



NOTICE OF COMMISSION MEETING AND AGENDA
DES MOINES AREA REGIONAL TRANSIT AUTHORITY
DART MULTIMODAL ROOM, 620 CHERRY STREET
JUNE 5, 2018 – 12:00 PM



	Page #
1. CALL TO ORDER	
2. ROLL CALL AND ESTABLISHMENT OF QUORUM	
3. NOTICE OF MEETING	
4. APPROVAL OF JUNE 5, 2018 AGENDA	
5. PUBLIC COMMENT (Limit 3 minutes)	
6. TRANSIT RIDERS ADVISORY COMMITTEE	
7. RETIREMENT RECOGNITION – TONEY JENKINS 20 YEARS OF SERVICE	
8. PRESENTATION	
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C. Participating Community Status of Withdrawal Cities	8
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14. COMMISSIONER ITEMS	
14. NEXT MEETING: Regular DART Meeting - Tuesday, July 10, 2018 – 12:00 P.M.	
15. ADJOURN	

Language, visual, hearing and transportation services are available at meetings upon request. For requests, please call DART at 515.283.8100 at least 48 hours in advance of the meeting.



DISCUSSION ITEM



8A:	Greater Des Moines Leadership Institute Project on Transportation for New Iowans and Refugees
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Staff Resource: Amanda Wanke, Chief External Affairs Officer

- Representatives from the Greater Des Moines Leadership Institute's (GDMLI) Community Leadership Program's (CLP) "Welcome Wagon" class project will present their recommendations for how to make public transportation easier for refugees and immigrants to access.



**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
620 CHERRY STREET – DES MOINES, IOWA 50309
MAY 1, 2018**



ROLL CALL

Commissioners/Alternates Present and Voting:

Vern Willey, Gary Lorenz, Doug Elrod, Michael McCoy, Josh Mandelbaum, Michael Just, Jeremy Hamp, Paula Dierenfeld, Sara Kurovski, Angela Connolly, Tom Gayman, Steve Gaer and Zac-Bales Henry

Commissioners Absent:

Frank Cownie, John Hathaway, Drew Merrifield, Mike Backous, Dean Brand, Jason Morse and Gerald Lane

CALL TO ORDER

Tom Gayman, Chair, called the meeting to order at 12:00 p.m. Roll call was taken and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Tom Gayman, Chair requested a motion to approve the agenda as presented.

It was moved by Vern Willey and seconded by Sara Kurovski to approve the May 1, 2018 agenda. The motion carried unanimously.

PUBLIC COMMENT

None

PRESENTATION/DISCUSSION

6A – Vision Process SWOT Analysis

Scott Raecker, Director of The Robert D. and Billie Ray Center at Drake presented the results of the SWOT that was completed with the DART Management Team. This included future goals for the organization as well as reviewing the preliminary Commission themes in preparation for the May 18 Vision Workshop. The DART Environmental Analysis was handed out. A report to inform the discussion of the upcoming Workshop on May 18. Mr. Raecker encouraged reviewing prior the workshop.

CONSENT ITEMS

7A – Commission Meeting Minutes – April 3, 2018

7B – DART Annual Health Insurance Renewal

Note: An updated copy of the consent item was provided at the meeting to recognize the updated 0.1% change since the original commission packet was emailed out.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – MAY 1, 2018**



7C – DART Annual Workers Compensation Insurance Renewal

It was moved by Sara Kurovski and seconded by Angela Connolly to approve of consent items as presented. The motion carried unanimously.

ACTION ITEMS

8A – Bus Shelter Installation Services Contract

Mike Tiedens, Procurement Manager presented the background and procurement process for the bus shelter installation services agreement. Information was provided about the preferred company, Southeast Contractors, Inc.

It was moved by Vern Willey and seconded by Sara Kurovski to approve a contract with Southeast Contractors, Inc. for Bus Shelter Installation Services. The contract will be for one year with three one year options and the total Not to Exceed will be \$300,000. The motion carried unanimously.

8B – June 2018 Service Changes

Amanda Wanke, Chief Engagement Officer outlined the minor service change proposals for June, 2018 in addition to recognizing the withdrawal of the cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells and the removal of service to those communities.

It was moved by Angela Connolly and seconded by Sara Kurovski to approve the June 2018 Service Changes.

8C – August 2018 Service Changes

Amanda Wanke, Chief Engagement Officer reminded the Commission that each August DART implements a service change in order to make necessary route and/or schedule changes to improve service for customers. The proposed changes were presented as well as background into why these changes are being proposed. Public input was received through various meetings and a Title VI analysis was completed to evaluate how the proposed changes may affect low income and minority populations. Proposed changes included the implementation of the Route 50 Crosstown with 40-minute frequency from 5 a.m. to 11 p.m., minor route modifications to the Route 10 to better serve Pleasant Hill and expand coverage in Des Moines, adjustments in schedules to serve the new bell times for DMPS and major schedule improvements to better serve customers, effective August 19, 2018.

It was moved by Vern Willey and seconded by Sara Kurovski to approve the August service changes. The motion carried unanimously.

8D – March 2018 Financials

Tim Ruggles, Staff Accountant, provided a presentation on the March 2018 Financials. Fixed Route Operating revenue is 7.9% under budget projections. Operations expenses are 7.03% below budget projections year to date.

Paratransit Operating revenue is 23.4% lower than budget expectations. Operating expenses are currently showing budget savings of 7.88%.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – MAY 1, 2018**



Rideshare revenues were 5.02% below budget. Operating expenses are below budgetary expectations by 3.88%.

It was moved by Angela Connolly and seconded by Sara Kurovski to approve the March 2018 Financials. The motion carried unanimously.

DISCUSSION ITEMS

9A – 1100 DART Way Facilities Assessment

Tim Sanderson, Chief Operating Officer, gave brief history of the 1100 DART Way facility and introduced Todd Garner, Principal at Substance Architect who provided a presentation on the facilities and the findings of the recently completed facility assessment.

9B – Medicaid Update

Tim Sanderson, Chief Operating Officer, provided a background and financial impacts that DART is experiencing with the recent changes in the Medicaid transition.

9C – Quarterly Safety Report

Tim Sanderson, Chief Operating Officer, on behalf of Pat Daly, Safety Operations Manager, provided a presentation on the FY 2018 – Third Quarter Safety report.

9D - Performance Report – March, 2018

Elizabeth Presutti, CEO shared that the on-time performance for the month of March increased by 2% over last March which we are continually working to improve. Road calls are down by 87% compared to last March. This is due to having new vehicles for supervisors, which are experiencing less maintenance. We had one less weekday than last March, which had a definite impact on ridership. Overall, on the fixed route we were down by about 13,000 rides total. Year to date we are just shy of being down on ridership by 2% and we look at this picking up in April. YTD we are down 1.8% on ridership.

MONTHLY REPORTS

10A – Operations

No Update

10B – Engagement

Amanda Wanke, Chief Engagement Officer introduced Luis Montoya, Planning and Development Manager and shared that May is Veterans and bike users ride free month at DART. Promotions- bike month

10C – Procurement

No Update

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – MAY 1, 2018**



10D - Chief Executive Officer

Elizabeth Presutti, CEO shared that we recently went through the FTA Triennial review. The DART staff did a good job of preparing for the review and that their effort was appreciated. We will share the draft report with commission when received and will be working on the few minimal corrective actions. Updated the commission on that the July meeting will be on July 10 to observe the Holiday the week prior.

FUTURE AGENDA ITEMS

Friday, May 18th - DART Vision Commission Workshop

COMMISSIONER ITEMS

None

Chair, Tom Gayman adjourned the meeting at 1:34 p.m.

Chair

Clerk

Date

*****OFFICIAL NOTICE OF THE NEXT DART COMMISSION MEETING DATE IS HEREBY PUBLISHED:**

The next regular DART monthly Commission Meeting has been scheduled for June 5, 2018 at 12:00 pm in the DART Multimodal Room at 620 Cherry Street, Des Moines, Iowa.



CONSENT ITEM



9B: ICAP FY 2019 Renewal

Action: Approve the renewal with Iowa Communities Assurance Pool (ICAP) for Fiscal Year 2019 in the amount of \$842,800.

Staff Resource: Amber Dakan, Finance Manager

Background:

- DART entered into the ICAP risk pool on July 1st, 2015. This is the third renewal year of coverage.
- DART's policy includes: Liability (General, Automobile, Law Enforcement and Excess), Public Officials Wrongful Acts, Vehicle, Property, Equipment Breakdown, Crime, and Cyber Breach coverage.
- This year's renewal includes a \$15,000 budget for enhanced cyber security coverage. There have been no other changes in coverage, deductibles, or policy limits.
- The deductible remains at \$50,000 for our Fixed Route and Paratransit rolling stock as well as property/casualty claims. The deductible of \$10,000 for our Rideshare fleet also remains the same as the prior year.

Costs:

- Based on total pool performance in Property coverage, DART received a rebate for FY17 in the amount of \$12,500.
- DART's membership in the risk pool will vest in five years, making us eligible for additional rebates in future years.
- Renewal for FY19 includes a base rate of \$827,800 plus increased coverage for cyber liabilities for a total cost of \$842,800.
- Total increase over the prior year is \$43,900, or 5.5%.
- ICAP's FY19 renewal amount was anticipated and therefore, within budget.

Recommendation:

- Approve the FY2019 ICAP renewal of \$842,800.



CONSENT ITEM



9C:	Cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells Participating Community Status
Action:	Approve the withdrawal of the Cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells as participating communities of DART effective July 1, 2018.

Staff Resource: *Jamie Schug, Chief Financial Officer*

Background:

- DART received notification from the cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells, requesting to withdraw from DART.
- Letters to all of DART's participating communities notifying them the cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells requests as well as letters to the cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells outlining DART's next steps were sent out in December, 2017.
- The table below illustrates each withdrawing communities pro rata share of the debt service due on the 2010 Limited Tax General Obligation Bonds and 2016 Bus Lease assuming a June 30, 2018 withdrawal date.

Community	Amount Due
Carlisle	\$53,062.84
Elkhart	\$7,226.30
Mitchellville	\$19,587.86
Polk City	\$79,290.72
Runnells	\$5,448.60
TOTAL	\$164,616.32

- The total debt service reserve for future debt obligations for the cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells is \$164,616.32.
 - The payments for Carlisle, Elkhart, Mitchellville and Polk City totaling \$159,167.72 was levied as property tax as part of the FY 2019 budget.
 - The payment for Runnells totaling \$5,448.60 was received in April 2018.
- The Commission approved the withdrawal of the cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells as participating communities of DART at the March 6, 2018 DART Commission meeting with the provision that the Cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells pay their share of outstanding DART liabilities.
- Due to the withdrawal of the Cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells, effective June 30, 2018, removal of DART's on-call services was approved by the DART Commission on May 6, 2018.

Recommendation:

- Approve the withdrawal of the Cities of Carlisle, Elkhart, Mitchellville, Polk City and Runnells as participating communities of DART effective July 1, 2018.



ACTION ITEM



10A: Housekeeping Services

Action: Approve a two (2) year contract with Marsden Building Maintenance for Housekeeping Services for the amount Not to Exceed \$575,000.00.

Staff Resource: Mike Tiedens, Procurement Manager

Background:

- DART is seeking a qualified firm to provide them housekeeping and cleaning services at DART Central Station and 1100 DART Way. The services will ensure the cleanliness and safety of the interior and exterior of the facility. Services include (but are not limited to):
 - Cleaning and maintenance of all surfaces, windows, and floors
 - Picking up trash and debris on DART property
 - Heavy cleaning of the administration areas during the evenings
 - Light cleaning throughout the day time hours
 - Periodic special needs and events
- Housekeeping Services were previously contracted to both facilities independently. The goal of this project to combine all services under one provider.
- The independent contracts were terminated in February 2018.
- DART has utilized temporary housekeeping services during the interim period until a long term contract could be awarded.

Procurement:

- DART conducted a Request for Proposals (RFP) the project. The RFP was published on February 7, 2018 and proposals were due on March 2, 2018.
- Two (2) proposals were received, and both were deemed responsive:
 - Marsden Bldg. Maintenance
 - Nationwide Office Care

Evaluation Summary:

- The scoring is as follows (on a 5 point scale):
 1. Marsden = 3.84
 2. Nationwide Office Care = 2.78

Marsden Building Maintenance Background:

- Have been in janitorial/custodial business since 1952.
- Focus on LEED certified facilities.
- Local customers include City of Des Moines, Des Moines Police Department, and Des Moines International Airport.



ACTION ITEM
10A: Housekeeping Services

Financial Proposal:

Item	Amount
Year 1	\$231,081
Year 2	\$235,702
Est. Consumables	\$62,400
Sub-Total (not incl. consumables)	\$466,783
Contingency (10%)	\$46,678
Total	\$575,862

Funding:

- Funding will come from budgeted operating funds.
- Annual pricing proposal is 13% above budgeted funds
- DART will identify savings in other service areas to make up the difference (Other Professional Services, Guard Services, Waste Removal Services, Outside Maintenance Services, etc.)

Recommendation:

- Approval of a two (2) year contract with Marsden Building Maintenance for Housekeeping Services for the amount Not to Exceed \$575,000.00.
 - Contract Pricing Summary:
 - 10% Contingency for Extra Services
 - Consumables
 - \$31,200 per year (estimate only)
 - \$62,400 estimate over 2 years



ACTION ITEM



10B:	Architecture and Engineering Services
Action:	Approve a five (5) year contract with Substance Architecture for Architectural and Engineering Consulting Services for the amount Not to Exceed \$2,500,000.

Staff Resource: *Mike Tiedens, Procurement Manager*

Background:

- DART is seeking a qualified contractor to provide architecture and engineering consulting services. The services will be task order / on call based and will support DART staff for specific projects as they arise.
- Services will include, but are not limited to:
 - Design / Architectural Services (Drawings and Specifications)
 - Environmental Consulting
 - Construction Management & Oversight
 - Facility Master Planning
 - Landscape Architecture
 - Special Inspections
 - Other
 - Engineering – Civil, Mechanical, Electrical, Structural, etc.
 - Cost Estimating
 - Traffic Engineering
 - Geotechnical Engineering
 - Disaster Analysis / Security
 - Public Art

Procurement:

- DART conducted a Request for Qualifications (RFQ) for the project. The RFQ was published on March 13, 2018 and proposals were due at 2:00 PM Central on April 20, 2018.
- A&E Services must be conducted and awarded using the Brooks Act
 - Award must be based on qualifications only and not price; price is negotiated after selecting the most qualified proposer
- 5 Proposals Received :
 - BBS
 - FEH
 - Leo Daly
 - Neumann Monson
 - Substance
- DART conducted on-site interviews with the top 3 finalists during the week of May 13, 2018:
 - FEH
 - Neumann Monson
 - Substance



ACTION ITEM

10B: Architecture and Engineering Services

Evaluation Summary:

- After on-site interviews were conducted and evaluations were completed, Substance Architecture had the highest score:
 1. Substance = 4.146
 2. Neumann Monson = 3.712
 3. FEH = 3.025
 4. BBS = 2.725
 5. Leo Daly = 2.647
- Differentiating factors for selecting Substance Architecture:
 - Strong team of subcontractors: WSP, IMEG, LT Leon, DCI, Genus, HNTB
 - Good depth and sound processes to handle the diverse workload; presented an excellent team
 - Innovative and realistic ideas
 - Focus on public art

Substance Architecture Background:

- Collaborative design practice established in Des Moines in 2005
- LEED Certified – 11 staff members
- Projects include: DART Central Station, 7th and Grand Mixed-Use Facility, Wells Fargo Corporate Campus (WDM), CAMBUS maintenance facility (Univ. of Iowa transit)

Funding:

- Funding will come from budgeted capital and operating funds as well as specific projects funded by grants.

Recommendation:

- Approve a five (5) year contract with Substance Architecture for Architectural and Engineering Consulting Services for the amount Not to Exceed \$2,500,000.
- DART staff to negotiate rates.



ACTION ITEM



10C: April FY2018 Consolidated Financial Report

Action: Approve the April FY2018 Consolidated Financial Report

Staff Resource: Amber Dakan, Finance Manager

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route Operating revenue is 9.93% under budget projections. School Funding, and Unlimited Access are meeting or exceeding budget while Cash Fares and fare pass media are under budget. Other Contracted Services were previously at budget but decreased slightly for the month of April.
- Fixed Route Non-Operating revenue is currently 3.56% above budget with timing of grant receipts and state funding .
- Paratransit Operating revenue is 24.64% lower than budget expectations. All three categories are lower than expected. Primarily, Other Contracted Services trips makes up the largest variance which is attributed to the ongoing changes with the Iowa Medicaid program.
- Paratransit Non-Operating revenue is 0.69% above budget.
- Rideshare revenues are 4.39% below budget. Rideshare revenue is continuing to climb monthly and is forecasted to meet budget expectations by year end.

Operating Expense:

- Fixed Route Budget Summary – Operating expenses are 7.41% below budget projections year to date. Fuel and Lubricants, Salaries, Wages & Fringes, and Insurance are seeing the largest savings.
- Paratransit Budget Summary – Operating expenses are currently showing budget savings of 8.31%. Fuel and Lubricants, Salaries, Wages & Fringes, and Equipment Repair Parts are the categories seeing the most savings.
- Rideshare Budget Summary – Rideshare expenses are below budgetary expectations by 4.35%. Salaries, Wages & Fringes, Miscellaneous Departmental Expenses, and Fuel & Lubricants are the three categories seeing the most savings.

Recommendation:

- Approve the April FY2018 Consolidated Financial Report.

**** TOTAL Un-Audited Performance of April FY2018 Year to Date as Compared to Budget:**

Fixed Route	\$	1,910,092	Reserve for Accidents (See Balance Sheet):
Paratransit	\$	(144,481)	\$274,836.67
Rideshare	\$	<u>(242)</u>	
Total	\$	1,765,368	

FY2018 Financials:

April 2018

FIXED ROUTE	April 2018			Year-To-Date-(10) Months Ending 04/30/2018		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	371,316	463,642	(92,326)	4,176,119	4,636,417	(460,298)
Non-Operating Revenue	2,444,182	1,848,126	596,056	19,139,684	18,481,257	658,428
Subtotal	2,815,498	2,311,767	503,731	23,315,803	23,117,673	198,129
Operating Expenses	2,035,568	2,311,767	276,199	21,405,711	23,117,673	1,711,962
Gain/(Loss)	779,930	-	779,930	1,910,092	-	1,910,092

PARATRANSIT	April 2018			Year-To-Date-(10) Months Ending 04/30/2018		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	96,538	150,983	(54,445)	1,137,742	1,509,833	(372,091)
Non-Operating Revenue	112,485	113,417	(931)	1,141,999	1,134,168	7,832
Subtotal	209,024	264,400	(55,377)	2,279,742	2,644,001	(364,259)
Operating Expenses	230,974	264,400	33,426	2,424,223	2,644,001	219,778
Gain/(Loss)	(21,951)	-	(21,951)	(144,481)	-	(144,481)

RIDESHARE	April 2018			Year-To-Date-(10) Months Ending 04/30/2018		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	70,825	68,792	2,033	657,743	687,917	(30,174)
Non-Operating Revenue	-	-	-	-	-	-
Subtotal	70,825	68,792	2,033	657,743	687,917	(30,174)
Operating Expenses	62,883	68,792	5,908	657,985	687,917	29,932
Gain/(Loss)	7,941	-	7,941	(242)	-	(242)



DISCUSSION ITEM



11A: Quarterly Investment Review

Staff Resource: Amber Dakan, Finance Manager

- DART began investing its reserve dollars in April, 2016 with the intent to maximize the value of our assets.
- DART completed its third quarter of Fiscal Year 2018 (January 1, 2018 - March 31, 2018) with \$3,674,838 in our investment portfolio.
- The current quarterly statement recognized \$19,031 in accrued income.
- Portfolio assets are invested in CDs maturing in the next year and a higher yield money market account. Rates vary but the combined yield was 1.58%.
- Attached within the packet is DART's Quarterly Investment Report for review.



MILES *Capital*

Investment Review

Des Moines Area Regional Transit Authority

Period: January 1, 2018 – March 31, 2018

1415 28th St., Suite 200 | West Des Moines, IA 50266 | 800.343.7084

Des Moines Area Regional Transit Authority

As of: March 31, 2018

Economic & Market Commentary:

There's a new period of volatility in the financial markets, but economic indicators across consumer and business sectors generally remain strong. The economy is starting to show the effects of new tax policies, consumer confidence is high, the housing market is strong, and retail spending is up. We are also beginning to see some effects on wage growth due to tighter labor markets, and first quarter profit growth is now anticipated to be up 17 percent from the 13 percent estimated at the beginning of January. However, volatility has clearly returned as both the equity and fixed income markets sold off for the quarter. Over the long term, fundamentals matter, but in the short term economic indicators and market performance do not always move in tandem. There are several potential risks to the economy; nevertheless, we remain positive that 2018 growth should remain strong both in the U.S. and overseas markets.

Strategy & Market Drivers:

Fixed income market returns were heavily influenced by Treasury interest rate movements for the first quarter of 2018. The Federal Reserve raised rates in March as the market anticipated by 25 basis points, but shorter and longer interest rates rose during the first quarter. The 2-year Treasury rose 39 basis points to 2.27 percent from 1.88, nearly a ten year high, and the 10-year Treasury rose 34 basis points to 2.74 percent from 2.40, which is the highest level in four years. The spread between the 2-year and 10-year notes flattened to under 50 basis points, which is a level not seen in over ten years. The Fed appears to be positioned to raise rates two to three additional times in 2018.

Outlook:

The spike in volatility in early 2018 signals a return to a normal environment after a very abnormal 2017, as investors shrugged off news stories last year that would normally have moved markets. History suggests that this volatility may continue, as corrections since 2009 have taken an average of 200 days to recover. There are still reasons to be optimistic for investors in 2018. Global GDP growth, consumer confidence, the housing market, and corporate earnings (projected to be 18.5 percent for the year) are all strong. A solid U.S. economic backdrop should continue to support strong fundamentals across fixed income and equity. However, those same forces should also promote higher inflation and a Federal Reserve that may continue to raise rates 2-3 more times in 2018. We expect modestly higher longer term rates over the remainder of 2018.

Des Moines Area Regional Transit Authority

As of: March 31, 2018

Portfolio Appraisal

Cusip/Ticker	Quantity	Security Name	Rating	Coupon	Maturity	Purchase Cost		Market Value		% of Assets	Estimated Annual Income	Yield
						Average Cost	Total Cost	Price	Value			
Short Term Liquidity												
Cash/Cash Equivalents												
GOIXX	647	FEDERATED GOVT OBLI FD-IS	NR	1.326		1.00	647	1.00	647	0.0	9	1.61
SA0004000	1,653,359	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	NR	1.900		100.00	1,653,359	100.00	1,653,359	45.2	31,414	1.93
CD1005783	245,000	BANK IOWA CD	NR	1.270	4/11/2018	100.00	245,000	100.00	245,000	6.7	3,112	1.26
CD1005791	756,801	STATE SAVINGS BANK CD	NR	1.200	4/12/2018	100.00	756,801	100.00	756,801	20.7	9,082	1.30
CD1005785	1,000,000	BANKERS TRUST CD	NR	1.280	11/9/2018	100.00	1,000,000	100.00	1,000,000	27.4	12,800	1.28
TOTAL Cash/Cash Equivalents							3,655,807		3,655,807	100.0	56,416	1.58
TOTAL PORTFOLIO							3,655,807		3,655,807			1.58
TOTAL ACCRUED INCOME											19,031	
TOTAL PORTFOLIO + ACCRUED INCOME											3,674,838	

Estimated Annual Yield (EAY) as shown is calculated using Yield to Maturity on Market Price (YTM) for fixed income securities and Current Yield for equity securities. Cost basis information should not be relied upon for tax purposes." DART Commission Agenda Packet - June 3, 2018

Des Moines Area Regional Transit Authority

As of: March 31, 2018

Portfolio Performance

TOTAL RETURN (%)	QTD	YTD	1-year	3-year	5-year	Since Inception*
(periods greater than 12 months annualized)						
Client Portfolio (Gross)	0.37	0.37	1.25	—	—	0.98
Client Portfolio (Net)	0.35	0.35	1.17	—	—	0.91

*Since Inception date: April 1, 2016

Periods greater than one year are annualized. Past performance is not indicative of future performance. All performance figures include dividends and income, but do not include management fees.

Des Moines Area Regional Transit Authority

As of: March 31, 2018

Account Activity Summary

Portfolio Value on 1/1/2018	\$7,364,388
Deposits/Withdrawals	(\$3,699,153)
Management Fees	(\$1,270)
Income	\$10,999
Appreciation	-
Change In Accrued Income	(\$126)
Portfolio Value on 3/31/2018	\$3,674,838

Purchases & Sales

Trade Date	Settle Date	Quantity	Security	Ticker	Unit Price	Amount
Short Term Liquidity						
Purchase						
01/01/2018	01/01/2018	6,740	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$6,739.92
01/02/2018	01/02/2018	1	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$1.08
01/12/2018	01/12/2018	2,282	STATE SAVINGS BANK CD	CD1005791	\$100.00	\$2,282.16
02/01/2018	02/01/2018	5,765	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$5,764.66
02/01/2018	02/01/2018	1	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$1.02
03/01/2018	03/01/2018	2,955	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$2,955.12
03/01/2018	03/01/2018	3	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$3.42
03/01/2018	03/01/2018	1	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$0.81
TOTAL Purchases						\$17,748.19
Sell						
01/08/2018	01/08/2018	1,400,000	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$1,400,000.00
01/25/2018	01/25/2018	183	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$183.46
02/09/2018	02/09/2018	2,300,000	FIRST NATIONAL BANK OMAHA (ICS) - SAVINGS	SA0004000	\$100.00	\$2,300,000.00
02/26/2018	02/26/2018	149	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$148.68
03/26/2018	03/26/2018	91	FEDERATED GOVT OBLI FD-IS	GOIXX	\$1.00	\$91.32
TOTAL Sales						\$3,700,423.46

Des Moines Area Regional Transit Authority

As of: March 31, 2018

Disclosures:

The information provided in these reports is confidential and intended for existing client use only. All information contained herein is believed to be correct, but accuracy cannot be guaranteed and should not be relied upon for legal or tax reporting purposes. These reports are not intended for clients to use as a replacement for custodial statements, which should be considered the official record. Miles Capital encourages clients to compare and verify the information in this report with the custodial statement.

All expressions of opinion and predictions in this report are subject to change without notice. This report is not intended to be nor should it be relied upon in any way as a forecast or guarantee of future events regarding a particular investment or the markets in general. The information in this document derived from sources other than Miles Capital is believed to be accurate and is not independently verified nor guaranteed to be accurate or valid. If shown in this report, security and portfolio level analytics with respect to fixed income portfolios are derived opinions and market assumptions made by Miles Capital. Some of the assumptions with respect to fixed income portfolios and the underlying investments include, but are not limited to, expected levels of volatility, prepayment rates, default rates and recovery rates of certain assets held in the portfolio. Future market experience may differ from these opinions and assumptions.

Past performance is not a guarantee of future results. As with all strategies, there is a risk of loss of all or portion of the amount invested.

No chart, graph or formula can by itself determine which securities an investor should buy or sell.

Cost Basis in this statement reflects estimated unrealized or realized gains or losses for informational purposes only. Cost basis information is not verified by Miles Capital and should not be relied upon for legal or tax purposes. This statement should not be used for tax preparation without assistance from a tax consultant. Miles Capital does not report capital gains or losses for securities to the IRS.

Estimated Annual Income (EAI), when available, is used in this report to reflect the amount a client would earn on a security if its current position and related income remained consistent for a year. EAI reflects only the income generated by an investment. It does not reflect changes in its price, which may fluctuate.

Estimated Annual Yield (EAY), when available, is used in this report to reflect the current EAI divided by the current value of the security as of the statement closing date.

EAI and EAY are estimates and the actual income and yield may be lower or higher than the estimated amounts. The information used to derive these estimates is obtained from various outside vendors; Miles Capital is not responsible for estimated annual income and yields which are either missing or incorrect.



DISCUSSION ITEM



11B: DART Vision Statement

Staff Resource: Elizabeth Presutti, Chief Executive Officer

- Staff has worked to formulate a vision statement based on the feedback received during the DART Commission Vision Workshop, which was held on May 18, 2018.
- Three draft options were presented to the Executive Committee at their meeting on May 25, 2018.
- Based on the preferred option of the DART Executive Committee, staff has continued to refine the vision statement, which will be presented at the DART Commission meeting.



DISCUSSION ITEM



11C: Mobility Coordinator Update and TRAC Recommendation

Staff Resource: Catlin Curry, Mobility Coordinator

- A presentation will be shown to the Commission on the recent community outreach programs DART has participated in as well as an update on the Transit Riders Advisory Committee.



System Summary Performance Report

April 2018

	October 2017	November 2017	December 2017	January 2018	February 2018	March 2018	April 2018	April 2017	April % Change FY18	FY18 April YTD	FY17 April YTD	YTD % Change FY18
Fixed Route												
Passengers	383,886	353,419	307,576	321,007	310,431	336,331	344,081	336,778	2.17%	3,543,197	3,626,612	(2.30%)
Mobile Ticketing Ridership	1,160	7,066	7,786	9,023	8,332	10,190	9,490	0	0.00%	53,565	0	0.00%
OTT Ridership	21,931	21,284	19,312	16,780	17,750	20,249	17,537	18,938	(7.40%)	193,929	193,564	0.19%
Unlimited Access Ridership	28,198	26,100	21,443	25,317	25,053	27,080	27,052	25,857	4.62%	261,635	275,706	(5.10%)
Bike Rack Usage	5,652	4,386	3,203	1,895	1,756	3,008	3,631	3,690	(1.60%)	43,201	44,626	(3.19%)
Passengers Per Revenue Hour	20.4	19.8	17.6	17.3	18.1	17.8	19.0	19.3	(1.59%)	19.3	19.7	(2.27%)
Average Passenger Trip Length	4.23	4.23	4.21	4.27	4.26	4.26	4.23	4.37	(3.19%)	4.26	4.37	(2.61%)
Complaints Per 100,000 Passengers	19.54	18.67	12.03	10.59	9.02	12.79	9.01	12.77	(29.44%)	14.22	11.00	29.29%
Commendations Per 100,000 Passengers	1.82	0.85	0.33	4.36	1.93	0.89	1.45	1.48	(2.13%)	1.86	1.82	2.35%
On-Time Performance	79.20%	83.23%	84.19%	85.02%	82.49%	86.85%	85.07%	83.33%	2.09%	82.32%	83.12%	(0.97%)
<u>Accident Frequency Rate by Service:</u>												
Preventable/100,000 Miles	2.73	2.52	1.85	0.35	3.75	2.75	2.12	1.11	91.10%	2.03	1.34	51.32%
Non-Preventable/100,000 Miles	0.68	1.08	1.11	1.39	3.00	2.06	1.06	1.48	(28.34%)	1.65	2.44	(32.47%)
<u>Maintenance:</u>												
Total Service Miles	292,939.7	277,902.1	270,461.1	288,119.7	266,477.3	291,030.2	282,659.7	270,068.3	4.66%	2,856,185.9	2,831,530.9	0.87%
Roadcalls/100,000 Miles	19.12	15.47	15.90	19.44	12.76	5.15	4.95	31.84	(84.45%)	19.01	36.20	(47.48%)
Active Vehicles In Fleet	123	123	123	123	123	123	123	127	(3.15%)	123	126	(2.30%)
Paratransit												
Passengers	9,586	8,417	7,772	8,329	7,543	8,850	8,642	8,813	(1.94%)	85,796	91,967	(6.71%)
Passengers Per Revenue Hour	2.4	2.3	2.3	2.2	2.2	2.2	2.3	2.4	(5.43%)	2.3	2.5	(9.43%)
Average Passenger Trip Length	8.86	8.89	8.88	8.95	8.99	8.88	8.86	8.87	(0.14%)	8.87	8.88	(0.14%)
Complaints Per 100,000 Passengers	83.46	83.17	193.00	180.09	159.09	90.40	57.86	147.51	(60.78%)	113.06	54.37	107.95%
Commendations Per 100,000 Passengers	0.00	0.00	0.00	12.01	26.51	22.60	0.00	34.04	(100.00%)	12.82	3.26	293.04%
On-Time Performance	82.33%	81.88%	84.18%	81.57%	82.43%	87.38%	84.49%	83.21%	1.54%	83.39%	91.02%	(8.38%)
<u>Accident Frequency Rate by Service:</u>												
Preventable/100,000 Miles	1.30	0.00	1.53	0.00	4.56	1.34	0.00	0.00	0.00%	0.97	1.95	(50.11%)
Non-Preventable/100,000 Miles	1.30	0.00	0.00	4.16	0.00	1.34	1.40	1.35	3.28%	1.11	1.39	(20.18%)
<u>Maintenance:</u>												
Total Service Miles	76,769.0	69,268.2	65,194.4	72,111.2	65,781.3	74,610.5	71,603.4	73,948.9	(3.17%)	720,761.4	719,185.1	0.22%
Roadcalls/100,000 Miles	5.21	10.11	12.27	4.16	9.12	5.36	1.40	12.17	(88.52%)	7.21	9.87	(26.92%)
Active Vehicles In Fleet	23	23	22	22	22	22	26	22	18.18%	23	22	4.52%
Rideshare												
Passengers	19,518	19,205	18,258	22,503	19,845	21,725	20,353	15,182	34.06%	194,531	156,681	24.16%
Passengers Per Revenue Hour	5.4	5.9	5.8	6.0	5.1	5.0	4.9	5.4	(8.61%)	5.4	5.2	3.87%
Rideshare Customers	657	684	713	732	707	694	691	564	22.52%	678	564	20.12%
Rideshare Vans In Circulation	95	97	97	100	99	97	98	85	15.29%	97	84	14.45%
Average Passenger Trip Length	38.40	38.07	38.37	38.51	38.67	37.92	37.90	39.44	(3.90%)	38.42	39.90	(3.72%)
Complaints Per 100,000 Passengers	0.00	0.00	0.00	4.44	0.00	0.00	0.00	0.00	0.00%	1.54	0.00	0.00%
Commendations Per 100,000 Passengers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	0.00%
<u>Accident Frequency Rate by Service:</u>												
Preventable/100,000 Miles	0.00	0.00	1.36	0.00	0.00	0.00	0.00	0.76	(100.00%)	0.13	0.22	(43.43%)
Non-Preventable/100,000 Miles	0.00	0.00	1.36	0.00	0.00	0.00	0.00	0.00	0.00%	0.13	0.15	(15.16%)
<u>Maintenance:</u>												
Total Service Miles	163,547.0	153,024.5	147,427.1	173,751.0	156,887.0	175,302.3	162,572.7	130,953.9	24.14%	1,580,851.6	1,341,434.7	17.85%
Active Vehicles In Fleet	109	109	107	107	106	106	106	108	(1.85%)	108	108	0.00%
System Total												
Farebox Recovery Ratio	22.75%	22.45%	19.83%	19.08%	22.09%	19.95%	21.24%	25.58%	(16.94%)	21.44%	25.97%	(17.44%)



System Performance Ridership Report

April 2018

	October 2017	November 2017	December 2017	January 2018	February 2018	March 2018	April 2018	April 2017	April % Change FY18	FY18 April YTD	FY17 April YTD	YTD % Change FY18
Fixed Route	383,886	353,419	307,576	321,007	310,431	336,331	344,081	336,778	2.17%	3,543,197	3,626,612	(2.30%)
1. Local:												
#1 - Fairgrounds	20,612	18,083	15,629	15,441	16,967	18,903	19,587	17,547	11.63%	405,103	412,506	(1.79%)
#3 - University	33,378	32,409	28,845	28,315	26,607	29,749	28,679	30,264	(5.24%)	300,372	325,662	(7.77%)
#4 - E. 14th	16,152	16,062	13,742	15,122	14,432	15,806	16,780	16,573	1.25%	154,551	166,659	(7.27%)
#5 - Franklin Ave	11,016	11,491	8,983	9,937	9,880	9,495	11,336	7,815	45.05%	93,766	79,435	18.04%
#6 - Indianola Ave	32,019	29,462	25,578	26,405	26,297	28,313	29,440	28,877	1.95%	273,906	291,869	(6.15%)
#7 - SW 9th St	41,572	37,205	33,108	33,939	31,380	33,711	34,136	34,273	(0.40%)	338,925	334,145	1.43%
#8 - Fleur Dr	6,084	5,692	4,176	4,473	5,033	4,442	5,372	5,618	(4.38%)	47,031	46,337	1.50%
#10 - East University	3,533	3,078	2,778	2,867	2,704	3,358	3,815	3,140	21.50%	30,267	15,223	98.82%
#11 - Ingersoll Ave	2,019	1,780	1,476	1,677	1,579	1,807	1,592	1,978	(19.51%)	17,479	21,087	(17.11%)
#13 - Evergreen/SE Park Ave	8,715	7,828	5,891	7,095	7,360	6,112	7,692	6,788	13.32%	62,359	60,538	3.01%
#14 - Beaver Ave	23,844	21,466	18,438	19,348	18,523	18,987	20,193	20,472	(1.36%)	195,115	198,108	(1.51%)
#15 - 6th Ave	28,820	26,546	23,306	23,037	21,951	22,475	24,613	23,682	3.93%	237,667	236,973	0.29%
#16 - Douglas Ave	38,225	36,228	31,591	32,908	32,377	35,623	36,285	35,961	0.90%	337,308	355,439	(5.10%)
#17 - Hubbell Ave	26,596	23,709	22,076	22,071	21,339	23,502	23,665	21,985	7.64%	230,550	228,769	0.78%
#52 - Valley West/Jordan Creek	14,781	13,424	13,505	11,769	11,775	14,732	13,130	12,365	6.19%	135,541	139,549	(2.87%)
#60 - Ingersoll/University	36,851	33,414	28,870	31,378	29,860	32,811	33,039	31,139	6.10%	318,481	315,761	0.86%
2. Shuttle:												
Dline	14,875	12,822	11,345	12,970	11,560	14,218	13,565	14,119	(3.92%)	139,120	137,644	1.07%
Link Shuttle	667	620	523	730	545	477	397	787	(49.56%)	6,076	9,564	(36.47%)
3. Express:												
#91 - Merle Hay Express	0	0	0	0	0	0	0	1,197	(100.00%)	3,501	10,459	(66.53%)
#92 - Hickman Express	2,502	2,363	1,870	2,502	2,572	2,582	2,553	2,285	11.73%	23,113	25,005	(7.57%)
#93 - NW 86th Express	2,811	2,587	2,299	3,059	2,698	2,796	2,805	3,095	(9.37%)	27,257	33,046	(17.52%)
#94 - Westtown	1,100	1,383	815	943	874	868	809	976	(17.11%)	10,121	11,509	(12.06%)
#95 - Vista	1,123	881	744	954	1,005	1,018	862	1,274	(32.34%)	10,171	13,746	(26.01%)
#96 - E.P. True	2,403	1,985	1,618	1,902	1,664	2,017	1,931	2,055	(6.03%)	20,307	22,305	(8.96%)
#98 - Ankeny	7,122	6,477	5,191	6,883	6,685	7,090	6,654	6,645	0.14%	65,185	69,230	(5.84%)
#99 - Altoona	1,616	1,541	1,106	1,419	1,306	1,414	1,228	1,508	(18.57%)	14,250	16,853	(15.45%)
4. Flex:												
#72 Flex: West Des Moines/Clive	4,194	3,737	3,184	2,776	2,456	3,099	2,972	3,485	(14.72%)	35,033	36,088	(2.92%)
#73 Flex: Urbandale/Windsor Heights	245	193	172	228	199	158	159	180	(11.67%)	1,960	2,086	(6.04%)
#74 Flex: NW Urbandale	756	623	471	552	493	422	474	447	6.04%	5,750	5,156	11.52%
5. On Call:												
Deer Ridge Shuttle	0	0	0	0	0	78	54	0	0.00%	132	0	0.00%
On-Call: Ankeny	106	112	83	127	102	96	98	114	(14.04%)	1,035	2,040	(49.26%)
On-Call: Johnston/Grimes	99	170	133	143	183	144	148	97	52.58%	1,360	2,102	(35.30%)
On-Call: Regional	50	48	30	37	25	28	18	37	(51.35%)	405	1,719	(76.44%)
Paratransit	9,586	8,417	7,772	8,329	7,543	8,850	8,642	8,813	(1.94%)	85,796	91,967	(6.71%)
Cab	1,014	1,022	981	1,221	1,236	1,083	940	818	14.91%	9,996	8,809	13.47%
Bus/Van	8,572	7,395	6,791	7,108	6,307	7,767	7,702	7,995	(3.66%)	75,800	83,158	(8.85%)
Rideshare	19,518	19,205	18,258	22,503	19,845	21,725	20,353	15,182	34.06%	194,531	156,681	24.16%
Total Ridership	412,990	381,041	333,606	351,839	337,819	366,906	373,076	360,773	3.41%	3,823,524	3,875,260	(1.34%)



MONTHLY REPORT



12A: Operations

Staff Resources: Tim Sanderson, Chief Operating Officer

2018 DART Bus Rodeo

- On May 19, 2018 DART held its annual Bus Operator Rodeo at the DMAC parking lot located between 7th St and 8th St and University. Competition was fierce this year with a record number of participants. The results are as follows:

Small Bus - Competition Class

- 1st place - Kurt Mackel-Wiederanders

Large Bus - Competition Class

- 1st place - Cesar Chavez
- 2nd place - Mohan Subba
- 3rd place - Les VandenBerg

Small Bus - Open Class

- 1st place - Mohan Subba
- 2nd place - Greg Moore
- 3rd place - Norris Hildreth

Large Bus - Open Class

- 1st place - Carl Saxon
- 2nd place - Matt Johnson
- 3rd place - Meshack Koech

The winners of the small and large bus competition are advancing to the State Rodeo, which will be hosted in Okoboji on June 23.

1100 DART Way Facility Assessment

- DART Staff in conjunction with our consultants are continuing work on the 1100 DART Way Facility Assessment.
- Given the level of investment required to maintain our current facility over the next 20 years and the operational deficiencies that we face, in addition to the pressures related to the adjacent property development, they are recommending that DART explore the feasibility of a new site and facility before committing to additional investment at the current facility.
 - This was discussed with the DART Executive Committee at their May meeting. Based on the direction of the Executive Committee staff is exploring if there are other sites near our current sites that would meet our operational needs.
- The Facility Assessment recommendations will be presented at the July DART Commission meeting.



12B: External Affairs Team Report

Staff Resources: Amanda Wanke, Chief External Affairs Officer

External Affairs – All Team:

- Staff are working to implement several major service changes, effective August 19, including the addition of the Route 50 Euclid-Douglas Crosstown Route, frequency improvements on several local routes, earlier hours on several local routes and schedule changes to align with Des Moines Public Schools new bell times.

Marketing and Communications – Erin Hockman, Marketing and Communications Manager:

- **Veterans promotion** – Through May 14, DART has provided 3,275 free rides to veterans as part of a special promotion during May in partnership with Polk County. Ridership data from the promotion will be used to evaluate a long-term transit program for veterans.
- **Yankee Doodle Pops** – DART will extend D-Line service hours to approx. 11 p.m. on Monday, July 2, to take people to and from the Des Moines Symphony's Yankee Doodle Pops concert. Staff is working with the Des Moines Symphony to promote the service.
- **80/35 Music Festival** – For the third year, Route 60 will be extended to run every 20 minutes until midnight starting the afternoon of Friday, July 6 through Saturday, July 7. DART's marketing campaign will be adjusted to target the 80/35 audience in addition to working with 80/35 organizers to promote to concert goers.
- **Farebox communication** – Staff is continuing to communicate upcoming fare changes to human service agencies and riders, and is also preparing for mini fleet testing to begin on June 17 when 30 buses will have the new fareboxes installed. DART will be recruiting up to 100 riders to help test the new fareboxes during the last two weeks of June.
- **Community events** – DART staff participated in a number of events throughout the month of May. This includes:
 - Celebrate the Parks hosted by Highland Park and Oak Park Neighborhood associations on May 20
 - The Greater Des Moines Partnerships' Out to Lunch was held at the State Capitol, where staff promoted the D-Line to the downtown workforce.
 - Downtown Des Moines Chamber DIG Speaker Series was held at DART Central Station on May 23
 - Downtown Des Moines Chamber's economic bike tour started and ended at DART Central Station on May 24 and 25
 - New Leaders Council invited DART to present during their meeting held on May 20
- **Business development:** – DART's business partnerships coordinator attended several events and continues to meet with area employers to discuss transportation opportunities, including:
 - Grandview University to discuss promotion of DART to incoming students
 - Finalized contract renewal for Davis Brown law firm
 - Met with Hy-Vee employees in Chariton to promote RideShare
 - Held information sessions at Nationwide and Dee Zee

MONTHLY REPORT
12B: External Affairs



Marketing Analytics Report

The report below is updated to reflect the new MyDART Trip Planner on ridedart.com and in the MyDART app. Three analytics will be reported for the new MyDART Trip Planner:

1. Next DART Bus – the number of times users pulled next bus times for individual bus stops.
2. Real-time Map – the number of times users opened the map feature in the new MyDART Trip Planner to view bus stops, vehicles and routes.
3. Trip Plans – the number of trips planned in the new MyDART Trip Planner.

Marketing Analytics Report

Metric	Nov. 2017	Dec. 2017	Jan. 2018	Feb. 2018	Mar. 2018	Apr. 2018	Apr. 2017	% Change Year Prior
MyDART App Accounts	1049	1287	1583	1805	2035	2359	n/a	n/a
Website Unique Visitors	30299	28421	33800	38319	37000	36952	30239	18.17%
Facebook Likes	3061	3069	3112	3130	3143	3223	2728	15.36%
Twitter Followers	1988	1992	2005	2028	2046	2076	1888	9.06%
Email Subscribers	5480	5770	5750	5750	5760	7780	4870	37.40%
Next DART Bus	3574	3623	3682	4211	3487	29304	2975	89.85%
Real-time Map	n/a	n/a	n/a	n/a	n/a	8368	n/a	n/a
Trip Plans	6453	5274	7304	6612	5944	8274	7248	12.40%
RideTime App	37331	35067	38601	37992	37552	35594	33208	6.70%
SMS Text Messaging	76266	79234	78014	88738	98368	94161	64436	31.57%
IVR	8440	8119	7696	7634	7549	8103	7853	3.09%

MyDART App Report

Metric	Nov. 2017	Dec. 2017	Jan. 2018	Feb. 2018	Mar. 2018	Apr. 2018	TOTAL
Downloads	580	341	407	319	354	606	3,619
iOS	250	133	170	141	153	267	1,551
Android	330	208	237	178	201	339	2,068
Accounts Created	394	238	296	222	230	324	2,359
Orders Placed	927	1,099	1,339	1,186	1,420	1,462	7,861
Passes Purchased	1,254	1,381	1,629	1,609	1,824	1,892	10,139
Revenue	\$8,846.65	\$10,023.00	\$13,278.50	\$11,794.25	\$12,846.25	\$13,017.00	\$74,451.00

Customer Experience – Alison Walding, Customer Experience Manager

Total Calls for April 2018

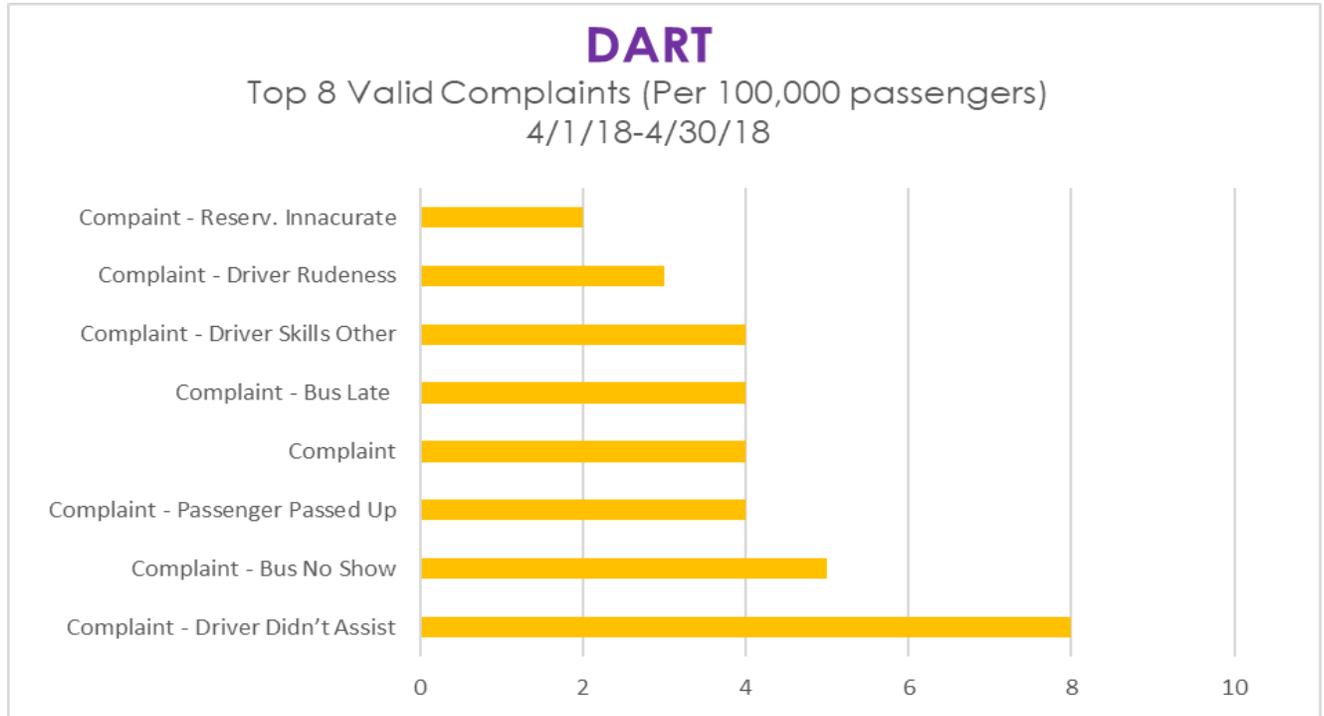
- Schedule Information – 5,182
- Paratransit – 3,879
- Spanish Line – 44
- Receptionist – 315
- RideShare – 156

April 2018 Website Communication and Messages:

- Bus Stop/Shelter Requests = 0
- Contact/Feedback Form = 43
- Voicemails = 103



Top 8 Valid Complaints (per 100,000 passengers) as of April 30, 2018



Mobility Coordination - April 2018

DATE	TRAINING/EVENT	ATTENDEES
4/3, 4/10, 4/17/2018	Fort Des Moines	49
4/11/2018	DART Central Station – How to Ride	13
4/12 & 4/19/18	Des Moines Public Schools - Taylor Educational Center and Lovejoy Elementary	55
4/13/2018	Fresh Start	2
4/13/2018	USCRI	11
4/18/2018	VA - DOM	32
4/20/2018	Grandwood Educational Center (Woodward Granger School District)	25
4/25/2018	Bridges of Iowa	7
4/30/2018	Prelude Behavioral Services	17
	Total:	201

MONTHLY REPORT
12B: External Affairs



RideShare - April 2018

- Provided 1 driver training
 - April 14th
 - 6 drivers
- Ran 1 Facebook ad
 - March 30-April 3; downtown
 - Total Impressions: 9,351
 - Total Reached: 4,512
- Started 2 new vans
 - Both are TPI vans (one is our first TPI bus plant van)
 - 14 riders

Planning – Luis Montoya, Planning and Development Manager

- **August Service Change:** As mentioned above, planning staff are working to implement several major service changes, effective August 19.
- **Windsor Heights Wal-Mart Bus Stop Improvement:** Staff met with representatives from the City of Windsor Heights and Wal-Mart to discuss improvements to the bus stop at that location. DART received a federal grant for the improvements that expires at the end of this year, and tentative agreement on the plans was reached.
- **Long-Term Shelter Plan:** Staff are preparing a long-term shelter plan that identifies potential future locations for shelters, funding needed, and an implementation timeline.



MONTHLY REPORT



12C:	Procurement
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Staff Resource: Mike Tiedens, Procurement Manager

Upcoming Procurements:

DART Central Station Exterior Painting – DART is seeking a Contractor to provide general cleaning, preparation and painting on the exterior of multiple locations at DART Central Station.

- Request for Quotes to be published in June 2018

Contracts and Task Orders Approved Recently:

Gate 4 Replacement (1100 DART Way) – DART solicited quotes for the replacement of Gate 4 at 1100 DART Way. The gate was damaged and in need of repair/replacement. The scope includes one 16' X 8' aluminum track Tymetal slide gate plus barbed wire.

- The lowest bidder was Midwest Gate and Fence Co. and the winning bid was \$5,360.08

Gate Controllers (1100 DART Way) – DART solicited quotes for the replacement of 4 gate controllers at 1100 DART Way. The gate controllers have met their useful life and are due for replacement.

- The lowest bidder was Controlled Access of the Midwest, LLC and the winning bid was \$35,612.00

Portable Bus Lifts – DART solicited quotes for a quantity of eight (8) portable lifts/above ground hoists with a minimum/maximum capacity range of 18,500 – 18,800 lbs. The lifts are replacements for units that have met their useful life.

- The lowest bidder was Midwest Lift Works and the winning bid was \$73,884

Waste Management Services – DART solicited quotes for a Contractor to provide waste and recycling removal from both locations (DART Central Station – 620 Cherry St. and 1100 DART Way). The agreement will be for 3 years.

- The winning bidder was Waste Management and the monthly cost is \$550

Future Procurements:

- | | |
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| <ul style="list-style-type: none"> • HVAC Maintenance Services • Windsor Heights Park and Ride • Employment/Staffing Services • Uniforms | <ul style="list-style-type: none"> • Bus Wash • Concrete and Asphalt Replacement • Printing Services • Financial Advisory Services |
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MONTHLY REPORT



12D: Chief Executive Officer

Staff Resource: Elizabeth Presutti, Chief Executive Officer

- **DART Executive Committee:** The DART Executive Committee met on Friday, May 25, 2018. The discussion items presented during the meeting included an update on the 1100 DART Way Facility, long range planning next steps after the successful Vision Workshop on May 18, findings from DART's recent completed FTA Triennial Review, proposed Transit Riders Advisory Committee restructuring and a Des Moines Public Schools update.

The next DART Executive Committee meeting is scheduled for Friday, June 15 at 8:00 a.m.

- **Meeting with Medicaid:** A meeting has been scheduled with DART and Dr. Randol's team at the Iowa Medicaid Enterprise offices on June 20 to discuss the impacts to DART on how the MCO's are handling transportation for Medicaid clients.
- **1100 DART Way Stormwater Retention Basin:** DART has been contacted by the City of Des Moines to purchase the parcels related to the stormwater retention basin at 1100 DART Way so that the property can be incorporated into a regional stormwater solution. We are discussing this request with City staff, the Federal Transit Administration and the DART Executive Committee and will bring forth a recommendation to the DART Commission at a future meeting.
- **DC Partnership Trip:** Both myself and Amanda Wanke participated in the DC Partnership trip. DART also sponsored the Tuesday lunch. At the lunch DART Chair, Tom Gayman and Commissioner Jeremy Hamp presented the DART Connectivity community video, which was well received.



FUTURE DART COMMISSION ITEMS



FUTURE AGENDA ITEMS:

July 10, 2018 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> • DMPS Contract • DART Vision Statement adoption 	<ul style="list-style-type: none"> • 1100 DART Way Facility Assessment • Fare Collection System Update • Windsor Heights Park and Ride • Paratransit Policies
August 7, 2018 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> • Windsor Heights Park and Ride – Construction Contract • Paratransit Policies 	<ul style="list-style-type: none"> • State Fair Update • Quarterly Safety Report • Quarterly Investment Report
September 4, 2018 – 12:00 P.M.	
Action Items	Information Items
<ul style="list-style-type: none"> • Facilities Assessment 	

Other Future Agenda Items:

- Bus Shelter Planning
- Safety Management Policy

Upcoming DART Executive Committee Meetings:

- Friday, June 15, 2018 at 8:00 am
 - Location - DART Central Station