



SORTA/Metro  
Planning and Operations  
April 21, 2026  
9:00 am-10:00 am Eastern Time

SORTA PLANNING AND OPERATIONS COMMITTEE MEETING  
TUESDAY, APRIL 21ST, 2026 - 9:00 A.M.  
SORTA/METRO AT HUNTINGTON CENTER,  
SORTA BOARD ROOM (6th FLOOR)  
525 VINE STREET,  
CINCINNATI, OHIO 45202

**General Items:**

Call to Order

Pledge of Allegiance

- 1 Approval of Planning and Operations Committee Minutes: February 17th, 2026

**Briefing Items:**

- 2 Good News! (Executive Team)
- 3 Ridership and Service Quality Report as of March 31st, 2026 (Khaled Shammout/Bill Spraul)
  - 3.1 Service Quality Quarterly Appendix
- 4 MetroRapid Update (Khaled Shammout/Sharyn LaCombe)
- 5 Government Square Update (Executive Team)
  - Action Items Matrix (Tim Walker)
- 6 Proposed Resolution: Contract Award for 001-2026 Promotional Items and Apparel (Dave Etienne)
  - 6.1 Action Item:
- 7 Proposed Resolution: Contract Award for 016-2026 Bus Replacement Parts (Jeff Mundstock)
  - 7.1 Action Item:

Other Items:

New Business

The next regular meeting of the Planning & Operations Committee has been scheduled for

**Tuesday, May 19th, 2025, at 9:00 a.m.**

PLANNING AND OPERATIONS COMMITTEE  
TUESDAY, FEBRUARY 17<sup>th</sup>, 2026 – 9:00 A.M.  
SORTA/METRO AT HUNTINGTON CENTER  
6<sup>th</sup> FLOOR SORTA BOARD ROOM  
525 VINE STREET  
CINCINNATI, OHIO 45202

COMMITTEE MEMEBERS APPOINTED: *Pete Metz (Chair), Tony Brice Jr, Dan Driehaus, Briana Moss, KZ Smith and Greg Simpson*

COMMITTEE/BOARD MEMBERS PRESENT: Jay Bedi, Tony Brice, Chelsea Clark, Blake Ethridge, Pete Metz, Briana Moss, Sara Sheets and KZ Smith

COMMITTEE MEMBERS ABSENT: Tianay Amat, Dan Driehaus, Trent Emeneker, Kala Gibson, Neil Kelly, Greg Simpson, Rickell Smith and Sonja Taylor

STAFF MEMBERS PRESENT: Andy Aiello, Norman Bouwie, Patrick Giblin, Adriene Hairston, Brandy Jones, Natalie Krusling, Sharyn Lacombe, Bradley Mason, Jeff Mundstock, Alex Osbourne, John Ravasio, Jason Roe, Tony Russo, Kevin Ruth, Khaled Shammout, Bill Spraul, Tim Walker and Mike Weil

OTHERS PRESENT: Mathew Hilme (City of Cincinnati), Curtis Sohn and Justin Stuehrenberg (SRF Consulting Group), Kim Schaefer (Vory's)

1. **Call to Order**

Mr. Metz called the meeting to order.

2. **Pledge of Allegiance**

The Pledge of Allegiance was recited.

3. **Approval of Minutes of January 20<sup>th</sup>, 2026**

Ms. Clark made a motion and Mr. Ethridge seconded the motion to approve the minutes of the January 20<sup>th</sup>, 2026, meeting.

By voice vote the committee approved the minutes.

4. **Good News!**

The Executive Team presented the Good News report. Ms. Hairston shared the December Silver Award recipients, Ms. Jones presented the Metro on Capital Hill, New Digital Signs at Northside Transit Center, Ohio Loves Transit Week and Cincinnati Transit x Monopoly. Mr. Shammout shared the TRB Workshop and EX Connect a Finalist for Transit Ticket Global Awards slides.

The Committee accepted the report as presented.

5. **Ridership and Service Quality Report**

Mr. Shammout and Mr. Spraul presented the January 2026 ridership and service quality report. Total ridership for the month of January was 992,557 or 0.2% unfavorable to budget.

Access Total ridership for the month of January was 13,655 or 3.2% unfavorable to budget.

MetroNow Total ridership for the month of January was 13,614 or 8.0% unfavorable to budget.

Productivity, On-Time Performance, Customer Service Reports and Fixed-Route Miles Between Mechanical Service Interruptions were shared.

The Committee accepted the report as presented.

6. **MetroRapid Update**

Ms. Lacombe and Mr. Shammout presented the MetroRapid Update. They discussed the timeline/key milestones, design process, environmental, Spring stakeholder and public engagement and construction manager at-risk (CMAR) and independent cost estimating

The Committee accepted the report as presented.

7. **Government Square Update**

Mr. Shammout presented the Government Square Update.

The Committee accepted the report as presented.

8. **Ridership Deep Dive**

Ms. Randall and Mr. Shammout presented the Ridership Deep Dive Analysis. A detailed report analysis into ridership was presented to understand the lack of ridership growth and identify causes for ridership remaining flat.

The Committee accepted the report as presented.

9. **Proposed Resolution: Contract Award for 005-2026 Bus, Service Vehicle & Cellular Service**

Mr. Roe requested approval for Contract No. 005-2026 for Bus, Service Vehicle & Cellular Service.

The Committee agreed to recommend the resolution to the full Board for approval on the consent agenda.

10. **Proposed Resolution: Contract Award for 006-2026 Metro Family Day**

Mr. Roe requested approval for Contract No. 006-2026 for Metro Family Day.

The Committee agreed to recommend the resolution to the full Board for approval on the consent agenda.

11. **Proposed Resolution: Contract Award for 099-2024 Monthly Rewards Program**

Mr. Roe requested approval for Contract No. 099-2024 for Monthly Rewards Program.

The Committee agreed to recommend the resolution to the full Board for approval on the consent agenda.

12. **Proposed Resolution: Contract Award for 135-2025 BRT Independent Cost Estimating Consultant**

Mr. Roe requested approval for Contract No. 135-2025 for BRT Independent Cost Estimating Consultant.

The Committee agreed to recommend the resolution to the full Board for approval on the consent agenda.

13. **Other Items**

N/A

14. **New Business**

The next regular meeting of the Planning and Operations Committee has been scheduled for **Tuesday, March 17<sup>th</sup>, 2026, at 9:00 A.M.**

15. **Adjournment**

The meeting adjourned at 10:40 A.M.



# Planning & Operations: Good News

April 21, 2026





# February Silver Wheel Award Recipients



Leadership  
Employee of the Month  
**Keion Miller**



Administrative & Support  
Employee of the Month  
**Kelly Patti**



# February Silver Wheel Award Recipients



Queensgate  
Operator of the Month  
**Anthony Ward**



Queensgate Maintenance  
Employee of the Month  
**Nyeisha Craddock**



# February Silver Wheel Award Recipients



Bond Hill  
Operator of the Month  
**Gail Glover**



Bond Hill Maintenance  
Employee of the Month  
**Cassandra Wilkins**



Access  
Employee of the Month  
**Tamika Raven**

# Metro Drives Big Impact for NICU Families



Metro partnered with Kroger, TANK and March of Dimes on April 11 to fill a bus with baby supplies. The community donated diapers and wipes for the Neonatal Intensive Care Units at Cincinnati Children's, Good Sam and St. Elizabeth Hospital.

Thank you to everyone who volunteered and donated to this worthy cause!

# New Bus Stop Signs Make Their Debut



On April 9, we celebrated the installation of the first new bus stop sign in Clifton. The new signs were designed with the help of UC DAAP students and staff, along with input from customers and operators. The signs include improved visibility to bus stop locations, ADA accessible features, and QR codes that direct riders to trip planning tools.

Thank you to Congressman Landsman, Commissioner Reece, UC DAAP Dean Dr. Stephanie Pilat and members of our board who joined us to cut the ribbon. Special thank you to our SPDI team for their work on this project. One sign down...3,699 to go!

# Service Planning Public Meetings

Ahead of the August Service change, numerous route improvements are being proposed. The public is invited to attend one of the in-person or virtual public meetings to learn about the changes and to provide feedback.

Proposed changes include:

- NEW Rt. 18 Colerain Commuter
- NEW Rt. 47 Northside -Oakley TC
- NEW Rt. 53 St. Bernard –Norwood
- Rt. 19 Colerain becomes 24-hr service, Rt. 11 removes overnight service
- Realignments and/or trip reductions on Rts. 4, 22X, 27, 46, 51 and 74X

## Public Meeting Dates & Locations:

- Monday, April 27, 2026 5 – 7 p.m. Main Public Library
- Tuesday, April 28, 2026 5:30 – 7 p.m. Oakley Public Library
- Wednesday, April 29, 2026 6 – 7:30 p.m. Mt. Healthy Public Library
- Thursday, April 30, 10 a.m. – 12 p.m. Online (virtual) meeting
- Thursday, April 30, 5 – 7 p.m. North Avondale Recreation Center,
- Wednesday, May 6, 5 – 7 p.m. Winton Hills Recreation Center

*\*Feedback received by 12 p.m. on May 7 will be considered in final-decision making.*



# Access Your Voting Poll Location on Metro



Metro's fixed-route, Access and MetroNow! service will be free on election day, May 5 as part of our commitment to remove access to transportation as a barrier to our community's right to exercise their civic duty.

Customers may plan their trip on Metro using Transit app or using the trip planning tool on our website.

# Charged Up for What's Next!



Join us on Earth Day, April 22 to celebrate the launch of our very first zero-emission buses into service.

A community celebration will be held at the Northside Transit Center starting at 10:30 a.m.

# ...And That's the News!





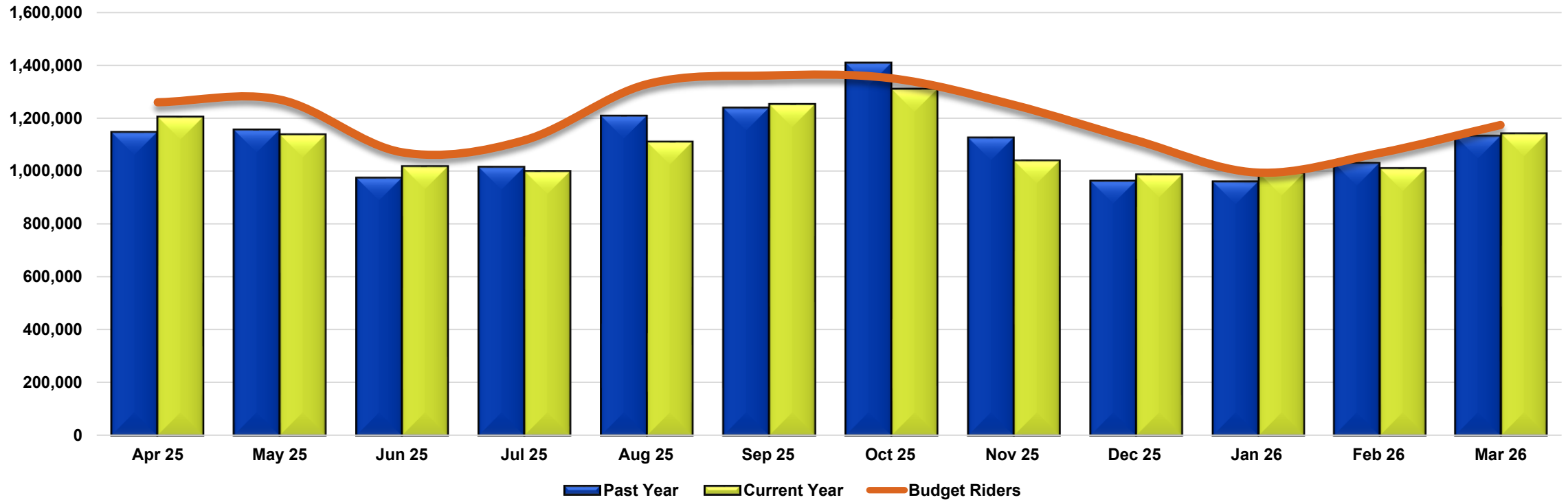
# March 2026 Ridership and Service Quality Report

April 21st, 2026 | SPDI



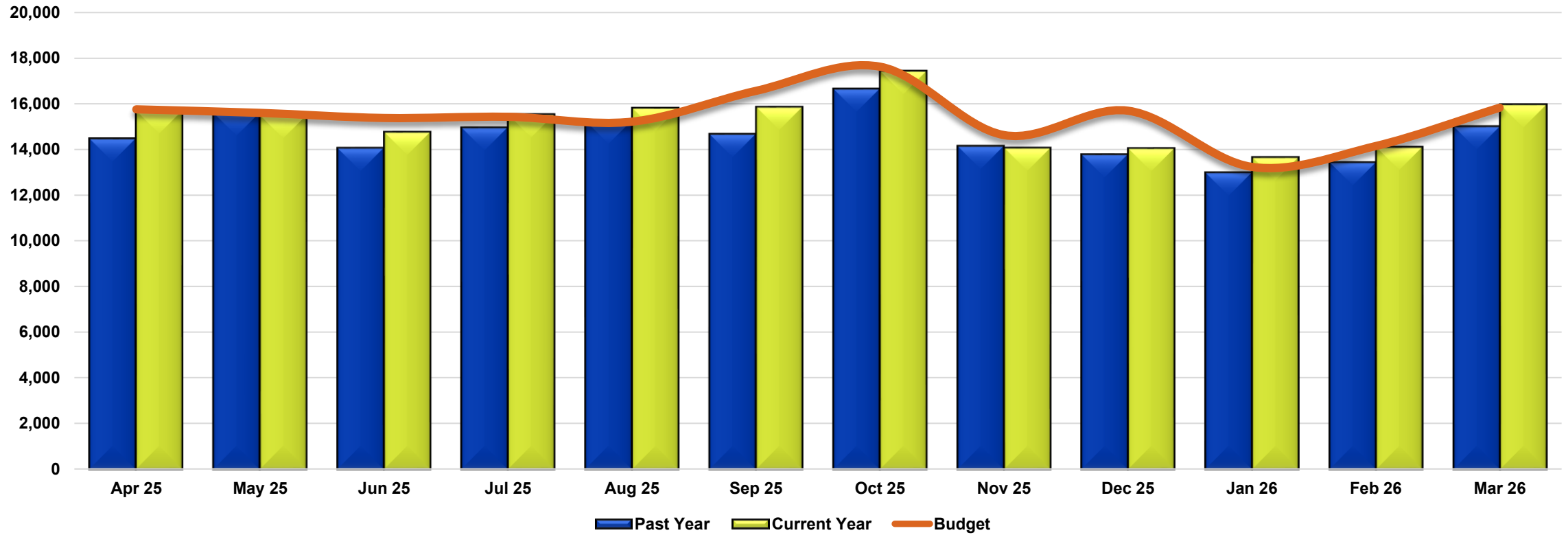
**metro**  
your way to go

# Total Fixed Route Ridership YoY & Budget by Month



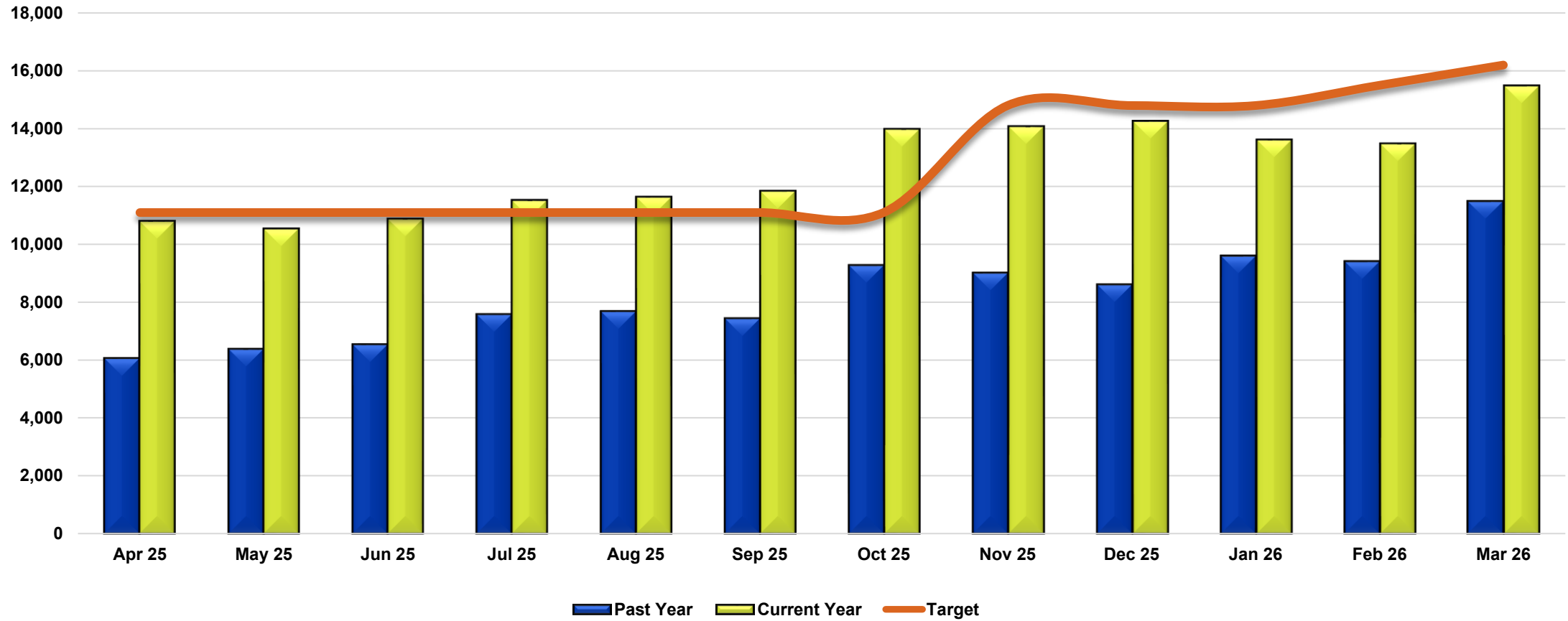
Service	Mar 26 Ridership	Mar 26 Budget	% Budget Variance	Mar 25 Ridership	Mar 26 vs. 25 % Variance
Fixed-Route	1,140,787	1,174,365	-2.9%	1,132,073	0.8%
Total (YTD)	3,143,524	3,236,045	-2.9%	3,120,073	0.8%

# Total Access Ridership



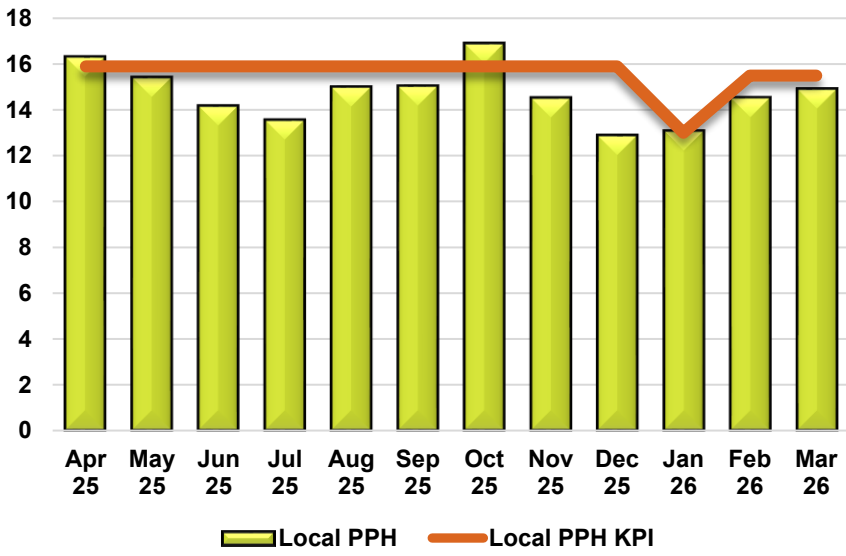
Access	Mar 26 Ridership	Mar 26 Budget	% Budget Variance	Mar 25 Ridership	Mar 26 vs. 25 % Variance
Total	15,966	15,830	0.9%	14,999	6.4%
Total (YTD)	43,726	43,216	1.2%	41,413	5.6%

# Total MetroNow Ridership

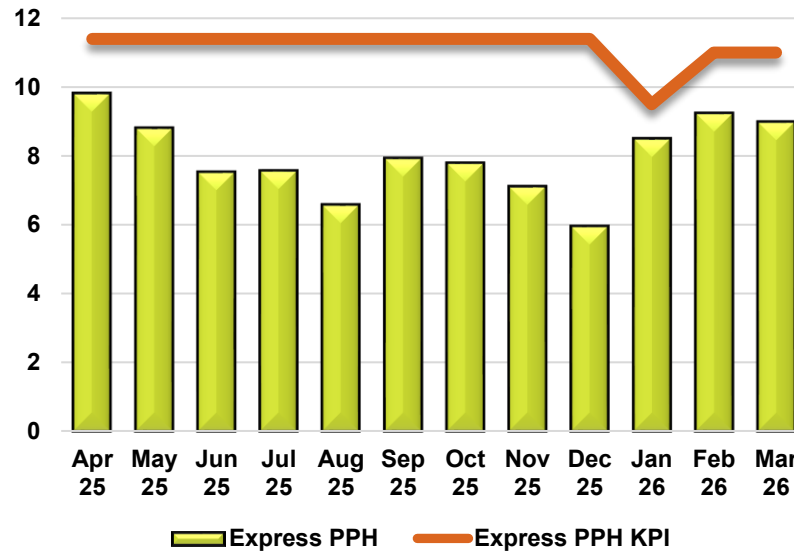


MetroNow	Mar 26 Ridership	Mar 26 Budget	% Budget Variance	Mar 25 Ridership	Mar 26 vs. 25 % Variance
Total	15,481	16,200	-4.4%	11,481	34.8%
Total (YTD)	42,572	47,900	-11.1%	30,484	39.7%

### Local Service Productivity



### Express Service Productivity



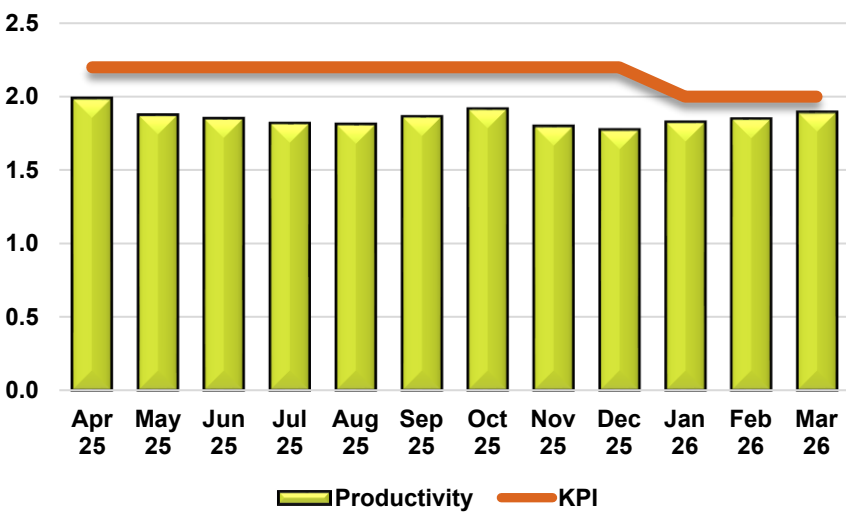
### Productivity by Service Type

Service Type	Mar 26 Actual	Mar 26 Budget	Variance
Local Pass/Hour	14.9	15.5	-0.6
Express Pass/Hour	9.0	11.0	-2.0
Access Pass/Hour	1.90	2	-0.1
MetroNow Pass/Hour	3.4 *	3.8	-0.4

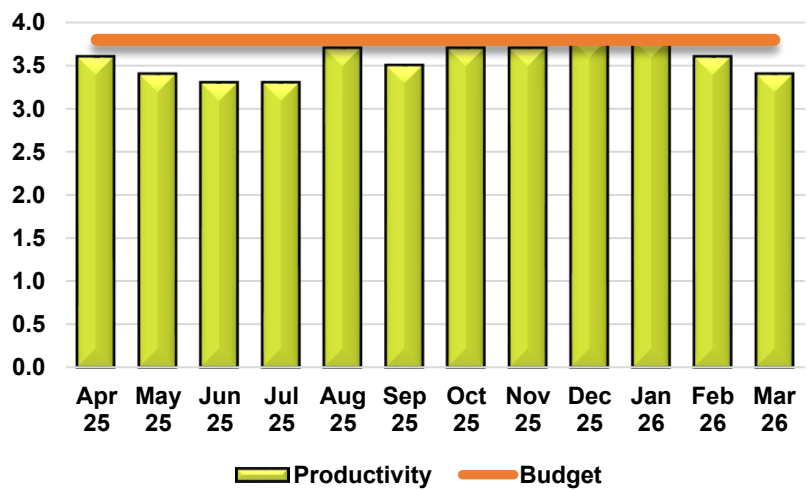
\*Mature zones reported

\*\*As of Jan 2026, Express productivity will be expressed as passengers/hour like the other modes

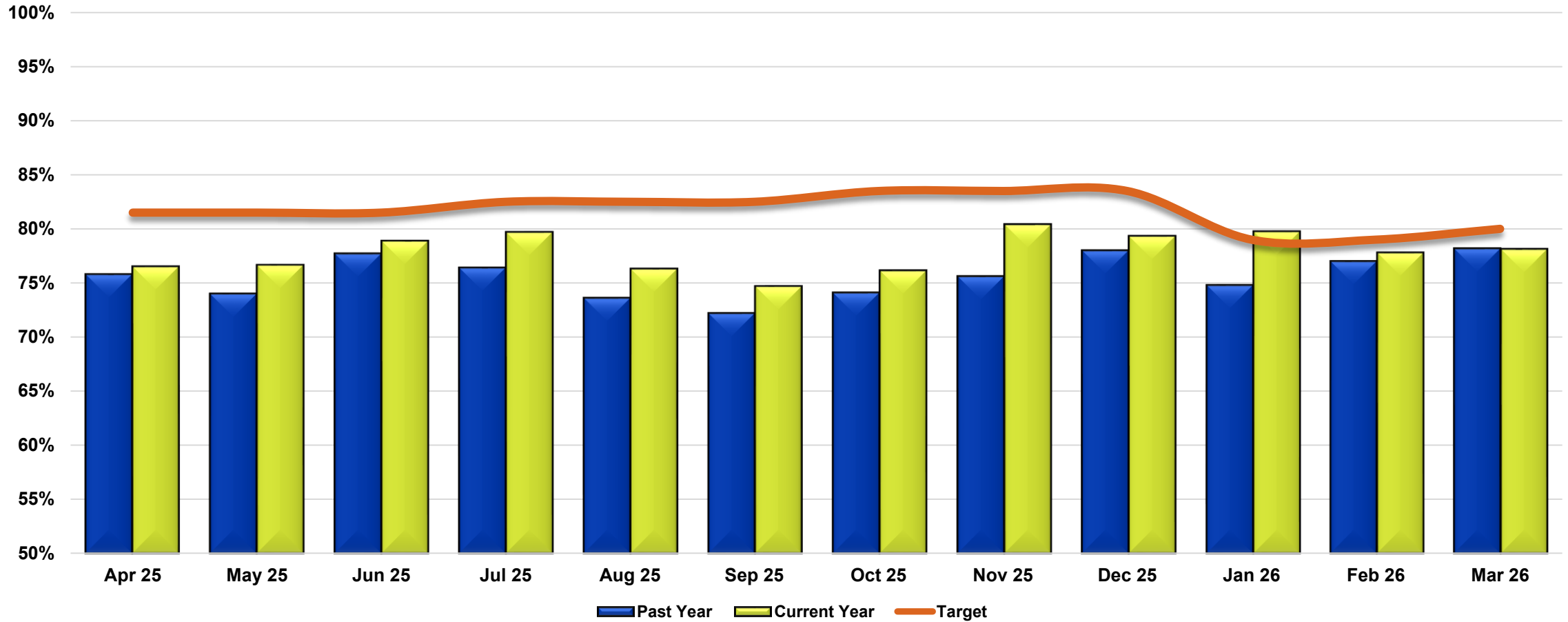
### Access Service Productivity



### MetroNow Service Productivity



# Fixed-Route On-Time Performance

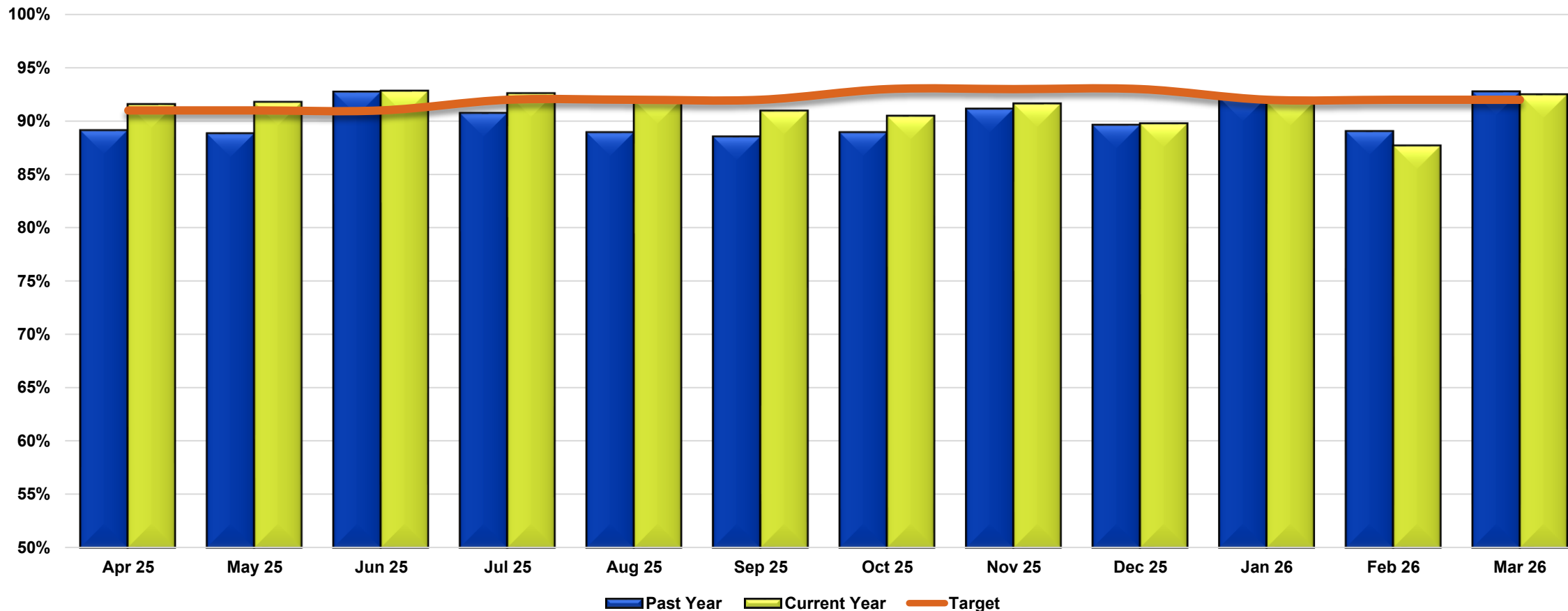


Fixed-Route Service	Mar 26 Actual	Mar 26 KPI Target	Target Variance
On-Time Performance	78.1%	80.0%	-1.9%

*\*percentage points*

OTP was 79.1% excluding Opening Day, Presidential Visit, and severe storm day

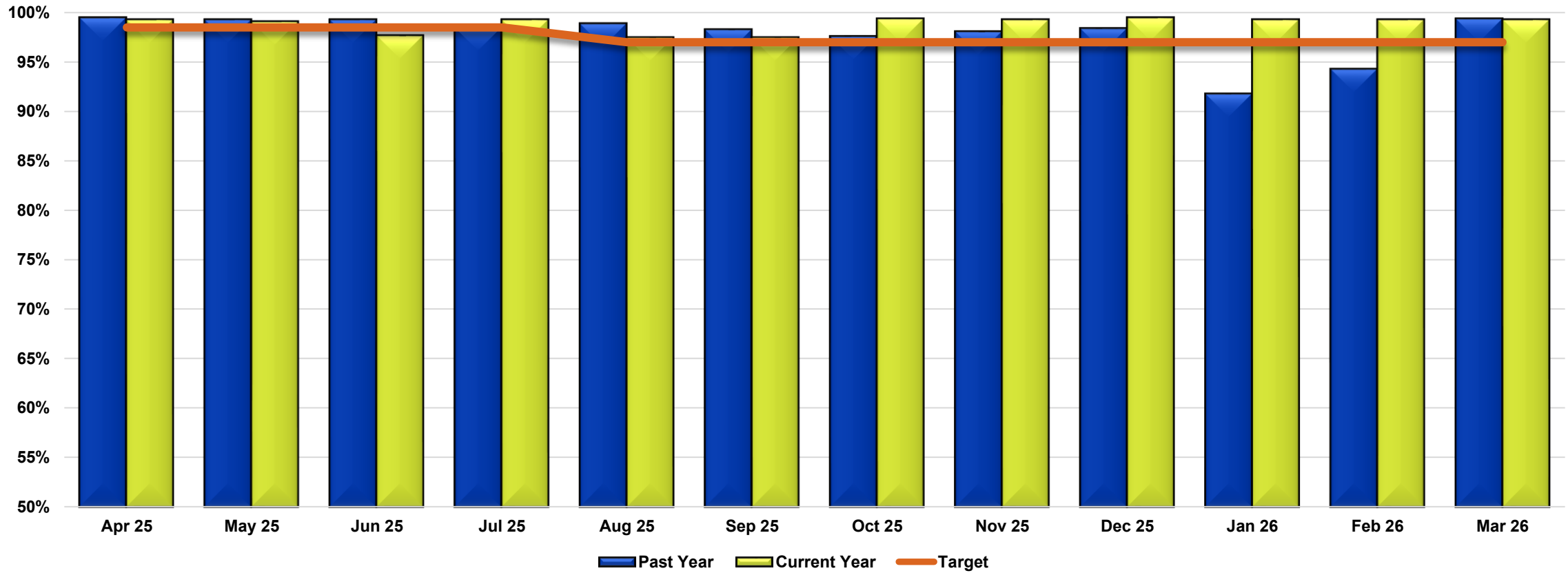
# Access On-Time Performance



Access Service	Mar 26 Actual	Mar 26 KPI Target	Target Variance
On-Time Performance	92.5%	92.0%	0.5%

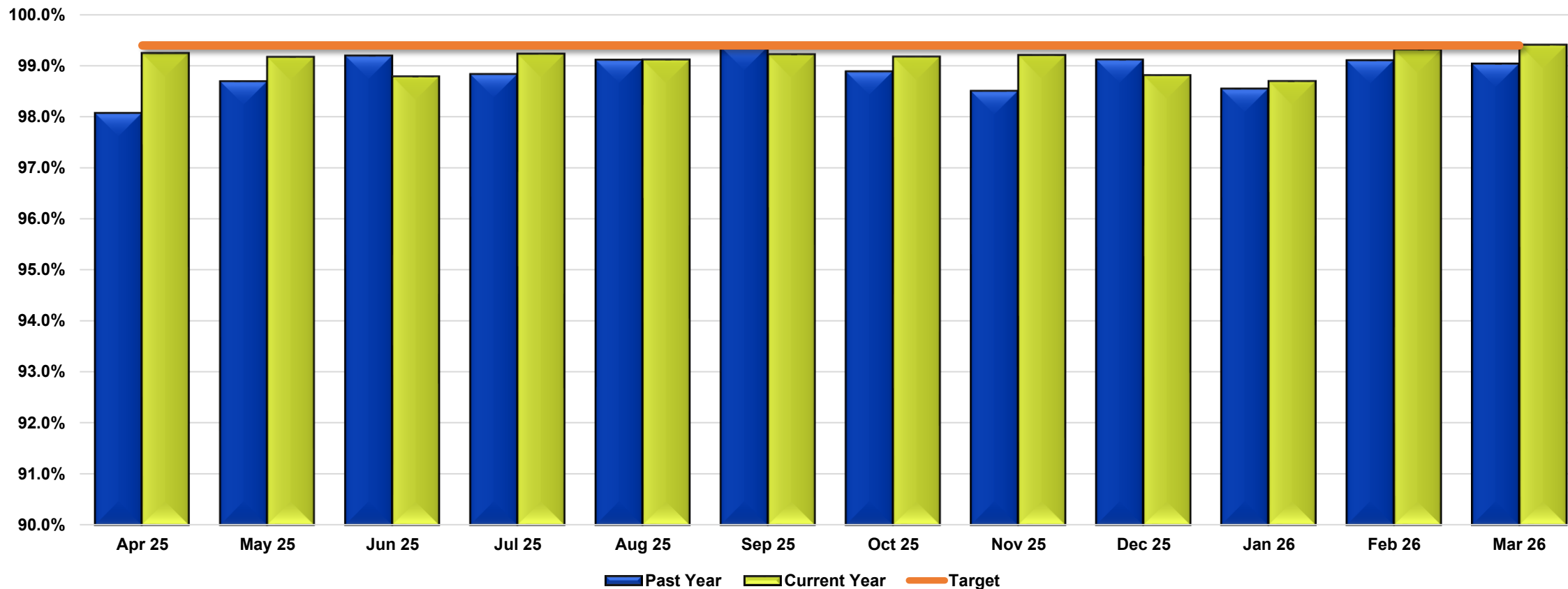
*\*percentage points*

# MetroNow On-Time Performance



MetroNow Service	Mar 26 Actual	Mar 26 KPI Target	Target Variance
On-Time Performance	99.3%	97.0%	2.3%

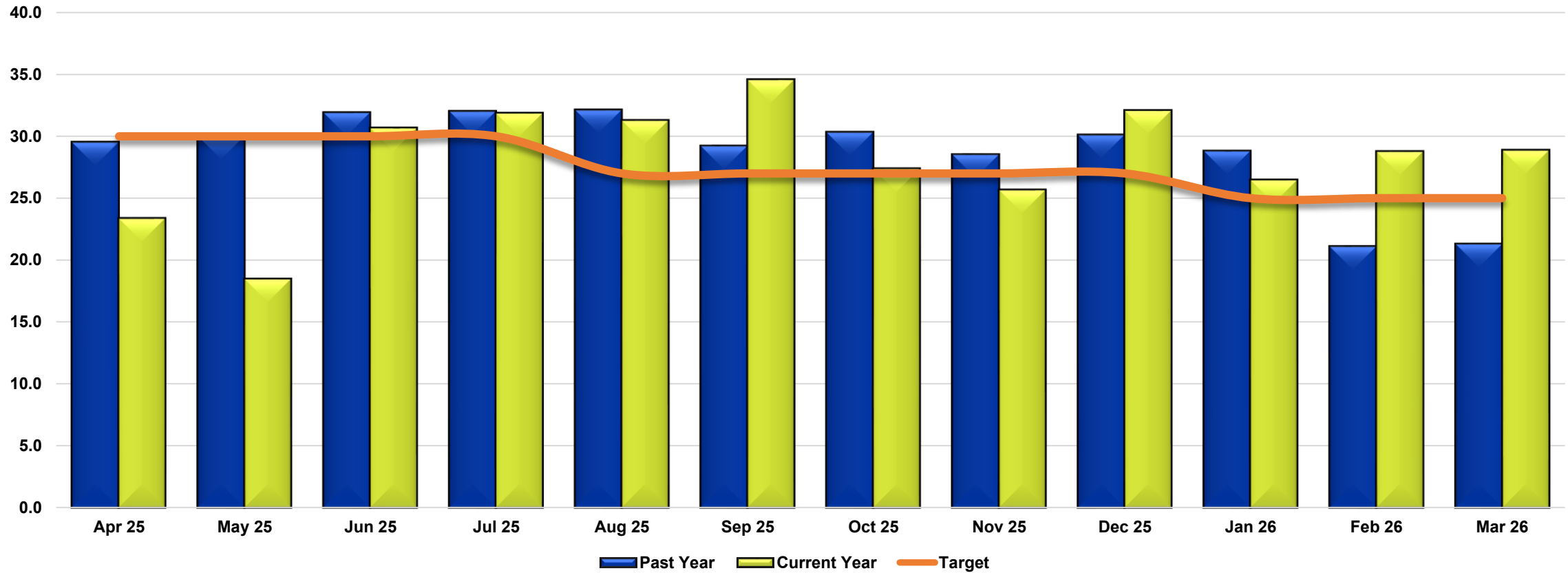
# Fixed-Route Service Reliability



Fixed-Route Service	Mar 26 Actual Missed Trips	Mar 26 Trips Scheduled	% of Trips Operated	Monthly Target
Missed Trips	458	76,370	99.4%	99.4%

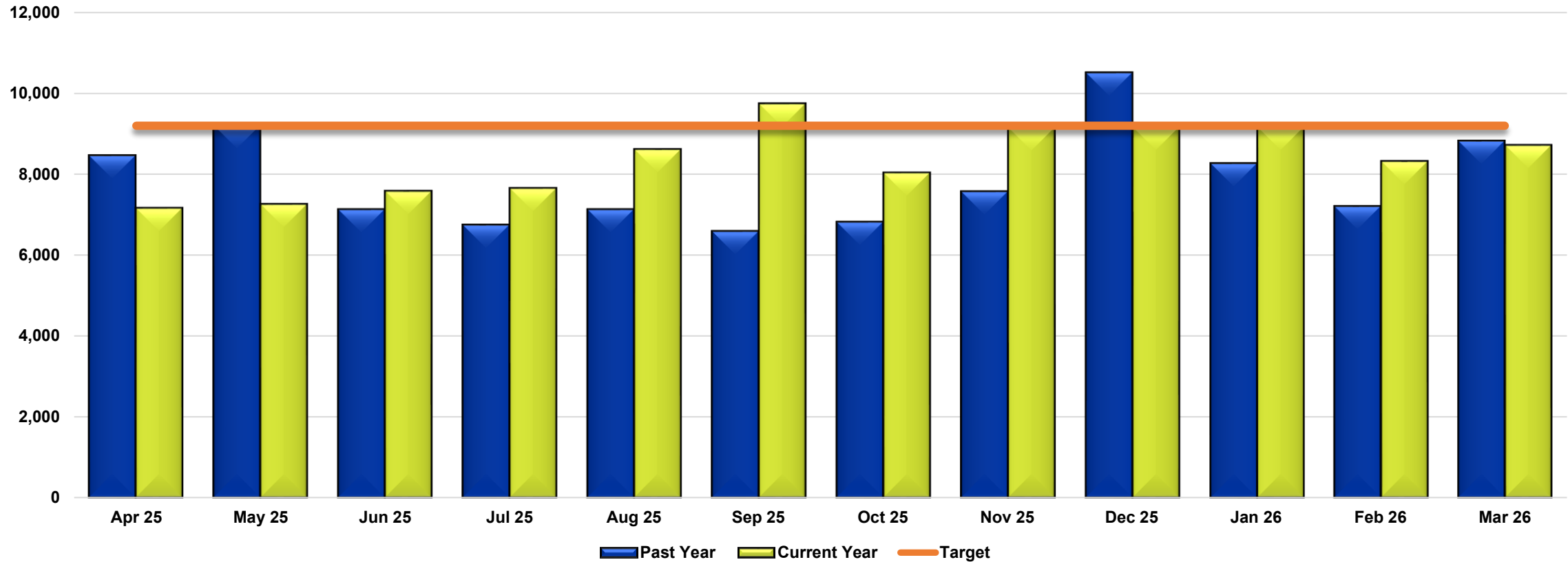
231 missed trips were on Opening Day, Presidential Visit, or severe storm day

# Customer Service Reports per 100k Rides



Fixed-Route Service	Mar 26 Reports Per 100k Rides Made	Mar 26 Reports Per 100k Rides Target	Mar 26 Target Per 100k Rides Variance	Mar 25 Reports Per 100k Rides Made	Mar 25 vs 25 Reports Per 100k Rides Variance
Customer Service Reports	28.9	25.0	3.9	21.3	7.6

# Fixed-Route Miles between Mechanical Service Interruptions



Fixed-Route Service	Mar 26 MSI Actual	Mar 26 MSI Target	Mar 26 Target Variance	Mar 25 MSI Actual	Mar 26 vs. 25 MSI Variance
Miles Between Mechanical Service Interruptions (MSI)	8,713	9,200	-487	8,818	-105



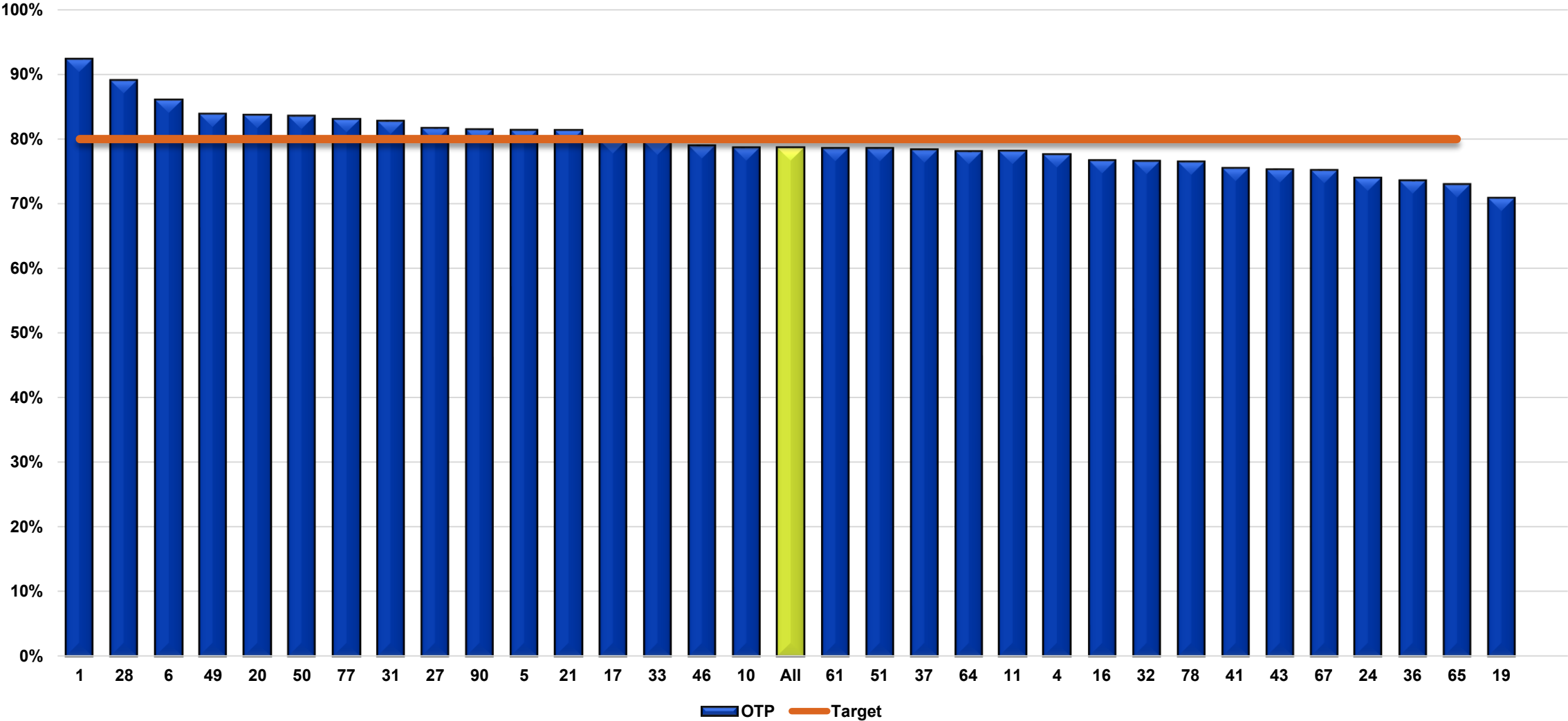
# Q1 2026 Route by Route Metrics

April 21st, 2026 | SPDI

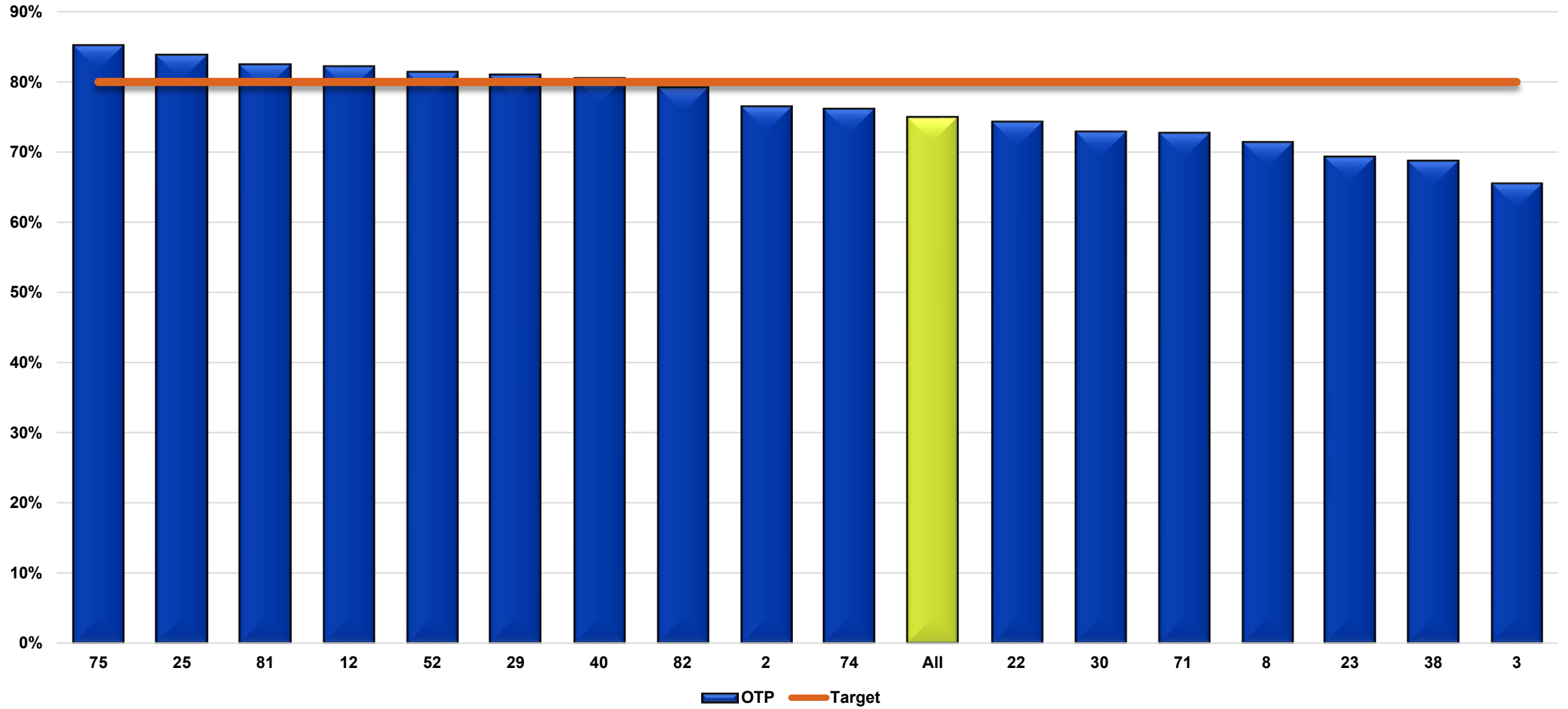


**metro**  
your way to go

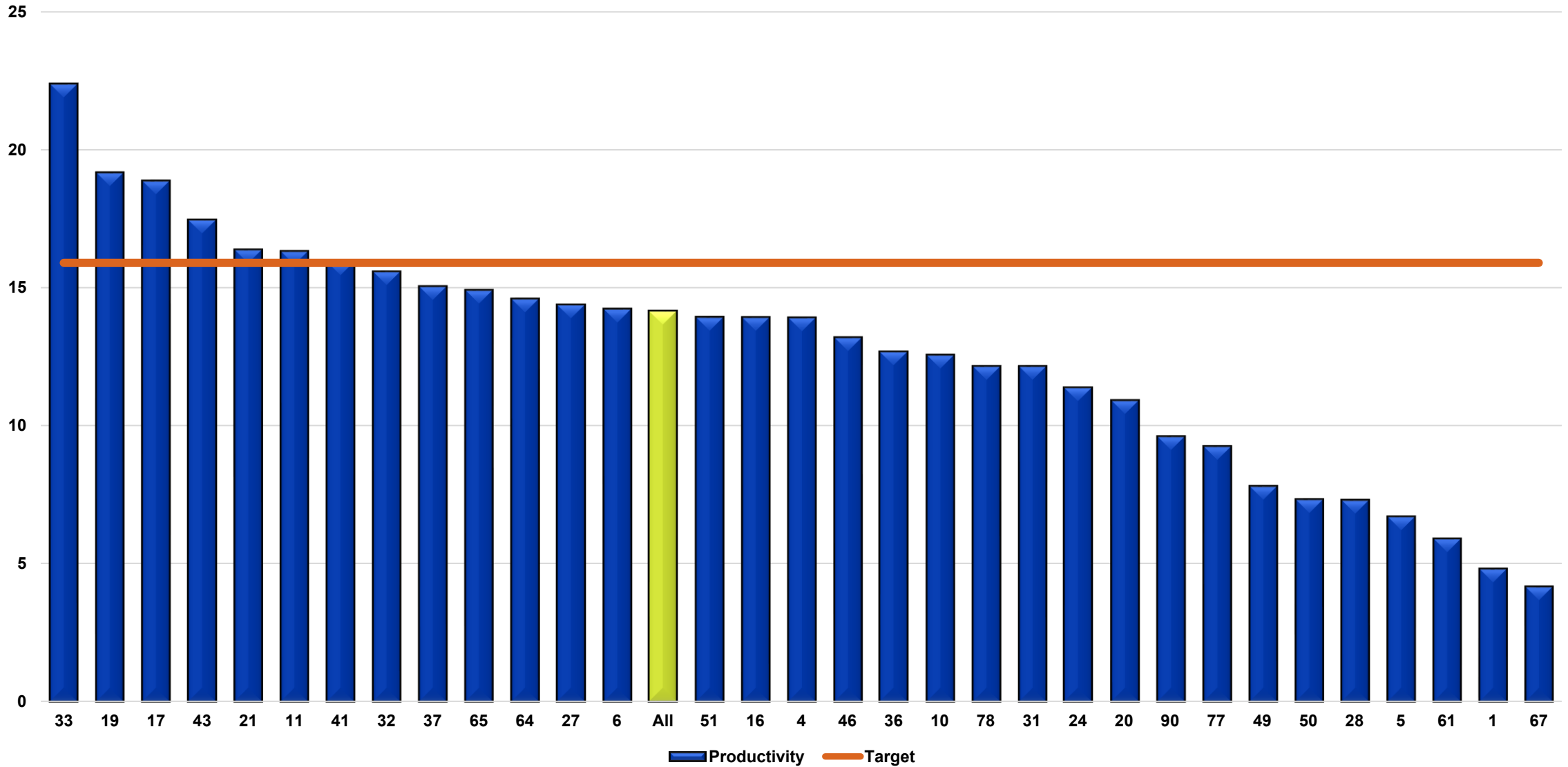
# Local OTP – Quarter 1

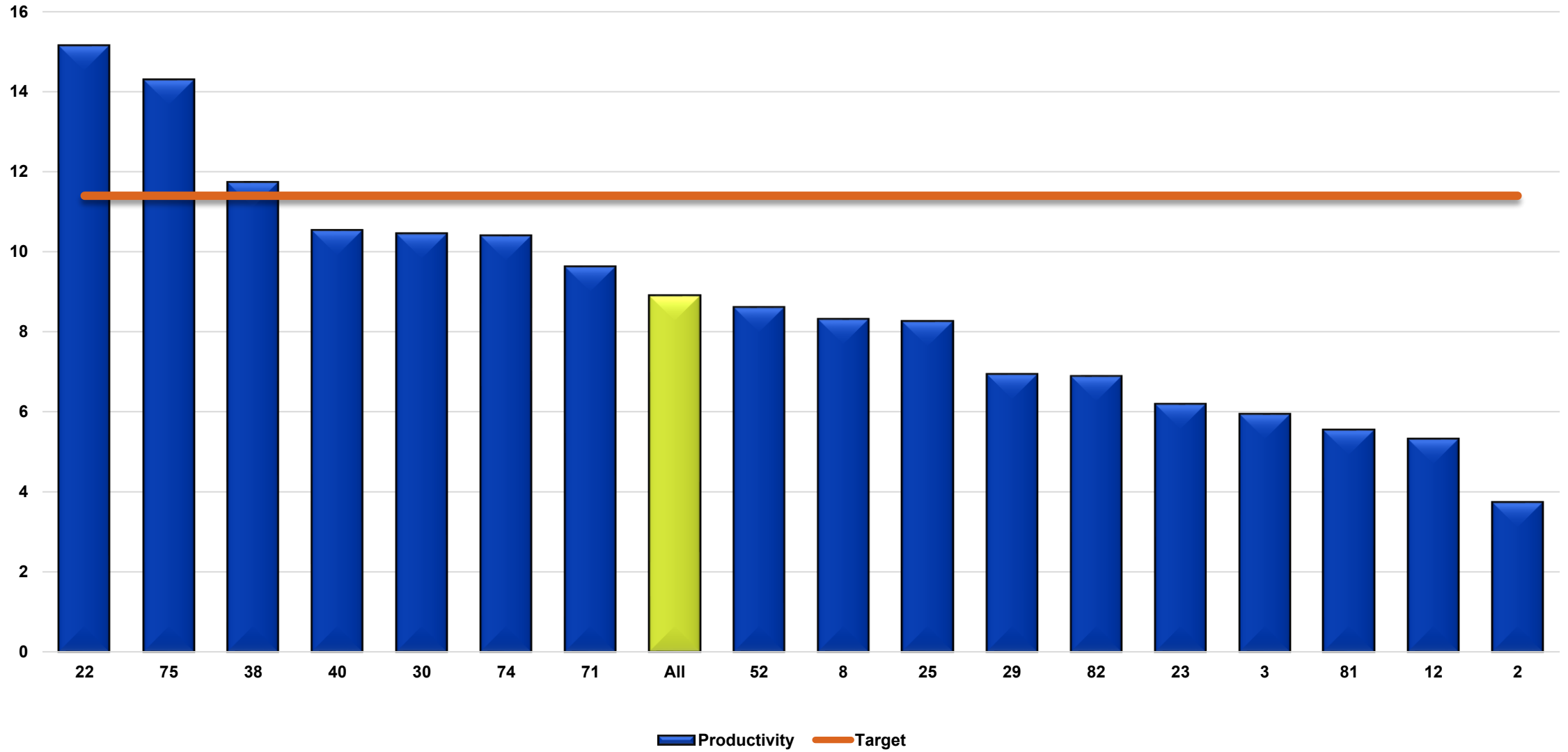


# Express & Commuter OTP – Quarter 1



# Local Productivity – Quarter 1







**Planning & Ops Committee – MetroRapid Update**

April 2026



# PUBLIC ENGAGEMENT & OUTREACH – MARCH/APRIL 2026

- Attended Clifton Town Meeting Community Council Meetings – March 2, March 24, and April 6
- TOD Developer Roundtable #2 – March 10
- MetroRapid Stakeholder Advisory Group meeting – March 11
- Cincinnati Public Library team meeting at the College Hill Public Library – March 13
- University of Cincinnati-DAAP & Art Department - Station Design Community Enhancement opportunities – March 25
- Traffic and Parking meeting with City of Cincinnati DOTE – March 27
- Coordination Meeting with UC Health and Children's Hospital – April 13



# STAKEHOLDER ADVISORY GROUP

March 11, 2026, at the Huntington Bank Building and on Teams

With 13 stakeholders attending during the storm and supported by Metro staff and consultants

## Presented

- Project recap
- Reading Road medium rating
- Downtown transit way and combined Connector stations
- Edge front on Jefferson Ave
- Reading Road traffic update
- Next steps

**Next Stakeholder Advisory Group meeting  
– October 2026**

## Heard from stakeholders

- Concerns about crime, speed of traffic, pedestrian safety, and bike lanes.
- North College Hill is a small city and is trying to understand the impact of BRT on the township.
- Create a single map with bike and pedestrian trails and bus and BRT routes.
- Add BRT to comp plans.
- Would like to see improvements to intersections.

# RECENT EVENTS

- **WTS Luncheon:** MetroRapid presentation
  - April 14 from 11:15 am to 1:00 pm
  - Fishbeck - 10856 Reed Hartman Highway
  
- **Greater Cincinnati Earth Day:** MetroRapid booth
  - April 19 from 12:00 pm to 5:00 pm
  - Washington Park



## GREATER CINCINNATI EARTH DAY

A colorful illustration of various plants and trees, including a cactus with a red dome on top, a large green leaf, and a tree with red hands. The text 'GREEN CAREER FAIR' is at the top left. The main title 'GREEN CINCINNATI EARTH DAY 2026' is at the bottom in a bold, green, hand-drawn font. The artist's name 'STELLA BROWN' is at the bottom right. The event details 'April 19, 2026, 12- 5 pm, Washington Park' are at the bottom. The text 'GREATER CINCINNATI EARTH COALITION' is written vertically on the left, and 'CINCINNATI EARTH DAY.ORG' is written vertically on the right.





**THANK YOU!**

<b>Project</b>	<b>Method</b>	<b>Vendor</b>	<b>Award</b>	<b>Term</b>	<b>Funding</b>
<b>001-2026</b> <b>Promotional Items &amp; Apparel</b> <b>Highly Effective Organization**</b> <b>Drive Economic Development**</b> <b>Grow Ridership**</b>	Request for Proposal (RFP)	EAC Promos, Inc.	<b>\$420,000</b>	3 year June 2026 – May 2029	Budgeted Local Operating
<b>016-2026</b> <b>Bus Replacement Parts</b> <b>Highly Effective Organization**</b>	Invitation for Bid (IFB)	Muncie Transit Supply Cummins Gillig LLC MJ Service Industries Mohawk Mfg. Vehicle Maintenance Program, Inc.	\$1,071,186 <b>\$6,839</b>	2 year May 2026 – Apr 2028	Budgeted Local Operating

*\*denotes non-competitive or non-negotiable award*  
*\*\*denotes the strategic priority the contract supports*

**Metro MAX Spend Summary**  
**(Maximizing Access for XBE's)**

<b>Total Awards for Month</b>	<b>\$1,491,186</b>
<b>Total MAX Spend for Month</b>	<b>\$426,839</b>
<b>2026 Total Spend</b>	<b>\$23,362,378</b>
<b>2026 MAX Spend</b>	<b>\$426,839</b>
<b>2026 MAX Participation Rate</b>	<b>1.8%</b>



BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY  
RESOLUTION NO. 2026-xx

APPROVAL OF CONTRACT NO 001-2026 PROMOTIONAL ITEMS AND APPAREL

WHEREAS:

1. The Southwest Ohio Regional Transit Authority (SORTA) requires a strategic partnership with a company for a diverse range of promotional products to support company-wide initiatives, departmental programs, corporate events, and external marketing efforts.
2. The awarded vendor will supply a comprehensive range of custom-branded promotional products at a discount to support SORTA's operational and marketing needs.
3. In support of Metro's Strategic Priority to Grow Ridership, Drive Economic Development and be a Highly Effective Organization we intend to provide departments across the organization with reliable, on-demand access to promotional items, ensuring consistency, efficiency, and responsiveness to evolving requirements.
4. SORTA staff recommends approval to execute Contract No. 001-2026 on behalf of Metro with EAC Promos Inc., with a not to exceed value of \$420,000.
5. The expenditure will be financed using local operating funds.

THEREFORE, BE IT RESOLVED:

6. The board authorizes the CEO/General Manager/Secretary-Treasurer or the Director of Procurement to execute Contract No. Contract No. 001-2026 on behalf of Metro with EAC Promos Inc., with a not to exceed value of \$420,000.



## **BOARD OF TRUSTEES ACTION ITEM**

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**DATE:** April 28, 2026  
**FROM:** Jason Roe, Director of Procurement  
 Dave Etienne, Director of Marketing  
**PROJECT NO.:** 001-2026 Promotional Items and Apparel  
**STRATEGIC:** Grow Ridership, Drive Economic Development, Highly Effective Organization  
**REQUEST:** Contract Award

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### **BACKGROUND**

The Southwest Ohio Regional Transit Authority (SORTA) requires a strategic partnership with a company for a diverse range of promotional products to support company-wide initiatives, departmental programs, corporate events, and external marketing efforts.

### **BUSINESS PURPOSE**

The awarded vendor will supply a comprehensive range of custom-branded promotional products at a discount to support SORTA's operational and marketing needs. This partnership is intended to provide departments across the organization with reliable, on-demand access to promotional items, ensuring consistency, efficiency, and responsiveness to evolving requirements. By contracting these services Metro can establish discounted rates from catalog prices and place orders on an as needed basis during the contract period.

### **PROJECT FINANCING**

The budget for Promotional Items and Apparel services is \$420,000 and is included in the approved FY2026-2028 Operating budget.

The contract is structured as a fixed fee contract for a term of 3 years.

The contract pricing has been determined fair and reasonable through competition and with discounts ranging from 25% to 55% below market rates and no additional charges for shipping or delivery.

The project cost of \$420,000 is flat to budget.

### **PROJECT PROCUREMENT**

Procurement staff determined that a Request for Proposals ("RFP") was an appropriate methodology. Under this method, responses are evaluated based on the criteria outlined in the solicitation and ranked from highest to lowest. The vendor scoring the highest is considered as proposing the best value to Metro and selected for award.

Staff targeted 20 vendors known to have the capabilities necessary to fulfil the requirements of the contract in addition to those notified through Metro's e-procurement system. 66 vendors downloaded solicitation materials, and 7 vendors submitted responsive proposals.



Proposals were evaluated based on the criteria included in the solicitation and ranked from highest to lowest. The highest ranked vendor is considered as proposing the best value to Metro. The outcome of the evaluation process is shown below:

Vendor	Project Approach (Subjective) Points Based 400 Points (40%)	Firm and Staffing Qualifications (Subjective) Points Based 300 Points (30%)	Price (Objective) Reward Low Cost 300 Points (30%)	Total Score (Max Score 1000)
EAC Promos, Inc.	385	282.5	300	967.5
Brand It With Purpose	318.8	210	181.1	709.88
Ja-Pro Marketing dba Progressive Marketing	193.8	195	224.5	613.28
American Filing Solutions dba Brandinghawk	211.3	175	184	570.29
Advertise America Inc	160	175	213.9	548.94
The Shamrock Companies, Inc.	200	112.5	210.9	523.42
Evolution Creative solutions	125	106.3	168	399.23

### **SMALL BUSINESS ENGAGEMENT**

Staff determined this project would not have a specific contract goal assigned. Bidders/proposers were strongly encouraged to make efforts to include small and disadvantaged businesses in the performance of this contract to maximize participation of certified small businesses as subcontractors, subconsultants, and suppliers.

Staff conducted targeted vendor outreach to XBE business that has previously provided promotional item services to Metro, in addition to the broad market outreach. As a result, SORTA received responsive bids from three XBE firms. The recommended vendor is an XBE firm, and the contract will be awarded with 100% XBE participation.

### **RECOMMENDED BOARD ACTION**

Staff recommend the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Director of Procurement to execute Contract No. 001-2026, on behalf of Metro with EAC Promos, Inc., with a not to exceed value of \$420,000.



BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY  
RESOLUTION NO. 2026-xx

APPROVAL OF CONTRACT NO 016-2026 BUS REPLACEMENT PARTS

WHEREAS:

1. The Southwest Ohio Regional Transit Authority (SORTA) operates a fleet of approximately 300 buses in revenue service, all of which require ongoing preventive maintenance and routine repairs.
2. Bus replacement parts are essential to the safe and reliable operation of SORTA buses and must be maintained in inventory to support routine, preventive, and corrective maintenance activities.
3. In support of Metro's Strategic Priority Highly Effective Organization as these vehicles age, replacement parts are needed on a recurring basis to address normal wear and tear, component failures, and essential maintenance requirements.
4. SORTA staff recommends approval to execute Contract No. 016-2026 on behalf of Metro with Muncie Transit Supply, Cummins, Gillig LLC, MJ Service Industried, Mohawk Manufacturing and Vehicle Maintenance Programs, Inc., with a not to exceed value of \$1,071,186.
5. The expenditure will be financed using local operating funds.

THEREFORE, BE IT RESOLVED:

6. The board authorized the CEO/General Manager/Secretary-Treasurer or the Director of Procurement to execute Contract No. 001-2026 on behalf of Metro with Muncie Transit Supply, Cummins, Gillig LLC., MJ Service Industries, Mohawk Manufacturing and Vehicle Maintenance Program, Inc.



## **BOARD OF TRUSTEES ACTION ITEM**

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**DATE:** April 28, 2026

**FROM:** Jason Roe, Director of Procurement  
 Jeff Mundstock, Director of Maintenance Operations

**PROJECT NO.:** 016-2026, Bus Replacement Parts

**STRATEGIC:** Highly Effective Organization

**REQUEST:** Contract Award

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### **BACKGROUND**

The Southwest Ohio Regional Transit Authority (SORTA) operates a fleet of approximately 300 buses in revenue service, all of which require ongoing preventive maintenance and routine repairs. As these vehicles age, replacement parts are needed on a recurring basis to address normal wear and tear, component failures, and essential maintenance requirements.

### **BUSINESS PURPOSE**

Bus replacement parts are essential to the safe and reliable operation of SORTA buses and must be maintained in inventory to support routine, preventive, and corrective maintenance activities. The contractor(s) shall supply and deliver to SORTA, on an as-needed basis, the bus replacement parts or components identified within the scope of services.

### **PROJECT FINANCING**

The budget for this project is \$1,071,185 and is included in the approved FY2026 Operating budget.

The contract(s) are structured as an indefinite delivery / indefinite quantity ("IDIQ") with a minimum purchase quantity to be purchased. As such, the final projected cost, \$1,071,185 is flat to budget.

The contracted prices will be factored into the FY2027 & FY2028 Operating budget.

### **PROJECT PROCUREMENT**

Based on the exact specifications and limited variables to consider, Procurement staff determined that an Invitation for Bid ("IFB") was the appropriate method of procurement. Under this method, contracts are line item awarded to the lowest responsive, responsible bidder. Procurement solicited for 2-year fixed price contracts. The awarded contracts will provide price stabilization for the next 24 months. Fixed item contracts will avoid market variability increases and provide price confidence for maintenance budgeting.

Staff targeted 16 specific vendors known to have the capacity to deliver on the requirements of the contract in addition to those notified through Metro's e-procurement platform, OpenGov. NAICS codes for vehicle parts manufacturers and wholesalers were utilized to reach a broad range of suppliers within OpenGov.



There were 41 downloads of the solicitation. 13 bids were submitted. Procurement determined it was most advantageous to SORTA to award each line item to the lowest bidder with the correct OEM part. It has been determined that six (6) vendors will be awarded contracts. Cummins will be awarded \$170,222.30. Gillig will be awarded \$93,063.70. MJ Service Industries will be awarded \$6,838.80. Mohawk will be awarded \$667,490.60. Muncie Transit Supply will be awarded \$94,010.50. Vehicle Maintenance Program will be awarded \$39,560.00.

Below is the tabulated table of the lowest responses per item:

Line Item	Description	Vendor	Minimum Purchase Quantity	Unit of Measure	Low Bid Unit Cost	Bid Total
315384	FILTER, DEFROSTER	Muncie Transit Supply	1390	Each	\$5.25	\$7,297.50
339627	FILTER, SECONDARY AIR CLEANER	Muncie Transit Supply	1760	Each	\$34.50	\$60,720.00
336683	HVAC FILTER	Muncie Transit Supply	340	Each	\$76.45	\$25,993.00
196778	FILTER KIT, TRANSMISSION MAINTENANCE	Cummins	120	Each	\$64.29	\$7,714.80
319562	BELT, V-RIBBED ALTERNATOR	Cummins	1130	Each	\$63.01	\$71,201.30
334894	BELT, WATER PUMP (ISL330)	Cummins	1180	Each	\$75.11	\$88,629.80
341378	BELT WATER PUMP	Cummins	40	Each	\$66.91	\$2,676.40
334892	FILTER, AIR ELEMENT ONLY	Gillig LLC	1270	Each	\$56.97	\$72,351.90
334893	TRANS FILTER, VOITH (864.5)	Gillig LLC	290	Each	\$56.60	\$16,414.00
341254	POWER STEERING FILTER ELEMENATOR	Gillig LLC	60	Each	\$71.63	\$4,297.80
341379	FILTER,AIR CLEANER (PRIMARY)(GROOVED)	MJ Service Industries	120	Each	\$56.99	\$6,838.80
196722	FILTER, COOLANT WF-2071 (GILLIG)	Mohawk Mfg. & Supply Co.	4720	Each	\$9.25	\$43,660.00
317338	FILTER, ENGINE OIL LF-9009	Mohawk Mfg. & Supply Co.	4800	Each	\$27.22	\$130,656.00
332644	BLADE ASSM, 31" WIPER	Mohawk Mfg. & Supply Co.	2680	Each	\$8.80	\$23,584.00
333497	FILTER, PRIMARY FUEL FF-5636 FLEET GUARD ONLY	Mohawk Mfg. & Supply Co.	460	Each	\$14.76	\$6,789.60
333498	FILTER, SECONDARY FUEL FS-1065	Mohawk Mfg. & Supply Co.	1630	Each	\$24.00	\$39,120.00
334896	SERVICE KIT, SPINNER FILTER (576HE)	Mohawk Mfg. & Supply Co.	1080	Each	\$84.40	\$91,152.00
334948	FILTER ELEMENT, HYDRAULIC OIL	Mohawk Mfg. & Supply Co.	1180	Each	\$25.14	\$29,665.20
335965	FILTER, PRIMARY FUEL FF-63009	Mohawk Mfg. & Supply Co.	2730	Each	\$28.35	\$77,395.50
338901	FILTER, SECONDARY FUEL FS-1098	Mohawk Mfg. & Supply Co.	1630	Each	\$43.83	\$71,442.90
340398	SECONDARY FUEL FILTER	Mohawk Mfg. & Supply Co.	1520	Each	\$39.79	\$60,480.80
340399	PRIMARY FUEL FILTER	Mohawk Mfg. & Supply Co.	1490	Each	\$61.56	\$91,724.40
341257	FLEETGUARD CUMMINS OIL FILTER LF3970	Mohawk Mfg. & Supply Co.	190	Each	\$9.58	\$1,820.20
197590	V-BELT, A/C COMPRESSOR 95.00	Vehicle Maintenance Program, Inc.	920	Each	\$43.00	\$39,560.00
						\$1,071,185.90

**SMALL BUSINESS ENGAGEMENT**

Staff determined that the nature of the work to be performed did not present ample subcontracting opportunities. As a result, no diverse vendor participation goal was established for the award.

MJ Services Industries is an XBE supplier and will be awarded a contract as a result of this solicitation.

**RECOMMENDED BOARD ACTION**

Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Director of Procurement to execute Contract No. 016-2026(A-F), on behalf of Metro with Muncie Transit Supply, Cummins, Gillig LLC, MJ Service Industries, Mohawk Mfg. & Supply Co. and Vehicle Maintenance Program, Inc., with a combined not to exceed value of \$1,071,185.90.