8%
Facility Improvements	143,432.18	401,013.35	163,705.89	145%	13,742,000	3%
Maintenance Equipment	0.00	380,543.50	12,750.00	100%	486,900	78%
MS Equipment	38,996.00	52,849.00	72,072.00	-27%	1,500,000	4%
Transit Support Equipment	0.00	0.00	173,433.89	0%	495,000	0%
Vehicles - Buses	9,800.00	13,800.00	6,437,968.23	-100%	30,512,500	0%
Vehicles - Rideshare Vans	0.00	0.00	0.00	0%	912,082	0%
	0.00	0.00	162,443.00	0%	382,000	0%
Vehicles - Transit Support	0.00	0.00	0.00	0%	2,000,000	0%
Contingency Total Capital Expenses				77%	\$69,966,482	3%
	\$273,276.60 \$3,272,362.00	\$1,907,227.68	\$8,122,144.25	23%		20%
Total Expenses Excess Revenue Over (Under) Expenses	\$952,210.07	\$20,425,069.30 \$2,262,540.68	\$26,678,162.46 \$4,631,718.78		<u>\$100,459,482</u> (\$24,941,970)	20% (9%)
	ψυσ <u>2</u> ,210.01	ψ2,202,040.00	ψ1,001,110.10	= =	(\\\L_1,0+1,010)	(070)

Percentage

ASSETS	
Checking Account	14,193.93
Prime Account	604,338.77
Illinois Funds Investment Pool	9,435,842.16
Investments	43,742,000.00
Inventory	949,670.18
Capital Grants Receivables	7,716.00
Other Receivables	37,935.00
Sales Tax Receivable	2,548,137.89
Interest Receivable	69,959.92
Prepaid Expenses	1.450,879.60
TOTAL ASSETS	58,860,673.45
LIABILITIES	
Accounts Payable	5,574,069.43
Retainage Payable	42.817.90
TOTAL LIABILITIES	5,616,887.33
FUND BALANCE	4 040 407 74
Nonspendable Fund Balance	1.819.497.71
Assigned Fund Balance	25,104,970.00
Beginning Unassigned Fund Balance	24,056,777.73
Excess Revenue Over Expenses Total Unassigned Fund Balance	2,262,540.68
TOTAL FUND BALANCE	26,319,318.41
IUIAL FUND DALANCE	53.243,786.12
TOTAL LIABILITIES AND FUND BALANCE	58,860,673.45

03/17/2021

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Madison County Mass Transit District Income Statement with Budget Variance for the Period Ended February 28, 2021

Page	1

	Current Daried				Verste Pate				
Description		Current Pe	eriod		Year to Date				
	Actual	<u>Budget</u>	Deviation	Pct	Actual	Budget	Deviation	Pct ytd	
OPERATING REVENUE									
Sales Tax Revenue	848,656.53	697,500.00	151,156.53	121.67	7,116,797.25	5,580,000.00	1,536,797.25	127.54	
Interest Income	77,783.05	56,250.00	21,533.05	138.28	679,555.08	450,000.00	229,555.08	151.01	
IDOT Operating Assistance	2,645,486.38	1,441,666.67	1,203,819.71	183.50	10,741,172.76	11,533,333.34	-792,160.58	93.13	
Federal CARES Act Funding	155,540.00	35,416.67	120,123.33	439.17	371,132.00	283,333.34	87,798.66	130.99	
Local Sales Tax Reform Fund	398,281.11	195,000.00	203,281.11	204.25	2,875,556.92	1,560,000.00	1,315,556.92	184.33	
CMAQ Rideshare Marketing & Outreach	0.00	33,333.33	-33,333.33	0.00	178,253.00	266,666.66	-88,413.66	66.84	
Commuter Initiative	0.00	7,833.33	-7,833.33	0.00	33,088.86	62,666.66	-29,577.80	52.80	
Fares	0.00	58,333.33	-58,333.33	0.00	165,000.00	466,666.66	-301,666.66	35.36	
Other Revenue	0.00	4,333.33	-4,333.33	0.00	136,542.05	34,666.66	101,875.39	393.87	
Lease/Rental Income	0.00	0.00	0.00	0.00	20,170.18	0.00	20,170.18	0.00	
TOTAL OPERATING REVENUE	4,125,747.07	2,529,666.66	1,596,080.41	163.09	22,317,268.10		2,079,934.78	110.28	
CAPITAL REVENUE									
Fed Transit Admin Section 5307	98,825.00	1,306,709.33	-1,207,884.33	7.56	327,907.00	10.453.674.66	-10,125,767.66	3.14	
Fed Transit Admin Section 5339	0.00	1,341,666.67	-1.341,666.67	0.00	0.00		-10,733,333.34	0.00	
Congestion Mitigation Air Quality	0.00	367,083.33	-367,083.33	0.00	0.00		-2,936,666.66	0.00	
Illinois Dept of Transportation	0.00	500,000.00	-500,000.00	0.00	0.00		-4,000,000.00	0.00	
Illinois Dept of Natural Resources	0.00	76.333.33	-76,333.33	0.00	0.00	610,666.66	-610,666.66	0.00	
Metro East Park and Recreation District	0.00	180,000.00	-180,000.00	0.00	42,434.88	1,340,000.00		3.17	
TOTAL CAPITAL REVENUE	98,825.00	3,771,792.66	-3,672,967.66	2.62	370,341.88		-29,703,999.44	1.23	
TOTAL REVENUES	4,224,572.07	6,301,459.32	-2.076.887.25		*	50,311,674.64		45.09	
OPERATING EXPENSES		,	, <u>,</u>			, ,		10100	
Fixed Route and Paratransit	0 700 040 04	0.040.050.00	E 4 E 300 04	404.00	40.000 707 40	17 000 000 00		00.04	
ACT Administrative Contract	2,786,010.01	2,240,250.00	545,760.01			17,922,000.00	-1,265,262.54	92.94	
Rideshare	41,666.67	41,666.67	0.00	100.00	333,333.34	333,333.34	0.00	100.00	
Professional and Other Services	45,350.05 20,168.00	146,866.67	-101,516.62	30.88	592,164.67	438,533.34	153,631.33	135.03	
Trustee Expenses	1,105.06	27,800.00	-7,632.00	72.55	175,377.49	188,800.00	-13,422.51	92.89	
District Office Expenses	38,974.82	2,500.00	-1,394.94	44.20	8,813.26	20,000.00	-11,186.74	44.07	
Facilities Maintenance	30,974.82 65,810.79	39,666.67	-691.85	98.26	270,318.47	317,333.34	-47,014.87	85.18	
District Budget Contingency	,	69,000.00	-3,189.21	95.38	481,096.93	552,000.00	-70,903.07	87.16	
TOTAL OPERATING EXPENSES	0.00 2,999,085.40	-26,666.67	26,666.67	0.00	0.00	556,666.66	-556,666.66	0.00	
CAPITAL EXPENSES	2,999,005.40	2,541,083.34	458,002.06	118.02	18,517,841.62	20,328,666.68	-1,810,825.06	91.09	
	76.408.42	4 400 500 00	4 400 004 50	0.40	700.000.00	A 100 000 00		~ (^	
Bikeways Bus Station/Stops and Park & Ride	4,640.00	1,182,500.00	-1,106,091.58	6.46	708,829.25	9,460,000.00	-8,751,170.75	7.49	
	,	470,500.00	-465,860.00	0.99	342,284.64	3,764,000.00	-3,421,715.36	9.09	
Cooperative Police Bicycle Grant Program	0.00	8,333.33	-8,333.33	0.00	7,907.94	66,666.66	-58,758.72	11.86	
Facility Improvements	143,432.18		-1,001,734.49	12.53	401,013.35	9,161,333.34		4.38	
Maintenance Equipment	0.00	40,575.00	-40,575.00	0.00	380,543.50	324,600.00	55,943.50	117.23	
MIS Equipment	38,996.00	125,000.00	-86,004.00	31.20	52,849.00	1,000,000.00	-947,151.00	5.28	
Transit Support Equipment	0.00	41,250.00	-41,250.00	0.00	0.00	330,000.00	-330,000.00	0.00	
Vehicles - Buses	9,800.00	2,542,708.33	-2,532,908.33	0.39		20,341,666.66		0.07	
Vehicles - Rideshare Vans	0.00	76,006.83	-76,006.83	0.00	0.00	608,054.66	-608,054.66	0.00	
Vehicles - Transit Support	0.00	31,833.33	-31,833.33	0.00	0.00	254,666.66	-254,666.66	0.00	
	0.00	166,666.67	-166,666.67	0.00	0.00		-1,333,333.34	0.00	
TOTAL CAPITAL EXPENSES	273,276.60	5,830,540.16	-5,557,263.56	4.69	1,907,227.68		-44,737,093.64	4.09	
TOTAL EXPENSES	3,272,362.00	8,371,623.50	-5,099,261.50	39.09	20,425,069.30	66,972,988.00	-46,547,918.70	30.50	
EXCESS REVENUE OVER EXPENSE	952,210.07	-2,070,164.18	3,022,374.25	-46.00	2,262,540.68	-16,661,313.36	18,923,854.04	-13.58	

MCT DETAILED SCHEDULE OF INVESTMENTS AT FEBRUARY 28, 2021

	PURCHASE	CD OR ACCOUNT	MATURITY	INTEREST	CERTIFICATE	WEIGHTED AVERAGE
INSTITUTION	DATE	NUMBER	DATE	RATES	AMOUNT	INTEREST
CERTIFICATES OF DEPOSIT (CD)						
Associated Bank	07-02-18	***33546	07-02-21	2.85%	675,000.00	
Associated Bank	07-30-18	***59475	07-30-21	2.90%	1,000,000.00	
Bank of Hillsboro Bank of Hillsboro	02-06-19 07-03-18	***74422 ***64215	05-06-21 07-03-21	3.00%	200,000.00	
Bank of Hillsboro	11-01-18	***77636	07-03-21	2.65% 3.05%	600,000.00 1,000,000.00	
Bank of Hillsboro	11-01-18	***72880	11-01-21	3.10%	942,000.00	
Bank of Hillsboro	02-06-19	***76839	02-06-22	3.10%	1,250,000.00	
Bank of Hillsboro	05-01-19	***70000	04-01-22	2.95%	1,000,000.00	
Bank of Hillsboro	05-01-19	***71102	05-01-22	3.00%	500,000.00	
Bank of Hillsboro	11-23-20	***74196	05-23-22	0.55%	1,000,000.00	
Bank of Hillsboro	11-08-19	***78499	11-08-22	2.25%	2,000,000.00	
Bank of Hillsboro Bank of Hillsboro	11-23-20	***74439	11-23-22	0.75%	1,000,000.00	
Bank of Hillsboro	03-06-20 03-06-20	***72369 ***77371	12-06-22 02-06-23	1.95% 1.95%	1,000,000.00	
Bank of Hillsboro	11-23-20	***79783	11-23-23	0.85%	1,000,000.00 1,000,000.00	
Bank of Hillsboro	12-23-20	***77918	12-23-23	0.75%	250,000.00	
Bradford National Bank of Greenville	04-27-18	***37490	04-27-21	2.40%	350,000.00	
Bradford National Bank of Greenville	06-06-18	***37562	06-06-21	2.40%	500,000.00	
Busey Bank	02-06-19	***29119	03-06-21	2.82%	520,000.00	
Busey Bank	02-06-19	***29120	04-06-21	2.82%	300,000.00	
Carroliton Bank	09-06-18	***07306	09-06-21	2.85%	1,000,000.00	
Carrollton Bank	06-10-19	***07390	11-10-21	2.76%	500,000.00	
Carrollton Bank	12-23-20	***07459	12-23-23	0.50%	1,000,000.00	
CNB Bank & Trust, N.A. Commerce Bank	05-10-18	***01526	05-10-21	2.40%	400,000.00	
FCB Banks	06-11-18 10-31-18	***41562 ***66532	06-11-21	2.65%	1,350,000.00	
FCB Banks	10-31-18	***66533	03-01-21 04-01-21	2.97% 2.97%	480,000.00 240,000.00	
FCB Banks	05-02-18	***66525	05-02-21	2.30%	400,000.00	
FCB Banks	10-12-18	***66530	10-12-21	3.00%	1,000,000.00	
FCB Banks	02-06-19	***66534	12-06-21	2.89%	1,000,000.00	
FCB Banks	02-06-19	***66535	01-06-22	3.04%	2,000,000.00	
FCB Banks	04-05-19	***66536	03-05-22	3.02%	1,000,000.00	
FCB Banks	06-10-19	***66538	05-10-22	2.87%	500,000.00	
FCB Banks	06-10-19	***66539	06-10-22	2.87%	1,000,000.00	
FCB Banks FCB Banks	07-11-19	***66720	07-11-22	2.66%	1,000,000.00	
First Mid Bank & Trust	11-23-20	***56720 ***86660	06-23-23	0.65%	1,500,000.00	
Simmons Bank	07-02-18 11-08-19	***40840	06-28-21 09-08-21	2.85% 1.88%	675,000.00	
Simmons Bank	11-15-19	***41921	08-15-22	1.88%	1,000,000.00 1,000,000.00	
Simmons Bank	11-15-19	***41939	09-15-22	1.88%	1,000,000.00	
Simmons Bank	12-23-20	***40152	01-23-23	0.50%	2,000,000.00	
Simmons Bank	12-23-20	***40475	03-23-23	0.50%	1,000,000.00	
State Bank of St. Jacob	07-27-20	***12351	07-27-22	1.00%	630,000.00	
State Bank of St. Jacob	08-25-20	***12370	08-25-22	0.85%	480,000.00	
Town and Country Bank	04-16-18	***14482	04-16-21	2.05%	100,000.00	
United Community Bank	09-02-20	***20970	09-02-23	0.95%	1,000,000.00	
PENDING CERTIFICATES OF DEPOSIT (C	D) ACTIVITY					
TOTAL CD'S					39,342,000.00	2.11%
CERTIFICATES OF DEPOSIT ACCOUNT R	EGISTRY SERV	ICE (CDARS)				
Bank of Belleville	08-13-20	***98814	08-12-21	0.80%	1,000,000.00	
Edwardsville Bank	09-03-20	***65201	09-02-21	0.70%	1,000,000.00	
Edwardsville Bank	10-08-20	***70579	10-06-22	0.75%	1,000,000.00	
Edwardsville Bank	02-04-21	***14073	02-02-23	0.60%	1,000,000.00	
Town and Country Bank	06-21-18	***04803	06-17-21	2.35%	400,000.00	
PENDING CERTIFICATES OF DEPOSIT AC	COUNT REGIS	TRY SERVICE (CDARS) ACTI	VITY		
TOTAL CDARS					4,400,000.00	0.86%
TOTAL INVESTMENTS					43,742,000.00	
CASH ACCOUNTS						
MCT checking account				0.10%	14,193.93	
MCT prime account				0.10%	604,338.77	
Illinois Funds investment pool				0.066%	9,435,842.16	
TOTAL CASH					10,054,374.86	0.07%
				-		

53,796,374.86 1.62%

TOTAL CASH AND INVESTMENTS















Mont Junction



GOSHEN TRAIL → Edwardsville Jct. 2.7 mi ← Troy Junction 2.2 mi

Trails mct

mcttrails.org

RESOLUTION 21-40

AUTHORIZING DISADVANTAGED BUSINESS ENTERPRISE PROGRAM **UPDATES PURSUANT TO FEDERAL REQUIREMENTS**

WHEREAS, the Madison County Mass Transit District (District) is responsible for the provision of public mass transportation services pursuant to Section 3 of the Local Mass Transit District Act, as approved on July 21, 1959, as amended (70 ILCS 3610 et. seq.); and,

WHEREAS, as a recipient of federal funds, the District is required by the United States Department of Transportation, Federal Transit Administration, to administer an ongoing Disadvantaged Business Enterprise program pursuant to 49 CFR Part 26; and,

WHEREAS, the District is required by the United States Department of Transportation. Federal Transit Administration, to submit an updated Disadvantaged Business Enterprise Program to comply with 49 CFR Part 26.

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

- 1. The Madison County Mass Transit District hereby approves the Madison County Mass Transit District's Disadvantaged Business Enterprise Program, revised March 2021, as attached.
- 2. SJ Morrison, Managing Director of Madison County Mass Transit District, is authorized to file the updated Madison County Mass Transit District's Disadvantaged Business Enterprise Program to the Federal Transit Administration.
- 3. SJ Morrison, Managing Director of the Madison County Mass Transit District, is hereby authorized and directed to take any and all actions as may reasonably be required to enact and administer said program, and maintain the District in full compliance with the provisions of 49 CFR Part 26.

ADOPTED by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois on this twenty-fifth day of March 2021.

Kellv Schmi

Ronald L. Jedda, Chairman

Econ Andrew F. Economy

Allen P. Adomite

Christopher C. Guy

APPROVED as to Form:

CERTIFICATE

I, Summer Moore, 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, March 25, 2021, 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. The Madison County Mass Transit District hereby approves the Madison County Mass Transit District's Disadvantaged Business Enterprise Program, revised March 2021, as attached.
- 2. SJ Morrison, Managing Director of Madison County Mass Transit District, is authorized to file the updated Madison County Mass Transit District's Disadvantaged Business Enterprise Program to the Federal Transit Administration.
- 3. SJ Morrison, Managing Director of the Madison County Mass Transit District, is hereby authorized and directed to take any and all actions as may reasonably be required to enact and administer said program, and maintain the District in full compliance with the provisions of 49 CFR Part 26.

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 this twenty-fifth day of March 2021.

Summer M. Mare

Madison County Mass Transit District Granite City, Illinois

Disadvantaged Business Enterprise Program

Revised March 2021

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I. POLICY STATEMENT

The Madison County Mass Transit District (MCT) has established a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR §26. It is MCT policy to ensure that DBEs, as defined in 49 CFR §26, have an equal opportunity to receive and participate in DOT-assisted contracts. This policy encompasses the following actions:

- To ensure nondiscrimination in the award and administration of DOTassisted contracts by MCT;
- To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts issued by MCT;
- To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet 49 CFR §26 eligibility standards and certified by the Illinois Unified Certification Program (ILUCP) are permitted to participate as DBEs;
- To help remove barriers to the participation of DBEs in DOT-assisted contracts issued by MCT;
- To assist in the development of firms that can compete successfully in the marketplace outside the DBE Program.

Amanda Smith, Executive Projects Manager, is the delegated DBE Liaison Officer (DBELO). In this capacity, Ms. Smith, at the direction of the Managing Director, is responsible for implementing all aspects of the DBE Program. In the event the delegated DBELO is unable to fulfill her obligations as DBELO (i.e., due to an extended leave of absence, change in employment status, etc.), the Managing Director is authorized to designate an interim and/or replacement DBELO. Implementation of the DBE Program is accorded the same priority as compliance with all other legal obligations incurred by MCT in its financial assistance agreements with DOT.

This policy statement is distributed to all directors, managers, supervisors, and procurement personnel, and is conspicuously posted in the workplace for the information of other employees and visitors. MCT also distributes this policy statement to DBE and non-DBE business organizations known to be available to perform work on DOT-assisted contracts, primarily via legal advertisements in publications of community and business organizations representing minority and/or women-owned disadvantaged businesses and through dissemination to Small Business Development Centers.

A copy of the signed and dated policy statement is included as Attachment A.

II. APPLICABILITY

As a recipient of financial assistance from DOT, MCT is required to implement a DBE Program in accordance with 49 CFR §26, which is incorporated herein by reference. The DBE Program applies to all MCT contracts that are funded, in whole or in part, by DOT financial assistance. In the event of any conflicts or inconsistencies between the Regulations and this DBE Program with respect to DOT-assisted contracts, the Regulations shall prevail.

III. DEFINITIONS

MCT has adopted terms as defined in 49 CFR §26 to describe and carry out its DBE program. Some of the more common terms are defined below for convenience of the reader.

<u>Disadvantaged Business Enterprise (DBE)</u> means a for-profit, small business concern: (1) that is at least fifty-one percent (51%) owned by one or more individuals who are both socially and economically disadvantaged, or, in the case of a corporation, in which fifty-one percent (51%) of the stock is owned by one or more socially and economically disadvantaged individuals; and (2) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

<u>Good Faith Efforts</u> means efforts to achieve a DBE goal or other requirement of this part which, by their scope, intensity, and appropriateness to the objective, can reasonably be expected to fulfill the program requirement.

<u>Race-Conscious</u> measure or program is one that is focused specifically on assisting only DBEs, including women-owned DBEs.

<u>Race-Neutral</u> measure or program is one that is, or can be, used to assist all small businesses. For the purposes of this part, race-neutral includes gender-neutrality.

<u>Recipient</u> is any entity, public or private, to which DOT financial assistance is extended, whether directly or through another recipient, through the programs of the FAA, FHWA, or FTA, or who has applied for such assistance.

<u>SBA Certified firm</u> refers to firms that have a current, valid certification from or recognized by the SBA under the 8(a) BD or SDB programs.

<u>Small Business Concern</u> means, with respect to firms seeking to participate as DBEs in DOT- assisted contracts, a small business concern as defined pursuant to section 3 of the Small Business Act and Small Business Administration regulations implementing it (13 CFR part 121) that also does not exceed the cap on average annual gross receipts specified in 49 CFR §26.

IV. DBE LIAISON OFFICER

MCT has no direct employees, but instead contracts with the Agency for Community Transit, Inc. (ACT), a not-for-profit entity, to carry out all day-to-day administrative functions, including the procurement of goods and services applicable to the DBE program. The Managing Director of MCT also serves as the Executive Director of ACT. For purposes of this section, references to MCT and ACT are synonymous.

Amanda Smith, Executive Projects Manager, is designated by the Managing Director to serve as the DBE Liaison Officer (DBELO). In the event the delegated DBELO is unable to fulfill her obligations as DBELO (i.e., due to an extended leave of absence, change in employment status, etc.), the Managing Director is authorized to designate an interim and/or replacement DBELO. The DBELO may be contacted at the following address, telephone, and e-mail address:

Amanda Smith Executive Projects Manager Madison County Mass Transit District P.O. Box 7500 Granite City, Illinois 62040-7500 Telephone: (618) 797-4600 e-mail: asmith@mct.org

The DBELO is responsible for implementing all aspects of the DBE program and for ensuring that MCT complies with all provisions of 49 CFR §26. The DBELO has direct, independent access to the Managing Director concerning DBE program matters. An organization chart displaying the DBELO's position in the organization appears in Attachment B.

The DBELO is responsible for developing, implementing, and monitoring the DBE program, in coordination with MCT management staff as appropriate. The DBELO has adequate staff to assist in the administration of the program. The duties and responsibilities of the DBELO include:

- Work with MCT department heads and the Managing Director to establish overall annual DBE goals.
- Identify upcoming procurement and contracting activities and ensure that appropriate DBE goals are included in solicitations.
- Provide information concerning MCT DBE policy, goals, and contracting opportunities to businesses and other organizations that represent disadvantaged business community members.
- Notify known DBEs of upcoming contracting and subcontracting opportunities through legal advertisements in minority-oriented publications, Small Business Development Centers, and correspondence with representative business associations. Ensure that bid notices and requests for proposals are made available to DBEs in a timely manner.
- Participate on internal bid/proposal evaluation committees established by MCT to assist in the selection of bids and proposals.
- Review third party contracts and purchase requisitions for compliance

with the DBE program.

- Monitor the compliance of MCT contractors and subcontractors with DBE commitments.
- Compile and report statistical data and other information documenting DBE program activities and results consistent with DOT requirements.
- Analyze agency progress toward DBE goal attainment and identify ways to improve progress.
- Advise the Managing Director regarding DBE matters and achievement.
- Act as liaison to Illinois Department of Transportation (IDOT) in matters pertaining to the Illinois Unified Certification Program (ILUCP).

The DBELO is afforded unrestricted access to MCT staff and consultants as necessary to carry out DBE-related activities. All personnel, whether employed by MCT, ACT, or retained by contract, are ultimately responsible to the Managing Director. To the extent that DBE functions are part of the assigned work of employees or consultants, their achievements in this area are considered in staff performance evaluations and consultant contract reviews.

V. GOALS FOR DBE PARTICIPATION

A. DBE Goal Determination

MCT establishes an overall three-year DBE goal for DOT-assisted projects pursuant to the guidelines of 49 CFR §26. The goal calculation is a percentage of all FTA funds, excluding federal funds used to purchase transit vehicles, which MCT will expend in FTA- assisted contracts in the three forthcoming federal fiscal years. Following is a summary of the steps used to develop the goal.

- 1. <u>Projecting the Number and Types of Projects:</u> Consistent with federal regulations, MCT first projects the number and types of DOT-assisted contracts to be awarded by MCT during the DBE goal's three-year period.
- 2. Determining a Base Figure of Relative Availability of DBE Participation: The base figure is expressed as a percentage and is calculated by dividing the total number of DBEs ready, able, and willing to compete for FTA-assisted contracts by the total number of all firms (DBEs and non-DBEs) ready, able, and willing to perform the types of work that MCT anticipates awarding. To determine the numerator, MCT tallies the number of DBEs listed under the relevant NAICS codes for MCT's defined market area utilizing IDOT's Unified Certification Program Directory. To determine the denominator, MCT sources current County Business Pattern data from the U.S. Census Bureau website utilizes the same NAICS codes to tally the number of all firms in MCT's defined market area. MCT's geographic market area comprises of the following counties in Illinois: Bond, Calhoun, Clinton, Greene, Jersey, Madison, Marion, Monroe, Randolph, St. Clair, and Washington. These same eleven counties also comprise the Illinois Department of Transportation (IDOT) District 8 region.

- 3. <u>Weighting:</u> A weight or percentage of the total funds, for each NAICS code is then calculated by dividing the estimated FTA assistance per NAICS code by the total estimated FTA assisted contracts. The Relative Availability of DBEs for each NAICS code is next multiplied by the weighted percentage that was calculated for each NAICS code in order to compute a weighted base figure for each NAICS code. The weighted base figures for all NAICS codes are then added to generate the weighted base figure or total percentage of DBEs ready, able, and willing to perform on the FTA-assisted contracts.
- 4. <u>Adjusting the Base Figure:</u> MCT then reviews past experiences with DBE participation and current regional factors which might affect DBE participation. This includes but is not limited to reviewing the current capacity of DBEs to perform work in DOT-assisted contracting in comparison to past years; reviewing information obtained through consultation with minority, woman and general contractor groups; any information available related to DBE potential for growth such as bonding and insurance issues; data on employment, education and training.
- 5. Projected Percentage of Goals to Be Achieved Through Race-Neutral and <u>Race-Conscious Measures</u>: MCT would prefer to meet one hundred percent (100%) of its DBE goal using race neutral methods. However, history notes that the expected DBE participation has been realized through a combination of race/gender-conscious and race/gender-neutral measures. Therefore, MCT reviews the past goals and possible race neutral opportunities for the anticipated projects and then determines the percentage of the DBE goal to be obtained through race-neutral and race-conscious measures.

B. Publication and Adoption of Three-Year Goal

- 1. Pursuant to 49 CFR §26, MCT will publish a notice announcing its proposed overall goal before submission to FTA on August 1. The notice will be posted on MCT's website and may be posted in any other sources (e.g., including but not limited to the Edwardsville Intelligencer and Alton Telegraph, which are local general circulation newspapers, and in the St. Louis American, which is a minority-focused newspaper). If the proposed goal changes following review by FTA, the revised goal will be posted on MCT's website.
- 2. At its discretion, MCT may also choose to inform the public that the proposed overall goal and rationale are available for inspection during normal business hours at its principal office and for a 30-day comment period. Notice of the comment period shall include address to which comments may be sent.
- Upon conclusion of the public comment period, the DBELO will prepare a summary report analyzing the comments and recommending modifications to the annual overall DBE goal or methodology as appropriate. Recommendations will be submitted to the Managing Director for consideration. If no comments are received that would significantly change

the goals analysis, the results of the public comment period will be presented as an informational matter to the Board of Trustees with no further action required. If changes are recommended by the Managing Director, the Board of Trustees will review the public comments and make a final determination as to the annual DBE participation goal.

VI. FOSTERING SMALL BUSINESS PARTICIPATION

As MCT strives towards realizing the maximum level of DBE participation utilizing race-neutral efforts, a natural result is fostering small business participation.

MCT uses the definition of small business concerns set out in 49 CFR §26. This will ensure that all small businesses allowed to participate in the program are subject to the same size standards and consequently, compete with similarly sized businesses. A small business will be considered qualified if it is listed with the SBA and/or the ILUCP.

MCT's has developed the following measures to offer contracting requirements which facilitate competition by small business concerns and take reasonable steps to eliminate obstacles to their participation.

- Schedule pre-bid and pre-proposal conferences at times that qualified small business would be better able to attend.
- Provide informational conferences as appropriate to explain procedures and forms, presentation of bids, quantities, and specifications as well as required documentation of specific efforts to involve subcontractors and joint venture partners.
- Encourage prime contractors to subcontract portions of work they might otherwise perform with their personnel to qualified small businesses, including DBE's by including language in solicitation documents.
- Unbundle large procurements, such as construction and other multiple phase projects, into smaller contracts whenever feasible to encourage bids and proposals from qualified small businesses.
- Encourage prime contractors to develop or increase opportunities for small businesses to participate in varied types of work in addition to assuming increasingly significant projects by including language in solicitation documents.
- Ensure that a reasonable number of prime contracts are of a size that small businesses, including DBE's, can reasonably perform by working with procurement staff and engineers as projects are developed.
- Make available, at no charge, to prospective small businesses relevant procurement materials that might assist such parties in formulating their bid or proposal, except where MCT is legally restricted from making such information available.
- Provide notice of advertisements to Small Business Development Centers within the MCT regional area.
- Require prompt payment clauses in contracts.

VII. DBE PARTICIPATION BY RACE-CONSCIOUS MEANS

Should MCT become aware the DBE goal is not being obtained through raceneutral means, actions will be taken to utilize race-conscious measures such as those outlined below.

A. ILUCP Availability

Make available, either by printed or electronic means, the ILUCP Directory containing the names and addresses of certified firms and individuals doing business within the procurement area.

B. Set Contract Specific Goals for DBE participation.

MCT will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities, and not necessarily every such contract. The contract goal will be developed to reflect the circumstances of the specific contract (e.g., type and location of work, availability of DBEs to perform the particular type of work.)

1. Awarding Contracts with Contract-Specific Goals

MCT shall award contracts to the lowest responsive and responsible bidder/offeror consistent with its adopted procurement procedures. Upon the decision to establish a goal for a particular contract, the determination shall be made as to whether compliance with the good faith effort requirements shall be a determination of responsiveness or responsibility in the contract award process. DBE subcontractor information will either be required (1) at the time of bid/proposal submission as a point of responsiveness or (2) upon MCT notification, up to five (5) days after bid opening as a point of responsibility. The solicitation documents will clearly state which methodology is being utilized. The prime contractor who is awarded the contract shall make copies of all DBE subcontracts available to the District upon request. The subcontractor shall ensure that all subcontracts or an agreement with DBEs to supply labor or materials require that the subcontract and all lower tier subcontractors be performed in accordance with this provision.

2. DBE Required Submittal Information

Each solicitation for which a contract goal has been established will require bidders/offerors to submit the following information on the DBE Participation forms (See Attachment C):

- a. The names and addresses of DBE firms that will participate in the contract;
- b. A description of the work that each DBE will perform. To count toward meeting a goal, each DBE firm must be certified in a NAICS code applicable to the kind of work the firm would perform on the contract;
- c. The dollar amount of the participation of each DBE firm participating;

- d. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
- e. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment; and
- f. If the contract goal is not met, evidence of good faith efforts.

3. Evaluation of DBE Certification Status and/or Good Faith Efforts

MCT shall require that any DBEs listed by bidders for participation in the contract be certified DBEs in a NAICS code applicable to the kind of work the DBE firm would perform on the contract as of the time of required submittal of documents. The DBELO shall review the bidder's DBE submittal to confirm each DBE firm's certification status. MCT shall accept current certifications by the ILUCP.

Should the established contract goal not be met by utilizing certified DBE, the bidder must show that all necessary and reasonable steps were taken to achieve the contract goal.

Necessary and reasonable steps are those which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not successful. MCT will consider the quality, quantity, and intensity of the kinds of efforts that the bidder has made. Mere pro forma efforts, in other words, efforts done as a matter of form, are not good faith efforts; rather, the bidder is expected to have taken genuine efforts that would be reasonably expected of a bidder actively and aggressively trying to obtain DBE participation sufficient to meet the contract goal.

The following is a list of the types of action that MCT will consider as part of the evaluation of the bidder's good faith efforts to obtain participation. These listed factors are not intended to be a mandatory checklist and are not intended to be exhaustive. Other factors or efforts brought to the attention of MCT may be relevant in appropriate cases and will be considered.

- a. Soliciting through all reasonable and available means (e.g., attendance at pre-bid meetings, advertising and/or written notices) the interest of all certified DBE companies that have the capability to perform the work of the contract. The bidder must solicit this interest within sufficient time to allow the DBE companies to respond to the solicitation. The bidder must determine with certainty if the DBE companies are interested by taking appropriate steps to follow up initial solicitations.
- b. Selecting portions of the work to be performed by DBE companies in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the prime contractor might otherwise prefer to perform these work items with its own forces.
- c. Providing interested DBE companies with adequate information about the

specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.

- d.
- i. Negotiating in good faith with interested DBE companies. It is the bidder's responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBE companies that were considered; a description of the information provided regarding the specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBE companies to perform the work.
- ii. A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBE companies is not in itself sufficient reason for a bidder's failure to meet the contract DBE goal, as long as such costs are reasonable. Also, the ability or desire of a bidder to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. Bidders are not, however, required to accept higher quotes from DBE companies if the price difference is excessive or unreasonable. Contractor must submit copies of each DBE and non- DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract.
- iii. Not rejecting DBE companies as being unqualified without sound reasons based on a thorough investigation of their capabilities. The bidder's standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations (for example union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the bidder's efforts to meet the project goal.
- iv. Making efforts to assist interested DBE companies in obtaining bonding, lines of credit, or insurance as required by the contract or contractor. Making efforts to assist interested DBE companies in obtaining necessary equipment, supplies, materials, or related assistance or services.
- v. Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBE companies.

If MCT determines that the apparent successful bidder has made a good faith effort to secure the work commitment of DBE companies to meet the contract

goal, MCT will award the contract provided that it is otherwise eligible for award. If MCT determines that the bidder has failed to meet the requirements of the DBE goal and that a good faith effort has not been made, MCT will notify the contractor. The notification shall include a statement of reasons why good faith efforts have not been found.

4. Administrative Reconsideration

If MCT determines that the bidder has failed to meet the requirements to meet the DBE goal and that a good faith effort has not been made, MCT will notify the bidder/offeror. The notification shall include a statement of reasons why good faith efforts have not been found.

Within five (5) days of being informed by MCT that it has failed to meet requirements of sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. In such case, the bidder/offeror should make this request in writing to the Managing Director of MCT, who has not played any role in the original determination that the bidder/offeror did not document sufficient good faith efforts. As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with the Managing Director to discuss the issue of whether it met the goal or made adequate good faith efforts attempting to do so. MCT will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder/offeror did or did not meet the goal or make adequate good faith efforts to do so.

5. Good Faith Efforts when a DBE is Replaced/Terminated on a Contract

The prime contractor will be required to give notice in writing to the DBE subcontractor, with a copy to MCT, of its intent to request to terminate and/or substitute, and the reason for the request. Additionally, the prime contractor must give the DBE five (5) days to respond to the prime contractor's notice and advise MCT and the contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why MCT should not approve the prime contractor's action.

MCT will require that a prime contractor not terminate or substitute a DBE subcontractor/ supplier without MCT's prior written consent. This is applicable to both post-award terminations, as well as to pre-award deletions of or substitutions for DBE firms put forward by offerors in negotiated procurements.

If a termination of a DBE's subcontract is approved, or a DBE subcontractor fails to complete its work on the contract for any reason, MCT will require the prime contractor to make good faith efforts to find another DBE subcontractor/supplier to perform at least the same amount of work under the contract as the DBE that was terminated, to the extent needed to meet the contract goal established for the procurement.

6. <u>Calculating DBE Participation</u>

When a DBE participates in a contract, MCT counts only the value of the work actually performed by the DBE toward DBE goals. In addition, a DBE must perform a commercially useful function on the contract to be counted. A commercially useful function is generally performed when the DBE is responsible for the work and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. MCT is governed by the provisions of 49 CFR §26 on questions of commercially useful functions as it affects the work. Specific counting guidelines are provided in 49 CFR §26, the provisions of which govern over the summary contained herein.

- a. DBE as the contractor: 100 percent goal credit for that portion of the work performed by the DBE's own forces, including the cost of materials and supplies. Work that a DBE subcontracts to a non-DBE does not count toward the DBE goals.
- b. DBE as a joint venture contractor: 100 percent goal credit for that portion of the total dollar value of the contract equal to the distinct, clearly defined portion of the work performed by the DBE's own forces.
- c. DBE as a subcontractor: 100 percent goal credit for the work of the subcontract performed by the DBE's own forces, including the cost of materials and supplies, excluding the purchase of materials and supplies or the lease of equipment by the DBE subcontractor from the prime contractor or its affiliates. Work that a DBE subcontractor in turn subcontracts to a non-DBE does not count toward the DBE goal.
- d. DBE as trucker: 100 percent goal credit for trucking participation provided the DBE is responsible for the management and supervision of the entire trucking operation for which it is responsible. At least one truck owned, operated, licensed, and insured by the DBE must be used on the contact. Credit will be given for the following:
 - i. The DBE may lease trucks from another DBE firm, including an owner-operator who is certified as a DBE. The DBE who leases trucks from another DBE receives credit for the total value of the transportation services the lessee DBE provides on the contract.
 - ii. The DBE may also lease trucks from a non-DBE firm, including from an owner- operator. The DBE that leases trucks equipped with drivers from a non-DBE is entitled to credit for the total value of transportation services provided by non-DBE leased trucks equipped with drivers not to exceed the value of transportation services on the contract provided by DBE-owned trucks or leased trucks with DBE employee drivers. Additional participation by non-DBE owned trucks equipped with drivers receives credit only for the fee or commission it receives as a result of the lease arrangement.
 - iii. The DBE may lease trucks without drivers from a non-DBE truck

leasing company. If the DBE leases trucks from a non-DBE truck leasing company and uses its own employees as drivers, it is entitled to credit for the total value of these hauling services.

- e. DBE as a material supplier:
 - i. 60 percent goal credit for the cost of the materials or supplies purchased from a DBE regular dealer.
 - ii. 100 percent goal credit for the cost of materials or supplies obtained from a DBE manufacturer.
 - iii. 100 percent credit for the value of reasonable fees and commissions for the procurement of materials and supplies if not a regular dealer or manufacturer.

DBE achievement will not be counted toward the overall goal until the DBE has been paid. The DBELO will track the participation of DBEs in contract-specific goal contracts separately from the participation of DBEs that is considered race-neutral. Any portion of a DBE's participation that is achieved after the certification of the DBE has been removed during the performance of a contract will not be counted.

VIII. ADMINISTRATIVE REQUIREMENTS

A. MCT Assurance of Non-discrimination

MCT shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR §26. The recipient shall take all necessary and reasonable steps under 49 CFR §26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.

MCT shall never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by this part on the basis of race, color, sex, or national origin.

In administering MCT's DBE program, MCT will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the program with respect to individuals of a particular race, color, sex, or national origin.

B. Transit Vehicle Manufacturers Goals

MCT will require each transit vehicle manufacturer, as a condition of being authorized to bid or propose on DOT-assisted transit vehicle procurements, to certify that it has complied with the applicable requirements.

C. DBE Financial Institutions

MCT is not aware of any bank in Southwestern Illinois currently qualified as a DBE. It is MCT policy to periodically re-investigate whether DBE-qualified banks or financial institutions have come into existence in the region. The primary source for MCT information concerning this issue is the Federal Reserve Board website. MCT will consider using such institutions as opportunities materialize. It is also MCT policy to maintain its bank accounts within the defined service area boundaries of the Transit District to the extent possible.

MCT encourages prime contractors on DOT-assisted contracts to make use of DBE- qualified banks as available in their home communities.

D. DBE Directory

MCT monitors the Illinois Unified Certification Program (ILUCP), which is administered by the Illinois Department of Transportation (IDOT). The ILUCP maintains a statewide DBE directory, which is on the IDOT website.

The Directory lists certified DBE firms in alphabetical order by the industry categories and the IDOT districts in which the firms have indicated they are available. MCT is within IDOT District 8.

MCT will furnish a copy of the ILUCP DBE Directory to any prospective bidders and proposers unable to access the IDOT website or otherwise obtain a copy of the Directory on its own. It is the responsibility of the prime contractor to confirm a DBEs certification according to the type of work/services called for in the scope of work. Only those firms certified and listed in the ILUCP at the time of required document submittal may be utilized in meeting a DBE contract goal.

E. Bidders' List

MCT maintains a list containing information about all DBE and non-DBE firms that bid or quote on DOT-assisted contracts tendered by MCT. The bidders' list includes the name, address, DBE status, years doing business and annual gross receipts of firms. MCT employs various practices to collect this information. A clause is included in all DOT-assisted contracts requiring prime contractors to report the name and contact information of all firms quoted in subcontracts to MCT which includes a classification designation. If the DOT- assisted contract has a DBE goal attached, additional information is collected by the contractor and submitted as noted in the procurement documents. When there is no DBE goal associated to the contract MCT requests that DBE firms quoting on subcontracts report business background information directly to MCT.

F. Over-Concentration

MCT has not identified that over-concentration exists in the types of work that DBEs perform.

G. Assistance to Prospective Bidders and Proposers

MCT does not have a business development or mentor-protégé program but does participate in transit industry associations (American Public Transit Association, Illinois Public Transit Association) and advertises contractor opportunities in both trade-specific and general circulation publications. Additionally, the following forms of assistance are offered by MCT:

- a. Pre-bid and pre-proposal informational conferences are convened as appropriate for the benefit of both DBE and non-DBE firms. The DBELO explains DBE procedures and forms, presentation of bids, quantities, and specifications as well as required documentation of specific efforts to involve DBE subcontractors and joint venture partners.
- b. Make available for review by prospective DBE bidders and proposers relevant procurement materials that might assist such parties in formulating their bid or proposal, except where MCT is legally restricted from making such information available.
- c. Bid/proposal bond requirements may be reduced or waived to the extent allowable by law when such consideration is requested by a prospective bidder or proposer that is an eligible qualified small business.
- d. Conduct workshops when they relate to specific programmed or actual procurements that are sufficiently unique and/or complex such that a workshop is warranted. In such instances, the Managing Director will determine the duration and content of the workshop.

H. Dissemination of Policy Statement

The DBELO distributes copies of the DBE Policy Statement signed and dated by the Managing Director to purchasing staff, department directors and managers, and throughout the business community, including DBEs and non-DBEs that perform work on DOT- assisted contracts for MCT. The Policy Statement is posted on the MCT website (www.mct.org) and is available in print and alternative formats upon request by interested members of the public and business community. Additionally, MCT makes reference to the policy in contract specifications and advertisements of all DOT-assisted contracts.

I. No Quotas or Set-Asides

MCT does not use quotas or set asides in any way in the administration of its DBE program.

J. Reporting Requirements

MCT provides reports regarding actual DBE participation and goals as required by 49 CFR §26 to DOT and IDOT. The DBE Uniform Report reviewing MCT commitments and awards to certified DBE is submitted to FTA semiannually. Prior to December 31, an analysis of the previous federal fiscal year's (FFY) goal attainment is completed and reviewed with the Managing Director. Recommendations for the next FFY are discussed and documented.

IX. REQUIRED CONTRACT PROVISIONS/CLAUSES

MCT will include the following paragraphs in all applicable DOT-assisted contracts and subcontracts with contractors/suppliers. Additionally, MCT requires the contractor to include these requirements in each subcontract, modified only if necessary, to identify the affected parties:

<u>Policy</u>

It is the policy of the U.S. Department of Transportation that disadvantaged business enterprises as defined in 49 CFR §26 shall have an equal opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this agreement. Consequently, the DBE requirements of 49 CFR §26 apply to this agreement.

Non-Discrimination

MCT shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE Program or the requirements of 49 CFR §26. MCT shall take all necessary and reasonable steps under 49 CFR §26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. MCT's DBE Program, as required by 49 CFR §26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement.

Small Business and DBE Obligation

MCT and its contractors agree to ensure that small businesses (including disadvantaged business enterprises) as defined in 49 CFR §26 have an equal opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds provided under this agreement. In this regard, MCT and its sub-recipients, contractors, and subcontractors shall take all necessary and reasonable steps in accordance with 49 CFR §26 to ensure that small businesses (including disadvantaged business enterprises) have an equal opportunity to compete on and perform contracts.

Contract Assurance

The contractor or subcontractor/suppliers shall not discriminate on the basis of

race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR §26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such remedy as MCT deems appropriate.

Prompt Payment

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than thirty (30) days from the receipt of each payment the prime contractor receives from MCT. The prime contractor agrees further to return retainage payments to each subcontractor within thirty (30) days after the receipt of payment from MCT for work satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of MCT. This clause applies to both DBE and non-DBE subcontractors.

DBE and Small Business Financial Institutions

MCT encourages prime contractors to make use of DBE and small business financial institutions in their home communities as is practical.

X. MONITORING AND ENFORCEMENT

A. Monitoring_Actual DBE Participation

The DBELO monitors actual DBE participation by tracking contractor and subcontractor reports of payments. The DBELO may require prime contractors and DBE subcontractors and suppliers to provide appropriate documentation to verify such payments. DBE participation is counted toward contract goals and the annual overall goal in accordance with the 49 CFR §26. Credit toward overall or contract goals will only be given upon satisfactory evidence that payments were actually made to DBEs.

B. Monitoring Payments to DBEs

The DBELO shall maintain a running tally of actual payments to DBE firms for work committed to them at the time of contract award. MCT will conduct random reviews of contract payments to ensure the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation. MCT will randomly contact subcontractors to confirm the subcontractor actually did perform the work reported as such by the prime contractor.

MCT will require prime contractors to maintain records and documents of payments to DBEs for three (3) years following the performance of the contract. These records must be made available for inspection upon request by any authorized representative of MCT or DOT. This reporting requirement also extends to any certified DBE subcontractor.

C. Enforcement Mechanisms

MCT will notify DOT-FTA of any false, fraudulent, or dishonest conduct in connection with the program, so that DOT can take the steps (e.g., referral to the Department of Justice for criminal prosecution, referral to the DOT Inspector General, action under suspension and debarment or Program Fraud and Civil Penalties rules) provided in the regulations. MCT will also consider similar action under its legal authority, including responsibility determinations in future contracts.

MCT has available several remedies to enforce the DBE requirements contained in its contracts, including, but not limited to, breach of contract action pursuant to the terms of the contract. Additionally, the federal government has available several enforcement mechanisms that it may apply to firms participating in the DBE violations, including, but not limited to, suspension or debarment proceedings pursuant to 49 CFR §26; Enforcement action pursuant to 49 CFR Part 31; or Prosecution pursuant to 18 USC 1001.

XI. DBE CERTIFICATION

The Illinois Unified Certification Program (ILUCP) is administered by the Illinois Department of Transportation (IDOT). The ILUCP meets all relevant requirements of 49 CFR §26. Five entities in the State of Illinois currently certify DBEs on behalf of the ILUCP. In addition to IDOT, these include the City of Chicago, Chicago Transit Authority (CTA), PACE and Metra.

The ILUCP is based on the concept of statewide reciprocity among participating agencies. MCT honors a DBE certification issued by any of the aforementioned entities and defers goal DBE certification and recertification activities to the ILUCP. For information about the certification process or to apply for certification, firms are directed to the IDOT website.

Attachment A

SIGNED POLICY STATEMENT

MADISON COUNTY MASS TRANSIT DISTRICT

Disadvantaged Business Enterprise Policy Statement

The Madison County Mass Transit District (MCT) has established a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR §26. It is MCT policy to ensure that DBEs, as defined in 49 CFR §26, have an equal opportunity to receive and participate in DOT-assisted contracts. This policy encompasses the following actions:

- To ensure nondiscrimination in the award and administration of DOT assisted contracts by MCT;
- To create a level playing field on which DBEs can compete fairly for DOTassisted contracts issued by MCT;
- To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet 49 CFR §26eligibility standards and certified by the Illinois Unified Certification Program (ILUCP) are permitted to participate as DBEs;
- To promote the use of DBEs in all types of federally assisted contracts and procurement activities conducted by participants;
- To assist in the development of firms that can compete successfully in the marketplace outside the DBE Program.

Amanda Smith, Executive Projects Manager, is the delegated DBE Liaison Officer (DBELO). In this capacity, Ms. Smith, at the direction of the Managing Director, is responsible for implementing various aspects of the DBE Program. Implementation of the DBE Program is accorded the same priority as compliance with all other legal obligations incurred by MCT in its financial assistance agreements with DOT.

This policy statement is distributed to all directors, managers, supervisors, and procurement personnel, and is conspicuously posted in the workplace for the information of other employees and visitors. MCT also distributes this policy statement to DBE and non-DBE business organizations known to be available to perform work on DOT-assisted contracts, primarily via legal advertisements in publications of community and business organizations representing minority and/or women-owned disadvantaged businesses and through dissemination to Small Business Development Centers.

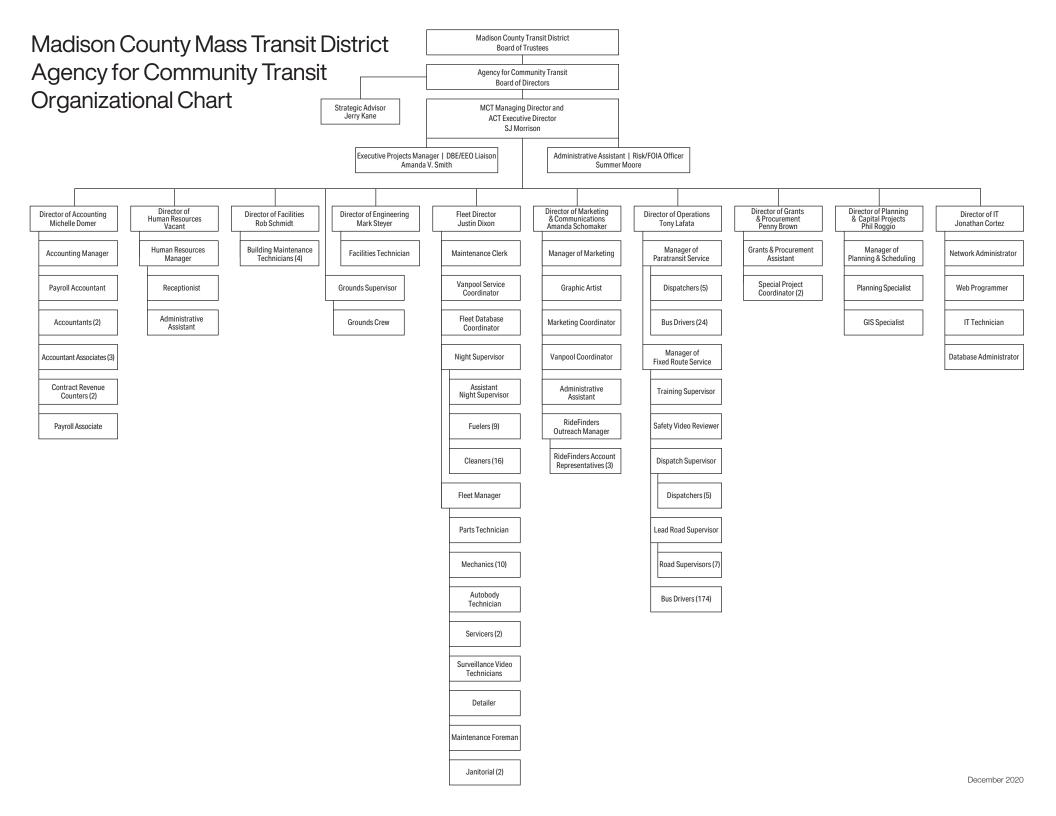
logrisin Managing Director

/22/202

Date I

Attachment B

ORGANIZATIONAL CHART



Attachment C

SAMPLE FORMS

LIST OF SUBCONTRACTORS

Full name of subcontractor, address, city, state, ZIP, phone #	Age of Firm	DBE, WBE, or SBE	Gross Receipts of Firm	NAICS Codes and Work Tasks to be Assigned	Total Estimated Value of Work
Sample subcontractorOne Unknown Ave. MCT Village, IL 0000 (123) 456- 7890	22 years	DBE	under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil	238140 - masonry work	\$ x,xxx.xx
1.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
2.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
3.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
4.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
5.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
6.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
7.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
8.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
9.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		
10.			under \$500,000 \$500,000 to \$1 mil \$1 mil to \$2 mil \$2 mil to \$5 mil above \$5 mil		

DBE: Disadvantaged Business Enterprise **WBE**: Woman Business Enterprise **SBE:** Small Business Enterprise

DBE Utilization Plan

a) Policy

It is a Madison County Mass Transit District policy to ensure that DBEs, as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in USDOT-assisted contracts.

b) Obligation

The contractor agrees to ensure that disadvantaged businesses as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of contracts or subcontracts financed in whole or in part with Federal funds. The contractor shall take all necessary and reasonable steps in accordance with 49 CFR Part 26 and the Contractor DBE Special Provision (project manual section) to ensure that said businesses have the maximum opportunity to compete for and perform under this contract. The contractor shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of contracts.

c) Project and Bid Identification

Complete the following information concerning the project bid.

Project:		Bid Due Date:		
Location:	Street	City		County
Total Bid Amount:		Contract DBE Goal:	Percentage	Dollar Amount
\$			%	\$

Example: \$1,000,000 (Total Bid Amount) X 5.82% (Percentage) = \$58,200 (Minimum "Dollar Amount" to meet DBE goal)

d) Assurance

I, acting in my capacity as an officer of the undersigned bidder (or bidders if joint venture), hereby assure Madison CountyTransit that on this project, my company: (check one box and provide %)



Meets or exceeds contract DBE goal and will provide documented participation as follows:

- Disadvantaged Business Participation
- Attached are the duly signed DBE Participation Statements on form #####, required by the Contractor DBE Special Provision evidencing availability and the Contractor's commitment to use of each business participating in the plan and assuring that each business will perform a commercially useful function in the work of the contract.

%



Failed to meet contract award goal and has included Good Faith Effort documentation to meet the goal and that my company has provided participation as follows:

- Disadvantaged Business Participation _____%
- Attached is all information required by the Contractor DBE Special Provision including Good Faith Efforts. Also attached are duly signed DBE Participation Statements on form ####, required by the Contractor DBE Special Provision evidencing availability and the Contractor's commitment to use of each business participating in the plan and assuring that each business will perform a commercially useful function in the work of the contract for firms that are participating to the extent of the above percentage.

Company:	
_	
By:	
Title:	
Date:	

DBE PARTICIPATION STATEMENT

Native American

a) Instructions

This form must be completed for each disadvantaged business participating in the prime contractor's DBE Utilization Plan. This form shall be submitted in accordance with the Contractor DBE Special Provision #####. If additional space is needed, complete an additional form for the firm.

Name of DBE Firm:		Co	Contact number: Contact person:		
Address:		Co			
		Age	e of firm:		
E-Mail address:					
Ethnic Classification:			Gross Receipts:		
Black American	Asian Pacific American Non-Minority	Native American Non-Minority	under \$500,000\$2 mil to \$5 mil \$500,000 to \$1 milabove \$5 mil		

Subcontinent Asian American

b) Work

Please indic	cate:Joir	nt VentureM	anufacturer	Supplier (60%) _	Subcontractor	Trucking
Pay Item No.	NAICS Code	Descriptio	on of Work	Quantity	Unit Price	Total
					Total \$	

c) Partial Payment Items

For any of the above items which are partial pay items (see Calculating DBE Participation in the Contractor DBE Special Provision (######) specifically describe the work and subcontract dollar amount below.

d) Commitment

When a DBE is to be a second-tier subcontractor, or if the first-tier DBE subcontractor is going to be subcontracting a portion of its subcontract, it must be clearly indicated on the DBE Participation Statement, and the details of the transaction fully explained.

In the event a DBE subcontractor second-tiers a portion of its subcontract to one or more subcontractors during the work of a contract, the prime must submit a DBE Participation Statement, with the details of the transaction(s) fully explained.

The undersigned certify that the information included herein is true and correct, and that the DBE firm agrees to perform a commercially useful function in the work of the contract item(s) listed above and to execute a contract with the prime contractor. The undersigned further understand that no changes to this statement may be made without prior approval from Madison County Transit (MCT) and that complete and accurate information regarding actual work performed on this project and the payment therefore must be provided to MCT.

Signature for Contractor _____ 1st Tier _____ 2nd Tier

Signature for DBE Firm _____ 1st Tier _____ 2nd Tier

\$1 mil to \$2 mil

Title

Date

Date

Title

OFFICE USE ONLY	
IL UCP Directory: yes / no	NAICS code(s):
Reviewed by:	I

Date:

Bid Submittal Form

DBE UNAVAILABILITY FORM

If the DBE goal was not fully met, the bidder must complete this form and/or provide other evidence of good faith efforts.

Bidder's documents should show that it took all necessary and reasonable steps to achieve a DBE goal or other requirement of 49 CFR 26 which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation even if they were not fully successful. Suggested actions that show good faith effort are identified in the Introduction Bid / Summary section titled "Contractor DBE Special Provision."

I,	,	of	
(Name)	(Title)		
	, certify that on	contacted	
(Name of bidding company)	(Date)		
	to obtain a bid for the work items listed	below to be	

(DBE Subcontractor)

performed on this project.

WORK ITEMS SOUGHT	FORM OF BID SOUGHT (i.e., unit price, materials & labor, labor only)

To the best of my knowledge and belief, said DBE subcontractor was unavailable (exclusive of unavailability due to lack of agreement on price) for work on this project, or was unable to prepare a bid for the following reason(s):

Signature of person that contacted DBE firm: _

[make additional copies of this form as needed]

DBE Payment Certification

Form to be submitted within 15 days of payment

The contractor/subcontractor is required to pay its DBE certified subcontractors/suppliers/ trucking firms performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor/subcontractor's receipt of payment for that work.

MCT Project:			
MCT Payment to Contractor:	Date	<u>\$</u>	Amount
Payment made by:	Nar	me of Contractor	
Name of DBE Firm Paid:			
Payment to DBE:	Date	<u>\$</u>	Amount
This is the final payment to the a	bove named DBE firm.		
I certify that the information is tru	e and accurate to the b	best of my knov	vledge.
Payor's Signature	Date	3	
OFFICE USE ONLY			
Date Payment Received by DBE: Confirmed by:	Date:		

Monthly DBE Status Report To be submitted by the 15th of each month.

From:	То:					
Reporting Period:			Base Bid:		DBE Project Goal %:	
Prime Contractor:			ange Orders:		DBE Commitmer	nt %:
MCT Project:			ontract Total:		DBE Attainmer	nt %:
Α	В	С	D	<u> </u>	F	G
Name of DBE Firm, Subcontractor, Supplier, etc	Original Estimated Value of Work	Total Paid as of Last Submittal	Amount Paid this Period	Total Payments through Reporting Period (Column C + Column D)	Balance Due (Column B - Column E)	DBE Attainment % (Column E / Contract Total)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
Tot	tals					

I have no knowledge of any change in the certification status of the DBE firms listed above. The information provided is complete and accurate to the best of my knowledge.

Prime Contractor's Signature	Date		
OFFICE USE ONLY			
Reviewed by:	Date:	DBE Attainment %:	

Confirmation of DBE Performance On Site

This documents serves as a tracking method that the Site Manager or designee is randomly confirming that the people completing the assigned work are in fact employed by the named DBE firm.

Reporting for Month of _____, 20 _____

MCT Project: _____

А	В	С	D	E	F	G
Date	Time	Work Task Being Performed	DBE Firm Assigned Work	Name of Employee Performing Work	Person in "E" Confirmed Employee of "D"	Signature of Person who Spoke with Employee Named in "E"
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

RESOLUTION 21-41

AUTHORIZING THE EXECUTION OF A LEASE AGREEMENT WITH THE ILLINOIS DEPARTMENT OF NATURAL RESOURCES FOR PROPERTY AT HORSESHOE LAKE STATE PARK

WHEREAS, the Madison County Mass Transit District passed a resolution on January 28, 1993, February 25, 1999, and again on April 27, 2006, to comply with 70 ILCS 3610/5(14) of the Local Mass Transit Act to acquire, develop, operate, and maintain bikeways and trails as a public service to benefit and offer recreational opportunities to the residents of Madison County, Illinois; and,

WHEREAS, the Madison County Transit District, as Lessee, and the Illinois Department of Natural Resources, as IDNR, initially entered into a lease agreement in May 2001, for a tract of land that connected the District's MCT Nature Trail and the MCT Schoolhouse Trail; and,

WHEREAS, the District subsequently constructed a trail connection between the two trails on the leased property, resulting in trail connectivity, increased mobility and trail usage; and,

WHEREAS, said lease agreement will expire April 30, 2021, and the parties are mutually agreeable to continuing this relationship through April 30, 2026.

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

- 1. Ronald Jedda, Chairman, Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute Lease Agreement No.720A, as attached, with the Illinois Department of Natural Resources through April 30, 2026, for the District's use of property at Horseshoe Lake State Park.
- 2. Ronald Jedda, Chairman, Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to take all action necessary to execute, complete, and perform all obligations associated with the lease agreement, including any and all 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 twentyfifth day of March 2021.

Ronald L. Jedda, Chairman

Kellv Christopher C Guv

Andrew F. Economy

Allen P Adomite

APPROVED as to Form:

Andrew K. Carruthers, Legal Counsel

CERTIFICATE

I, Summer Moore, 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, March 25, 2021, 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. Ronald Jedda, Chairman, Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute Lease Agreement No.720A, as attached, with the Illinois Department of Natural Resources through April 30, 2026, for the District's use of property at Horseshoe Lake State Park.
- 2. Ronald Jedda, Chairman, Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to take all action necessary to execute, complete, and perform all obligations associated with the lease agreement, including any and all 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-fifth day of March 2021.

Jummer M. Mare

RESOLUTION 21-42

AUTHORIZING AN AWARD OF CONTRACT FOR THE US 40 TROY TRAIL EXTENSION

WHEREAS, Madison County Mass Transit District (District) was created in December 1980 by resolution of the Madison County Board pursuant to Section 3 of the Local Mass Transit District Act, approved July 21, 1959, as amended (70 ILCS 3610/1 et. seq.); and,

WHEREAS, the District passed a resolution on January 28, 1993, February 25, 1999, and again on April 27, 2006, to comply with 70 ILCS 3610/5(f)(14) of the Local Mass Transit Act to acquire, construct, operate, and maintain bikeways and trails as a public service to benefit and offer recreational opportunities to the residents of and visitors to Madison County, Illinois; and,

WHEREAS, a formal competitive procurement was issued in order to select the lowest responsive and responsible bidder for construction of the US 40 Troy Trail Extension project; and,

WHEREAS, this project is 4,303 feet (0.815 miles) in length and begins at Spring Valley Road and ends at Formosa Road; and,

WHEREAS, after receipt of three bids, Keller Construction, Inc. of Glen Carbon, Illinois, was identified as the apparent low bidder with a bid in the amount of three hundred forty-three thousand, eight hundred forty-five dollars (\$343,845.00); and,

WHEREAS, a price analysis concluded the bid price of Keller Construction, Inc. to be fair and reasonable, and a responsibility determination review concluded they exhibit adequate organization, financial condition, and other characteristics necessary to successfully carryout the project; and,

WHEREAS, the District is pending the receipt of a cultural resource clearance from the Illinois Department of Natural Resources (IDNR) before a contract can be awarded; and,

WHEREAS, this project is being funded, in part, with State of Illinois Bike Path Grant Program funding assistance made available through the Illinois Department of Natural Resources (IDNR) grant BP-20-434 which provides financial assistance up to \$191,000 for one-half of the project's design and construction costs.

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

- 1. Madison County Mass Transit District authorizes a notice of intent to award a contract be delivered to Keller Construction, Inc., of Glen Carbon, Illinois, in the amount of three hundred forty-three thousand, eight hundred forty-five dollars (\$343,845.00) for construction of the US 40 Troy Trail Extension project.
- 2. Pending the receipt of required documentation from Keller Construction, Inc. within the time period specified in the IFB, a cultural resource clearance from Illinois Department of Natural Resources (IDNR) and any other documentation as may be required by IDNR, and the expiration of Madison County Mass Transit District's bid protest period, Madison County Mass Transit District authorizes the award of a contract and notice to proceed be delivered to Keller Construction, Inc. in the amount of three hundred forty-three thousand, eight hundred forty-five dollars (\$343,845.00).

- 3. Madison County Mass Transit District shall increase ifs Assigned Fund Balance to equal the local match portion of the project.
- 4. Madison County Mass Transit District Capital Budget line item be increased by an amount equivalent to the approved grant award revenues and project costs.
- 5. Ronald Jedda, Chairman, Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Managing Director, of the Madison County Mass Transit District, are hereby 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 to take any such further actions as are necessary and appropriate on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

ADOPTED, by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois, on this twenty-fifth day of March 2021.

Jedda, Chairman Ronald L Andrew F Economy Schmidt domite Allen Christopher C. Guy

Leonon

APPROVED as to Form:

Andrew K. Carruthers, Legal Counsel

CERTIFICATE

I, Summer M. Moore, 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, March 25, 2021, 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:

- Madison County Mass Transit District authorizes a notice of intent to award a contract be delivered to Keller Construction, Inc., of Glen Carbon, Illinois, in the amount of three hundred forty-three thousand, eight hundred forty-five dollars (\$343,845.00) for construction of the US 40 Troy Trail Extension project.
- 2. Pending the receipt of required documentation from Keller Construction, Inc. within the time period specified in the IFB, a cultural resource clearance from Illinois Department of Natural Resources (IDNR) and any other documentation as may be required by IDNR, and the expiration of Madison County Mass Transit District's bid protest period, Madison County Mass Transit District authorizes the award of a contract and notice to proceed be delivered to Keller Construction, Inc. in the amount of three hundred forty-three thousand, eight hundred forty-five dollars (\$343,845.00).
- 3. Madison County Mass Transit District shall increase ifs Assigned Fund Balance to equal the local match portion of the project.
- 4. Madison County Mass Transit District Capital Budget line item be increased by an amount equivalent to the approved grant award revenues and project costs.
- 5. Ronald Jedda, Chairman, Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Managing Director, of the Madison County Mass Transit District, are hereby 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 to take any such further actions as are necessary and appropriate 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-fifth day of March 2021.

Summer M. Mare



Contract Award Recommendation

To:	Board of Trustees	
From:	Penny Brown, Director of Grants and Procurement	
Project:	US 40 Troy Trail Extension No. 21-1-14300	
Date:	March 18, 2021	

An Invitation for Bids (IFB) was issued on March 2, 2021 seeking sealed bids for construction of the US 40 Troy Trail Extension. This project is 4,303 feet (0.815 miles) in length and begins at Spring Valley Road and ends at Formosa Road.

Three bids were received. Keller Construction, Inc. was identified as the apparent low bidder. A price analysis deemed their bid price fair and reasonable. A responsibility determination review concluded they exhibit adequate organization, financial condition and other characteristics necessary to successfully carry out the project.

Recommendation is being made for the authorization of a notice of intent to award a contract be delivered to the lowest responsive and responsible bidder, Keller Construction, Inc., in the amount of \$343,845.00.

Pending the receipt of required documentation from Keller Construction, Inc. within the time period specified in the IFB, a cultural resource clearance from Illinois Department of Natural Resources, and the expiration of MCT's bid protest period, recommendation is being made for the award of a contract and notice to proceed be delivered to Keller Construction, Inc., of Glen Carbon, Illinois, in the amount of \$343,845.00 for construction of the US 40 Troy Trail Extension.

Bidder	Bid
Keller Construction, Inc. Glen Carbon, IL	\$343,845.00
Stutz Excavating Inc. Alton, IL	\$345,800.00
DMS Contracting, Inc. Mascoutah, IL	\$394,231.90

This project is being funded, in part, with State of Illinois Bike Path Grant Program funding assistance made available through the Illinois Department of Natural Resources. IDNR grant BP-20-434 provides financial assistance up to \$191,000 for one-half of the project's design and construction costs.