

**GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION
BOARD MEETING NO. 704**

DATE: August 27, 2025

TIME: 5:00PM

PLACE: 1250 Canal Rd. Lafayette, IN. 47904 Conference Room

MEETING CHAIR:

AGENDA

Item

1. Communications and Announcements
2. Public Comment
 - 2.1. Comments on the Agenda – 5 minutes
3. Review and Approval of Agenda Items and Minutes
 - 3.1. Review and Approval of Agenda of Meeting No.704 held on August 27, 2025 (pg.1)
 - 3.2. Review and Approval of Minutes of Meeting No.703 held on July 23, 2025 (pg.2)
4. Old Business
 - 4.1 Triennial Review (Exhibit 1 pg.5)
 - 4.2 Purdue University Contract Update
5. New Business
 - 5.1. Doug Poad presents on Thorough Fare Plan
 - 5.2. Approval of 2026 Budget (Exhibit 2 pg.6)
 - 5.3. Long Range Planning Discussion
 - 5.3.1. Approval of Resolution 25-03 Unified Planning Work Program Amendment (Exhibit 3 pg.10)
 - 5.4. Authorization for CEO Bryan Smtih to executive Facilities Modification contract with DLZ after final legal review (Exhibit 4 pg.13)
 - 5.5. Approval of new Fares (Exhibit 5 pg.31)
 - 5.6. Consideration of claims list numbering 40910 through 41006, in the amount of \$701,449.49 (pg.33)
 - 5.7. Consideration of payroll for July 1, 2025, through July 31, 2025, in the amount of \$873,759.35 (pg.36)
6. Board and Staff Reports
 - 6.1. Chief Executive Officer Report (pg.37)
7. Public Comments
 - 7.1. 3 minutes per speaker
8. Adjournment
 - 8.1. Next meeting is Wednesday, September 24, 2025, at 5PM in the GLPTC Conference Room.

**GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION
BOARD MEETING NO. 703
MEETING MINUTES**

DATE: July 23, 2025

Present: Mike Gibson, Chair

Board James Blanco, Secretary
Julie Ginn
Ben Murray
Angel Valentin
Joel Wright

Present: Bryan D. Smith: Chief Executive Officer

Staff Bryan Walck: Chief Operating Officer
Joanne Zhang: Chief Financial Officer
Ron Peters: Operations Manager
Shawn Coffman: Fleet Manager
Lon Lucas: Customer Experience Manager
Shelby Yeaman: Executive Assistant & Project Manager
Brian Karle: Attorney

Guests: Geno C.

Chair, Mr. Mike Gibson, called meeting No.703 to order at 5:15PM in the GLPTC Board Room, 1250 Canal Road.

COMMUNICATIONS & ANNOUNCEMENTS

PUBLIC COMMENT

REVIEW AND APPROVAL OF AGENDA ITEMS AND MINUTES

Ms. Julie Ginn made the motion to approve the agenda of Meeting No.703 held on July 23, 2025. Mr. Angel Valentin seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

Mr. Ben Murray made the motion to approve the Minutes of Meeting No.702 held on June 25, 2025. Mr. Joel Wright seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

OLD BUSINESS

Ms. Julie Ginn made the motion to authorize the CEO to finalize and execute a contract with Purdue University for the provision of off campus student passes. Mr. Joel Wright seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

Mr. Smith let the board know that we are very close to an agreement with Purdue related to the off-campus service and how semester passes will be paid for. Rather than waiting and being late for the beginning of the school year, we are asking the board to

give CEO Bryan Smith approval to sign the contract once it is finalized and will bring that contract to the board in August, so they are aware what was agreed on.

NEW BUSINESS

Mr. Smith provided the board with a brief update on what was applied for in our 2025 Low and No Emission grant. Our biggest focus with this grant was to try and get our cost of hydrogen down to almost what we pay for diesel. One of those ways is to have a hydrogen generator, powered by solar panels, on a new roof. Along with this request, we have applied for 12 new buses to replace those that have exceeded their useful life. CTE informed us there were fewer applicants this year, so we are hopeful we will be awarded even a small amount of what was requested and will find out in September.

Mr. Joel Wright made the motion to approve Resolution #2025-02 Authorizing Free Fares for the Initial Launch Period of the Reimagine CityBus Service Redesign. Mr. Ben Murray seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

Mr. Angel Valentin made the motion to approve CEO Bryan Smith to execute an agreement with IVY Tech and YMCA. Ms. Julie Ginn seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

Part of the Reimagine CityBus Redesign is adding in more transfer points. One of those is at IVY Tech Community College in Lafayette. IVY Tech and the YMCA have been great partners thus far and are willing to pitch in for local match to split three ways to

The Board considered approval of claims list numbering 40851 through 40909, in the amount of \$709,398.01, including a claims list addendum for the additional claim number 40909 in the amount of \$142,500, making the new total to be \$709,398.01. Mr. James Blanco made the motion to approve the claims list and addendum. Mr. Joel Wright seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

The Board considered approval of payroll for June 1, 2025, through June 30, 2025, in the amount of \$873,516.84. Mr. James Blanco made the motion to approve payroll. Mr. Angel Valentin seconded the motion. The motion carried by a vote of 6 ayes and 0 nays.

BOARD AND STAFF REPORTS (CEO REPORT)

Mr. Bryan Smith stated and wanted to mention how fortunate he is to have the staff he does at CityBus. He mentions all of his high goals for the agency, and without the staff he has working alongside him, these goals would not be possible.

The first half of the year was extremely busy, and we do not foresee the second half of the year to be just as busy with a lot of positive things to come.

CityBus was not granted the funds for the BRT Grant we applied for. There were actually no Indiana grants selected and only three total grants were for the planning stages of a BRT, which is what we applied for.

Passenger percentage counts have been down by approximately 23% in the last few months and our team is working diligently to investigate why this may be.

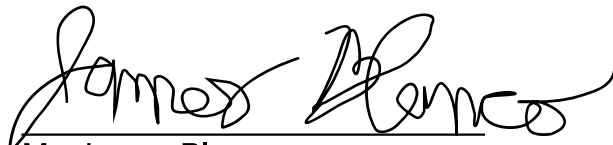
Triennial Review went very well. There are two findings we know about for sure, one in maintenance and one in procurement, but from the last triennial review in 2022 to this one, there are way less findings and went very smoothly. The exit conference was on July 25th and we were given a few things to work on and return within 90 days' time.

Mr. Mike Gibson raised a few questions about the financial documents and those questions were clarified by CFO Joanne Zhang.

PUBLIC COMMENTS

ADJOURNMENT

With there being no further business to be transacted, Mr. Joel Wright made the motion to adjourn at 5:41PM. Mr. Angel Valentin seconded the motion. The motion was carried by a vote of 6 ayes and 0 nays. The next regular Board Meeting is scheduled for Wednesday, August 27, 2025, at 5:00PM, in the GLPTC Board Room, 1250 Canal Road.



Mr. James Blanco
CityBus Board of Directors

8/6/2025
Date:

MEMO



TO: Board of Directors

FROM: Bryan D. Smith

DATE: August 19, 2025

RE: 2025 Triennial Review

We have received the draft report from our triennial review consultant. We had a total of four findings during the review in three areas: Maintenance, Procurement, and DBE.

A synopsis of the findings is as follows:

- **Maintenance:** We have missed preventative maintenance targets on the vehicles they pulled to sample. We are required to hit the target mileage points at least 80% of the time, and we had only managed 68%. We are updating our Fleet Plan to include vehicles purchased since the last update in 2022, and Shawn Coffman has started a daily log to track compliance.
- **Procurement:** FTA has updated the mandatory clauses in May of 2025, and we were missing some of the new clauses as well as one of the existing clauses in our contract for the hydrogen fueling station. We have executed an amendment with GM management to add the missing clauses. We will be updating the procurement procedures manual to include the clauses. We are also adding pre-award and post-delivery Buy America Certification forms to the procurement procedures, as those were missing from the last rolling stock procurement.
- **DBE:** This was another bus purchase issue. The FTA allows the manufacturer to certify compliance with DBE, and CityBus then needs to navigate to a specific screen on the FTA's website to print out confirmation that the manufacturer has complied. We had those forms, but they were not dated within 30 days of the award. We will update this in the procurement procedures as well.

While we are always working towards reviews with no findings, I look at these reviews as opportunities to improve. The FTA was complimentary on our progress from the last review, and happy to see the engagement of the staff.

General Fund**Proposed FY2026 Budget**

	2025 Budget	2025 Fcst	2026 Budget	%Δ Budget
Personnel Expenditures	\$ 13,919,443	\$ 13,517,369	\$ 12,638,502	-9.2%
Operator Wages	\$ 5,962,420	\$ 5,962,420	\$ 5,239,313	-12.1%
Administrative Wages	\$ 2,192,187	\$ 2,164,574	\$ 2,208,815	0.8%
Maintenance Wages	\$ 1,217,974	\$ 1,000,000	\$ 1,015,104	-16.7%
FICA	\$ 717,002	\$ 698,215	\$ 647,437	-9.7%
PERF	\$ 1,115,495	\$ 1,087,161	\$ 1,014,147	-9.1%
Life & Health Insurance	\$ 2,344,495	\$ 2,280,000	\$ 2,189,200	-6.6%
Unemployment Insurance	\$ 70,000	\$ 70,000	\$ 70,000	0.0%
Work Comp Insurance	\$ 135,303	\$ 120,000	\$ 115,526	-14.6%
Uniform Rental and Cleaning	\$ 50,000	\$ 50,000	\$ 50,000	0.0%
Tool Allowance/Fringe Benefits	\$ 114,568	\$ 85,000	\$ 88,960	-22.4%
Commodities	\$ 1,348,362	\$ 1,264,166	\$ 1,285,992	-4.6%
Diesel Fuel	\$ 152,992	\$ 127,649	\$ 81,975	-46.4%
Natural Gas Fuel	\$ 634,264	\$ 496,914	\$ 368,636	-41.9%
Hydrogen Fuel	\$ -	\$ -	\$ 200,000	0.0%
Gasoline	\$ 28,157	\$ 18,822	\$ 23,264	-17.4%
Oil & Antifreeze	\$ 43,886	\$ 21,905	\$ 22,562	-48.6%
Repair Parts, Revenue Vehicles	\$ 300,000	\$ 426,571	\$ 458,969	53.0%
Repair Parts, Fixed Equipment	\$ 10,000	\$ 3,564	\$ 3,671	-63.3%
Tires and Batteries	\$ 14,326	\$ 19,610	\$ 20,198	41.0%
Cleaning Supplies	\$ 34,077	\$ 33,441	\$ 34,444	1.1%
Building Materials	\$ 53,035	\$ 4,855	\$ 5,000	-90.6%
Postage & Freight	\$ 2,496	\$ 5,288	\$ 5,446	118.2%
Office Supplies	\$ 32,248	\$ 22,000	\$ 22,660	-29.7%
Other Materials, General Business	\$ 42,881	\$ 83,377	\$ 38,997	-9.1%
Other Materials, Billable	\$ -	\$ -	\$ -	0.0%
Other Materials, Maintenance	\$ -	\$ 170	\$ 170	0.0%
Services and Charges	\$ 2,443,446	\$ 2,555,836	\$ 3,071,597	25.7%
Vanpool Subsidy		\$ 30,000	\$ 43,200	0.0%
Attorney & Audit	\$ 150,000	\$ 100,000	\$ 100,000	-33.3%
Contractual Maintenance Svcs	\$ 328,972	\$ 446,679	\$ 460,079	39.9%
Custodial Services	\$ 69,885	\$ 67,990	\$ 70,000	0.2%
Contractual Services, Administrative	\$ 492,198	\$ 644,877	\$ 1,038,872	111.1%
Utilities, Telephone	\$ 19,523	\$ 18,216	\$ 18,763	-3.9%
Utility Expense, Electric	\$ 75,000	\$ 72,800	\$ 75,000	0.0%
Utility Expense, Water & Sewage	\$ 35,219	\$ 30,565	\$ 31,482	-10.6%
Utilities, Natural Gas Heat	\$ 68,372	\$ 33,760	\$ 34,785	-49.1%
Advertising & Promotions	\$ 150,000	\$ 125,000	\$ 125,000	-16.7%
Exterior Advertising	\$ 10,000	\$ -	\$ 10,000	0.0%
Printing	\$ 42,097	\$ 40,000	\$ 42,097	0.0%
Advertising Fees (Legal Advertising)	\$ 3,000	\$ 3,464	\$ 3,000	0.0%
Dues & Subscriptions	\$ 56,027	\$ 51,722	\$ 56,027	0.0%
Travel & Meeting Expenses	\$ 71,610	\$ 70,000	\$ 71,610	0.0%
Premium on PL & PD	\$ 660,000	\$ 705,681	\$ 776,249	17.6%
Payouts PL & PD	\$ 150,000	\$ 100,000	\$ 100,000	-33.3%
Premium on Other Insurance	\$ 50,000	\$ 5,081	\$ 5,234	-89.5%
Vehicle Registration Fees	\$ 174	\$ 183	\$ 200	14.9%
Bad Debt Expense	\$ -	\$ 2,030	\$ 2,000	0.0%
Misc Expense	\$ 11,369	\$ 7,787	\$ 8,000	-29.6%
OPERATING EXPENSES:	\$ 17,711,252	\$ 17,337,372	\$ 16,996,092	-4.0%

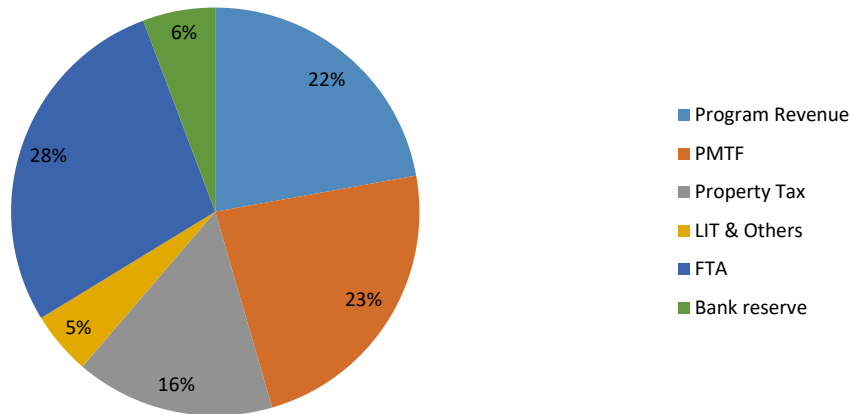
Operating Revenues

Proposed FY2026 Budget

	2025	2026 Budget	%Δ
Program Revenue	\$ 4,165,770	\$ 4,141,355	-0.59%
PMTF	\$ 4,353,657	\$ 4,353,657	0.00%
Property Tax	\$ 2,927,307	\$ 2,944,215	0.58%
LIT & Others	\$ 814,987	\$ 930,484	14.17%
FTA	\$ 2,000,000	\$ 5,225,612	161.28%
Bank reserve	\$ 4,718,039	\$ 1,071,897	-77.28%
Additional capital	\$ (1,268,508)	\$ (1,671,128)	31.74%
TOTAL OPERATING REVENUE	\$ 17,711,252	\$ 16,996,092	-4.04%

\$ (0) \$ 0

GLPTC Sources of Revenue for FY2026

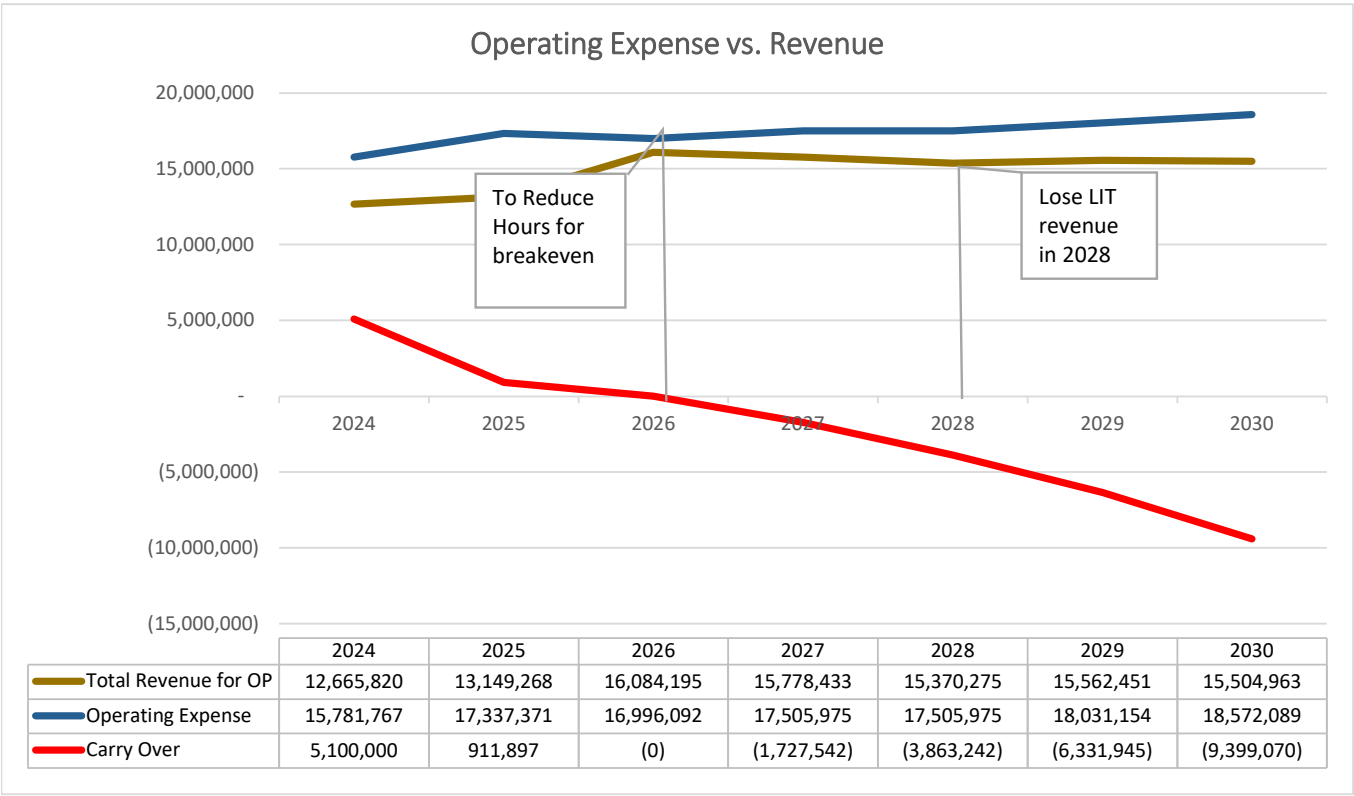


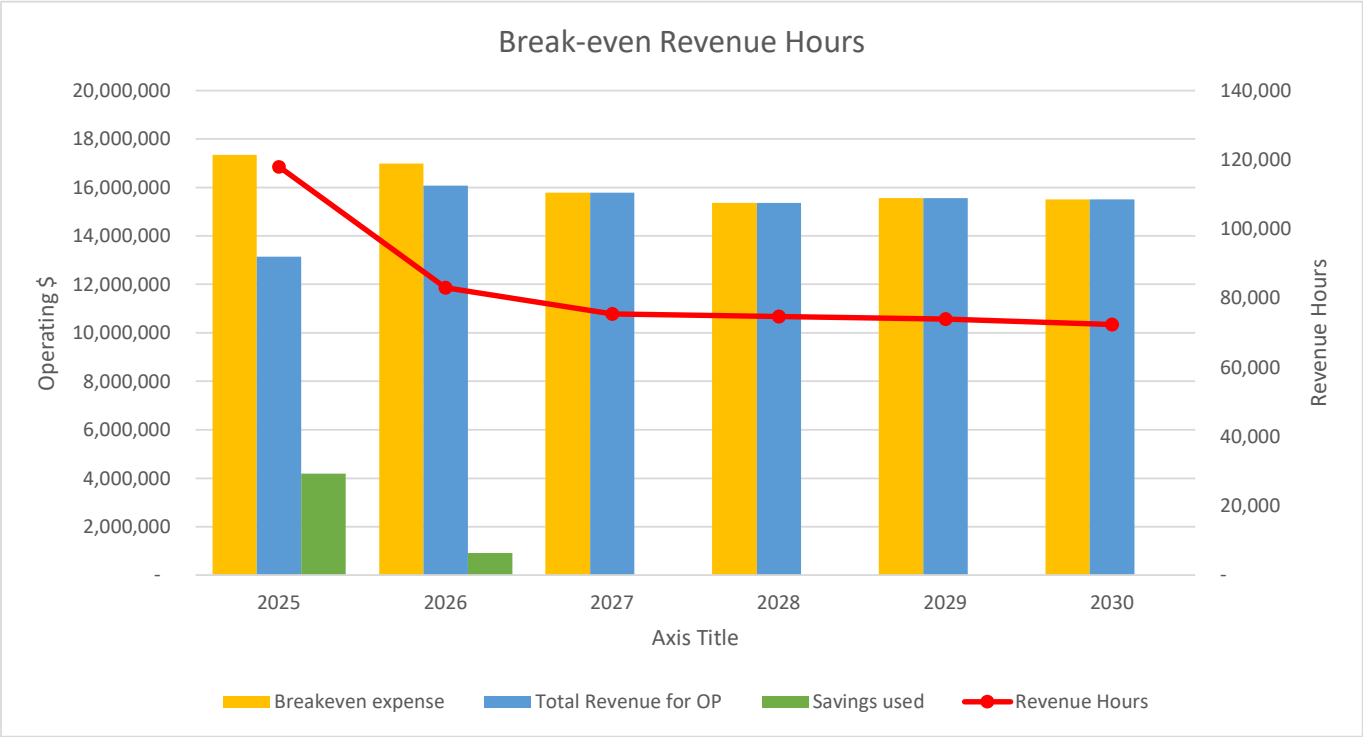
Cumulative Capital Fund

Proposed FY2025 Budget

	2025	2026 Budget	%Δ
Property tax contribution to Capital	\$ 500,000	\$ 500,000	0.00%
Other tax contribution to Capital	\$ 1,268,508	\$ 1,671,128	31.74%
Others			
Budget	\$ 1,768,508	\$ 2,171,128	22.77%
Additional Appropriation Request	\$ -	\$ -	0.00%
Special Transportation Cumulative Capital	\$ 1,768,508	\$ 2,171,128	22.77%

Five-Year Projection





MEMO



TO: Board of Directors

FROM: Bryan D. Smith

DATE: August 19, 2025

RE: CityBus 2030+

We forecast continuing budget shortfalls due to several factors, including property tax caps in place since 2008, the state budget revisions from 2025, and inflation rising faster than revenue is increasing.

It is imperative that CityBus start planning for further service reductions and other cost saving measures in order to go forward over the next several years in a logical fashion. Our service levels impact the necessary fleet size, which impacts our capital planning, our facility needs, and our staffing levels.

After the work from the comprehensive operations analysis, we have implemented the Reimagining CityBus system redesign. We need to build off of the work done on that plan to develop a sustainable system.

I am proposing that we use federal funds to fund a planning project called CityBus 2030+. This will be a five-to-ten-year strategic plan, looking at our service levels, capital plan, and seeking operational efficiencies in order to stretch our budget as far as possible.

This would be a multi-phase project with deliverables over the next several years. I recommend budgeting \$1.5M for the project, with 80% of the cost covered with federal funds, and local funds covering 20%.

In order to use federal funds, we will need to request that the Area Plan Commission amend the Unified Planning Work Program. A resolution is included for your consideration.

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION
RESOLUTION #25-03

**RESOLUTION TO AMEND THE FY 2026 UNIFIED PLANNING WORK
PROGRAM**

WHEREAS, the Greater Lafayette Public Transportation Corporation (GLPTC), also known as CityBus, completed it's Comprehensive Operations Analysis resulting in the Reimagine CityBus system redesign, and

WHEREAS, CityBus has a systemic funding shortfall due to property tax revenue increasing less than inflation, state law changes reducing property tax revenue, and state support of the Public Mass Transit Fund remaining flat, and

WHEREAS, CityBus needs to create a CityBus 2030+ Plan for the next five to ten years to determine sustainable service levels, capital spending needs, and operational efficiency improvements, and

WHEREAS, CityBus anticipates the planning process to be done in phases over a three-year period at a cost of \$1,500,000, and

WHEREAS, CityBus has federal funding available to pay 80% of the cost of a plan, and

WHEREAS, CityBus participates in the Area Plan Commission's (APC) Unified Planning Work Program (UPWP), and

WHEREAS, the UPWP will require an amendment to include CityBus 2030+ Project to the FY 2025 Unified Planning Work Program, and

NOW THEREFORE BE IT RESOLVED, that the CityBus Board of Directors does hereby request that APC amend the UPWP to include the CityBus 2030+ Project.

The designation is effective immediately and shall continue until specifically revoked. Any and all resolutions which conflict with this resolution are hereby rescinded. Adopted by the Board of Directors of Greater Lafayette Public Transportation Corporation on the 27th Day of August, 2025.

Mr. Mike Gibson
Chairman of the Board of Directors
Greater Lafayette Public Transportation Corporation

ATTEST:

Mr. James Blanco
Secretary of the Board of Directors
Greater Lafayette Public Transportation Corporation

Vote: _____ Ayes _____ Nays

August 27, 2025

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Greater Lafayette Public Transportation Corporation of Lafayette, Indiana, at a regular meeting on August 27, 2025, and that public notice of said meeting was given pursuant to and in full compliance with the laws of the State of Indiana.

Mr. James Blanco
Secretary of the Board of Directors
Greater Lafayette Public Transportation Corporation

MEMO



TO: Board of Directors

FROM: Bryan D. Smith

DATE: August 22, 2025

RE: Facility Modification A&E Contract

CityBus, with the help of CTE, has conducted a request for qualifications for Architecture and Engineering (A&E) services to determine what modifications we need to do to our existing facilities to store and maintain hydrogen fuel cell buses (HFCB).

We interviewed three firms for the work, and scored DLZ as the most qualified for the job. They have subsequently submitted a price proposal, scope of work, and timeline (attached). DLZ is also the architect for the fueling station project currently underway.

After reviewing the proposal, I have determined their offer is fair and reasonable, and that they are a responsible company, capable of completing the work.

I request that the Board grant me the authority to sign a contract with DLZ for this work once legal review has been completed by both parties.

Total Engineering Fee

Task	Fee Amount By Task	Subconsultants	Hours
1.01 Scanning	\$ 10,300.00	None	64
1.02 Investigative	\$ 34,260.00	Fluid, RTM	113
1.03 CD	\$ 48,450.00	None	287
1.04 Bidding	\$ 9,680.00	None	41
1.05 CA Services	\$ 24,050.00	None	132
Total, Engineering Fee	\$ 126,740.00		637

COST AND PRICE ANALYSIS - PROFESSIONAL SERVICES CONTRACT PROJECT: **CITYBUS HYDROGEN MONITORING**

NAME AND ADDRESS OF OFFERER:	DLZ INDIANA, LLC 2211 EAST JEFFERSON BLVD. SOUTH BEND, IN 46615	08.15.25
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DETAIL DESCRIPTION		ESTIMATED HOURS	RATE/HOUR (2025)	TOTAL ESTIMATED COST (Dollars)
1. DIRECT LABOR (specify)				
Principal		3	\$198.64	\$ 595.92
Principal Architect		86	\$93.93	\$ 8,077.98
Structural Engineer IV		1	\$72.40	\$ 72.40
Electrical IV		6	\$70.00	\$ 420.00
Mechanical Engineer IV		3	\$69.48	\$ 208.44
Electrical Engineer III		222	\$60.20	\$ 13,364.40
Surveyor V		32	\$56.80	\$ 1,817.60
Architect IV		0	\$55.66	\$ -
Mechanical Engineer III		59	\$51.30	\$ 3,026.70
Survey Crew Chief		32	\$50.00	\$ 1,600.00
Architect III		0	\$49.23	\$ -
Electrical Engineer II		8	\$49.03	\$ 392.24
Mechanical Engineer II		0	\$47.65	\$ -
Electrical Engineer I		100	\$42.06	\$ 4,206.00
Architect II		0	\$41.60	\$ -
Mechanical Engineer I		30	\$39.36	\$ 1,180.80
Clerical III		55	\$34.48	\$ 1,896.40
				\$ -
TOTAL DIRECT LABOR		637	*****	\$ 36,858.88
2. BURDEN (Overhead-specify) DEPARTMENT OR COST CENTER	BURDEN RATE	X BASE =	BURDEN (3)	*****
Overhead	162.23%	#####	\$ 59,796.16	*****

TOTAL BURDEN	*****	*****	*****	\$ 59,796.16
3. DIRECT MATERIAL			*****	

Exhibit 4

Permit Fees	\$ 1,500.00	
	\$ -	
TOTAL MATERIAL	*****	\$ 1,500.00
4. SPECIAL TESTING	*****	*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
TOTAL SPECIAL TESTING	*****	\$ -
5. SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse) [@Cost plus 10%]		
6. TRAVEL (If direct charge)		*****
a. TRANSPORTATION	\$ 3,640.00	*****
b. PER DIEM OR SUBSISTENCE	\$ -	*****
TOTAL TRAVEL	*****	\$ 3,640.00
7. OTHER DIRECT COSTS (Specify in Exhibit B on reverse - explain royalty costs, if any)		\$ -
8. TOTAL DIRECT COST AND BURDEN		\$ 64,936.16
9. GENERAL AND ADMINISTRATIVE EXPENSE (Facilities Capital Cost of Money, 2.20% of Direct Labor)		\$ 810.90
10. TOTAL ESTIMATED COST		\$ 102,605.94
11. FIXED FEE OR PROFIT (11% Profit of Direct Labor + Overhead)		\$ 10,632.05
12. SUBCONTRACTOR TOTAL (Not to be included in fixed fee or profit calculation)		*****
Fluid Dynamics	\$ 8,500.00	*****
RTM Consultants, Inc.	\$ 5,000.00	*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
TOTAL SUBCONTRACTOR		\$ 13,500.00
13. TOTAL ESTIMATED COST, FIXED FEE OR PROFIT, AND SUBCONTRACTOR TOTAL		\$ 126,737.99

USE \$ 126,740.00

COST AND PRICE ANALYSIS - PROFESSIONAL SERVICES CONTRACT				PROJECT: CITYBUS HYDROGEN MONITORING SYSTEM
Project Management				
NAME AND ADDRESS		DLZ INDIANA, LLC		08.15.25
OF OFFERER:		2211 EAST JEFFERSON BLVD.		
		SOUTH BEND, IN 46615		
DETAIL DESCRIPTION		ESTIMATED HOURS	RATE/HOUR (2025)	TOTAL ESTIMATED COST (Dollars)
1. DIRECT LABOR (specify)				
Principal			\$198.64	\$ -
Principal Architect			\$93.93	\$ -
Structural Engineer IV			\$72.40	\$ -
Electrical IV			\$70.00	\$ -
Mechanical Engineer IV			\$69.48	\$ -
Electrical Engineer III			\$60.20	\$ -
Surveyor V		32	\$56.80	\$ 1,817.60
Arch IV			\$55.66	\$ -
Mechanical Engineer III			\$51.30	\$ -
Survey Crew Chief		32	\$50.00	\$ 1,600.00
Arch III			\$49.23	\$ -
Architect IV			\$49.03	\$ -
Mechanical Engineer II			\$47.65	\$ -
Electrical Engineer I			\$42.06	\$ -
Architect III			\$41.60	\$ -
Mechanical Engineer I			\$39.36	\$ -
Clerical III			\$34.48	\$ -
				\$ -
Architect II		64	*****	\$ 3,417.60
2. BURDEN (Overhead-specify) DEPARTMENT OR COST CENTER		BURDEN RATE	X BASE =	BURDEN (3)
Overhead		162.23%	\$ 3,417.60	\$ 5,544.37

TOTAL BURDEN		*****	*****	\$ 5,544.37
3. DIRECT MATERIAL			*****	
			\$ -	
			\$ -	
TOTAL MATERIAL			*****	\$ -
4. SPECIAL TESTING			*****	*****
			\$ -	*****
			\$ -	*****
			\$ -	*****
TOTAL SPECIAL TESTING			*****	\$ -
5. SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse) [@Cost plus 10%]				
6. TRAVEL (If direct charge)				*****
a. TRANSPORTATION			\$ 280.00	*****
b. PER DIEM OR SUBSISTENCE			\$ -	*****
TOTAL TRAVEL			*****	\$ 280.00

Exhibit 4

7. OTHER DIRECT COSTS (Specify in Exhibit B on reverse - explain royalty costs, if any)	\$	-
8. TOTAL DIRECT COST AND BURDEN	\$	5,824.37
9. GENERAL AND ADMINISTRATIVE EXPENSE (Facilities Capital Cost of Money, 2.2% of Direct Labor)	\$	75.19
10. TOTAL ESTIMATED COST	\$	9,317.16
11. FIXED FEE OR PROFIT (11% Profit of Direct Labor + Overhead)	\$	985.82
12. SUBCONTRACTOR TOTAL (Not to be included in fixed fee or profit calculation)	*****	
	\$	-
	\$	-
	\$	-
	\$	-
	\$	-
TOTAL SUBCONTRACTOR	\$	-
13. TOTAL ESTIMATED COST, FIXED FEE OR PROFIT, AND SUBCONTRACTOR TOTAL	\$	10,302.98

USE \$ 10,300.00

COST AND PRICE ANALYSIS - PROFESSIONAL SERVICES CONTRACT				PROJECT: CITYBUS HYDROGEN MONITORING SYSTEM
Concept Preliminary Design				
NAME AND ADDRESS		DLZ INDIANA, LLC		08.15.25
OF OFFERER:		2211 EAST JEFFERSON BLVD.		
		SOUTH BEND, IN 46615		
DETAIL DESCRIPTION	ESTIMATED HOURS	RATE/HOUR (2025)	TOTAL ESTIMATED COST (Dollars)	
1. DIRECT LABOR (specify)				
Principal	2	\$198.64	\$ 397.28	
Principal Architect	22	\$93.93	\$ 2,066.46	
Structural Engineer IV	1	\$72.40	\$ 72.40	
Electrical IV		\$70.00	\$ -	
Mechanical Engineer IV		\$69.48	\$ -	
Electrical Engineer III	27	\$60.20	\$ 1,625.40	
Surveyor V		\$56.80	\$ -	
Arch IV		\$55.66	\$ -	
Mechanical Engineer III	5	\$51.30	\$ 256.50	
Survey Crew Chief		\$50.00	\$ -	
Arch III		\$49.23	\$ -	
Architect IV	8	\$49.03	\$ 392.24	
Mechanical Engineer II		\$47.65	\$ -	
Electrical Engineer I	36	\$42.06	\$ 1,514.16	
Architect III		\$41.60	\$ -	
Mechanical Engineer I	11	\$39.36	\$ 432.96	
Clerical III	1	\$34.48	\$ 34.48	
			\$ -	
Architect II	113	*****	\$ 6,791.88	
2. BURDEN (Overhead-specify) DEPARTMENT OR COST CENTER	BURDEN RATE	X BASE =	BURDEN (3)	*****
Overhead	162.23%	\$ 6,791.88	\$ 11,018.47	*****

TOTAL BURDEN	*****	*****	*****	\$ 11,018.47

3. DIRECT MATERIAL	*****	
	\$ -	
	\$ -	
TOTAL MATERIAL	*****	\$ -
4. SPECIAL TESTING	*****	*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
TOTAL SPECIAL TESTING	*****	\$ -
5. SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse) [@Cost plus 10%]		
6. TRAVEL (If direct charge)		*****
a. TRANSPORTATION	\$ 840.00	*****
b. PER DIEM OR SUBSISTENCE	\$ -	*****
TOTAL TRAVEL	*****	\$ 840.00
7. OTHER DIRECT COSTS (Specify in Exhibit B on reverse - explain royalty costs, if any)		\$ -
8. TOTAL DIRECT COST AND BURDEN		\$ 11,858.47
9. GENERAL AND ADMINISTRATIVE EXPENSE (Facilities Capital Cost of Money, 2.2% of Direct Labor)		\$ 149.42
10. TOTAL ESTIMATED COST		\$ 18,799.77
11. FIXED FEE OR PROFIT (11% Profit of Direct Labor + Overhead)		\$ 1,959.14
12. SUBCONTRACTOR TOTAL (Not to be included in fixed fee or profit calculation)		*****
Fluid Dynamics	\$ 8,500.00	*****
RTM Code Consultants	\$ 5,000.00	*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
TOTAL SUBCONTRACTOR		\$ 13,500.00
13. TOTAL ESTIMATED COST, FIXED FEE OR PROFIT, AND SUBCONTRACTOR TOTAL		\$ 34,258.91

USE \$ 34,260.00

COST AND PRICE ANALYSIS - PROFESSIONAL SERVICES CONTRACT			PROJECT: CITYBUS HYDROGEN MONITORING SYSTEM
Civil / Structural Plan Development			
NAME AND ADDRESS OF OFFERER:	DLZ INDIANA, LLC 2211 EAST JEFFERSON BLVD. SOUTH BEND, IN 46615		08.15.25
DETAIL DESCRIPTION	ESTIMATED HOURS	RATE/HOUR (2025)	TOTAL ESTIMATED COST (Dollars)
1. DIRECT LABOR (specify)			
Principal		\$198.64	\$ -
Principal Architect	20	\$93.93	\$ 1,878.60
Structural Engineer IV		\$72.40	\$ -
Electrical IV	5	\$70.00	\$ 350.00
Mechanical Engineer IV	2	\$69.48	\$ 138.96
Electrical Engineer III	140	\$60.20	\$ 8,428.00
Surveyor V		\$56.80	\$ -
Arch IV		\$55.66	\$ -
Mechanical Engineer III	24	\$51.30	\$ 1,231.20
Survey Crew Chief		\$50.00	\$ -
Arch III		\$49.23	\$ -

Exhibit 4

Architect IV			\$49.03	\$ -
Mechanical Engineer II			\$47.65	\$ -
Electrical Engineer I	62		\$42.06	\$ 2,607.72
Architect III			\$41.60	\$ -
Mechanical Engineer I	18		\$39.36	\$ 708.48
Clerical III	16		\$34.48	\$ 551.68
				\$ -
Architect II	287	*****		\$ 15,894.64
2. BURDEN (Overhead-specify) DEPARTMENT OR COST CENTER	BURDEN RATE	X BASE =	BURDEN (3)	*****
Overhead	162.23%	\$15,894.64	\$ 25,785.87	*****

TOTAL BURDEN	*****	*****	*****	\$ 25,785.87
3. DIRECT MATERIAL			*****	
Permit Fees			\$ 1,500.00	
			\$ -	
TOTAL MATERIAL			*****	\$ 1,500.00
4. SPECIAL TESTING			*****	*****
			\$ -	*****
			\$ -	*****
			\$ -	*****
TOTAL SPECIAL TESTING			*****	\$ -
5. SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse) [@Cost plus 10%]				
6. TRAVEL (If direct charge)				*****
a. TRANSPORTATION			\$ 336.00	*****
b. PER DIEM OR SUBSISTENCE			\$ -	*****
TOTAL TRAVEL			*****	\$ 336.00
7. OTHER DIRECT COSTS (Specify in Exhibit B on reverse - explain royalty costs, if any)				\$ -
8. TOTAL DIRECT COST AND BURDEN				\$ 27,621.87
9. GENERAL AND ADMINISTRATIVE EXPENSE (Facilities Capital Cost of Money, 2.2% of Direct Labor)				\$ 349.68
10. TOTAL ESTIMATED COST				\$ 43,866.20
11. FIXED FEE OR PROFIT (11% Profit of Direct Labor + Overhead)				\$ 4,584.86
12. SUBCONTRACTOR TOTAL (Not to be included in fixed fee or profit calculation)				*****
			\$ -	*****
			\$ -	*****
			\$ -	*****
			\$ -	*****
			\$ -	*****
TOTAL SUBCONTRACTOR				\$ -
13. TOTAL ESTIMATED COST, FIXED FEE OR PROFIT, AND SUBCONTRACTOR TOTAL				\$ 48,451.05

USE \$ 48,450.00

COST AND PRICE ANALYSIS - PROFESSIONAL SERVICES CONTRACTPROJECT: CITYBUS HYDROGEN
MONITORING SYSTEM**Electrical Plan Development**

NAME AND ADDRESS

DLZ INDIANA, LLC

08.15.25

OF OFFERER:

2211 EAST JEFFERSON BLVD.
SOUTH BEND, IN 46615

Exhibit 4

DETAIL DESCRIPTION		ESTIMATED HOURS	RATE/HOUR (2025)	TOTAL ESTIMATED COST (Dollars)
1. DIRECT LABOR (specify)				
Principal		1	\$198.64	\$ 198.64
Principal Architect		18	\$93.93	\$ 1,690.74
Structural Engineer IV			\$72.40	\$ -
Electrical IV		1	\$70.00	\$ 70.00
Mechanical Engineer IV		1	\$69.48	\$ 69.48
Electrical Engineer III		12	\$60.20	\$ 722.40
Surveyor V			\$56.80	\$ -
Arch IV			\$55.66	\$ -
Mechanical Engineer III		6	\$51.30	\$ 307.80
Survey Crew Chief			\$50.00	\$ -
Arch III			\$49.23	\$ -
Architect IV			\$49.03	\$ -
Mechanical Engineer II			\$47.65	\$ -
Electrical Engineer I			\$42.06	\$ -
Architect III			\$41.60	\$ -
Mechanical Engineer I			\$39.36	\$ -
Clerical III		2	\$34.48	\$ 68.96
				\$ -
Architect II		41	*****	\$ 3,128.02
2. BURDEN (Overhead-specify) DEPARTMENT OR COST CENTER	BURDEN RATE	X BASE =	BURDEN (3)	*****
Overhead	162.23%	\$ 3,128.02	\$ 5,074.59	*****

TOTAL BURDEN		*****	*****	\$ 5,074.59
3. DIRECT MATERIAL			*****	
			\$ -	
			\$ -	
TOTAL MATERIAL			*****	\$ -
4. SPECIAL TESTING			*****	*****
			\$ -	*****
			\$ -	*****
			\$ -	*****
TOTAL SPECIAL TESTING			*****	\$ -
5. SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse) [@Cost plus 10%]				
6. TRAVEL (If direct charge)				*****
a. TRANSPORTATION			\$ 504.00	*****
b. PER DIEM OR SUBSISTENCE			\$ -	*****
TOTAL TRAVEL			*****	\$ 504.00
7. OTHER DIRECT COSTS (Specify in Exhibit B on reverse - explain royalty costs, if any)				\$ -
8. TOTAL DIRECT COST AND BURDEN				\$ 5,578.59
9. GENERAL AND ADMINISTRATIVE EXPENSE (Facilities Capital Cost of Money, 2.2% of Direct Labor)				\$ 68.82
10. TOTAL ESTIMATED COST				\$ 8,775.42
11. FIXED FEE OR PROFIT (11% Profit of Direct Labor + Overhead)				\$ 902.29

Exhibit 4

12. SUBCONTRACTOR TOTAL (Not to be included in fixed fee or profit calculation)		*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
TOTAL SUBCONTRACTOR		\$ -
13. TOTAL ESTIMATED COST, FIXED FEE OR PROFIT, AND SUBCONTRACTOR TOTAL		\$ 9,677.71

USE \$ 9,680.00

COST AND PRICE ANALYSIS - PROFESSIONAL SERVICES CONTRACT			PROJECT: CITYBUS HYDROGEN MONITORING SYSTEM	
Permitting Coordination				
NAME AND ADDRESS OF OFFERER:		DLZ INDIANA, LLC 2211 EAST JEFFERSON BLVD. SOUTH BEND, IN 46615		08.15.25
DETAIL DESCRIPTION	ESTIMATED HOURS	RATE/HOUR (2025)	TOTAL ESTIMATED COST (Dollars)	
1. DIRECT LABOR (specify)				
Principal		\$198.64	\$ -	
Principal Architect	26	\$93.93	\$ 2,442.18	
Structural Engineer IV		\$72.40	\$ -	
Electrical IV		\$70.00	\$ -	
Mechanical Engineer IV		\$69.48	\$ -	
Electrical Engineer III	43	\$60.20	\$ 2,588.60	
Surveyor V		\$56.80	\$ -	
Arch IV		\$55.66	\$ -	
Mechanical Engineer III	24	\$51.30	\$ 1,231.20	
Survey Crew Chief		\$50.00	\$ -	
Arch III		\$49.23	\$ -	
Architect IV		\$49.03	\$ -	
Mechanical Engineer II		\$47.65	\$ -	
Electrical Engineer I	2	\$42.06	\$ 84.12	
Architect III		\$41.60	\$ -	
Mechanical Engineer I	1	\$39.36	\$ 39.36	
Clerical III	36	\$34.48	\$ 1,241.28	
			\$ -	
Architect II	132	*****	\$ 7,626.74	
2. BURDEN (Overhead-specify) DEPARTMENT OR COST CENTER	BURDEN RATE	X BASE =	BURDEN (3)	*****
Overhead	162.23%	\$ 7,626.74	\$ 12,372.86	*****

TOTAL BURDEN	*****	*****	*****	\$ 12,372.86
3. DIRECT MATERIAL			*****	
Permit Fees			\$ -	
			\$ -	
TOTAL MATERIAL			*****	\$ -
4. SPECIAL TESTING			*****	*****

Exhibit 4

	\$ -	*****
	\$ -	*****
	\$ -	*****
TOTAL SPECIAL TESTING	*****	\$ -
5. SPECIAL EQUIPMENT (If direct charge - specify in Exhibit B on reverse) [@Cost plus 10%]		
6. TRAVEL (If direct charge)		*****
a. TRANSPORTATION	\$ 1,680.00	*****
b. PER DIEM OR SUBSISTENCE	\$ -	*****
TOTAL TRAVEL	*****	\$ 1,680.00
7. OTHER DIRECT COSTS (Specify in Exhibit B on reverse - explain royalty costs, if any)		\$ -
8. TOTAL DIRECT COST AND BURDEN		\$ 14,052.86
9. GENERAL AND ADMINISTRATIVE EXPENSE (Facilities Capital Cost of Money, 2.2% of Direct Labor)		\$ 167.79
10. TOTAL ESTIMATED COST		\$ 21,847.39
11. FIXED FEE OR PROFIT (11% Profit of Direct Labor + Overhead)		\$ 2,199.96
12. SUBCONTRACTOR TOTAL (Not to be included in fixed fee or profit calculation)		*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
	\$ -	*****
TOTAL SUBCONTRACTOR		\$ -
13. TOTAL ESTIMATED COST, FIXED FEE OR PROFIT, AND SUBCONTRACTOR TOTAL		\$ 24,047.34

USE \$ 24,050.00

EXHIBIT A PROJECT OVERVIEW

The project involves the design, bid, and construction administration services associated with a new Hydrogen gas detection system at the existing facility of the Greater Lafayette Public Transportation Corporation (operationally known as City Bus) located at 1250 Canal Road, Lafayette, Indiana 47904 46902. Refer to **Exhibit A-1**.

Existing Conditions

CityBus is embarking on an eight-bus fuel cell electric bus (FCEB) deployment with the first four buses arriving in 1Q2026 and the subsequent four in 2Q2027. These eight FCEBs will be provided by New Flyer Industries. They will each be equipped with 350-bar hydrogen gas storage tanks and a 135 kWh lithium-ion battery pack. CityBus's main campus (located at 1250 Canal Rd., Lafayette, IN 47904) serves as the Agency's primary location and houses administrative offices, an operations control center, fleet maintenance services, bus refueling infrastructure, and bus storage. This approximately 5-acre complex is comprised of an administrative building (approximately 6,000 sq ft), bus storage bays (approximately 43,000 sq ft) that adjoin the administrative building, and a detached fleet maintenance building (approximately 20,000 sq ft). an existing compressed natural gas (CNG) monitoring system existing with the buildings.

Design Approach

Multiple design approaches will be evaluated to determine a cost-effective and code-compliant approach to safely servicing the new FCEBs within the existing facility. The selected approach will need to align with CityBus's available construction budget and maintenance standard operational procedures. Possible solutions include, but are not limited to the following:

1. Defueling of vehicles prior to 'Major Repair' activity on FCEBs,
2. Performing 'Major Repair' activity on FCEBs outdoors,
3. Upgrading the existing Maintenance Bay to comply with NFPA requirements for 'Major Repair' activity on the new FCEBs, and
4. Creating a new H₂ 'Major Repair' repair bay separate from the existing Maintenance Bay.

For all of these design approaches, multiple variables will be considered for compliance with NFPA requirements, including classification of maintenance activities into Major and Minor Repair types, existing facility construction, separation from other operations, defueling capabilities, maintenance procedures, ventilation capabilities, gas detection systems, alarm and notification systems, hazardous classification zones, electrical infrastructure and other systems within the facility.

Proposed Hydrogen Gas Monitoring System

The proposed hydrogen gas (H₂) monitoring system will be installed in the existing Fleet Maintenance Building, the Maintenance Bay, building, the Wash Bay and the Vehicle Storage building.

At the Fleet maintenance Building the existing CGN monitoring system is installed and provides detection, audio/visual annunciation and interface to the fire alarm control system which alerts an outside agency of an alarm. Interface between the ventilation or an air purge system are no present. The proposed H₂ monitoring system will be installed in the same manner. The H₂ monitoring system will provide detection, audio/visual annunciation and interface to the fire alarm control system to alert an outside agency of an alarm.

At the Vehicle Storage Building the existing CGN monitoring system is installed and provides detection, audio/visual annunciation and interface to the fire alarm control system which alerts an outside agency of an alarm. Interface between the ventilation or an air purge system are no present. The proposed H₂ monitoring system will be installed in the same manner. The H₂ monitoring system will provide detection, audio/visual annunciation and interface to the fire alarm control system to alert an outside agency of an alarm.

At the Wash Bay, the existing CGN monitoring system is installed and provides detection, audio/visual annunciation and interface to the fire alarm control system which alerts an outside agency of an alarm. Interface between the ventilation or an air purge system are no present. The proposed H₂ monitoring system will be installed in the same manner. The H₂ monitoring system will provide detection, audio/visual annunciation and interface to the fire alarm control system to alert an outside agency of an alarm.

At the Maintenance Bay, the existing CGN monitoring system is installed and provides detection, audio/visual annunciation and interface to the fire alarm control system which alerts an outside agency of an alarm. In addition, an interface between the ventilation exhaust and overhead sectional doors exists to provide air purge operations. The proposed H₂ monitoring system will be installed in the same manner. The H₂ monitoring system will provide detection, audio/visual annunciation and interface to the fire alarm control system to alert an outside agency of an alarm. In addition, an interface between the ventilation exhaust and overhead sectional doors exists to provide air purge operations.

The work will be developed as a single set of Construction Documents. Documents will be prepared to allow for competitive bids in accordance with Indiana Public Works bidding requirements.

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SCHEDULE

This project seeks that CityBus's maintenance facilities be fully commissioned and available for maintaining its FCEBs prior to March 2026. The ongoing service of existing vehicles within the facility must be considered and accommodated during all phases of the project. For the purpose of this Agreement a preliminary Project Schedule has been development.

CITYBUS: RFQ #2025-9.1				
Task No.	Task Name	Duration	Start	Finish
	Notice To Proceed	0 days	Fri 8/18/25	Fri 8/18/25
A	Investigation	10 days	Mon 8/18/25	Fri 8/29/25
1	Field Verify Existing Conditions	10 days	Mon 8/18/25	Fri 8/29/25
B	Design	46 days	Tue 9/2/25	Tue 11/4/25
1	SD/DD Deliverable	10 days	Tue 9/2/25	Mon 9/15/25
2	Owner Review	1 day	Tue 9/16/25	Tue 9/16/25
3	CD Deliverable	21 days	Tue 9/30/25	Tue 10/28/25
5	Owner Review and comment	5 days	Wed 10/29/25	Tue 11/4/25
6	Signed and Sealed Documents	0 days	Tue 11/4/25	Tue 11/4/25
C	Permitting	10 days	Wed 11/5/25	Tue 11/18/25
1	Permitting	10 days	Wed 11/5/25	Tue 11/18/25
D	Bidding	35 days	Tue 11/4/25	Tue 12/23/25
1	Release for Bid	28 days	Tue 11/4/25	Fri 12/12/25
2	Award of Construction Contract	7 days	Mon 12/15/25	Tue 12/23/25
E	Construction Admin	52 days	Wed 12/24/25	Thu 3/5/26
1	Pre-construction and order materials	10 days	Wed 12/24/25	Tue 1/6/26
2	Maintenance Bay	14 days	Wed 1/7/26	Mon 1/26/26
3	Wash Bay and Vehicle Storage	14 days	Tue 1/27/26	Fri 2/13/26
4	Maintenance Building	14 days	Fri 2/13/26	Thu 3/5/26
5	Substantial Completion	0 days	Thu 3/5/26	Thu 3/5/26
6	Closeout	21 days	Thu 3/5/26	Fri 4/3/26
E	As-Built, Warranties and O/Ms	21 days	Thu 3/5/26	Fri 4/3/26

END OF EXHIBIT A

EXHIBIT B
SCOPE OF SERVICES

DLZ will provide the services of qualified professionals to perform the identified services.

A. SITE REQUIREMENTS ASSESSMENT**1. Existing Conditions Analysis**

The Existing Conditions Analysis identifies existing conditions and the current and proposed improvements associated with the proposed Hydrogen gas monitoring system at the facility. The existing conditions will be documented:

- a. Perform an on-site review of the existing conditions. Information obtained and observed will be documents.
 - i. Verification of existing construction systems and configuration.
 - ii. Verification of existing equipment that will be impacted by the installation of the proposed H2 monitoring system.
- b. Develop design and operational options associated with minor repair, major repair and indoor storage of H2 vehicles.

2. Scanning of Existing Conditions and Developing As-Built documents

Drawings of the existing conditions of each building are not available. Scanning of the existing building will allow for accurate documentation of existing walls, ceilings, openings, and exposed structural, HVAC, plumbing and electrical system. The existing conditions will be documented:

- a. Perform an on-site scanning of the interior and exterior conditions of each building identified.
 - i. Control points will be established and scanning will be performed.
 - ii. Review the existing and proposed conditions within each building identified.
- b. Download point cloud information developed during scanings.
 - i. Convert point cloud information into base drawings for use of proposed H2 monitoring system layout and configuration.
 - ii. Point-cloud conversion will be limited to the information necessary to develop Design Documents.
 - iii. Point-cloud information will be provided to Owner for their records and future use.

3. Existing Testing and Balancing Verification

The testing and balancing verification identifies existing conditions of the ventilation system within the Maintenance Bay. The existing conditions will be documented:

- a. Review the existing and proposed conditions within each building identified.
- b. Conduct testing and balancing of air flow (CFM) of ventilation system during normal operation.
- c. Conduct testing and balancing of air flow (CFM) of ventilation system during CNG detection alarm operation.
- d. Conduct testing and balancing of air flow (CFM) of ventilation system of Administration Area during normal operation.

- e. Conduct testing and balancing of air flow (CFM) of ventilation system of Administration Area during CNG detection alarm operation within the Maintenance Bay.
- f. Review existing HVAC controls and sequence of operation for equipment that serves the Maintenance Bay.
- g. Review existing HVAC controls and sequence of operation for equipment that serves the Administration Area during CNG detection alarm condition within Maintenance Bay.

4. Preliminary Design

The Preliminary Design Phase will establish the design direction for the facility including the proposed systems, materials, and construction sequencing, as well as refined project schedule and budget. At the completion of Preliminary Design, DLZ will meet with CLIENT to review the overall design and confirm the identified Scope of Work. Based upon the project direction established upon the conclusion conceptual design, the information will be used to develop subsequent Project phases. The following items will be performed:

- a. H2 Monitoring System:
 - i. Develop plans and schematic diagrams to establish and represent the design of each building.
 - ii. Explore system components for detection, annunciation and controls.
- b. Anticipated Probable Construction Cost
 - i. Confirm Preliminary Opinion of Probable Project cost.
- c. Anticipated Implementation Schedule
 - i. Confirm an anticipated Total Project Schedule.

B. DESIGN PHASE

1. Based on existing conditions encountered, Scope of Work, and Budget, DLZ will prepare Construction Documents for the agreed upon improvements. Construction Documents are a legal set of documents, which provide detailed information, which establishes the specifics products, execution of construction and quality control guidelines for the project. Information is described through drawings and specifications. This information is then used for the bidding and construction of the project. The following may be provided:
 - a. Prepare drawings and details associated with proposed work to be performed including plans, sections details and schedules.
 - b. Finalize Scope of Work priorities.
 - c. Prepare Project Manual.
 - i. Bidding Requirements, General Requirements of Contract, will be prepared by Owner and reviewed by DLZ.
 - ii. Technical specifications will be prepared by DLZ.
 - iii. DLZ will assemble all documents into a single Project manual.
 - d. Develop an Opinion of Probable Project cost based on proposed modifications. Historical data based on similar projects, as well as trends in construction costs in the area, shall be used to estimate the total project cost. The Opinion of Probable Costs will be based on anticipated 2026-dollar values.
 - e. Develop an anticipated Total Project Schedule for implementation of the proposed modifications, including durations for design and subsequent construction, including phased implementation.

- f. Assemble 90% Contract Documents, including Drawings and Project Manual for CLIENT's review and comment.
- g. Meet with CLIENT to review 90% Contract Documents.
- h. Incorporate 90% CLIENT-review comments into the Final Contract Documents.
- i. Assemble final signed and seal Contract Documents to allow for competitive bids.
- j. Prepare and submit Construction Design Release to the State of Indiana. Fees for application shall be deemed a reimbursable expense.
- k. Prepare and submit documentation for drainage review and approval as required.

C. BID PHASE

- 1. During this stage of the project, the Contract Documents are reviewed by various contractors who will submit the actual construction costs for the project. The following duties may be performed:
 - a. Prepare Advertisement for Bid document to CLIENT. CLIENT shall place legal advertisement in public publications.
 - b. Distribute Contract Documents to prospective contractors through local Planroom.
 - c. Conduct pre-proposal meeting with prospective Contractors at the site.
 - d. Clarify any questions that may arise during this phase.
 - e. Issue Addenda and/or clarifications to prospective contractors.
 - f. Assist the CLIENT during public Bid Opening, if requested.
 - g. Review received Bid proposals and recommended to the CLIENT an Award of Construction Contract.

D. CONSTRUCTION ADMINISTRATION PHASE - BASIC

- 1. During this stage of the project, the project is under construction. DLZ will assist the CLIENT in confirming the construction in accordance with the Contract Documents. The following duties may be performed:
 - a. Prepare AIA Contract between Client and Contractor for approval by the Board of Public Works.
 - b. Facilitate the collection of Certificate of Insurance, Performance and Payment Bonds with the County.
 - c. Conduct Pre-Construction meeting to review overall contract procedures.
 - d. Attend Contractor led construction progress meetings, assume every two weeks, with Client and contractor to review construction progress, anticipated schedule, and any outstanding items.
 - e. Review shop drawing of civil/site development items, Salt Storage and Brine Production building systems.
 - i. DLZ shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. DLZ 's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the DLZ's professional judgment, to permit adequate review.

- ii. DLZ shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. DLZ review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. DLZ review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. DLZ approval of a specific item shall not indicate approval of an assembly of which the item is a component.
- iii. DLZ shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.
- f. DLZ shall advise and consult with the CLIENT during the Construction Phase Services. DLZ shall have authority to act on behalf of the CLIENT only to the extent provided in this Agreement. DLZ shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, nor DLZ shall be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. DLZ shall be responsible for DLZ's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.
- g. Review and recommend Contractor(s) Pay Applications on monthly basis.
- h. Issue Architectural Supplemental Instructions, Proposal Request and/or Change Orders as necessary to facilitate the construction progress.
- i. Review Contractor-provided punch list. Review work for compliance and develop punch list of outstanding work.
- j. Issue Certificate of Substantial Completion.
- k. Review Close-out materials including Operations & Maintenance manual and warranties.
- l. Provide CLIENT one set hard copy and one (1) electronic copy of Record Drawings for archiving purposes.

E. ADDITIONAL INFORMATION

1. Contractor remains responsible for means and methods for implementation of Scope of Work, including safety compliance during construction.
2. Contract documents will be prepared to include all necessary Request for Proposal documents, including drawings and technical specifications.
3. Alternates Bid Items may be prepared within Construction Documents, though work will be consistent with the nature of the scope of work identified and at the facilities identified. In addition, alternative items will be identified as a contingencies approach to limit the potential of bid proposal that may exceed the CLIENT prepared budget. In the event the base bid and alternates received exceed the amounts identified by greater than 10% of originally identified established construction cost as identified herein, DLZ shall be compensated accordingly. Compensation shall be increased based on a mutually agreed upon amount.

4. DLZ shall attend meetings to discuss the design intent and overall progress with CityBus. Finalize bid documents based on the review meetings. Meetings will be limited to selected representatives as identified by CityBus. It is understood exhaustive meetings with personnel and staff will not occur.
 - a. To the greatest extent feasible, meeting will be conducted via teleconference.
5. Correspondence and documentation shall utilize standard AIA documents and/or DLZ format.
6. Environmental Analysis, including review and testing of material for lead based paint and asbestos is outside the Scope of Work for this contract. It shall be the CLIENT'S responsibility to conduct an asbestos and lead based survey and abate any locations identified prior to the commencement of Construction.

ADDITIONAL SERVICES

The following items are considered outside the Scope of Services and will be considered additional services.

1. All work not specifically noted under Scope of Services.

CITYBUS RESPONSIBILITIES

1. Designate in writing a person to act as the representative for the CLIENT with respect to the services to be rendered. Such person shall have complete authority to transmit instructions, receive information, interpret, and define policies and decisions for the CLIENT with respect to DLZ's services.
2. Review each phase of work and provide comment, including approval to proceed with next phase of project development.
3. Compensate DLZ for professional services rendered.

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MEMO



TO: Board of Directors

FROM: Bryan T. Walck, Chief Operating Officer

DATE: August 19, 2025

RE: Fare Structure Recommendation – Board Action Required

As part of our comprehensive operations analysis (COA), RLS & Associates conducted a *Fare Structure Analysis* to evaluate fare trends, peer comparisons, and projected impacts on ridership and revenue. CityBus staff concurs with RLS's recommendation. Public hearings have been completed, results have been presented to the Board, and it is now time for the Board to take action on the Recommended Fare Structure.

Background and Need for Change

CityBus has not adjusted fares in more than 20 years, despite steadily rising operating costs. Since 2018, our operating cost per passenger trip has increased by 50 percent while fare revenue has remained flat. Without corrective action, this growing gap will contribute to a budget shortfall that threatens agency stability and the continuity of service.

Although CityBus maintains one of the stronger farebox recovery ratios among peer systems, ongoing cost pressures can no longer be absorbed without a fare adjustment.

Key Features of the Recommended Fare Structure

- **Base fare as two-hour window** – A single fare allows unlimited boardings within two hours of activation, replacing one-way fares and paper transfers.
- **Expanded half fare eligibility** – Half fare remains for seniors, Medicare recipients, and people with differing abilities, and is extended to youth ages 9 to 19 enrolled in school.
- **Launch of Masabi's EZFare mobile platform** – Account-based ticketing (August 2025) with fare capping ensures riders receive the best value without needing to purchase passes in advance.
- **Unlimited ride passes** – Offerings include 1-Day, 31-Day, 6-Month, and a new \$155 Semester Pass, each at standard and half-fare prices where applicable.
- **Tokens and transfers eliminated** – Discontinued in favor of the two-hour fare model and digital fare media.

- **ACCESS fare pilot** – Paratransit fare remains \$2.00 for a six-month pilot starting January 2026 to evaluate impacts and equity considerations.
- **Express route fare** – Established at \$5.00 per two-hour window on Express routes only, reflecting higher per-trip costs.

Recommended Fare Structure

The following table shows the recommended fare structure.

Regular Fare - Valid for 2 hours from activation	\$2.00
Half-Fare - Valid for 2 hours from activation (65 or older, Medicare recipients, people with differing abilities, children aged 9 through 19 enrolled in school)	\$1.00
Express Route Fare – Valid for 2 hours from activation on Express routes only	\$5.00
Ivy Tech Students, Faculty, and Staff with valid photo ID	Fare-free
Children aged 8 and under with fare-paying rider	Fare-free
1-Day Pass	\$4.00
1-Day Half-Fare Pass (65 or older, Medicare recipients, people with differing abilities, children aged 9 through 19 enrolled in school)	\$2.00
31-Day Pass	\$50.00
31-Day Half-Fare Pass (65 or older, Medicare recipients, people with differing abilities, children aged 9 through 19 enrolled in school)	\$25.00
Semester Pass	\$155
Six Month Pass (Jan-June or July-Dec)	\$178.00
CityBus ACCESS Certified Rider	Fare-free on regular fixed routes
CityBus ACCESS One-Way Fare* (*Unchanged as 6mo pilot)	\$2.00 per trip

Recommendation

CityBus staff recommends that the Board approve the Recommended Fare Structure to be implemented on January 2, 2026. Approval will support the agency's financial stability while ensuring continuity of service and a smooth transition for riders to the updated fare system.

Implementation will be communicated in advance to provide the community ample notice and ensure a seamless transition to the new fares. This approach maintains transparency, advances equity, and aligns with CityBus's mission to provide accessible and reliable transit for all riders.

**CITY BUS --- CLAIMS LISTING FOR
July 24, 2025 THROUGH Augstst 27, 2025**

Claims UNDER \$20,000 (For Board to select 5 or more for audit)

CLAIM#	VENDOR NAME	CLAIM REASON	AMOUNT
40910	** CTE	CAPITAL ITEMS	\$13,000.00
40911	BUSINESS SYTEM SOLUTIONS	CONTRACTUAL SERVICE	\$13,582.45
40912	TRAVELERS	INSURANCE	\$8,862.02
40913	GREGORY & APPEL	INSURANCE	\$12,156.00
40914	ENTERPRISE	CONTRACTUAL SERVICE	\$4,000.00
40915	PRINCIPAL INSURANCE	INSURANCE	\$16,241.71
40916	RAMP	CREDIT CARD	\$10,842.38
40917	SUPERFLEET	CREDIT CARD - GASOLINE	\$1,628.65
40918	RIVAS, ISAI	UNIFORM ALLOWANCE	\$93.06
40919	AYERS, DAVID	UNIFORM ALLOWANCE	\$75.00
40920	T-MOBILE	UTILITIES	\$958.01
40921	CENTERPOINT ENERGY	UTILITIES	\$197.42
40922	DUKE ENERGY	UTILITIES	\$11,101.67
40923	CENTERPOINT ENERGY	UTILITIES	\$4,358.21
40924	NELSON, GARY	TOOL ALLOWANCE	\$800.00
40925	PRINCIPAL INSURANCE	INSURANCE	\$16,055.96
40927	ACCIDENT FUND	INSURANCE	\$9,614.20
40928	REPUBLIC SERVICE	CONTRACTUAL SERVICE	\$183.04
40929	CITY OF LAFAYETTE	UTILITIES	\$386.25
40930	ACCIDENT FUND	INSURANCE	\$9,614.20
40931	BUSINESS SYSTEM SOLUTIONS	CONTRACTUAL SERVICE	\$199.00
40932	** CTE	CAPITAL ITEMS	\$13,000.00
40934	A & R MECHANICAL	CONTRACTUAL SERVICE	\$2,201.17
40935	** A-1 ALTERNATIVE FUEL	CAPITAL ITEMS	\$3,434.00
40936	ABC BUS COMPANY	INVENTORY	\$11,806.64
40937	ADECCO	TEMP.EMPLOYMENT	\$9,786.43
40938	AL WARREN OIL CO	INVENTORY	\$10,572.59
40939	ALL STAR SECURITY SYSTEMS	CONTRACTUAL SERVICE	\$1,229.25
40940	BALL EGGLESTON	ATTORNEY FEES	\$1,242.00
40941	BARNES & THORNBURG	CONTRACTUAL SERVICE	\$6,500.00
40942	** BEST ONE TIRE SERVICE	CAPITAL ITEMS	\$5,522.92
40943	BETTER MERCHANTS	CONTRACTUAL SERVICE	\$2,515.75
40944	CARDINAL COPIER	CONTRACTUAL SERVICE	\$932.17
40945	CHEMSTATION	INVENTORY	\$2,235.90
40946	CINTAS	UNIFORMS	\$1,671.89
40947	CINTAS	UNIFORMS - LEASED	\$4,656.24
40948	** CLARKE POWER SERVICE	CAPITAL ITEMS	\$1,535.27
40949	CUMMINS SALES & SERVICE	INVENTORY	\$2,779.27
40950	** DELL	CAPITAL ITEMS	\$1,463.25
40951	DISA	CONTRACTUAL SERVICE	\$1,869.16
40952	FRANCISCAN WORKING WELL	CONTRACTUAL SERVICE	\$325.00
40953	FRANKLIN PEST CONTROL	CONTRACTUAL SERVICE	\$340.00
40954	** GILLIG	CAPITAL ITEMS	\$3,282.21
40955	HALEYS LOCK, SAFE & Keys	CONTRACTUAL SERVICE	\$1,639.05
40956	HENRIOTT GROUP	CONTRACTUAL SERVICE	\$6,300.00
40957	CRYSTAL CLEAN	INVENTORY	\$1,002.91
40958	** HINSHAW ROOFING & SHEET METAL	CAPITAL ITEMS	\$1,257.69
40959	JIMS GARAGE	CONTRACTUAL SERVICE	\$500.00

CITY BUS --- CLAIMS LISTING FOR
July 24, 2025 THROUGH Augstst 27, 2025

Claims UNDER \$20,000 (For Board to select 5 or more for audit)

CLAIM#	VENDOR NAME	CLAIM REASON	AMOUNT
40960	VAN GORDER JANITORIAL	CONTRACTUAL SERVICE	\$4,784.00
40961	KIRKS AUTOMOTIVE	INVENTORY	\$11,037.28
40962	LH INDUSTRIAL SUPPLIES	SUPPLIES	\$3,686.99
40963	LAFAYETTE AUTO SUPPLIES	INVENTORY	\$1,034.34
40964	** LAFAYETTE GLASS CO	CAPITAL ITEMS	\$7,567.08
40965	LINDE GAS	SUPPLIES	\$157.50
40966	** MIDWEST TRANSIT EQUIPMENT	CAPITAL ITEMS	\$3,513.86
40967	MULHAUPTS	CONTRACTUAL SERVICE	\$670.00
40968	NAPA	INVENTORY	\$8,827.79
40969	PLYMATE	SUPPLIES	\$255.55
40970	QUILL	SUPPLIES	\$1,203.07
40971	RLS ASSOCIATES	CONTRACTUAL SERVICE	\$6,836.04
40972	SAFE HIRING SOLUTIONS	CONTRACTUAL SERVICE	\$37.95
40973	SHOOK PROPERTY MANAGEMENT	CONTRACTUAL SERVICE	\$2,678.75
40974	** THERMO KING	CAPITAL ITEMS	\$3,073.32
40975	UNITED REFRIGERATION	SUPPLIES	\$162.13
40976	THE AFTERMARKET PARTS CO	INVENTORY	\$18,877.21
40977	CULLGAN	SUPPLIES	\$40.80
40978	MIDWEST ECS	CONTRACTUAL SERVICE	\$500.00
40979	** RELIABLE TRANSMISSION SERVICE	CAPITAL ITEMS	\$15,312.24
40980	** SCHEID DIESEL	CAPITAL ITEMS	\$6,621.52
40981	THE AFTERMARKET PARTS CO	INVENTORY	\$3,592.72
40982	** VEILLEUX CONCRETE & CUTTING	CAPITAL ITEMS	\$7,054.42
40983	AGAVE HR PARTNERS	CONTRACTUAL SERVICE	\$2,975.00
40984	CONSTELLATION	UTILITIES	\$19,588.68
40985	AL WARREN OIL CO	INVENTORY	\$18,695.01
40986	TRAVELERS	INSURANCE	\$7,760.80
40987	FRONTIER	UTILITIES	\$139.48
40988	GOOGLE	CONTRACTUAL SERVICE	\$266.99
40989	LEVEL 365	UTILITIES	\$1,043.88
40990	CITY OF LAFAYETTE	UTILITIES	\$1,345.20
40991	CITY OF WEST LAFAYETTE	UTILITIES	\$131.70
40992	QUADIENT	OFFICE SUPPLIES	\$55.50
40993	FRONTIER	UTILITIES	\$138.90
40994	COFFMAN, SHAWN	TRAVEL REIMBURSEMENT	\$180.00
40995	TRAVELERS INS	INSURANCE	\$1,935.00
40996	MOUNCE, RYAN	TOOL ALLOWANCE	\$613.85
40997	SWITZER, SAM	TUITION REIMBURSEMENT	\$562.50
40998	VECTREN	UTILITIES	\$4,761.38
40999	T-MOBILE	UTILITIES	\$340.67
41000	BUSINESS SYSTEM SOLUTIONS	CONTRACTUAL SERVICE	\$13,402.74
41001	PRINCIPAL INSURANCE	INSURANCE	\$15,822.16
41002	** VEILLEUX CONCRETE & CUTTING	CAPITAL ITEMS	\$9,900.00
41003	T-MOBILE	UTILITIES	\$590.50
41004	PARKER, CHRIS	TOOL ALLOWANCE	\$800.00
41005	VECTREN	UTILITIES	\$200.20
TOTAL:			\$442,324.69

**CITY BUS --- CLAIMS LISTING FOR
July 24, 2025 THROUGH Augsutst 27, 2025**

Claims UNDER \$20,000 (For Board to select 5 or more for audit)

CLAIM#	VENDOR NAME	CLAIM REASON	AMOUNT
40926	AUXIANT	INSURANCE	\$165,446.43
40933	** NEORIDE	CAPITAL ITEMS	\$63,613.50
41006	RAMP	CREDIT CARD	\$30,064.87
TOTAL:			\$259,124.80
CLAIMS TOTAL:			\$701,449.49

- 1) Please sign blue claims form for all vendors listed over \$20,000.00
- 2) Please review the above list of claims. Select 5 or more for review at the following months Board meeting.

Please sign/initial: _____

- 3) Reviewing invoices from the prior month:
Please sign& date Board Approval line stamped on all invoices under \$20,000.00.

Payroll Total for**Jul-25****\$****873,759.35****Summary**

	Pay Date 7/11/2025	Pay Date 7/25/2025	Board Members	Grand Total
Gross Wages	\$305,177.25	\$308,848.63	\$200.00	\$614,225.88
Employer Taxes	\$22,703.92	\$22,977.74		\$45,681.66
Employer Fringe Benefits	\$106,389.64	\$107,462.17		\$213,851.81
Total Payroll	\$434,270.81	\$439,288.54	\$200.00	\$873,759.35

Employer Details

	Pay Date 7/11/2025	Pay Date 7/25/2025	Total
Employer Taxes:			
FICA/Medicare	\$22,537.66	\$22,818.85	\$45,356.51
SUTA	\$166.26	\$158.89	\$325.15
	\$22,703.92	\$22,977.74	\$45,681.66
Employer Fringe Benefits:			
PERF Contributions	\$34,896.06	\$35,121.40	\$70,017.46
Health/Dental/Vision/Life	\$68,785.49	\$68,740.61	\$137,526.10
HSA Contributions			\$0.00
Other Fringes	\$2,708.09	\$3,600.16	\$6,308.25
	\$106,389.64	\$107,462.17	\$213,851.81

CEO REPORT TO GLPTC BOARD OF DIRECTORS

MEETING DATE: August 27, 2025

CEO

Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has. —Margaret Mead

Reimagine CityBus is an example of Margaret Mead's quote. From our Board members to the employees, we have changed our little corner of the world.

I tend to focus on critical comments from the public, mostly because I want to try to fix the problem. With the system redesign, we have had our share of criticism, and I have sweated over it. However, I believe the redesign, on the whole, is an improvement which will be born out over time. There will be adjustments as we learn from the data what has worked and what has not. I am proud of the work we have all done, and I thank the Board for the opportunity to execute on our shared vision.

As we move into the future, we will need to plan to maintain that shared vision under the ever-increasing budget constraints. That is why I am proposing the next planning project, to start next year: CityBus 2030+. This project will create our roadmap for a sustainable future. I have included a memo in this packet with more details.

COO

The past month was defined by preparation and execution of two major initiatives, one of which marks the most significant service change in CityBus history.

The *Reimagine CityBus* route network launched on August 11 after months of planning and coordination. This effort represents the largest comprehensive reevaluation of our service in our 50-year history, and the rollout went exceptionally well. Staff across all departments and levels were prepared, professional, and engaged in assisting riders through this historic change. Our operators deserve special recognition for being knowledgeable and responsive on-board buses, and our CityBus Ambassadors played a vital role in answering rider questions at the CityBus Center and Ivy Tech transfer points. Their efforts ensured that riders felt supported and confident in navigating the new network. The vast majority of riders we engaged shared positive feedback once their questions were answered. Even among those disappointed in certain changes, most expressed understanding of the difficult decisions required to balance limited financial resources with community needs. We will continue to monitor performance and collect feedback from riders, operators, and other stakeholders in the coming months so that any future modifications are well informed and responsive.

Alongside this historic effort, the rollout of the EZFare platform powered by Masabi also moved from preparation into active implementation. While not on the same scale as the route redesign, this project represents one of the most important technology advancements for CityBus in recent years. Rider engagement has focused on half-fare

entitlement setup and the launch of the Purdue student discounted semester pass, both of which have been well received. In addition, EZFare introduces account-based ticketing, which makes fare capping possible for the first time at CityBus. This is a major step forward for equity, ensuring riders never pay more than the cost of the best-value pass, while also simplifying the fare experience and improving overall rider satisfaction. Outside of these two initiatives, departments remained focused on maintaining reliable daily operations and ensuring the stability needed to support these system-wide improvements.

FINANCE

- 2026 annual budget has been prepared for board review. Based on revenue restraints, we have budgeted reduced operation schedule and revenue hours, and to keep the total expense within breakeven. In addition, a financial outlook for the next five years has been prepared, so that the board is aware of what is coming based on known factors.
- The team has been addressing issues with the ERP system and is in discussion with ERP vendors. Will report back a proposal next month.
- The team has started the quoting process for 2026 property/auto insurance. Will explore the most cost-efficient options.
- FTA triennial audit team has conducted an exit meeting with us. According to FTA, CityBus has made significant progress in the last three years, most of the areas are well-done, only with four minor findings. The team is planning to work on the corrections and anticipate closing at least two findings before the final report is issued.
- The team is working diligently with FTA to have our new or amended grants approved by the federal fiscal year end.
- The team is working with Masabi to streamline the revenue accounting process for the new platform.

HUMAN RESOURCES

- Conducted several interviews for the Bus Operator class starting August 25, 2025, and extended 18 offers of employment.
- Filled Dispatcher C and D positions.
- Held two Bison Financial information sessions for employees to learn about their Mentor Program.
- Held two open enrollment sessions for staff to enroll in the Equitable 457b plan.
- Prepared and submitted budget items for the HR department for 2026.
- Collaborated with the CEO and CFO to begin budget discussions with the broker for the 2026 benefit plan.
- Reactivated the Safety Committee - meeting held on August 7, 2025
- Wrote a Fire Prevention Plan for OSHA compliance - awaiting review/approval
- Entered all existing material Safety Data Sheets (SDS) into the Risk Management software. Conducted a Hazardous Materials audit/inventory. Now collecting missing SDS identified by hazardous materials inventory.

- Assisted Customer Experience Manager with training Reimagine CityBus rollout Ambassadors. Currently helping as Reimagine CityBus rollout Ambassador periodically.
- Acquiring quotes for printing/publishing of Emergency Action Guide.
- Participated in a hazardous material and CNG vehicle training scenario with LFD.
- Hosted WLPD SWAT team for a training utilizing CityBus vehicles.

MAINTENANCE

- 1701 Injectors
- 1902 HVAC ECU
- 0914 repaint and new Hannover head sign install

OPERATIONS

- Dispatch and Street Supervisors are coming together to support our new route structure. Many are helping riders find the correct bus route while others are making sure the drivers are following the new time schedules and routes.
- We are excited to welcome a large class to our training schedule. Hoping this will give the stress of driver shortage a needed rest.
- Operations are fully staffed in dispatch and on the street. We will now be able to cover all dispatch hours within operations and will not need assistance from the driver pool.
- September 1st is the go date to bring the Access dispatch down into the fixed stop operation. This will free up the Access dispatcher to go back into the Access driving pool.

CUSTOMER EXPERIENCE

- The bus stop signage and poles project is moving forward. 40% of the sign installation is complete. We are being held up right now by 811, the utility location service.
- Masabi training for CSR agents is complete. We have ambassadors working with customers to help with installation and knowledge of the new app.
- Several community outreach events have taken place, and several more are scheduled for this summer.
- Back to school events have ended and CityBus will be giving away notebooks to Purdue students this month.
- Ambassador training is complete for the new COA. Ambassadors will be helping customers at the main office, CBC and Ivy Tech, for the entire month of August.
- Continuing to work with the Purdue Center for Regional Development through the Wabash Heartland College & Community Collaboration Initiative to bring vanpooling services to Tippecanoe County and surrounding counties.
- Enhancing customer experience for our riders and drivers with the return of our travel training program, increased amount of social media posts and testimonials.

INFORMATION TECHNOLOGY

- Critical route change updates to the transit technology and applications were completed on-time for the August 11th cutover. Only a few minor issues have been reported, which is great news, considering the significant number of changes that were made,
- A review of the proposals for the Managed Service Provider (MSP) RFP has started. Interviews with finalists will take place in late August.
- Although NTD has certified our APC data, there has been a delay in utilizing the APC data for NTD reporting because of APC data collection changes.

July 2025
PROFIT AND LOSS STATEMENT
GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

OPERATING REVENUE	Jul-25	Jul-24	%DIFF/MO	YTD2025	YTD2024	%DIFF	BUDGETED
PASSENGER FARES	\$ (2,209.04)	\$ 135,370.87	-101.63%	\$ 2,246,579.10	\$ 1,760,417.94	27.62%	\$ 3,926,050
ADVERTISING INCOME	13,750.00	15,416.67	-10.81%	95,833.27	108,416.69	-11.61%	189,720
INTEREST INCOME	17,364.40	19,799.41	-12.30%	118,853.35	196,109.25	-39.39%	-
MISC. INCOME	17,163.76	6,730.21	155.03%	104,840.25	48,280.92	117.15%	50,000
	\$ 46,069.12	\$ 177,317.16	-74.02%	\$ 2,566,105.97	\$ 2,113,224.80	21.43%	\$ 4,165,770

REVENUE MILES	128,174	128,563	-0.30%	1,017,893	1,066,993	-4.60%	
REVENUE HOURS	9,685	9,799	-1.16%	80,023	84,241	-5.01%	

OPERATING EXPENSE	Jul-25	Jul-24	%DIFF/MO	YTD2025	YTD2024	%DIFF	BUDGETED	BALANCE	CPM/M	CPM/Y
PERSONNEL										
OPERATOR WAGES	\$ 420,372.88	438,232.73	-4.08%	\$ 3,312,154.38	\$ 3,449,510.73	-3.98%	5,962,420	\$ (2,650,265)	3.28	3.25
ADMINISTRATIVE WAGES	179,893.20	156,533.68	14.92%	1,188,469.82	1,061,767.66	11.93%	2,192,187	\$ (1,003,717)	1.40	1.17
MAINTENANCE WAGES	85,670.86	71,699.39	19.49%	561,399.99	507,160.09	10.69%	1,217,974	\$ (656,574)	0.67	0.55
FICA TAX	50,714.02	49,595.27	2.26%	379,478.57	381,424.25	-0.51%	717,002	\$ (337,524)	0.40	0.37
PERF	77,965.65	79,824.32	-2.33%	572,324.32	574,659.86	-0.41%	1,115,495	\$ (543,170)	0.61	0.56
LIFE & HEALTH INSURANCE	141,180.09	186,370.70	-24.25%	1,090,089.62	983,024.44	10.89%	2,344,495	\$ (1,254,406)	1.10	1.07
UNEMPLOYMENT INSURANCE	296.84	500.42	-40.68%	15,305.69	19,354.49	-20.92%	70,000	\$ (54,694)	0.00	0.02
WORK COMP INSURANCE	9,614.20	10,070.40	-4.53%	64,334.60	70,492.80	-8.74%	135,303	\$ (70,968)	0.08	0.06
UNIFORMS	3,193.57	8,845.80	-63.90%	25,065.68	27,888.88	-10.12%	50,000	\$ (24,934)	0.02	0.02
FRINGE BENEFITS	7,962.38	6,034.83	31.94%	46,239.35	49,710.42	-6.98%	114,568	\$ (68,329)	0.06	0.05
	976,863.69	1,007,707.54	-3.06%	7,254,862.02	7,124,993.62	1.82%	13,919,443	\$ (6,664,581)		

COMMODITIES										
DIESEL FUEL	767.22	7,968.46	-90.37%	50,727.24	79,554.12	-36.24%	152,992	\$ (102,265)	0.01	0.05
CNG FUEL	27,674.01	24,506.81	12.92%	226,451.56	218,853.88	3.47%	634,264	\$ (407,813)	0.22	0.22
GASOLINE	1,778.42	3,464.23	-48.66%	11,050.39	17,132.74	-35.50%	28,157	\$ (17,107)	0.01	0.01
LUBRICANTS	5,728.53	29,325.75	-80.47%	16,519.30	44,801.69	-63.13%	43,886	\$ (27,367)	0.04	0.02
REPAIR PARTS--STOCK	68,239.58	76,532.76	-10.84%	208,708.09	159,340.92	30.98%	300,000	\$ (91,292)	0.53	0.21
REPAIR PARTS--FIXED EQUIP	(10.00)	-	0.00%	1,745.53	-	0.00%	10,000	\$ (8,254)	0.00	0.00
TIRES & BATTERIES	1,013.82	24,441.70	-95.85%	10,673.80	30,422.48	-64.91%	14,326	\$ (3,652)	0.01	0.01
CLEANING SUPPLIES	1,752.18	3,921.12	-55.31%	18,225.46	20,463.45	-10.94%	34,077	\$ (15,852)	0.01	0.02
BUILDING MATERIALS	-	1,027.03	-100.00%	-	1,774.33	-100.00%	53,035	\$ (53,035)	0.00	0.00
POSTAGE & FREIGHT	95.10	215.30	-55.83%	2,699.84	1,426.90	89.21%	2,496	\$ 204	0.00	0.00
OFFICE SUPPLIES	2,544.62	2,885.10	-11.80%	11,994.84	19,009.34	-36.90%	32,248	\$ (20,254)	0.02	0.01
MAT & SUPP--GENERAL	8,248.77	6,656.96	23.91%	49,321.20	52,472.96	-6.01%	42,881	\$ 6,440	0.06	0.05
MAT & SUPPLIES--BILLABLE	-	-	0.00%	58.53	-	0.00%	-	\$ 59	0.00	0.00
MAT & SUPPLIES--VEHS	1,242.66	8,899.78	-86.04%	1,326.65	9,597.14	-86.18%	-	\$ 1,327	0.01	0.00
	119,074.91	189,845.00	-37.28%	609,502.43	654,849.95	-6.92%	1,348,362	\$ (738,860)		

SERVICES & CHARGES										
VANPOOL SUBSIDY	2,400.00	-	0.00%	12,996.00	-	0.00%	-	\$ 12,996	0.02	0.01
ATTORNEY & AUDIT FEES	1,242.00	2,512.50	-50.57%	45,007.00	69,045.00	-34.81%	150,000	\$ (104,993)	0.01	0.04
CONTRACT MAINTENANCE	37,838.12	42,472.69	-10.91%	257,877.04	265,274.54	-2.79%	328,972	\$ (71,095)	0.30	0.25
CUSTODIAL SERVICES	4,784.00	9,568.00	-50.00%	33,089.34	33,488.00	-1.19%	69,885	\$ (36,796)	0.04	0.03
CONTRACTUAL SERVICES	42,749.57	63,529.19	-32.71%	348,298.28	280,551.27	24.15%	492,198	\$ (143,900)	0.33	0.34
UTILITIES--TELEPHONE	1,157.25	1,371.45	-15.62%	10,130.76	9,848.54	2.87%	19,523	\$ (9,392)	0.01	0.01
UTILITIES--ELECTRIC	5,450.62	4,702.03	15.92%	25,761.55	18,990.54	35.65%	75,000	\$ (49,238)	0.04	0.03
UTILITIES--WATER & SEWAGE	2,073.68	1,886.75	9.91%	17,130.36	17,638.72	-2.88%	35,219	\$ (18,089)	0.02	0.02
UTILITIES--GAS HEAT	4,692.57	449.41	944.16%	19,695.67	16,227.86	21.37%	68,372	\$ (48,676)	0.04	0.02
ADVERTISING & PROMOTION	2,693.75	7,720.60	-65.11%	32,515.65	45,686.55	-28.83%	150,000	\$ (117,484)	0.02	0.03
EXTERIOR ADVERTISING	-	-	0.00%	-	-	0.00%	10,000	\$ (10,000)	0.00	0.00
PRINTING	-	2,744.69	-100.00%	5,566.26	23,180.34	-75.99%	42,097	\$ (36,531)	0.00	0.01
ADVERTISING FEES	-	11.96	-100.00%	1,706.53	36.88	4527.25%	3,000	\$ (1,293)	0.00	0.00
DUES & SUBSCRIPTIONS	750.00	3,596.00	-79.14%	26,228.95	10,844.29	141.87%	56,027	\$ (29,798)	0.01	0.03
TRAVEL & MEETINGS	2,140.57	2,821.15	-24.12%	35,050.88	37,583.33	-6.74%	71,610	\$ (36,559)	0.02	0.03
PREMIUM PL & PD INSURANCE	70,093.68	45,667.67	53.49%	417,719.76	337,268.35	23.85%	660,000	\$ (242,280)	0.55	0.41
PAYOUTS--PL & PD INS.	5,994.61	12,000.00	-50.04%	41,962.27	84,000.00	-50.04%	150,000	\$ (108,038)	0.05	0.04
RECOVERY/PHYSICAL DAMAGE	(4,245.68)	(18,128.24)	-76.58%	(22,220.82)	(22,788.57)	-2.49%	-	\$ (22,221)	-0.03	-0.02
OTHER CORPORATE INS.	-	-	0.00%	2,503.00	2,500.00	0.12%	50,000	\$ (47,497)	0.00	0.00
VEHICLE REGISTRATION	-	280.00	-100.00%	90.00	364.50	-75.31%	174	\$ (84)	0.00	0.00
INTEREST--SHORT TERM	-	-	0.00%	-	-	0.00%	-	\$ -	0.00	0.00
BAD DEBT EXPENSE	-	-	0.00%	1,000.00	-	0.00%	-	\$ 1,000	0.00	0.00
MISC. EXPENSE	-	-	0.00%	75.00	-	0.00%	11,369	\$ (11,294)	0.00	0.00
CASH (OVER)/SHORT	-	-	0.00%	141.60	-	0.00%	-	\$ 142	0.00	0.00
	179,814.74	183,205.85	-1.85%	1,312,325.08	1,229,740.14	6.72%	2,443,446	\$ (1,131,121)		

TOTAL EXPENSES	\$ 1,275,753.34	\$ 1,380,758.39	-7.60%	\$ 9,176,689.53	\$ 9,009,583.71	1.85%	\$ 17,711,252	\$ (8,534,562)	9.95	9.02
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OTHER INCOME	Jul-25	Jul-24	%DIFF/MO	YTD2025	YTD2024	%DIFF	BUDGETED
COUNTY PROPERTY TAX	\$ 252,189.00	\$ 229,421.50	9.92%	\$ 1,765,323.00	\$ 1,605,950.50	9.92%	\$ 2,927,307
LOCAL INCOME TAX	73,466.00	67,915.58	8.17%	644,390.00	599,099.06	7.56%	814,987
STATE OPERATING GRANT	362,804.75	362,804.75	0.00%	2,539,633.25	2,539,633.25	0.00%	4,353,657
FEDERAL OPERATING GRANT	-	-	0.00%	-	-	0.00%	5,325,841
CARES ACT OPERATING GRANT	-	-	0.00%	-	-	0.00%	-
FAMILIES FIRST COVID-19 TAX CR	-	-	0.00%	-	-	0.00%	-
ALTERNATIVE FUEL TAX CREDIT	-	-	0.00%	-	-	0.00%	123,690
FEDERAL CAPITAL GRANT	-	1,160,618.00	-100.00%	825,784.00	2,202,193.00	-62.50%	-
STATE/LOCAL CONTRIBUTION	-	-	0.00%	-	-	0.00%	-
TOTAL OTHER INCOME	\$ 688,459.75	\$ 1,820,759.83	-62.19%	\$ 5,775,130.25	\$ 6,946,875.81	-16.87%	\$ 13,545,482

OTHER EXPENSES	Jul-25	Jul-24	YTD2025	YTD2024
(GAIN)/LOSS--ASSET DISPOSAL	\$ -	\$ -	\$ 418.38	\$ (517.92)
INTERGOVERNMENTAL FUNDS XFE	\$ -	\$ -	\$ -	\$ -
DEPRECIATION EXPENSE	\$ 339,591.14	\$ 298,570.73	\$ 2,390,379.37	\$ 2,077,712.02
TOTAL OTHER EXPENSES	\$ 339,591.14	\$ 298,570.73	\$ 2,390,797.75	\$ 2,077,194.10

	Jul-25	Jul-24	YTD2025	YTD2024
NET PROFIT/(LOSS)	\$ (880,815.61)	\$ 318,747.87	\$ (3,226,251.06)	\$ (2,026,677.20)

REVENUE COMPARISON

July 2025

	July 2025	July 2024	% DIFF	YTD2025	YTD2024	YTD2025
NON-CONTRACT REVENUE						
CASH FARES	\$ 19,578.81	\$ 17,712.89	10.53%	\$ 123,558.56	\$ 115,577.96	6.90%
TOKENS	6,686.00	1,485.00	350.24%	27,629.15	11,386.00	142.66%
REGULAR PASS	21,199.50	15,036.00	40.99%	102,944.50	86,044.00	19.64%
DAY PASS	7,260.00	3,158.00	129.89%	38,210.00	21,316.00	79.26%
ELDERLY/DISABLED	2,948.00	3,376.00	-12.68%	17,784.50	17,990.00	-1.14%
SEMESTER PASS	346.00	792.00	-56.31%	335,176.35	764.00	43771.25%
TOTAL NON-CONTRACT	\$ 58,018.31	\$ 41,559.89	39.60%	\$ 645,303.06	\$ 253,077.96	154.98%
TOTAL WITH ACCESS	\$ 62,851.66	\$ 48,771.87	28.87%	\$ 682,939.60	\$ 300,631.94	127.17%
CONTRACT REVENUE						
CAMPUS	\$ (167,838.70)	\$ -	0.00%	\$ 839,193.50	\$ 850,759.00	-1.36%
IVY TECH	-	-	0.00%	5,000.00	-	0.00%
WLSC	-	-	0.00%	-	-	0.00%
APARTMENTS	102,778.00	86,599.00	18.68%	719,446.00	609,027.00	18.13%
WABASH NATIONAL	-	-	0.00%	-	-	0.00%
TRIPPERS	-	-	0.00%	-	-	0.00%
SUPPLEMENTAL SVC.	-	-	0.00%	-	-	0.00%
TOTAL CONTRACT	\$ (65,060.70)	\$ 86,599.00	-175.13%	\$ 1,563,639.50	\$ 1,459,786.00	7.11%
AUXILIARY REVENUE						
EXTERIOR ADVER.	\$ 13,750.00	\$ 15,416.67	-10.81%	\$ 95,833.27	\$ 108,416.69	-11.61%
MISC / CONCESSIONS	17,163.76	6,730.21	155.03%	104,840.25	48,280.92	117.15%
TOTAL AUXILIARY	\$ 30,913.76	\$ 22,146.88	39.59%	\$ 200,673.52	\$ 156,697.61	28.06%
INTEREST REVENUE						
INTEREST	\$ 17,364.40	\$ 19,799.41	-12.30%	\$ 118,853.35	\$ 196,109.25	-39.39%
	\$ 17,364.40	\$ 19,799.41	-12.30%	\$ 118,853.35	\$ 196,109.25	-39.39%
TOTAL REVENUE WITHOUT ACCESS						
	July 2025	July 2024	% DIFF	YTD2025	YTD2024	YTD2025
NON-CONTRACT	\$ 58,018.31	\$ 41,559.89	39.60%	\$ 645,303.06	\$ 253,077.96	154.98%
CONTRACT	(65,060.70)	86,599.00	-175.13%	1,563,639.50	1,459,786.00	7.11%
AUXILIARY	30,913.76	22,146.88	39.59%	200,673.52	156,697.61	28.06%
INTEREST	17,364.40	19,799.41	-12.30%	118,853.35	196,109.25	-39.39%
	\$ 41,235.77	\$ 170,105.18	-75.76%	\$ 2,528,469.43	\$ 2,065,670.82	22.40%
TOTAL REVENUE WITH ACCESS						
	July 2025	July 2024	% DIFF	YTD2025	YTD2024	YTD2025
ALL SOURCES	\$ 41,235.77	\$ 170,105.18	-75.76%	\$ 2,528,469.43	\$ 2,065,670.82	22.40%
ACCESS	4,833.35	7,211.98	-32.98%	37,636.54	47,553.98	-20.86%
TOTAL REVENUE	\$ 46,069.12	\$ 177,317.16	-74.02%	\$ 2,566,105.97	\$ 2,113,224.80	21.43%

BALANCE SHEET

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

ASSETS	Dec-24	Current	LIABILITIES	Dec-24	Current
CASH & CASH ITEMS			PAYABLES		
CASH IN BANK-GENERAL FUND	6,362,504.51	2,939,032.59	TRADE PAYABLES	-	-
CASH IN PAYROLL ACCOUNT-GEN FD	97,857.06	211,559.61	ACCOUNTS PAYABLE	400,759.75	(6,573.42)
LEVY EXCESS FUND	-	-	ACCOUNTS PAYABLE - CNG UTILITIES	-	-
WORKING FUNDS	-	-	TOTAL PAYABLES	400,759.75	(6,573.42)
UNITED HEALTHCARE HRA IMPREST-GEN FD	-	-			
HEALTHCARE IMPREST-GEN FD	-	-	ACCRUED PAYROLL LIABILITIES		
RAINY DAY FUND	256,256.66	256,256.66	ACCRUED WAGES PAYABLE	150,159.77	179,079.87
TOTAL CASH & CASH ITEMS	6,716,618.23	3,406,848.86	ACCR COMPENSATED ABSENCES PAYABLE	372,243.32	372,243.32
			DEDUCTIONS-AUTO	-	-
RECEIVABLES			UNION DUES WITHHELD	1,556.58	1,747.59
ACCOUNTS RECEIVABLE	121,800.35	6,600.63	DEDUCTION-FICA/MEDICARE EE	-	-
SHOP INVENTORY	-	-	DEDUCTION-UNION DUES	-	-
A/R - CITY OF LAFAYETTE	-	-	DEDUCTION-WELLNESS	-	-
CONTRACT RECEIVABLE-PURDUE	167,998.74	160.04	DEDUCTION-HEALTH INSURANCE	(2,158.78)	(40,540.20)
A/R-TICKET VENDING MACHINE COLLECTIONS	-	-	DEDUCTION-HEALTH INS - COBRA	-	-
A/R - OFF-SITE PASS SALES COLLECTIONS	-	-	DEDUCTION - CHARITABLE DONATIONS	-	-
ACCTS REC'D-EMPLOYEE P/R WASH	-	-	DEDUCTION - LIBERTY NATIONAL	-	-
A/R CAPITAL GRANTS-FTA	1,012,706.00	1,012,706.00	DEDUCTION-GARNISHMENTS	-	-
A/R OPERATING ASSISTANCE-FTA	-	-	DEDUCTION-UNITED WAY	122.15	529.30
A/R TAX DRAW-COUNTY/LOCAL	-	(250,749.21)	DEDUCTION-CABLE	-	-
A/R GRANTS-STATE	-	8,973.25	DEDUCTION-PERF EE	5,667.00	6,412.90
A/R PLANNING ASSISTANCE-FTA	-	-	DEDUCTION-SUPPORT	-	-
A/R OPERATING ASSISTANCE-STATE	-	-	DEDUCTION-EE LOANS	467.47	733.84
A/R FEDERAL TAX CREDITS	336,994.04	-	DEDUCTION-BOSTON MUTUAL	75.20	91.89
PROPERTY TAX RECEIVABLE	3,421,913.62	3,421,913.62	DEFERRED COMPENSATION	2,445.97	3,336.76
TOTAL RECEIVABLES	5,061,412.75	4,199,604.33	ACCURED PERF PAYABLE ER	23,634.42	27,878.80
			TOTAL PAYROLL LIABILITIES	554,213.10	551,514.07
MATERIALS & SUPPLIES INVENTORY			ACCRUED TAX LIABILITIES		
BUS PARTS INVENTORY	287,971.30	295,266.43	FIT TAXES	61,401.80	67,344.30
PARTS INVENTORY-CLEARING ACCT	-	-	FICA/MEDICARE	-	-
DIESEL & GASOLINE INVENTORY	16,101.83	31,485.51	STATE TAX	-	-
OIL, LUBE, ANTIFREEZE INVENTORY	62,862.35	83,052.54	STATE UNEMPLOYMENT TAX	-	-
TIRES, TUBES, BATTERIES INVENTORY	9,068.02	12,535.83	COUNTY TAX	-	-
FACILITIES PARTS INVENTORY	28,970.05	28,970.05	TOTAL TAX LIABILITIES	61,401.80	67,344.30
TOTAL MATERIALS & SUPPLIES INVENTORY	404,973.55	451,310.36			
			SHORT TERM DEBT		
TANGIBLE PROPERTY TRANSIT OPS			SHORT TERM DEBT	-	-
REVENUE EQUIPMENT	31,073,670.29	38,051,428.03	AUTO INSURANCE PAYOUT LIABILITY	-	13,684.97
SUPPORT VEHICLES	582,095.86	582,095.86	WORKERMAN COMP INSURANCE PAYOUT LIABILITY	-	-
BUILDING & STRUCTURE	19,794,129.03	22,312,118.60	INSURANCE PAYOUT LIABILITY	-	-
EQUIPMENT SHOP & GARAGE	431,600.06	489,366.76	ACCURED INTEREST PAYABLE - BANK OF AMERICA-CNG	-	-
REVENUE COLLECTION FAREBOX	1,318,033.06	1,318,033.06	TOTAL SHORT TERM DEBT	-	13,684.97
COMMUNICATIONS EQUIPMENT	907,665.06	1,767,448.98			
OFFICE EQUIPMENT & FURNISHINGS	470,850.88	475,082.64	OTHER CURRENT LIABILITIES		
CONSTR. IN PROGRESS-SHOP	-	6,137.61	UNREDEEMED TOKENS	-	-
CONSTR. IN PROGRESS - HYDROGEN	672,550.00	2,974,790.68	UNREDEEMED REGULAR PASSES	-	-
CONSTR. IN PROGRESS - PROJECTS	2,004.98	316,056.38	UNREDEEMED DAY PASSES	-	-
CONSTR. IN PROGRESS - SHELTERS	-	54,996.25	UNREDEEMED E & D PASSES	-	-
LAND	926,471.26	926,471.26	UNREDEEMED SEMESTER PASSES	198.00	13,197.00
TOTAL PROPERTY COST	56,179,070.48	69,274,026.11	UNREDEEMED LOOP PASSES	-	-
			DEFERRED REVENUE-COUNTY/LOCAL	-	-
ACC DEPR-REVENUE EQUIPMENT	(17,633,151.59)	(26,031,326.62)	DEFERRED REVENUE-ADVERTISING & PAINTED TRANSIT	4,583.27	-
ACC DEPR-SUPPORT VEHICLES	(499,145.70)	(515,854.81)	FEDERAL TAX PAYABLE	-	-
ACC DEPR-BUILDING & STRUCTURE	(9,137,541.80)	(12,173,143.15)	UNREDEEMED 50 FARESAVERS	-	-
ACC DEPR-EQUIPMENT SHOP & GARAGE	(487,428.60)	(562,828.81)	UNREDEEMED PASS STUDENT	-	-
ACC DEPR-REVENUE COLLECTION FAREBOX	(1,259,175.21)	(1,283,747.26)	UNREDEEMED REVENUE	-	190,000.00
ACC DEPR-COMMUNICATIONS EQUIPMENT	(270,464.01)	(1,212,518.63)	UNREDEEMED TVM CHG/STRD VALUE CARDS	-	-
ACC DEPR-OFFICE EQUIPMENT & FURNISHINGS	(274,814.95)	(310,293.60)	NET PENSION LIABILITY	4,931,104.00	4,931,104.00
ACC DEPR-CONSTR IN PROGRESS-WLAF	-	-	TOTAL OTHER CURRENT LIABILITIES	4,935,885.27	5,134,301.00
ACC DEPR-CONSTR IN PROGRESS-LAF	-	-			
TOTAL ACCUMULATED DEPRECIATION	(29,561,721.86)	(42,089,712.88)	LONG-TERM DEBT		
TOTAL PROPERTY LESS DEPRECIATION	26,617,348.62	27,184,313.23	BANK OF AMERICA LONG-TERM PAYABLE-CNG	-	-
			TOTAL LONG-TERM DEBT	-	-
SPECIAL FUNDS			ESTIMATED LIABILITIES		
SPECIAL FUNDS	-	-	FTA EST RES FOR ENCUMBRANCES	-	-
BONDS & INTEREST CASH ACCT	-	-	TOTAL ESTIMATED LIABILITIES	-	-
INVESTMENTS-BON & INTEREST FUND	-	-			
ACA MLR PREMIUM REBATE	-	-	DEFERRED CREDITS		
BUS AUTO INS CASH FUND	400,000.00	400,000.00	DEFERRED CR - MYERS PED BRIDGE PROJECT	-	-
PAYROLL ACCRUAL	-	-	TOTAL DEFERRED CREDITS	-	-
DIRECTOR & OFFICERS SPEC CASH	74,870.36	74,870.36			
ELTF DEDUCTIBLE FUNDS	15,000.00	15,000.00	DEFERRED INFLOWS		
INVESTMENTS	-	-	DEFERRED INFLOW - EXPECTED AND ACTUAL EXPERIENCE	-	-
CUMULATIVE CAPITAL FUND	196,500.81	477,813.15	DEFERRED INFLOW - EXPECTED AND ACTUAL INV EARNINGS	-	-
CAPITAL IMPROV RESERVE FUND	-	-	DEFERRED INFLOW - PROPORTIONATE SHARE	27,133.00	27,133.00
CAPITAL IMPROV. INVESTMENTS	-	-	DEFERRED INFLOW - ASSUMPTIONS	-	-
TOTAL SPECIAL FUNDS	686,371.17	967,683.51	DEFERRED INFLOW FROM PROPERTY TAXES	3,421,913.62	3,421,913.62
			TOTAL DEFERRED INFLOWS	3,449,046.62	3,449,046.62
OTHER ASSETS					
PRE-PAID INSURANCE	55,463.76	(106,164.11)	CONTRIBUTIONS		
PRE-PAID EXPENSES	39,071.28	57,823.12	INVESTMENTS IN TRANSIT SYS-LAF	24,682.75	24,682.75
PRE-PAID HEALTH INSURANCE	-	-	FED GOVERN CAP GRANT SEC 3 (5309)	23,056,883.82	23,056,883.82
OTHER ACCRUALS	-	-	FED GOVERN CAP GRANT SEC 5	2,633,996.56	2,633,996.56
TOTAL OTHER ASSETS	94,535.04	(48,340.99)	FED GOVERN CAP GRANT SEC 9 (5307)	43,879,641.65	43,879,641.65
			STATE CAP GRANT CONTRIBUTION	788,343.85	788,343.85
DEFERRED OUTFLOWS			STATE CAP GRANT SEC 9	657,682.35	657,682.35
DEFERRED OUTFLOW - PERF EMPLOYER CONTRIBUTIONS	467,505.00	467,505.00	STATE CAP GRANT SEC 5	601,488.98	601,488.98
DEFERRED OUTFLOW - PROPORTIONATE SHARE	85,407.00	85,407.00	CONTRIBUTIONS NON GOVERNMENTAL	-	-
DEFERRED OUTFLOW - EXPECTED AND ACTUAL EXPERIENCE	505,378.00	505,378.00	ACCUMULATED EARNINGS/LOSSES	(39,751,582.14)	(42,979,433.20)
DEFERRED OUTFLOW - EXPECTED AND ACTUAL INV EARNINGS	652,895.00	652,895.00	TOTAL CONTRIBUTIONS	31,891,137.82	28,663,286.76
DEFERRED OUTFLOW - CHANGE IN ASSUMPTION	-	-			
TOTAL DEFERRED OUTFLOWS	1,711,185.00	1,711,185.00			
TOTAL ASSETS	41,292,444.36	37,872,604.30	TOTAL LIABILITIES & CONTRIBUTIONS	41,292,444.36	37,872,604.30

July 2025

EXPENDITURES TO DATE AND REMAINING BUDGET

GREATER LAFAYETTE PUBLIC TRANSPORTATION CORPORATION

Budget to date 58.3%

	BUDGET FY2025	Budget to Date	Expenditures to Date	Expenditures to Date %	Remaining Budget
PERSONNEL					
Operator Wages	5,962,420	3,478,078	3,312,154	55.6%	2,650,265
Administrative Wages	2,192,187	1,278,776	1,188,470	54.2%	1,003,717
Maintenance Wages	1,217,974	710,485	561,400	46.1%	656,574
FICA	717,002	418,251	379,479	52.9%	337,524
PERF	1,115,495	650,705	572,324	51.3%	543,170
Life & Health Insurance	2,344,495	1,367,622	1,090,090	46.5%	1,254,406
Unemployment Insurance	70,000	40,833	15,306	21.9%	54,694
Work Comp Insurance	135,303	78,927	64,335	47.5%	70,968
Uniforms	50,000	29,167	25,066	50.1%	24,934
Tool Allowance/Fringe Benefits	114,568	66,831	46,239	40.4%	68,329
Affordable Care Act Fees	-	-	-	0.0%	-
	13,919,443	8,119,675	7,254,862	52.1%	6,664,581
COMMODITIES					
Diesel Fuel	152,992	89,245	50,727	33.2%	102,265
Natural Gas Fuel	634,264	369,988	226,452	35.7%	407,813
Gasoline	28,157	16,425	11,050	39.2%	17,107
Oil & Antifreeze	43,886	25,600	16,519	37.6%	27,367
Repair Parts, Revenue Vehicles	300,000	175,000	208,708	69.6%	91,292
Repair Parts, Fixed Equipment	10,000	5,833	1,746	17.5%	8,254
Tires and Batteries	14,326	8,357	10,674	74.5%	3,652
Cleaning Supplies	34,077	19,878	18,225	53.5%	15,852
Building Materials	53,035	30,937	-	0.0%	53,035
Postage & Freight	2,496	1,456	2,700	108.2%	(204)
Office Supplies	32,248	18,812	11,995	37.2%	20,254
Other Materials, General Business	42,881	25,014	49,321	115.0%	(6,440)
Other Materials, Billable	-	-	59	0.0%	(59)
Other Materials, Vehicles	-	-	1,327	0.0%	(1,327)
	1,348,362	786,545	609,502	45.2%	738,860
SERVICES & CHARGES					
Vanpool Subsidy	-	-	12,996	0.0%	(12,996)
Attorney & Audit	150,000	87,500	45,007	30.0%	104,993
Contract Maintenance	328,972	191,900	257,877	78.4%	71,095
Custodial Services	69,885	40,766	33,089	47.3%	36,796
Contractual Services	492,198	287,116	348,298	70.8%	143,900
Utilities, Telephone	19,523	11,388	10,131	51.9%	9,392
Utility Expense, Electric	75,000	43,750	25,762	34.3%	49,238
Utility Expense, Water & Sewage	35,219	20,544	17,130	48.6%	18,089
Utilities, Natural Gas Heat	68,372	39,884	19,696	28.8%	48,676
Advertising & Promotions	150,000	87,500	32,516	21.7%	117,484
Exterior Advertising	10,000	5,833	-	0.0%	10,000
Printing	42,097	24,557	5,566	13.2%	36,531
Advertising Fees (Legal Ads)	3,000	1,750	1,707	56.9%	1,293
Dues & Subscriptions	56,027	32,682	26,229	46.8%	29,798
Travel & Meeting Expenses	71,610	41,773	35,051	48.9%	36,559
Premium on PL & PD	660,000	385,000	417,720	63.3%	242,280
Payouts PL & PD	150,000	87,500	41,962	28.0%	108,038
Recovery/physical Damage	-	-	(22,221)	0.0%	22,221
Other Corporate Ins	50,000	29,167	2,503	5.0%	47,497
Vehicle Registration	174	102	90	51.7%	84
Interest - Short Term	0	-	-	0.0%	-
Bad Debt Expense	-	-	1,000	0.0%	(1,000)
Misc. Expense	11,369	6,632	75	0.7%	11,294
		-	142	0.0%	(142)
	2,443,446	1,425,344	1,312,325	53.7%	1,131,121
TOTAL OPERATING EXPENSES	17,711,252	10,331,564	9,176,690	51.8%	8,534,562

July 2025

Route	RouteName	Passengers	Total Miles	Total Hours	P/Mi	%DIFF FROM 24	P/Hrs	%DIFF FROM 24
1A	Market Square	16,957	14,117.17	1,116.22	1.20	▼ -21.04%	15.19	▼ -24.95%
1B	Salisbury	18,870	10,194.14	850.11	1.85	▼ -19.58%	22.20	▼ -18.17%
2A	Schuyler Ave	6,625	3,824.72	317.28	1.73	▼ -18.10%	20.88	▼ -18.89%
2B	Union St	4,961	3,823.47	332.20	1.30	▼ -23.83%	14.93	▼ -21.22%
3	Lafayette Square	11,027	11,225.05	764.57	0.98	▲ 12.43%	14.42	▲ 15.91%
4A	Tippecanoe Mall	11,904	6,551.63	568.93	1.82	▼ -16.36%	20.92	▼ -7.20%
4B	Purdue West	22,803	11,683.31	852.22	1.95	▼ -36.05%	26.76	▼ -35.02%
5	Happy Hollow	4,725	3,473.72	257.29	1.36	▼ -27.95%	18.36	▼ -37.83%
6A	Fourth St	14,603	11,740.65	735.72	1.24	▼ -7.38%	19.85	▼ -7.68%
6B	South 9th	2,071	4,666.80	328.84	0.44	▼ -34.20%	6.30	▼ -33.32%
7	South St	14,991	9,371.20	769.08	1.60	▼ -6.18%	19.49	▬ -4.09%
8	Klondike Express	6,946	7,049.49	467.23	0.99	▼ -49.08%	14.87	▼ -49.07%
9	Park East	1,697	4,668.82	324.71	0.36	▼ -25.38%	5.23	▼ -26.18%
10	Northwestern	6,443	4,166.15	318.03	1.55	▼ -19.72%	20.26	▼ -14.66%
23	Connector	12,032	7,444.87	608.87	1.62	▲ 33.40%	19.76	▲ 35.05%
Others	Others	527			N/A	N/A	N/A	N/A
Sub Total:		157,182	114,001.19	8,611.30	1.38	▼ -18.64%	18.25	▼ -18.08%
21E	Lark & Alight	-	-	-	-	N/A	N/A	N/A
24E	Redpoint	-	-	-	-	N/A	N/A	N/A
35E	Lindberg Express	-	-	-	-	N/A	N/A	N/A
Sub Total:		-	-	-	-	N/A	N/A	N/A
MB Total:		157,182	114,001.19	8,611.30	1.38	▼ -18.64%	18.25	▼ -18.08%
DR	Microtransit	77	252	53	0.31	N/A	1.44	N/A
DR	Paratransit	2,628	12,464	975	0.21	N/A	2.69	N/A
Demand Response Total:		2,705	12,716.39	1,028.73	0.21	▬ -1.26%	2.63	▼ -5.32%
VP	Vanpool	672	1,456	45	0.46	N/A	14.93	N/A
Vanpool Total:		672	1,456	45	0.46	N/A	14.93	N/A
Grand Total:		160,559	128,174	9,685	1.25	▼ -18.32%	16.58	▼ -17.61%

July 2025

Route	RouteName	Passengers
1A	Market Square	16,957
1B	Salisbury	18,870
2A	Schuyler Ave	6,625
2B	Union St	4,961
3	Lafayette Square	11,027
4A	Tippecanoe Mall	11,904
4B	Purdue West	22,803
5	Happy Hollow	4,725
6A	Fourth St	14,603
6B	South 9th	2,071
7	South St	14,991
8	Sagamore West	6,946
9	Park East	1,697
10	Northwestern	6,443
23	Connector	12,032
Others	Others	

Sub Total: 157,182

21E	Lark & Alight Express	-
24E	Redpoint Express	-
35E	Lindberg Express	-

Sub Total: -

MB Total: 157,182

DR	Microtransit	77
DR	Paratransit	2,628

Demand Response Total: 2,705

VP	Vanpool	672
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Vanpool Total: 672

Grand Total: 160,559

July 2024

	RouteName	Passengers
1A	Market Square	21,486
1B	Salisbury	23,257
2A	Schuyler Ave	7,901
2B	Union St	6,547
3	Lafayette Square	9,817
4A	Tippecanoe Mall	14,089
4B	Purdue West	35,135
5	Happy Hollow	7,549
6A	Fourth St	16,046
6B	South 9th	3,200
7	South St	16,152
8	Klondike Express	14,245
9	Park East	2,309
10	Northwestern	7,219
23	Connector	9,105
Others	Others	107

Sub Total: 194,164

21A	Lark & Alight	-
24	Redpoint	-
35	Lindberg Express	-

Sub Total: -

MB Total: 194,164

DR	ACCESS/FLEX	3,014
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Demand Response Total: 3,014

Grand Total: 197,178

OPERATIONS REPORT

Jul-25

	2025 MONTH	2024 MONTH	2025 YTD	2024 YTD
MILES	128,174	128,563	1,017,893	1,063,201
PAID HOURS	13,108	15,092	108,039	122,929

	2025 MONTH	2024 MONTH	YTD 2025	YTD 2024	% DIFF MO	% DIFF YTD
ACCIDENTS	0	2	25	16	▼ -100.00%	▲ 56.25%
PER 100,000 MILES	0.00	1.56	2.46	1.50	▼ -100.00%	▲ 63.20%
PREVENTABLE	0	2	15	11	▼ -100.00%	■ 36.36%
PER 100,000 MILES	0.00	1.56	1.47	1.03	▼ -100.00%	▲ 42.43%
NON-PREVENTABLE	0	0	10	5	#DIV/0!	▲ 100.00%
PER 100,000 MILES	0.00	0.00	0.98	0.47	#DIV/0!	▲ 108.90%
OVERTIME IN HOURS	918	1,238	14,882	17,328	■ -25.83%	■ -14.12%
% OF OVERTIME HOURS	7.0%	8.2%	13.8%	14.1%	■ -14.60%	■ -2.28%
SAFETY MEETINGS	1	1	2	7		

NO PAY HOURS: 276.4

**ROADCALLS
2025**

	Jul-25	Jul-24	% DIFF
MECHANICAL	5	3	55.56%
OTHER	0	0	#DIV/0!
DELAYS	0	0	#DIV/0!
TOTAL-MONTH	5	3	55.56%
TOTAL-YTD	19	25	3.04%

BUS#	LOCATION	PROBLEM	TIME	DATE	MECH OR OTHER
6005		Thermostat		7/3/2025	M
7001		EGR Cooler Pipe		7/17/2025	M
2401		Fuel Solenoid		7/23/2025	M
4008		Steering Hose		7/24/2025	M
5001		Air Spring		7/27/2025	M

DIESEL COST COMPARISON FOR 2024 (CURRENT YEAR VS LAST YEAR)

Month	Total Gallons 2025	Total Gallons 2024	% Difference	Avg Cost Gallon 2025	Avg Cost Gallon 2024	Different per Gallon
JAN	2,700	4,613	-41.47%	\$2.2800	\$2.4600	-\$0.1800
FEB	1,824	5,749	-68.27%	\$2.1800	\$2.8200	-\$0.6400
MAR	2,648	3,415	-22.46%	\$2.1800	\$2.7600	-\$0.5800
APR	3,330	5,736	-41.95%	\$2.1300	\$2.8840	-\$0.7540
MAY	1,349	2,492	-45.87%	\$2.1300	\$2.8840	-\$0.7540
JUN	2,918	2,492	17.09%	\$2.1300	\$2.8840	-\$0.7540
JUL	424	2,704	-84.32%	\$2.4930	\$2.3100	\$0.1830
AUG			#DIV/0!			\$0.0000
SEP			#DIV/0!			\$0.0000
OCT			#DIV/0!			\$0.0000
NOV			#DIV/0!			\$0.0000
DEC			#DIV/0!			\$0.0000
TOTAL	15,193	27,201	-44.15%	\$2.2176	\$2.7146	-\$0.4970

CNG ACCESS BUSES

Month	Total DGE Used 2025	Total DGE Used 2024	% Difference
JAN	1,140	980	16.3265%
FEB	1,668	1,167	42.9306%
MAR	1,878	1,738	8.0552%
APR	2,108	1,928	9.3361%
MAY	1,845	1,754	5.1881%
JUN	1,925	1,552	24.0335%
JUL	2,071	1,711	21.0403%
AUG			#DIV/0!
SEP			#DIV/0!
OCT			#DIV/0!
NOV			#DIV/0!
DEC			#DIV/0!
TOTAL	12,635	10,830	16.6667%

CNG Fixed Routes

Month	Total DGE Used 2025	Total DGE Used 2024	% Difference
JAN	19,122	36,520	-47.6396%
FEB	32,947	40,356	-18.3591%
MAR	37,045	38,553	-3.9115%
APR	39,151	39,537	-0.9763%
MAY	32,722	33,336	-1.8419%
JUN	34,861	32,867	6.0669%
JUL	28,201	30,754	-8.3014%
AUG			#DIV/0!
SEP			#DIV/0!
OCT			#DIV/0!
NOV			#DIV/0!
DEC			#DIV/0!
TOTAL	224,049	251,923	-11.0645%