



PINELLAS SUNCOAST TRANSIT AUTHORITY
 3201 SCHERER DRIVE, ST. PETERSBURG, FL 33716
WWW.PSTA.NET 727.540.1800 FAX 727.540.1913

FINANCE & PERFORMANCE MANAGEMENT
 COMMITTEE MEETING
 AGENDA – APRIL 20, 2016; 9:00 AM
 PSTA AUDITORIUM

			<u>TIME</u>	<u>PAGE</u>
1.	CALL TO ORDER		9:00	
2.	PUBLIC COMMENT		9:00	
3.	ACTION ITEMS		9:05	
	A. March 16, 2016 Meeting Minutes	CHAIR BARKLEY		2
	B. Safety & Security Training Services	10 min MIKE GLOSS		8
	C. Remanufactured Alternators	10 min HENRY LUKASIK		10
	D. Marketing & Advertising Services	20 min CYNDI RASKIN-SCHMITT		12
4.	REPORTS		9:45	
	A. Monthly Financial Statement	DEBBIE LEOUS		26
	B. Ridership/Performance	BRAD MILLER		32
	C. PSTA Contracts	BRAD MILLER		33
5.	FUTURE MEETING SUBJECTS		10:00	
	<ul style="list-style-type: none"> • Quarterly Reports • Trolley Services Procurement • Printing Services • Ulmertown Road Park & Ride Rehabilitation • Wheelchair Restraint System • Heavy Duty Bus Towing & Related Services 			
6.	OTHER BUSINESS		10:00	
7.	PRESENTATION (along with Planning Committee)		10:00	
	A. Sustainability Plan	30 min HEATHER SOBUSH		38
8.	ADJOURNMENT		10:30	

THE NEXT MEETING IS MAY 18, 2016 AT 9:00 AM



ACTION ITEM

3A: March 16, 2016 Meeting Minutes



Action: Approve Meeting Minutes

Staff Resource: Clarissa Affeld, Admin Assistant



-
- Staff recommends approval of the minutes of the March Finance & Performance Management Committee meeting.
-

Attachments:

1. Minutes



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**FINANCE & PERFORMANCE MANAGEMENT
 COMMITTEE MEETING
 MINUTES – MARCH 16, 2016**

The Finance & Performance Management Committee of the Pinellas Suncoast Transit Authority (PSTA) Board of Directors held a meeting in the Auditorium at PSTA Headquarters at 9:00 AM on this date. The purpose of the meeting was to approve the February 17, 2016 meeting minutes, recommend approval of the support vehicle maintenance contract, the Motorola radio maintenance contract, the Giro HASTUS software upgrade, the Largo Transit Center agreement, and the SEIU labor agreement. The following members were present:

Joe Barkley, Committee Chair
 Brian Scott, Committee Vice-Chair
 Mark Deighton
 Dave Eggers
 Bill Jonson
 Lisa Wheeler-Brown, Alternate

Also Present:

Brad Miller, CEO
 Alan Zimmet, General Counsel
 PSTA Staff Members
 Members of the Public

CALL TO ORDER

Committee Chair Barkley opened the meeting at 9:02 AM.

PUBLIC COMMENT

There were no public comments.

ACTION ITEMS

Approval of Minutes – Mr. Jonson suggested an amendment to the minutes. Mr. Scott made a motion, seconded by Mr. Deighton to approve the amended minutes of the February 17, 2016 meeting. The motion passed unanimously.

Support Vehicle Maintenance Contract – Henry Lukasik, Director of Maintenance, said staff is asking the Committee to recommend approval of a three-year contract with two one-year renewals with AutoNation Ford St. Petersburg for a cost not to exceed \$268,250 over the maximum five-year period. The contract is for maintenance on PSTA's 52 support vehicles. Mr. Lukasik stated that in December 2015, a Request for Proposal (RFP) was issued and seven suppliers responded. The Selection Committee selected AutoNation Ford St. Petersburg as the highest-ranked supplier. He indicated that \$268,250 maximum over five years is funded by the Maintenance Department's operating budget. The Committee had a few questions regarding outsourcing the service and the cost per vehicle. Mr. Jonson made a motion, seconded by Mr. Scott to recommend approval of the contract. There were no public comments. Motion passed unanimously. The Committee agreed that this will appear as a consent item on the Board agenda.

Motorola Radio Maintenance – Mr. Lukasik stated that PSTA participated in a joint procurement with Pinellas County government in the solicitation of radio maintenance and repair services for Motorola communication equipment. He indicated that in January 2016, Pinellas County government released an Invitation for Bid (IFB) with one supplier responding – Suncoast Communications & Electronics, Inc. Mr. Lukasik said that both PSTA and the Pinellas Country Purchasing staff reviewed the submittal and Suncoast was recommended by both Agencies as the only qualified vendor to service the proprietary Motorola radio equipment. Mr. Lukasik stated that staff is asking the Committee to recommend Board approval of a five-year contract with Suncoast Communications for a cost not to exceed \$178,113 over the maximum five-year period. He added that this procurement resulted in anticipated savings over the previous contract of \$78,288 over the total five-year contract. Mr. Eggers made a motion, seconded by Ms. Wheeler-Brown to recommend Board approval of the contract. There were no public comments. Motion passed unanimously. The Committee agreed that this will appear as a consent item on the Board agenda.

Giro HASTUS Software Upgrade – Christine McFadden, Manager of Scheduling, stated that staff is asking the Committee to recommend approval of an upgrade to the 2016 version for the core product – scheduling and dispatching modules – with a cost not to exceed \$477,018. She noted that PSTA last upgraded its HASTUS suite of products in

2010 and the 2016 HASTUS upgrade is required as an integral component of the installation for PSTA's new Real-Time data management software, Clever Works®. Ms. McFadden said the cost is budgeted in the adopted Capital Improvement Program (CIP). The Committee had questions regarding how long the upgrade will last and how often an upgrade is needed. Ms. McFadden answered their questions. Mr. Eggers made a motion, seconded by Mr. Scott to approve the upgrade. There were no public comments. Motion passed unanimously. The Committee agreed that this will appear as a consent item on the Board agenda.

Largo Transit Center Agreement – Mr. Zimmet presented background information on the Largo Transit Center. He said the essential terms of the proposed settlement agreement and mutual release are that Walmart will pay \$250,000 to PSTA, the Agency will approve the transit center site and the road, and PSTA will pay Walmart's 10% share of the maintenance costs of the road for 20 years or when PSTA has replaced 35% of the slabs in the road, whichever comes first. It also states that KB Crossroads will convey the transit center site to PSTA within 30 days, and all parties release each other from any and all claims arising out of the alleged defective construction of the concrete.

Mr. Zimmet said that staff consulted with PSTA's consulting engineers who believe that the settlement amount is fair and will likely be sufficient to cover maintenance costs caused by the defective construction. After a few questions were raised regarding costs, Mr. Eggers made a motion, seconded by Mr. Jonson to recommend Board approval of the agreement. There were no public comments. Motion passed unanimously. The Committee agreed that this will appear as an action item on the Board agenda along with maps and pictures. Mr. Miller said pending the Board's approval, the transit center will open on May 1st and a Town Hall is scheduled for May 6th.

INFORMATION ITEMS

Status of Audit Financial Statements – Ms. Leous reported that PSTA is well ahead of schedule and had the financial statements completed by November. She said that the Agency has been waiting for the State of Florida since September to complete their actuarial reports. She added that the auditors will hopefully be at PSTA next month to present their findings.

REPORTS

Ridership/Performance – Mr. Miller indicated that the ridership data for the month of February was not available. It will, however, be provided at the Board meeting.

Monthly Financial Statement – The financial statements were included in the packet. Ms. Leous provided a brief summary of the reports for the month ending January 31, 2016. Mr. Jonson had a question about passenger revenue being under budget. Ms. Leous said this is currently the national trend. Mr. Jonson indicated that it would be helpful to him to have the ridership variation versus cost variation broken down.

FUTURE MEETING SUBJECTS

The Committee was provided with a list of upcoming meeting subjects. Committee Chair Barkley would like to add Compressed Natural Gas (CNG) as a future meeting subject. He asked Mr. Lukasik to prepare information on operational costs between CNG buses versus diesel buses. Mr. Scott would like staff to investigate B10 and B20 biodiesel blend and the fuel cost projections, as well as maintenance and emissions implications. Mr. Eggers requested more information about pollutants between the new diesel buses compared to the old diesels and how it compares in the cost benefit trade off versus sustainability.

OTHER BUSINESS

Mr. Johnson spoke about the actions the City of Clearwater is taking to help beach congestion and parking during spring break, especially utilizing the ferry service. He said there is also an agreement in development with the Trolley service.

PRESENTATIONS/ACTION (along with the Planning Committee)

Florida Public Service Union (SEIU) Labor Agreement – James Bradford, Chief Operating Officer, stated that 83% of the Union members voted yes on the contract. He indicated that a deal was reached on a three-year contract agreement that is within PSTA's projected budget. Mr. Bradford provided background information regarding the new labor agreement that will be in effect through September 30, 2018. He also highlighted some key contract points such as increased wage graduation steps, starting Bus Operator rate of \$12.50, a one-time \$300 stored balance for health insurance contributions, a \$500 annual lump sum compensation based on attendance, and the creation of a Health & Wellness Committee, as well as other Committees.

Mr. Eggers asked how PSTA compares in the benchmarking group and to other organizations in Florida. Mr. Bradford said in terms of wages and compensation, the Agency is one of the top in the state. Mr. Eggers requested comparisons to Pasco and

Hillsborough counties. Questions were raised concerning the \$500 lump sum compensation, PSTA's accident policy, and total budget impact.

[Mr. Eggers left the meeting at 10:48 AM and did not return.]

Mr. Jonson made a motion, seconded by Ms. Wheeler-Brown to recommend Board approval of the three-year labor agreement with SEIU. There were no public comments. Motion passed unanimously. The Committee agreed that this will appear as an action item on the Board agenda.

DART Contract – Ross Silvers, Mobility Manager, presented an information item about the paratransit contract, which expires on September 30, 2016. He said that currently, Care Ride and Yellow Cab are the contracted providers for paratransit transportation services. Mr. Silvers reviewed background information about the current DART program and the new procurement process. He indicated that an RFP will be issued April 1st with Board approval at their July 27th meeting. Mr. Silvers reviewed the goals of the new procurement including performance improvement items. Mr. Miller added that PSTA is exploring other options to paratransit contractors such as Uber and Lyft. The Committee had a few questions which Mr. Silvers and Mr. Miller answered.

ADJOURNMENT

The meeting was adjourned at 11:19 AM. The next meeting will be held on April 20th at 9:00 AM.

ACTION ITEM



3B: Safety & Security Training Services



Action: Recommend Approval of a Three Year Contract with Two Additional One-Year Renewals with K & J Safety and Security Consultants, Inc. and Elert & Associates Technology Consultants, Inc. for a Total Cost Not to Exceed \$435,000 Over the Maximum Five Year Period.

CONSENT OR ACTION ITEM

Staff Resource: Mike Gloss, Supt. Safety/Security/Training
Lou Emma Cromity, Dir. of Procurement



Background:

- In 2011 & 2014, PSTA received the Gold Standard designation awarded by Transportation Security Administration (TSA) for being one of the nation’s best transit systems for its safety and security practices.
- To protect passengers, employees, revenues, and property, Federal Transit Administration (FTA), TSA, and the Department of Home Land Security (DHS) encourages all transit agencies to develop, implement and keep current best practices and policies for safety and security.
- In 2015, PSTA has received the Transit Security Grant Program (TSGP) grant in the amount of \$435,000 for security training and drill exercise (see attached summary).
- In addition, PSTA will utilize the safety, security, and training consultants on an as needed basis for future projects when additional grant funding is received.
- In January 2016, PSTA released a Request for Proposal (RFP) soliciting competitive proposals from experienced, qualified, and capable vendors for Safety and Security Training and Consultant services.
- The RFP was sent to 76 suppliers directly and was posted on PSTA’s Procurement website and DemandStar.
- As a result of this solicitation, two suppliers responded to the RFP:

K & J Safety and Security Consultants, Inc.	Elert & Associates Technology Consultants, Inc.
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- A Selection Committee comprised of PSTA management staff evaluated each of the proposals submitted. After a careful review of the written proposals and suppliers presentations, it was determined that both suppliers were qualified; however, offered unique services that would benefit PSTA.
- Therefore, the Selection Evaluation Committee determined that it would be advantageous to PSTA to recommend award to both suppliers and use them interchangeable on an as needed basis.
- Work will be assigned to the consultants on a task order basis with specific work tasks, deliverables, and a defined budget.

Fiscal Impact:

- \$435,000 funded by the TSGP Grant.
- Future PSTA grant funding.

Recommendation:

- Recommend a three year contract with a two additional one-year renewals with K & J Safety and Security Consultants, Inc. and Elert & Associates Technology Consultants, Inc. for a cost not to exceed \$435,000 over the maximum five year period.
-

Attachments:

1. Contracts ([CLICK TO VIEW/PRINT](#))
2. TSGP Grant Summary ([CLICK TO VIEW/PRINT](#))

ACTION ITEM



3C: Remanufactured Alternators



Action: Recommend Approval of a One Year Contract with a One Year Renewal with Electric Sales & Services, Inc. for a Cost Not to Exceed \$171,204 Over the Maximum Two Year Period.

CONSENT OR ACTION ITEM

Staff Resource: Henry Lukasik, Director of Maintenance
Lou Emma Cromity, Dir. of Procurement



Background:

- PSTA’s fleet of non-hybrid transit buses are equipped with high output heavy-duty alternators manufactured by C.E. Niehoff.
- PSTA participated in a joint procurement with Hillsborough Transit Authority (HART) in the solicitation of remanufactured Niehoff Alternators. Because of the HART and PSTA partnership, the cost of the alternators could be shared and efficiently managed by both agencies.
- PSTA purchases approximately 98 remanufactured alternators annually and HART purchases approximately 82.
- In February 2016, HART released an Invitation for Bid (IFB) soliciting competitive proposals from experienced, qualified, and capable suppliers for remanufactured Niehoff Alternators.
- The IFB was sent to 15 suppliers and was posted on the HART Procurement website and DemandStar.
- As a result of this solicitation seven suppliers responded to the IFB:

Electric Sales & Services, Inc.	Thompson Electric Service, Inc.
B&C Truck Electric Service, Inc.	Prevost Car (US), Inc.
J&N Auto Electric, Inc.	Southeast Power Systems of Tampa
Romaine Electric Corp.	

- HART and PSTA Procurement staff evaluated the submittals from all suppliers.

- As a result, Electric Sales & Services, Inc. was selected as the most responsive, responsible and lowest cost supplier and therefore, is recommended for contract award.

Fiscal Impact:

- \$171,204 over the two year term which is funded by the Maintenance Department's operating budget.
- This has resulted in anticipated savings over the previous contract of \$12,200 for the total two year contract period.

Recommendation:

- Recommend a one year contract with a one year renewal to purchase remanufactured Niehoff Alternators from Electric Sales & Services, Inc.
-

Attachments: None



ACTION ITEM

3D: Marketing & Advertising Services



Action: Recommend Approval of a Three Year Contract with Two Additional One-Year Renewals with FKQ Advertising + Marketing for a Total Cost Not to Exceed \$2,500,000 Over the Maximum Five Year Period.

CONSENT OR ACTION ITEM

Staff Resource: Cyndi Raskin-Schmitt, Dir. of Comm.
Lou Emma Cromity, Dir. of Procurement



Background:

- PSTA currently develops Marketing and Advertising strategies using internal staff and various suppliers on an as needed basis.
- In an effort for PSTA to enhance and strengthen its brand, promote public transit, engage customers and tell the story of its integral/vital relationship to the community, staff will augment our internal marketing staff with a Marketing and Advertising Consultant of Record. This new relationship with the Consultant of Record will provide a full-team of Marketing and Communications experts to assist in achieving the stated PSTA goals and further expound on the opportunities for PSTA in the future.
- During the January 27, 2016 Board Meeting, the “Path Forward Strategic Communications & Public Relations Plan” was presented as an informational item. The Consultant of Record will work with PSTA to update this plan and provide annual initiatives to support the Board position.
- In January 2016, PSTA released an extensive Request for Proposal (RFP) soliciting competitive proposals from experienced, qualified, and capable vendors for Marketing, Advertising, Public Relations Consultant Agency of Record and related services.
- The RFP was sent to 93 suppliers directly and was posted on PSTA’s Procurement website and DemandStar.
- As a result of this solicitation, 14 suppliers responded to the RFP:

Aqua Marketing and Communications.	Buzzazz Marketing
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Cate Communications	Double Take Marketing
Dunn & Company	FKQ Marketing + Advertising
Marie June & Associates	Paradise Advertising and Marketing
Pattern-Bach	PAVLOV
Playbook Public Relations	Sparxoo
TransPro	Vistra Communications

- A Selection Committee comprised of PSTA management staff, a representative from Pinellas County Communications Department, and a representative from Tampa International Airport (TIA), evaluated each of the proposals submitted. After a careful review of the written proposals, the five highest ranked Proposers were invited to present their companies' ability provide the requested services. After the presentations, the Selection Evaluation Committee selected the highest ranked Proposer that would be most advantageous to PSTA.
- As a result of the rigorous evaluation process, FKQ Marketing + Advertising was selected as the highest ranked supplier and is recommended for contract award.
- The RFP presented a first potential project for the newly hired Consultant of Record, in the form of a Brand Audit and Plan. Beyond this first project, annually, the Consultant of Record will work with PSTA to identify and work with Board initiatives and develop a budget, using contracted prices, to support opportunities to market PSTA and Board initiatives. This annual spend will be placed in the Marketing and Communications operating budget.
- This contract will allow FKQ Marketing + Advertising to create branding opportunities and strategic marketing plans for projects such as Regional Fare Collection, Express Bus from TIA and Rapid Transit. Based upon initial assessments, approximately 10 major marketing initiatives, excluding media buys, may be accomplished during this time period.

Fiscal Impact:

- \$2,500,000 funded by the Marketing Department budget based on individual projects assigned.

Recommendation:

- Recommend a three year contract with a two additional one-year renewals with FKQ Marketing + Advertising for a cost not to exceed \$2,500,000 over the maximum five year period.

Attachments:

1. PowerPoint
2. Contract (**CLICK TO VIEW/PRINT**)



Marketing, Advertising, Public Relations Consultant Agency of Record and Related Services

Finance & Performance Management Committee (4/20/16)

PSTA Board of Directors (4/27/16)

Pinellas Suncoast Transit Authority (PSTA)
St. Petersburg, Florida



Strategic Communications Plan

- Board approved the plan in January 2016



Projects on the Horizon

- Market Research
- Brand Audit
- PSTA.net Redesign
- Regional Fare Collection Branding
- Central Avenue BRT Branding
- TIA to Beach Express Branding



PSTA's Marketeers



We're a small, but mighty team...



Going to RFP

- RFP released in January seeking bids from experienced, qualified, and capable vendors to augment the in-house marketing staff on key projects over the next five years
- Fourteen (14) suppliers responded to the RFP
- Selection Committee = PSTA staff + a representative from Pinellas County Communications Department + a representative from Tampa International Airport
- Top 5 ranked presented to selection committee in person
- FKQ Marketing + Advertising was selected as the highest ranked supplier and is recommended for contract award



Partnering with FKQ












Who is FKQ?



Who is FKQ?

- Full service advertising, communications, and public relations agency located on Route 52 in Clearwater

 Marketing & Strategic Development	 Creative Services	 Media Services
 Direct Response Marketing	 Promotions & Merchandising	 Social
 Public Relations	 Interactive Marketing	 Data Analytics & Optimization



Who else has used FKQ?



Why FKQ?

- Highest ranked bidder
- Comprehensive understanding of Pinellas County
- Excited about helping PSTA's work in the community
- Experience, energy, insight, creativity, integrity

FKQ

ADVERTISING + MARKETING



Action

- Approve a Three (3) Year Contract **with Two (2) Additional One (1) Year Renewals with FKQ Advertising + Marketing for a Total Cost Not to Exceed \$2,500,000 Over the Maximum Five (5) Year Period.**





REPORTS

4A: Monthly Financial Statement



Action: Information Item

Staff Resource: Debbie Leous, CFO
Michael Hanson, Dir. of Finance

**FINANCE & PERFORMANCE
MANAGEMENT**

-
- Staff will present the financial status report for the month ending February, 2016.
-

Attachments:

1. Monthly Financial Performance Report – Monthly
2. Monthly Financial Performance Report – Fiscal Year to Date
3. Monthly Financial Performance Report – Fiscal Year to Fiscal Year Comparison
4. Statement of Revenues and Expenditures – Actual vs. Budget
5. Statement of Revenues and Expenditures – Year to Year Actual vs. Actual

**MONTHLY FINANCIAL PERFORMANCE REPORT
for the Period Ending February 29, 2016**

Month to Date as of February 2016

February				
Description	Actual	Budget	% Variance	\$ Variance
Revenues	\$4,190,919	\$4,817,576	(13.01%)	(\$626,657)
Expenses	\$4,857,067	\$5,358,973	(9.37%)	(\$501,906)
Surplus / (Deficit)	(\$666,148)	(\$541,397)	23.04%	(\$124,751)

For the month of February, the net deficit of **-\$0.67 million** was **-\$0.12 million** unfavorable to the budgeted deficit of **-\$0.54 million**.

Revenues

Passenger Fares revenue is -25.0% under budget.	(\$332,350)
Auxiliary revenue is 15.8% over budget due to increased advertising.	6,795
Non-Transportation revenue is 138.7% over budget due to increased interest income.	18,221
Taxes revenue is -13.7% under budget due to timing.	(216,848)
State Reimbursement-Fuel Tax revenue is 7.7% over budget due to timing.	3,676
State Grants revenue is -10.9% under budget due to timing.	(127,586)
Federal Grants MPO Pass -Thru revenue is -31.8% under budget due to timing.	(4,244)
All other revenues within 5.0% of budget.	25,679
	<hr/> (\$626,657) <hr/>

Expenses

Salaries expense is -7.6% under budget.	(\$185,010)
Fringe Benefits expense is -7.4% under budget.	(68,244)
Services expense is -6.8% under budget.	(20,361)
Diesel Fuel expense is -18.5% under budget.	(61,241)
Supplies expense is 6.1% over budget.	22,494
Insurance expense is -91.5% under budget due to the timing of recoveries.	(132,312)
Utilities expense is -17.3% under budget.	(16,347)
Taxes & Licenses expense is 23.0% over budget.	14,146
Purchased Transportation - TD expense is 7.6% over budget.	4,765
Miscellaneous expense is -65.1% under budget.	(38,254)
All other expenses within 5.0% of budget.	(21,542)
	<hr/> (\$501,906) <hr/>

**MONTHLY FINANCIAL PERFORMANCE REPORT
for the Period Ending February 29, 2016**

Year to Date as of February 2016

February				
Description	Actual	Budget	% Variance	\$ Variance
Revenues	\$46,690,090	\$47,980,035	(2.69%)	(\$1,289,945)
Expenses	\$26,327,741	\$27,439,630	(4.05%)	(\$1,111,889)
Surplus / (Deficit)	\$20,362,349	\$20,540,405	(0.87%)	(\$178,056)

Year to date through February, the net surplus of \$20.36 million was -\$0.18 million unfavorable to the budgeted surplus of \$20.54 million.

Revenues

Passenger Fares revenue is -17.2% under budget.	(\$1,088,264)
Auxiliary revenue is 23.1% over budget due to increased advertising.	49,811
Non-Transportation revenue is 94.7% over budget over budget due to increased interest ir	56,532
Taxes revenue is .7% over budget.	244,970
State Grants revenue is -14.7% under budget due to timing.	(717,139)
Federal Grants revenue is 7.3% over budget due to timing.	198,371
Federal Grants MPO Pass -Thru revenue is -31.8% under budget due to timing.	(21,221)
All other revenues within 5.0% of budget.	(13,005)
	<u><u>(\$1,289,945)</u></u>

Expenses

Fringe Benefits expense is -9.1% under budget.	(421,109)
Diesel Fuel expense is -10.0% under budget.	(179,911)
Supplies expense is 13.9% over budget.	259,303
Insurance expense is -12.2% under budget.	(87,842)
Utilities expense is -21.7% under budget.	(105,193)
Purchased Transportation - Trolleys expense is -5.6% under budget.	(15,665)
Miscellaneous expense is -30.1% under budget.	(78,909)
All other expenses within 5.0% of budget (Salaries are \$549,942 under budget).	(482,563)
	<u><u>(\$1,111,889)</u></u>

**MONTHLY FINANCIAL PERFORMANCE REPORT
for the Period Ending February 29, 2016**

Year to Year Comparison Based on YTD Actuals as of February 2016

February				
Description	FY 2016	FY 2015	% Variance	\$ Variance
Revenues	\$46,690,090	\$46,105,874	1.27%	\$584,216
Expenses	\$26,327,741	\$26,097,508	0.88%	\$230,233
Surplus / (Deficit)	\$20,362,349	\$20,008,366	1.77%	\$353,983

Year to year through February, the net surplus of \$20.36 million for FY 2016 was \$.35 million favorable to the FY 2015 surplus of \$20.01 million.

Revenues

Auxiliary revenue for FY 2016 is 30.7% over FY 2015 due to increased advertising.	62,340
Non-Transportation revenue for FY 2016 is 75.6% over FY 2015 due to increased interest income.	50,035
Taxes revenue for FY 2016 is 7.7% over FY 2015.	2,389,520
State Grants revenue for FY 2016 is -19.6% under FY 2015 due to timing.	(1,019,963)
Federal Grants revenue for FY 2016 is -20.9% under FY 2015 due to timing.	(773,562)
Federal Grant MPO Pass-Thru revenue for FY 2016 is -31.3% under FY 2015 due to timing.	(20,701)
All other revenues within 5.0% of budget.	(103,453)
	<u>\$584,216</u>

Expenses

Services expense for FY 2016 is 28.6% over FY 2015.	415,558
Diesel Fuel expense for FY 2016 is -42.2% under FY 2015.	(1,189,101)
Supplies expense for FY 2016 is 22.6% over FY 2015.	391,811
Insurance expense for FY 2016 is 42.4% over FY 2015.	189,005
Utilities expense for FY 2016 is -6.4% under FY 2015.	(25,824)
Purchased Transportation - DART expense for FY 2016 is 24.4% over FY 2015 due mostly to a change in accounting treatment of DART fares received by DART providers.	513,251
All other expenses within 5.0% of budget.	(64,467)
	<u>\$230,233</u>

Pinellas Suncoast Transit Authority
Statement of Revenues and Expenditures
Actual vs. Budget
Month Ended February 2016

	Month				Year to Date				Annual
	Actual	Budget	Variance		Actual	Budget	Variance		Budget
			Percent	Dollar			Percent	Dollar	
Revenue									
Passenger Fares	\$ 998,622	\$ 1,330,972	(24.97%)	\$ (332,350)	\$ 5,225,219	\$ 6,313,483	(17.24%)	\$ (1,088,264)	\$ 14,817,650
Auxiliary	49,928	43,133	15.75%	6,795	265,480	215,669	23.10%	49,811	517,600
Non-Transportation	31,360	13,139	138.68%	18,221	116,242	59,710	94.68%	56,532	173,050
Taxes	1,360,247	1,577,095	(13.75%)	(216,848)	33,284,851	33,039,881	0.74%	244,970	37,808,440
Local Beach Trolley & Rt.35	76,088	77,179	(1.41%)	(1,091)	385,050	385,903	(0.22%)	(853)	926,156
State Reimbursement-Fuel Tax	51,427	47,751	7.70%	3,676	272,138	284,290	(4.27%)	(12,152)	652,620
State Grants	1,045,561	1,173,147	(10.88%)	(127,586)	4,171,265	4,888,404	(14.67%)	(717,139)	7,418,284
Federal Grants	568,597	541,827	4.94%	26,770	2,924,399	2,726,028	7.28%	198,371	5,481,491
Federal Grants MPO Pass -Thru	9,089	13,333	(31.83%)	(4,244)	45,446	66,667	(31.83%)	(21,221)	80,000
Total	4,190,919	4,817,576	(13.01%)	(626,657)	46,690,090	47,980,035	(2.69%)	(1,289,945)	67,875,291
Expenditures									
Salaries	2,249,031	2,434,041	(7.60%)	(185,010)	11,766,614	12,316,556	(4.47%)	(549,942)	29,306,960
Fringe Benefits	859,899	928,143	(7.35%)	(68,244)	4,222,028	4,643,137	(9.07%)	(421,109)	11,142,638
Services	277,038	297,399	(6.85%)	(20,361)	1,868,364	1,807,382	3.37%	60,982	3,715,565
Diesel Fuel	269,549	330,790	(18.51%)	(61,241)	1,628,106	1,808,017	(9.95%)	(179,911)	4,531,370
Supplies	393,190	370,696	6.07%	22,494	2,128,007	1,868,704	13.88%	259,303	4,529,002
Insurance	12,248	144,560	(91.53%)	(132,312)	634,938	722,780	(12.15%)	(87,842)	1,709,200
Utilities	78,185	94,532	(17.29%)	(16,347)	379,640	484,833	(21.70%)	(105,193)	1,168,600
Taxes & Licenses	75,559	61,413	23.03%	14,146	328,240	332,882	(1.39%)	(4,642)	843,590
Purchased Transportation - DART	501,661	520,541	(3.63%)	(18,880)	2,614,758	2,602,713	0.46%	12,045	6,246,500
Purchased Transportation - TD	67,146	62,381	7.64%	4,765	310,897	311,903	(0.32%)	(1,006)	748,570
Purchased Transportation - Trolleys	53,038	55,700	(4.78%)	(2,662)	262,830	278,495	(5.62%)	(15,665)	668,395
Miscellaneous	20,523	58,777	(65.08%)	(38,254)	183,319	262,228	(30.09%)	(78,909)	636,455
Total	4,857,067	5,358,973	(9.37%)	(501,906)	26,327,741	27,439,630	(4.05%)	(1,111,889)	65,246,845
Revenue Over / (Under) Expenditures	\$ <u>(666,148)</u>	\$ <u>(541,397)</u>	<u>23.04%</u>	\$ <u>(124,751)</u>	\$ <u>20,362,349</u>	\$ <u>20,540,405</u>	<u>(0.87%)</u>	\$ <u>(178,056)</u>	\$ <u>2,628,446</u>
Transfer (To) / From Reserve									\$ <u>(2,628,446)</u>

Pinellas Suncoast Transit Authority
Statement of Revenues and Expenditures
Actual vs. Actual
Month Ended February 2016

	Year to Date			Variance	
	Budget	February 2016 Actual	February 2015 Actual	Percent	Dollar
Revenue					
Passenger Fares	\$ 6,313,483	\$ 5,225,219	\$ 5,339,356	(2.14%)	\$ (114,137)
Auxiliary	215,669	265,480	203,140	30.69%	62,340
Non-Transportation	59,710	116,242	66,207	75.57%	50,035
Taxes	33,039,881	33,284,851	30,895,331	7.73%	2,389,520
Local Beach Trolley & Rt.35	385,903	385,050	367,007	4.92%	18,043
State Reimbursement-Fuel Tax	284,290	272,138	279,497	(2.63%)	(7,359)
State Grants	4,888,404	4,171,265	5,191,228	(19.65%)	(1,019,963)
Federal Grants	2,726,028	2,924,399	3,697,961	(20.92%)	(773,562)
Federal Grant MPO Pass-Thru	66,667	45,446	66,147	(31.30%)	(20,701)
Total	<u>47,980,035</u>	<u>46,690,090</u>	<u>46,105,874</u>	<u>1.27%</u>	<u>584,216</u>
Expenditures					
Salaries	12,316,556	11,766,614	11,652,750	0.98%	113,864
Fringe Benefits	4,643,137	4,222,028	4,392,604	(3.88%)	(170,576)
Services	1,807,382	1,868,364	1,452,806	28.60%	415,558
Diesel Fuel	1,808,017	1,628,106	2,817,207	(42.21%)	(1,189,101)
Supplies	1,868,704	2,128,007	1,736,196	22.57%	391,811
Insurance	722,780	634,938	445,933	42.38%	189,005
Utilities	484,833	379,640	405,464	(6.37%)	(25,824)
Taxes & Licenses	332,882	328,240	322,385	1.82%	5,855
Purchased Transportation - DART	2,602,713	2,614,758	2,101,507	24.42%	513,251
Purchased Transportation - TD	311,903	310,897	308,037	0.93%	2,860
Purchased Transportation - Trolleys	278,495	262,830	270,127	(2.70%)	(7,297)
Miscellaneous	262,228	183,319	192,492	(4.77%)	(9,173)
Total	<u>27,439,630</u>	<u>26,327,741</u>	<u>26,097,508</u>	<u>0.88%</u>	<u>230,233</u>
Revenue Over / (Under) Expenditures	\$ <u>20,540,405</u>	\$ <u>20,362,349</u>	\$ <u>20,008,366</u>	<u>1.77%</u>	\$ <u>353,983</u>

Transfer To / From Reserve



REPORTS

4B: Ridership & Operations Performance Report



Action: Information Item

Staff Resource: Rita Hoffman, Statistical Data Manager

**FINANCE & PERFORMANCE
MANAGEMENT**

-
- Staff will present the ridership and operations report for the month ending March, 2016.
-

Attachments:

1. Ridership and Operations Reports (provided at meeting)



REPORTS

4C: PSTA Contracts



Action: Information Item

Staff Resource: Lou Emma Cromity, Dir. of Procurement

**FINANCE & PERFORMANCE
MANAGEMENT**

-
- Attached is a list of PSTA Contracts.
-

Attachments:

1. PSTA Contracts

	A	B	C	D	E	F	G	H	I
1	Annual Or Total Contract Value	SUPPLIER	DESCRIPTION	CONTRACT/ RENEWAL	CONTRACT NUMBER	DEPT.	EXPIRATION DATE	BOARD APPROVAL DATE	FUNDING SOURCE
2	\$11,840,000.00	CARE RIDE LLC	DART Service - Paratransit Services - Wheelchair; Eastlake	No renewals remaining	RFP 11-022P	TRANS	9/30/2016	10/23/2013	General Funds
3	\$6,200,000.00	CIGNA HEALTH AND LIFE INSURANCE COMPANY	Insurance - Group Health	1 Year Plus 3 Renewal Options	RFP 13-018P	HR	7/21/2016	7/22/2015	General Funds
4	\$5,765,580.00	JAMES RIVER SOLUTIONS	ULS Diesel for NYMEX Futures - PSTA/Hart	1 Year Plus 4 Renewal Options	IFB 14602	MAINT	9/30/2017	7/22/2015	General Funds
5	\$4,898,026.00	Gillig, LLC	Hybrid Bus Purchase	1 Year		MAINT	11/19/2016	11/19/2015	Grant
6	\$4,160,000.00	Yellow Cab Sedan Services	DART Service - Paratransit Services - Ambulatory - (Taxi)	1 Year Plus 1 Renewal Options	RFP 11-023P	TRANS	9/30/2016	EXEMPT	General Funds
7	\$3,200,000.00	Public Risk Insurance Agency (PRIA)	Multi-Line Insurance Program	5 Years	RFP 14-006P	FIN	7/23/2019	7/23/2014	General Funds
8	\$2,700,000.00	Direct Media, Inc.	Transit Advertising Services	3 Years Plus 2 Renewal Options	RFP15-017P	MKT	8/31/2018	8/26/2015	Revenue Generating
9	\$2,309,676.00	Florida Commission for the Transportation Disadvantaged	Transportation Disadvantaged Service and Bus Pass Sales	1 Year	G0183	TRANS	6/30/2016	7/22/2015	Revenue Generating
10	\$2,200,000.00	American Janitorial, Inc.	Janitorial Services	3 Years Plus 2 Renewal Options	RFP15-015P	FAC	9/30/2018	9/30/2015	General Funds
11	\$2,200,000.00	Michelin North America, Inc.	Bus Tire Lease	3 Years Plus 2 Renewal Options	15-007B	MAINT	5/26/2018	5/27/2015	Grant
12	\$1,750,000.00	Bryant Miller Olive (BMO)	Legal Services	5 Years		CEO	3/31/2020	3/19/2014	General Funds
13	\$1,750,000.00	Unice Salzman, P.A.	Legal Services	5 Years		FIN	3/31/2020	3/19/2014	General Funds
14	\$1,500,000.00	HNTB CORPORATION	General Services Consultant for General Technical Support Services	3 Year3 Plus 2 Renewal Options	RFP 13-015P	PLNG	6/26/2016	6/26/2013	Grant
15	\$1,500,000.00	Parsons Brinckerhoff, Inc.	General Services Consultant	3 Years Plus 2 Renewal Options	15-005P	PLNG	2/25/2018	2/25/2015	Grant
16	\$1,500,000.00	TINDALE-OLIVER & ASSOC.	General Services Consultant	3 Years Plus 2 Renewal Options	RFP 13-015P	PLNG	6/26/2016	6/26/2013	Grant
17	\$1,150,000.00	Allied Barton	Security Guard Services	5 Years	RFP 12-012P	TRANS	11/1/2017	10/24/2012	General Funds
18	\$1,148,650.00	Brasco International	Bus Shelters & Amenities	3 Years Plus 2 Renewal Options	15-004P	MAINT	3/24/2018	3/25/2015	Grant
19	\$1,100,000.00	Cummins, Inc.	Remanufacture Engines	5 Years	16-013P	MAINT	2/24/2021	2/24/2016	General Funds
20	\$925,000.00	American Construction Services	Bus Boarding Pads for Bus Stops	3 Years Plus 2 Renewal Options	IFB 14-002B	MAINT	1/22/2017	1/22/2014	Grant
21	\$650,000.00	Gillig, LLC	Remanufacture Transmissions	5 Years	16-024P	MAINT	2/24/2021	2/24/2016	General Funds
22	\$650,000.00	Preferred Governmental Insurance Trust	Multi-Line Premiums	1 Year		FIN	9/30/2016	9/30/2015	General Funds
23	\$512,471.30	Jolley Trolley	Transportation services(North County Coastal Rte; Clearwater Beach to Dunedin; Palm Harbor & Tarpon Springs; Island Estates; Sand Key; Safety Harbor)	1 Year		TRANS	9/30/2016	8/20/2014	General/Grant Funds
24	\$477,018.00	GIRO INC.	Giro HASTUS Software Upgrade	1 Year		PLNG	3/30/2017	3/30/2016	CIP
25	\$468,912.00	City of St. Pete Beach	Beach Trolley	1 Year		TRANS	9/30/2016	8/26/2015	General Funds
26	\$450,000.00	Palmdale Oil	Bulk Fluids (Motor & Gear Oil, Grease, Diesel Exhaust)	3 Years	C-15-MT-028	MAINT	7/21/2018	7/22/2015	General Funds
27	\$443,320.00	NAFECO	Uniform Purchase	3 Years Plus 2 Renewal Options		TRANS	7/22/2018	7/22/2015	General Funds
28	\$426,180.00	MOTOROLA SOLUTIONS, INC.	Usage Charge - Pinellas County (S1014418)	1 Year		IT	9/30/2021	EXEMPT	General Funds
29	\$420,000.00	Van Scoyoc Associates, Inc.	Federal Lobbyist Consultant Services	3 Years Plus 2 Renewal Options	RFP15-010P	CEO	6/23/2018	2/24/2016	General Funds
30	\$381,485.00	NEIGHBORLY CARE NETWORK	TD Funded Agencies	1 Year		TRANS	6/30/2016	7/22/2015	Grant
31	\$375,000.00	Certus Builders	Outsource Bus Shelter Installation	3 Year Plus 2 Renewal Options	15-037P	MAINT	12/9/2018	12/9/2018	Grant Funds
32	\$372,000.00	BRIGHT HOUSE NETWORKS	Data Network Services	1 Year Plus 3 Renewal Options	IFB 14-011B	IT	7/23/2019	7/23/2014	General Funds
33	\$371,090.28	CUMMINS POWER SOUTH LLC	Remanufacture of Bus Parts & Components	3 Years	IFB 14-015B	MAINT	12/10/2017	12/10/2014	General Funds
34	\$359,000.00	CliftonLarsonAllen	Financial Audit And Related Services	3 Years Plus 2 Renewal Options	RFP15-014P	FIN	8/26/2018	8/26/2015	General Funds
35	\$350,000.00	Goodyear Tire and Rubber Company	Bus Tire Run Out Program	3 Years		MAINT	7/21/2018	7/22/2015	Grant
36	\$315,000.00	AT&T MOBILITY	Bus Passenger Wi-F- Service	3 Years		IT	9/30/2018	8/26/2015	General Funds
37	\$300,000.00	FASTENAL	Facility Maintenance Repair/MPO	3 Years Plus 2 Renewal Options	112-0077PB(PF)	MAINT	2/1/2017	10/29/2015	General Funds
38	\$300,000.00	Florida Detroit Diesel-Allison	Hybrid Battery Parts & Equipment	1 Year Plus 2 Renewal Options	16-003B	MAINT	1/16/2019	1/27/2016	General Funds
39	\$300,000.00	Seaboard Neumann	Bulk Fluids (Coolant, Motor Oil, Trans, Fluid)	3 Years	C-15-MT-027	MAINT	7/21/2018	7/22/2015	General Funds
40	\$293,000.00	CLEVER DEVICES, LTD.	Real-Time Data Management Software Upgrade (Clever Works)	1 Year		IT	1/28/2017	1/28/2015	Grant
41	\$284,382.96	ICMA Retirement Trust - 457	Retirement	Continuous		HR		EXEMPT	General Funds
42	\$268,250.00	AutoNation Ford St. Petersburg	Support Vehicle Maintenance	3 Years Plus 2 Renewal Options	16-017P	MAINT	3/30/2019	3/30/2016	General Funds
43	\$250,000.00	ROAD SIGNS, INC.	Bus Advertising Graphics	5 Years	RFP 14-010P	MKT	10/22/2019	10/22/2014	General Funds
44	\$248,653.41	MYcroShool Pinellas	Bus Pass	1 Year Plus 4 Renewal Options		MKT	8/31/2016	EXEMPT	Revenue Generating
45	\$247,953.00	Commercial Risk Management	Workers' Compensation Third Party Administrator Program	5 Years	RFP 14-009P	FIN	9/24/2019	9/24/2015	General Funds

	A	B	C	D	E	F	G	H	I
1	Annual Or Total Contract Value	SUPPLIER	DESCRIPTION	CONTRACT/ RENEWAL	CONTRACT NUMBER	DEPT.	EXPIRATION DATE	BOARD APPROVAL DATE	FUNDING SOURCE
46	\$245,517.00	CLEVER DEVICES, LTD.	Annual Real-Time Software Support	1 Year		IT	12/31/2016	1/28/2015	Grant
47	\$240,363.00	CLEVER DEVICES, LTD.	Bus Fleet Maintenance Report/Real-Time Monitoring Software Version 3	1 Year		IT	12/30/2017	12/9/2015	Grant
48	\$237,028.00	City of Treasure Island	Beach Trolley	1 Year		TRANS	9/30/2016	8/26/2015	General Funds
49	\$200,000.00	Collaboration Solutions, Inc.	AV Equipment for Board and Conference Spances	1 Year Plus 2 Renewal Options		IT	12/9/2018	12/2/2015	Grant/General Funds
50	\$200,000.00	Duval Landscape Maintenance	Lawn Maintenance & Related Services	3 Years Plus 2 Renewal Options	16-015P	MAINT	2/24/2019	2/24/2016	General Funds
51	\$200,000.00	J.H.. WILLIAMS OIL CO. INC	Unleaded Gas Only for PSTA/Hart	1 Year Plus 4 Renewal Options	IFB 14602	MAINT	9/30/2017	9/23/2015	General Funds
52	\$200,000.00	The Generator Group, Inc.	Professional Recruiting Services	3 Years	RFP 14-014P	HR	8/27/2017	8/27/2014	General Funds
53	\$200,000.00	THE MERCER GROUP, INC. - ATLANTA	Professional Recruiting Services	3 Years	RFP 14-014P	HR	8/27/2017	8/27/2014	General Funds
54	\$195,840.00	AUSTIN AND SON AUTO ELECTRIC, INC.	Remanufacture of Bus Parts & Components	3 Years	IFB 14-015B	MAINT	12/10/2017	12/10/2014	General Funds
55	\$190,000.00	MINNESOTA LIFE	Insurance - Group Life	1 Year Plus 3 Renewal Options	RFP 13-018P	HR	7/21/2016	8/27/2014	General Funds
56	\$178,113.00	Suncoast Communications & Electronics, Inc.	Motorola Radio Maintenance	5 Years	16-027B	MAINT	3/30/2021	3/30/2016	General Funds
57	\$175,000.00	Batteries-By-Fisher	Batteries - Transit Vehicles	1 Year Plus 2 Renewal Options	15-006B	MAINT	7/21/2016	7/22/2015	General Funds
58	\$166,901.30	CS STARS	Risk Management Software Support SOW #3;Support	3 Years		IT	2/16/2018	8/27/2014	General Funds
59	\$150,000.00	Pride Enterprises, Inc.	Bus-Schedule Printing	5 Years	RFP 14-007P	MKT	8/27/2019	8/27/2014	General Funds
60	\$150,000.00	TEXT MARKS INC.	SMS Texting Service	3 Years	16-012SS	IT	1/27/2019	1/27/2016	General Funds
61	\$140,000.00	LOOPER GROUP, INC.	Transportation Services Downtown St. Petersburg	1 Year		TRANS	9/30/2016	8/26/2015	General Funds
62	\$135,075.00	DUKANE RADIATOR	BUS PARTS - REMANUFACTURED	1 Year	IFB 14-015B	MAINT	12/31/2016	EXEMPT	General Funds
63	\$135,000.00	TechnologEase, Inc.	Campus Wi-Fi Replacement	3 Years		IT	9/30/2018	9/30/2015	Grant/General Funds
64	\$134,000.00	PARC INC	TD Funded Agencies	1 Year		TRANS	6/30/2016	7/22/2015	Grant
65	\$134,000.00	The ARC Tampa bay	TD Funded Agencies	1 Year		TRANS	6/30/2016	7/22/2015	Grant
66	\$122,055.60	DUNBAR ARMORED INC.	Armored Car	1 Year Plus 4 Renewal Options	RFP 14-008P	FIN	8/31/2019	EXEMPT	General Funds
67	\$120,000.00	FleetNet Corporation	FleetNet Softwawre Renewal	3 Years		IT	4/30/2018	4/22/2015	Grant
68	\$120,000.00	GEHRING GROUP	Employee Benefits Broker	5 Years	RFP 13-008P	HR	4/30/2018	4/24/2013	General Funds
69	\$109,828.00	UniFirst Corporation	Uniform Rental	3 Years Plus 2 Renewal Options		MAINT	7/22/2018	7/22/2015	General Funds
70	\$99,416.10	Vehicle Service Group, LLC	Heavy Duty Mobile Column Lifts and Related Services/Products	1 Year Plus 2 Renewal Options		MAINT	11/25/2018	EXEMPT	Grant Funds
71	\$90,000.00	Gray Robinson, P.A.	State Lobbyist	10 Months	RFP11-020P	CEO	5/31/2016	7/22/2015	General Funds
72	\$80,355.00	YOHO'S AUTOMOTIVE & TOWING	Bus and Vehicle Towing Services	1 Year Plus 4 Renewal Options	IFB #13-012B	MAINT	6/28/2016	EXEMPT	General Funds
73	\$75,859.00	GIRO INC.	Hastus Maintenance & Support Software	1 Year		IT	7/17/2016	EXEMPT	General Funds
74	\$75,000.00	LOOPER GROUP, INC.	Central Avenue Trolley-Free Zone Boarding	1 Year		TRANS	9/30/2016	8/26/2015	Revenue Generating
75	\$70,000.00	Granicus, Inc.	Agenda Management/VoteCase Solutions	1 Year Plus 4 Renewal Options		IT	12/9/2018	12/9/2015	Grant/General Funds
76	\$63,000.00	Sprint Solutions	Cellular Data Services - Real Time	5 Years	IFB11-014B	IT	6/9/2016	EXEMPT	General Funds
77	\$60,000.00	ELECTRONIC DATA MAGNETICS	Magnetic Card Printing	1 Year Plus 1 Renewal Option	IFB #12-002B	MKT	12/31/2016	EXEMPT	General Funds
78	\$50,000.00	TransPro Consulting	Customer Service Education & Training Seminars	6 Months		MKT	5/2/2016	EXEMPT	General Funds
79	\$45,357.15	SOFTWARE HOUSE INT'L	Software - Microsoft Licenses; Symantec Back-Up Exec	1 Year		IT	12/31/2016	EXEMPT	Grant
80	\$41,461.00	ACUATIVE CORPORATION	Cisco SmartNet, UCSS; Software	1 Year	15-035Q	IT	11/23/2017	EXEMPT	General Funds
81	\$40,000.00	ADVANTICA ADMINISTRATIVE SERVICES, INC.	Insurance - Group Vision	1 Year Plus 3 Renewal Options	RFP 13-018P	HR	7/21/2016	EXEMPT	General Funds
82	\$37,000.00	SIVER INSURANCE CONSULTANTS	Risk Advisory Services	1 Year Plus 1 Renewal Option	RFQ #14-017Q	FIN	9/30/2016	EXEMPT	General Funds
83	\$36,000.00	LAKESIDE OCCUPATIONAL MEDICAL CENT	Medical Services Employee Physicals & Substance Abuse Screenings	1 Year Plus 3 Renewal Options	RFP 13-005P	HR	9/30/2016	EXEMPT	General Funds
84	\$34,200.00	MOTOROLA SOLUTIONS, INC.	Console Maintenance and Support	6 Years		MAINT	4/1/2022	4/1/2016	General Funds
85	\$34,041.24	VERIZON WIRELESS	Cell Phone Service	1 Year	WSCA 1907	IT	11/16/2016	EXEMPT	General Funds
86	\$26,905.55	DOUGLASS SCREEN PRINTERS	Departure Boards & Shelter System Maps	1 Year Plus 2 Renewal Options	IFB 12-009B	MKT	6/30/2016	EXEMPT	General Funds
87	\$25,117.86	PRESIDIO NETWORKED SOLUTIONS INC.	Software Support - Zoom Call; UC Support; Spam & Antivirus	3 Year		IT	11/30/2017 12/31/2016 10/20/2017	EXEMPT	General Funds
88	\$24,514.57	Audio Fidelity Communication Corporation	AV Systems Support	1 Year		IT	5/22/2016	EXEMPT	General Funds
89	\$24,396.00	CONVERGENT TECHNOLOGIES	Security System Maintenance; Monitoring (8 Locations); Badge Readers	1 Year	IFB 11-003P	SS	10/1/2016	EXEMPT	General Funds
90	\$24,230.00	SOUTHEAST POWER SYSTEMS	BUS PARTS - REMANUFACTURED	1 Year	IFB 14-015B	MAINT	12/30/2016	EXEMPT	General Funds
91	\$21,327.72	ROBERT BOWEN	Demand Response Assessment	1 Year Plus 4 Renewal Options		TRANS	10/30/2016	EXEMPT	Grant

	A	B	C	D	E	F	G	H	I
1	Annual Or Total Contract Value	SUPPLIER	DESCRIPTION	CONTRACT/ RENEWAL	CONTRACT NUMBER	DEPT.	EXPIRATION DATE	BOARD APPROVAL DATE	FUNDING SOURCE
92	\$20,000.00	OFFICE DEPOT	OFFICE PRODUCTS	1 Year		FIN	9/30/2016	EXEMPT	General Funds
93	\$19,867.05	Canteen Vending Services Division	Fresh Food and Traditional Vendign Services	3 Years Plus 2 Renewal Options	16-005P	TRANS	2/26/2019	2/26/2016	Revenue Generating
94	\$18,762.61	CARASOFT TECHNOLOGY CORP	Nimble Storage - Service & Support	3 years		IT	5/19/2016	EXEMPT	General Funds
95	\$18,540.00	TRANSIT RESOURCE CENTER	Bus Inspections	5 Years		MAINT	9/30/2019	EXEMPT	General Funds
96	\$16,362.84	IMAGE NET CONSULTING OF TAMPA, LLC.	Copier Maintenance & Leasing	1 Year		IT	10/13/2017	EXEMPT	General Funds
97	\$16,176.80	SUNTRUST BANK	Banking Services (P-Card/Credit/Debit Cards for Terminals)	1 Year Plus 2 Renewal Options	RFP 12-001P	FIN	8/30/2016	EXEMPT	General Funds
98	\$16,010.00	AQUA CLEAN ENVIRONMENTAL	LIQUID WASTE DISPOSAL	1 Year	RFQ 14-016Q	SS	10/31/2016	EXEMPT	General Funds
99	\$15,875.20	AT&T WIRELINE	T-1 Services	1 Year		IT	3/23/2017	EXEMPT	General Funds
100	\$15,000.00	Glicksman Consulting, LLC	Actuarial Services - Risk Management	3 Year Plus 2 Renewal Options		RISK	10/23/2018	EXEMPT	General Funds
101	\$15,000.00	Right Management	Outplacement Consulting Services	3 Years		HR	7/25/2018	EXEMPT	General Funds
102	\$14,000.00	Safe-Start	Batteries - Transit Vehicles	1 Year Plus 2 Renewal Options	15-006B	MAINT	7/21/2016	7/22/2015	General Funds
103	\$13,968.90	FLORIDA PEST CONTROL	Pest Control Services for PSTA Buses and Vehicles	1 Year Plus 1 Renewal Option	RFQ 15-002Q	MAINT	1/11/2017	EXEMPT	General Funds
104	\$13,730.00	INTEGRATED SYSTEMS OF FLORIDA	BOSCH CAMERA SERVICE - MAINTENANCE	1 Year Plus 1 Renewal Option	RFP 14-001P	IT	1/9/2017	EXEMPT	General Funds
105	\$13,627.19	ROUTEMATCH SOFTWARE, INC.	Paratransit Software Maintenance	1 Year		TRANS	8/1/2016	EXEMPT	General Funds
106	\$12,000.00	ICIMS	Software, Applicant Tracking Software Subscription Fee	1 Year		HR	2/1/2017	EXEMPT	Grant
107	\$12,000.00	Meltwater	Media Platform and Dashboards	1 Year	16-031SS	MKT	2/1/2017	EXEMPT	General Funds
108	\$11,000.00	BENSINGER, DUPONT & ASSOCIATES	Employee Assistance Program	1 Year Plus 1 Renewal Option	RFP 11-010P	HR	4/30/2017	EXEMPT	General Funds
109	\$10,324.00	CLEVER DEVICES, LTD.	Software Support - Spanish to English to Text (IVR) (Licenses)	1 Year		IT	4/27/2016	EXEMPT	General Funds
110	\$10,000.00	SUN GRAPHIC TECHNOLOGIES, INC.	Printing of Interior Bus Posters	1 Year Plus 1 Renewal Option	IFB 12-006B	MKT	1/14/2017	EXEMPT	General Funds
111	\$8,000.00	Justifacts Credential Verification, Inc.	Background Checking Services	1 Year	15-013Q	HR	4/30/2016	EXEMPT	General Funds
112	\$7,800.00	Untangle	Firewall	2 Years		IT	4/12/2018	EXEMPT	General Funds
113	\$7,709.00	S & A SYSTEMS, INC.	Software Support - Fleetwatch	1 Year		IT	2/13/2017	EXEMPT	General Funds
114	\$7,588.00	Jefferson Solutions, Inc.	Actuarial Services - OPEB	3 Year Plus 2 Renewal Options		FIN	10/23/2018	EXEMPT	General Funds
115	\$7,500.00	MIDWAY SERVICES	Plumbing Services	1 Year		MAINT	9/30/2016	EXEMPT	General Funds
116	\$7,280.00	PRODUCTIVE SOLUTIONS	Maintenance Contract for POS System Support	1 Year		FIN	3/12/2017	EXEMPT	General Funds
117	\$7,186.20	MCCS GROUP	Pond Maintenance; Through Macy's Easement Contract	1 Year		SS	10/31/2016	EXEMPT	General Funds
118	\$7,150.00	SOUTH PRODUCTIONS	Video Taping	1 Year		MKT	9/30/2016	EXEMPT	General Funds
119	\$6,777.00	PROSYS INFORMATION SYSTEMS, INC.	Support - Nimble Storage	2 Years		IT	4/30/2016	EXEMPT	Grant
120	\$6,325.80	SCHINDLER ELEVATOR CORPORATION	Elevator & Phone Maintenance	1 Year		SS	6/30/2016	EXEMPT	General Funds
121	\$6,000.00	IBM	SPSS	1 Year		IT	6/15/2016	EXEMPT	General Funds
122	\$5,452.00	VSC FIRE & SECURITY, INC.	Fire Inspection for Scherer Drive	1 Year		SS	6/30/2016	EXEMPT	General Funds
123	\$4,700.00	VariPHY	Phone Support	1 Year		IT	8/15/2016	EXEMPT	General Funds
124	\$4,584.00	LIGHTHOUSE OF PINELLAS INC	TD Funded Agencies	1 Year		TRANS	6/30/2016	7/22/2015	Grant
125	\$4,279.80	INTERNATIONAL BUSINESS MACHINES	Software - IBM Software & Licenses	1 Year		IT	11/30/2016	EXEMPT	General Funds
126	\$4,255.00	QUESTICA INC	Budget Software Support	1 Year Plus 4 Renewal Options	RFQ 12-010P	FIN	5/30/2016	EXEMPT	General Funds
127	\$3,666.00	IMAGE FIRST	Towel Service	1 Year		TRANS	11/30/2016	EXEMPT	General Funds
128	\$3,591.09	POLICY MANAGERS	Tank Storage	1 Year		RISK	9/30/2016	EXEMPT	General Funds
129	\$3,582.00	TAMPA ARMATURE WORKS INC.	Emergency Generator Inspections	1 Year		MAINT	10/31/2016	EXEMPT	General Funds
130	\$3,250.00	BLACKBOARD CONNECT INC.	Service Message Fee	1 Year		IT	1/31/2017	EXEMPT	General Funds
131	\$3,000.00	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE	Software Support ArcGIS	1 Year		IT	12/31/2016	EXEMPT	General Funds
132	\$2,695.00	Bug Off Pest Management, Inc.	Pest Control Services Facilities	1 Year	N/A	MAINT	11/28/2015	EXEMPT	General Funds
133	\$2,396.16	ARCHIVE CORPORATION	Off-Site Storage	1 Year		IT	12/31/2016	EXEMPT	General Funds
134	\$2,045.00	Drop Box, Inc.	Virtual Storage	1 Year	N/A	IT	9/23/2016	EXEMPT	General Funds
135	\$1,829.52	EVOLVTEC	Dell Laptop Support (7)	1 Year		IT	9/14/2016	EXEMPT	General Funds
136	\$1,800.00	Sprint Solutions	Data Plan	5 Years		IT	4/8/2016	EXEMPT	General Funds
137	\$1,557.31	CUMMINS POWER SOUTH LLC	Cummins Insight Lite registration;QSOL Subscription	1 Year		IT	5/27/2016	EXEMPT	General Funds
138	\$1,500.00	ALLDATA LLC	ALL MAKES DATA - SUBSCRIPTION	1 Year		IT	10/15/2016	EXEMPT	General Funds

	A	B	C	D	E	F	G	H	I
1	Annual Or Total Contract Value	SUPPLIER	DESCRIPTION	CONTRACT/ RENEWAL	CONTRACT NUMBER	DEPT.	EXPIRATION DATE	BOARD APPROVAL DATE	FUNDING SOURCE
139	\$1,460.00	AQUATECH OF FLORIDA INC.	Clean Boiler Loops	1 Year		SS	9/30/2016	EXEMPT	General Funds
140	\$1,263.39	OUTFITTERS SATELLITE INC.	Satellite Phone Support	1 Year		IT	1/16/2017	EXEMPT	General Funds
141	\$1,200.00	JANTECH SERVICES, INC.	UPS Maintenance Agreement	1 Year		IT	6/30/2016	EXEMPT	General Funds
142	\$1,150.00	Color ID, LLC	Photo ID System	1 Year	N/A	IT	1/3/2017	EXEMPT	General Funds
143	\$900.00	NI Government Solutions	Mobile Sat Phone	1 Year		IT	10/1/2016	EXEMPT	General Funds
144	\$899.00	SAGEMCOM CANADA INC	Fax Support for Lightning Fax/Xmedius Fax	1 Year		IT	6/13/2016	EXEMPT	General Funds
145	\$760.00	FleetPride	Diagnostic Tool	1 Year		IT	3/30/2017	EXEMPT	General Funds
146	\$426.00	HEWLETT-PACKARD COMPANY	HP Hardware Maintenance & Support	1 Year		IT	8/31/2016	EXEMPT	General Funds
147	\$411.00	Volusion	Shopping Cart	1 Year		IT	9/1/2016	EXEMPT	General Funds
148	\$360.00	Network Solutions	Secure Account	1 Year		IT	9/24/2017	EXEMPT	General Funds
149	\$350.00	SPATIAL NETWORKS, INC	Data Collection Software	As needed		TRANS	10/12/2016	EXEMPT	General Funds
150	\$138.00	SOLARWINDS INC	Dameware	1 Year		IT	12/10/2016	EXEMPT	General Funds
151	\$131.00	Ericom Blaze	License	1 Year		IT	11/4/2016	EXEMPT	General Funds
152	\$100.00	Network Solutions	Pcard Domain	1 Year		IT	5/20/2017	EXEMPT	General Funds
153	\$0.00	Agency for Community Treatment Services, Inc. (ACTS)	TD Coordination Agreement	1 Year		TRANS	6/30/2016	7/22/2015	No Funding
154	\$0.00	Boley Center	TD Coordination Agreement	1 Year		TRANS	6/30/2016	7/22/2015	No Funding
155	\$0.00	Cord Financial	ATM Placement	1 Year	N/A	MKT	3/19/2018	EXEMPT	General Funds
156	\$0.00	Goodwill Industries - Suncoast	TD Coordination Agreement	1 Year		TRANS	6/30/2016	7/22/2015	No Funding
157	\$0.00	Gulf Coast Jewish Family and Community Services, Inc.	TD Coordination Agreement	1 Year		TRANS	6/30/2016	7/22/2015	No Funding
158	\$0.00	Homeless Emergency Project	TD Coordination Agreement	1 Year		TRANS	6/30/2016	7/22/2015	No Funding
159	\$0.00	Pinellas County School Board	TD Bus Passes & Paratransit Trips	1 Year		TRANS	6/30/2016	7/22/2015	Revenue Generating
160	\$0.00	SIGNAL OUTDOOR ADVERTISING	Bus Shelter Maintenance & Advertising Agreement	Continuous		MKT	5/31/2033	9/25/2013	General Funds
161	\$0.00	Suncoast Center, Inc.	TD Coordination Agreement	1 Year		TRANS	6/30/2016	7/22/2015	No Funding
162	\$0.00	Vicent House	TD Coordination Agreement	1 Year		TRANS	6/30/2016	7/22/2015	No Funding

PRESENTATION



7A: Sustainability Plan



Action: Information Item

Staff Resource: Kristina Tranel, Transit Planner
Heather Sobush, Planning Manager

**FINANCE & PERFORMANCE
MANAGEMENT**

Background:

- PSTA adopted a Sustainability Policy, recommending that social, environmental, and economic responsibility be incorporated in PSTA decision making.
- PSTA was a founding signatory to the American Public Transportation Association (APTA) Sustainability Commitment. The APTA Sustainability Program recognizes agencies at bronze, silver, gold, and platinum levels based on implementation of sustainability policies and practices and achievement of sustainability goals.
- The Path Forward Strategic Plan includes sustainability principles and strategies.
- Based on priorities in the Path Forward Plan, a sustainability baseline has been established and goals can be set for improvement above the baseline.

Summary:

- In early April, PSTA staff submitted PSTA's baseline information and sustainability achievements for recognition at the bronze level. Achievements highlighted include:
 - Increased Transportation Disadvantaged (TD) Program participation to serve more disadvantaged residents;
 - Increased access to transit with the Direct Connect Pilot Program and UPASS Program;
 - Expanded employee wellness program;
 - Succession planning including training of and investment in employees;
 - A formal waste management program with increased recycling and reuse;
 - Development of a thorough tracking system of energy and water use by facility, and fuel economy by vehicle type;
 - Increased number of hybrid vehicles in fleet, improving fuel economy; and
 - Long term financial forecasting.

- Major goals for upcoming 2-3 years, consistent with the Path Forward Plan, include:
 - **Environmental:** Increase ridership, thereby reducing reliance on the automobile, and improve fuel economy by setting an average fuel economy goal.
 - **Social:** Increase access to transportation services by offering programs for disadvantaged residents, UPASS programs, and first- and last-mile solutions and by partnering with the Metropolitan Planning Organization (MPO) and local jurisdictions on integrated land use and transportation planning
 - **Financial:** Develop a Sustainable Fleet Plan with a mix of vehicle types that allows PSTA to maintain current services and positions the agency for incremental growth.
-

Attachments:

1. PowerPoint

Sustainability Planning

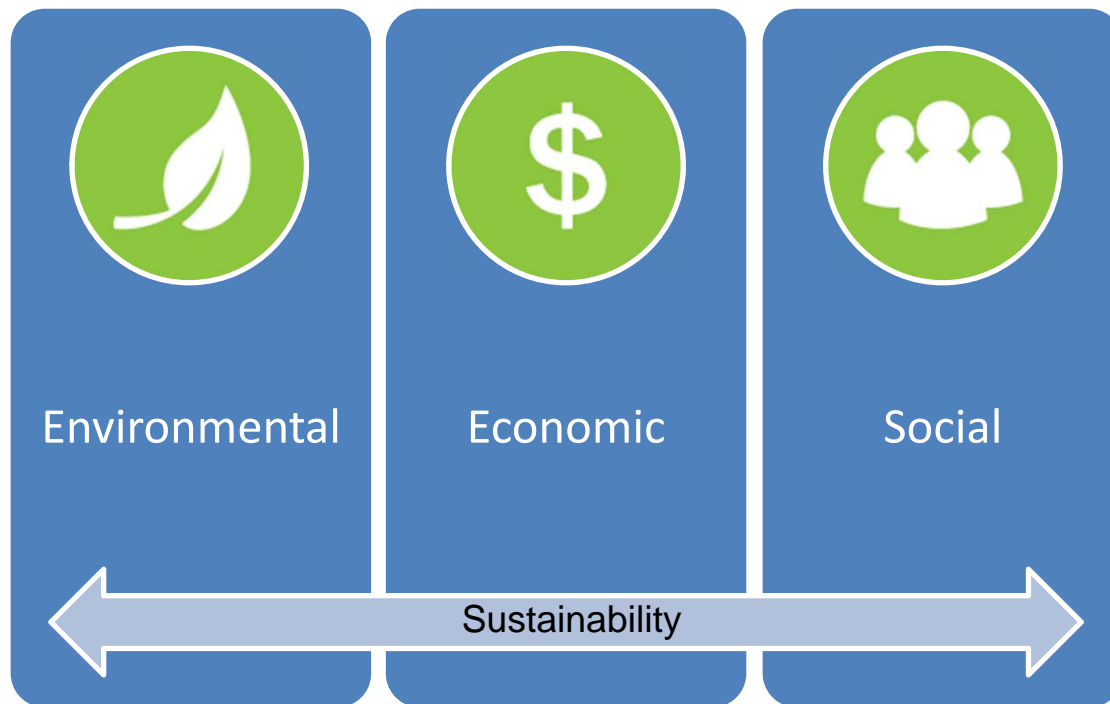
Finance & Planning Committees

April 20, 2016

Pinellas Suncoast Transit Authority
St. Petersburg, Florida

What is Sustainability?

- Responsibility in organizational decision making
 - Environmental, Economic, and Social
 - Meet needs of today without compromising ability to meet future needs



History

- APTA Sustainability Commitment
 - PSTA Founding Signatory
- PSTA Board Approved Sustainability Policy February 2014
- Incorporated in Path Forward Strategic Plan
 - Continuous improvement for riders & community
 - Public outreach commitment
 - Collaborative transportation policy & priority setting
 - Sustainable decision making
 - Sustainable capital program



Sustainability Planning Approach

Path Forward Plan Sustainability Priorities



Baseline Measurement



Goals for Improvement above Baseline



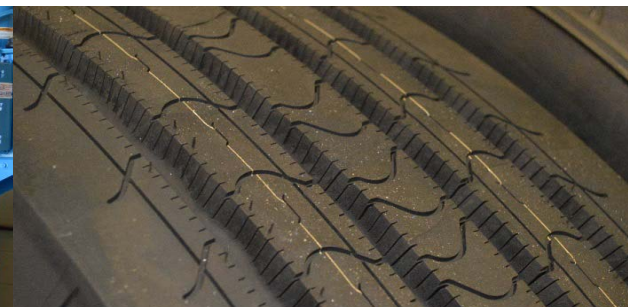
Tailored PSTA Sustainability Program



Evaluate Performance of Sustainability Initiatives

PSTA Accomplishments

- Recycling & reuse program with improved tracking system
- Expansion of programs increasing access to transportation
 - Increase in TD Program participation
 - Direct Connect Program
 - UPASS
- Expanded Employee Wellness Program
- Sustainable Bus Purchases
 - Increased hybrid fleet from 32-60
 - 7 new BAE hybrids ordered
- Life-cycle costing



Sustainability Goals

- Consistent with Path Forward Plan
- Measurable

