



Report to Properties Committee of Lee County Board

February 15, 2022 | 9:00 AM

1) Developments

- a) Capital Funding / REBUILD Round 2
 - (1) Official announcement made by Governor Pritzker
 - (2) Initial contract documents have been sent out
 - (a) Includes a Board Resolution going before Lee County Board this month
 - (3) LOTS Proposal will allow for development of:
 - (a) Two electric vehicles for use in the LOTS system
 - (i) Working with Michigan DOT on these vehicle procurements
 - 1. This was the recommendation of IDOT since these are electric vehicles
 - (b) New offices at Reagan Transit Center
 - (c) A secured file room/storage room
 - (d) Develop new Conference Room between Reagan Transit Center and Mechanical Bay
 - (e) Geothermal and Solar technologies will be incorporated into complex
- b) Safety and Security Plan / Homeland Security
 - (1) Staff of Homeland Security have been working with Scott Brinkmeier, Operations Manager on fine-tuning the Safety and Security Plan for LOTS.
 - (2) This assistance is one of the services offered by Homeland Security
 - (a) Assistance is at no-cost to LOTS
- c) Operational additions to LOTS
 - (1) Additional staff via Hughes Resources
 - (a) With additional operational demands on LOTS
 - (i) HR Generalist / Kendra Hull
 - (ii) Assistant Director/ Steve Davis
 - 1. Both positions are reimbursable expenditures through IDOT
- d) Audits for Transportation and County
 - (1) Single transportation audit is wrapped up
 - (a) Audit has been submitted to IDOT, per contract requirements
 - (2) Documentation being collected for LOTS portion of full county audit
 - (a) Process is still in motion.
- e) Mass Transit District / Advisory Committee
 - (1) A draft Resolution has been drafted and currently is being finalized between the State's Attorney's Office and lawyers representing LOTS.
 - (2) A draft Memorandum of Understanding has also been developed to accompany the Resolution and provide additional details of the MTD framework.
- f) LOTS Data for July - December / 1st and 2nd QTRs of FY 2022
 - (1) DAYS OF SERVICE: 130 days
 - (2) RIDES: 39,569 rides
 - (3) SERVICE MILEAGE: 304,179 miles
 - (4) PASSENGER HOURS: 10,536 hours
- g) 1,093 rides week of February 7, 2022 compared to 862 one year ago
 - (1) 21.1% increase from one year ago
 - (2) See attached graphic for summary of rides since March, 2020
- h) Request for Proposal / Statement of Qualifications for Consultant to complete feasibility study
 - (1) **Pre-Bid package for hiring Transportation Consultant has been sent to IDOT for their concurrence.** Once received, advertisement for this Consultant will go out to local and regional newspapers.

- (2) Two-year study for the City of Rochelle and the feasibility of developing a fixed route for public transportation in the Hub City.
- (3) See Section 4 ("Technical Assistance Grant") for more details

2) Capital Developments

- a) REBUILD (First Round) Capital Project
 - i) Secondary administrative/maintenance location in Ogle County
 - (1) Purchase of 3.71-acre parcel for secondary office location completed
 - (a) First step in this process will be to distribute a Request for Proposal for hiring an Architect/Engineering firm
 - (i) **Pre-Bid Concurrence package has been sent to IDOT for their concurrence. Once this approval has been received, LOTS will advertise for bids from local A&E firms.**
 - (b) After the design process is completed and estimated costs agreed upon, the bid process for selecting a General Contractor will begin
 - (2) Three (3) new vans (Ford Transit type vehicles)
 - (1) **After conversation with IDOT, this procurement will likely go through the State's Vehicle Contract (CVP).**
 - iii) Video surveillance cameras on buses
 - (1) **A Pre-Bid package for the video surveillance cameras (and installation) has been sent to IDOT for their approval / concurrence.**
- b) Plan to spend remainder of Canopy construction funds
 - (1) \$129,000 remains in Capital funds from Canopy construction
 - (a) Awaiting IDOT approval to move forward with proposed use of remaining funds, which includes the following...
 - (i) ...Fix water damage of ceiling in Greyhound area / COMPLETED.
 - (ii) ...Re-pave older portion of parking lot / WILL BE COMPLETED THIS SPRING.
 - (2) The Canopy grant funding will be closed with the state following parking lot re-pave.

3) FY 2022 Contracts

- a) Allocated amounts for FY 2022 include;
 - (1) 5311 \$245,411 (no change from FY 2021)
 - (2) 5311F (I-88) \$1,100,000 (no change from FY 2021)
 - (3) DOAP: \$1,555,840 (10% increase from FY 2021)
 - (4) CARES Act 5311/5311F: remaining amount (runs through June 30, 2023)
 - (5) 5311F (I-39): Funding for FY 2022 will likely be made via CARES dollars

4) Technical Assistance Grant

- a) Technical Assistance Grant (Awarded) from IDOT / City of Dixon Project
 - i) Initial paperwork has been completed / NOSA is pending with IDOT
 - ii) Executed contract for \$79,000 grant has been completed
 - iii) Two-year grant to complete feasibility study for fixed route in Dixon

5) COVID-19/Coronavirus Pandemic / Impact on Public Transportation

- a) Following protocols remain in place
 - i) Riders and drivers must wear face coverings (unless medical condition)
 - ii) Driver shield doors installed on vehicles including, most recently, mini-vans
 - iii) Riders are being asked to use social distancing
 - iv) Sanitizing protocols before/after trips
 - v) Daily sanitizing protocols in place at Reagan Transit Center



Ridership Trend / Calendar Year 2021-2022

