

LEWISTON-AUBURN TRANSIT COMMITTEE

Thursday, October 11, 2012

12:00 PM

AVCOG

1. Declaration of Quorum/Call to Order
2. Consent Agenda
 - A. September 13, 2012 Minutes – (enclosed)
 - B. AVCOG September 2012 Invoice – (to be presented)
 - C. WMTS Fixed Route and ADA August 2012 Invoices – (enclosed)
 - D. WMTS Fixed Route and ADA September 2012 Invoices – (enclosed)
 - e. ATA July 2012 Revenue – (enclosed)
3. Public Comment
4. Bills and Communications
 - A. Budget-to-Actual September 30, 2012 – (enclosed)
 - B. Ridership Reports September 2012 Fixed Route (to be presented) and ADA (enclosed)
 - C. 9/26/12 – M. Merwin, Condition of SLFs
5. Review and Update
 - A. Bus Stop Signs and Shelters
 - B. Direct Recipient
 - C. New Schedule
 - Printing Quotes
 - D. Provision Camera Systems
 - RCM, Inc. Invoice
 - Retrofit Gilligs with GPS Antennae
6. Dow Avenue and Rideout Street, Lewiston

Resident concerns about **citylink** on Dow Avenue and Rideout Street, Lewiston.
7. Alternate Transit Advertising (ATA)

ATA sells the advertising space on the **citylink** buses for LATC. Jane Cutter, ATA, will update the committee on ATA's efforts and answer any questions.
8. Greyhound Bus

Discuss Greyhounds departure from the bus station (lease, rent, security, vacant office space).
9. RFP for Operations and Maintenance for Fixed Route and ADA Service

The final draft RFP will be presented for review and discussion.
10. Auburn - Hannaford Bus Stop

Update.

Executive Session – Real Estate

11. Other Business

Pending

- A. Changes to LATC Interlocal Agreement

Adjourn

Next Meeting – November 8, 2012 AVCOG

LEWISTON-AUBURN TRANSIT COMMITTEE
Minutes of September 13, 2012

AVCOG

MEMBERS PRESENT

Karen Veilleux	Auburn
Phil Nadeau	Lewiston
Belinda Gerry	Auburn
Lucy Bisson	Lewiston

MEMBERS ABSENT

Craig Saddlemire	Lewiston
Vacant	Auburn
Vacant	Lewiston

STAFF AND OTHERS PRESENT

Fern Masse	Auburn
Robert W. Richards	Auburn
Tizz E.H. Crowley	Auburn, Ward 1
Sandy Buchanan	WMTS
Harold Allen	WMTS
Russell Soule	WMTS
Marsha Bennett	AVCOG/LATC
Greg Whitney	AVCOG
Jennifer Williams	ATRC

1. Declaration of Quorum/Call to Order

A quorum was declared and the meeting was called to order at 12:05 PM.

The agenda was taken out of order while the AVCOG August invoice was being distributed and reviewed as part of the consent agenda.

4. Bills and Communications

A. Budget-to-Actual August 31, 2012 (enclosed)

Greg Whitney presented the budget-to-actual noting no major changes on the bus station/administration page. Maintenance and repairs are projected to be under budget for the year by about \$1,000. ATA revenue will be close to budget with the anticipation of one more check before year end. A new line for fuel has been added to the fixed route and ADA budget report. LATC received approximately \$92,000 in funding for fuel to be matched 80/20. This amounted to a savings of approximately \$35,000 in local match for the current year. These are not new funds, but are part of the FY12 5307 apportionment. The benefit was the 20% match requirement as opposed to 50%. Farebox is projecting to be \$180,000 at year-end, \$20,000 over budget. Fuel is projecting to be \$189,000 for the year, \$14,000 over budget. The price per gallon for diesel for July was \$3.07. Since July, pump prices are up to \$4.00. At year-end, Greg is projecting a surplus of \$31,000. This will bring LATC's reserves to around \$75,000.

MOTION by Lucy Bisson to accept and place on file the budget-to-actual for August 31, 2012. **SECONDED** by Karen Veilleux. **MOTION passed 4-0.**

2. Consent Agenda

- A. August 16, 2012 Minutes
- B. AVCOG August 2012 Invoice (Handout 1)
- D. ATA Revenue Statement July 2012

Item C. WMTS Fixed Route and ADA July 2012 Invoices was not available and pulled from the Consent Agenda.

MOTION by Lucy Bisson to approve the Consent Agenda items A, B, and D. SECONDED by Belinda Gerry. MOTION passed 4-0.

3. Public Comment

There was no public comment.

4. Bills and Communications

B. Ridership Reports

- August 2012 Fixed Route and ADA

August ridership was the highest on record at 32,654 passenger trips. Ridership is 35,000 more than last year with one month left in the year.

- Saturday

The Saturday ridership data was provided in more detail, breaking out the Mall Shuttle, New Auburn and Auburn Malls trips. We will be able to compare by route any changes in ridership when we expand the service.

- CMCC

407 passenger trips were recorded for the one-week period between 9/5-9/12.

6. Auburn Mall Apartments

Two residents and Councilor Crowley attended the meeting to discuss the bus going through the University Street/Auburn Mall Apartments neighborhood. Another neighbor who was unable to attend emailed her comments (K. Serpico email handed out). citylink bus through the Auburn Mall Apartments was first brought up at the June meeting. At that meeting, residents from the University Street/Auburn Mall Apartments neighborhood expressed concerns with the number of times the bus is going through the neighborhood. After a public hearing process, LATC had recently changed the routing of the Auburn Malls bus to better serve the residents in this area by running in both directions to and from Walmart, doubling the number of trips. The concerns raised include increased traffic, safety because the road is narrow and has tight curves, and the road is marked for local traffic only. LATC agreed to collect ridership data for 3 months and then revisit the issue.

The ridership data was in the agenda packet. The data is not complete but does indicate that people are riding the bus in both directions. For the time period survey there were 377 passenger trips that were recorded.

Resident Rob Richards commented that the bus doesn't pick anyone up on Alpha and Blackmer Streets and the street is clearly marked residential only. Phil Nadeau stated that because it is a city street, the sign prohibited no through traffic is not enforceable. Resident Fern Masse questioned how the system was funded and asked why the buses can't go through fewer times. Following up on the data presented, Councilor Crowley asked if the bus could just serve the apartment area as that is where almost all of the trips area being generated from. Harold Allen commented that the only way would be to back the bus up to turn around which is not a preferred option.

Phil Nadeau stated that there are two options that the committee needs to consider: 1) discontinue the route altogether; or 2) continue as is.

MOTION by Lucy Bisson to continue to collect ridership through February to take into account winter travel conditions and to re-evaluate the service at the March meeting for final action. SECONDED by Belinda Gerry. MOTION passed 4-0.

5. Review and Update

A. Bus Stop Signs and Shelters

Barb Fortier, AVCOG's GIS person, has been working with Auburn and Lewiston Public Works to get the signs up. Barb is locating the signs to create a GIS layer. LATC will know where the signs are and we can work on posting these to the website.

B. Auburn Municipal Beach

citylink carried 693 passengers to and from the municipal beach this summer.

C. Cleaning Services – Lewiston Bus Station

Marsha Bennett informed the committee that Pathways agreed to extend the cleaning contract for three months in order to go out to bid for a new contract.

D. Letter of Intent – Brokerage Transportation

As part of the Maine Department of Health and Human Service RFP for broker transportation, perspective bidders are required to include a Letter of Intent from transit agencies that they will be working with. Only one company has requested a Letter of Intent from LATC. Proposals are due to DHHS the first week of October.

7. FY2013 Final Budget

Greg Whitney presented the final FY13 budget that includes the additional Saturday service and breaks down fixed route and ADA. This budget shows a \$3,855 surplus. The surplus is attributed to assuming a 3% increase in the budget at the start of the budget process and WMTS coming in with a 2.5% increase. The surplus will probably be spent as match or for fuel. Phil Nadeau asked Greg to prepare a memo to the city council reporting the final budget.

8. Proposed Schedule Change – Saturday Service

LATC with city council support will be implementing additional service on Saturday. The increased service includes four trips on Main Street, Sabattus Street and Lisbon Street, three additional trips on the Auburn Malls route and 30 minute headways on the Malls Shuttle. Two public hearings were held on the increase to the Saturday service and the public comment period runs through September 21. To date, no comments have been made.

MOTION by Lucy Bisson to approve the changes to the Saturday service effective October 1, 2012 pending any comments that may be received. SECONDED by Belinda Gerry. MOTION passed 4-0.

9. RFP for Operations and Maintenance for Fixed Route and ADA Service

The draft RFP was presented for discussion. Marsha Bennett noted that the dates in the draft need to be firmed up. There were no issues or questions raised.

10. Auburn – Hannaford Bus Stop

A. There is no update on the status of the grant.

B. Great Falls Hub

Harold Allen, WMTS, requested at the last meeting that the Auburn hub be moved back to

Great Falls. The current location is great for passengers; however, it is less than ideal for the driver's. The drivers do not have restroom facilities or a break area. Drivers are using Hannaford or the pizza market across the street or will drive down to Great Falls which cuts into their break time. Harold presented a schedule and routing of buses that show no change in the level of service that is currently being provided. The committee's goal is to still locate a hub on Spring Street, but until that happens they approved making the change to Great Falls pending the need for a public hearing.

MOTION by Lucy Bisson to approve moving the transfer hub back to Great Falls to be effective with the release of the new schedule, October 2012. SECONDED by Belinda Gerry. MOTION passed 4-0.

Lucy Bisson left the meeting.

11. Other Business

Special Bus Trip – September 24

A request has been made to use a citylink bus to bring representatives from the Danville Regional Foundation from Virginia on a tour of Lewiston-Auburn. The delegation from Virginia is meeting with Lewiston and Auburn municipal officials over two days to see the development and revitalization in the downtown and growth in other areas of the cities. This is a municipal function and does not conflict with FTA charter regulations. The committee OK'd using a bus and WMTS agreed to absorb the cost.

VA – Free Training

A representative from the VA has requested free access to the citylink buses to train veterans on how to use the system. The committee approved allowing this but will require documentation as to how many people they are training. The free access is for training purposes only.

Bike/Pedestrian Meeting – September 27, 2012, 3:00-5:00 PM

ATRC is updating the Bike and Pedestrian Plan. The plan will be incorporated into ATRC's long range plan.

New Freedom

MaineDOT selected 21 projects in 13 municipalities for use of FTA New Freedom funds to construct/improve accessible sidewalks along transit routes. Lewiston was awarded one project and Auburn two. The projects are funded 80% with federal funds and 20% with state funds. MaineDOT is doing the design and construction. The projects will be done this fall and spring.

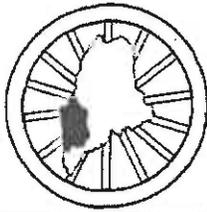
Pending

A. Changes to LATC Interlocal Agreement

Adjournment

There was no quorum when the meeting ended at 1:55 PM.

**Next meeting is scheduled for Thursday, October 11, 2012
@ AVCOG**



Western
Maine
Transportation
Services

October 1, 2012

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: August, 2012 Billing

Dear Phil:

The following represents the invoice for Fixed Route transportation services to the LATC for the month of August, 2012:

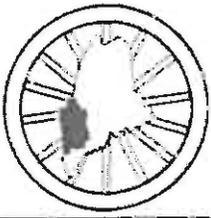
Total - Per Contract	\$89,254.17
Less: Farebox	(\$ 9,156.95)
Less: Passes	(\$ 1,224.50)
Less: Bus-N-buy	(\$ 4,038.00)

Total Due to WMTS	\$74,834.72

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration



Western
Maine
Transportation
Services

October 4, 2012

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: September, 2012 Billing

Dear Phil:

The following represents the invoice for Fixed Route transportation services to the LATC for the month of September, 2012:

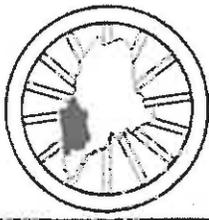
Total - Per Contract	\$89,254.17
Less: Farebox	(\$ 8,102.57)
Less: Passes	(\$ 393.00)
Less: Bus-N-buy	(\$ 6,543.00)

Total Due to WMTS	\$74,215.60

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration



Western
Maine
Transportation
Services

October 4, 2012

Mr. Phil Nadeau, Chairman, LATC
AVCOG
125 Manley Road
Auburn, Maine 04210

Re: September 2012 Billing

Dear Phil:

The following represents the invoice for ADA transportation services to the LATC for the month of September, 2012:

Total - Per Contract	\$ 11,900.00	
Less: ADA	\$ (2,448.00)	816 Trips
Less: PCA's	\$ (0)	14 Trips
Less: Escorts	\$ (0)	0 Trips
Total Due to WMTS	\$ 9,452.00	830 Trips
September No-Shows	\$ 33.00	11 Trips (Excluded from above)

Thank you very much.

Sincerely,

Russell C. Soule
Deputy Manager/Director of Finance & Administration

2:07 PM

09/04/12

Cash Basis

Alternate Transit Advertising, Inc.

L/A Sales

August 2 - 31, 2012

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Ship Date</u>	<u>Paid Amount</u>
Service					
Net Due System					
NET L/A					
Invoice	8/20/2012	9168	Anthem - Outdoor 24	4/1/2012	721.00
Invoice	8/20/2012	9169	Anthem - Outdoor 24	5/1/2012	721.00
Total NET L/A					<u>1,442.00</u>
Total Net Due System					<u>1,442.00</u>
Total Service					<u>1,442.00</u>
TOTAL					<u><u>1,442.00</u></u>

LEWISTON - AUBURN TRANSIT COMMITTEE FY2012
For the Period Ending September 30, 2012

	BUDGET	ACTUAL	VARIANCE	%	Year end Projection
BUS STATION EXPENSES					
JANITORIAL	6,500.00	6,156.00	344.00	94.71%	6,156.00
MAINT/REPAIRS	6,000.00	3,006.00	2,994.00	50.10%	3,006.00
SUPPLIES/JANIT.	1,000.00	2,568.89	(1,568.89)	256.89%	2,568.89
SNOW REMOVAL	4,500.00	5,030.27	(530.27)	111.78%	5,030.27
RESTROOM RENTAL	1,300.00	1,260.00	40.00	96.92%	1,260.00
UTILITIES:					
GAS	5,500.00	2,421.52	3,078.48	44.03%	2,500.00
ELECTRIC	7,000.00	3,449.31	3,550.69	49.28%	3,500.00
H2O/SEWER	500.00	636.92	(136.92)	127.38%	636.92
INSURANCE	500.00	565.00	(65.00)	113.00%	565.00
TOTAL	32,800.00	25,093.91	7,706.09	76.51%	25,223.08
ADMINISTRATION EXPENSES:					
AVCOG-PLAN/FIN	13,000.00	13,434.92	(434.92)	103.35%	13,434.92
MEETINGS/CONF.	2,000.00	1,566.25	433.75	78.31%	1,566.25
ADV./MARKETING	3,000.00	2,976.53	23.47	99.22%	2,976.53
AUDIT	5,200.00	6,950.00	(1,750.00)	133.65%	6,950.00
LEGAL	600.00	-	600.00	0.00%	600.00
OTHER	-	-	-	-	-
TOTAL	23,800.00	24,927.70	(1,127.70)	104.74%	25,527.70
TOTAL BUS STATION/ADMIN DEFICIT	56,600.00	50,021.61	6,578.39	88.38%	50,750.78
Federal Subsidy	28,300.00	25,010.81	(3,289.20)	88.38%	25,375.39
Vermont Transit Revenues	12,000.00	12,144.00	144.00	101.20%	12,144.00
Misc. Revenues (vending)	1,600.00	1,127.36	(472.64)	70.46%	1,500.00
ATA Revenues	13,000.00	13,833.40	833.40	106.41%	13,833.00
Interest Income	1,000.00	686.74	(313.26)	68.67%	686.74
Local Subsidy	700.00	(2,780.70)	(3,480.70)		(2,788.35)
			0.00		
CAPITAL MAINTENANCE REVENUES:					
FED SUBSIDY	0.00	47,194.80	47,194.80		
CAPITAL MATCH	0.00	290.00	290.00		
less: CAPITALIZED EQUIPMENT	0.00	58,868.00	58,868.00		
less: EXPENSED EQUIPMENT	0.00		0.00		
CAPITAL MAINT SURPLUS (DEFICIT)	0.00	-11,383.20	-11,383.20		
MATCH FOR STUDY					
BUS STATION SALE PROCEEDS		275,000.00			
INTEREST (THRU 9/30/11)		25,400.32			
FY 2012 INTEREST		86.65			
FEDERAL & STATE SUBSIDY		123,891.00			
LESS: NEW BUS STATION		(391,074.00)			
TOTAL AVAILABLE FOR NEW BUS STATION		33,303.97			

LATC FIXED ROUTE
FY 2012

BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	% OF BUDGET	Y/E Projection
	1,071,050	89,254.17	89,254.17	89,254.17	89,254.17	89,254.17	89,254.17	89,254.17	89,254.17	89,254.17	89,254.17	92,372.16	89,254.17	1,074,167.99	100.3%
175,500	13,890.42	12,711.01	14,350.50	13,514.64	17,891.29	12,883.35	15,506.73	12,061.44	10,279.46	15,279.52	18,178.39	17,500.00	77,559.34	44.2%	77,559
160,704	0.00	14,763.51	1,116.00	1,116.00	1,116.00	1,656.00	1,044.00	1,404.00	1,404.00	1,692.00	1,662.00	1,656.00	11,634.00	106.2%	11,634
1,085,846	88,603.08	87,201.67	74,903.67	74,823.53	71,362.88	74,714.82	72,703.44	75,788.73	77,570.71	87,390.71	94,469.10	91,715.60	971,047.90	89.4%	953,873
310,600	25,883.33	25,883.33	25,883.33	25,883.33	25,883.33	25,883.33	25,883.33	25,883.33	25,883.33	25,883.33	25,883.33	25,883.33	310,600.00	100.0%	310,600
775,246	62,719.74	61,318.33	49,020.33	48,740.19	45,479.54	48,831.48	46,820.10	49,905.39	51,687.37	61,507.37	68,585.76	65,832.26	660,447.90	85.2%	643,273
636,103	52,066.54	51,385.83	45,216.83	45,076.76	43,446.44	45,122.41	44,116.72	45,659.36	46,550.35	51,460.35	54,999.55	53,622.80	578,703.95	91.0%	570,117
FUEL @ 80/20 FEDERAL (FUEL)	0.00	1,258.85	16,769.01	17,032.17	15,750.83	17,467.70	15,709.56	16,478.32	14,783.27	15,279.52	18,178.39	17,500.00	116,028.75		116,029
STATE	48,439	4,036.58	4,036.58	4,036.58	4,036.58	4,036.58	4,036.58	4,036.58	4,036.58	4,036.58	4,036.58	4,036.58	48,438.96	100.0%	48,439
LOCAL	401,304	32,499.96	32,051.02	29,003.86	28,916.62	27,230.02	29,009.37	27,692.05	29,936.43	31,893.77	35,432.97	34,056.22	367,110.74	91.5%	358,523
CONTRACT	142,800	11,900.00	11,900.00	11,900.00	11,900.00	11,900.00	11,900.00	11,900.00	11,900.00	11,900.00	11,900.00	11,900.00	142,800.00	100.0%	142,800
FAREBOX	25,000	2,199.00	2,241.00	2,379.00	2,598.00	2,676.00	2,469.00	2,841.00	2,172.00	2,121.00	2,784.00	2,448.00	28,418.00	117.7%	32,092
DEFICIT	117,800	9,701.00	9,659.00	9,410.00	9,302.00	9,224.00	9,431.00	9,058.00	9,728.00	9,779.00	9,116.00	9,452.00	113,382.00	96.2%	110,708
FED	94,240	7,760.80	7,727.20	7,528.00	7,441.60	7,379.20	7,544.80	7,247.20	7,782.40	7,823.20	7,292.80	7,561.60	90,705.60	96.2%	88,566
AUBURN	11,780	970.10	965.90	941.00	930.20	922.40	943.10	905.90	972.80	977.90	911.60	945.20	11,338.20	96.2%	11,071
LEWISTON	11,780	970.10	965.90	941.00	930.20	922.40	943.10	905.90	972.80	977.90	911.60	945.20	11,338.20	96.2%	11,071
TOAL FED/STATE	778,782	63,863.92	64,136.69	70,195.82	70,355.88	68,325.28	70,352.35	68,265.75	70,125.83	63,320.13	66,328.93	65,220.98	810,671.51	104.1%	799,945
TOTAL DUE WMTS	1,203,646	84,413.66	84,149.66	84,313.67	85,260.53	80,664.88	83,178.44	86,251.73	88,702.71	83,582.19	87,068.71	85,323.60	1,018,504.56	84.6%	

Fuel Cost
YTD Cost
Gallons Used
YTD fuel usage
Mo. ave. cost per gallon
YTD ave. cost per gallon
Year to Date fuel usage
Annualized fuel usage
Projected annual cost
Projected cost per gal

13,890.42	13,969.86	13,969.86	16,768.01	17,032.17	16,750.83	17,267.70	15,709.56	16,478.36	14,763.27	15,279.52	18,178.39	17,500.00	176,088.09		
13,890.42	27,860.28	27,860.28	44,628.29	61,660.46	78,411.29	95,678.99	111,388.55	127,866.91	142,630.18	157,909.70	176,088.09	176,088.09			
4130	4073	4073	4894	4863	4621	4683	4391	4861	4853	4983	5495	5495			
3.33	3.43	3.43	3.43	3.50	3.63	3.69	3.58	3.39	3.00	3.07	3.30	3.30			
3.36	3.40	3.40	3.41	3.43	3.47	3.51	3.52	3.50	3.45	3.41	3.40	3.40			
4130	8203	8203	13097	17960	22581	27264	31655	36516	41369	46352	51847	51847			
49,560	49,218	49,218	52,388	53,880	54,194	54,528	54,266	54,774	55,159	55,622	56,895	56,895			
166,685	168,542	168,542	179,396	187,452	193,010	196,201	192,267	189,762	190,174	189,492	193,233	193,233			
3.36	3.42	3.42	3.42	3.47	3.56	3.60	3.54	3.46	3.45	3.41	3.40	3.40			

Lewiston-Auburn Transit Committee
FY 2012 Proposed Budget
- Fixed Route, ADA, Bus Station/LATC Operating

	FY 2009 Actual	FY 2010 Actual	2011 Actual	2012 Approved 3% increase	2012 Adjusted 2%, 54,000 gal fuel	2012 Year End Projection
Fixed Route						
Expenses:						
Contract	\$761,404	\$824,298	\$1,050,052	\$1,081,554	\$1,071,050	\$1,071,050
Fuel (45,000 gal)	\$84,291	\$102,278	\$154,613	\$146,250	\$175,500	\$77,559
	\$18,438					
Total Expense	\$864,133	\$926,576	\$1,204,665	\$1,227,804	\$1,246,550	\$1,148,609
Fuel @ 80/20						\$116,029
Grand total Expense						\$1,264,638
Revenue:						
Federal fuel @ 80/20						\$92,823
Federal	\$448,753	\$471,758	\$623,783	\$627,645	\$636,103	\$568,558
State	\$64,914	\$52,397	\$50,517	\$48,439	\$48,439	\$48,439
Local	\$231,495	\$275,887	\$390,557	\$391,016	\$401,304	\$356,964
Fare Box	\$118,971	\$126,534	\$139,809	\$160,704	\$160,704	\$197,854
Total Revenue	\$864,133	\$926,576	\$1,204,665	\$1,227,804	\$1,246,550	\$1,264,638
ADA Complementary Paratransit:						
Expenses:						
Contract	\$119,250	\$125,691	\$140,012	\$144,212	\$142,800	\$142,800
Revenue:						
Federal	\$75,474	\$81,648	\$89,930	\$95,370	\$94,240	\$88,566
State	\$0	\$0	\$0	\$0	\$0	\$0
Local	\$18,868	\$20,412	\$22,483	\$23,842	\$23,560	\$22,142
Fare Box	\$24,908	\$23,631	\$27,599	\$25,000	\$25,000	\$32,092
	\$119,250	\$125,691	\$140,012	\$144,212	\$142,800	\$142,800
Local Subsidy:						
Bus Station/LATC Operating	-\$10,194	-\$2,704	\$0	\$700	\$700	-\$2,788
Fixed Route	\$231,495	\$275,887	\$390,557	\$391,016	\$401,304	\$356,964
ADA Comp. Paratransit	\$18,868	\$20,412	\$22,483	\$23,842	\$23,560	\$22,142
	\$240,169	\$293,595	\$413,039	\$415,558	\$425,564	\$376,318
Less Reserves	-\$19,831	\$33,595	\$60,316	\$0	\$10,006	-\$39,240
Auburn	\$130,000	\$130,000	\$176,362	\$207,779	\$207,779	\$207,779
Lewiston	\$130,000	\$130,000	\$176,362	\$207,779	\$207,779	\$207,779
Surplus/Deficit	\$19,831	-\$33,595	-\$60,316			
Capital match	\$3,295	\$400	250		\$10,000	-\$11,383
Match for study	\$7,131	\$1,431				cameras, etc?
Net surplus/deficit	\$9,405	-\$35,426	-\$60,566			
Available Reserves	151,710	\$116,284	\$55,718	\$55,718	\$35,712	\$83,575
One month expenses		91,980	116,315		120,496	

FY 2009 fuel averaged \$2.05/gallon, 41,119 gallons

FY2010 fuel averaged \$2.40/gallon, 42,519 gallons

FY2011 fuel averaged \$3.21/gallon, 48,096 gallons

FY2012 fuel projection is based on \$3.25/gallon, 45,000 gallons (includes Saturday)

Lewiston-Auburn Transit Committee
 ADA Ridership
 October 2011 - September 2012

	Total Trips	ADA Trips	Companion Trips	PCA Trips	Total No Show	Revenue	Total Miles	Revenue per Mile	Riders per Mile	Operating Cost	Total Cost per Mile	Total Rev per Trip	Total Deficit per Trip
Oct-11	733	728	5	0	3	\$2,199.00	1,668	1.32	0.44	\$11,900.00	\$7.13	\$16.23	\$13.23
Nov-11	747	745	2	4	7	\$2,241.00	1,740	1.29	0.43	\$11,900.00	\$6.84	\$15.93	\$12.93
Dec-11	830	830	0	0	16	\$2,490.00	2,091	1.19	0.40	\$11,900.00	\$5.69	\$14.34	\$11.34
Jan-12	793	793	0	6	13	\$2,379.00	1,980	1.20	0.40	\$11,900.00	\$6.01	\$15.01	\$12.01
Feb-12	874	866	8	0	14	\$2,598.00	2,182	1.19	0.40	\$11,900.00	\$5.45	\$13.62	\$10.64
Mar-12	892	890	2	8	21	\$2,676.00	2,208	1.21	0.40	\$11,900.00	\$5.39	\$13.34	\$10.34
Apr-12	823	812	11	6	16	\$2,469.00	1,994	1.24	0.41	\$11,900.00	\$5.97	\$14.46	\$11.46
May-12	947	945	2	4	5	\$2,841.00	2,363	1.20	0.40	\$11,900.00	\$5.04	\$12.57	\$9.57
Jun-12	724	724	0	6	8	\$2,172.00	1,826	1.19	0.40	\$11,900.00	\$6.52	\$16.44	\$13.44
Jul-12	707	706	1	14	11	\$2,121.00	1,808	1.17	0.39	\$11,900.00	\$6.58	\$16.83	\$13.83
Aug-12	928	926	2	10	9	\$2,784.00	2,420	1.15	0.38	\$11,900.00	\$4.92	\$12.82	\$9.82
Sep-12	816	816	0	14	11	\$2,448.00	2,089	1.17	0.39	\$11,900.00	\$5.70	\$14.58	\$11.58
Total	9,814	9,781	33	72	134	\$29,418.00	24,369			\$142,800.00	\$5.86	\$14.55	\$11.55
Mth Avg	818	815	3	6	11	\$2,451.50	2,031	\$0.22	0.40				

Merwin Vehicle Consulting, Inc.
P.O. Box 55, 31 East Pond Road
Jefferson, Maine 04348
Telephone (207)-549-5076 Mobile (207) 242-6807
e-mail-mmerwin1@roadrunner.com

September 26, 2012

Marsha Bennett, Transit Coordinator
Lewiston-Auburn Transit Committee
125 Manley Road
Auburn, Maine 04210

Dear Marsha,

On September 21, 2012, at the request of Sue Moreau, Maine Department of Transportation / Bureau of Transportation Systems Planning, (MDOT/BTSP) Manager, I traveled to Western Maine Transportation Service, (WMTS) Merrow Road, Auburn, Maine to inspect the LATC Bus #0202 for rust and corrosion damage around a rear frame cross member. MDOT requested I perform the inspection because of your concern the bus may not accept a Maine Commercial Vehicle Inspection in 2013. Bus #0202 is a Thomas SLF purchased in 2002 from W.C Cressey. MDOT purchased thirteen (13) of these model buses for transit use in Maine. A number of these buses, but not all of them, have experienced premature frame and cross member failure related to the chemicals used on the roads in winter for ice and snow control. Mark Lasky, WMTS Vehicle Maintenance Supervisor assisted with the inspection. Your bus #0202 was put on the bus lift and we thoroughly inspected the area in question.

It is our determination that bus #0202 has sustained the normal rust and corrosion damage some of the other Maine buses of this vintage have. The damage is not accelerated enough at this time to present a safety hazard. We feel the area of concern should not cause any safety problems during the projected expected life span of the vehicle. The projected life span is twelve (12) years. Mark and I are in agreement with the procedures that should be taken to protect the area from further corrosion and rust. The area should be cleaned of any flaking rust and treated with a rust and corrosion inhibitor that will reduce any further damage from chemicals used on the LATC routes. It was further suggested a piece of ¼ inch by 4 inch steel be welded to the bottom side of the entire cross member. This addition would add strength and protection in the event the bus chassis was to bottom out on the road way. WMTS would perform this procedure.

MDOT/BTSP and I appreciate the proactive position you have taken with the safety inspections and vehicle maintenance concerns associated with the LATC bus fleet as it ages and nears its expected projected useful span.

I hope this addresses your concerns. If I can be of further assistance please feel free to call me.

Thank you,
Mike Merwin
Mike Merwin

CC. Sue Moreau
Kelly Arata
Phil Nadeau
Mark Lasky

citylink Schedule October 1, 2012

Quantity	Bangor Daily 17" 35# stock		Sun Press 32" 40# white		Times Record 33" 35# stock	
10,000	\$745.00	\$0.075	\$741.90	\$0.074	\$722.00	\$0.072
15,000	\$895.00	\$0.060	\$898.16	\$0.060	\$903.00	\$0.060
20,000	\$1,086.00	\$0.054	\$1,040.55	\$0.052	\$1,064.00	\$0.053

prices include delivery

Bangor Daily (Northeast Publishing) can print week of October 1; depends on when they get the files

Times Record can't print until early week of October 8

FORTLAND LOCATION
 RADIO COMMUNICATIONS MGMT, INC
 158 RAND ROAD
 PORTLAND, ME 04102

Invoice
 Invoice Number:
 55515

Voice: 207-797-7503
 Fax: 207-878-3521

Invoice Date:
 Sep 20, 2012

Page:
 1

Sold To:

WESTERN MAINE TRANSPORTATION
 76 MERROW ROAD
 AUBURN, ME 04210

Ship to:

WESTERN MAINE TRANSPORTATION
 76 MERROW ROAD
 AUBURN, ME 04210

Customer ID		Customer PO		Payment Terms	
PINE TREE TRANSIT		PROVISION GRANT		Net 10 Days	
Sales Rep ID		Shipping Method		Ship Date	Due Date
BILL HODGKINS		BEST			9/30/12
Quantity	Item	Description	Unit Price	Extension	
1.00	TITLE	***INSTALLATION OF (5) FIVE PROVISION FOUR CAMERA SYSTEMS INTO, FOUR BLUE BIRD CITY BUSES AND ONE ELDORADO CITY BUS, UNDER STATE CONTRACT PRICING***			
5.00	MISC-ITEM	DVR-704 BASE KIT W/TWO CAMERAS PER STATE CONTRACT	1,449.00	7,245.00	
10.00	MISC-ITEM	DVR-123 VLI NIGHT VISION CAMERA	202.00	2,020.00	
5.00	MISC-ITEM	DVR-710 ENHANCED EVENT MARKER INCLUDED PER STATE CONTRACT.			
5.00	MISC-ITEM	DVR-715 LOCKABLE ENCLOSURE	74.00	370.00	
5.00	MISC-ITEM	DVR-750 GPS ANTENNA	146.00	730.00	
4.00	MISC-ITEM	PX-1500 .5MM AV CABLE	33.00	132.00	
2.00	MISC-ITEM	DVR-718 64 GB SDHC ****ADDITIONAL CARDS***	124.00	248.00	
1.00	NEW ITEM	DVR-102 SDHC CARD READER	20.00	20.00	
5.00	INSTALLER-09	INSTALLATION LABOR - ***PER PRO-VISION STATE AGREEMENT***	523.00	2,615.00	
2.00	INSTALLATION CREW	INSTALLATION LABOR - 2 MEN TRAVEL TO CUSTOMER LOCATION Marsha Bennett ****CONTACT HAROLD ALLEN AT	105.00	210.00	

Subtotal

Continued

Service Provider
& Sales Tax

Continued

Check No:

Total Invoice Amount

Continued

TOTAL

Continued

WE THANK YOU FOR YOUR BUSINESS

PORTLAND LOCATION
 RADIO COMMUNICATIONS MGMT, INC
 158 RAND ROAD
 PORTLAND, ME 04102

Invoice
 Invoice Number:
 55515

Voice: 207-797-7503
 Fax: 207-878-3521

Invoice Date:
 Sep 20, 2012
 Page:
 2

Sold To:

WESTERN MAINE TRANSPORTATION
 76 MERROW ROAD
 AUBURN, ME 04210

Ship to:

WESTERN MAINE TRANSPORTATION
 76 MERROW ROAD
 AUBURN, ME 04210

Customer ID	Customer PO	Payment Terms	
PINE TREE TRANSIT	PROVISION GRANT	Net 10 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
BILL HODGKINS	BEST		9/30/12

Quantity	Item	Description	Unit Price	Extension
		WESTERN MAINE TO SET UP INSTALLS Transit Coordinator HAROLD 800-393-9335 EXT 212.*** AVCOG 125 Manley Road Auburn, ME 04210 T: 207.783.9186		

Subtotal 13,590.00
 Service Provider
 & Sales Tax
 Total Invoice Amount 13,590.00
TOTAL 13,590.00

Check No:

WE THANK YOU FOR YOUR BUSINESS

Quotation

PORTLAND LOCATION
RADIO COMMUNICATIONS MGMT, INC
158 RAND ROAD
PORTLAND, ME 04102

Quote Number:
M1471

Quote Date:
Sep 19, 2012

Page:
1

Quoted to:

WESTERN MAINE TRANSPORTATION
76 MERROW ROAD
AUBURN, ME 04210

Customer ID	Good Thru	Payment Terms	Sales Rep
PINE TREE TRANSIT	10/19/12	Net 10 Days	BILL HODGKINS

Quantity	Item	Description	Unit Price	Extension
3.00	NEW ITEM	DVR-750 GPS ANTENNAS	146.00	438.00
			Subtotal	438.00
			Sales Tax	
			Total	438.00