

AGENDA
Board of Trustees Meeting
 Madison County Mass Transit District
 8:30 a.m., Thursday, January 25, 2024
 1 Transit Way, Pontoon Beach, Illinois

<u>Section</u>	<u>Item</u>	<u>Recommendation</u>
I.	Pledge of Allegiance.	
II.	Call to Order: Roll Call.	
III.	Public Comments.	
IV.	<u>Consideration of the minutes of the December 21, 2023, regular meeting, for inclusion in the District’s official records.</u>	Discussion/Action
V.	<u>Financial:</u>	
	A. Payments and Claims: Consideration of the January 2024 Claims for Payment	Discussion/Action
	B. Monthly Financial Report: Review of the Monthly Financial Records as of December 31, 2023	Discussion/Action
VI.	<u>Services:</u>	
	A. Managing Directors Report	Discussion
	B. Resolution 24-29 Authorizing an Award of Contract for CAD / AVL System	Discussion/Action
	C. Resolution 24-30 Authorizing Changes to the Public Transportation Agency Safety Plan (PTASP)	Discussion/Action
	D. Resolution 24-31 Authorizing an Award of Contract for Design Engineering Services for the Logistics Valley Transfer Station	Discussion/Action
	E. Resolution 24-32 Authorizing the Filing of Applications with the East-West Gateway Council of Governments for Congestion Mitigation and Air Quality (CMAQ) Improvement Funds	Discussion/Action
	F. Resolution 24-33 Authorizing the Filing of an Application with the Department of Transportation for FY 2024 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant Program	Discussion/Action

AGENDA
Board of Trustees Meeting
Madison County Mass Transit District
8:30 a.m., Thursday, January 25, 2024
1 Transit Way, Pontoon Beach, Illinois

- | | |
|---|-------------------|
| G. Resolution 24-34 Approval to Award Contracts for RideFinders Vehicles | Discussion/Action |
| H. Resolution 24-35 Authorizing the Filing of an Application with the Federal Transit Administration for Section 5307, Section 5339, and CMAQ Grant Funds for Various Transit Related Projects and Associated Procurement Actions | Discussion/Action |
| I. Resolution 24-36 Authorizing Disadvantaged Business Enterprise Program Updates Pursuant to Federal Requirements | Discussion/Action |

VII. Other Business

VIII. Adjournment

Action

Next meeting date: February 29, 2024

MINUTES

Board of Trustees

Madison County Mass Transit District
8:30 a.m., Thursday, December 21, 2023
1 Transit Way, Pontoon Beach, Illinois

I. Pledge of Allegiance

Chairman Jedda led the reciting of the Pledge of Allegiance.

II. Call to Order: Roll Call

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

MEMBERS PRESENT: RONALD L. JEDDA, ALLEN P. ADOMITE, ANDREW F. ECONOMY, AND CHRISTOPHER C. GUY

MEMBERS ABSENT: NONE

OTHERS PRESENT: STEVEN J. MORRISON, ACT; PHIL ROGGIO, ACT; MICHELLE DOMER, ACT; AMANDA SMITH, ACT; JULIE REPP, ACT; ROB SCHMIDT, ACT; DEBBIE BARRON, ACT; DAVID LIVINGSTONE, LEGAL COUNSEL

III. Public Comments:

No public comments.

IV. Consideration of the minutes of the November 30, 2023, regular meeting for inclusion in the Official Records of the District.

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

A ROLL CALL VOTE FOLLOWED:

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

ALL AYES. NO NAYS. MOTION CARRIED

V. Financial

A. Payments and Claims: Consideration of the December 2023 claims for payment:

ADOMITE MADE THE MOTION, SECONDED BY GUY, TO APPROVE THE PAYMENTS AND CLAIMS.

A ROLL CALL VOTE FOLLOWED:

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

ALL AYES. NO NAYS. MOTION CARRIED.

- B. ADOMITE MADE THE MOTION, SECONDED BY GUY, TO APPROVE THE MONTHLY FINANCIAL REPORT AS OF NOVEMBER 30, 2023

A ROLL CALL VOTE FOLLOWED:

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

ALL AYES. NO NAYS. MOTION CARRIED.

- C. Scott Weber of Scheffel Boyle presented the MCT audit for June 30, 2023.

VI. Services

- A. Managing Director's Report:

Managing Director, SJ Morrison, presented the Managing Director's Report.

- B. ADOMITE MADE THE MOTION, SECONDED BY GUY, TO APPROVE THE FOLLOWING RESOLUTION:

24-22 AUTHORIZING THE PURCHASE OF THREE SERVICE VEHICLES

A ROLL CALL VOTE FOLLOWED:

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

ALL AYES. NO NAYS. MOTION CARRIED.

- C. ADOMITE MADE THE MOTION, SECONDED BY ECONOMY, TO APPROVE THE FOLLOWING RESOLUTION:

24-23 AUTHORIZING AN AWARD OF CONTRACT FOR FORMOSA WEST TREE CLEARING

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE

CHRISTOPHER C. GUY AYE
ANDREW F. ECONOMY AYE
RONALD L. JEDDA AYE

ALL AYES. NO NAYS. MOTION CARRIED.

- D. ADOMITE MADE THE MOTION, SECONDED BY GUY, TO APPROVE THE FOLLOWING RESOLUTION:

24-24 APPROVING THE DESIGNATION OF MARTIN LUTHER KING JR. DAY AS A HOLIDAY

A ROLL CALL VOTE FOLLOWED:

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

ALL AYES. NO NAYS. MOTION CARRIED.

- E. ADOMITE MADE THE MOTION, SECONDED BY ECONOMY, TO APPROVE THE FOLLOWING RESOLUTION:

24-25 APPOINTING DIRECTORS OF THE AGENCY FOR COMMUNITY TRANSIT, INC.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
CHRISTOPHER C. GUY AYE
ANDREW F. ECONOMY AYE
RONALD L. JEDDA ABS

RONALD L. JEDDA ABSTAINED. NO NAYS. MOTION CARRIED.

- F. ADOMITE MADE THE MOTION, SECONDED BY GUY, TO APPROVE THE FOLLOWING RESOLUTION:

24-26 AUTHORIZING FREE RIDES FOR PROJECT HOMELESS CONNECT

A ROLL CALL VOTE FOLLOWED:

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

ALL AYES. NO NAYS. MOTION CARRIED.

- G. ADOMITE MADE THE MOTION, SECONDED BY ECONOMY, TO APPROVE THE FOLLOWING RESOLUTION:

24-27 AUTHORIZING EXECUTION OF A CONTRACT FOR DESIGN ENGINEERING SERVICES FOR THE VENICE SHARED USE PATH

A ROLL CALL VOTE FOLLOWED:

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

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

24-28 AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE MADISON COUNTY STATE'S ATTORNEY

A ROLL CALL VOTE FOLLOWED:

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

ALL AYES. NO NAYS. MOTION CARRIED.

VII. Other Business

No other business.

VIII. Adjournment:

ADOMITE MADE THE MOTION, SECONDED BY ECONOMY TO ADJOURN.

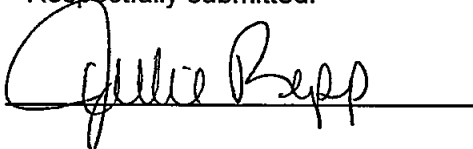
A ROLL CALL VOTE FOLLOWED:

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

ALL AYES. NO NAYS. MOTION CARRIED.

Meeting adjourned at 9:33 a.m.

Respectfully submitted.





Madison County Mass Transit District (Madison C)
 1 Transit Way
 Pontoon Beach, IL 62040
 United States
 37-1099038

Pay Statements
Pay Statement Board

Last Name	First Name	#	Pay Period Start	Pay Period End	Pay Date	Gross	Reimbursement	Taxes (EE)	Net Payment
JEDDA	RONALD	-8732	12/01/2023	12/31/2023	01/25/2024	\$200.00	\$13.27	\$200.00	\$13.27
GUY	CHRISTOPHER	-8731	12/01/2023	12/31/2023	01/25/2024	\$200.00	-	\$15.30	\$184.70
ECONOMY	ANDREW	-8730	12/01/2023	12/31/2023	01/25/2024	\$200.00	\$6.70	\$15.30	\$191.40
ADOMITE	ALLEN	-8729	12/01/2023	12/31/2023	01/25/2024	\$200.00	-	\$200.00	-
Report Total						\$800.00	\$19.97	\$430.60	\$389.37



Madison County Mass Transit District



CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
4240536	01/10/2024	PRTD	1433 City of Edwardsville		122223L	12/20/2023		010924	56.08
					122223SPEPR	12/20/2023		010924	10.76
					122223WSEPR	12/20/2023		010924	81.82
						CHECK	4240536	TOTAL:	148.66
4240537	01/10/2024	PRTD	1253 City Treasurer-Grani		122723GCTC	12/27/2023		010924	20.24
						CHECK	4240537	TOTAL:	20.24
4240538	01/10/2024	PRTD	1436 City of Highland		DEC23HPR	01/05/2024		010924	86.60
						CHECK	4240538	TOTAL:	86.60
4240539	01/10/2024	PRTD	3984 City of Troy		010324SPTPR	01/03/2024		010924	16.08
					010324WSTPR	01/03/2024		010924	326.70
						CHECK	4240539	TOTAL:	342.78
4240540	01/10/2024	PRTD	1220 Illinois American wa		010224GCTC	12/30/2023		010924	158.87
						CHECK	4240540	TOTAL:	158.87
4240541	01/10/2024	PRTD	1220 Illinois American wa		010424AHSRWS	01/04/2024		010924	92.06
						CHECK	4240541	TOTAL:	92.06
4240542	01/10/2024	PRTD	1220 Illinois American wa		010824AHSRIR	01/08/2024		010924	127.73
						CHECK	4240542	TOTAL:	127.73
4240543	01/10/2024	PRTD	1220 Illinois American wa		0624ILRt3PR	12/29/2023		010924	184.94
						CHECK	4240543	TOTAL:	184.94
4240544	01/10/2024	PRTD	4104 Republic Services #3		50-005458467	12/20/2023		010924	295.00
						CHECK	4240544	TOTAL:	295.00

CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE

INV DATE PO WARRANT NET

4240545	01/10/2024	PRTD	1053 Special Service Area	122723N	12/27/2023	010924	97.21
				122723BW	12/27/2023	010924	451.03
				122723	12/27/2023	010924	163.79
					CHECK	4240545 TOTAL:	712.03
4240546	01/10/2024	PRTD	1506 Village of Glen Carb	122123GLPR	12/21/2023	010924	12.20
					CHECK	4240546 TOTAL:	12.20
4240547	01/10/2024	PRTD	1932 Wex Bank	94183562	12/31/2023	010924	6,550.90
					CHECK	4240547 TOTAL:	6,550.90
				NUMBER OF CHECKS	12	*** CASH ACCOUNT TOTAL ***	8,732.01
				TOTAL PRINTED CHECKS	COUNT	AMOUNT	
					12	8,732.01	
						*** GRAND TOTAL ***	8,732.01

Madison County Mass Transit District



CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE

INV DATE PO WARRANT NET

4240548	01/16/2024	PRTD	1043 AT&T		JAN24	01/01/2024		011624	22.93
						CHECK	4240548	TOTAL:	22.93
4240549	01/16/2024	PRTD	2047 City of Wood River		010924WSWRTC	01/09/2024		011624	20.44
					010924SPWRTC	01/09/2024		011624	6.50
						CHECK	4240549	TOTAL:	26.94
4240550	01/16/2024	PRTD	4042 Illinois Power Marke		421122123121	01/05/2024		011624	13,342.41
						CHECK	4240550	TOTAL:	13,342.41
4240551	01/16/2024	PRTD	1220 Illinois American Wa		011024SPATC	01/10/2024		011624	69.78
						CHECK	4240551	TOTAL:	69.78
4240552	01/16/2024	PRTD	1220 Illinois American wa		011024WSATC	01/10/2024		011624	193.22
						CHECK	4240552	TOTAL:	193.22
4240553	01/16/2024	PRTD	1733 Johnny on the Spot #		47-000263798	12/31/2023		011624	1,197.45
						CHECK	4240553	TOTAL:	1,197.45
4240554	01/16/2024	PRTD	4102 Mansfield Power & Ga		DEC23	01/04/2024		011624	2,652.22
						CHECK	4240554	TOTAL:	2,652.22
4240555	01/16/2024	PRTD	1051 Pontoon Beach Public		010324-1	01/03/2024		011624	420.52
					010324-2	01/03/2024		011624	594.65
					010324Admin	01/03/2024		011624	370.52
					010324BW	01/03/2024		011624	518.93
					010324N	01/03/2024		011624	30.00
					010324IRAdm	01/03/2024		011624	835.03
					010324T	01/03/2024		011624	30.00

CHECK REGISTER

CHECK	4240555	TOTAL:	2,799.65				
NUMBER OF CHECKS	8	*** CASH ACCOUNT TOTAL ***	20,304.60				
TOTAL PRINTED CHECKS	<table border="1"><thead><tr><th>COUNT</th><th>AMOUNT</th></tr></thead><tbody><tr><td>8</td><td>20,304.60</td></tr></tbody></table>	COUNT	AMOUNT	8	20,304.60		
COUNT	AMOUNT						
8	20,304.60						
		*** GRAND TOTAL ***	20,304.60				

Madison County Mass Transit District



CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
4240556	01/25/2024	PRTD	4012 AAIC, Inc.		13716	01/10/2024		012524	4,000.00
						CHECK	4240556	TOTAL:	4,000.00
4240557	01/25/2024	PRTD	2501 Agency for Community		DEC23	01/18/2024		012524	38,243.00
					DEC23BW	01/18/2024		012524	96,491.84
					DEC23RS	01/18/2024		012524	47,138.06
					DEC23VP	01/18/2024		012524	25,620.46
					DEC23DR	01/18/2024		012524	305,834.76
					DEC23FR	01/18/2024		012524	2,263,442.15
						CHECK	4240557	TOTAL:	2,776,770.27
4240558	01/25/2024	PRTD	1501 Ameren Illinois		010324Admin	01/03/2024		012524	2,638.88
						CHECK	4240558	TOTAL:	2,638.88
4240559	01/25/2024	PRTD	1501 Ameren Illinois		010324ETC	01/03/2024		012524	130.40
						CHECK	4240559	TOTAL:	130.40
4240560	01/25/2024	PRTD	1501 Ameren Illinois		010424AHSR	01/04/2024		012524	77.67
						CHECK	4240560	TOTAL:	77.67
4240561	01/25/2024	PRTD	1501 Ameren Illinois		122023	12/20/2023		012524	28.88
						CHECK	4240561	TOTAL:	28.88
4240562	01/25/2024	PRTD	1501 Ameren Illinois		DEC23	01/08/2024		012524	2,642.59
						CHECK	4240562	TOTAL:	2,642.59
4240563	01/25/2024	PRTD	1501 Ameren Illinois		DEC23L	01/03/2024		012524	175.24
						CHECK	4240563	TOTAL:	175.24

CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
4240564	01/25/2024	PRTD	1501 Ameren Illinois		DECMaingTAdm	01/03/2024		012524	40.31
						CHECK	4240564	TOTAL:	40.31
4240565	01/25/2024	PRTD	2031 Best-One Fleet Servi		3200012394	12/19/2023		012524	492.00
					3200012492	12/21/2023		012524	19,620.50
					3200012549	12/29/2023		012524	407.00
					3200010935R	01/04/2024		012524	454.00
					3200010635R	01/04/2024		012524	988.00
						CHECK	4240565	TOTAL:	21,961.50
4240566	01/25/2024	PRTD	4101 ConvergeOne, Inc		IE9116383	12/20/2023	12400016	012524	466.50
						CHECK	4240566	TOTAL:	466.50
4240567	01/25/2024	PRTD	4048 Dovetail Inc.		INV-23900	12/31/2023	12200029	012524	157.50
						CHECK	4240567	TOTAL:	157.50
4240568	01/25/2024	PRTD	1092 The Edwardsville Int		301000893	12/31/2023		012524	190.96
						CHECK	4240568	TOTAL:	190.96
4240569	01/25/2024	PRTD	1029 Fort Russell Townshi		121923	12/18/2023		012524	273.77
						CHECK	4240569	TOTAL:	273.77
4240570	01/25/2024	PRTD	4083 HeartLands Conservan		2023-098	11/30/2023	12300013	012524	5,529.43
						CHECK	4240570	TOTAL:	5,529.43
4240571	01/25/2024	PRTD	4115 Independents Graphic		23-23339	01/08/2024	12400014	012524	23,855.00
						CHECK	4240571	TOTAL:	23,855.00
4240572	01/25/2024	PRTD	3920 The Jerry Costello G		FEB24	01/11/2024		012524	7,000.00

Madison County Mass Transit District



CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						CHECK	4240572	TOTAL:	7,000.00
4240573	01/25/2024	PRTD	1439 Juneau Associates, I		49359	11/25/2023		012524	50.00
					49280	11/25/2023		012524	6,567.75
					49360	11/25/2023		012524	12,782.70
						CHECK	4240573	TOTAL:	19,400.45
4240574	01/25/2024	PRTD	1602 Madison County State		FEB24	01/11/2024		012524	8,000.00
						CHECK	4240574	TOTAL:	8,000.00
4240575	01/25/2024	PRTD	1874 Main Street Communit		010824	01/08/2024		012524	522.95
						CHECK	4240575	TOTAL:	522.95
4240576	01/25/2024	PRTD	1698 O'Brien Tire & Auto		0247597	12/19/2023		012524	1,545.08
					0247711	12/28/2023		012524	1,272.96
					0247754	12/29/2023		012524	346.44
					0247927	01/11/2024		012524	802.32
					0247781	01/04/2024		012524	94.98
						CHECK	4240576	TOTAL:	4,061.78
4240577	01/25/2024	PRTD	2044 Petroleum Traders Co		1948565	12/19/2023		012524	18,895.05
					1947827	12/15/2023		012524	18,713.78
					1949697	12/22/2023		012524	13,026.03
					1949695	12/22/2023		012524	19,210.78
					1950574	12/28/2023		012524	18,543.66
						CHECK	4240577	TOTAL:	88,389.30
4240578	01/25/2024	PRTD	4082 Recon Power Bikes		12968	10/13/2023	12400007	012524	10,944.98

CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
						CHECK	4240578	TOTAL:	10,944.98
4240579	01/25/2024	PRTD	3980 The Bancorp Bank		624738	12/29/2023	12100078	012524	706.54
						CHECK	4240579	TOTAL:	706.54
4240580	01/25/2024	PRTD	1506 Village of Glen Carb		INV00706	12/18/2023		012524	39.00
						INV00713	01/01/2024	012524	467.65
						CHECK	4240580	TOTAL:	506.65
4240581	01/25/2024	PRTD	3923 Xerox Corporation		020420077	12/30/2023		012524	57.00
						CHECK	4240581	TOTAL:	57.00
						NUMBER OF CHECKS	26	*** CASH ACCOUNT TOTAL ***	2,978,528.55
						TOTAL PRINTED CHECKS	COUNT	AMOUNT	
							26	2,978,528.55	
								*** GRAND TOTAL ***	2,978,528.55

ELECTRONIC FUNDS TRANSFER REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
9240005	01/22/2024	PRTD	4064 FTA		012224-1	01/22/2024		EFT0122	4,703.00
							CHECK	9240005 TOTAL:	4,703.00
9240006	01/22/2024	PRTD	4064 FTA		012224-2	01/22/2024		EFT0122	14,868.00
							CHECK	9240006 TOTAL:	14,868.00
NUMBER OF CHECKS						2	*** CASH ACCOUNT TOTAL ***		19,571.00
TOTAL PRINTED CHECKS							COUNT	AMOUNT	
						2		19,571.00	
								*** GRAND TOTAL ***	19,571.00

CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
4240582	01/25/2024	PRTD	1050 Ameren Illinois		010324	01/03/2024		012524B	1,275.82
							CHECK	4240582 TOTAL:	1,275.82
4240583	01/25/2024	PRTD	1050 Ameren Illinois		010324BW	01/03/2024		012524B	339.97
							CHECK	4240583 TOTAL:	339.97
4240584	01/25/2024	PRTD	1050 Ameren Illinois		010324N	01/03/2024		012524B	116.12
							CHECK	4240584 TOTAL:	116.12
4240585	01/25/2024	PRTD	1050 Ameren Illinois		010424GCTC	01/04/2024		012524B	437.93
							CHECK	4240585 TOTAL:	437.93
4240586	01/25/2024	PRTD	1050 Ameren Illinois		011624EGPR	01/16/2024		012524B	512.71
							CHECK	4240586 TOTAL:	512.71
4240587	01/25/2024	PRTD	1501 Ameren Illinois		011024SJPR	01/10/2024		012524B	39.44
							CHECK	4240587 TOTAL:	39.44
4240588	01/25/2024	PRTD	1501 Ameren Illinois		011024TPR	01/10/2024		012524B	73.46
							CHECK	4240588 TOTAL:	73.46
4240589	01/25/2024	PRTD	2031 Best-One Fleet Servi		3200012895	01/15/2024		012524B	862.00
					3200012974	01/17/2024		012524B	459.00
							CHECK	4240589 TOTAL:	1,321.00
4240590	01/25/2024	PRTD	1433 City of Edwardsville		011924WSETC	01/19/2024		012524B	228.30
							CHECK	4240590 TOTAL:	228.30
4240591	01/25/2024	PRTD	4046 D & D Tire Service L		46354	01/10/2024		012524B	2,305.00
							CHECK	4240591 TOTAL:	2,305.00

CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE

INV DATE PO WARRANT NET

4240592	01/25/2024	PRTD	1014 Granite City Townshi	122723		12/27/2023		012524B	2,004.78
				012324		01/23/2024		012524B	2,594.51
						CHECK	4240592	TOTAL:	4,599.29
4240593	01/25/2024	PRTD	3941 J. F. Electric, Inco	385438		11/07/2023	12400015	012524B	4,256.53
						CHECK	4240593	TOTAL:	4,256.53
4240594	01/25/2024	PRTD	1437 Keller Construction,	011924		01/19/2024	12400006	012524B	250,270.07
						CHECK	4240594	TOTAL:	250,270.07
4240595	01/25/2024	PRTD	1173 Oates Associates, In	38496		01/16/2024		012524B	7,085.00
				38447		01/11/2024		012524B	1,700.00
				38416		01/09/2024		012524B	3,687.50
						CHECK	4240595	TOTAL:	12,472.50
4240596	01/25/2024	PRTD	4104 Republic Services #3	50-005485577		01/20/2024		012524B	85.00
						CHECK	4240596	TOTAL:	85.00
4240597	01/25/2024	PRTD	4071 S.M. Wilson & Co.	0322003-18		01/22/2024	12200090	012524B	245,002.92
						CHECK	4240597	TOTAL:	245,002.92
4240598	01/25/2024	PRTD	3897 SSPRF	011624		01/16/2024		012524B	3.67
						CHECK	4240598	TOTAL:	3.67
4240599	01/25/2024	PRTD	1530 The Kiesel Company	557858		01/09/2024		012524B	17,296.16
				557806		01/05/2024		012524B	17,468.50
				558043COR		01/12/2024		012524B	18,682.73
				557807		01/05/2024		012524B	12,985.14
				557942		01/11/2024		012524B	1,464.53

CHECK REGISTER

CASH ACCOUNT: 10000000 10101 Checking Account
 CHECK NO CHK DATE TYPE VENDOR NAME

CHECK NO	CHK DATE	TYPE	VENDOR NAME	VOUCHER	INVOICE	INV DATE	PO	WARRANT	NET
					558237	01/17/2024		012524B	18,098.46
							CHECK 4240599	TOTAL:	85,995.52
4240600	01/25/2024	PRTD	4090 Venice Township		011824	01/18/2024		012524B	1,086.81
							CHECK 4240600	TOTAL:	1,086.81
4240601	01/25/2024	PRTD	4006 Volkert Inc.		00112214	12/31/2023		012524B	23,360.00
							CHECK 4240601	TOTAL:	23,360.00
NUMBER OF CHECKS						20	*** CASH ACCOUNT TOTAL ***		633,782.06
TOTAL PRINTED CHECKS							COUNT	AMOUNT	
						20		633,782.06	
*** GRAND TOTAL ***									633,782.06

**Madison County Transit District
Management Report of Revenue and Expenses
December, 2023**

	<u>Current Month</u>	<u>Current YTD</u>	<u>Prior YTD</u>	<u>Percentage Increase / (Decrease) Over Prior YTD</u>	<u>FY24 Budget</u>	<u>Budget % Expended (50% of FY)</u>
Revenue						
Operating Revenue						
Sales Tax Revenue	\$1,109,953.46	\$6,745,728.18	\$6,604,891.73	2%	\$12,500,000	54%
Investment Income	95,598.53	875,600.83	230,923.01	279%	700,000	125%
Investment Gains/Losses	0.00	0.00	0.00	0%	0	0%
Investments-Mark to Market	593,601.61	945,453.92	(251,166.00)	100%	0	100%
IDOT Operating Assistance	0.00	9,608,148.50	7,669,908.55	0%	18,000,000	53%
Federal CARES Act/CRRSAA/ARPA	199,317.00	1,532,618.00	953,193.00	0%	2,790,000	55%
Local Sales Tax Reform Fund	320,532.45	1,726,883.06	1,835,856.25	-6%	3,100,000	56%
CMAQ Rideshare Marketing and Outreach	0.00	19,549.00	16,073.00	0%	750,000	3%
Commuter Initiative	0.00	27,290.99	1,117.74	0%	150,000	18%
Fares	101,496.85	631,749.99	87,500.00	0%	570,000	111%
Other Revenue	11,040.95	41,973.46	21,101.05	99%	147,000	29%
Lease/Rental Income	0.00	31,421.89	32,046.93	0%	0	0%
Total Operating Revenue	\$2,431,540.85	\$22,186,417.82	\$17,201,445.26	29%	\$38,707,000	57%
Capital Revenue						
FTA Transit Admin Section 5307	\$7,752.00	\$28,164.00	\$2,534,533.00	0%	\$7,675,994	0%
FTA Transit Admin Section 5339	0.00	0.00	0.00	0%	3,780,000	0%
Congestion Mitigation Air Quality	0.00	0.00	0.00	0%	5,270,000	0%
Rebuild Illinois	0.00	0.00	48,610.90	0%	25,121,000	0%
Illinois Department of Transportation	0.00	1,325,609.65	393,119.28	0%	1,450,000	91%
Illinois Department of Natural Resources	0.00	0.00	0.00	0%	553,000	0%
Intergovernmental Agreements	0.00	0.00	0.00	0%	100,000	0%
Metro East Park and Recreation District	0.00	34,032.50	49,273.00	0%	2,350,000	1%
Other Revenue - Capital	0.00	0.00	0.00	0%	0	0%
Future Grants	0.00	0.00	0.00	0%	18,310,800	0%
Total Capital Revenue	\$7,752.00	\$1,387,806.15	\$3,025,536.18	0%	\$64,610,794	2%
Total Revenues	\$2,439,292.85	\$23,574,223.97	\$20,226,981.44	17%	\$103,317,794	23%
Expenses						
Operating Expenses						
Fixed Route and Paratransit	\$3,023,777.33	\$15,832,902.72	\$15,312,217.75	3%	\$32,176,000	49%
ACT Administrative Contract	38,243.00	229,458.00	0.00	0%	490,000	47%
Rideshare	95,480.69	451,580.09	484,340.45	-7%	1,000,000	45%
Professional and Other Services	20,529.43	107,530.08	90,000.00	19%	547,000	20%
Trustee Expenses	882.03	5,299.91	6,659.12	-20%	30,000	18%
District Office Expenses	56,389.37	260,507.89	167,744.39	55%	450,000	58%
Facilities Maintenance	100,843.38	618,749.25	542,506.23	14%	1,076,000	58%
District Budget Contingency	0.00	0.00	0.00	0%	1,000,000	0%
Total Operating Expenses	\$3,336,145.23	\$17,506,027.94	\$16,603,467.94	5%	\$36,769,000	48%
Capital Expenses						
Bikeways	\$489,178.18	\$1,923,695.57	\$1,420,576.24	35%	\$44,660,000	4%
Bus Station/Stops and Park & Ride	14,117.75	37,579.55	29,238.20	100%	10,746,000	0%
Cooperative Police Bicycle Grant Program	10,944.98	10,944.98	10,823.00	100%	75,000	15%
Facility Improvements	983,798.78	5,734,690.87	4,242,655.73	35%	22,450,000	26%
Maintenance Equipment	0.00	79,064.00	0.00	0%	671,200	12%
MIS Equipment	0.00	0.00	0.00	0%	5,450,000	0%
Transit Support Equipment	0.00	372,271.03	114,984.45	100%	873,000	43%
Vehicles - Buses	0.00	0.00	0.00	0%	28,513,550	0%
Vehicles - Rideshare Vans	0.00	0.00	0.00	100%	1,056,000	0%
Vehicles - Transit Support	0.00	0.00	45,386.00	100%	1,928,000	0%
Contingency	0.00	0.00	0.00	0%	2,000,000	0%
Total Capital Expenses	\$1,498,039.69	\$8,158,246.00	\$5,863,663.62	39%	\$118,422,750	7%
Total Expenses	\$4,834,184.92	\$25,664,273.94	\$22,467,131.56	14%	\$155,191,750	17%
Excess Revenue Over (Under) Expenses	(\$2,394,892.07)	(\$2,090,049.97)	(\$2,240,150.12)	-7%	(\$51,873,956)	4%

Madison County Mass Transit District
Income Statement with Budget Variance for the
Period Ended December 31, 2023

Description	Current Period				Year to Date			
	Actual	Budget	Deviation	Pct	Actual	Budget	Deviation	Pct ytd
OPERATING REVENUE								
Sales Tax Revenue	1,109,953.46	1,041,666.66	68,286.80	106.56	6,745,728.18	6,250,000.00	495,728.18	107.93
Investment Income	95,598.53	58,333.34	37,265.19	163.88	875,600.83	350,000.00	525,600.83	250.17
Investments-Mark to Market	593,601.61	0.00	593,601.61	0.00	945,453.92	0.00	945,453.92	0.00
IDOT Operating Assistance	0.00	1,500,000.00	-1,500,000.00	0.00	9,608,148.50	9,000,000.00	608,148.50	106.76
Federal CARES Act/CRRSAA/ARPA	199,317.00	232,500.00	-33,183.00	85.73	1,532,618.00	1,395,000.00	137,618.00	109.87
Local Sales Tax Reform Fund	320,532.45	258,333.34	62,199.11	124.08	1,726,883.06	1,550,000.00	176,883.06	111.41
CMAQ Rideshare Marketing & Outreach	0.00	62,500.00	-62,500.00	0.00	19,549.00	375,000.00	-355,451.00	5.21
Commuter Initiative	0.00	12,500.00	-12,500.00	0.00	27,290.99	75,000.00	-47,709.01	36.39
Fares	101,496.85	47,500.00	53,996.85	213.68	631,749.99	285,000.00	346,749.99	221.67
Other Revenue	11,040.95	12,250.00	-1,209.05	90.13	41,973.46	73,500.00	-31,526.54	57.11
Lease/Rental Income	0.00	0.00	0.00	0.00	31,421.89	0.00	31,421.89	0.00
TOTAL OPERATING REVENUE	2,431,540.85	3,225,583.34	-794,042.49	75.38	22,186,417.82	19,353,500.00	2,832,917.82	114.64
CAPITAL REVENUE								
Fed Transit Admin Section 5307	7,752.00	639,666.16	-631,914.16	1.21	28,164.00	3,837,997.00	-3,809,833.00	0.73
Fed Transit Admin Section 5339	0.00	315,000.00	-315,000.00	0.00	0.00	1,890,000.00	-1,890,000.00	0.00
Congestion Mitigation Air Quality	0.00	439,166.66	-439,166.66	0.00	0.00	2,635,000.00	-2,635,000.00	0.00
Rebuild Illinois	0.00	2,093,416.66	-2,093,416.66	0.00	0.00	12,560,500.00	-12,560,500.00	0.00
Illinois Dept of Transportation	0.00	120,833.34	-120,833.34	0.00	1,325,609.65	725,000.00	600,609.65	182.84
Illinois Dept of Natural Resources	0.00	46,083.34	-46,083.34	0.00	0.00	276,500.00	-276,500.00	0.00
Metro East Park and Recreation District	0.00	195,833.34	-195,833.34	0.00	34,032.50	1,175,000.00	-1,140,967.50	2.90
Future Grants	0.00	1,525,900.00	-1,525,900.00	0.00	0.00	9,155,400.00	-9,155,400.00	0.00
Intergovernmental Agreements	0.00	8,333.34	-8,333.34	0.00	0.00	50,000.00	-50,000.00	0.00
TOTAL CAPITAL REVENUE	7,752.00	5,384,232.84	-5,376,480.84	0.14	1,387,806.15	32,305,397.00	-30,917,590.85	4.30
TOTAL REVENUES	2,439,292.85	8,609,816.18	-6,170,523.33	28.33	23,574,223.97	51,658,897.00	-28,084,673.03	45.63
OPERATING EXPENSES								
Fixed Route and Paratransit	3,023,777.33	2,681,333.34	342,443.99	112.77	15,832,902.72	16,088,000.00	-255,097.28	98.41
ACT Administrative Contract	38,243.00	40,833.34	-2,590.34	93.66	229,458.00	245,000.00	-15,542.00	93.66
Rideshare	95,480.69	83,333.34	12,147.35	114.58	451,580.09	500,000.00	-48,419.91	90.32
Professional and Other Services	20,529.43	45,583.34	-25,053.91	45.04	107,530.08	273,500.00	-165,969.92	39.32
Trustee Expenses	882.03	2,500.00	-1,617.97	35.28	5,299.91	15,000.00	-9,700.09	35.33
District Office Expenses	56,389.37	37,500.00	18,889.37	150.37	260,507.89	225,000.00	35,507.89	115.78
Facilities Maintenance	100,843.38	89,666.66	11,176.72	112.46	618,749.25	538,000.00	80,749.25	115.01
District Budget Contingency	0.00	83,333.34	-83,333.34	0.00	0.00	500,000.00	-500,000.00	0.00
TOTAL OPERATING EXPENSES	3,336,145.23	3,064,083.36	272,061.87	108.88	17,506,027.94	18,384,500.00	-878,472.06	95.22
CAPITAL EXPENSES								
Bikeways	489,178.18	3,721,666.66	-3,232,488.48	13.14	1,923,695.57	22,330,000.00	-20,406,304.43	8.61
Bus Station/Stops and Park & Ride	14,117.75	895,500.00	-881,382.25	1.58	37,579.55	5,373,000.00	-5,335,420.45	0.70
Cooperative Police Bicycle Grant Program	10,944.98	6,250.00	4,694.98	175.12	10,944.98	37,500.00	-26,555.02	29.19
Facility Improvements	983,798.78	1,870,833.34	-887,034.56	52.59	5,734,690.87	11,225,000.00	-5,490,309.13	51.09
Maintenance Equipment	0.00	55,933.34	-55,933.34	0.00	79,064.00	335,600.00	-256,536.00	23.56
MIS Equipment	0.00	454,166.66	-454,166.66	0.00	0.00	2,725,000.00	-2,725,000.00	0.00
Transit Support Equipment	0.00	72,750.00	-72,750.00	0.00	372,271.03	436,500.00	-64,228.97	85.29
Vehicles - Buses	0.00	2,376,129.16	-2,376,129.16	0.00	0.00	14,256,775.00	-14,256,775.00	0.00
Vehicles - Rideshare Vans	0.00	88,000.00	-88,000.00	0.00	0.00	528,000.00	-528,000.00	0.00
Vehicles - Transit Support	0.00	160,666.66	-160,666.66	0.00	0.00	964,000.00	-964,000.00	0.00
Contingency	0.00	166,666.66	-166,666.66	0.00	0.00	1,000,000.00	-1,000,000.00	0.00
TOTAL CAPITAL EXPENSES	1,498,039.69	9,868,562.48	-8,370,522.79	15.18	8,158,246.00	59,211,375.00	-51,053,129.00	13.78
TOTAL EXPENSES	4,834,184.92	12,932,645.84	-8,098,460.92	37.38	25,664,273.94	77,595,875.00	-51,931,601.06	33.07
EXCESS REVENUE OVER EXPENSE	-2,394,892.07	-4,322,829.66	1,927,937.59	55.40	-2,090,049.97	-25,936,978.00	23,846,928.03	8.06

UNAUDITED

ASSETS	
Checking Account	1,098,321.85
Savings Accounts	77,700.46
Illinois Funds Investment Pool	2,969,017.37
Investments	65,050,000.00
Investments-Mark to Market	915,219.19
Inventory	1,225,562.56
Capital Grants Receivables	1,770.00
Sales Tax Receivable	3,344,233.74
Interest Receivable	65,314.73
Prepaid Expenses	309,569.30
TOTAL ASSETS	75,056,709.20
LIABILITIES	
Accounts Payable	4,578,077.94
Retainage Payable	845,766.00
TOTAL LIABILITIES	5,423,843.94
FUND BALANCE	
Nonspendable Fund Balance	2,547,196.50
Committed Fund Balance	34,000,000.00
Assigned Fund Balance	28,424,956.00
Beginning Unassigned Fund Balance	6,750,762.73
Excess Revenue Over Expenses	-2,090,049.97
Total Unassigned Fund Balance	4,660,712.76
TOTAL FUND BALANCE	69,632,865.26
TOTAL LIABILITIES AND FUND BALANCE	75,056,709.20

UNAUDITED

MCT DETAILED SCHEDULE OF INVESTMENTS
AT DECEMBER 31, 2023

INSTITUTION	PURCHASE DATE	CD OR ACCOUNT NUMBER	MATURITY DATE	INTEREST RATES	CERTIFICATE AMOUNT	WEIGHTED AVERAGE INTEREST
INVESTMENTS PURCHASED DIRECTLY BY MCT						
CERTIFICATES OF DEPOSIT (CD)						
Bradford National Bank	09-01-23	***41643	03-01-26	4.65%	500,000.00	
Bradford National Bank	09-01-23	***41644	09-01-26	4.50%	500,000.00	
FCB Banks	03-03-23	***56721	09-30-25	4.36%	2,000,000.00	
FCB Banks	10-27-23	***56722	10-27-25	4.93%	1,000,000.00	
First Mid Bank & Trust	06-30-23	***60357	06-30-25	4.75%	1,000,000.00	
First Mid Bank & Trust	06-30-23	***60368	12-31-25	4.50%	1,000,000.00	
First Mid Bank & Trust	06-30-23	***60379	06-30-26	4.50%	1,000,000.00	
State Bank of St. Jacob	07-27-23	***12687	07-27-24	4.67%	630,000.00	
TOTAL CD'S					<u>7,630,000.00</u>	4.58%
CERTIFICATES OF DEPOSIT ACCOUNT REGISTRY SERVICE (CDARS)						
Edwardsville Bank	10-19-23	***09215	10-14-27	4.82%	500,000.00	
Edwardsville Bank	11-02-23	***26729	11-02-28	4.20%	2,000,000.00	
Edwardsville Bank	11-02-23	***26702	11-02-27	4.20%	3,270,000.00	
Bank of Springfield	12-07-23	***99437	12-05-24	5.25%	1,500,000.00	
Bank of Springfield	12-07-23	***03256	12-03-26	4.75%	1,000,000.00	
Bank of Springfield	12-07-23	***03264	12-07-28	4.35%	2,175,000.00	
TOTAL CDARS					<u>10,445,000.00</u>	4.46%
TOTAL INVESTMENTS PURCHASED DIRECTLY BY MCT					<u>18,075,000.00</u>	
FUNDS TRANSFERRED TO PORTFOLIO MANAGED BY BUSEY BANK (SEE SEPARATE REPORT FOR DETAILS)				varies	46,975,000.00	varies
GRAND TOTAL MCT INVESTMENTS					65,050,000.00	
CASH ACCOUNTS						
MCT checking account				3.04%	1,098,321.85	
MCT savings accounts				3.04%	77,700.46	
Illinois Funds investment pool				5.535%	<u>2,969,017.37</u>	
TOTAL CASH					<u>4,145,039.68</u>	4.83%
TOTAL CASH AND INVESTMENTS					69,195,039.68	

Madison County Mass Transit District Agency

STATEMENT REPORT

As of 12/31/2023

ACCOUNTS

Madison County Mass Transit District Agency

Monthly Market Update

(as of 12/31/2023)

Economic Recap

- Two of the biggest macro-economic surprises of 2023 were the strength of the US economy and the meaningful decline of inflationary pressures. The majority of economists were calling for a US recession in 2023. Instead, the year-end gross domestic product (GDP) report is likely to show that the US economy grew by 3% or so—above the US economy's 2% historical growth rate. Inflation was also supposed to be a larger issue in 2023 as consumers were expecting the inflation rate to finish 2023 at 5.0% based on the Federal Reserve Bank of New York's Survey of Consumer Expectations. The forecasts were wrong there as well. The November Consumer Price Index report showed the pace of inflation fell to 3.1% year over year.
- Job growth was stronger than expected in November, with the addition of 199,000 new jobs after adding 150,000 new jobs in October. Monthly job growth has averaged 240,000 over the prior 12 months, compared with 375,000 per month in 2022. In November, the unemployment rate declined 0.2% to 3.7% and has remained in the range of 3.5%-3.7% since March. Over the past 12 months ended in November, average hourly earnings rose by 4.0% (average hourly earnings were up 4.6% in 2022).
- The Consumer Price Index (CPI) for November supported the notion that inflationary pressures are trending lower. The CPI rose 0.1% after being unchanged in October. Over the 12 months ended in November, the CPI rose 3.1%, down from 3.2% in October. In another sign of waning inflation, prices that producers received for goods and services were unchanged in November following a 0.4% decline in October. Producer prices increased 0.9% for the 12 months ended increased for the year ended in October.

Economic Data

	<u>Current</u>	<u>20-Year Average</u>	<u>Percentile</u>
Unemployment Rate	3.7%	5.9%	9.1%
CPI YoY (Urban)	3.1%	2.6%	69.5%
Inflation Expectations (5-Year)	2.2%	2.1%	48.7%
Fed Deficit (% of GDP)	6.3%	5.3%	68.8%
Household Debt/Income (Disposable)	97.3%	111.5%	6.2%
Housing Affordability Index	93.4	150.4	0%
US Dollar Index	101.3	88.9	90.8%

Source: Bloomberg

Monthly Market Update

(as of 12/31/2023)

Equity Recap

- 2023 finished on a strong note, with the S&P 500 gaining more than 4% in December. Investors remained optimistic that the Federal Reserve will orchestrate an economic “soft landing” and were encouraged by November’s 3.1% inflation reading and the expectation of multiple fed funds rate cuts in 2024.
- Real Estate was the S&P’s top performing sector—gaining 9%— helped by further declines in 10-year treasury yields. Other outperformers included Industrials, Consumer Discretionary and Financials, which each gained 5%-7%. Energy was the worst performer, with flat stocks as crude prices fell 6%.
- The “everything” rally included strong performance from US mid and small-cap stocks, which rose 9% and 12%, respectively, in December. International developed markets gained more than 5%, while emerging markets gained 4%. Gold gained more than 1%, while the US dollar lost 2%.

Equity Data

	<u>1-Month</u>	<u>YTD</u>	<u>1-Year</u>	<u>3-Year</u>	<u>5-Year</u>
S&P 500	4.5%	26.3%	26.3%	10.0%	15.7%
S&P 400 Midcap	8.7%	16.4%	16.4%	8.1%	12.6%
Russell 2000	12.2%	16.9%	16.9%	2.2%	9.9%
MSCI EAFE	5.3%	18.9%	18.9%	4.6%	8.8%
MSCI Emerging Markets	3.9%	10.1%	10.1%	-4.8%	4.0%
MSCI ACWI	4.8%	22.8%	22.8%	6.3%	12.3%

Source: Bloomberg

Monthly Market Update

(as of 12/31/2023)

Fixed Income Recap

- The December quarter witnessed significant shifts in market expectations about interest rates and spreads. Notably, the 10- year US Treasury yield decreased from 4.93% on October 20 to 3.87% by quarter's end. This reflects the market's perception that the Federal Reserve's aggressive rate hikes have concluded, leading to a robust recovery in fixed income securities.
- The quarter also saw narrowing corporate spreads, indicating an uptick in market optimism. US investment-grade corporate debt spreads compressed by about 0.15%. Particularly, Senior and Subordinated Financial corporate debt sectors experienced a compression of nearly 0.20% each. Our analysis finds the Utilities, Healthcare and Senior Financial Corporate debt sectors most promising, while Materials, Energy and Communications sectors appear less favorable. We remain vigilant in monitoring sectoral and individual security spreads to identify relative value and opportune entry points.
- Despite a significant rally in fixed income securities, the sector's earlier weakness spilled into October. We actively engaged in tax-loss harvesting for tax-sensitive accounts, focusing mainly on fixed income mutual funds and ETFs. Our Asset Allocation, Trading and Fixed Income teams effectively identified tax-loss harvesting opportunities while maintaining desired portfolio exposures for clients. Collectively, we were able to realize losses for the platform—with precise timing informed by our interest rate market analysis—enabling timely portfolio rebalancing.

Fixed Income Data

	<u>1-Month</u>	<u>YTD</u>	<u>1-Year</u>	<u>3-Year</u>	<u>5-Year</u>
US Treasury	3.4%	4.1%	4.1%	-3.8%	0.5%
US Corporate	4.3%	8.5%	8.5%	-3.3%	2.6%
US Aggregate	3.8%	5.5%	5.5%	-3.3%	1.1%
US High Yield	3.7%	13.4%	13.4%	2.0%	5.4%
Global Agg Ex-US	4.5%	5.7%	5.7%	-7.2%	-1.6%
US Municipal	2.3%	6.4%	6.4%	-0.4%	2.3%

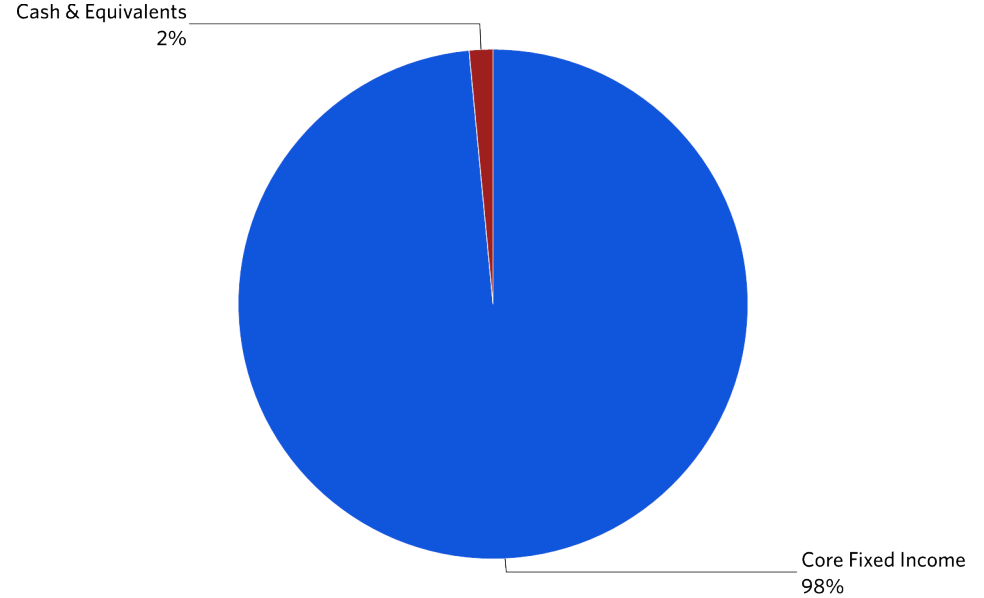
Source: Bloomberg

Portfolio Value Summary

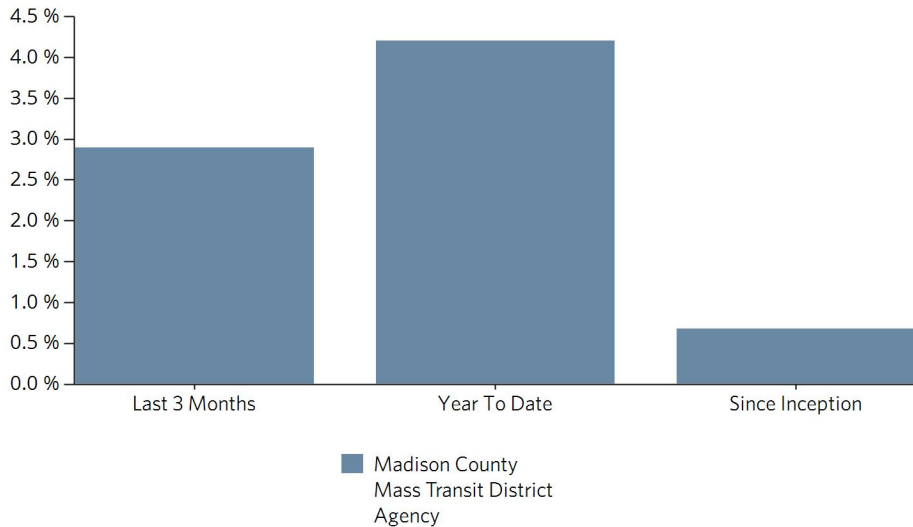
	Last 3 Months	Year To Date	Since 11/30/2021
Beginning Value	41,333,627	37,878,227	0
Net Additions	5,567,769	8,546,927	46,936,109
Gain/Loss	1,281,557	1,757,800	1,246,844
Ending Value	48,182,953	48,182,953	48,182,953
Return	2.9%	4.2%	0.7% ¹
MSCI ALL COUNTRIES ACWI Return	11.0%	22.2%	1.8%
BARCLAYS CAPITAL INTERMEDIATE GOV'T/CREDIT IN...	4.6%	5.2%	-1.7%
S&P 500 TOTAL RETURN INDEX Return	11.7%	26.3%	3.8%
MSCI DEVELOPED EAFE(USD)(TRN) Return	10.4%	18.2%	3.0%
CONSUMER PRICE INDEX - (Monthly) Return	-0.2%	3.5%	4.9%
MSCI EM EMERGING MARKETS(USD)(TRN) Return	7.9%	9.7%	-5.3%

¹ Annualized return

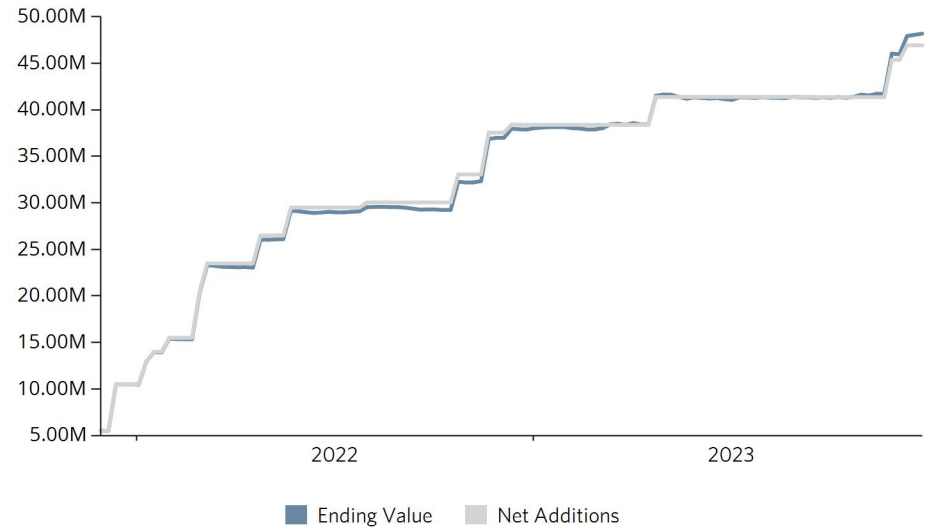
Asset Class Allocation



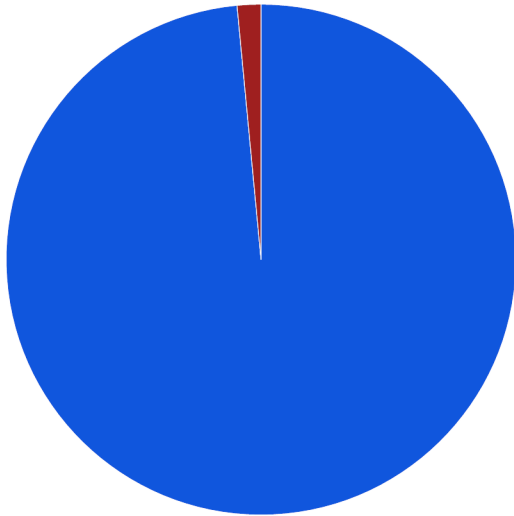
Portfolio Returns



Net Additions and Market Value



Asset Class Allocation



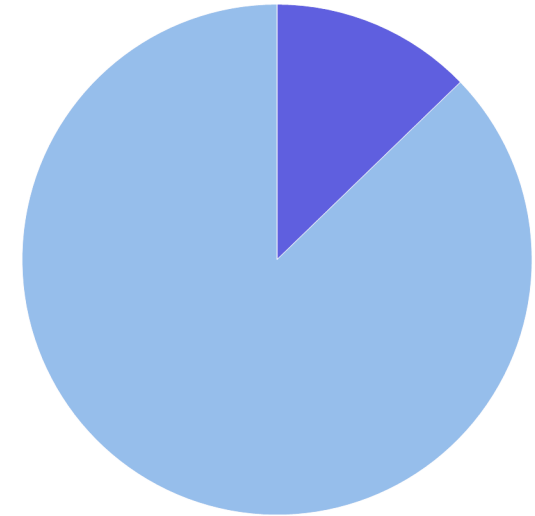
	Ending Value	Allocation
Madison County Mass Transit District Agency	48,182,953	100.0%
■ Core Fixed Income	47,458,503	98.5%
■ Cash & Equivalents	724,450	1.5%

Core Equity and Satellites Allocation



No Data Available

Core Fixed Income Allocation



	Ending Value	Allocation
Madison County Mass Transit District Agency	47,458,503	100.0%
■ Muni Bonds	6,063,182	12.8%
■ Taxable Bonds	41,395,321	87.2%

Portfolio Appraisal

	Units	Cost Basis	Unit Cost	Ending Value	Price	Total UGL	Yield	Projected Income
Madison County Mass Transit District Agency		47,783,654		48,182,953		399,299	2.6%	1,196,902
1035033783 - Madison County Mass Transit District Agency		47,783,654		48,182,953		399,299	2.6%	1,196,902
■ Muni Bonds		5,994,794		6,063,182		68,388	2.8%	163,722
CALIFORNIA ST 2.65% 04/01/2026	1,000,000	957,482	96	966,841	96	9,359	2.8%	26,500
CALIFORNIA ST 5.5% 10/01/2025	1,000,000	1,024,187	102	1,025,687	101	1,501	5.4%	55,000
CENTENNIAL INDPT SCH DIST NO 0 1.005% 02/01/2024	175,000	175,000	100	175,173	100	173	1.0%	879
JEFFERSON CALIF ELEM SCH DIST 1.044% 09/01/2026	630,000	563,167	89	578,738	92	15,570	1.1%	6,577
LINCOLN NEB WEST HAYMARKET JT 5% 12/15/2025	500,000	503,620	101	504,177	101	557	5.0%	25,000
PENNSYLVANIA ST 0.95% 08/01/2025	700,000	649,316	93	662,089	94	12,773	1.0%	6,650
PORT SEATTLE WASH REV 2.836% 05/01/2024	500,000	499,085	100	498,764	99	-321	2.9%	7,090
SAN JOSE EVERGREEN CALIF CMNTY 0.921% 09/01/2025	500,000	465,615	93	472,072	94	6,457	1.0%	4,605
VACAVILLE CALIF UNI SCH DIST 1.457% 08/01/2027	500,000	440,357	88	452,610	90	12,254	1.6%	7,285
WISCONSIN ST GEN FD ANNUAL APP 3.218% 05/01/2027	750,000	716,965	96	727,030	96	10,066	3.3%	24,135
■ Taxable Bonds		41,064,411		41,395,321		330,911	2.5%	995,959
ALLY BK SANDY UTAH 3.2% 2025	245,000	245,000	100	241,859	97	-3,141	3.3%	7,840
AMERICAN EXPRESS NATL BK BROK 4.35% 2025	245,000	245,000	100	245,207	99	207	4.4%	10,658
BANK WIS DELLS WIS 4.6% 2026	245,000	245,000	100	243,841	99	-1,159	4.6%	11,270
BARCLAYS BK DEL 3.05% 2025	230,000	230,655	100	224,804	97	-5,851	3.1%	7,015
BMW BK NORTH AMER UTAH 4.75% 2028	245,000	248,243	101	249,413	100	1,170	4.7%	11,638
CAPITAL ONE NATL ASSN VA 4.55% 2026	245,000	245,000	100	244,789	99	-211	4.6%	11,148
CARROLL CNTY TR CO MO 4.5% 2028	245,000	245,000	100	244,853	100	-147	4.5%	11,025
CIBC BK USA 4.35% 2027	245,000	244,816	100	243,155	98	-1,661	4.4%	10,658
CITY NATL BK LOS ANGELES CALIF 4.9% 2025	245,000	245,306	100	246,680	100	1,374	4.9%	12,005
DISCOVER BK 3.4% 2025	245,000	245,000	100	242,482	98	-2,518	3.5%	8,330
DORT FINL CR UN GRAND BLANC MI 4.75% 2027	235,000	235,000	100	237,398	100	2,398	4.8%	11,163
FIRST CTZNS BK & TR CO RALEIGH 4.7% 2025	245,000	245,000	100	246,309	100	1,309	4.7%	11,515
FIRST FNDTN BK IRVINE CA 4.9% 2026	225,000	225,000	100	229,417	100	4,417	4.9%	11,025

Portfolio Appraisal

	Units	Cost Basis	Unit Cost	Ending Value	Price	Total UGL	Yield	Projected Income
FIRST MO ST BK CAPE CNTY CAPE 4.8% 2026	245,000	245,000	100	247,390	100	2,390	4.8%	11,760
FIRST NATL BK AMER EAST LANS 4.3% 2028	250,000	250,000	100	249,461	100	-539	4.3%	10,750
GLOBAL FED CR UN ANCHORAGE AL 4.85% 2028	245,000	245,000	100	247,404	101	2,404	4.8%	11,882
GOLDMAN SACHS BK USA 3% 2024	235,000	246,721	105	236,222	100	-10,499	3.0%	3,525
JOHN MARSHALL BANCORP INC 4.4% 2027	250,000	250,000	100	247,177	99	-2,823	4.5%	11,000
LAFAYETTE FED CR UN ROCKVILLE 4.9% 2026	250,000	250,000	100	250,571	100	571	4.9%	12,250
MEDALLION BK UTAH 4.5% 2027	470,000	470,000	100	466,154	99	-3,846	4.5%	21,150
MORGAN STANLEY PRIVATE BK NATL 5.05% 2026	250,000	250,000	100	255,460	101	5,460	5.0%	12,625
PEOPLES BK CO COLDWATER OHIO 4.7% 2027	245,000	245,000	100	244,237	100	-763	4.7%	11,515
PROVIDENCE BK ROCKY MT NC 4.6% 2027	225,000	225,000	100	223,964	99	-1,036	4.6%	10,350
SALLIE MAE BK MURRAY UTAH 4.4% 2028	250,000	250,000	100	250,820	100	820	4.4%	11,000
SOUTHERN BK POPLAR BLUFF MO 4.5% 2027	245,000	245,000	100	242,995	99	-2,005	4.5%	11,025
SYNCHRONY BANK 4.45% 2028	225,000	225,000	100	232,011	101	7,011	4.4%	10,013
SYNCHRONY BANK 5% 2028	240,000	245,847	102	246,611	101	764	4.9%	12,000
THREAD BK ROGERSVILLE TENN 4.6% 2026	250,000	250,000	100	248,549	99	-1,451	4.6%	11,500
UBS BK USA SALT LAKE CITY UT 4.6% 2026	245,000	244,510	100	244,567	100	57	4.6%	11,270
UNITED STATES TREAS NTS 0.125% 01/15/2024	500,000	498,625	100	499,368	100	743	0.1%	313
UNITED STATES TREAS NTS 0.25% 06/30/2025	1,500,000	1,422,668	95	1,410,950	94	-11,717	0.3%	3,750
UNITED STATES TREAS NTS 0.375% 04/15/2024	500,000	498,175	100	493,515	99	-4,660	0.4%	938
UNITED STATES TREAS NTS 0.375% 08/15/2024	1,000,000	955,459	96	972,738	97	17,279	0.4%	3,750
UNITED STATES TREAS NTS 0.5% 03/31/2025	1,500,000	1,450,300	97	1,428,340	95	-21,960	0.5%	7,500
UNITED STATES TREAS NTS 0.75% 01/31/2028	1,700,000	1,507,248	89	1,505,288	88	-1,960	0.9%	12,750
UNITED STATES TREAS NTS 0.75% 08/31/2026	750,000	680,035	91	689,833	92	9,798	0.8%	5,625
UNITED STATES TREAS NTS 0.75% 12/31/2023	1,450,000	1,441,713	99	1,455,452	100	13,740	0.8%	0
UNITED STATES TREAS NTS 0.875% 06/30/2026	750,000	683,087	91	697,100	93	14,013	0.9%	6,563
UNITED STATES TREAS NTS 1.125% 10/31/2026	750,000	688,518	92	693,840	92	5,322	1.2%	8,438
UNITED STATES TREAS NTS 1.25% 03/31/2028	1,675,000	1,519,446	91	1,508,600	90	-10,847	1.4%	20,938

Portfolio Appraisal

	Units	Cost Basis	Unit Cost	Ending Value	Price	Total UGL	Yield	Projected Income
UNITED STATES TREAS NTS 1.25% 04/30/2028	1,500,000	1,339,796	89	1,347,112	90	7,317	1.4%	18,750
UNITED STATES TREAS NTS 1.25% 11/30/2026	540,000	491,948	91	500,055	93	8,106	1.4%	6,750
UNITED STATES TREAS NTS 1.25% 12/31/2026	750,000	682,503	91	697,340	92	14,837	1.4%	9,375
UNITED STATES TREAS NTS 1.375% 10/31/2028	1,140,000	993,359	87	1,018,337	89	24,978	1.5%	15,675
UNITED STATES TREAS NTS 1.5% 01/31/2027	425,000	395,222	93	397,357	93	2,135	1.6%	6,375
UNITED STATES TREAS NTS 1.875% 02/28/2027	500,000	465,281	93	472,093	94	6,811	2.0%	9,375
UNITED STATES TREAS NTS 1.875% 06/30/2026	750,000	701,179	93	718,553	95	17,374	2.0%	14,063
UNITED STATES TREAS NTS 2% 02/15/2025	500,000	501,326	100	489,083	97	-12,243	2.1%	10,000
UNITED STATES TREAS NTS 2.125% 03/31/2024	1,450,000	1,450,364	100	1,446,126	99	-4,239	2.1%	15,406
UNITED STATES TREAS NTS 2.25% 02/15/2027	800,000	739,625	92	766,604	95	26,979	2.4%	18,000
UNITED STATES TREAS NTS 2.25% 03/31/2026	1,500,000	1,429,950	95	1,447,829	96	17,880	2.3%	33,750
UNITED STATES TREAS NTS 2.375% 02/29/2024	500,000	504,051	101	501,582	100	-2,469	2.4%	5,938
UNITED STATES TREAS NTS 2.5% 03/31/2027	1,500,000	1,424,741	95	1,443,844	96	19,104	2.6%	37,500
UNITED STATES TREAS NTS 2.625% 01/31/2026	400,000	382,266	96	391,889	97	9,623	2.7%	10,500
UNITED STATES TREAS NTS 2.75% 02/15/2028	1,500,000	1,429,985	95	1,450,503	96	20,518	2.9%	41,250
UNITED STATES TREAS NTS 2.75% 04/30/2027	300,000	287,689	96	290,106	96	2,417	2.9%	8,250
UNITED STATES TREAS NTS 2.75% 07/31/2027	400,000	378,453	95	388,801	96	10,348	2.9%	11,000
UNITED STATES TREAS NTS 2.875% 05/15/2028	400,000	379,243	95	385,326	96	6,083	3.0%	11,500
UNITED STATES TREAS NTS 2.875% 08/15/2028	535,000	498,595	93	518,244	96	19,649	3.0%	15,381
UNITED STATES TREAS NTS 3.125% 08/31/2027	500,000	484,860	97	491,578	97	6,718	3.2%	15,625
UNITED STATES TREAS NTS 3.125% 11/15/2028	1,000,000	948,633	95	970,843	97	22,210	3.2%	31,250
UNITED STATES TREAS NTS 3.25% 06/30/2027	500,000	486,547	97	497,072	98	10,525	3.3%	16,250
UNITED STATES TREAS NTS 3.5% 09/15/2025	1,500,000	1,488,911	99	1,493,452	99	4,540	3.6%	52,500
UNITED STATES TREAS NTS 3.875% 11/30/2027	1,000,000	984,063	98	1,001,815	100	17,752	3.9%	38,750
UNITED STATES TREAS NTS 3.875% 12/31/2027	500,000	499,297	100	509,284	100	9,987	3.9%	19,375
UNITED STATES TREAS NTS 4.125% 09/30/2027	1,000,000	990,898	99	1,017,314	101	26,416	4.1%	41,250
UNITED STATES TREAS NTS 4.125% 10/31/2027	500,000	503,378	101	506,962	101	3,583	4.1%	20,625

Portfolio Appraisal

	Units	Cost Basis	Unit Cost	Ending Value	Price	Total UGL	Yield	Projected Income
UNITED STATES TREAS NTS 4.5% 07/15/2026	500,000	496,074	99	515,181	101	19,107	4.5%	22,500
UNITED STATES TREAS NTS 4.625% 11/15/2026	825,000	829,802	101	843,110	102	13,309	4.6%	38,156
WELLS FARGO BANK NATL ASSN 4.55% 2027	250,000	250,000	100	249,103	99	-897	4.6%	11,375
Money Markets		724,450		724,450		0	5.2%	37,222
GOLDMAN FED FUND 520	724,450	724,450	1	724,450	1	0	5.2%	37,222

Summary Analytics Report

	Ending Value	Coupon Rate	Maturity Date	Call Date	S&P Rating	Moody's Rating	Yield to Maturity	Yield to Call	Modified Duration
Madison County Mass Transit District Agency									
Madison County Mass Transit District Agency									
ALLY BK SANDY UTAH 3.2% 2025	241,859	3.200%	7/28/2025	—	—	—	5.0	—	1.5
AMERICAN EXPRESS NATL BK BROK 4.35% 2025	245,207	4.350%	10/14/2025	—	—	—	4.9	—	1.8
BANK WIS DELLS WIS 4.6% 2026	243,841	4.600%	8/17/2026	—	—	—	5.0	—	2.5
BARCLAYS BK DEL 3.05% 2025	224,804	3.050%	5/19/2025	—	—	—	5.1	—	1.4
BMW BK NORTH AMER UTAH 4.75% 2028	249,413	4.750%	3/17/2028	—	—	—	4.7	—	3.7
CALIFORNIA ST 2.65% 04/01/2026	966,841	2.650%	4/1/2026	—	AA-	Aa2	4.6	—	2.1
CALIFORNIA ST 5.5% 10/01/2025	1,025,687	5.500%	10/1/2025	—	AA-	Aa2	4.8	—	1.6
CAPITAL ONE NATL ASSN VA 4.55% 2026	244,789	4.550%	5/18/2026	—	—	—	4.9	—	2.4
CARROLL CNTY TR CO MO 4.5% 2028	244,853	4.500%	3/30/2028	—	—	—	4.7	—	3.8
CENTENNIAL INDPT SCH DIST NO 0 1.005% 02/01/2024	175,173	1.005%	2/1/2024	—	AAA	—	4.6	—	0.1
CIBC BK USA 4.35% 2027	243,155	4.350%	4/27/2027	—	—	—	4.9	—	3.0
CITY NATL BK LOS ANGELES CALIF 4.9% 2025	246,680	4.900%	11/24/2025	—	—	—	4.8	—	1.9
DISCOVER BK 3.4% 2025	242,482	3.400%	8/8/2025	—	—	—	5.0	—	1.5
DORT FINL CR UN GRAND BLANC MI 4.75% 2027	237,398	4.750%	6/21/2027	—	—	—	4.5	—	3.4
FIRST CTZNS BK & TR CO RALEIGH 4.7% 2025	246,309	4.700%	10/28/2025	—	—	—	4.9	—	1.7
FIRST FNDTN BK IRVINE CA 4.9% 2026	229,417	4.900%	2/18/2026	—	—	—	4.9	—	2.0
FIRST MO ST BK CAPE CNTY CAPE 4.8% 2026	247,390	4.800%	9/30/2026	—	—	—	4.9	—	2.5
FIRST NATL BK AMER EAST LANS 4.3% 2028	249,461	4.300%	12/28/2028	—	—	—	4.4	—	4.5
GLOBAL FED CR UN ANCHORAGE AL 4.85% 2028	247,404	4.850%	3/22/2028	—	—	—	4.7	—	3.8
GOLDMAN SACHS BK USA 3% 2024	236,222	3.000%	3/6/2024	—	—	—	5.4	—	0.2
JEFFERSON CALIF ELEM SCH DIST 1.044% 09/01/2026	578,738	1.044%	9/1/2026	—	—	Aa1	4.5	—	2.6
JOHN MARSHALL BANCORP INC 4.4% 2027	247,177	4.400%	6/15/2027	—	—	—	4.9	—	3.2
LAFAYETTE FED CR UN ROCKVILLE 4.9% 2026	250,571	4.900%	12/14/2026	—	—	—	5.0	—	2.8
LINCOLN NEB WEST HAYMARKET JT 5% 12/15/2025	504,177	5.000%	12/15/2025	—	AAA	Aa1	4.7	—	1.8
MEDALLION BK UTAH 4.5% 2027	466,154	4.500%	6/16/2027	—	—	—	4.9	—	3.2
MORGAN STANLEY PRIVATE BK NATL 5.05% 2026	255,460	5.050%	10/19/2026	—	—	—	4.6	—	2.8
PENNSYLVANIA ST 0.95% 08/01/2025	662,089	0.950%	8/1/2025	—	A+	Aa3	4.8	—	1.5
PEOPLES BK CO COLDWATER OHIO 4.7% 2027	244,237	4.700%	3/17/2027	—	—	—	5.0	—	3.0
PORT SEATTLE WASH REV 2.836% 05/01/2024	498,764	2.836%	5/1/2024	—	AA-	A1	5.0	—	0.3
PROVIDENCE BK ROCKY MT NC 4.6% 2027	223,964	4.600%	8/20/2027	—	—	—	4.9	—	3.3
SALLIE MAE BK MURRAY UTAH 4.4% 2028	250,820	4.400%	12/13/2028	—	—	—	4.4	—	4.4

Summary Analytics Report

	Ending Value	Coupon Rate	Maturity Date	Call Date	S&P Rating	Moody's Rating	Yield to Maturity	Yield to Call	Modified Duration
SAN JOSE EVERGREEN CALIF CMNTY 0.921% 09/01/2025	472,072	0.921%	9/1/2025	—	—	Aa1	4.7	—	1.6
SOUTHERN BK POPLAR BLUFF MO 4.5% 2027	242,995	4.500%	6/16/2027	—	—	—	4.9	—	3.2
SYNCHRONY BANK 4.45% 2028	232,011	4.450%	8/11/2028	—	—	—	4.2	—	4.1
SYNCHRONY BANK 5% 2028	246,611	5.000%	3/24/2028	—	—	—	4.7	—	3.7
THREAD BK ROGERSVILLE TENN 4.6% 2026	248,549	4.600%	12/11/2026	—	—	—	5.0	—	2.7
UBS BK USA SALT LAKE CITY UT 4.6% 2026	244,567	4.600%	5/5/2026	—	—	—	4.9	—	2.2
UNITED STATES TREAS NTS 0.125% 01/15/2024	499,368	0.125%	1/15/2024	—	—	Aaa	4.4	—	0.0
UNITED STATES TREAS NTS 0.25% 06/30/2025	1,410,950	0.250%	6/30/2025	—	—	Aaa	4.5	—	1.5
UNITED STATES TREAS NTS 0.375% 04/15/2024	493,515	0.375%	4/15/2024	—	—	Aaa	5.2	—	0.3
UNITED STATES TREAS NTS 0.375% 08/15/2024	972,738	0.375%	8/15/2024	—	—	Aaa	5.1	—	0.6
UNITED STATES TREAS NTS 0.5% 03/31/2025	1,428,340	0.500%	3/31/2025	—	—	Aaa	4.6	—	1.2
UNITED STATES TREAS NTS 0.75% 01/31/2028	1,505,288	0.750%	1/31/2028	—	—	Aaa	3.9	—	3.9
UNITED STATES TREAS NTS 0.75% 08/31/2026	689,833	0.750%	8/31/2026	—	—	Aaa	4.1	—	2.6
UNITED STATES TREAS NTS 0.75% 12/31/2023	1,455,452	0.750%	12/31/2023	—	—	WR	0.0	—	0.0
UNITED STATES TREAS NTS 0.875% 06/30/2026	697,100	0.875%	6/30/2026	—	—	Aaa	4.1	—	2.4
UNITED STATES TREAS NTS 1.125% 10/31/2026	693,840	1.125%	10/31/2026	—	—	—	4.1	—	2.7
UNITED STATES TREAS NTS 1.25% 03/31/2028	1,508,600	1.250%	3/31/2028	—	—	Aaa	3.9	—	4.1
UNITED STATES TREAS NTS 1.25% 04/30/2028	1,347,112	1.250%	4/30/2028	—	—	Aaa	3.9	—	4.1
UNITED STATES TREAS NTS 1.25% 11/30/2026	500,055	1.250%	11/30/2026	—	—	Aaa	4.0	—	2.8
UNITED STATES TREAS NTS 1.25% 12/31/2026	697,340	1.250%	12/31/2026	—	—	Aaa	4.0	—	2.9
UNITED STATES TREAS NTS 1.375% 10/31/2028	1,018,337	1.375%	10/31/2028	—	—	Aaa	3.9	—	4.6
UNITED STATES TREAS NTS 1.5% 01/31/2027	397,357	1.500%	1/31/2027	—	—	Aaa	4.0	—	2.9
UNITED STATES TREAS NTS 1.875% 02/28/2027	472,093	1.875%	2/28/2027	—	—	Aaa	4.0	—	3.0
UNITED STATES TREAS NTS 1.875% 06/30/2026	718,553	1.875%	6/30/2026	—	—	Aaa	4.1	—	2.4
UNITED STATES TREAS NTS 2% 02/15/2025	489,083	2.000%	2/15/2025	—	—	Aaa	4.7	—	1.1
UNITED STATES TREAS NTS 2.125% 03/31/2024	1,446,126	2.125%	3/31/2024	—	—	Aaa	5.4	—	0.2
UNITED STATES TREAS NTS 2.25% 02/15/2027	766,604	2.250%	2/15/2027	—	—	Aaa	4.0	—	2.9
UNITED STATES TREAS NTS 2.25% 03/31/2026	1,447,829	2.250%	3/31/2026	—	—	Aaa	4.2	—	2.2
UNITED STATES TREAS NTS 2.375% 02/29/2024	501,582	2.375%	2/29/2024	—	—	Aaa	5.3	—	0.2
UNITED STATES TREAS NTS 2.5% 03/31/2027	1,443,844	2.500%	3/31/2027	—	—	Aaa	4.0	—	3.1
UNITED STATES TREAS NTS 2.625% 01/31/2026	391,889	2.625%	1/31/2026	—	—	Aaa	4.2	—	2.0
UNITED STATES TREAS NTS 2.75% 02/15/2028	1,450,503	2.750%	2/15/2028	—	—	Aaa	3.9	—	3.8
UNITED STATES TREAS NTS 2.75% 04/30/2027	290,106	2.750%	4/30/2027	—	—	Aaa	4.0	—	3.1

Summary Analytics Report

	Ending Value	Coupon Rate	Maturity Date	Call Date	S&P Rating	Moody's Rating	Yield to Maturity	Yield to Call	Modified Duration
UNITED STATES TREAS NTS 2.75% 07/31/2027	388,801	2.750%	7/31/2027	—	—	Aaa	4.0	—	3.3
UNITED STATES TREAS NTS 2.875% 05/15/2028	385,326	2.875%	5/15/2028	—	—	Aaa	3.9	—	4.0
UNITED STATES TREAS NTS 2.875% 08/15/2028	518,244	2.875%	8/15/2028	—	—	Aaa	3.9	—	4.2
UNITED STATES TREAS NTS 3.125% 08/31/2027	491,578	3.125%	8/31/2027	—	—	Aaa	4.0	—	3.4
UNITED STATES TREAS NTS 3.125% 11/15/2028	970,843	3.125%	11/15/2028	—	—	Aaa	3.9	—	4.5
UNITED STATES TREAS NTS 3.25% 06/30/2027	497,072	3.250%	6/30/2027	—	—	Aaa	4.0	—	3.2
UNITED STATES TREAS NTS 3.5% 09/15/2025	1,493,452	3.500%	9/15/2025	—	—	Aaa	4.4	—	1.6
UNITED STATES TREAS NTS 3.875% 11/30/2027	1,001,815	3.875%	11/30/2027	—	—	Aaa	3.9	—	3.6
UNITED STATES TREAS NTS 3.875% 12/31/2027	509,284	3.875%	12/31/2027	—	—	Aaa	3.9	—	3.6
UNITED STATES TREAS NTS 4.125% 09/30/2027	1,017,314	4.125%	9/30/2027	—	—	Aaa	4.0	—	3.4
UNITED STATES TREAS NTS 4.125% 10/31/2027	506,962	4.125%	10/31/2027	—	—	Aaa	4.0	—	3.5
UNITED STATES TREAS NTS 4.5% 07/15/2026	515,181	4.500%	7/15/2026	—	—	Aaa	4.1	—	2.3
UNITED STATES TREAS NTS 4.625% 11/15/2026	843,110	4.625%	11/15/2026	—	—	Aaa	4.1	—	2.7
VACAVILLE CALIF UNI SCH DIST 1.457% 08/01/2027	452,610	1.457%	8/1/2027	—	—	Aa2	4.6	—	3.4
WELLS FARGO BANK NATL ASSN 4.55% 2027	249,103	4.550%	12/13/2027	—	—	—	4.8	—	3.7
WISCONSIN ST GEN FD ANNUAL APP 3.218% 05/01/2027	727,030	3.218%	5/1/2027	—	AA	Aa2	4.4	—	3.1
Total Madison County Mass Transit District Agency	47,458,503	2.500%	9/12/2026	—	AA-	Aa1	4.2	—	2.5
Total Madison County Mass Transit District Agency	47,458,503	2.500%	9/12/2026	—	AA-	Aa1	4.2	—	2.5

Copyright © 2024, Standard & Poor's, a division of The McGraw-Hill Companies, Inc. All rights reserved.
Please see end of report for the full Standard & Poor's, a division of The McGraw-Hill Companies, disclaimer.

Copyright © 2024, Moody's Analytics, Inc. and its licensors.
Please see end of report for the full Moody's Analytics disclaimer.

Our team of Wealth Management experts offers a wide array of solutions that can be customized around you, our client. Please let your advisor know if you would like to discuss one of these solutions.

Comprehensive and Goal-Based Financial Planning

- Retirement Plan Status Review
- Estate Planning
- Asset Protection
- Tax Planning
- Corporate Executive Stock Option Strategies

Retirement Planning

- Income Planning
- Distribution Strategies
- Employer Plan Rollovers
- Long-Term Care Planning

Insurance Solutions

- Asset Preservation
- Income Replacement and Family Protection
- Policy Reviews

Investment Management

- Portfolio Review and Construction
- Enhanced Asset Allocation Strategies
- Goal Based Asset Allocation
- Tax Efficient Strategies
- Distribution Planning

Estate Planning

- Personal Trust Services
- Document Review (wills, trusts, power of attorney)
- Executor and Trustee Services
- Philanthropic Advisory Services

The Private Client Service Approach

- Personal Banking and Lending Services

Farm Management and Real Estate Brokerage

Our team of professionals has the ability to incorporate the above services into your personalized financial strategy.

Disclaimer:

The information provided herein is obtained from sources believed to be reliable, and such information is believed to be accurate and complete, but no reservation or warranty is made as to its accuracy or completeness. These investments are not insured or otherwise protected by the U.S. Government, the Federal Deposit Insurance Corporation, the Federal Reserve Board, or any other government agency and involve risk, including the possible loss of investment principal. Past performance is no guarantee of future results.

Information contained in the report regarding income and gains should not be used for tax purposes. The market values reflected may include accruals and other adjustments and will not exactly match the market value figures on your regular account statement.

Returns do not reflect all fees and expenses attributable to the account.

“Since Inception Return” is displayed on this report and details the return for the given date range of the report and may not include the return for the entire date range since the account was established.

Third party data contained in the report may only be used in conjunction with this report and may not be re-distributed to other parties. Such data is provided without warranty and data providers shall have no liability of any kind. CFA Institute GIPS® standards have been incorporated into the calculation methodology used. Performance is calculated utilizing the time-weighted rate of return. This is a measure of the compound rate of growth over time for the portfolio.

Assets for which Busey Wealth Management has limited or no responsibility:

This report may include assets that are not held and/or not managed by Busey Wealth Management. Assets that are not held and/or not managed by Busey Wealth Management are listed solely for the convenience of our clients. Busey Wealth Management has no responsibility to manage, maintain, safekeep, monitor, or value such assets.

Real property, closely held business, and oil, gas, and mineral interests:

Market values for any real property, closely held business investments, other unique assets, and oil, gas, and mineral interests are an approximation based on periodic appraisals, assessments, or common practices for these types of assets. Such values are updated at intervals set in accordance with our procedures and may differ from a value derived today by the same method. These values should not be used or relied on for transactional, tax or any purposes other than general information. If values are provided by the client or the clients, Busey Wealth Management shall have no responsibility for verifying the accuracy of the data provided, or for maintaining current values.

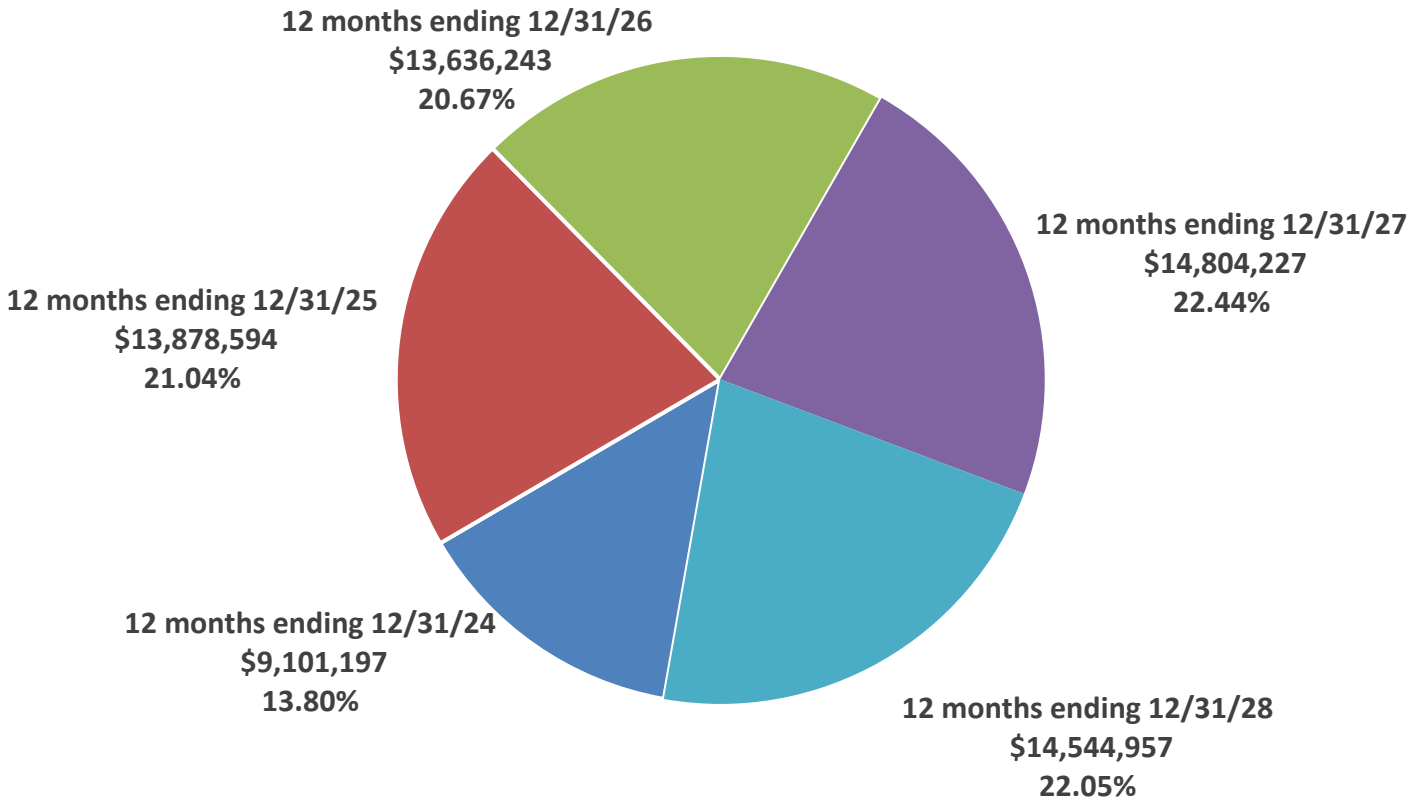
Ratings Disclaimer

Copyright © 2024, Standard & Poor's, a division of The McGraw-Hill Companies, Inc. All rights reserved.

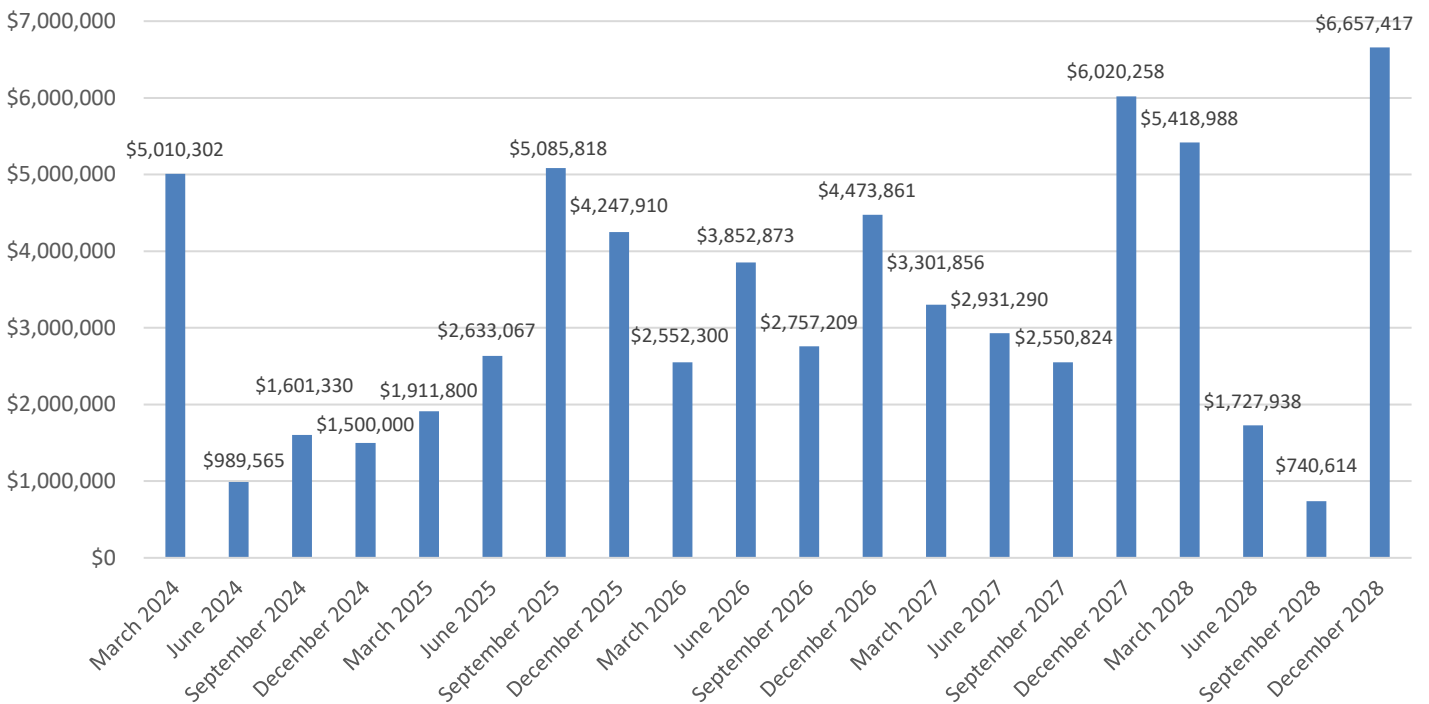
This may contain information obtained from third parties, including ratings from credit ratings agencies such as Standard & Poor's. Reproduction and distribution of third party content in any form is prohibited except with the prior written permission of the related third party. Third party content providers do not guarantee the accuracy, completeness, timeliness or availability of any information, including ratings, and are not responsible for any errors or omissions (negligent or otherwise), regardless of the cause, or for the results obtained from the use of such content. THIRD PARTY CONTENT PROVIDERS GIVE NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE. Third party content providers shall not be liable for any direct, indirect, incidental, exemplary, compensatory, punitive, special or consequential damages, costs, expenses, legal fees, or losses (including lost income or profits and opportunity costs or losses caused by negligence) in connection with any use of ratings. Credit ratings are statements of opinions and are not statements of fact or recommendations to purchase, hold or sell securities. They do not address the suitability of securities or the suitability of securities for investment purposes, and should not be relied on as investment advice. To the extent this is being provided to an individual or institutional account holder, any ratings contained herein are solely for such account holder's own non-commercial use and may only be used by or for the benefit of the account holder in connection with the management and/or administration of such account holder's holdings and not for any other purpose.

© 2024, Moody's Analytics, Inc. and its licensors ("Moody's"). Moody's ratings and other information ("Moody's Information") are proprietary to Moody's and/or its licensors and are protected by copyright and other intellectual property laws. Moody's Information is licensed to Distributor by Moody's. MOODY'S INFORMATION MAY NOT BE COPIED OR OTHERWISE REPRODUCED, REPACKAGED, FURTHER TRANSMITTED, TRANSFERRED, DISSEMINATED, REDISTRIBUTED OR RESOLD, OR STORED FOR SUBSEQUENT USE FOR ANY SUCH PURPOSE, IN WHOLE OR IN PART, IN ANY FORM OR MANNER OR BY ANY MEANS WHATSOEVER, BY ANY PERSON WITHOUT MOODY'S PRIOR WRITTEN CONSENT. Moody's® is a registered trademark.

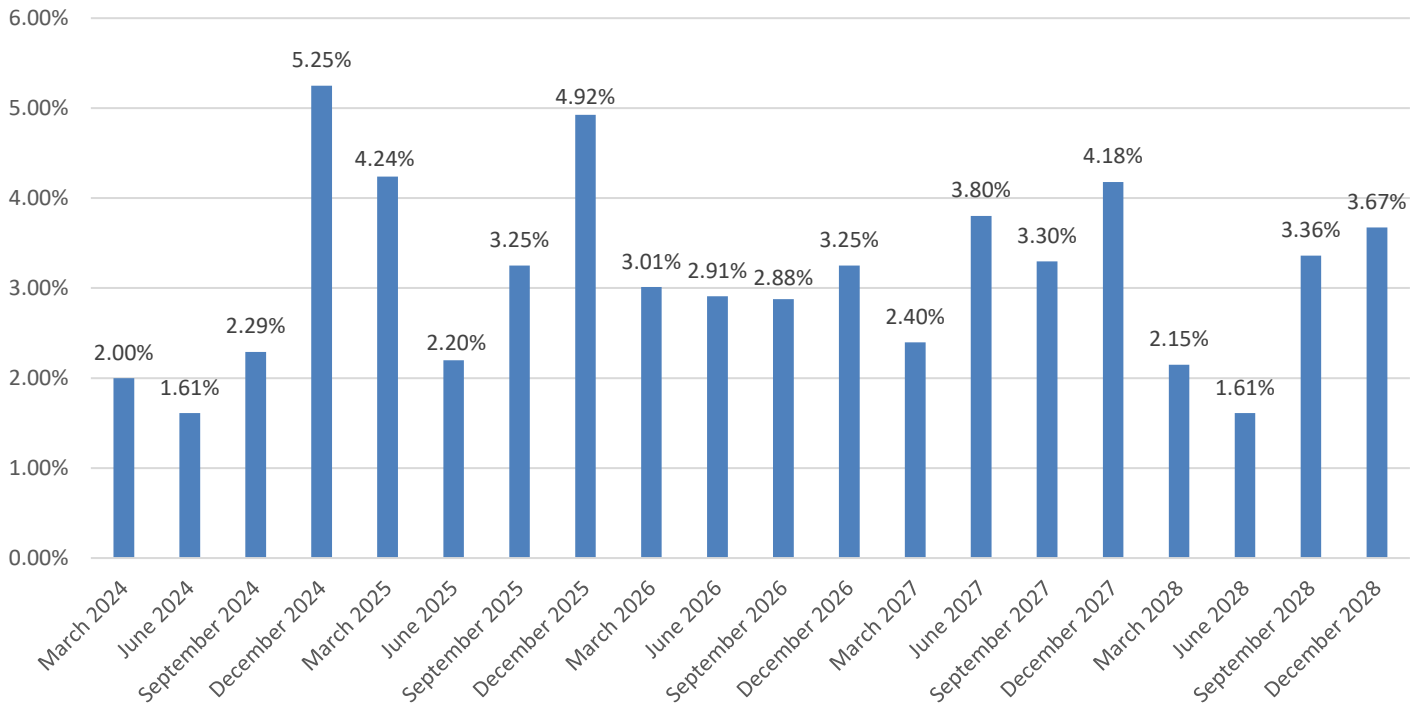
**MCT Investment Maturities by Year
As of December 31, 2023
(includes the portfolios managed by MCT and by Busey Bank)**



**MCT Investment Maturities by Quarter
As of December 31, 2023
(includes the portfolios managed by MCT and Busey Bank)**



**MCT Investment Weighted Average Rate of Return by Quarter
As of December 31, 2023
(includes the portfolios managed by MCT and Busey Bank)**



MCT Collateral Pledges as of December 31, 2023

INSTITUTION	MCT Deposit Balance At 12/31/23	110% Of Deposits	Less FDIC Insurance	Collateral Needed	12/31/23 Fair Market Value Of Collateral Pledged	Excess Collateral
Bradford National Bank	\$1,000,000	\$1,100,000	(\$250,000)	\$850,000	\$3,606,895	\$2,756,895
Busey Bank	\$1,226,539	\$1,349,193	(\$250,000)	\$1,099,193	\$9,979,656	\$8,880,463
Carrollton Bank	\$0	\$0	(\$250,000)	(\$250,000)	\$3,635,951	\$3,885,951
First Mid Bank & Trust	\$3,000,000	\$3,300,000	(\$250,000)	\$3,050,000	\$4,100,183	\$1,050,183
FCB Banks	\$3,000,000	\$3,300,000	(\$250,000)	\$3,050,000	\$3,397,056	\$347,056
State Bank of St. Jacob	\$630,000	\$693,000	(\$250,000)	\$443,000	\$485,940	\$42,940
Subtotal	\$8,856,539					
CDARS investments	\$10,445,000					
Illinois Funds Investment Pool	\$2,969,017					
Total Cash and Investments at 12/31/23	\$22,270,556					
	\$0					

Freedom of Information Act (FOIA) Report
December 2023

The following FOIA request was received:

Government Data Support
(Received 12/4/2023 – Response sent 12/5/2023)

All purchasing records for bus parts from August 9, 2023, to the present for Madison County Transit District.

- 1) Purchase date
- 2) A brief description of the product purchased
- 3) Manufacturer's part number and other cross or matching references as available
- 4) Quantity of the product purchased
- 5) Price of the product purchased
- 6) Vendor name

Richard Anderson
(Received 12/26/2023 – Response sent 1/2/2024)

All Security Video Footage from any south and west facing camera located at the intersection of S. Main Street and US-40 at 114 W US-40, Troy, IL 62294

RESOLUTION 24-29

AUTHORIZING AN AWARD OF CONTRACT FOR CAD / AVL SYSTEM

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 issued a Request for Proposals (RFP) on April 14, 2023, seeking proposals for a Computer Aided Dispatch / Automatic Vehicle Location (CAD / AVL) system which would streamline, simplify, and enhance many of the processes used today to schedule, dispatch, and manage the fixed route service by replacing homegrown solutions that have become more challenging to maintain, reducing the number of disparate on-board systems drivers must interact with, and providing both MCT and passengers with new and timely information; and,

WHEREAS, a new CAD / AVL system will migrate the District to a live, customer focused, forward facing mobile and desktop applications for live bus arrival and departure time, route information and possible future mobile ticketing and cashless fare integration; and,

WHEREAS, eight firms submitted proposals, of which six proposals were deemed responsive; and,

WHEREAS, the District's evaluation team, a) reviewed the six responsive proposals and determined that two firms were within the competitive range; b) required the two firms in the competitive range to take part in an interview/discussion process concerning their offer; and c) requested Best and Final Offers (BAFO's) from the competitive range firms for the purpose of clarifying and confirming proposal assertions; and,

WHEREAS, having completed an evaluation of the BAFO's, the evaluation committee determined that the offer submitted by GMV Syncromatics from Los Angeles, California, to be the best value among the field of firms meeting the District's requirement for the CAD / AVL System project; and,

WHEREAS, this project is being funded by the Illinois Department of Transportation through a Rebuild Illinois grant.

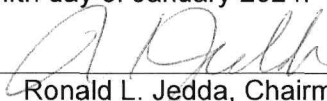
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. A notice of intent to award a contract be delivered to the GMV Syncromatic from Los Angeles, California, in the amount of two million, ninety-six thousand, seven hundred seventy-nine dollars (\$2,096,779) for the design and implementation of a CAD / AVL base system, and contract options to include the 1) integration with the engine diagnostics system and fuel level monitoring system for ninety-three thousand, nine hundred ninety dollars (\$93,990); 2) purchase, installation, and service fees for APCs on 40-foot buses not to exceed one hundred fifty-three thousand, one hundred twenty dollars (\$153,120); and 3) installation service for 35 PIDs at bus stops for forty thousand, two hundred dollars (\$40,200) for the project known as CAD / AVL System 23-1-15900.
2. Pending the receipt of required documentation from GMV Syncromatics of Los Angeles, California, the expiration of the District's bid protest period, and receipt of IDOT's pre-award concurrence, the District authorizes the award of a contract be delivered to GMV

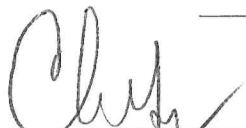
Syncromatic from Los Angeles, California, in the amount of two million, ninety-six thousand, seven hundred seventy-nine dollars (\$2,096,779) for the design and implementation of a CAD / AVL base system, and contract options to include the 1) integration with the engine diagnostics system and fuel level monitoring system for ninety-three thousand, nine hundred ninety dollars (\$93,990); 2) purchase, installation, and service fees for APCs on 40-foot buses not to exceed one hundred fifty-three thousand, one hundred twenty dollars (\$153,120); and 3) installation service for 35 PIDs at bus stops for forty thousand, two hundred dollars (\$40,200) for the project known as CAD / AVL System 23-1-15900

3. The Capital Budget line item be adjusted to an amount equivalent to the project costs.
4. The Assigned Fund Balance be adjusted to the amount necessary to meet the local match portion of the project.
5. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. 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 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 January 2024.



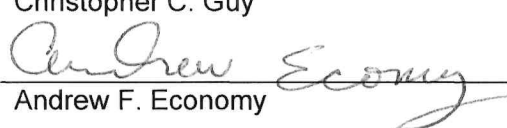
Ronald L. Jedda, Chairman



Christopher C. Guy




Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

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

I, Julie Repp, 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, January 25, 2024, 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. A notice of intent to award a contract be delivered to the GMV Syncromatic from Los Angeles, California, in the amount of two million, ninety-six thousand, seven hundred seventy-nine dollars (\$2,096,779) for the design and implementation of a CAD / AVL base system, and contract options to include the 1) integration with the engine diagnostics system and fuel level monitoring system for ninety-three thousand, nine hundred ninety dollars (\$93,990); 2) purchase, installation, and service fees for APCs on 40-foot buses not to exceed one hundred fifty-three thousand, one hundred twenty dollars (\$153,120); and 3) installation service for 35 PIDs at bus stops for forty thousand, two hundred dollars (\$40,200) for the project known as CAD / AVL System 23-1-15900.
2. Pending the receipt of required documentation from GMV Syncromatics of Los Angeles, California, the expiration of the District's bid protest period, and receipt of IDOT's pre-award concurrence, the District authorizes the award of a contract be delivered to GMV Syncromatic from Los Angeles, California, in the amount of two million, ninety-six thousand, seven hundred seventy-nine dollars (\$2,096,779) for the design and implementation of a CAD / AVL base system, and contract options to include the 1) integration with the engine diagnostics system and fuel level monitoring system for ninety-three thousand, nine hundred ninety dollars (\$93,990); 2) purchase, installation, and service fees for APCs on 40-foot buses not to exceed one hundred fifty-three thousand, one hundred twenty dollars (\$153,120); and 3) installation service for 35 PIDs at bus stops for forty thousand, two hundred dollars (\$40,200) for the project known as CAD / AVL System 23-1-15900
3. The Capital Budget line item be adjusted to an amount equivalent to the project costs.
4. The Assigned Fund Balance be adjusted to the amount necessary to meet the local match portion of the project.
5. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. 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 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 January 2024.

A handwritten signature in cursive script, reading "Julie Bepp", is written over a solid horizontal line. The signature is centered horizontally and extends slightly above and below the line.

To: SJ Morrison, Managing Director
From: Penny Brown, Director of Grants and Procurement
Amanda Viliocco-Smith, Director of Marketing, IT and Planning
Project: CAD / AVL System No. 23-1-15900
Date: January 22, 2024

A Request for Proposals (RFP) was issued on April 14, 2023, seeking proposals for MCT's first Computer Aided Dispatch / Automatic Vehicle Location (CAD / AVL) system.

The new CAD / AVL system will help to streamline, simplify, and enhance many of the processes used today to schedule, dispatch, and manage the fixed route service. It will replace homegrown solutions that are becoming more challenging to maintain, reduce the number of disparate on-board systems drivers must interact with, and provide both MCT and passengers with new and timely information. The system will be made up of several components including a back-office system, a web-based interface for MCT's user access, and an on-board system which provides dispatch data to the driver and vehicle location information to the central system. The system will integrate with other systems both in the back office and on board MCT's vehicles.

Proposals were received from the following eight firms. Six of the eight proposals were deemed responsive. The two non-responsive proposers are identified with an asterisk.

- Avail Technologies
- Clever Devices
- Ineo Systrans USA Inc. DBA EQUANS
- GMV Syncromatics
- ISR Transit
- Passio Technologies*
- Strategic Mapping, Inc.
- Vix Technology USA*

The evaluation team for this project consisted of five scoring members, and four non-scoring members which included two members from Four Nines Technologies, MCT's consultant for this project. The evaluation team reviewed the responsive proposals taking into consideration each proposer's technical solution, experience, past performance, qualifications of personnel assigned to the project, and price. After scoring the six responsive proposals, the evaluation team concluded that the proposals submitted by EQUANS and GMV Syncromatics were within the competitive range.

Proposers in the competitive range were required to take part in an interview/discussion with the evaluation team. This allowed the proposers to talk about their offerings and it provided the evaluation team with the ability to ask questions about the respective proposals. At the conclusion of the interviews, Best and Final Offer's (BAFO) were requested for the purpose of clarifying and confirming proposal assertions. Using the best value selection process, GMV Syncromatics proposal has been deemed the most advantageous offer and greatest value for MCT using a combination of technical and price factors.

Evaluations of the BAFO's scored GMV Syncromatics with 429.067 points, and EQUANS with 371.950 on a scale of 500 possible points.

BAFO prices are summarized in the following chart.

Proposer	Base System Price
GMV Syncromatics	\$2,096,779.00
EQUANS	\$2,134,267.85

Due to concerns about budget constraints, the RFP separated system requirements into those considered of highest priority for the base system, and those system features that could be waived if the price exceeded the project budget of \$3,050,000. The evaluation team is recommending the following three optional components be included in the contract award:

- 1) Integration with the bus engine's diagnostics system and fuel level monitoring system. The ability to send, receive and read vehicle diagnostic data via a CAD / AVL link will have a profound impact on how operations are currently being conducted. This integration will eliminate the guess work when drivers call in to report engine, transmission, and bus fault lights. These unknow faults at the time of a call to dispatchers require an amount of guesswork that impacts on-time performance, bus systems protection and driver's hours of operation. This integration would allow the fleet and operations departments to see faults as they happen which promotes better informed decisions on whether to pull a bus from service or not, tow a bus or drive it back, swap immediately or wait until the driver's shift is over. Additionally, this system will have the ability to generate predictive data models on readings like fuel and fluid levels, mileages, engine hours. It will help feed the nighttime fueling and cleaning daily assignment planning, thereby cutting hours each week in manual processes. It will also provide better data to help continue to fine tune bus preventive maintenance cycles and length of intervals.
- 2) Provide and install automated passenger counters (APCs) in up to 33 of MCT's 40-foot buses. The current fleet of 40-foot buses do not have APCs.
- 3) Services to install passenger information displays (PIDs) at 35 bus stop locations. The hardware is included in the base system price.

A responsibility determination review concluded that GMV Syncromatics has the ability and financial capacity to perform the work as required and recommended, and they provided an assurance that they will meet or exceed the project's DBE goal of 1%.

Recommendation is being made for the authorization of a notice of intent to award a contract be delivered to the GMV Syncromatic from Los Angeles, California, in the amount of \$2,096,779 for the design and implementation of a CAD / AVL base system, and contract options to include the 1) integration with the engine diagnostics system and fuel level monitoring system for \$93,990; 2) purchase, installation, and service fees for APCs on 40-foot buses not to exceed \$153,120; and 3) installation service for 35 PIDs at bus stops for \$40,200.

Pending the expiration of MCT's protest period, and contract award concurrence from the Illinois Department of Transportation, recommendation is being made for a contract award to GMV Syncromatic from Los Angeles, California, in the amount of \$2,096,779 for the design and implementation of a CAD / AVL base system, and contract options to include the 1) integration with the engine diagnostics system and fuel level monitoring system for \$93,990; 2) purchase and installation of APCs on 40-foot buses not to exceed \$153,120; and 3) installation service for 35 PIDs at bus stops for \$40,200.

This project is being funded by the Illinois Department of Transportation via Rebuild Illinois round 1.

RESOLUTION 24-30

**AUTHORIZING CHANGES TO THE PUBLIC
TRANSPORTATION AGENCY SAFETY PLAN (PTASP)**

WHEREAS, the 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, on July 19, 2018, Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires recipients and subrecipients that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS); and,


WHEREAS, each PTASP must include processes and procedures for the transit agency's SMS, which consists of four main elements (1) Safety Management, (2) Safety Risk Management, (3) Safety Assurance, and (4) Safety Promotion; Include performance targets based on the safety performance criteria established under the National Public Transportation Safety Plan. Address all requirements and standards as set forth in FTA's PTASP and establish a process and timeline for conducting an annual review and update; and,

WHEREAS, the Trustees, after due consideration, find the adoption of a Public Transportation Safety Plan is in the best interest of the residents of Madison County and is desirable for the welfare of the Madison County Mass Transit District.

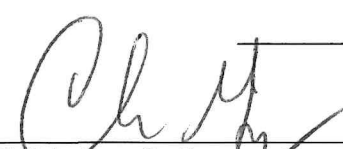
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. The Madison County Mass Transit District adopt the Public Transportation Agency Safety Plan, as set forth in Attachment A for the District in order to maintain, manage, and submit annual targets in the best interest of the residents of Madison County and is desirable for the welfare of the Madison County Mass Transit District.
2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to take any and all actions as reasonably necessary to execute, complete, and perform all obligations associated with the Public Transportation Agency Safety Plan (PTASP) as amended and the intent and purposes of this Resolution, including the preambles hereto, on behalf of and in a manner most beneficial to the Madison County Mass Transit District.


ADOPTED by the Madison County Mass Transit District, Madison County, Illinois, on this twenty-fifth day of January 2024.



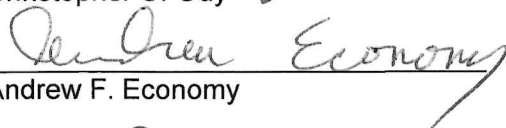
Ronald L. Jedda, Chairman




Christopher C. Guy



Allen P. Adomite



Andrew F. Economy



Legal Counsel

CERTIFICATE

I, Julie Repp, 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.

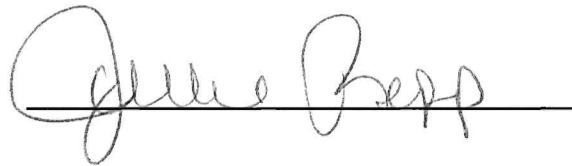
I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District 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 adopt the Public Transportation Agency Safety Plan, as set forth in Attachment A for the District in order to maintain, manage, and submit annual targets in the best interest of the residents of Madison County and is desirable for the welfare of the Madison County Mass Transit District.
2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to take any and all actions as reasonably necessary to execute, complete, and perform all obligations associated with the Public Transportation Agency Safety Plan (PTASP) as amended and the intent and purposes of this Resolution, including the preambles hereto, 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 January 2024.

A handwritten signature in cursive script, reading "Julie Repp", is written over a solid horizontal line.

Attachment A

Public Transportation Agency Safety Plan



Madison County Mass Transit District (MCT)

January 2024

Table of Contents

Section 1. Transit Agency Information.....	3
Section 2. Plan Development, Approval, and Updates.....	5
Section 3. Safety Performance Targets.....	7
Section 4. Safety Management System (SMS).....	7
Section 4.1 Safety Management Policy.....	8
Section 4.2. Safety Risk Management.....	13
Section 4.3. Safety Assurance.....	14
Section 4.4. Safety Promotion.....	16
Additional Information.....	17
Definitions of Terms Used in the Safety Plan.....	18
Commonly Used Acronyms.....	23

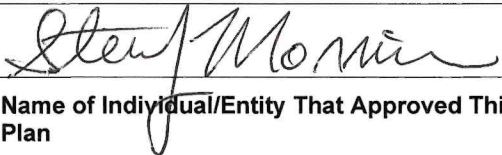
Section 1. Transit Agency Information

Transit Agency Name	Madison County Mass Transit District (MCT)		
Transit Agency Address	1 Transit Way, Pontoon Beach, IL 62040		
Name and Title of Accountable Executive	Steven J. Morrison, Managing Director		
Name of Chief Safety Officer	Summer Moore, Chief Safety Officer		
Mode(s) of Service Covered by this Plan	Fixed Route Bus (MB); Demand Response (DR)	List of All FTA Funding Types	5307, 5311 5310, 5339, CMAQ
Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)	<p>The Madison County Mass Transit District (MCT) is a municipal corporation organized in 1980 under the Local Mass Transit District Act (70 ILCS 3610) of the Illinois State Statutes. MCT provides a vast array of multi-modal transportation services.</p> <p><u>MCT Service Area</u> The MCT District service area encompasses 16 member townships, covering 482 square miles including the incorporated municipalities of Alton, Bethalto, Collinsville, East Alton, Edwardsville, Glen Carbon, Godfrey, Granite City, Hartford, Highland, Madison, Maryville, Pontoon Beach, Roxana, South Roxana, St. Jacob, Troy, Venice, and Wood River.</p> <p><u>MCT Services</u> MCT provides a diverse array of transportation services including a fixed-route public transit system, complementary Paratransit service for eligible elderly and disabled residents, a 137-mile bikeway network known as the MCT Trails, and RideFinders, the St. Louis region's carpool/vanpool program.</p> <ul style="list-style-type: none"> • 88 fixed-route buses on 25 routes carrying more than 1.2 million passengers each year. • 26 vehicles in Runabout Paratransit service carrying more than 43,000 registered individuals annually. • 137 miles of scenic Class I bikeways known as the MCT Trails. • 5 passenger transfer stations: Alton, Collinsville, Edwardsville, Granite City and Wood River. • 11,000 commuters in the RideFinders ride-matching database, 142 RideFinders vanpoolers and 5,255 registered carpoolers. • Working in conjunction with other Madison County and St. Louis area organizations, including Metro, MCT provides an important link in the chain of seamless regional transportation services. <p><u>Contracted Service Information:</u> Madison County Mass Transit District (MCT) is a municipal corporation organized pursuant to the Local Mass Transit District Act (70 ILCS 3610) of the Illinois State statutes. MCT is a grant recipient and does receive FTA 5307 funds. MCT contracts with The Agency for Community Transit (ACT) for the operation of all public transit (fixed route and paratransit) services in Madison County.</p>		
Does the Agency Provide Transit Services on Behalf of Another Transit Agency or Entity?	No	Description of Arrangement(s)	N/A

Name and Address of Transit Agency(ies) or Entity(ies) for Which Service is provided	N/A
---	-----

The Agency Safety Plan addresses all applicable requirements and standards as set forth in FTA's Public Transportation Safety Program and the National Public Transportation Safety Plan.

Section 2. Plan Development, Approval, and Updates

Name of Entity That Drafted This Plan	Illinois Department of Transportation in cooperation with the Madison County Mass Transit District (MCT)		
Signature by the Accountable Executive	Signature of Accountable Executive		Date of Signature
			1/25/2024
Approval by the Board of Directors or an Equivalent Authority	Name of Individual/Entity That Approved This Plan		Date of Approval
	Madison County Transit Board of Trustees		
	Relevant Documentation (Title and Location)		
	2024.01.25 Madison County Transit Meeting Minutes		
Approval of the Safety Committee	Name of Individual/Entity That Approved This Plan		Date of Approval
	Safety Committee		January 11, 2024
	Relevant Documentation (Title and Location)		
	Safety Committee Meeting Minutes Located in the Safety physical and electronic files.		
Certification of Compliance	Name of Individual/Entity That Certified This Plan		Date of Certification
	Illinois Department of Transportation		September 2022
	Relevant Documentation (title and location)		
	IDOT Group TAM for Participating Tier II Agencies Located in the Front Office physical and electronic files.		
Version Number and Updates			
<i>Record the complete history of successive versions of this plan.</i>			
Version Number	Section/Pages Affected	Reason for Change	Date Issued
7/2020		Initial Implementation	1/13/2020
7/2022	§1./3; §3./6; §4./10 &11	General Information (address & personnel change); Safety Performance Targets (annual update); Authorities, Accountabilities, and Responsibilities (personnel change); Bi-Partisan Infrastructure Law Changes.	7/2022

7/2022	§1./3; §3./6; §4./10 &11	General Information (address & personnel change); Safety Performance Targets (annual update); Authorities, Accountabilities, and Responsibilities (personnel change); Bi-Partisan Infrastructure Law Changes.	7/2022
12/2022	§2/5	Added Safety Committee Approval and date of approval; format change to mirror the FTA version 3 template; included additional information, as needed; & verified information was included per the FTA checklist.	12/2022
12/2023	§1; §2; §3; §4.1; §4.3	Updated: MCT Services vehicles & routes; Safety Performance Targets; approval and signatures dates; definitions to match FTA's. Added: Language to Safety Performance Targets; retention verbiage; Safety Committee review/approval steps to annual review; Transit Worker Assaults; Safety Management Policy location/availability; Control Surveillance/Transit network Technician(s) to Key Staff; Additional Acronyms. Modified: CDC language to match FTA's; Anti-Harassment to Employee Protection Policy; ACT Safety Security and Emergency Preparedness to Safety Plan.	1/2024

Annual Review and Update of the Public Transportation Agency Safety Plan

Describe the process and timeline for conducting an annual review and update of the Public Transportation Agency Safety Plan.

The Madison County Mass Transit District (MCT) provides no direct transit services. All services for public transit are contracted by the Agency for Community Transit (ACT). The transit district provides oversight and contract management and meets a minimum of once a month with the contractor to review their Safety Management Systems, compliance, and contractual obligations.

The Chief Safety Officer will coordinate the annual review of the ASP to ensure compliance and to ensure the ASP aligns with current processes. The CSO will present the modified plan to the Safety Committee for review and approval.

The Accountable Executive will sign and approve any changes, then forward the ASP to the Board of Trustees for approval annually.

The ASP may need to be modified outside of the annual review cycle for compliance purposes, and at the time the Chief Safety Officer will present the modified plan for review and signature. The Accountable Executive will then forward the modified plan to the Board of Trustees for approval.

Section 3. Safety Performance Targets

<p>Safety Performance Targets Specify safety performance targets based on the safety performance measures established under the National Public Transportation Safety Plan. <i>The following targets were developed based on the past three years of transit safety data collected by the Madison County Mass Transit District (MCT).</i></p>							
Mode of Service	Fatalities (Total)	Fatalities (per 100k VRM)	Injuries (Total)	Injuries (per 100k VRM)	Safety Events (Total)	Safety Events (per 100k VRM)	System Reliability (VRM/failures)
Fixed Route (MB)	0.00	0.00	7.0	0.20	11.00	0.32	49,175
Paratransit/ Demand Response (DR)	0.00	0.00	1.0	0.25	1.67	0.41	85,268
Vanpool (VP)	0.00	0.00	0.00	0.00	0.00	0.00	202,767

<p>Safety Performance Target Coordination</p> <p><i>Describe the coordination with the State and Metropolitan Planning Organization(s) (MPO) in the selection of State and MPO safety performance targets.</i></p>		
<p>Once the targets are developed as part of the Plan update in July of each year, MCT will share and discuss those targets and amendments with the East-West Gateway MPO and submit safety performance targets to IDOT at requested time. MCT will coordinate with the State and MPO Safety Performance Targets, to the maximum extent practicable.</p>		
Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	Illinois Department of Transportation	
Targets Transmitted to the Metropolitan Planning Organization(s)	Metropolitan Planning Organization Name	Date Targets Transmitted
	East-West Gateway MPO	

Section 4. Safety Management System (SMS)

ACT uses a collaborative approach that brings management and employees together to build on the agency's existing safety foundation to:

- Control safety risk
- Detect and correct safety problems.
- Share and analyze safety data.
- Measure safety performance

The SMS includes the following elements:

- Safety Management Policy
- Safety Risk Management
- Safety Assurance
- Safety Promotion

Section 4.1 Safety Management Policy

Safety Management Policy Statement

Use the written statement of safety management policy, including safety objectives.

Madison County Mass Transit District (MCT) strives to provide safe, reliable, comfortable, and innovative transportation options to every member of the community. The Public Transportation Agency Safety Plan (PTASP) has been developed to integrate safety into all MCT operations. By using the procedures contained in the PTASP, MCT can continue to improve the safety and security of its transit contracting services.

This PTASP describes the policies, procedures, and requirements to be followed by MCT management, to ensure a safe environment for contracted transit employees, riders, and the general public. The goal of this program is to eliminate the human and fiscal cost of avoidable personal injury and vehicle accidents.

MCT and the service contractor have a responsibility under the PTASP. The Accountable Executive will provide the continuing support necessary to achieve the PTASP objectives. A key to the success of this effort is for employees to be aware that they are accountable for safely performing the requirements of their contract. The success of the program also depends on all employees actively identifying potential hazards and making a commitment to the safety of others.

MCT and its contractor must be aware that decisions and actions often affect the safety of those in other operations. By following the processes described in the PTASP, MCT will continue to monitor performance and the safety of the system while creating a culture of safety.



MCT's commitment is to:

- Support the management of safety through the provision of appropriate resources that will result in an organizational culture that fosters safe practices, encourages effective employee safety reporting and communication, and actively manages safety with the same attention to results as the attention to the results of the other management systems of the organization.
- Integrate the management of safety among the primary responsibilities of all staff.
- Clearly define for all staff, managers, and employees alike, their accountabilities and responsibilities for the delivery of the organization's safety performance and the performance of MCT's safety management system.
- Establish and operate hazard identification and analysis, and safety risk evaluation activities-- including an employee safety reporting program as a fundamental source for safety concerns and hazard identification--to eliminate or mitigate the safety risks of the consequences of hazards resulting from MCT operations or activities to a point which is consistent with an acceptable level of safety performance.
- Ensure that MCT and ACT will take no action against any employee who discloses a safety concern through the employee safety reporting program, unless disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.
- Comply with, and wherever possible exceed, legislative and regulatory requirements and standards.
- Ensure that sufficient skilled and trained human resources are available to implement safety management processes.
- Ensure that staff provide adequate and appropriate safety-related information and training, are competent in safety management matters, and are allocated only tasks commensurate with their skills.
- Establish and measure safety performance against realistic and data-driven safety performance indicators and safety performance targets.
- Continually improve safety performance through management processes that ensure that appropriate safety management action is taken and is effective; and

The PTASP objectives for MCT are:

- Integrate safety management and hazard control practices.
- Assign responsibilities for developing, updating, complying with, and enforcing safety policies, procedures, and requirements.
- Verify compliance with ACT's safety policies, procedures, and requirements through performance evaluations, accident/incident trends, and contract oversight.
- Investigate all accidents/incidents, including identifying and documenting the causes for the purpose of implementing corrective action to prevent a recurrence.
- Increase investigation and systematic documentation of near misses.
- Identify, analyze, and resolve safety hazards in a timely manner.
- Minimize system modifications during the operational phase by establishing and utilizing safety controls at system design and procurement phases.
- Ensure that system modifications do not create new hazards.
- Train employees and supervisors on the safety components of their job functions.

MCT takes these commitments seriously as the lives of MCT riders, employees and the general public depend on the transit district's ability to oversee contractor's culture of safety.

<p>Steven J. Morrison, Managing Director, and Accountable Executive</p>	 <p style="text-align: right;">1-25-2024</p>
<p>Chair, Board of Trustees</p>	 <p style="text-align: right;">1-25-2024</p>

Safety Management Policy Communication

Describe how the safety management policy is communicated throughout the agency. Include dates where applicable.

MCT realizes the importance of ensuring employees and riders are aware of safety management policies and procedures to effectively manage the system's day to day operations. Staff meets weekly to review performance and safety and again monthly to review trends in safety data. In addition, staff are constantly evaluating existing policies and procedures to verify their effectiveness. To do this, MCT seeks input from all staff to determine if change is necessary based on trends, data analysis, operational changes, or new assets.

The Safety Management Policy is posted throughout the company's HR bulletin boards for review, and it is always made available through requests.

ACT provides safety instruction, safety notices and processes to improve risk management as well as collecting safety data and monitors performance and safety events to identify trends where safety is below agency standards. MCT ensures ACT is following the company-wide Agency Safety Plan (ASP) which has been provided to MCT.

Depending on the importance of the policy or Standard Operating Procedure (SOP) change, an acknowledgement signature is required of each employee verifying their understanding of the change.

The contract with ACT began in 1986 and oversight is conducted daily with MCT co-located with ACT.

Riders: If a rider policy is changed or added, staff notifies riders through the following methods:

- Notice posted on vehicle and facilities including effective date and who to contact for more information.
- Changes to digital rider guidance including schedules and ride guides as appropriate.
- Public Meetings
- Social Media, Website Service Notices, E-News, and Text Alerts program.
- Any services impacted by policies changes will include outreach as required by Federal Guidance.

Authorities, Accountabilities, and Responsibilities

Describe the role of the following individuals for the development and management of the transit agency's Safety Management System (SMS).

Accountable Executive

The Managing Director, who is the Accountable Executive (AE), will determine, based on feedback from staff, the level of Safety Management System (SMS) principles to maintain to ensure a safe work environment, rider experience and community safety. MCT's AE is committed to providing contracts that will enable contract management to provide the tools and training needed to be successful and safe providing service for MCT.

The AE, and staff will provide contract oversight and monitoring to include accountabilities for all aspects of safety. The AE is responsible for developing the RFP process for contracted service and will include language relative to the responsibility of the contractor to manage and operate service using SMS principles. Though contractors are not required under 49 CFR Part 673 to develop their own PTASP, they are required to follow SMS methods of managing risk to include a compliant Employee Safety Reporting Program. ACT has developed a Transit

	<p>Agency Safety Plan for all its employees to follow and the transit district ensures the Plan is being followed.</p>
<p>Chief Safety Officer or SMS Executive</p>	<p>The CSO, designated by the AE, provides reports and information directly to AE, and is responsible for ensuring safety elements in the following areas are properly managed with the intent of creating a culture of safety. The CSO will participate in training relative to their role in implementing SMS per requirements in 49 CFR Part 673.</p> <ul style="list-style-type: none"> • Leads the development and update of ASP. • Develops SMS policies and procedures. • Monitors day-to-day implementation and operation of SMS. • Chairs the Safety Committee. <ul style="list-style-type: none"> ○ Coordinates the activities with other committees. ○ Develops agendas and sets topics for discussion. ○ Keeps and distributes minutes of meetings. ○ Establishes and maintains the Safety Risk Register and event Logs. • Develops and distributes reports that monitor and analyze trends in hazards and safety events. • Develops and distributes Safety Reporting Bulletins and The ACT Safely monthly emails. • Provides information and reports made through the voluntary employee safety program (ESRP). • Identifies substandard performances and develops action plans for approval by the AE. • Analyze the trends of Safety Performance Targets and Measures. • Supports in managing safety risk by providing expertise by conducting and overseeing Safety Assurance activities.
<p>Agency Leadership and Executive Management</p>	<p>Agency Leadership and Executive Management have the authorities and responsibility for day-to-day SMS implementation and operation of MCT's SMS under this plan. Leadership and Executive Management will:</p> <ul style="list-style-type: none"> • Comply and ensure compliance with SMS programs and processes. • Support development, implementation, and operation of SMS. • Maintain documents to support SMS as requested, including SRM activities, investigations of safety events, development of safety risk mitigations, and monitoring of mitigation effectiveness. • Provide subject matter expertise to support implementation of SMS. • Verify compliance with safety requirements and report deviations to the CSO. • Participate and complete training. • Oversee day-to-day operations of the SMS within their departments. • Modify policies, as necessary.

<p>Key Staff</p>	<p>As mentioned in the Safety Policy Statement, the ultimate authority for the success of this PTASP falls to the Accountable Executive (AE), department managers, as well as employees fulfilling their commitment to safety on a day-to-day basis supporting the AE.</p> <p><u>Accident and Incident Review Committee</u> The Accident and Incident Review Committee, consisting of supervisorial, managerial, and union operators will review the results of accidents and incidents investigations and make final determination regarding preventability.</p> <p><u>Safety Committee (SC)</u> The SC, convened by a joint-labor management process, consisting of equal number of frontline employee representatives and management representatives, who are responsible for identifying and recommending risk-based mitigations or strategies to reduce the likelihood and severity of consequences identified through the agency’s safety risk assessment, and identifying safety deficiencies for purposes of continuous improvement. The SC meets monthly to review issues and make recommendations to improve safety.</p> <p><u>Access Control and Surveillance (ACST)/Transit Network Technician(s)</u> The technician(s) are responsible for ensuring the safety of staff and the public by managing the camera systems and keys systems to prevent unwanted entry of individuals or objects within MCT properties.</p>
-------------------------	--

Employee Safety Reporting Program

Describe the process and protections for employees to report safety conditions to senior management. Describe employee behaviors that may result in disciplinary action (and therefore, are excluded from protection.)

Mandatory Safety Reporting
ACT requires employees to report certain events as specified in the handbooks, and guidelines, which require immediate reporting via radio, when possible, to Dispatch, or to the first available supervisor if radio contact is not an option. After verbal reporting, all employees must fill out ACT’s Event Report as soon as possible and provide information to support the event investigation process.

Voluntary Employee Safety Reporting
ACT provides an Employee Safety Reporting Program (ESRP) which encourages frontline employees who identify safety concerns in their day-to-day duties to report them to senior management in good faith without fear of retribution. Acceptable means for reporting safety conditions:

- Scanning the Employee Safety Reporting (ESR) Tool QR code, and completing questionnaire, which is posted on placards base wide.
- Emailing EmployeeSafetyReporting@mct.org
- Reporting conditions Agency Leadership and Executive Management
- Reporting on the daily vehicle inspection reports
- Completing a Driver/Dispatch Communication Form

ESRP Process
The following steps outline the Voluntary Employee Safety Reporting process:

- Employee or contractor submits a safety report.
- CSO formally acknowledges its receipt of the report, if possible (i.e., the reporter is not anonymous).
- The CSO initially reviews the report to determine if:
 - Further immediate action must be taken to prevent harm.
 - The report is complete or further information is needed; or
 - The safety concern or issue requires further investigation.
- When additional information is needed and the report is not anonymous, the CSO follows up with the reporter. For anonymous reports, the CSO may follow up with supervisors or subject matter experts.
 - Further investigation may lead to the identification of hazards and potential consequences, and the determination that the reported safety condition must go through the SRM process.
 - Employee reports focused on reported deficiencies and non-compliance with rules or procedures will be forwarded to appropriate management personnel for resolution through the Safety Assurance process.
- For employees providing their contact information:
 - CSO will provide verbal or written feedback on employee reports that go through the SRM process and employee reports where monitoring was implemented, or no further action was taken.
 - Management personnel will report back to employees regarding actions taken through the Safety Assurance process to address reported deficiencies and non-compliance with rules or procedures.
- The CSO prepares a monthly report for the Safety Committee to review the voluntary ESRP reports, and actions taken to address them. The Safety Committee also supports investigation and resolution reports.

ACT includes an ESRP that applies to staff associated with the MCT contract including all operations and support personnel. The policy is combined with Employee Protection (Whistleblower) Policy policies in the employee handbook. MCT, as part of its oversight, will require reporting data monthly as part of the required performance and safety data reports.

Section 4.2. Safety Risk Management

Safety Risk Management Process

Describe the Safety Risk Management process, including:

- *Safety Hazard Identification: The methods or processes to identify hazards and consequences of the hazards.*
- *Safety Risk Assessment: The methods or processes to assess the safety risks associated with identified safety hazards.*
- *Safety Risk Mitigation: The methods or processes to identify mitigations or strategies necessary as result of safety risk assessment.*

ACT utilizes the FTA recommended Safety Risk Register to identify, assess, and mitigate safety risks. The CSO leads the SRM process, with support from management and ensures that personnel work with subject matter experts to identify hazards and consequences, assess the safety risk of the consequences of hazards, and mitigate safety risk, as necessary.

ACT has risk management policies, procedures, and processes in place to identify, assess and mitigate hazards. Any hazard identified is properly documented and provided to MCT if needed as part of the monthly data collection process. Documents related to risk management and monitoring are included in periodic operations and service reviews.

ACT's robust reporting software developed in-house to identify risk and safety events, assess, and mitigate risks and create a follow-up process allowing multiple users to add to the digital file. This mechanism allows ACT the

ability to sort safety events by type and generate data reports used for identifying trends during monthly safety meetings.

ACT collects regular performance which includes safety performance targets as required by the Federal Transit Administration's National Transit Database and Illinois Department of Transportation. The AE and CSO will evaluate the information to identify trends in performance and safety monthly. If anomalies are noted in the data, ACT staff will investigate to identify the cause of the variance.

The monthly data collected include:

- ESRP
- Regular review of camera footage
- Passenger Counts by Route by Day
- Total Revenue Hours
- Accident Log (Preventable/Non-Preventable) (AFR)
- Employee Injuries (IFR)
- Complaints (Valid/Invalid)
- Road Calls (Vehicle Breakdowns that Require Maintenance to Scene and/or Towing)
- Monthly National Transit Database (NTD) Report to include the following:
 - Fatalities
 - Injuries
 - Safety Events
 - System Reliability
- Vehicle Inspection Report (Maintenance and Daily Vehicle Inspection Reports)
- Preventive Maintenance

ACT uses an Excel program to track these data points and conduct analysis to identify trends.

Additionally, MCT's AE or the ACT staff will conduct reviews of assets, records, and processes to ensure adherence to contractual obligations, contractors ASP and Federal compliance.

Section 4.3. Safety Assurance

Safety Performance Monitoring and Measurement

Describe activities to monitor the system for compliance with procedures for operations and maintenance.

ACT evaluates compliance with operations and maintenance procedures and to determine whether existing rules and procedures are sufficient to control safety risk. ACT assesses the effectiveness of safety risk mitigations and to make sure the mitigations are appropriate and implemented as intended. Which include investigating safety events to identify causal factors and analyzing the information from safety reporting and data.

ACT is governed by manuals, instructions, bulletins, rules, notices, standard operating procedures (SOPs), and vendor information.

To ensure compliance with and sufficiency of operations and maintenance procedures, ACT carries out the following activities:

- Ride Evaluations: Instruction performed firsthand by staff observations of the operator's driving habits and provides the opportunity for immediate verbal and written feedback. Ride evaluations are designed to uncover and point out unsafe practices, as well as to give positive reinforcement for safe driving practices. Ride evaluations can occur as a reactive measure (post-event, customer complaints, or documented violations of safety rules) or proactively, such as when operator is learning a new route or receiving other types of instruction. The results are documented.

- Random Observations: Supervisors and video reviewers may conduct observations of bus operators for compliance with traffic laws, operating rules, and procedures. Any observed violations will be documented and submitted to management.
- Behavior-Based Safety Observations: Management observes employees or contractors performing assigned tasks and evaluates their actions on a day-to-day basis. Management discusses observations with employee(s) or contractor in a constructive and positive manner. Management will immediately address acts that are life-threatening or unsafe.
- Vehicle and Facility Inspections and Records Review: Trained personnel from each department conduct and document monthly safety inspections of maintenance and operations facilities for vehicles and infrastructure. These personnel create records, review records, and follow-up on activities.
- Video Monitoring: Staff review video events daily to ensure timely coaching, retraining, or discipline for unsafe acts. Coachable events are addressed one-on-one with staff by supervisors and/or training personnel. Additionally, review recordings when reporting non-compliance with safety rules or for post-event investigation.
- Verification of Transit Training Compliance: ACT is registered within the Federal Motor Carrier Safety Administration's (FMCA) as a private provider of Entry Level Driver Training (ELDT) to meet regulations and certifications for commercial driver's license (CDL) applicants.

The CSO works with the managers in each department to review and investigate findings with implications for agency-wide compliance with and sufficiency of operations and maintenance procedures, and to determine the root cause and contributing factors for any issues.

ACT staff meets on a bi-weekly basis for one-hour safety meetings covering syllabus topics or trending topics observed in the past weeks.

ACT collects monthly data to include safety and performance data. This data is used annually to develop safety performance targets included in this plan. ACT uses current and historic safety data to develop targets while also monitoring monthly data to identify trends requiring mitigation actions.

At all times, ACT will maintain documents that are set forth in its Public Transportation Agency Safety Plan ("PTASP"), including those related to the implementation of its Safety Management System ("SMS"), and results from SMS processes and activities. MCT will maintain documents that are included in whole, or by reference, that describe the programs, policies, and procedures that the agency uses to carry out PTASP. These documents will be made available upon request by the Federal Transit Administration or other Federal entity, or a State Safety Oversight Agency having jurisdiction. MCT will maintain these documents for a minimum of three years after they are created in accordance with 49 CFR Part 673, Public Transportation Agency Safety Plans.

Describe activities to monitor operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.

ACT monitors safety risk mitigations to determine if they may be ineffective, inappropriate, or not implemented as intended. ACT supervisors, managers, and subject matter experts, working with CSO, develop mitigation monitoring plans for mitigations implemented through ACT's SRM process. The Safety Committee monitors plans and tracks them through the FTA recommended safety risk register. Based on the assessment, the Safety Committee and the CSO will determine whether additional investigation and/or monitoring is required, or if the specific issue or condition needs to be addressed further. The CSO oversees and tracks the assignment or responsibilities and timelines for implementing new mitigations and eliminating mitigations that are no longer necessary or effective.

Describe activities to conduct investigations of safety events, including the identification of casual factors.

Operations and maintenance management are responsible for immediately notifying the CSO of any safety event. The CSO notifies the AE or designated personnel of any events that result in fatality, serious injury, or property damage to vehicles or private property. The safety events are to be recorded and tracked in an electronic event log by the CSO. The CSO will assemble an investigation team with the required skills and expertise to gather facts

pertinent to understanding the circumstances leading up to the safety event, reconstruct the sequence of events, in necessary, analyze data, and establish conclusions. ACT will examine all safety events to determine causal and latent organizational factors may be contributed to the safety event which includes, process, human factors, management decision making and resource support, equipment, tools and materials, environmental, existing relevant mitigations, and other causes and contributing factors.

Describe activities to monitor information reported through internal safety reporting programs.

The CSO and SC routinely review safety data and information captured in the ESR, and other safety communications channels.

Management of Change

Describe the process for identifying and assessing changes that may introduce new hazards or impact safety performance.

ACT understands that change may affect the appropriateness or effectiveness of existing risk mitigation strategies. In addition, change may inadvertently introduce new hazards and safety risks in daily operations. ACT will identify and assess changes that may introduce new hazards or impact safety performance. If, because of this investigation, its determined that change may impact safety performance, then an evaluation with be conducted to apply process changes, implement management process changes, or utilize engineering modifications for safety.

Continuous Improvement

Describe the process for assessing safety performance. Describe the process for developing and carrying out plans to address identified safety deficiencies.

If we identify any deficiencies, we develop and carry out, under the direction of the Accountable Executive, a plan to address the identified safety deficiencies.

Section 4.4. Safety Promotion

Competencies and Training

Describe the safety training program for all agency employees and contractors directly responsible for safety.

Safety promotion ensures that ACT employees and contractors are aware of policies and procedures related to the safety of agency operations, and specifically as related to their areas of work. De-escalation training is required to be completed by maintenance personnel, operations personnel, and personnel directly responsible for safety. ACT's comprehensive safety training program applies to all employees directly responsible for safety. This training includes instruction, and occasional testing to verify competency, as well as refresher training, recertification to ensure employees remain current. Training programs include programs in safety, policy, compliance, and performance. Additionally, employees receive training from outside organizations like local first responders as well as State and Federal training programs. Training files are included in periodic site reviews by MCT to ensure training policies are kept current and are relative to current events or trends in safety.

Safety Communication

Describe processes and activities to communicate safety and safety performance information throughout the organization.

As part of the new hire training, ACT distributes safety policies and procedures, included in the handbook, and guidelines, to all employees. ACT provides training on these policies and procedures and discusses them during safety talks between supervisors and operators and vehicle technicians. For newly emerging safety issues or events the CSO issues bulletins or messages to employees that are reinforced by supervisors in one-on-one or group discussions. The CSO develops materials and courses to explain the rationale behind the changes to policies, procedures, SOPs, work instruction that address hazards and safety risk relevant to employees' role and responsibilities. The CSO works with executive management (representing appropriate functions) to define specific, safety-related information that ACT needs to communicate to different employee groups. ACT also uses multiple approaches to communicate pertinent safety information to the Board of Trustees, management, and individual employees across all ACT functions, as appropriate. ACT provides target communications to inform employees of safety actions taken in response to reports submitted through the ESRP, such as newsletters, handouts and flyers, safety talks, updates to bulletin boards, and one-on-one discussions between employees and supervisors. The CSO works with each operating function to ensure all safety communication-related activities take place as scheduled, and maintains documentation of communication processes, procedures, and records of safety communications.

Additional Information

Safety Documentation

Include or reference documentation used to implement and carry out the ASP that are not included elsewhere in this plan.

This PTASP was developed from information in other documents, policies, guidelines, procedures, and manuals.

Those documents are listed below:

- ACT Employee Handbook
- Maintenance Guidelines
- ACT Internal Controls
- ACT Safety Plan
- Training Guides

Definitions of Terms Used in the Safety Plan

MCT incorporates all of FTA's definitions that are in 49 CFR § 673.5 of the Public Transportation Agency Safety Plan regulation.

Term	Definition
Accountable Executive (AE)	means a single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a transit agency; responsibility for carrying out the transit agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the transit agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. 5329(d), and the transit agency's Transit Asset Management Plan, in accordance with 49 U.S.C. 5326.
Assault on Transit Worker	means, as defined under 49 U.S.C. 5302, a circumstance in which an individual knowingly, without lawful authority or permission, and with intent to endanger the safety of any individual, or with a reckless disregard for the safety of human life, interferes with, disables, or incapacitates a transit worker while the transit worker is performing the duties of a transit worker.
Centers of Disease Control (CDC)	means the Centers for Disease Control and Prevention of the United States Department of Health and Human Services.
Chief Safety Officer (CSO)	means an adequately trained individual who has responsibility for safety and reports directly to a transit agency's chief executive officer, general manager, president, or equivalent officer. A Chief Safety Officer may not serve in other operational or maintenance capacities, unless the Chief Safety Officer is employed by a transit agency that is a small public transportation provider as defined in this part, or a public transportation provider that does not operate a rail fixed guideway public transportation system.
Direct Recipient	means an entity that receives Federal financial assistance directly from the Federal Transit Administration.
Equivalent Entity	means an entity that carries out duties similar to that of a Board of Directors for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or subrecipient's Public Transportation Agency Safety Plan.
FTA	means the Federal Transit Administration, an operating administration within the United States Department of Transportation.

Term	Definition
Hazard	means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.
Investigation	means the process of determining the causal and contributing factors of an safety event, or hazard, for the purpose of preventing recurrence and mitigating safety risk.
Joint Labor-Management Process	means a formal approach to discuss topics affecting transit workers and the public transportation system.
Large Urbanized Area Provider	Means a recipient or subrecipient of financial assistance under 49 U.S.C. 5307 that serves an urbanized area with a population of 200,000 or more determined by the Census data.
National Public Transportation Safety Plan (NPTSP)	means the plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.
Near-Miss	Means a narrowly avoided safety event.
Operator	of a public transportation system means a provider of public transportation.
Performance Measure	means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.
Performance Target	means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the FTA.
Potential Consequence	Means the effect of a hazard.
Public Transportation	<p>Means, as defined under 49 U.S.C. 5302, regular continuing shared-ride surface transportation services that are open to the general public or open to a segment of the general public defined by age, disability, or low income; and does not include:</p> <ul style="list-style-type: none"> • Intercity passenger rail transportation provided by the entity described in 49 U.S.C. chapter 243 (or a successor to such entity). • Intercity bus service. • Charter bus service. • School bus service. • Sightseeing service. • Courtesy shuttle service for patrons of one or more specific establishments; or

Term	Definition
	<ul style="list-style-type: none"> <li data-bbox="574 331 1084 359">• Intra-terminal or intra-facility shuttle service.
Public Transportation Agency Safety Plan (or Agency Safety Plan) (PTASP)	means the documented comprehensive Agency Safety Plan for a transit agency that is required by 49 U.S.C. 5329 and Part 673.
Recipient	Means State or local governmental authority, or any other operator of a public transportation system, that receives financial assistance under 49 U.S.C. chapter 53.
Risk	means the composite of predicted severity and likelihood of the potential effect of a hazard.
Safety Assurance	means processes within a transit agency's Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
Safety Committee	Means the formal joint labor-management committees on issues related to safety that is required by 49 U.S.C. 5329 and this part.
Safety Event	Means an unexpected outcome resulting in injury or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.
Safety Management Policy	means a transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities for the management of safety.
Safety Management System (SMS)	means the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing hazards and safety risks.
Safety Management System Executive	Means a Chief Safety Officer or an equivalent.
Safety Performance Target	means a performance target related to safety management activities.
Safety Promotion	means a combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.

Term	Definition
Safety Risk	Means the composite of predicted severity and likelihood of a potential consequence of a hazard.
Safety Risk Assessment	means the formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.
Safety Risk Management	means a process within a transit agency's Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating the safety risk of their potential consequences.
Safety Risk Mitigation	means a method or methods to eliminate or reduce the severity and/or likelihood of a potential consequence of a hazard.
Safety Set Aside	Means the allocation of not less than 0.75 percent of assistance received by a large urbanized area provider under 49 U.S.C. 5307 to safety related projects eligible under 49 U.S.C. 5307.
Serious Injury	means any injury which: (1) Requires hospitalization for more than 48 hours, commencing within 7 days from the date when the injury was received; (2) Results in a fracture of any bone (except simple fractures of fingers, toes, or noses); (3) Causes severe hemorrhages, nerve, muscle, or tendon damage; (4) Involves any internal organ; or (5) Involves second or third-degree burns, or any burns affecting more than 5 percent of the body surface.
State	means a State of the United States, the District of Columbia, Puerto Rico, the Northern Mariana Islands, Guam, American Samoa, and the Virgin Islands.
State of Good Repair	means the condition in which a capital asset is able to operate at a full level of performance.
State Safety Oversight Agency	means an agency established by a State that meets the requirements and performs the functions specified by 49 U.S.C. 5329(e) and (k) and the regulations set forth in 49 CFR part 674.
Subrecipient	means an entity that receives Federal transit grants funds indirectly through a State or a direct recipient.
Transit Agency	means an operator of a public transportation system that is a recipient or subrecipient of Federal financial assistance under 49 U.S.C 5307 or a rail transit agency.
Transit Asset Management Plan	means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR Part 625.

Term	Definition
Transit Worker	means any employee, contractor, or volunteer working on behalf of the transit agency.
Urbanized Area	Means, as defined under 49 U.S.C. 5302, an area encompassing a population of 50,000 or more that has been defined and designated in the most recent decennial census as an “urbanized area” by the Secretary of Commerce.

Commonly Used Acronyms

Acronym	Word or Phrase
ADA	Americans with Disabilities Act of 1990
ASP	Agency Safety Plan (also referred to as a PTASP in Part 673)
CFR	Code of Federal Regulations
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
IDOT	Illinois Department of Transportation
MPO	Metropolitan Planning Organization
Part 673	49 CFR Part 673 (Public Transportation Agency Safety Plan)
SMS	Safety Management System
U.S.C.	United States Code
VRM	Vehicle Revenue Miles
PTASP	Public Transportation Agency Safety Plan
MCT	Madison County Transit
AE	Accountable Executive
CSO	Chief Safety Officer
SRM	Safety Risk Management
SC	Safety Committee
ACST	Access Control and Security Technician
SOP	Standard Operating Procedure
FMCSA	Federal Motor Carrier Safety Administration
ELDT	Entry-Level Driver Training
CDL	Commercial Driver's License

RESOLUTION 24-31

AUTHORIZING AN AWARD OF CONTRACT FOR DESIGN ENGINEERING SERVICES FOR THE LOGISTICS VALLEY TRANSFER STATION

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 intends to develop a new MCT transfer station in the IL-111 corridor of the Gateway Commerce Center, known as the Logistics Valley Transfer Station, to serve the growing Madison County warehouse districts in Edwardsville and Pontoon Beach, Illinois; and,

WHEREAS, the development of the Logistics Valley Transfer Station will provide: 1) Logistics Valley employees with a climate-controlled waiting area, public restrooms and vending facilities; 2) local law enforcement with facilities to enhance public safety within Logistics Valley; and 3) greater efficiencies for the District by eliminating route duplication while providing Logistic Valley employers improved public transit service to aid in employment attraction/retention; and,

WHEREAS, the District has been awarded three million, three hundred forty-six thousand dollars (\$3,346,000) in Rebuild Illinois funds for the construction of the Logistics Valley Transfer Station; and,

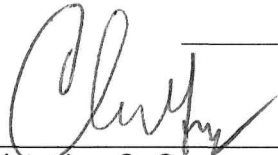
WHEREAS, the District requires the services of a qualified firm to provide design engineering services to assist with the implementation of the aforesaid Logistics Valley Transfer Station design and construction; and,

WHEREAS, it has been determined to be in the best interest of the District and the residents of Madison County, Illinois, to award a contract to Juneau Associates, Inc. of Edwardsville, Illinois, utilizing local funds, to provide design engineering services for the design and construction phase of the Logistics Valley Transfer Station project.

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 the award of a contract to Juneau Associates, Inc. of Edwardsville, Illinois, in the amount of four hundred seventy-two thousand eight hundred fifty dollars (\$472,850.00) to provide design engineering services for the Logistics Vally Transfer Station, located in Edwardsville, Illinois, subject to the terms and conditions of the District's standard AIA B102 Agreement.
2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the contract, including any and all change orders, and 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 Madison County Mass Transit District, Madison County, Illinois, on this twenty-fifth day of January 2024.



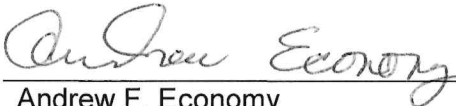
Christopher C. Guy



Ronald L. Jedda, Chairman



Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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.

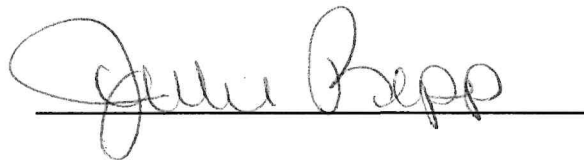
I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

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

1. Madison County Mass Transit District authorizes the award of a contract to Juneau Associates, Inc. of Edwardsville, Illinois, in the amount of four hundred seventy-two thousand eight hundred fifty dollars (\$472,850.00) to provide design engineering services for the Logistics Vally Transfer Station, located in Edwardsville, Illinois, subject to the terms and conditions of the District's standard AIA B102 Agreement.
2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the contract, including any and all change orders, and 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 January 2024.



RESOLUTION 24-32

AUTHORIZING THE FILING OF APPLICATIONS WITH THE EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ) IMPROVEMENT FUNDS

WHEREAS, the United States Secretary of Transportation is authorized to make grants for programs under the Congestion Mitigation and Air Quality (CMAQ) Improvement Program as defined by the Fixing America's Surface Transportation (FAST) Act; and,

WHEREAS, the State of Illinois, Department of Transportation (IDOT) and State of Missouri, Department of Transportation (MoDOT), are responsible for administering CMAQ-funded projects in the greater St. Louis region on behalf of the United States Department of Transportation; and,

WHEREAS, the Madison County Mass Transit District (District) has successfully operated the St. Louis regional rideshare program known as RideFinders since 1994; and,

WHEREAS, carpooling, vanpooling, and public transit are vital mitigation measures undertaken by the St. Louis region in order to comply with federal mandates to reduce air pollution; and,

WHEREAS, the District operates the MCT Trail system within Madison County, Illinois, and seeks to construct new segments of trails to improve accessibility to resources to best serve residents within Madison County, Illinois; and,

WHEREAS, the District will be constructing a shared-use path to improve the safety and accessibility of alternative transportation modes at Logistics Valley transfer station serving Gateway Commerce Center; and,

WHEREAS, it has been determined to be in the best interest of the District to submit three (3) applications to the East West Gateway Council of Governments (EWGCG), the designated Metropolitan Planning Organization for the St. Louis region, in order to obtain the amount of four hundred eighty-one thousand six hundred dollars (\$481,600.00) of Missouri CMAQ grant funds and four hundred fifty thousand four hundred dollars (\$450,400.00) of Illinois CMAQ grant funds to purchase RideFinders replacement vans and construct the Logistics Valley Transfer Station shared-use path; and,

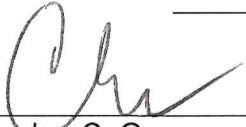
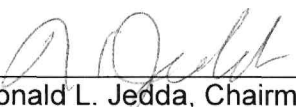
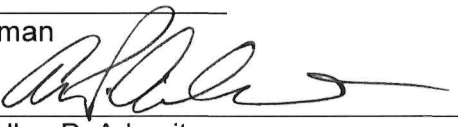
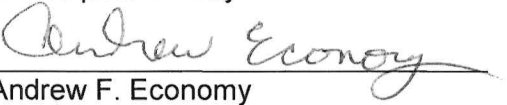
WHEREAS, as part of the application process with the EWGCG, the District is required to pay an application fee equal to one-half of one percent of the total federal funds requested, which will be refunded if the application is not funded.

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


1. Madison County Mass Transit District submit three (3) applications with the East-West Gateway Council of Governments in order to obtain the amount of four hundred eighty-one thousand, six hundred dollars (\$481,600.00) of Missouri CMAQ grant funds and four hundred fifty thousand, four hundred dollars (\$450,400.00) of Illinois CMAQ grant funds to purchase RideFinders replacement vans and construct the Logistics Valley Transfer Station shared-use path.

2. Madison County Mass Transit District submit an application fee in the amount of four thousand six hundred sixty dollars (\$4,660.00) to the East-West Gateway Council of Governments as required.
3. The Madison County Mass Transit District adjust the Assigned Fund Balance to equal the local match portion of the projects.
4. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.
5. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, 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 twenty-fifth day of January 2024.

 _____ Christopher C. Guy	 _____ Ronald L. Jedda, Chairman	 _____ Allen P. Adomite
 _____ Andrew F. Economy		

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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.

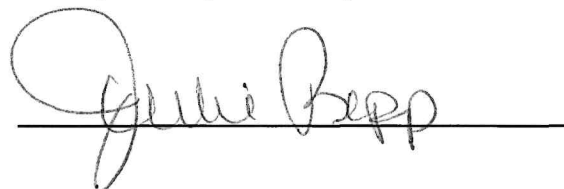
I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

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

1. Madison County Mass Transit District submit three (3) applications with the East-West Gateway Council of Governments in order to obtain the amount of four hundred eighty-one thousand, six hundred dollars (\$481,600.00) of Missouri CMAQ grant funds and four hundred fifty thousand, four hundred dollars (\$450,400.00) of Illinois CMAQ grant funds to purchase RideFinders replacement vans and construct the Logistics Valley Transfer Station shared-use path.
2. Madison County Mass Transit District submit an application fee in the amount of four thousand six hundred sixty dollars (\$4,660.00) to the East-West Gateway Council of Governments as required.
3. The Madison County Mass Transit District adjust the Assigned Fund Balance to equal the local match portion of the projects.
4. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.
5. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, 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 January 2024.



RESOLUTION 24-33

AUTHORIZING THE FILING OF AN APPLICATION WITH THE DEPARTMENT OF TRANSPORTATION FOR FY 2024 REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) DISCRETIONARY GRANT PROGRAM

WHEREAS, The Infrastructure Investment and Jobs Act (Pub. L. 117-58, November 15, 2021, "Bipartisan Infrastructure Law," or "BIL") authorized and appropriated \$1.5 billion to be awarded by the Department of Transportation ("DOT") for FY 2022 for Local and Regional Project Assistance Program Grants under National Infrastructure Investments; and,

WHEREAS, the Department of Transportation (DOT) issued a Notice of Funding Opportunity (NOFO) soliciting applications for FY 2024 RAISE grants; and,

WHEREAS, the Madison County Mass Transit District (District) operates the MCT Trail system within Madison County, Illinois, and seeks to improve the safety of the trails to best serve residents within Madison County, Illinois; and,

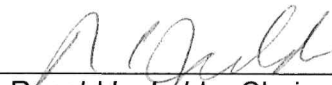
WHEREAS, the MCT Schoolhouse Trail Bridge over IL-111 will improve safety through the construction of infrastructure that will decrease the chances of automobile and pedestrian/bicyclist conflicts; and

WHEREAS, it has been determined to be in the best interest of the District to submit an application to this competitive grant process in Grants.gov, in order to obtain discretionary grant funds in the amount of seven million, three hundred eighteen thousand dollars (\$7,318,000) to construct the MCT Schoolhouse Trail Bridge over IL-111.

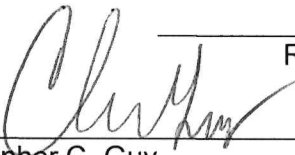
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. Madison County Mass Transit District submit an application in Grants.gov in order to obtain seven million, three hundred eighteen thousand dollars (\$7,318,000) of FY 2024 RAISE grant funds to assist with the implementation of the MCT Schoolhouse Trail Bridge over IL-111 project.
2. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.
3. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, 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 twenty-fifth day of January 2024.



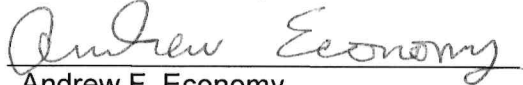
Ronald L. Jedda, Chairman



Christopher C. Guy



Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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.

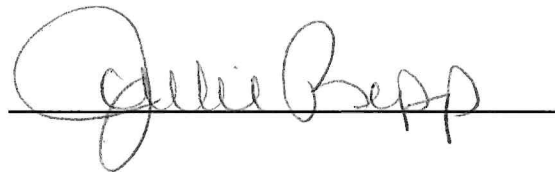
I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

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

1. Madison County Mass Transit District submit an application in Grants.gov in order to obtain seven million, three hundred eighteen thousand dollars (\$7,318,000) of FY 2024 RAISE grant funds to assist with the implementation of the MCT Schoolhouse Trail Bridge over IL-111 project.
2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, 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 January 2024.



RESOLUTION 24-34

**APPROVAL TO AWARD CONTRACTS FOR
RIDEFINDERS VEHICLES**

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, new ridesharing vehicles are needed for the St. Louis regional ridesharing program to replace 12- and 15- passenger vehicles that have exceeded their useful life; and,


WHEREAS, in order to purchase ridesharing vehicles to meet the needs of the RideFinders program, and ensure compliance with the District's Procurement Policy and FTA's grant funding requirements, a purchasing approach is needed in order to place vehicle orders promptly before the available vehicles are otherwise sold off the lot and/or the manufacturer's order bank is closed; and,

WHEREAS, Congestion Mitigation and Air Quality (CMAQ) grants for ridesharing vehicles are funded at 100%, requiring no local match by the District.

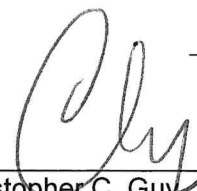
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. Contract(s) for the purchase of up to six (6) 12- and/or 15-passenger vehicles be awarded through October 31, 2024, in the cumulative amount not to exceed three hundred sixty thousand dollars (\$360,000), to vendors with available, soon to be available, or state awarded joint purchasing contracts, provided that all applicable procurement and purchasing requirements are adhered to.
2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. 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 contracts, 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.

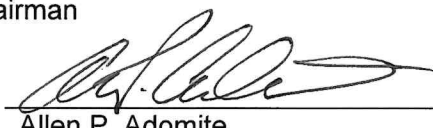
ADOPTED by the Madison County Mass Transit District, Madison County, Illinois, on this twenty-fifth day of January 2024.



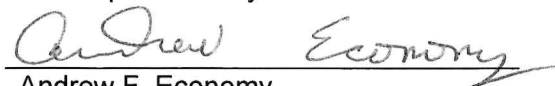
Ronald L. Jedda, Chairman



Christopher C. Guy




Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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, January 25, 2024, 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.

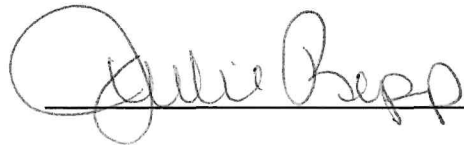
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. Contract(s) for the purchase of up to six (6) 12- and/or 15-passenger vehicles be awarded through October 31, 2024, in the cumulative amount not to exceed three hundred sixty thousand dollars (\$360,000), to vendors with available, soon to be available, or state awarded joint purchasing contracts, provided that all applicable procurement and purchasing requirements are adhered to.

2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. 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 contracts, 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 2024.



RESOLUTION 24-35

AUTHORIZING THE FILING OF APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION FOR SECTION 5307, SECTION 5339, AND CMAQ GRANT FUNDS FOR VARIOUS TRANSIT RELATED PROJECTS AND ASSOCIATED PROCUREMENT ACTIONS

WHEREAS, the Madison County Mass Transit District (District) has the responsibility to operate and maintain mass transit as a public service for the welfare of the residents of the District and the vitality of Madison County, Illinois; and,

WHEREAS, the District applied for and was awarded Buses and Bus Facilities Section 5339 funds for the replacement of seven 40-foot heavy-duty buses in the amount of two million seven hundred thousand dollars (\$2,700,000) in FY2021, and one million eighty thousand dollars (\$1,080,000) in FY2023; and,

WHEREAS, Federal Transit Administration (FTA) Section 5307 formula grant funds have been appropriated and are available for use by the District for eligible activities, and it has been determined to be in the best interest of the District to approve the obligation of up to three million, one hundred twenty-six thousand, nine hundred fifty-two dollars (\$3,126,952) of FTA Section 5307 funds for various transit related projects, as illustrated in Attachment A, "Proposed Obligation of Federal Section 5307".


WHEREAS, the District applied for and was awarded Congestion Mitigation Air Quality (CMAQ) funds for replacement of vehicles in RideFinders, the St. Louis Regional Commuter Rideshare Program, in the amount of one hundred three thousand two hundred dollars (\$103,200) from Missouri, and twenty-five thousand eight hundred dollars (\$25,800) from Illinois; CMAQ for ridesharing vehicles are funded at 100%.

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

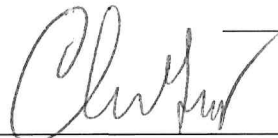
1. Madison County Mass Transit District file an application with the Federal Transit Administration in order to obligate Section 5339 funds for the replacement of seven 40-foot heavy-duty buses in the amount of three million, seven hundred eighty thousand dollars (\$3,780,000).
2. Madison County Mass Transit District file an application with the Federal Transit Administration to obligate up to three million, one hundred twenty-six thousand, nine hundred fifty-two dollars (\$3,126,952) of Federal Transit Administration Section 5307 formula grant funds for the projects illustrated in Attachment A, "Proposed Obligation of Federal Section 5307".
3. Madison County Mass Transit District file an application or amend an active grant with the Federal Transit Administration to obligate up to one hundred twenty-nine thousand dollars (\$129,000) of CMAQ funds for the replacement of ridesharing vehicles used in the RideFinders program.
4. The Madison County Mass Transit District adjust the Assigned Fund Balance to equal the local match portion of the projects.
5. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.

6. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the filing of said grant application and to execute, complete, administer, and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments, modifications, and/or revisions, on behalf of and in a manner most beneficial to the District.


ADOPTED by the Madison County Mass Transit District, Madison County, Illinois, on the twenty-fifth day of January 2024.



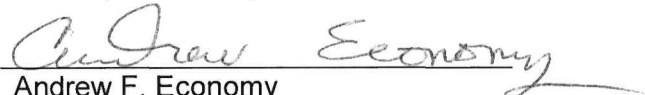
Ronald L. Jedda, Chairman



Christopher C. Guy



Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

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

1. Madison County Mass Transit District file an application with the Federal Transit Administration in order to obligate Section 5339 funds for the replacement of seven 40-foot heavy-duty buses in the amount of three million, seven hundred eighty thousand dollars (\$3,780,000).
2. Madison County Mass Transit District file an application with the Federal Transit Administration to obligate up to three million, one hundred twenty-six thousand, nine hundred fifty-two dollars (\$3,126,952) of Federal Transit Administration Section 5307 formula grant funds for the projects illustrated in Attachment A, "Proposed Obligation of Federal Section 5307".
3. Madison County Mass Transit District file an application or amend an active grant with the Federal Transit Administration to obligate up to one hundred twenty-nine thousand dollars (\$129,000) of CMAQ funds for the replacement of ridesharing vehicles used in the RideFinders program.
4. The Madison County Mass Transit District adjust the Assigned Fund Balance to equal the local match portion of the projects.
5. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.
6. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the filing of said grant application and to execute, complete, administer, and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments, modifications, and/or revisions, on behalf of and in a manner most beneficial to the 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 January 2024.



Handwritten signature of Julie Bepp, Secretary of the Madison County Mass Transit District, written over a horizontal line.

RESOLUTION 24-36

**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 (DBE) Program pursuant to 49 CFR Part 26; and,

WHEREAS, the current DBE Program was approved by the District's board on March 25, 2021; and,

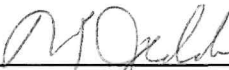
WHEREAS, the District has made significant changes and updates to its DBE Program; and,

WHEREAS, the District is required to submit any significant changes to the DBE Program to the Federal Transit Administration (FTA) for approval.

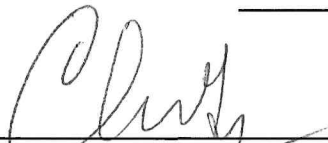
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. The Madison County Mass Transit District hereby approves the Madison County Mass Transit District's Disadvantaged Business Enterprise Program, revised January 2024, as attached.
2. Steven J. Morrison, Managing Director of Madison County Mass Transit District, and Miriam Bell, Grants Coordinator, of the Agency for Community Transit, are authorized to file the updated Madison County Mass Transit District's Disadvantaged Business Enterprise Program with the Federal Transit Administration.
3. Steven J. 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 January 2024.



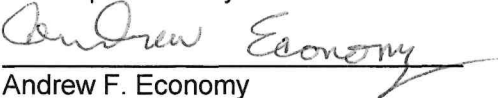
Ronald L. Jedda, Chairman



Christopher C. Guy




Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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.

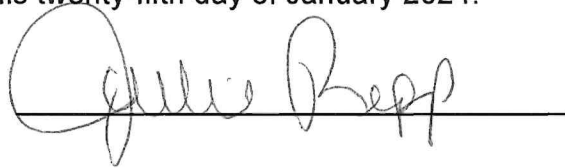
I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District 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 January 2024, as attached.
2. Steven J. Morrison, Managing Director of Madison County Mass Transit District, and Miriam Bell, Grants Coordinator, of the Agency for Community Transit, are authorized to file the updated Madison County Mass Transit District's Disadvantaged Business Enterprise Program with the Federal Transit Administration.
3. Steven J. 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 January 2024.

A handwritten signature in cursive script, reading "Julie Repp", is written over a solid horizontal line.



- 2100 State Street
P.O. Box 1325
Granite City, IL 62040
618-877-1400 • F.618-452-5541
- ✓ 100 N. Research Dr.
Edwardsville, IL 62025
618-659-0900 • F.618-659-0941
- 1111 Burlington Ave., Suite 100
Lisle, IL 60532
630-441-7081 • F.618-452-5541
- 330 N. Fourth Street, Suite 200
St Louis, MO 63102
314-241-4444 • F.314-909-1331

January 22, 2024
Job No. 999970

Mr. SJ Morrison, Managing Director
Madison County Transit District
One Transit Way
Pontoon Beach, Illinois 62040

Re: Architectural and Engineering Services
Gateway Commerce TOD Site
PIN 18-1-14-26-00-000-005.008
Madison County, Illinois

Dear Mr. Morrison:

Juneau Associates appreciates the opportunity to submit our proposal to provide civil engineering and architectural services to the Madison County Transit District (Transit District) in connection with the development of a Transit-Oriented Development (TOD) on the parcel located along Gateway Commerce Center Drive West in Gateway Commerce Center in Madison County, Illinois. MCT accommodates significant ridership within Gateway Commerce Center. The addition of a pulse station as part of this TOD will improve the rider experience within Gateway Commerce Center. It is anticipated that the station would include space for MCT supportive services, office space to serve as law enforcement substation, and public restrooms.

The potential additional elements in the TOD may include a childcare facility, a market, food truck space, and/or public parking for TOD patrons. The market and food truck amenities would lessen the impact of this area being a food desert. Other additional elements may be considered as we work through the programming phase. As part of these considerations, the potential future extension of Paradise Lane and possibly the inclusion of a shared use path will be included in the space planning.

Following the programming phase, Construction Documents will be developed for the construction of the station. This proposal for Construction Documents is based upon **Appendix A – Bus Transfer Station Site Plan** (previously approved by MCT). Construction Phase services will be provided for the construction of the proposed station upon award of the project.

PROJECT TEAM

For this project we have assembled the following firms and listed their project responsibilities:

Juneau Associates, Inc., P.C.....	Civil Engineering and Surveying
Mackey Mitchell	Architects
ASDG, LLC	Structural Engineering
RTM Engineering Consultants, LLC	MEP and Fire Protection
Quality Testing and Engineering, Inc.	Geotechnical Exploration

SCOPE OF SERVICES

Based on our review of the project and our meeting with you, we have prepared the following scope of basic project services.

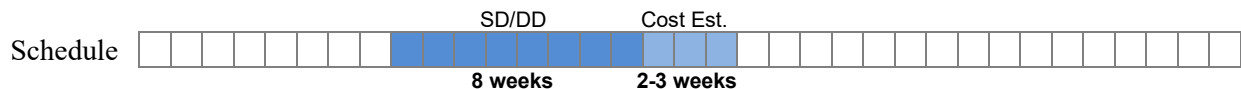
Programming/Feasibility Study



To determine the spatial requirements on the project site, it will be necessary to perform a programming study. Juneau has collaborated with Mackey Mitchell to prepare a programming approach that upon completion will provide MCT a path forward for the development of their Gateway Commerce Center site. It is anticipated that this study will produce multiple viable site layouts with the preferred alternative ultimately selected by MCT. Additionally, 2-3 space planning layouts of the proposed Childcare Center will be included prior to deciding upon a preferred layout. As also outlined in Mackey Mitchell’s proposal attached as *Exhibit 2*), the following elements will be included as part of this study:

- 1.) Coordinate and attend a stakeholder meeting (at MCT’s discretion).
- 2.) Develop a tabular and graphic program.
- 3.) Develop a preferred conceptual design which will include the following items:
 - a.) Up to three rendered perspective exterior views of the proposed development.
 - b.) A rendered set of conceptual site and building plans.
- 4.) Generate a high-level construction cost opinion.
- 5.) Produce graphic images to enable MCT to have conversations with potential partners and/or stakeholders.

Schematic Design/Design Development (SD/DD)Phase



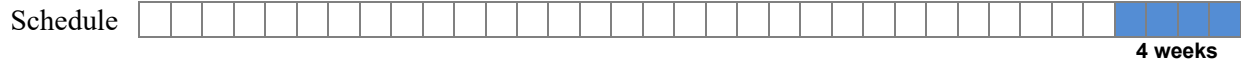
A combined Schematic Design and Design Development phase is proposed to advance and finalize the concept that was developed in the Programming/Feasibility Study. This submittal will fix and illustrate the scope, scale and relationship of the project components for structural, mechanical and electrical systems along with the civil related elements. Topographical, boundary, and geotechnical boring staking surveys will be completed during this phase. This phase will also identify materials and specify performance characteristics. The site plan will locate the improvements on the parcel at the location identified in the previous phase. On the site plan, existing and proposed contours will be shown, structure locations and elevations, paving types and limits, walkways, parking areas, utilities (existing, new, and relocated if required), and construction limits. This phase also includes a refined construction cost estimate.

Construction Documents Phase



The Construction Documents phase will develop the approved SD/DD documents into a complete set of plans and Project Manual for bidding. It is anticipated that two submittals consisting of 50% and 100% levels will be submitted to the District for review and comments.

Bidding and Negotiation Phase Services



Upon approval of the CD documents and advertising of the project for bidding, the team will perform the following tasks:

- 1.) Produce 10 hard copy sets of bidding documents.
- 2.) Address questions during the bidding process and prepare addenda if needed.
- 3.) Attend Pre-Bid conference to present project scope and address questions.
- 4.) Review suggested substitutions and alternates.
- 5.) Attend Bid opening.
- 6.) Assist Owner with the evaluation of bids.
- 7.) Assist with preparing the Final Contract for construction.

Construction Phase Services



Upon authorization, we will provide the following typical tasks involved for a project of this type:

- 1.) Produce conformed set of construction documents.
- 2.) Attend Pre-construction meetings.
- 3.) Review material and shop drawing submittals. (A submittal management system will be provided as part of the Contractor's contract.)
- 4.) Review and respond to Requests for Information.
- 5.) Review of requests from respective contractors for change orders with regard to description, need and pricing only within the scope of the original project.
- 6.) Attend construction coordination meetings when requested. (estimated to be scheduled bi-weekly during construction)
- 7.) Provide 10 additional site visits in addition to the bi-weekly coordination meetings.
- 8.) Compile a punch list (with the Owner's assistance) of items requiring attention at substantial completion.
- 9.) Verify completion of punch list items at a final inspection, with the Owner's assistance.
- 10.) Prepare as-built drawings using the Owner's Construction Observer's and Contractor's markups.

Work Division Site Visits

The various subconsultants will make site visits at various milestones during construction to ensure their designs are being constructed per the bidding documents. These milestones are listed in the individual firm's proposal attached as *Exhibits 2.1 through Exhibit 2.4*



FEES AND PAYMENT

The total estimated fee for services shown below will not be exceeded without prior client approval.

Summary of Estimated Fees

Programming/Feasibility Study	\$ 58,900.00
Schematic Design/Design Development Phase	109,950.00
Construction Documents Phase	216,500.00
Bidding & Negotiation Phase	17,550.00
Construction Phase.....	<u>69,950.00</u>
Total Estimated Fee	<u>\$472,850.00</u>

The Transit District and Juneau Associates both recognize that the project schedule may change, and in that event, the Transit District and Juneau Associates shall appropriately adjust the schedule, engineering services, and the compensation for engineering services.

Invoices will be submitted monthly for services and reimbursable expenses. All invoices shall be due and payable within forty-five (45) days after the date of billing, provided the invoices are approved by the Transit District.

ADDITIONAL SERVICES

If desired, and approved by the Transit District, Juneau Associates will furnish or arrange for additional services (i.e. archaeological or environmental investigations, as-built surveys, material testing, etc.) beyond those typically required to complete the work described in the Scope of Services. Additional services rendered by Juneau Associates in connection with the project will be billed in accordance with our current "Schedule of Hourly Rates" or at a negotiated rate prior to provision of services. The following specific items of work are **NOT included** in the proposed Basic Project Services:

1. Arranging of an archaeological Phase 1 or Phase 2 if SHPO requires additional work beyond the basic request for clearance as required for the approval of an IEPA NOI. An estimated cost for a Phase I Survey is \$4,100.00.
2. Preparation of an Individual Permit (404/401) for USACE, if required.
3. Wetland Survey (Jurisdictional Waterbodies), if required by permitting agencies.
4. Preparation of Land Acquisition documents that may be required for the transfer of real estate.
5. Layout of utility adjustments and/or relocations.
6. Design of off-site utility systems or facilities.
7. Services relating to negotiation and acquisition of off-site easements or right of way including land surveys and preparation of related documents.
8. Services to revise the study when such revisions are:
 - a.) inconsistent with approvals or instructions previously given by the Transit District or it's representative;
 - b.) required by changes in laws, rules, regulations, ordinances, codes or orders enacted subsequent to preparation of the preliminary plan;

- c.) the result of information being revealed about the site which was previously not visible, withheld from us or differs from that which was previously made available;
 - d.) determined to be the result of inaccurate data provided by the Transit District.
9. Furnishing services in connection with legal proceedings or arbitration of claims.
 10. Full time construction observation services.
 11. Construction staking of proposed improvements.
 12. Providing or causing to provide material testing services during construction.

CLIENT RESPONSIBILITIES

In order that we may adequately provide the professional services required for this project, we ask that the Client provide the following:

1. Tree clearing of the alignment for boring rig access.
2. Title reports for the properties that will be acquired in connection with the project.
3. The name of a representative to whom we will report and from whom we will receive review comments, instructions, directions, and authorizations.
4. All criteria and information regarding the requirements of the project including design objectives, schedules, constraints, and budgetary limitations.
5. All existing data concerning the project which may be available.
6. Such legal, accounting and insurance consulting services if any, which may be necessary to complete the project.

REPRESENTATIONS AND WARRANTIES

By executing this Agreement, Juneau Associates makes the following express representations and warranties to the Transit District:

1. Juneau Associates is professionally qualified to act as the engineer and is licensed to practice engineering by all public entities having jurisdiction over Juneau and the project;
2. Juneau Associates shall maintain all necessary licenses, permits or other authorizations necessary to act as engineer for the project until such duties hereunder have been fully satisfied;
3. Juneau Associates has become familiar with the project site and the local conditions under which the project is to be designed, constructed, and operated;
4. Juneau Associates shall prepare all documents required by this Agreement, in such a manner that they shall be accurate, coordinated and adequate for construction and shall conform and comply with all applicable law, codes and regulations;

NO THIRD-PARTY BENEFICIARIES

Nothing contained herein shall create any relationship, contractual or otherwise, with, or any rights in favor of, any third party.



PROFESSIONAL LIABILITY INSURANCE

Juneau Associates shall maintain professional liability insurance at all times this Agreement is in effect and for a period of 2 years after final completion of the project. The coverage provided herein shall contain an endorsement providing sixty (60) days’ notice to the Transit District prior to any cancellation of said coverage. Said coverage shall be written by an insurer acceptable to the Transit District and shall be in a form and in amounts acceptable to the Transit District.

GENERAL CONSIDERATIONS

We expect to start our work promptly after receipt of written notice of your acceptance of this Agreement. This agreement may be terminated by either party by seven days written notice through no fault of the terminating party. If this agreement is so terminated, Juneau Associates shall be paid for all services rendered to the date of termination.

This proposal and the attachments represent the entire understanding between you and us with respect to this project and may only be modified in writing signed by both of us.

If this letter and the attachments satisfactorily set forth your understanding of our Agreement, we would appreciate your signing below in the space provided and returning this proposal to us.

We appreciate the opportunity to provide you with this proposal for engineering services and look forward to working with you on this project.

Respectfully submitted,

JUNEAU ASSOCIATES, INC., P.C.

Brian F. Kulick, PE, PLS, PTOE, PMP

/BFK

Attachments:

- Appendix A - Bus Transfer Station Site Plan (previously approved by MCT) (1 page)
- Exhibit 1 – Project Team Summary by Scope of Services Phases (1 page)
- Exhibit 2 – Juneau Associates Manhour Estimate & Schedule of Hourly Rates (6 pages)
- Exhibit 2.1 – Mackey Mitchell Proposal (4 pages)
- Exhibit 2.2 – ASDG Proposal (4 pages)
- Exhibit 2.3 – RTM Proposal (2 pages)
- Exhibit 2.4 – Quality Testing Proposal (7 pages)

Accepted this _____ day of _____, 2024.

MADISON COUNTY TRANSIT DISTRICT

By: _____

Attest: _____

PARCEL ID: 18-1-14-26-00-000-005.008

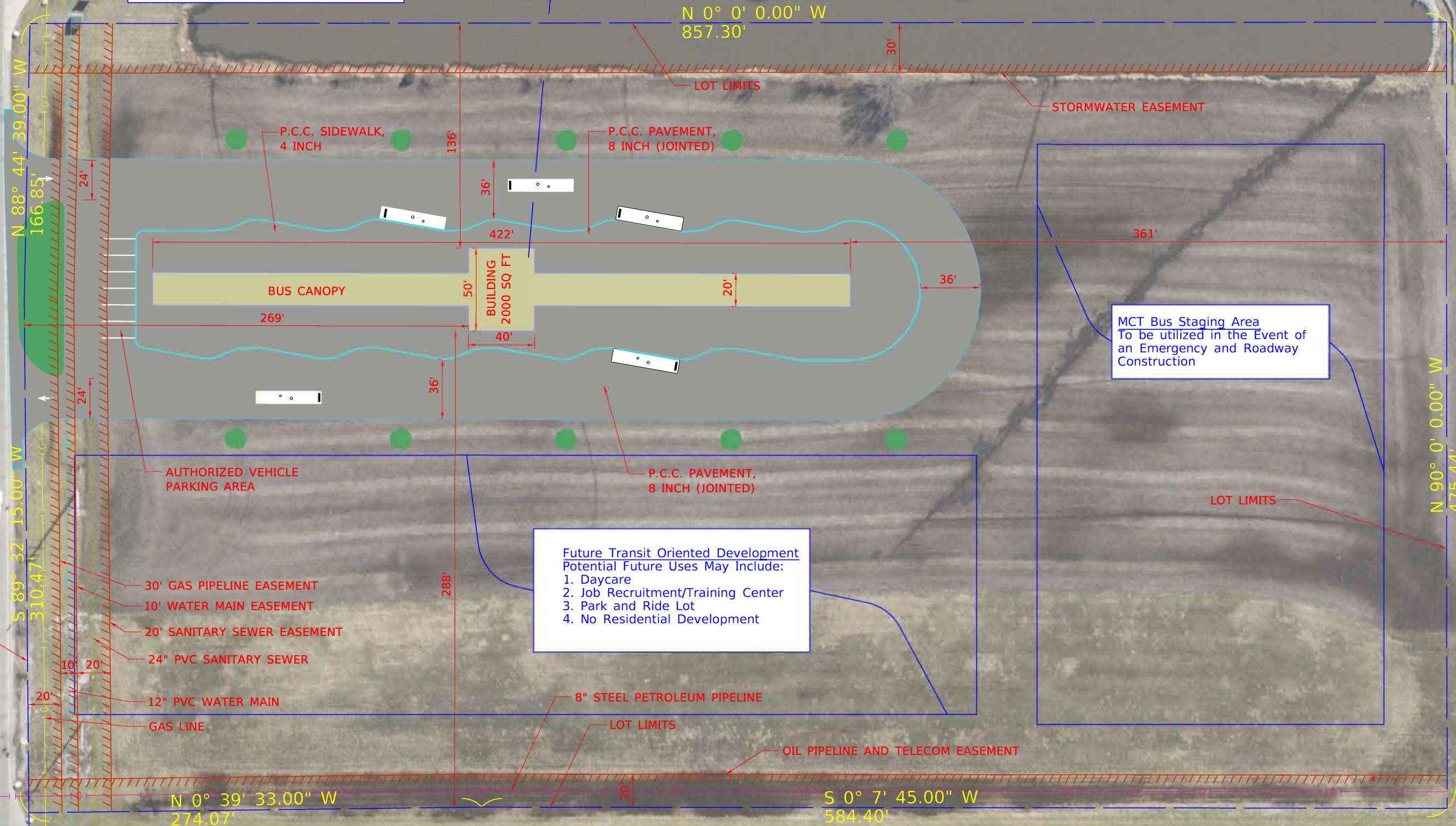


GATEWAY COMMERCE CENTER DRIVE WEST

- Bus Transfer Station Building
Potential Interior Elements:
1. Passenger Lobby
 2. Driver Restrooms
 3. Public Restrooms
 4. Food Vending
 5. Law Enforcement Office

MCT Bus Staging Area
To be utilized in the Event of
an Emergency and Roadway
Construction

- Future Transit Oriented Development
Potential Future Uses May Include:
1. Daycare
 2. Job Recruitment/Training Center
 3. Park and Ride Lot
 4. No Residential Development



MODEL: Default
FILE NAME: P:\PROJECTS\184403 Gateway Commerce Transfer Station\Exhibit bus transfer station 01 Rev. 1.dgn

USER NAME = Brian	DESIGNED - BFK	REVISED -
	DRAWN - JJB	REVISED -
PLOT SCALE = 64.0000' / in.	CHECKED - BFK	REVISED -
PLOT DATE = 1/17/2023	DATE - 12/8/22	REVISED -

**GATEWAY COMMERCE CENTER
BUS TRANSFER STATION
MADISON COUNTY TRANSIT**

SCALE:		PROJECT		JOB NO.	
		SHEET 1	OF 1 SHEETS	STA.	TO STA.

F.A. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
		MADISON		
CONTRACT NO.				
FED. ROAD DIST. NO.	ILLINOIS	FED. AID PROJECT		

EXHIBIT 1**Project Team Summary by Scope of Services Phases**

Programming/Feasibility Study			
Juneau Associates	\$	21,400.00	
Mackey Mitchell		<u>37,500.00</u>	
Subtotal			\$ 58,900.00
Schematic Design/Design Development (SD/DD) Phase			
Juneau Associates	\$	40,300.00	
Mackey Mitchell		61,250.00	
ASDG		8,400.00	
Subtotal			\$ 109,950.00
Construction Documents Phase			
Juneau Associates	\$	104,300.00	
Mackey Mitchell		73,500.00	
ASDG		14,000.00	
RTM		18,500.00	
Quality Testing		<u>6,200.00</u>	
Subtotal			\$ 216,500.00
Bidding and Negotiation Phase			
Juneau Associates	\$	9,700.00	
Mackey Mitchell		7,000.00	
RTM		<u>850.00</u>	
Subtotal			\$ 17,550.00
Construction Phase			
Juneau Associates	\$	24,100.00	
Mackey Mitchell		33,250.00	
ASDG		5,600.00	
RTM		<u>7,000.00</u>	
Subtotal			\$ 69,950.00
			<u>\$ 472,850.00</u>

EXHIBIT 2
Juneau Associates



Labor & Expense Summary
Page 1 of 1

Job No. 999970
Date: January 22, 2024
Client: Madison County Transit

Project: Gateway Commerce Center Transfer Station
Location: Edwardsville, IL

Description Surveying and civil engineering services for site development and construction of the Gateway Commerce Transfer Station located along West Gateway Commerce Center Drive.

Project Phase or Element	Juneau Services	JAI Reim. Expenses	Outside Services	Total
PROGRAM STUDY PHASE	\$20,511.00	\$917.50	\$37,500.00	\$58,928.50
SCHEMATIC DESIGN/DESIGN DEVELOPMENT	\$38,915.00	\$1,380.70	\$69,650.00	\$109,945.70
CONSTRUCTION DOCUMENTS PHASE	\$98,828.00	\$5,475.00	\$112,200.00	\$216,503.00
BIDDING & NEGOTIATIONS PHASE	\$7,818.00	\$1,875.00	\$7,850.00	\$17,543.00
CONSTRUCTION PHASE	\$22,880.00	\$1,182.50	\$45,850.00	\$69,912.50
TOTAL DESIGN & CONSTRUCTION	\$188,952.00	\$10,830.70	\$273,050.00	\$472,832.70

Project: **Gateway Commerce Center Transfer Station**

Location: **Edwardsville, IL**

Description: **Surveying and civil engineering services for site development and construction of the Gateway Commerce Transfer Station located along West Gateway Commerce Center Drive.**

Job No. **999970**

Date: **January 22, 2024**

Client: **Madison County Transit**

Prepared by: **BFK**

Item or Design Element	Item Total	Total	P-VIII	P-VII	P-VI	P-V	P-IV	P-III	P-II	P-I	T-V	T-IV	T-III	T-II	T-I	Aide	Cler
CONSTRUCTION DOCUMENTS PHASE (50%)	\$ 50,290.00	455															
ADMINISTRATION	\$ 2,960.00	16															
General Administration	740.00	4		4													
Attend Meetings	1,110.00	6		6													
Printing	-	0															
QA/QC	1,110.00	6		6													
DESIGN ENGINEERING	\$ 47,330.00	439															
Utility Permitting Coordination	370.00	2		2													
Cover Sheet	874.00	8						2			6						
General Notes	1,167.00	11						1			8	2					
Typical Sections	1,673.00	15		1				4			8	2					
Site Plan	5,782.00	52		2				16			32	2					
Drainage Plan	4,417.00	41		1				16			18	6					
Drainage Profiles	2,762.00	26						6			16	4					
Utility Service Plan	1,488.00	14						4			8	2					
Utility Profiles	1,534.00	14						2			12						
Grading Plan	5,952.00	56						16			32	8					
Jointing Plan	3,359.00	35		1				2			4	28					
Site Cross Sections	2,402.00	22						6			16						
Signage and Pavement Marking Plans	1,268.00	12						4			6	2					
Erosion Control Plans and Details	1,454.00	14						2			8	4					
Basic Landscaping Plan (planters & irrigation)	1,347.00	13						1			8	4					
Miscellaneous Details	2,402.00	22						6			16						
Project Specifications	3,868.00	40		8				4									28
Prepare Cost Estimates	2,019.00	18		1				12			5						
Coord on Architectural Plans & Details	798.00	6		2				4									
Coord on MEP Systems	798.00	6		2				4									
Coord on Landscaping Elements	798.00	6		2				4									
Prepare Construction Schedule	798.00	6		2				4									
CONSTRUCTION DOCUMENTS PHASE (100%)	\$ 48,538.00	437															
ADMINISTRATION	\$ 2,960.00	16															
General Administration	740.00	4		4													
Attend Meetings	1,110.00	6		6													
Printing	-	0															
QA/QC	1,110.00	6		6													
DESIGN ENGINEERING	\$ 45,578.00	421															
Review Permit Status/Approvals	399.00	3		1				2									
Review Comments and Address Plan Revisions	3,161.00	29		1				8			16	4					
Cover Sheet	767.00	7						1			6						
General Notes	1,167.00	11						1			8	2					
Typical Sections	1,673.00	15		1				4			8	2					
Site Plan	3,861.00	35		1				8			24	2					
Drainage Plan	3,341.00	31		1				8			16	6					
Drainage Profiles	2,548.00	24						4			16	4					
Utility Service Plan	1,488.00	14						4			8	2					

Project: **Gateway Commerce Center Transfer Station**

Location: **Edwardsville, IL**

Description: **Surveying and civil engineering services for site development and construction of the Gateway Commerce Transfer Station located along West Gateway Commerce Center Drive.**

Job No. **999970**

Date: **January 22, 2024**

Client: **Madison County Transit**

Prepared by: **BFK**

Item or Design Element	Item Total	Total	P-VIII	P-VII	P-VI	P-V	P-IV	P-III	P-II	P-I	T-V	T-IV	T-III	T-II	T-I	Aide	Cler
Utility Profiles	1,534.00	14						2			12						
Grading Plan	4,082.00	38						6			28	4					
Jointing Plan	3,359.00	35		1				2			4	28					
Site Cross Sections	2,072.00	19						6			13						
Signage and Pavement Marking Plans	1,268.00	12						4			6	2					
Erosion Control Plans and Details	1,274.00	12						2			8	2					
Basic Landscaping Plan (planters & irrigation)	547.00	5						1			4						
Miscellaneous Details	2,402.00	22						6			16						
Project Specifications	3,440.00	36		8													28
Prepare Cost Estimates	1,909.00	17		1				12			4						
Coord on Architectural Plans & Details	798.00	6		2				4									
Coord on MEP Systems	798.00	6		2				4									
Coord on Landscaping Elements	798.00	6		2				4									
Prepare & Submit NOI/SWPPP to IEPA	2,094.00	18		2				12			4						
Prepare Construction Schedule	798.00	6		2				4									
BIDDING & NEGOTIATIONS PHASE SERVICES	\$ 7,818.00	54															
BID & AWARD	\$ 7,818.00	54															
General Administration	740.00	4		4													
Address Questions during Bid	2,036.00	16		4				8			4						
Attend Pre-bid Conference and address questions	954.00	6		4				2									
Review Suggested Substitutions and Alternates	1,226.00	10		2				8									
Attend Bid Opening	370.00	2		2													
Assist Owner with Review/Evaluation of Bids	798.00	6		2				4									
Coordination with Subconsultants	584.00	4		2				2									
Coordination with Vendors & Suppliers	370.00	2		2													
Assist with Preparing Final Contract for Construction	740.00	4		4													
CONSTRUCTION PHASE	\$ 22,880.00	182															
CONSTRUCTION ENGINEERING	\$ 22,880.00	182															
General Administration	370.00	2		2													
Prepare Conformed Plans and Specifications	2,770.00	26		2							16	4					4
Review Material Submittals	3,308.00	28		4				24									
Review and respond to RFI's	4,042.00	36		6				16			6						8
Site Visits (beyond construction meeting dates)	1,850.00	10		10													
Attend Construction Meetings (bi-weekly, 10 mo.)	5,550.00	30		30													
Perform a punch list walkthrough	1,100.00	8		4								4					
Prepare a punch list report	640.00	8										4					4
Prepare record drawings using Contractor markups	3,250.00	34		2								32					
TOTAL HRS.		1653		222			18	436			655	200	48				74
Rate			200.00	185.00	155.00	133.00	120.00	107.00	95.00	81.00	110.00	90.00	80.00	60.00	55.00	42.00	70.00
TOTAL				41,070.00			2,160.00	46,652.00			72,050.00	18,000.00	3,840.00				5,180.00

Total Manhours 1,653.00
Total Estimated JAI Manhour Cost \$ 188,952.00

Project: Gateway Commerce Center Transfer Station

Job No. 999970

Location: Edwardsville, IL

Date: January 22, 2024

Description: Surveying and civil engineering services for site development and construction of the Gateway Commerce Transfer Station located along West Gateway Commerce Center Drive.

Client: Madison County Transit

Prepared by: BFK

Reimbursable Expense	Unit	Rate	Estimated Quantity	Amount
PROGRAM STUDY PHASE				
CADD	Hour	\$10.00	88	\$880.00
Bond Copies	Sq. Foot	\$0.30	100	\$30.00
Photocopies	Each	\$0.15	50	\$7.50
			Subtotal	\$917.50
SCHEMATIC DESIGN/DESIGN DEVELOPMENT				
CADD	Hour	\$10.00	104	\$1,040.00
Trans-Survey Vehicle	Day	\$65.00	4	\$260.00
Bond Copies: Estimate 25 Sheets	Sq. Foot	\$0.30	219	\$65.70
Photocopies	Each	\$0.15	100	\$15.00
			Subtotal	\$1,380.70
CONSTRUCTION DOCUMENTS PHASE (50%)				
CADD	Hour	\$10.00	262	\$2,620.00
Photocopies	Each	\$0.15	100	\$15.00
Bond Copies: Estimate 3 Review Sets @ 60 Sheets/set	Sq. Foot	\$0.30	1575	\$472.50
			Subtotal	\$3,107.50
CONSTRUCTION DOCUMENTS PHASE (100%)				
CADD	Hour	\$8.00	235	\$1,880.00
Photocopies	Each	\$0.15	100	\$15.00
Bond Copies: Estimate 3 Review Sets @ 60 Sheets/set	Sq. Foot	\$0.30	1575	\$472.50
			Subtotal	\$2,367.50
BIDDING & NEGOTIATIONS PHASE SERVICES				
Trans-Personal Vehicle @ 2 Round Trips	Mile	\$0.56	0	\$0.00
Photocopies	Each	\$0.15	0	\$0.00
Postage & Delivery Services	At Cost	\$1.00	0	\$0.00
Printing Specifications: Estimate 10 Bid Sets @ 200 Pages/set	Each	\$0.15	2000	\$300.00
Printing Plans: Estimate 10 Bid Sets @ 60 Sheets/set	Sq. Foot	\$0.30	5250	\$1,575.00
			Subtotal	\$1,875.00
CONSTRUCTION PHASE				
Wood Stakes	Each	\$0.85	0	\$0.00
Paint	Each	\$8.00	0	\$0.00
Rebar	Each	\$3.00	0	\$0.00
CADD	Hour	\$10.00	32	\$320.00
Trans-Co Vehicle	Hour	\$20.00	15	\$300.00
Trans-Survey Vehicle	Day	\$65.00	0	\$0.00
Postage & Delivery Services	At Cost	\$1.00	0	\$0.00
Printing Specifications: Estimate 3 Conformed Sets @ 200 Pages/set	Each	\$0.15	600	\$90.00
Printing Plans: Estimate 3 Conformed Sets @ 60 Sheets/set	Sq. Foot	\$0.30	1575	\$472.50
Bond Copies	Sq. Foot	\$0.30	0	\$0.00
Photocopies	Each	\$0.15	0	\$0.00
			Subtotal	\$1,182.50

Estimated JAI Reimbursable Expenses

\$10,830.70

CURRENT SCHEDULE OF HOURLY RATES

Professional VIII	200.00
Professional VII	185.00
Professional VI	155.00
Professional V	133.00
Professional IV	120.00
Professional III	107.00
Professional II	95.00
Professional I	81.00
Technician V	110.00
Technician IV	90.00
Technician III	80.00
Technician II	60.00
Technician I	55.00
Aide	42.00
Clerical	70.00

* Our most common survey crew consists of one (1) Technician V and one (1) Technician III. The Licensed Professional Surveyor is classified as a Professional VII.

If the assignment requires payment of premium for overtime hours, these rates will be increased by 50% for those overtime hours.

REIMBURSABLE EXPENSES

Boat Rental	\$10.00/hr.	Personal Vehicle-Mileage	\$0.655/mi.
Computer/CADD	\$10.00/hr.	Photocopies, black & white	\$0.15 each
Computer/Word Proc.	\$5.00/hr.	Photocopies, color, 8 ½ x 11	\$0.75 each
Concrete Monuments	\$17.00 each	Photocopies, color, 8 ½ x 14	\$1.00 each
Company Vehicle	\$20.00/hr.	Photocopies, color, 11 x 17	\$1.50 each
Drone	\$250.00/hr.	Photocopy Prints	\$0.30/s.f.
Fence Posts	\$7.00 each	Postage	Actual Cost
Gator	\$10.00/hr.	PVC Pipe – 5 foot	\$10.00 each
Misc. Costs & Rental Fees	Actual Cost	Rebar	\$3.00 each
Mylar	\$4.00/s.f.	Robotic Total Station	\$50.00/hr.
Outside Services	Actual Cost	Surveying Instrument	\$8.00/hr.
Per Diem (Per day per man)	\$125.00	Wood Stakes	\$0.85 each
Paint	\$8.00 each		

Non-salary costs of authorized travel per diem outside the St. Louis metropolitan area, fees associated with permits, the recording of documents, "express mail" and other direct expenses of items requested by the Client will be billed at cost.

This schedule is subject to reasonable change without prior notice. In any event, this schedule will expire and be superseded by a new schedule annually.

Revised 05/16/2023

EXHIBIT 2.1

Mackey Mitchell

January 12, 2024

Brian F. Kulick, PE
Vice President
Juneau Associates, Inc., P.C.
100 N. Research Drive
Edwardsville, IL 62025-3638

Re: Logistics Valley Bus Transfer Station / TOD Study Proposal - *Revised*
Madison County Transit

Dear Brian,

Mackey Mitchell Architects (MMA) is excited to be considered for the opportunity to work with Juneau Associates and Madison County Transit on the proposed Bus Transfer Station and associated Transit-Oriented Development (TOD), currently envisioned to be a Childcare Center, in Logistics Valley. To us, this project is much more than a bus shelter, it is a placemaking opportunity. Beyond the functional requirements of the proposed facilities, this development will become a community hub, providing desirable amenities for its users that will attract and retain the workforce that is vital for continued growth in the region.

For the first step of our engagement, we propose a **Programming / Feasibility Study** focused on the full build-out of the 9.4-acre parcel on Gateway Commerce Center Drive. The purpose of this initial study of the Phase 1 Bus Station and Future TOD will be to:

- Develop a tabular and graphic program.
- Develop a conceptual design, incorporating the Paradise Lane roadway extension.
- Generate a high-level construction cost opinion based on the conceptual vision we develop, both to validate the allocated construction budget for the Phase 1 Bus Station and understand the potential cost of the future TOD.
- Produce graphic images to enable MCT to have conversations with potential partners, operators, and other stakeholders, as well as secure funding for the future phases of work.

As requested, this proposal also includes the **Architectural Design / Documentation** and construction contract administration for the Phase 1 Bus Station, based on a series of assumptions, including:

- The overall construction cost for Phase 1 is approximately \$3.346 million. This current budget does not include the proposed Paradise Lane roadway extension.
- The design will be unique to Logistics Valley, but will be similar in size, scope and complexity to other recent MCT Transfer Stations, including downtown Alton, Collinsville, and Wood River.
- The design phases will include a combined Schematic Design/Design Documents phase, Construction Documents phase, Bidding/Negotiation, and limited Construction Contract Administration. A cost estimator under contract to Juneau (or construction manager working directly with MCT) will generate updated cost estimates after SD/DD for budget verification prior to the beginning of the CD phase.
- The project will be publicly advertised and bid to general contractors, and that process will be managed by Juneau and/or MCT.
- Juneau will be the prime contracting entity with MCT and will hold all consultant agreements, including with Mackey Mitchell Architects, P.C., for the work outlined in this proposal.

A. Work Plan / Schedule

1. Programming / Feasibility Study

MMA envisions a focused 6-8 week design process, generally with bi-weekly review meetings, followed by approximately 2-3 weeks for cost estimating. After a kick-off meeting with Juneau and MCT where we will establish the broad goals of the development, we will review existing MCT Stations to understand lessons learned and best practices and then facilitate a virtual benchmarking conversation to identify possible precedents. We are thinking there may be at least one planning stakeholder / end-user meeting, at the discretion and direction of MCT, which might include SIUE, as possible childcare center operators, and/or representatives from the workforce and manufacturers within Logistics Valley to discuss ideal program needs.

MMA will build a 3D model of the site and immediate context, and working with Juneau, model the ideal configuration of the Paradise Lane extension to understand the amount of site area remaining for development. Initial site planning ideas will be explored in sketch format, and once multiple conceptual options have been narrowed down to the preferred design direction, we will advance that option for further three-dimensional development. Concurrently, we will study the Childcare Center program needs and begin developing 2-3 space planning layouts prior to deciding on a preferred layout.

Once refinements to the preferred options have been completed, MMA will produce up to three computer-generated rendered perspective views of the exterior of the proposed development, along with a rendered set of conceptual site and building plans. These assets will be provided to a cost estimator, to be engaged by either Juneau or MCT directly, to develop construction cost estimates for the phases of work. We are happy to recommend a cost estimator for this work, or MCT could utilize the preconstruction / estimating team of a local contractor if preferred.

2. Architectural Design / Documentation of Phase 1 Bus Station

MMA will serve as Architect-of-Record on the design team assembled by Juneau Associates for the full design and documentation of the Bus Station, expected to include civil engineering (by Juneau), structural engineering, MEP/FP engineering, and landscape architecture. The scope and budget for Phase 1 will be confirmed through the effort of the Programming / Feasibility Study, but for the purposes of this proposal, we assume that the full construction cost of Phase 1 is \$3.346 million.

The overall design and construction phase duration will be coordinated with Juneau, but we anticipate a combined Schematic Design / Design Development phase to advance and finalize the concept developed in the Study phase, with an outside cost estimate to validate the budget. The Construction Documents phase will produce final bidding and construction documents for a General Contractor / Construction Manager, and MMA will participate in the Bid/Negotiation phase through participation in pre-bid meetings and answering questions. The Construction Contract Administration phase will entail six (6) site visits/construction progress to observe the progress of construction of the architectural scope of work, six (6) one-hour virtual progress meetings, reviewing architectural submittals, answering RFI's, and final punch list visits. MMA will review architectural record drawings as part of the Closeout phase.

The Mackey Mitchell team is available to begin work on the Feasibility Study phase on March 4, 2024.

B. Proposed Fee

Our proposed fee for Architectural Services for the Programming / Feasibility Study is a lump sum of **\$37,500**. This amount includes up to four in-person meetings with Juneau / MCT and up to two end-user / stakeholder meetings as directed by

MCT. MMA reserves the right to request an adjustment to our fee if the effort and schedule extend beyond what we've outlined in this proposal.

For the full design/construction of the Phase 1 Bus Station, the Mackey Mitchell Architects estimated fee for Architectural Services is roughly based upon 5.25% of the current estimated construction cost. If the actual construction cost exceeds the budget fee basis by more than 10%, MMA will be entitled to increase as negotiated and agreed upon by all parties. We propose a fee breakdown as follows using this fee calculation approach:

Schematic Design / Design Development	35%	\$ 61,250
Construction Documents	42%	\$ 73,500
Bidding & Negotiation	4%	\$ 7,000
Construction Administration	17%	\$ 29,750
Closeout	2%	\$ 3,500
Subtotal	100%	\$ 175,000

Reimbursable expenses are not expected for this project, as we do not charge for local travel and do not expect to incur any charges for printing, etc. If unexpected reimbursable expenses do arise, we typically bill them at cost and would do so only with the approval of Juneau and MCT.

C. Exclusions

Preliminary engineering work, including structural and MEP engineering is not included for this study phase. Detailed investigations of the site, including surveying, stormwater evaluations, environmental impact analysis, and geotechnical studies, are excluded from MMA's scope.

If additional services beyond this scope are requested, and approved by Juneau, those will be invoiced on an hourly basis at the rates listed in Attachment A, or in whatever arrangement is agreeable to all parties.

If this proposal meets with your approval, please sign at the bottom, and return to me for our files. We are looking forward to working with you and MCT on this exciting project!

Sincerely,



Jennifer Plocher Wilkins, AIA
Principal
Mackey Mitchell Architects, P.C.

Brian Kulick, PE
Vice President
Juneau Associates, Inc., P.C.

Attachments: 2023 Bill Rates
cc: Margie Fank, Steve Emer



O 314 421 1815
F 314 421 5206

900 Spruce Street, Suite 500
St. Louis, MO 63102

Attachment A

*Rate/Hour

Professional VIII	95
Professional VII	110
Professional VI	125
Professional V	145
Professional IV	165
Professional III	185
Professional II	210
Professional I	230

*Rates are subject to annual review and modification.

Revised January 1, 2023

EXHIBIT 2.2

ASDG, LLC



ASDG, LLC
1009 Lincoln Highway
Fairview Heights, IL 62208
Ph: 618.628.0887 Fx: 618.628.0889

January 17, 2024

Juneau Associates, Inc., P.C.
100 N. Research Drive
Edwardsville, IL 62025-3638

Reference: Gateway Commerce Center
Bus Transfer Station
Madison County Transit

Mr. Brian Kulick:

We are pleased to submit this proposal for consulting structural engineering services for the reference project. Below is our understanding of the project along with our Scope of Work and Fee.

Project Description

The project consists of the construction of a new bus transfer station for Madison County Transit. The project site is located on Gateway Center Drive in Edwardsville, Illinois. The bus transfer station will consist of a canopy and building. Preliminary drawings indicate the canopy will be approximately 20 ft. wide by 422 ft. long. The building is anticipated to be approximately 2,000 sf and will include a passenger lobby, driver restrooms, public restrooms, food vending, and a law enforcement office. Structural systems are unknown at this time.

Basic Services

Our Basic Services for this project generally include structural analysis and design, production of structural drawings, structural submittals review, and periodic field observation. Specifically, we propose the following Scope of Work:

- a. Analyze vertical and lateral load-resisting systems in accordance with the local building code.
- b. Design the primary structural elements for canopy and building, including roofs, floors, beams, columns, walls, foundations, and lateral force resisting systems.
- c. Provide criteria for performance-based design structural components such as pre-engineered building components and cold-formed metal framing.
- d. Coordinate our designs with the civil, architectural, mechanical, and other design team members.
- e. Provide progress sets at identified project milestones for purposes of coordination and to permit construction cost estimates to be developed.
- f. Prepare final structural drawings in AutoCAD or Revit format, following our in-house CAD/BIM standards, suitable for bidding and construction.
- g. Assistance in the preparation of specifications related to structural work.

- h. Provide professionally sealed structural calculations suitable for building permit submittal.
- i. Seal and sign structural drawings and specifications for building permit submittal.
- j. Review structural submittals, including shop drawings and erection plans, submitted through and checked by the General Contractor.
- k. Attend virtual coordination meetings as required during design.
- l. Review testing and inspection reports for compliance with the design and work with the General Contractor to resolve non-conforming items of construction.
- m. Conduct a maximum of three (3) field observation site visits during construction. The purpose of these visits is to generally become familiar with the progress of the work and to review it for general conformance with the intent of the construction documents.

Excluded Services

Excluded Services includes services that we do not offer, as follows:

- a. Design of secondary support, bracing and anchorage systems for mechanical equipment, ducts, conduits, and piping.
- b. Preparation of demolition drawings.
- c. Preparation of shop drawings.
- d. Full-time on-site representation during construction or special inspection and testing services.

Additional Services

Additional Services includes all services that are not part of the Basic Services as described above. This includes those services that arise as a result of unforeseen circumstances during the design or construction of the project and will require additional fee. Typical items included in Additional Services are as follows:

- a. Site retaining walls or other structures not connected to the building structure.
- b. Services resulting from changes in scope or magnitude of the project as described and agreed to under the Scope of Work, including additional coordination meetings and field visits.
- c. Redesign to reduce construction cost where the reason for the excessive cost is outside our control.
- d. Redesign requested to accommodate particular construction materials, methods, or sequences proposed by Bidders, Value Engineers, or the General Contractor as alternatives to those indicated on the Construction Documents.
- e. Redesign required to accommodate substitution of mechanical units different from those indicated on the Construction Documents.
- f. Services required to accommodate site conditions discovered during demolition, excavation, or foundation construction that could not reasonably have been anticipated to occur during the design phase of the project.

- g. Services resulting from corrections or revisions required because of deviations from the Contract Documents during construction by the Contractor.

Required Information

Prior to beginning work, the following shall be provided to us:

- a. An executed contract or signed copy of this proposal.
- b. Project design and construction schedules.
- c. Specification of any special live or other loads in excess of building code requirements, to be considered, if any.
- d. A geotechnical investigation and foundation report for the site.

During the course of design, the following shall be provided to us in a timely manner:

- a. Definition of the overall project design and architectural backgrounds in AutoCAD or Revit format.
- b. Description of site conditions, including topographic, boundary, and utility surveys, definition of existing structures, etc.
- c. Location, weight, and operating data for all mechanical, electrical, and architectural items to be supported by or from the structure.

Fee

We propose to perform our services for the following fee:

- a. We will perform the Basic Services for a Fixed Fee as follows:
 - i. Design Development: **\$8,400**
 - ii. Construction Documents: **\$14,000**
 - iii. Construction Administration: **\$5,600**
- b. We will perform Additional Services as-needed and mutually agreed, on an hourly basis per the attached rate schedule. No Additional Services will be performed without your prior approval.

After beginning work, we will invoice on a monthly basis for the portion of work completed. This fee proposal is valid for a period of 30 days, after which we reserve the right to retain or modify to reflect changing economic conditions.

Terms and Conditions

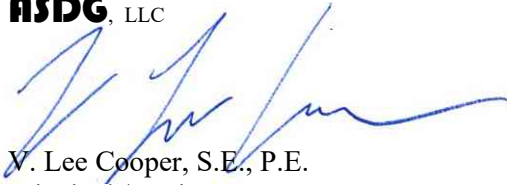
This agreement will conform to the terms and conditions of AIA Document C401 "Standard Form of Agreement Between Architect and Consultant" (2017 Edition), except as otherwise indicated herein.

January 17, 2024
Juneau Associates, Inc., P.C.
Page 4

We trust that this proposal is satisfactory. Please inform us if more information or further discussion is required. We appreciate your consideration of our firm for this project.

Sincerely,

ASDG, LLC



W. Lee Cooper, S.E., P.E.
Principal / Project Manager

Enclosures: Rate Schedule

Accepted by: **Juneau Associates, Inc., P.C.**

Signed

Title

Date

EXHIBIT 2.3

**RTM Engineering
Consultants, LLC**



January 16, 2024

Mr. Brian Kulick, PE
Juneau Associates, Inc.
100 N. Research Drive
Edwardsville, IL 62025

Re: Bus Transfer Station – Madison County Transit
Gateway Commerce Center, Edwardsville, Illinois

Dear Brian,

I am pleased to offer this proposal to provide mechanical, electrical, plumbing and security engineering services for a new Bus Transfer Station for Madison County Transit located in Edwardsville, Illinois.

We understand the new transfer station will include an approximate 2,000 square foot building housing a Passenger Lobby, Bus Driver Restrooms, Public Restrooms, Food Vending and a Law Enforcement Office. An exterior bus canopy is also planned.

Our scope is outlined below. This will form our Basic Services for this project and subsequently our Basic Services Fee request.

Basic Services Scope:

1. We will provide professional mechanical engineering design services for the following items:
 - a. Provide heating, ventilating and air conditioning for the interior spaces.
 - b. Provide infrared heating under the bus canopy.
2. We will provide professional plumbing engineering design services for the following items:
 - a. Provide water and sewer for the new toilets.
 - b. Fixture selection in accordance with MCT standards.
 - c. Coordination with Juneau Associates for water and sewer entry points and sizing.
 - d. Coordination with Ameren if natural gas is desired.
3. We will provide professional electrical engineering design services for the following items:
 - a. Provide interior lighting for all spaces using fixtures in accordance with MCT standards.
 - b. Provide exterior lighting (exterior of building, canopy and site) using fixtures in accordance with MCT standards and in compliance with City of Edwardsville regulations.
 - c. Coordinate with Ameren to bring power to the new building.
 - d. Provide power (receptacles) as required for the space layout. Coordinate vending requirements with Juneau and MCT.
 - e. Provide and coordinate security design for CCTV and access control with MCT. This will include coordination to bring data to the site.
4. We will develop an opinion of probable construction cost for work germane to our disciplines.
5. We will attend up to two (2) in-person design meetings with Juneau and MCT for coordination purposes.
6. We will attend up to two (2), additional virtual meetings with Juneau and MCT for coordination purposes.
7. We will review and respond to City of Edwardsville permitting questions.
8. We will provide the following Construction Administration services:
 - a. Answer contractor questions during bidding and prepare addenda items for Juneau's use and issuance.
 - b. Review contractor shop drawings for items germane to our scope of work.
 - c. Answer contractor questions during construction.

National Resources, Local Relationships

Schaumburg | Chicago | Quad Cities | Milwaukee | Dallas | Orlando
Springfield | Kansas City | Denver | Seattle | Palm Springs | Newport Beach | Laguna Woods
Belleville | Springfield | St. Louis | Evansville



Mr. Brian Kulick, PE
January 16, 2024

- d. Visit the construction site once (1) to confirm contractor conformance with our drawings / specifications.
- e. Perform a punch list inspection for all disciplines during a single visit.

Assumptions:

- 1. The project is not seeking LEED Certification.
- 2. The project is not pursuing the use of renewable energy (solar or wind). We have not included electrical engineering to incorporate renewable energy components.
- 3. Food vending is limited to electric only vending machines.
- 4. Law enforcement office does not include radio equipment (repeaters, radio antenna, etc.).
- 5. No emergency or backup generator is planned.
- 6. Public Information Display System will be an Owner specified system (manufacturer, model, equipment list, wiring diagrams provide by MCT for inclusion). Electrical design will only include power and data to PIDS devices.
- 7. We will be required to comply with City of Edwardsville ordinances with respect to site lighting.

Deliverables:

All submissions will be in electronic PDF format.

- 1. We will coordinate with Juneau Associates on the required review submittal milestones.
- 2. We will provide sealed documents for permitting review and final bid.

Reimbursable Expenses:

Reimbursable expenses will be in accordance with your agreement with MCT. All allowed reimbursable expenses will be billed at straight cost (1.0 multiplier).

Compensation:

Fees will be billed monthly and in accordance with project milestones.

Basic Service Fee:

For the above listed Basic Services we request a Basic Services Fee broken down as follows:

Design Phase Services:	\$18,500.00
Bidding Phase Services:	\$ 850.00
<u>Construction Services:</u>	<u>\$ 7,000.00</u>
Total:	\$26,350.00

We look forward to assisting Juneau and MCT with this important project.

If you have any questions, please do not hesitate to contact me.

Sincerely,

RTM Engineering Consultants, LLC

Eric R. Rogers, P.E.
Principal

EXHIBIT 2.4

**Quality Testing
and Engineering, Inc.**



GEOTECHNICAL

ENVIRONMENTAL

CONSTRUCTION
MATERIAL
TESTING

CULTURAL
RESOURCES

NATURAL
RESOURCES

January 19, 2024

Mr. Brian Kulick
Juneau Associates, Inc., P.C.
2100 State Street P.O. Box 1325
Granite City, Illinois

RE: Geotechnical Services Proposal
MCT Gateway Commerce Center Bus Transfer Station
Edwardsville, Illinois
QTE No. 24-0026-C

Dear Mr. Kulick:

INTRODUCTION

Quality Testing and Engineering, Inc. (QTE) has prepared this proposal to provide geotechnical services for the referenced project. The purpose of our study will be to explore the subsurface conditions and develop geotechnical recommendations for the design and construction phases of the project.

Quality Testing and Engineering, Inc. is one of just a few AASHTO and CCRL accredited testing laboratories located in Southern Illinois. Our registered professional engineers boast 30 years of local experience. In addition, QTE employs highly skilled and trained field technicians, with a vast majority having over fifteen years of testing experience. Many technicians have been with QTE since the business started in 2000, and are based out of our accredited laboratory, unlike many other large firms who use a corporate office not located in Southern Illinois.

- ❖ **Experience** – Our firm is comprised primarily of engineers and field inspectors boasting over 300 years of combined education, training, and field experience. Our firm and laboratory maintains AASHTO and CCRL accreditations, and is also IDOT and MODOT prequalified.
- ❖ **Responsiveness** – Our office locations, allows the staff greater flexibility and would allow us to provide quick site response time, especially in last minute situations.
- ❖ **Cost Savings** – Our small company size and a reasonable fee structure combined with our office proximity to projects keep costs lower.
- ❖ **Complete Range of Services** – In addition to geotechnical services, QTE offers Environmental Consulting, and Construction Materials testing services.



CORPORATE OFFICE:
REGIONAL OFFICE:

803 WEST STATE STREET, O'FALLON, IL 62269
206 SOUTH LINN AVENUE, WENTZVILLE, MO 63385

PHONE: 618-632-9900
PHONE: 636-332-1153

FAX: 618-632-9922
FAX: 636-332-5781

WWW.QTEINC.COM

SITE AND PROJECT DESCRIPTION

QTE understands that the new transfer facility will be located just south of Gateway Commerce Center Drive West in Pontoon Beach, Illinois. The new facility will include a long slender transfer station with a 2,000 square foot indoor waiting facility in the central portions with north and south wings for the approaching traffic. Future developments to the south and west of the site are not a portion of this investigation.

The proposed transfer station will likely utilize shallow foundation for support, in conjunction with slab on grade floors. We expect the transfer station to utilize rigid pavement for the heavier bus traffic. We anticipate the column loads would be about 40 kips for the canopies and 3-4 kips per linear foot for the transfer station facility.

SCOPE OF SERVICES

Field Exploration

As requested, QTE proposes to explore the subsurface conditions for the project by advancing the requested six (6) soil borings on the proposed site. QTE personnel will locate the borings in the field by measuring from existing features and interpolate approximate ground surface elevations at the boring locations from the most recent provided topographic plan. If more accurate information is required, we recommend the project surveyor be retained to provide this information.

It is assumed that the borings will be accessible to a drill rig without the need for clearing or removal of fences or other obstructions. Our firm will contact the Illinois One Call utility locate service for public utility clearance prior to drilling. However, QTE should be made aware of any private utilities and their locations prior to drilling. QTE shall not be responsible for private utilities or utilities that are uncharted or incorrectly located. *Private utility locates are specifically excluded from this proposal; however, if requested, QTE can perform a private locate around our boring locations for an additional fee.*

The borings will be advanced to depths of 20 feet each in the transfer building and 15 feet in the canopy areas, utilizing traditional soil drilling and sampling techniques as described in ASTM D1452, D1586, and D1587. Standard penetration tests (SPTs) will be performed at 2½-foot vertical intervals to a depth of 10 feet, and at 5-foot intervals thereafter. Representative samples of the materials encountered will be retained in glass jars for identification and laboratory testing. Thin-walled sampler tubes (Shelby tube) may be advanced at selected locations in lieu of the SPTs. The tubes will provide relatively undisturbed samples for laboratory testing. After drilling is completed, the borings will be backfilled with soil cuttings.

By utilizing internationally accepted drilling and physical sampling methods, we are able to visually characterize and test the obtained samples to determine an accurate soil profile and determine suitable recommendations specific to this project. Other alternative exploration methods, such as CPT, do not collect physical samples and can result in varying soil descriptions, soil strata elevations and groundwater elevations. Additionally, CPT explorations are not solely used by a majority of Geotechnical Firms in the Midwest due to the inconsistencies in cohesive soil strata.

Laboratory Testing

Upon completion of the field exploration program, the samples will be transported to our laboratory for classification and testing. The moisture content of each cohesive sample will be measured, and the unconfined compressive strength of intact cohesive samples will be approximated with a hand penetrometer. Atterberg limits tests may be performed on a selected sample to determine the volume change characteristics of the subgrade soils. Natural density tests and, if appropriate, unconfined

compression tests may be performed on selected conducive relatively undisturbed samples.

Analysis and Report

The results of our completed field exploration and laboratory testing will be analyzed by our engineering staff. Our findings and recommendations, along with supporting data, will be presented in a formal report. Specific items to be addressed in this report will include the following:

- ❖ Location and general description of natural soils and existing fill materials, if encountered.
- ❖ Groundwater levels observed in the borings at the time of drilling, and the potential influence of groundwater on the design and construction of the project.
- ❖ Evaluation of volume change potential of subgrade soils and recommendations for mitigation of high plastic soils, if necessary.
- ❖ Recommendations for foundation design, including feasible foundation types, bearing depths, allowable bearing pressures, and allowable friction values, as applicable.
- ❖ Anticipated settlement of shallow foundations, if recommended, based on general soil characteristics.
- ❖ Seismic Site Class, mapped spectral accelerations at 0.2 second and 1.0 second (S_s and S_1), and Design Spectral Accelerations at 0.2 second and 1.0 second (S_{DS} and S_{D1}) according to the current adopted International Building Code for the project and criteria established by ASCE 7.
- ❖ Recommendations for floor slab design, including modulus of subgrade reaction.
- ❖ Site development recommendations and construction considerations.
- ❖ Suitability of on-site soils for use as structural fill.
- ❖ Engineering criteria for placement of structural fill.
- ❖ Pavement subgrade considerations.
- ❖ Suggested construction monitoring program for foundation construction.

FEE AND SCHEDULE

QTE will perform the geotechnical exploration and prepare a formal report for the project as outlined above for the lump sum of **\$6,200.00**. We anticipate the start of drilling, favorable weather and site conditions permitting, to be within seven to ten days after receiving authorization to proceed. Drilling can likely be completed in one day, and verbal recommendations can be provided shortly thereafter. The final report should be issued within two to three weeks subsequent to the completion of field work. Fees associated with prevailing wages and/or union labor are exclusively omitted from our scope of work.

If QTE is selected to perform the geotechnical exploration for the project, additional services on our part should be anticipated following the completion of the report. These services might involve meetings to discuss the content and recommendations provided in the report, review of project plans and specifications to assess the application of recommendations provided, and field services during construction. Our specific involvement in these phases of the project cannot be estimated at this time.


Normally, our charges would be on an hourly basis for these services, but lump-sum costs could be provided if our involvement can be specifically defined. The General Terms and Conditions on the enclosed *Acceptance of Proposal for Professional Services* sheet will also apply to the additional services we provide for this project. This proposal does not include environmental, archeological, or wetland services. It can be prudent to perform these assessments prior to acquiring or developing a site to evaluate any risks on the property. Please formally contact our office if any of these services are desired.

Please provide formal authorization for the project by completing, signing, and returning the enclosed *Acceptance of Proposal for Professional Services* sheet. The sheet provides important information regarding report distribution and invoicing and describes the General Terms and Conditions for our services. There is no charge for e-mailing electronic copies of the report and mailing up to five hard copies, but additional hard copies will be invoiced at a cost of \$20.00 per report. Please note that our payment terms are due "upon receipt" and that an interest charge of 1½ percent per month will be applied to unpaid balances over 30 days. Should your company's regular accounts payable process not be conducive to payment within these terms please indicate, in writing, what your payment policy is, and we will make every attempt to invoice according to your system. Unless notified otherwise, we will assume that you understand our policy and plan to pay your account within our terms.

If you have any questions or wish to revise the scope of this proposal, please call.

Respectfully submitted,

QUALITY TESTING AND ENGINEERING, INC.



Eric K. Marlinghaus, P.E.
Construction Services Manager

EKM/sb

Enclosure: *Acceptance of Proposal for Professional Services, General Terms and Conditions*



RATE SCHEDULE AND PRICE LIST – (JANUARY 2024 – JUNE 2024)

Officers

President.....	\$180.00/hour
Senior Environmental Project Manager.....	145.00/hour
Senior Engineer.....	145.00/hour
Project Engineer.....	125.00/hour

Field and Testing Personnel

IBC Special Inspection.....	\$82.00/hour
IDOT/MODOT QA/QC I Concrete and Asphalt Technicians.....	58.00/hour
IDOT/MODOT QA/QC II Concrete and Asphalt Technicians.....	61.00/hour
Sprayed-on Fire Resistant Material Technician.....	80.00/hour
Steel Inspector (1 man crew).....	90.00/hour
Environmental Technician.....	85.00/hour
Field Technician.....	57.00/hour

Office Support

CADD Operator.....	\$75.00/hour
Clerical.....	53.00/hour

EXPENSES

Vehicle mileage.....	\$0.77/mile
Transportation, subsistence, lodging, subcontractors, special consultants, etc.....	Cost + 15%

GENERAL INFORMATION

Overtime

Overtime is time in excess of 8 hours per regular day or work performed on Saturdays, Sundays, or Holidays. Overtime for non-engineering positions will be billed at 1½ times our regular hourly rates. A 10% premium will be charged for all labor performed during an unscheduled, non-regular, night-time shift; unless previously discussed and scheduled as an ongoing shift type job.

Expert Testimony

Expert witness testimony for deposition, arbitration, mediation and trial proceedings will be billed at 1 ½ times applicable hourly rate.

Field and Lab Services

Some laboratory test samples may require additional preparation prior to testing (e.g. lime, compacted permeability, etc.). This sample preparation time will be invoiced in accordance with our Rate Schedule.

We prefer a 24-hour notice to schedule field services but will always try to work within the time constraints provided. Coordination and report review will be invoiced at engineering rates. Invoices will be submitted on a bi-weekly basis for services rendered. Laboratory tests include preparation of brief report and transmittal. Results of field tests and observations will be presented in formal reports with preparation costs invoiced in accordance with our Rate Schedule and Price List. Specialized forms can be produced for specific projects. Please contact our office to discuss project requirements for submittals.

Price List is presented on next page

CORPORATE OFFICE	803 WEST STATE STREET, O'FALLON, IL 62269	PHONE: 618-632-9900	FAX: 618-632-9922
REGIONAL OFFICE:	206 SOUTH LINN AVENUE, WENTZVILLE, MO 63385	PHONE: 636-332-1153	FAX: 636-332-5781

**PRICE LIST
2023**

CONCRETE TESTING

Price/Unit

Laboratory Services

Compressive Strength

Concrete Cylinder – Any Size (ASTM C 39 / AASHTO T 22)	19.75/ea
Cured Cylinder - Not Tested (ASTM C 780)	19.75/ea
2" x 2" Cube (ASTM C 109)	19.75/ea
Drilled Cores (ASTM C 42 / AASHTO T 24)	48.00/ea
4" x 4" x 8" Grout Prism (ASTM C 1019)	29.00/ea
Masonry Prism (ASTM C 1314)	70.00/ea
Flexural Strength - Beam (ASTM C 78 or ASTM C 293)	53.00/ea
Cylinder Molds	2.25/ea
Concrete Masonry Unit Testing (includes :)	415.00/full set
Compression Testing (ASTM C140)	185.00/ea
Absorption (ASTM C 140)	125.00/ea
Shrinkage (ASM C 426)	135.00/ea
SRW Testing (includes :)	230.00/full set
Compression (ASTM C 140)	180.00/ea
Absorption (ASTM C 140)	110.00/ea
Cal. Chlor. Floor Vapor Kit (ASTM F 1869-98)	65.00/ea
Maturity Meters (ASTM C 1074)	75.00/ea

Mix Design Verification

Please call for a quote

Aggregate Characteristics

Sieve Analysis (ASTM C 136 / AASHTO T 27)	75.00/ea
Washed Sieve Analysis (includes % finer than No. 200) (ASTM C 117 / AASHTO T 11)	85.00/ea
Unit Weight and Voids in Aggregate (ASTM C 29 / AASHTO T 19)	65.00/ea
Specific Gravity and Absorption of Coarse Aggregate (ASTM C 127 / AASHTO T 85)	85.00/ea
Specific Gravity and Absorption of Fine Aggregate (ASTM C 128 / AASHTO T 84)	120.00/ea

Field Services

Quality Control (inc. temp., slump, air %, cys., and retrieval)	
Field Testing (ASTM C 31)	57.00/hr
IDOT/MODOT QA/QC Level I Testing	58.00/hr
IDOT/MODOT QA/QC Level II Testing	61.00/hr
Concrete Batch Plant Inspection for QA/QC	65.00/hr
Transportation	0.75/mi

In-Place Testing

Rebound Hammer Tests	80.00/hr
Coring (\$350.00 minimum)	
Field Testing (1-man crew / 2-man crew)	55.00-110.00/hr
Bit Wear	6.50/inch
Equipment Rental (Core Rig & Generator)	125.00/day
Floor Flatness Testing	
Floor Flatness (1 man crew)	80.00/hr
Floor Flatness (Dipstick))	140.00/day
Floor Flatness Processing	.02/sq. ft.

STEEL

Structural Steel Evaluations

Visual Weld Inspection and/or Bolt Torque Determination	
Field Inspection	90.00/hr
Transportation	0.75/mi
Equipment Rental	50.00/day

Nondestructive Testing

Ultrasonic Inspection, Magnetic Particle Inspection, and/or Dye Penetrate Inspection	
Field Testing	85.00/hr
Transportation	0.75/mi
Equipment Rental – (UT)	115.00/day
Radiographic Inspection (2 man crew)	Upon Request

Welding Operator Qualifications and Inspection

Guided Bend Test /X-Ray	65.00 per coupon
Welder Performance Verification	
Field Verification	85.00/hr
Transportation	0.75/mi

ENVIRONMENTAL SERVICES

Environmental Services	Call for Pricing
------------------------	------------------

SOIL TESTING

Price/Unit

Laboratory Tests

Compaction Control

Moisture –Density Relationship	
Standard Proctor (ASTM D 698 / AASHTO T 99)	235.00/ea
Modified Proctor (ASTM D 1557/ AASHTO T 180)	265.00/ea
Aggregate Samples	45.00/add
California Bearing Ratio (CBR) (ASTM D 1883)	
Single-Point (unsoaked)	165.00/ea
Single-Point (soaked)	175.00/ea
Rel. Density – Min. and Max. Density (ASTM D 4253/4254)	320.00/ea

Soil Material Characterization

Visual Classification (ASTM D 2488)	9.00/ea
Atterberg Limits (ASTM D 4318 / AASHTO T 88, T 90)	80.00/ea
Unit Weight Determination of Soils (ASTM D 2937)	35.00/ea
Grain Size Analysis	
Particle Size Analysis of Soils by Hydrometer (ASTM D 422 / AASHTO T 88)	75.00/ea
Hydrometer & Particle Size Distribution of Soils (gradation) (ASTM D 422, D 6913)	150.00/ea
Percent Finer than No. 200 for Soils (washed) (ASTM D 1140)	55.00/ea
Specific Gravity of Soils by Pycnometer (ASTM D 854)	150.00/ea
Moisture Content (ASTM D 2216 / AASHTO T 265)	9.00/ea
Organic Content of Soils (ASTM D 2974)	55.00/ea
pH of Soils (ASTM D 4972)	35.00/ea
Permeability Triaxial Flexible Wall (ASTM D 5084)	475.00/ea
Resistivity (ASTM D 6431)	85.00/ea

Field Services

Compaction Control Technician	57.00/hr
Nuclear Gauge Rental (ASTM D 2922)	49.00/day
Sand Cone Equipment (ASTM D 1556)	20.00/day
Drive Tube Equipment (ASTM D 2937)	20.00/day
Settlement Plates	275.00/ea
Transportation	0.75/mi

ASPHALTIC CONCRETE TESTING

Laboratory Services

Bitumen Extraction – Ignition (ASTM D6307 / AASHTO T308)	
Without gradation	225.00/ea
With gradation	235.00/ea
Bulk Specific Gravity –Cores or Client Prepared Sample (ASTM D2726 / AASHTO T166) includes Void Determination (ASTM D 3203 / AASHTO T 269)	45.00/ea
Maximum Theoretical Specific Gravity (ASTM D2041 / AASHTO T209)	75.00/ea
Core Thickness	15.00/ea
SuperPave Gyrotory Compaction inc.. Bulk Gravity (ASTM D6925 / AASHTO T312)	130.00/ea
Resistance of Compacted HMA to Moisture Induced Damage (TSR) (ASTM D4867 / AASHTO T283)	130.00/ea
Client Prepared Bricks	485.00/ea
Premixed Production Sample	875.00/ea
Hot Bin Sieve Analysis	48.00

Field Services

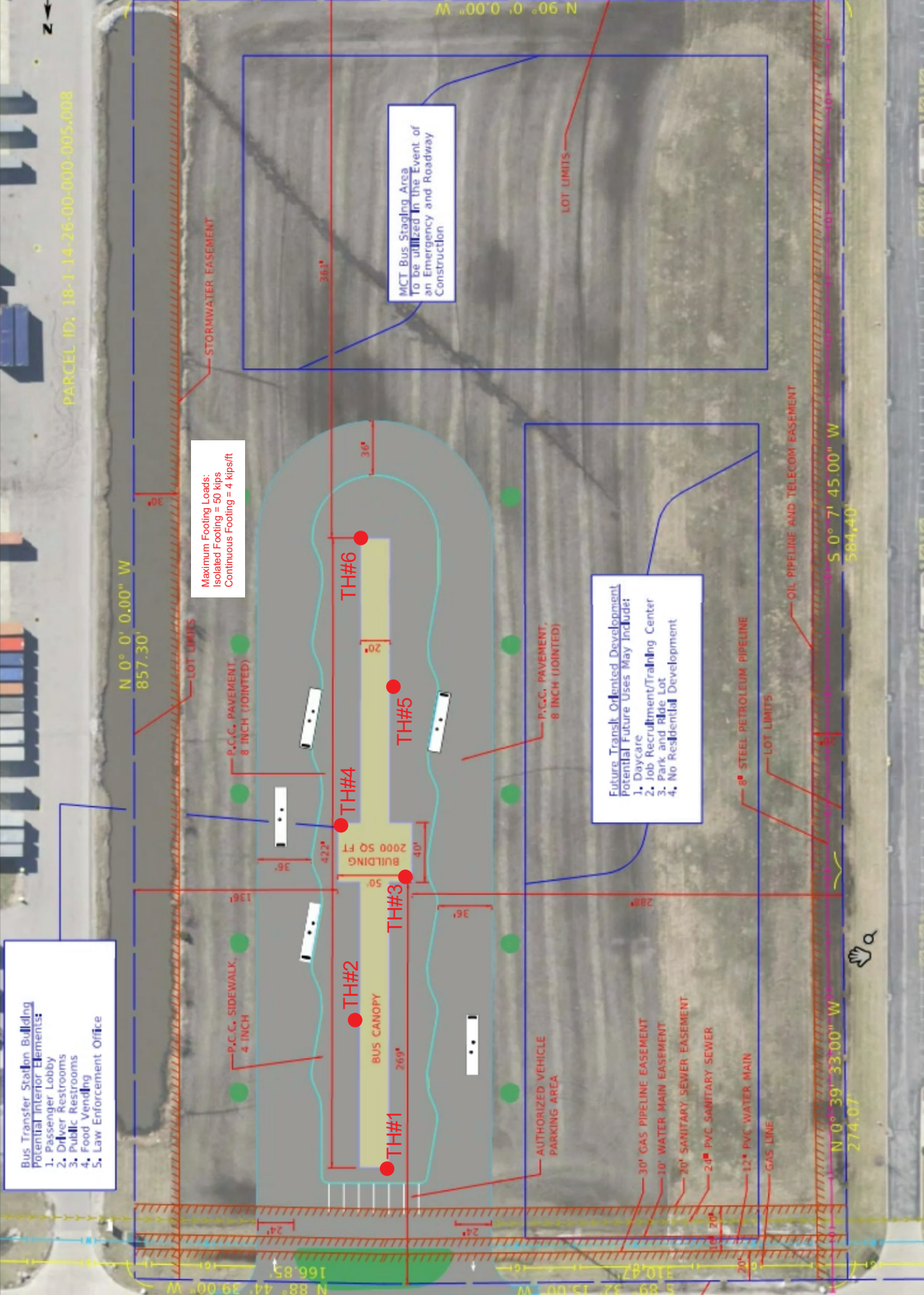
Placement observation (Includes monitoring density, estimating thickness, and recording temp)	
Field Technician	57.00/hr
IDOT/MODOT QA/QC Level I Testing	58.00/hr
IDOT/MODOT QA/QC Level II Testing	61.00/hr
Nuclear Gauge Rental	53.00/day
Coring (\$350.00 minimum)	
Field Testing (1 man crew/2 Man crew)	55.00-110.00/hr
Bit Wear	4.50/inch
Equipment Rental (Core Rig & Generator)	125.00/day
Transportation	0.75/mi

FIRE RESISTANT TESTING

Sprayed-on Fire Resistant Material

Thickness & Density Readings – Field Technician	80.00/hr
Density Calculation Samples	30.00/ea
Transportation	0.75/mi

PARCEL ID: 18-1-14-26-00-000-005.008



Bus Transfer Station Building Potential Interior Elements:

1. Passenger Lobby
2. Driver Restrooms
3. Public Restrooms
4. Food Vending
5. Law Enforcement Office

Maximum Footing Loads:
Isolated Footing = 50 kips
Continuous Footing = 4 kips/ft

MCT Bus Staging Area To be utilized in the Event of an Emergency and Roadway Construction

Future Transit Oriented Development Potential Future Uses May Include:

1. Daycare
2. Job Recruitment/Training Center
3. Park and Ride Lot
4. No Residential Development

GATEWAY COMMERCE CENTER DRIVE WEST

USER NAME	REVISION	B/E	REVISION	SECTION	TOTAL SHEET
PROJECT NO.	DATE	12/02/22	18-1-14-26-00-000-005.008	SITE PLAN	3 OF 3
PROJECT	SHEET	OF	SHEETS	DATE	18-1-14-26-00-000-005.008
GATEWAY COMMERCE CENTER BUS TRANSFER STATION MADISON COUNTY TRANSIT			PROJECT		
PROJECT			SHEET 1 OF 3		
DATE			12/02/22		
PROJECT			SHEET 1 OF 3		
DATE			12/02/22		
PROJECT			SHEET 1 OF 3		
DATE			12/02/22		

RESOLUTION 24-32

AUTHORIZING THE FILING OF APPLICATIONS WITH THE EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ) IMPROVEMENT FUNDS

WHEREAS, the United States Secretary of Transportation is authorized to make grants for programs under the Congestion Mitigation and Air Quality (CMAQ) Improvement Program as defined by the Fixing America's Surface Transportation (FAST) Act; and,

WHEREAS, the State of Illinois, Department of Transportation (IDOT) and State of Missouri, Department of Transportation (MoDOT), are responsible for administering CMAQ-funded projects in the greater St. Louis region on behalf of the United States Department of Transportation; and,

WHEREAS, the Madison County Mass Transit District (District) has successfully operated the St. Louis regional rideshare program known as RideFinders since 1994; and,

WHEREAS, carpooling, vanpooling, and public transit are vital mitigation measures undertaken by the St. Louis region in order to comply with federal mandates to reduce air pollution; and,

WHEREAS, the District operates the MCT Trail system within Madison County, Illinois, and seeks to construct new segments of trails to improve accessibility to resources to best serve residents within Madison County, Illinois; and,

WHEREAS, the District will be constructing a shared-use path to improve the safety and accessibility of alternative transportation modes at Logistics Valley transfer station serving Gateway Commerce Center; and,

WHEREAS, it has been determined to be in the best interest of the District to submit three (3) applications to the East West Gateway Council of Governments (EWGCG), the designated Metropolitan Planning Organization for the St. Louis region, in order to obtain the amount of four hundred eighty-one thousand six hundred dollars (\$481,600.00) of Missouri CMAQ grant funds and four hundred fifty thousand four hundred dollars (\$450,400.00) of Illinois CMAQ grant funds to purchase RideFinders replacement vans and construct the Logistics Valley Transfer Station shared-use path; and,

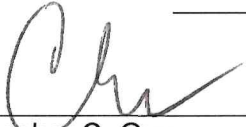
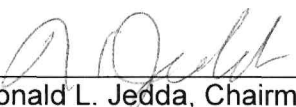
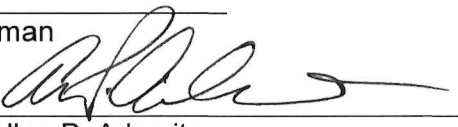
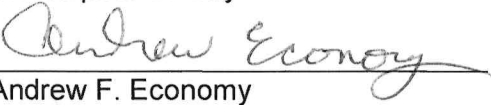
WHEREAS, as part of the application process with the EWGCG, the District is required to pay an application fee equal to one-half of one percent of the total federal funds requested, which will be refunded if the application is not funded.

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


1. Madison County Mass Transit District submit three (3) applications with the East-West Gateway Council of Governments in order to obtain the amount of four hundred eighty-one thousand, six hundred dollars (\$481,600.00) of Missouri CMAQ grant funds and four hundred fifty thousand, four hundred dollars (\$450,400.00) of Illinois CMAQ grant funds to purchase RideFinders replacement vans and construct the Logistics Valley Transfer Station shared-use path.

2. Madison County Mass Transit District submit an application fee in the amount of four thousand six hundred sixty dollars (\$4,660.00) to the East-West Gateway Council of Governments as required.
3. The Madison County Mass Transit District adjust the Assigned Fund Balance to equal the local match portion of the projects.
4. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.
5. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, 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 twenty-fifth day of January 2024.

 _____ Christopher C. Guy	 _____ Ronald L. Jedda, Chairman	 _____ Allen P. Adomite
 _____ Andrew F. Economy		

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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.

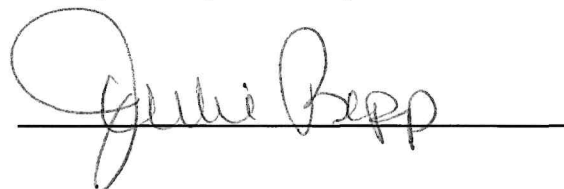
I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

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

1. Madison County Mass Transit District submit three (3) applications with the East-West Gateway Council of Governments in order to obtain the amount of four hundred eighty-one thousand, six hundred dollars (\$481,600.00) of Missouri CMAQ grant funds and four hundred fifty thousand, four hundred dollars (\$450,400.00) of Illinois CMAQ grant funds to purchase RideFinders replacement vans and construct the Logistics Valley Transfer Station shared-use path.
2. Madison County Mass Transit District submit an application fee in the amount of four thousand six hundred sixty dollars (\$4,660.00) to the East-West Gateway Council of Governments as required.
3. The Madison County Mass Transit District adjust the Assigned Fund Balance to equal the local match portion of the projects.
4. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.
5. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, 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 January 2024.



RESOLUTION 24-33

AUTHORIZING THE FILING OF AN APPLICATION WITH THE DEPARTMENT OF TRANSPORTATION FOR FY 2024 REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) DISCRETIONARY GRANT PROGRAM

WHEREAS, The Infrastructure Investment and Jobs Act (Pub. L. 117-58, November 15, 2021, "Bipartisan Infrastructure Law," or "BIL") authorized and appropriated \$1.5 billion to be awarded by the Department of Transportation ("DOT") for FY 2022 for Local and Regional Project Assistance Program Grants under National Infrastructure Investments; and,

WHEREAS, the Department of Transportation (DOT) issued a Notice of Funding Opportunity (NOFO) soliciting applications for FY 2024 RAISE grants; and,

WHEREAS, the Madison County Mass Transit District (District) operates the MCT Trail system within Madison County, Illinois, and seeks to improve the safety of the trails to best serve residents within Madison County, Illinois; and,


WHEREAS, the MCT Schoolhouse Trail Bridge over IL-111 will improve safety through the construction of infrastructure that will decrease the chances of automobile and pedestrian/bicyclist conflicts; and

WHEREAS, it has been determined to be in the best interest of the District to submit an application to this competitive grant process in Grants.gov, in order to obtain discretionary grant funds in the amount of seven million, three hundred eighteen thousand dollars (\$7,318,000) to construct the MCT Schoolhouse Trail Bridge over IL-111.

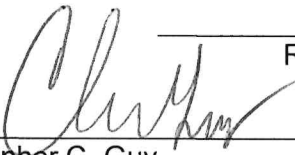
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. Madison County Mass Transit District submit an application in Grants.gov in order to obtain seven million, three hundred eighteen thousand dollars (\$7,318,000) of FY 2024 RAISE grant funds to assist with the implementation of the MCT Schoolhouse Trail Bridge over IL-111 project.
2. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.
3. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, 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 twenty-fifth day of January 2024.



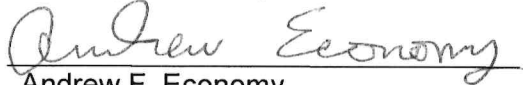
Ronald L. Jedda, Chairman



Christopher C. Guy



Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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.

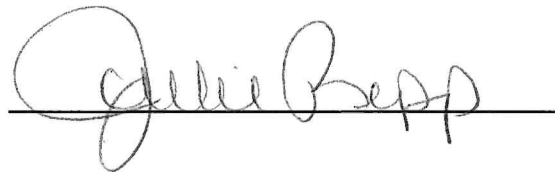
I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

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

1. Madison County Mass Transit District submit an application in Grants.gov in order to obtain seven million, three hundred eighteen thousand dollars (\$7,318,000) of FY 2024 RAISE grant funds to assist with the implementation of the MCT Schoolhouse Trail Bridge over IL-111 project.
2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, 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 January 2024.



RESOLUTION 24-34

**APPROVAL TO AWARD CONTRACTS FOR
RIDEFINDERS VEHICLES**

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, new ridesharing vehicles are needed for the St. Louis regional ridesharing program to replace 12- and 15- passenger vehicles that have exceeded their useful life; and,


WHEREAS, in order to purchase ridesharing vehicles to meet the needs of the RideFinders program, and ensure compliance with the District's Procurement Policy and FTA's grant funding requirements, a purchasing approach is needed in order to place vehicle orders promptly before the available vehicles are otherwise sold off the lot and/or the manufacturer's order bank is closed; and,

WHEREAS, Congestion Mitigation and Air Quality (CMAQ) grants for ridesharing vehicles are funded at 100%, requiring no local match by the District.

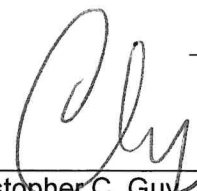
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. Contract(s) for the purchase of up to six (6) 12- and/or 15-passenger vehicles be awarded through October 31, 2024, in the cumulative amount not to exceed three hundred sixty thousand dollars (\$360,000), to vendors with available, soon to be available, or state awarded joint purchasing contracts, provided that all applicable procurement and purchasing requirements are adhered to.
2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. 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 contracts, 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.

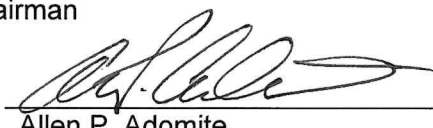
ADOPTED by the Madison County Mass Transit District, Madison County, Illinois, on this twenty-fifth day of January 2024.



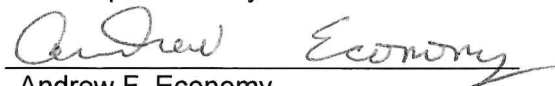
Ronald L. Jedda, Chairman



Christopher C. Guy




Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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, January 25, 2024, 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.

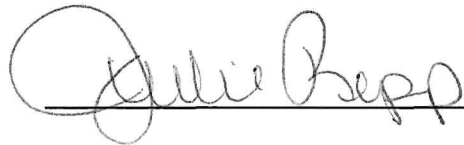
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. Contract(s) for the purchase of up to six (6) 12- and/or 15-passenger vehicles be awarded through October 31, 2024, in the cumulative amount not to exceed three hundred sixty thousand dollars (\$360,000), to vendors with available, soon to be available, or state awarded joint purchasing contracts, provided that all applicable procurement and purchasing requirements are adhered to.

2. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. 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 contracts, 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 2024.



RESOLUTION 24-35

AUTHORIZING THE FILING OF APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION FOR SECTION 5307, SECTION 5339, AND CMAQ GRANT FUNDS FOR VARIOUS TRANSIT RELATED PROJECTS AND ASSOCIATED PROCUREMENT ACTIONS

WHEREAS, the Madison County Mass Transit District (District) has the responsibility to operate and maintain mass transit as a public service for the welfare of the residents of the District and the vitality of Madison County, Illinois; and,

WHEREAS, the District applied for and was awarded Buses and Bus Facilities Section 5339 funds for the replacement of seven 40-foot heavy-duty buses in the amount of two million seven hundred thousand dollars (\$2,700,000) in FY2021, and one million eighty thousand dollars (\$1,080,000) in FY2023; and,

WHEREAS, Federal Transit Administration (FTA) Section 5307 formula grant funds have been appropriated and are available for use by the District for eligible activities, and it has been determined to be in the best interest of the District to approve the obligation of up to three million, one hundred twenty-six thousand, nine hundred fifty-two dollars (\$3,126,952) of FTA Section 5307 funds for various transit related projects, as illustrated in Attachment A, "Proposed Obligation of Federal Section 5307".

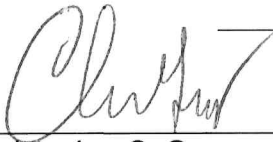


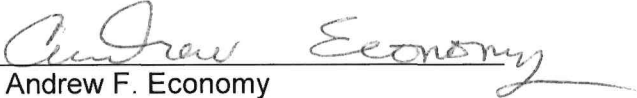
WHEREAS, the District applied for and was awarded Congestion Mitigation Air Quality (CMAQ) funds for replacement of vehicles in RideFinders, the St. Louis Regional Commuter Rideshare Program, in the amount of one hundred three thousand two hundred dollars (\$103,200) from Missouri, and twenty-five thousand eight hundred dollars (\$25,800) from Illinois; CMAQ for ridesharing vehicles are funded at 100%.

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

1. Madison County Mass Transit District file an application with the Federal Transit Administration in order to obligate Section 5339 funds for the replacement of seven 40-foot heavy-duty buses in the amount of three million, seven hundred eighty thousand dollars (\$3,780,000).
2. Madison County Mass Transit District file an application with the Federal Transit Administration to obligate up to three million, one hundred twenty-six thousand, nine hundred fifty-two dollars (\$3,126,952) of Federal Transit Administration Section 5307 formula grant funds for the projects illustrated in Attachment A, "Proposed Obligation of Federal Section 5307".
3. Madison County Mass Transit District file an application or amend an active grant with the Federal Transit Administration to obligate up to one hundred twenty-nine thousand dollars (\$129,000) of CMAQ funds for the replacement of ridesharing vehicles used in the RideFinders program.
4. The Madison County Mass Transit District adjust the Assigned Fund Balance to equal the local match portion of the projects.
5. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.

6. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the filing of said grant application and to execute, complete, administer, and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments, modifications, and/or revisions, on behalf of and in a manner most beneficial to the District.

ADOPTED by the Madison County Mass Transit District, Madison County, Illinois, on the twenty-fifth day of January 2024.

 _____ Christopher C. Guy	 _____ Ronald L. Jedda, Chairman	 _____ Allen P. Adomite
 _____ Andrew F. Economy		

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

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

1. Madison County Mass Transit District file an application with the Federal Transit Administration in order to obligate Section 5339 funds for the replacement of seven 40-foot heavy-duty buses in the amount of three million, seven hundred eighty thousand dollars (\$3,780,000).
2. Madison County Mass Transit District file an application with the Federal Transit Administration to obligate up to three million, one hundred twenty-six thousand, nine hundred fifty-two dollars (\$3,126,952) of Federal Transit Administration Section 5307 formula grant funds for the projects illustrated in Attachment A, "Proposed Obligation of Federal Section 5307".
3. Madison County Mass Transit District file an application or amend an active grant with the Federal Transit Administration to obligate up to one hundred twenty-nine thousand dollars (\$129,000) of CMAQ funds for the replacement of ridesharing vehicles used in the RideFinders program.
4. The Madison County Mass Transit District adjust the Assigned Fund Balance to equal the local match portion of the projects.
5. The Madison County Mass Transit District Capital Budget line items be adjusted by an amount equivalent to the approved grant award revenues and project costs.
6. Ronald L. Jedda, Chairman, Christopher C. Guy, Vice Chairman, and/or Steven J. Morrison, Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the filing of said grant application and to execute, complete, administer, and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments, modifications, and/or revisions, on behalf of and in a manner most beneficial to the 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 January 2024.



Handwritten signature of Julie Bepp, Secretary of the Madison County Mass Transit District, written over a horizontal line.

Madison County Transit
Proposed Obligation of Federal Section 5307
as of 1/18/2024

Attachment A

Project	Funding Source	Federal	Local	Total
Security projects - Comprehensive Facilities video at stations	5307	800,000	200,000	1,000,000
Bus stop improvements and shelters	5307	80,000	20,000	100,000
Support vehicles (22 EV driver relief vehicles)	5307	880,000	220,000	1,100,000
Support vehicles (3 road supervisor)	5307	120,000	30,000	150,000
Support vehicles (utility truck & grounds truck)	5307	97,604	24,402	122,006
Support vehicle (Service truck)	5307	103,589	25,897	129,486
New admin building FF&E	5307	458,224	114,556	572,780
Inground Vehicle Lift Replacement (bldg 1)	5307	200,000	50,000	250,000
Fueling station	5307	320,000	80,000	400,000
Project administration	5307	67,535	16,883	84,418
Totals		3,126,952	781,738	3,908,690
		<u>0</u>		
		FY2019	3,126,952	
		FY2020	(0)	

RESOLUTION 24-36

**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 (DBE) Program pursuant to 49 CFR Part 26; and,

WHEREAS, the current DBE Program was approved by the District's board on March 25, 2021; and,

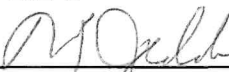
WHEREAS, the District has made significant changes and updates to its DBE Program; and,

WHEREAS, the District is required to submit any significant changes to the DBE Program to the Federal Transit Administration (FTA) for approval.

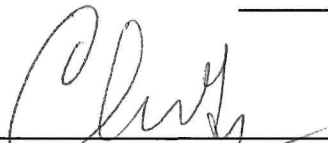
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. The Madison County Mass Transit District hereby approves the Madison County Mass Transit District's Disadvantaged Business Enterprise Program, revised January 2024, as attached.
2. Steven J. Morrison, Managing Director of Madison County Mass Transit District, and Miriam Bell, Grants Coordinator, of the Agency for Community Transit, are authorized to file the updated Madison County Mass Transit District's Disadvantaged Business Enterprise Program with the Federal Transit Administration.
3. Steven J. 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 January 2024.



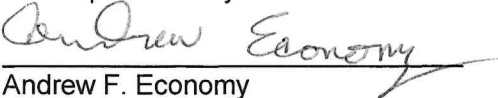
Ronald L. Jedda, Chairman



Christopher C. Guy




Allen P. Adomite



Andrew F. Economy

APPROVED as to Form:



Legal Counsel

CERTIFICATE

I, Julie Repp, 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.

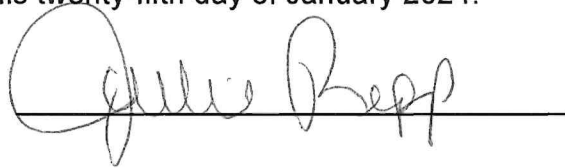
I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, January 25, 2024, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District 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 January 2024, as attached.
2. Steven J. Morrison, Managing Director of Madison County Mass Transit District, and Miriam Bell, Grants Coordinator, of the Agency for Community Transit, are authorized to file the updated Madison County Mass Transit District's Disadvantaged Business Enterprise Program with the Federal Transit Administration.
3. Steven J. 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 January 2024.

A handwritten signature in cursive script, reading "Julie Repp", is written over a solid horizontal line.

**Madison County Mass Transit District
Granite City, Illinois**

Disadvantaged Business Enterprise Program

Revised January 2024

TABLE OF CONTENTS

POLICY STATEMENT	4
SUBPART A – GENERAL REQUIREMENTS	5
Section 26.1 Objectives	5
Section 26.3 Applicability	5
Section 26.5 Definitions of Terms	5
Section 26.7 Non-Discrimination Requirements	6
Section 26.11 Record Keeping Requirements	6
Section 26.13 Federal Financial Assistance Agreement	6
SUBPART B – ADMINISTRATIVE REQUIREMENTS	8
Section 26.23 DBE Program Updates	8
Section 26.23 Policy Statement	8
Section 26.25 DBE Liaison Officer (DBELO)	8
Section 26.27 DBE Financial Institutions	9
Section 26.29 Prompt Payment Mechanisms	10
Section 26.31 DBE Directory	10
Section 26.33 Overconcentration	10
Section 26.35 Business Development Programs	10
Section 26.37 Monitoring and Enforcement Mechanisms	10
Section 26.39 Fostering Small Business Participation	11
SUBPART C – GOALS, GOOD FAITH EFFORTS, AND COUNTING	13
Section 26.43 Set-asides or Quotas	13
Section 26.45 Overall Goals	13
26.45(g) Publication of DBE Overall Goal	14
Section 26.49 Transit Vehicle Manufacturers Goals	14

Section 26.51(a-c) Breakout of Estimated Race-Neutral & Race-Conscious Participation	14
Section 26.51(d-g) Contract Goals	14
Section 26.53 Good Faith Efforts Procedures	15
Section 26.55 Counting DBE Participation	16
SUBPART D – CERTIFICATION STANDARDS	18
Section 26.61-26.73 Certification Process	18
SUBPART F – COMPLIANCE AND ENFORCEMENT	19
Section 26.109 Information, Confidentiality, Cooperation	19
ATTACHMENT A	20
SIGNED POLICY STATEMENT	20
ATTACHMENT B	21
ORGANIZATIONAL CHART	21
ATTACHMENT C	22
SAMPLE FORMS	22
ATTACHMENT D	23
REQUIRED CONTRACT CLAUSES	23

Section 26.2 POLICY STATEMENT

The Madison County Mass Transit District (MCT) has established a Disadvantaged Business Enterprise (DBE) Program in accordance with 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 Department of Transportation (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 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.

Miriam Bell, Grants Coordinator, is the delegated DBE Liaison Officer (DBELO). In this capacity, Ms. Bell, 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 MCT trustees, 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.

SUBPART A – General Requirements

Section 26.1 Objectives

The objectives are found in the policy statement on the page 4 of this program.

Section 26.3 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 49 CFR §26 and this DBE Program with respect to DOT-assisted contracts, 49 CFR §26 shall prevail.

Section 26.5 Definitions of Terms

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.

Disadvantaged Business Enterprise (DBE) 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.

Good Faith Efforts 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.

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

Race-Neutral 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.

Recipient 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.

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

Small Business Concern 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.

Section 26.7 Non-Discrimination Requirements

MCT will 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 49 CFR §26 on the basis of race, color, sex, or national origin.

In administering its 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 accomplishments of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Section 26.11 Record Keeping Requirements

Reporting to DOT [26.11(b)]

MCT will report DBE participating on a semi-annual basis using DOT Form 4630. These reports will reflect payments actually made to DBEs on DOT-assisted contracts.

Bidders List [26.11(c)]:

MCT will create a bidders list, consisting of information about all DBE and non-DBE firms that bid or quote on DOT-assisted contracts. The purpose of this requirement is to allow use of the bidders list approach to calculating overall goals. The bidders list will include the name, address, DBE or non-DBE status, age of firm, and annual gross receipts of firm. 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.

Section 26.13 Federal Financial Assistance Agreement

Assurance [26.13(a)]

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 will 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 49CFR§ part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementations of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to MCT of its failure to carry out its approved program, the Department may impose sanctions as provided for under 49 CFR §26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.)

Contract Assurance [26.13(b)]

MCT will ensure that the following clause is placed in every DOT-assisted contract and subcontract:

The contractor, sub-recipient, or subcontractor 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 other remedy as MCT deems appropriate.

SUBPART B – Administrative Requirements

Section 26.23 DBE Program Updates

Since MCT is an FTA recipient receiving planning, capital, and/or operating assistance who will award prime contracts (excluding transit vehicle purchases) the cumulative total value of which exceeds \$250,000 in FTA funds in a Federal fiscal year, MCT will continue to carry out this program until all funds from DOT have been expended. MCT will provide updates to DOT if any significant changes are made to the program.

Section 26.23 Policy Statement

The Policy Statement is elaborated on the fourth page of this program. The DBELO distributes copies of the DBE Policy Statement signed and dated by the Managing Director to MCT trustees, directors, managers, supervisors, and procurement personnel, and is conspicuously posted in the workplace for the information of other employees and visitors. Additionally, the signed DBE Policy Statement is distributed 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.

Section 26.25 DBE Liaison Officer (DBELO)

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.

Miriam Bell, Grants Coordinator, 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:

Miriam Bell
Grants Coordinator
Madison County Mass Transit District
1 Transit Way
Pontoon Beach, Illinois 62040
Telephone: (618) 797-4600
e-mail: DBE@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:

- Gather and report statistical data and other information as required by DOT.
- Work with MCT department heads and the Managing Director to establish overall annual DBE goals.
- Ensure that bid notices and requests for proposals are available to DBEs in a timely manner.
- Identify upcoming procurement and contracting activities and ensure that appropriate DBE goals are included in solicitations (both race neutral methods and contract specific goals attainment and identifies ways to improve process).
- Participate in pre-bid Meetings,
- Participate in DBE training seminars.
- 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.
- Analyze MCT's 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.

Section 26.27 DBE Financial Institutions

It is the policy of MCT to investigate the full extent of services offered by financial institutions owned and controlled by social and economically disadvantaged individuals in the community to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contracts to make use of the institutions.

MCT is not aware of any bank in Southwestern Illinois currently qualified as a DBE. 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.

Section 26.29 Prompt Payment Mechanisms

MCT will include the following clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contracts no later than thirty (30) days from the receipt of each payment the prime contract receives from MCT. The prime contractor agrees further to return retainage payments to each subcontractors within thirty (30) days after the subcontractor's work is 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 subcontracts and can be found in Attachment D.

Section 26.31 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 lists the firm's name, address, phone number, date of most recent certification, and type of work for which a firm is eligible to be certified by using the most specific NAICS code available to describe each type of work. This list can be found on the IDOT website at: <https://idot.illinois.gov/doing-business/certifications/dbe/il-ucp/illinois-ucp-directory.html>.

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.

Section 26.33 Overconcentration

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

Section 26.35 Business Development Programs

MCT has not established a business development program.

Section 26.37 Monitoring and Enforcement Mechanisms

MCT will take the following monitoring and enforcement mechanisms to ensure compliance with 49 CFR §26:

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 Federal 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 §31; or Prosecution pursuant to 18 USC 1001.

MCT has monitoring and enforcement mechanisms to verify that work committed to DBEs at contract award is actually performed by the DBEs. This will be accomplished with the following actions:

1. 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.
2. 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.
3. 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.

Examples of forms utilized for monitoring and enforcement purposes are included as Attachment C.

Section 26.39 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 businesses 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 DBEs 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 DBEs, 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.

SUBPART C – Goals, Good Faith Efforts, and Counting

Section 26.43 Set-asides or Quotas

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

Section 26.45 Overall Goals

In accordance with section 26.45(f), MCT will submit its overall goal to DOT by the date of submission determined by FTA administration. 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. Step One-Determination of Base Figure

MCT's Geographic 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.

Base Figure Methodology

The first step of the DBE goal setting process is to calculate the relative availability of DBE firms among all firms (DBEs and non-DBEs), based off MCT's defined market area, that are ready, able, and willing to perform based off applicable work categories, as classified by North American Industry Classification System (NAICS) codes, that MCT anticipates awarding during the goal-setting period. 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 during the three year goal period.

To determine the numerator, MCT tallied the number of DBEs listed under the relevant NAICS codes for MCT's defined market area utilizing IDOT's Unified Certification Program Directory (<https://webapps.dot.illinois.gov/UCP/ExternalSearch>). IDOT is the certifying DBE agent for MCT. To determine the denominator, MCT sourced the most current County Business Pattern data for each NAICS code from the U.S. Census Bureau website (<https://data.census.gov>) and utilized the same NAICS codes to tally the number of all firms in MCT's defined market area.

2. Step Two-Adjustment of the Base Figure for the Overall Goal

To determine the numerator, MCT tallied the number of DBEs listed under the relevant NAICS codes for MCT's defined market area utilizing IDOT's Unified Certification Program Directory (<https://webapps.dot.illinois.gov/UCP/ExternalSearch>). IDOT is the certifying DBE agent for MCT. To determine the denominator, MCT sourced the most

current County Business Pattern data for each NAICS code from the U.S. Census Bureau website (<https://data.census.gov>) and utilized the same NAICS codes to tally the number of all firms in MCT's defined market area.

26.45(g) Publication of DBE Overall Goal

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.

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.

Section 26.49 Transit Vehicle Manufacturers Goals

MCT will require each transit vehicle manufacturer (TVM), as a condition of being authorized to bid or propose on DOT-assisted transit vehicle procurements, to certify that it has complied with the requirements of this section. Alternatively, MCT may, at its discretion and with FTA approval, establish project specific goals for DBE participation in the procurement in lieu of the TVM complying with this element of the program.

Section 26.51(a-c) Breakout of Estimated Race-Neutral & Race-Conscious Participation

Though MCT would prefer to meet its entire DBE goal through race/gender neutral methods, it should be noted that MCT's past DBE participation has been realized through a combination of race/gender neutral and race/gender conscious methods. MCT sets the overall goal and establishes the breakout of race-neutral and race-conscious participation through evaluation of trends over the prior goal period.

Section 26.51(d-g) Contract Goals

MCT will use contract goals to meet any portion of the overall goal as MCT does not project being able to meet using race-neutral means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the overall goal that is not projected to be met through the use

of race-neutral means.

MCT will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. MCT need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract.

MCT will express the contract goals as a percentage of the project cost of a DOT-assisted contract.

Section 26.53 Good Faith Efforts Procedures

The obligation of the bidder is to make good faith efforts. The bidder can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts. Examples of good faith efforts are found in Appendix A to 49 CFR §26.

Demonstration of good faith efforts [26.53(a) & (c)]

The obligation of the bidder is to make good faith efforts. The bidder can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts. Examples of good faith efforts are found in Appendix A to 49 CFR §26. The DBELO is responsible for determining whether a bidder who has not met the contract goal has documented sufficient good faith efforts to be regarded as responsive.

MCT will ensure that all information is complete and accurate and adequately documents the bidder's good faith efforts before MCT commits to the performance of the contract by the bidder.

Information to be submitted [26.53(b)]

MCT treats bidders compliance with good faith efforts' requirements as a matter of responsiveness. Each solicitation for which a contract goal has been established will require the bidders to submit the following information:

- The names and addresses of the DBE firms that will participate in the contract;
- A description of the work that each DBE will perform;
- The dollar amount of the participation of each DBE firm participating;
- Written and signed confirmation of commitment to use the DBE subcontractor whose participation it submits to meet the contract goal;
- Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractors commitment and;
- If the contract goal is not met, evidence of good faith efforts.

Administrative reconsideration [26.53(d)]

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:

MCT Managing Director
1 Transit Way
Pontoon Beach, IL 62040

618.797.4600
managingdirector@mct.org

The Managing Director will not have 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. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

Good Faith efforts when a DBE is replaced on a contract [26.53(f)]

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.

Section 26.55 Counting DBE Participation

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.

- 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.

- 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.
- 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.
- 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 contract. Credit will be given for the following:
 - 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.
 - 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.
 - 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.
- DBE as a material supplier:
 - 60 percent goal credit for the cost of the materials or supplies purchased from a DBE regular dealer.
 - 100 percent goal credit for the cost of materials or supplies obtained from a DBE manufacturer.
 - 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.

SUBPART D – Certification Standards

Section 26.61-26.73 Certification Process

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.

SUBPART F – Compliance and Enforcement

Section 26.109 Information, Confidentiality, Cooperation

MCT will safeguard from disclosing to third parties information that may reasonably be regarded as confidential business information, consistent with Federal, state, and local law.

MCT is not authorized to certify DBEs and as such, does not collect or retain personal net worth documents.

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 subcontracts.

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 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 Department of Transportation (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 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.

Miriam Bell, Grants Coordinator, is the delegated DBE Liaison Officer (DBELO). In this capacity, Ms. Bell, 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 MCT trustees, 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.

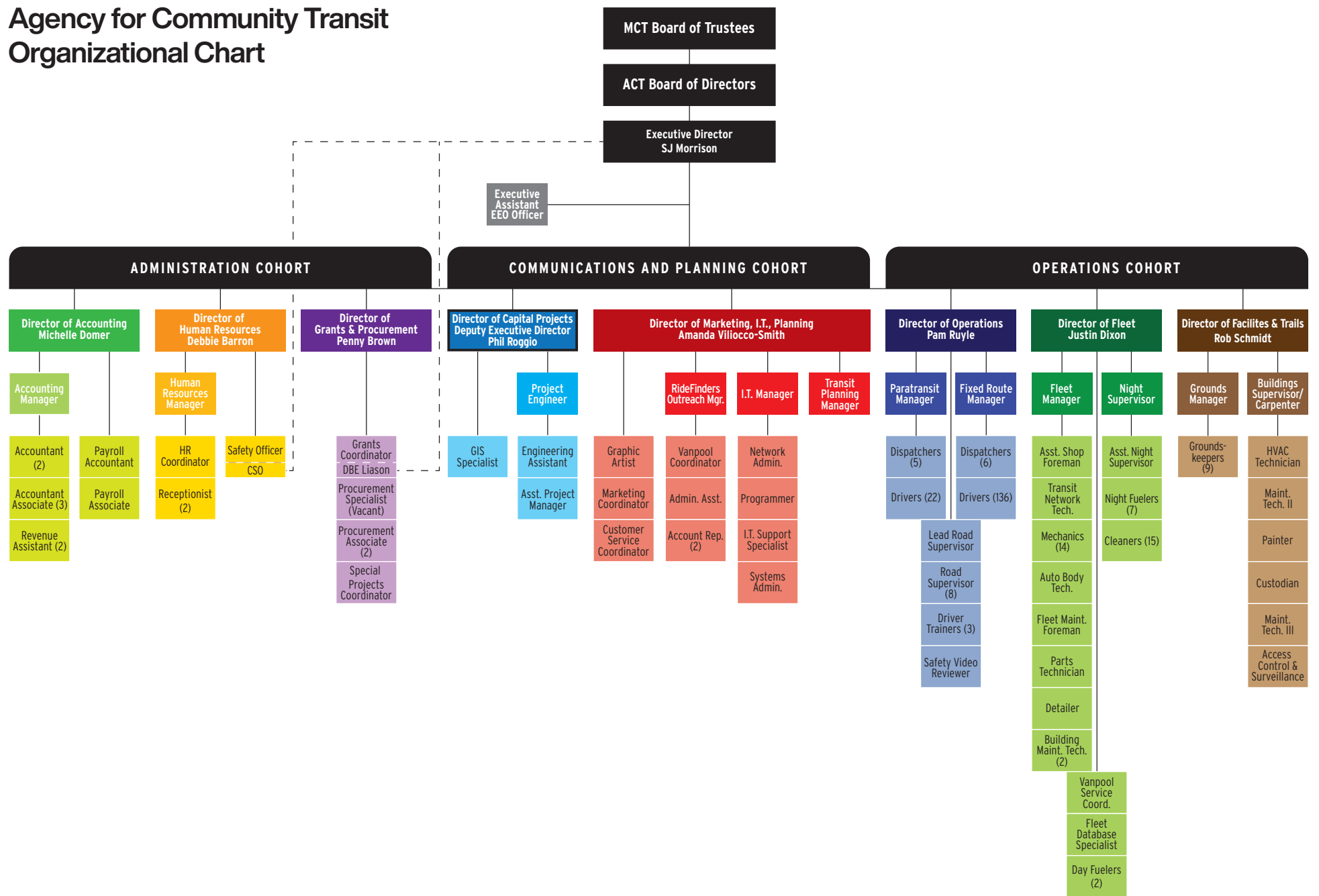

Steven J. Morrison
Managing Director

1/25/2024
Date

Attachment B

ORGANIZATIONAL CHART

Agency for Community Transit Organizational Chart



Attachment C

SAMPLE FORMS

Bid Submittal Form

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 subcontractor One Unknown Ave. MCT Village, IL 0000 (123) 456-7890	22 years	DBE	<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input checked="" type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil	238140 - masonry work	\$ x,xxx.xx
1.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
2.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
3.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
4.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
5.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
6.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
7.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
8.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
9.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		
10.			<input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> \$1 mil to \$2 mil <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> above \$5 mil		

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

Bid Submittal Form

DBE PARTICIPATION STATEMENT

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: _____ Contact number: _____

Address: _____ Contact person: _____

_____ Age of firm: _____

E-Mail address: _____

Ethnic Classification: <input type="checkbox"/> Black American <input type="checkbox"/> Asian Pacific American <input type="checkbox"/> Native American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Non-Minority <input type="checkbox"/> Non-Minority <input type="checkbox"/> Native American <input type="checkbox"/> Subcontinent Asian American	Gross Receipts: <input type="checkbox"/> under \$500,000 <input type="checkbox"/> \$2 mil to \$5 mil <input type="checkbox"/> \$500,000 to \$1 mil <input type="checkbox"/> above \$5 mil <input type="checkbox"/> \$1 mil to \$2 mil
---	--

b) Work

Please indicate: Joint Venture Manufacturer Supplier (60%) Subcontractor Trucking

Pay Item No.	NAICS Code	Description 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

Title

Title

Date

Date

OFFICE USE ONLY

IL UCP Directory: yes / no

NAICS code(s): _____

Reviewed by: _____ 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]

Bid Submittal Form

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:		<i>Street</i>	<i>City</i>
		<i>County</i>	
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 County Transit 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 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 Amount

Payment made by: _____
Name of Contractor

Name of DBE Firm Paid: _____

Payment to DBE: _____ \$ _____
Date Amount

This is the final payment to the above named DBE firm.

Yes No

I certify that the information is true and accurate to the best of my knowledge.

Payor's Signature

Date

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: _____ To: _____
 Reporting Period: _____
 Prime Contractor: _____
 MCT Project: _____

Base Bid: _____
 Total Change Orders: _____
 Contract Total: _____

DBE Project Goal %: _____
 DBE Commitment %: _____
 DBE Attainment %: _____

A	B	C	D	E	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 <small>(Column C + Column D)</small>	Balance Due <small>(Column B - Column E)</small>	DBE Attainment % <small>(Column E / Contract Total)</small>
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
Totals						

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 document 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: _____

MCT Project Number: _____

A	B	C	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						

Attachment D

REQUIRED CONTRACT CLAUSES

Required Contract 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:

Policy

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.