

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS BETWEEN THE CITY OF GLADSTONE, MISSOURI, AND THE KANSAS CITY AREA TRANSPORTATION AUTHORITY TO PROVIDE PUBLIC TRANSPORTATION SERVICES AND PROPERTY MANAGEMENT ASSISTANCE FOR THE PERIOD OF JULY 1, 2020, THROUGH DECEMBER 31, 2020.

WHEREAS, the City Council of the City of Gladstone, Missouri, has determined that entering into a contract with Kansas City Area Transportation Authority (KCATA) for the retention of public transportation to serve Gladstone residents during the period of July 1, 2020, through December 31, 2020, will benefit the city; and

WHEREAS, the cost of public transit and property management services to be provided by KCATA to the residents of the City of Gladstone, Missouri, is estimated to be \$41,566.00; and

WHEREAS, the total obligation of public transit services to the City of Gladstone is estimated to be \$26,076.00; and

WHEREAS, the cost of management services provided by the KCATA to regularly maintain the transit stops amenities is estimated to be \$10,490.00; and

WHEREAS, the City of Gladstone is participating in the KCATA implementation plan for the North Oak Fast and Frequent Transit Service.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, AS FOLLOWS:

THAT, the City Manager is hereby authorized to execute the contract with Kansas City Area Transportation Authority for public transit services within Gladstone at a cost not to exceed \$26,978.00.

FURTHER, THAT, the City Manager is authorized to execute additional contract services for the property management services for a total cost not to exceed \$10,490.00.

FURTHER, THAT, the City Manager is authorized to execute additional contract services for the North Oak Trafficway implementation plan for the Fast and Frequent Service Transit Service at a cost not to exceed \$5,000.000.

FURTHER, THAT, expenditures of such funds is hereby authorized from the Transportation Sales Tax fund.

INTRODUCED, READ, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 10TH DAY OF AUGUST 2020.


Jean B. Moore, Mayor

Attest:


Ruth E. Bocchino, City Clerk

First Reading: August 10, 2020

Second Reading: August 10, 2020



Request for Council Action

RES #

BILL # 20-25

ORD # 4.525

Date: 8-5-20

Department: Community Development

Meeting Date Requested: 8-10-20

Public Hearing: Yes Date: [Click here to enter a date.](#)

Subject: Approval of a Resolution for a contract between the City of Gladstone and Kansas City Area Transportation Authority for ongoing transit services and maintenance assistance.

Background: The Kansas City Area Transportation Authority (KCATA) operates six (6) routes through the City of Gladstone. The cost of these services has drastically dropped due to COVID-19 reducing the ridership. Therefore, the City and KCATA agreed to a six (6) month contract; July 1, 2020, through December 31, 2020. Staff and KCATA will bring forward a second contract for January 1, 2021, through June 30, 2021; which may have revised costs dependent upon ridership increase, and routes return to normal. The cost of services for this contract is \$36,452.00. After all subsidies, the City's share is \$26,076.00. The property management services cost related to the regular maintenance of the shelters and amenities is \$10,490.00. Total cost for the July 1, 2020, through December 31, 2020, contract and transit service and management assistance is \$36,566.00.

In addition to the local share and property management, the City and KCATA have agreed to a project holder of \$5,000.00 for implementation of the North Oak Fast and Frequent Transit Service. COVID-19 has slowed down on moving forward; but the implementation and transit plan is still viable. I have attached the study for City Council review.

The total cost with local share, property management and project holder is \$41,566.00.

The 2020-2020 Transit Service is comprised of the following cost and credit components:

Service Cost	\$36,453.00
Estimated Passenger Revenue	(\$2,750.00)
Estimated Total Deficit	\$33,703.00
Federal – Preventative Maintenance (PM)	(\$8,003.00)
State of Missouri	(\$330.00)
Local Operating Contribution	\$2,5369.00
Local Capital Contribution	\$707.00
Total Local Share	\$26,076.00

The 2019-2020 Bus Stop Maintenance is comprised of the following costs and credit components:

Cleaning and Inspection Items	Stops	Annual Occurrences	Rate Per Occurrence	Annual Cost
Transit stop cleaning – weekly <i>Combined rate for cleaning all four stops</i>	N/A	26	\$286.44	\$7,448.00
Trash removal – weekly	12	26	\$8.04	\$2,509.00
Semi-Annual in depth electrical inspection	2	1	\$97.50	\$195.00
Electrical inspection and maintenance – monthly at 2 stops	2	5	\$33.80	\$338.00
Total annual bus stop maintenance cost:				\$10,490.00

Budget Discussion: Funds are budgeted in the amount of \$122,238.00 from the TST Fund. Ongoing costs are estimated to be \$ 128,350.00 annually. Previous years' funding was \$122,238.00

Public/Board/Staff Input: See attached Resolution and Contract.

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan D. Napoli, C.B.O.
Community Development Administrator | Building Official

PC
City Attorney

BB
Asst. City Manager



Bill 20-25
Ord 4.525

**City of Gladstone – Six-Month Contract
July 1, 2020 – December 31, 2020**

KANSAS CITY AREA TRANSPORTATION AUTHORITY

A Contract for Transit Service and Management Assistance

GLADSTONE, MISSOURI

THIS CONTRACT entered into this ___ day of _____, 2020 by and between the **KANSAS CITY AREA TRANSPORTATION AUTHORITY** (hereinafter referred to as the “KCATA”), a body corporate and politic and a political subdivision of both the States of Missouri and Kansas and the **CITY OF GLADSTONE, MISSOURI** (hereinafter referred to as the “Community”).

WITNESSETH:

WHEREAS, a sound, efficient and viable public transportation system is essential to the socio-economic wellbeing of the Kansas City Area Transportation District (hereinafter referred to as the “District”), including the Counties of Cass, Clay, Jackson, and Platte in Missouri, and the Counties of Johnson, Leavenworth, and Wyandotte in Kansas; and

WHEREAS, the KCATA is a public agency authorized by law to plan, own, operate, have and generally deal with public transportation systems and facilities in the District; and

WHEREAS, the Community desires to promote the convenience, comfort, prosperity, general interests and welfare of its citizens, and

WHEREAS, the public transportation facilities and services of most immediate concern are those estimated to be provided by the KCATA at a deficit, generally described in amounts and, more specifically, by the formula set forth in Attachment “A” adopted in January 1976, modified in August 1977, revised in January 1983, and in December 1997.

NOW, THEREFORE, for and in consideration of the premises and the mutual covenants herein contained, the parties hereto agree as follows:

A.) Public Mass Transit Services

1. The Community requests public transportation services (hereinafter referred to as “Contract Service”), set forth in Attachment “B,” be operated by the KCATA for the period July 1, 2020, through December 31, 2020.
2. The level of service, as generally set forth in Attachment “B,” shall not be changed or be modified without the consent of the Community.
3. The computations and, more specifically, the formula contained in Attachment “A” attached hereto and made a part hereof, are the accepted methods for the determination of the estimated deficit of the Community.

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Contract to provide additional operating subsidy or to adjust the level of service so that the cost of such service will not exceed the contractual subsidy.

8. If, for any reason, the KCATA is unable to obtain the federal or state assistance (the Federal and State Share), as provided for in Paragraph “4” of this Contract. The Community will be immediately notified, and this Contract will be amended to provide additional Local Share subsidy or to adjust the level of service. If a satisfactory amendment is not agreed to after a reasonable period, KCATA’s obligation to furnish services will terminate.
9. The KCATA shall indemnify, save and hold the Community harmless from any and all damage, loss or liability of any kind whatsoever arising out of this Contract, including, but not limited to, any loss occasioned by reason of any injury to property or third persons occasioned, in whole or in part, by any act, omission, neglect or wrongdoing of the KCATA, or any of its officers, agents, representatives or employees. At its own cost and expense, the KCATA will defend all losses arising therefrom.

B. Contracted Property Management Services

1. The Community has requested, and KCATA has agreed to install passenger amenities at locations (see Attachment “C”) that do not meet KCATA’s policy threshold for deploying such amenities
2. The Community has requested that KCATA clean, maintain, inspect, and repair the installed passenger amenities at these locations.
3. The Community agrees to reimburse the KCATA for the cleaning and inspection costs, as shown in Attachment “C” for the period from July 1, 2020 – December 31, 2020.
4. The fee to be paid by the Community to KCATA for these services is **\$10,490**.
5. The Community will make monthly payments of \$1,748.33 to KCATA for these services. KCATA will invoice the Community for the monthly amount by the 15th of the month preceding the month services will be provided. The Community is required to remit the monthly fee by the first of each month of which services will be provided.
6. Regular stop cleaning and inspection services will consist of the following:
 - a. Power washing the panels and dome tops of the passenger shelters inside and out, washing any information kiosks and cleaning of glass or 21 acrylic panels.
 - b. Remove any debris within the area of the transit stop.
 - c. Emptying all litter containers and relining said containers with new plastic bags.
 - d. Removal of graffiti on the shelter, benches, kiosks, and the area surrounding the transit stop. Inspection and safety monitoring of electrical and lighting services.
5. For repair of damaged stop or amenities, replacement of damaged shelter panels or other components or any other special maintenance required, KCATA will request prior

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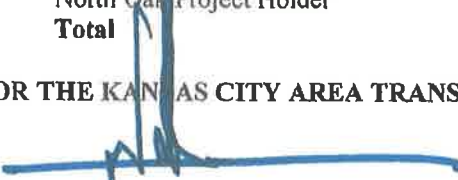
approval from the Community for repairs or other work projected to be in excess of \$500, unless repair constitutes a safety hazard requiring immediate action to correct. The Community agrees to reimburse the KCATA for the actual cost of the approved repair work and KCATA administration based on invoices submitted to the Community.

6. This Agreement shall be for an initial one-year term that shall be automatically renewed for an additional four successive one-year terms at the above-stipulated rates until terminated. Either party may terminate this Agreement by giving notice to the other party no less than thirty days prior to the July 1 renewal date. In addition, either party may terminate this Agreement upon thirty days' written notice for just cause. Upon such termination, the terminating party shall remit to the non-terminating party its share of costs then due and owing.
7. This Agreement may be modified at any time with the concurrence of both parties.

C. Total Community Funding Obligation

2020, Q3-Q4 Public Mass Transit Service	\$26,076
Contracted Property Management Services	\$10,490
North Oak Project Holder	<u>\$ 5,000</u>
Total	<u>\$41,566</u>

FOR THE KANSAS CITY AREA TRANSPORTATION AUTHORITY

By: 
David Bower, Chairman

Date: 7-22-2020

FOR THE CITY OF GLADSTONE

By: 
Name and Title: Scott Wingerson, City Manager

Date: 8/26/2020

Attachments

- Attachment A: Revenue and Cost Allocation Procedures
- Attachment B: Contract Service
- Attachment C: Bus Stop Maintenance

ATTACHMENT “A”

REVENUE AND COST ALLOCATION PROCEDURES

Operating Expense and Revenue

The procedure to be used in determining passengers, direct operating expenses, indirect operating expenses, farebox revenue, and estimated loss for transit service shall be as follows:

- A. Passengers and Revenue** - The number of passengers and the amount of revenue reported will be derived from electronic farebox reports.
1. Revenue figures are computed as follows:
 - a. Total Fare Revenue is the total farebox revenue plus pass sales proration.
 - b. Pass Sales proration for a line is the Pass Sales Revenue multiplied by a pass utilization factor as determined by data from electronic fareboxes.
 2. Passenger types - definitions
 - a. Intra-city passenger - a passenger boarding and alighting in the same jurisdiction.
 - b. Inter-city passenger - a passenger who boards in one jurisdiction and alights in another.
 3. Computation of inter-city and intra-city passengers
 - a. Intra-city passengers for each subsidizing jurisdiction will be determined by multiplying total passengers by the appropriate intra-city passenger ratios, as determined by periodic activity checks. An intra-city passenger ratio is the ratio of passengers who both board and alight a bus within that community to total route passengers on the line.
 - b. Inter-city passengers for the route will be determined by subtracting the intra-city passengers from the total route passengers.
- B. Direct Operating Expenses** - Each route shall be charged direct labor and benefits based on scheduled pay hours (including allowances, spread, guarantee, and overtime) times the fully burdened operator cost per hour of service for each type of bus used

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(Large, Small, or RideKC Flex). Each route shall be charged fuel and tire expense for the same type of bus used (Large, Small, or RideKC Flex) in the proportion of route miles per type of bus to total system miles for the same type of bus.

- C. Indirect Operating Expenses** - Indirect operating expenses shall be allocated to each route on the ratio of route miles to total system miles for the same type of bus used (Large, Small, or RideKC Flex). Indirect operating expenses include all expenses except direct labor and fuel and tire expense, such as maintenance cost, vanpool operations, administrative and overhead expense, and a contribution to self-insured reserves for revenue vehicle and workers compensation.
- D. Estimated Net Income or Loss - Intra-City Routes** - Estimated net income or loss for each route shall be calculated by subtracting total fare revenue for each route from the total operating expenses for each route.
- E. Allocation of Net Income or Loss on Inter-City Routes.**
 - 1. Suburban Express Routes
 - a. A suburban express route is a route or portion of a route that is designed to serve inter-city passengers and suburban community intra-city passengers and does not serve Kansas City, Missouri, intra-city passengers.
 - b. Net income or net losses of inter-city routes shall be prorated among the subsidizing jurisdictions by calculating the net loss per passenger (total operating expense less total fare revenue) and then multiplying the net loss per passenger by the number of passengers boarding in each jurisdiction.
 - 2. Local Service Inter-City Routes
 - a. A local service inter-city route is a route designed to serve Kansas City, Missouri, intra-city passengers, as well as inter-city passengers and suburban community intra-city passengers.
 - b. Revenue shall be credited among subsidizing jurisdictions by assigning intra-city passenger revenue to the jurisdiction in which the trips are made. Inter-city passenger revenue shall be assigned by calculating the revenue per inter-city passenger and then by multiplying the revenue per inter-city passenger by the number of inter-city passengers boarding in each jurisdiction.
 - c. Operating costs shall be allocated among subsidizing jurisdictions as follows:
 - (l) Direct labor costs shall be allocated based on operator cost per hour of service multiplied by the actual time operated in each jurisdiction.

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- (2) Fuel and tire expense in the proportion of miles in each jurisdiction to total system miles.
 - (3) Indirect operating expense in the proportion of miles in each jurisdiction to total system miles.
 - d. The Net Income or Loss for each jurisdiction is calculated as the sum of direct labor cost, fuel and tire expense, and indirect operating expense, less passenger revenue credit.
- F. **Capital Expense** - Each jurisdiction will be charged capital expense, prorated on community miles to system miles, to be used for the acquisition of buses, facilities, and other equipment. The capital charge may be used for the purchase of vans for a vanpool operation that will facilitate in providing a regional transit system. Such vanpool operation must provide service to or from the Community that is reasonable when compared to the amount of the Community's capital contribution for the vans.
- G. **Enclave Communities** - Local service inter-city routes operating from a part of Kansas City, Missouri, through another jurisdiction and into another portion of Kansas City, Missouri, will be treated differently for the allocation of Net Income or Loss. The Net Income or Loss for the intermediate (enclave) jurisdiction will be based on 50% of the calculated cost for that jurisdiction per Item "E." The remaining 50% of the calculated cost within the intermediate jurisdiction will be allocated to Kansas City, Missouri.
- H. **For Service Implemented After December 31, 1997** – Service implemented after December 31, 1997, that is above the service level that exists as of December 31, 1997, will be allocated costs as stated in other sections of this Appendix, except for Indirect Operating Expenses. Indirect Operating Expenses shall be allocated to such service based on 45 percent of the ratio of route miles to total system miles for each type of bus. Indirect Operating Expenses include all expenses except direct labor and fuel and tire expense, such as maintenance cost, vanpool operations, administrative and overhead expenses, etc.

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ATTACHMENT “B”

CITY OF GLADSTONE

CONTRACT SERVICE

Four fixed routes provide service between Gladstone and downtown Kansas City, Missouri, and one fixed route provides service with an east-west axis traversing the Northland. There is one demand-responsive Flex zone providing service within Gladstone (#299-Gladstone/Antioch RideKC Flex).

The **#201 - North Oak*** route operates between Zona Rosa, Boardwalk Square, Barry Road, North Oak, Burlington, downtown KCMO, and Crown Center. The route runs seven days per week. Weekday service runs 5:01 AM-11:28 PM with hourly off-peak and thirty-minute peak frequency. ****COVID schedule - Saturday runs hourly 6:32 AM-11:32 PM. Sunday runs hourly 8:32 AM-11:29 PM.**

The **#234 - Boardwalk/Antioch Connector** operates between Boardwalk Center and Antioch Center via Barry Road, Waukomis, Englewood, Vivion, and Antioch. Service is provided hourly from 6:10 AM to 9:40 AM and from 1:45 PM to 6:40 PM weekdays. There are nine eastbound trips and eight westbound daily trips. ****COVID schedule – Saturday service schedule**

The **#236 - Gladstone Express *** provides rush hour service between Metro-North, Gladstone (via North Troost, 68th, Flora, Englewood, and Antioch), Antioch Center, and downtown KCMO and Crown Center. Service is provided Monday through Friday with three southbound AM trips and three northbound PM trips. ****COVID schedule – Saturday service schedule**

The **#237 - North Broadway Express *** provides rush hour service connecting New Mark, Gashland, Metro-North, and western Gladstone with downtown KCMO and Crown Center. Service is provided Monday through Friday with three southbound AM trips and three northbound PM trips. ****COVID schedule – Saturday service schedule**

The **#238 - Meadowbrook *** operates between Maple Woods Community College, Northland Human Services, Gladstone (via MO-1 and N. Prospect), Antioch Center, Briarcliff, North Kansas City, and downtown Kansas City. Service runs hourly from approximately 5:58 AM to 11:33 PM, Monday through Friday. It runs from **6:55 AM to 6:48 PM on Saturday**. There are twenty southbound trips and sixteen northbound trips Monday through Friday. There are eleven southbound trips and twelve northbound trips on Saturday. ****COVID schedule – Saturday service schedule**

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The #299 – Gladstone/Antioch Flex * provides a weekday demand responsive service from 8:00 AM to 3:30 PM. The zone boundaries are 72nd Street on the north; Antioch/N. Prospect, Bales, Brighton, and Bennington on the east; Parvin, Chouteau, Vivion, and Englewood Road on the south; Chouteau, N. Troost and N. Broadway on the west.

**COVID schedule – Weekday service schedule to be operated

Full Fare: \$1.50 - Reduced Fare: \$0.75

*- Gladstone Portion of the route included in the Gladstone service cost

** COVID Schedule – Will operate a Saturday schedule and frequency

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ATTACHMENT “C”

CITY OF GLADSTONE - BUS STOP MAINTENANCE

This Agreement covers 2020, Q3-Q4 maintenance costs for the following transit stops in Gladstone, Missouri:

1. Southbound transit stop at 70th & North Oak (shelter, passenger platform, trash can, electronic kiosk, and cleaning).
2. Northbound transit stop at 70th & North Oak (bench, passenger platform, trash can, electronic kiosk, and cleaning).
3. Southbound transit stop at 72nd & North Prospect (shelter, passenger platform, trash can, and cleaning).
4. Southbound transit stop at North Oak Trafficway & NE 61st Street (passenger platform, bench, trans can, and cleaning).
5. Southbound transit stop at North Prospect (M-1 HWY) at NE 68th Street (passenger platform, bench, trans can, and shelter cleaning).
6. Northbound transit stop at 68th & North Oak (passenger platform, bench, trans can, and cleaning).
7. In addition to the full-service maintenance at the above three stops, KCATA will provide weekly trash and recycling service at four additional local bus stops in Gladstone.
8. If requested by the City of Gladstone, KCATA will provide a bench, a recycling/trash container, and a weekly trash/recycling service at two additional local bus stops in Gladstone. The costs for these will be in keeping with the unit costs in the below table.

The total 2020, Q3-Q4 bus stop maintenance cost for these stops in Gladstone is **\$10,490.** as detailed in the following table. Any new services will be in addition to what is shown in this table.

Cleaning and Inspection Items	Stops	Q3-Q4 Occurrences	Rate Per Occurrence	Annual Cost
Transit stop cleaning - weekly <i>The combined rate for cleaning shelter stops</i>	N/A	26	\$286.44	\$7,448
Trash removal – Weekly	12	26	\$8.04	\$2,509.
Semi-Annual In-Depth Electrical Inspection	2	1	\$97.50	\$195.
Electrical inspection and maintenance – monthly at two shelter locations	2	5	\$33.80	\$338.
Total annual bus stop maintenance cost:				\$10,490

- Electrical power to the two kiosks at 70th and North Oak will be provided by the City and directly billed and paid by the City. KCATA will inspect monthly the electric lines and connections at the 70th and North Oak bus stops and kiosks.

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- Required repairs to these items will be billed separately. KCATA will undertake any repairs (other than emergency safety-related repairs needing immediate action) expected to cost more than \$500 only after prior City approval and City funding commitment in keeping with Section B of this Agreement.

- Total maintenance cost does not include the cost of any requested electric line locates, which will be billed to the City at the actual cost of KCATA's contractor (Black and McDonald) and KCATA's administrative expense.