



U.S. Department of Transportation

Federal Transit Administration

AL-96-X004-00 Quarterly Narrative Report

Oct. 01, 2009 through Dec. 31, 2009

As Of Jan. 20, 2010

MS/P Report Submitted , FFR Submitted

Part 1: Recipient Information

Project Number:	AL-96-X004-00
Recipient ID:	1075
Recipient Name:	City of Huntsville, Department of Parking & Public Transit
Address:	500 B Church Street , Huntsville, AL 35801 5548
Telephone:	(256) 427-6831
Facsimile:	(256) 427-6832

Part 2: Project Information

Project No:	AL-96-X004-00
Brief Desc:	ARRA - (8) vehicle purchase; PM; Suppor
FTA Project Mgr:	Chip Butts 404-865-5607
Start/End Date:	Jul. 01, 2009 - Sep. 30, 2015
Gross Project Cost:	\$2,439,917
Adjustment Amt:	\$0
Total Eligible Cost:	\$2,439,917
Total FTA Amt:	\$2,439,917
Total State Amt:	\$0
Total Local Amt:	\$0
Other Federal Amt:	\$0

Part 3: Federal Financial Report

Financial Status

	<u>Previous</u>	<u>This Period</u>	<u>Cumulative</u>
A. Total Expenditures	\$0	\$0	\$0
B. Recipient Share of Expenditures	\$0	\$0	\$0
C. Federal Share of Expenditures	\$0	\$0	\$0

D. Total Unliquidated Obligations			\$191,918
E. Recipient Share of Unliq. Obligations			\$0
F. Federal Share of Unliq. Obligations			\$191,918
G. Total Federal Share (C + F)			\$191,918
H. Total Federal Funds Authorized			\$2,439,917
I. Unobl. Bal. of Fed. Funds (H - G)			\$2,247,999

Indirect Expense

Type	N/A
Rate	0.00%
Base	\$0
Amount Charged	\$0
Federal Share	\$0

Recipient Remarks

Issued purchase orders, encumbered funds, for three demand response vans and 25 passenger shelters.

Part 4. Milestone/Progress Report

Project Status Overview

1st QTR FY10: Paratransit vehicles are scheduled for delivery in January 2010. Purchase order was issued for 25 passenger shelters and delivery is scheduled for January 2010. Two bids were received for Fixed Route vehicles. Neither bid met specifications. A new request for bid will be released in January 2010. Bids will be received for the vehicle Video Surveillance Equipment on January 21, 2010. Current priorities are to complete specifications for approximately 350 bus stop signs and sign inserts. The bid for sign and sign inserts should be released in February 2010. The Fleet Maintenance Support Vehicle is scheduled to be purchased from the State of Alabama's Small Light Duty Vehicle Contract by the end of January 2010. The Trolley request for bid should be released by the end of March 2010.

10/30/09: 4th Qtr 09 FTA Review Complete, cmb

4th QTR FY09: A purchase order was issued for three (3) paratransit vehicles, the passenger shelter IFB was opened and contract awarded and the IFB for fixed route vehicles is scheduled to open October 15, 2009. Current priorities are to complete specifications and open bids for replacement trolleys and the vehicle video surveillance equipment by the end of calendar year, December 30, 2009.

Quarterly Review:

ROLLING STOCK

---Three (3) Paratransit vehicles-replacements - Purchase order was issued on August 25, 2009. Modified vans being purchased off the State of Alabama contract # 4010861.

---Three (3) Fixed Route vehicles-replacements - IFB #3-2010-8700-5 is scheduled to open on October 15, 2009. Award and purchase request should be made within 30 days of bid opening. Anticipated delivery is within 18 months of purchase order.

---Two (2) Fixed Route Trolleys-replacements - Specifications scheduled to be complete by mid-November 2009. The IFB should be open by November 30, 2009. Award and purchase request should take place within 30 days of bid opening.

SUPPORT FACILITIES AND EQUIPMENT

---ADP-Software and Hardware -

--Electronic Message Board specifications should be complete by January 30, 2010.

--Real Time Bus Stop Finder equipment will not be purchased from the ARRA grant at this time.

---Support Vehicle-replacement - purchase of the maintenance support vehicle will take place by February 1, 2010, after the City of Huntsville's Small Duty Vehicle bid has been opened, reviewed and awarded.

TRANSIT ENHANCEMENTS

---Passenger Shelter IFB was opened on September 15, 2009, award notification letter released on September 29, 2009. Shelter orders to be placed by end of October 2009. Installation of shelters will be contracted out. RFP for installation may go out by December 30, 2009.

---Bus Stop Route Signs-new and replacements - the IFB should be released by January 30, 2010 for purchase of stop signs. Installation will be contracted out through RFP that will be issued in January 2010 also.

3rd Qtr FY09: FTA Review 9/3/09. CMB

3rd Qtr FY09: Grant Execution. No procurements have been initiated at this time. Public Transit will meet next week, July 6, 2009, to review milestones and begin the procurement process for activities.

2nd Qtr FY09: Grant Application pending approved submission.

		<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
11.42.08	ACQUIRE - ADP SOFTWARE	0	\$181,617	\$181,617

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	RFP/IFB Issued	9/1/2009	5/30/2010	3		
	DETAILED DESCRIPTION: Public Transit will not be purchasing the real time bus stop finder equipment in this grant. Release RFP for acquisition and installation real time bus stop finder equipment and message board.					
	PROGRESS: The Electronic Message Board specifications will be addressed by May 2010.					
2.	Contract Award	10/1/2009	7/15/2010	3		
3.	Contract Complete	7/1/2010	1/30/2011	3		

		<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
11.42.09	ACQUIRE - MOBILE SURV/SECURITY EQUIP	0	\$179,500	\$179,500

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	RFP/IFB Issued	8/1/2009	1/21/2010	3		
	DETAILED DESCRIPTION: Release RFP for acquisition installation vehicle video surveillance systems.					
	PROGRESS: IFB will opened on January 21, 2010.					
2.	Contract Award	9/1/2009	3/15/2010	3		
3.	Contract Complete	5/30/2010	10/30/2010	3		

		<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
11.42.11	ACQUIRE - SUPPORT VEHICLES	1	\$50,000	\$50,000

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	RFP/IFB Issued	7/1/2009	2/1/2010	2		
	DETAILED DESCRIPTION: Acquire maintenance service truck from current city bid.					
	PROGRESS: The support vehicle will be purchased off a current State of Alabama Contract. Purchase is scheduled for the end of January 2010.					
2.	Contract Award	8/1/2009	3/30/2010	2		
3.	Contract Complete	11/30/2009	7/30/2010	2		

11.12.04	BUY REPLACEMENT <30 FT BUS	<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
		3	\$675,000	\$675,000

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	RFP/IFB OUT FOR BID	7/15/2009	1/30/2010	3		
	DETAILED DESCRIPTION: Acquire two buses as allowable from current city bid. Third bus to be purchased from future IFB issue or cooperative agreement.					
	PROGRESS: IFB opened on October 15, 2009. Two bids were received and neither bid met specifications. A new bid will be released by the end of January 2010.					
2.	CONTRACT AWARDED	8/30/2009	3/15/2010	3		
3.	FIRST VEHICLE DELIVERED	8/30/2011	12/30/2011	3		
	DETAILED DESCRIPTION: Bus representative estimates two year production time/delivery schedule as massive orders are placed with stimulus funds.					
4.	ALL VEHICLES DELIVERED	8/30/2011	12/30/2011	3		
5.	CONTRACT COMPLETE	9/30/2011	1/30/2012	3		

11.12.09	BUY REPLACEMENT TROLLEY BUS	<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
		2	\$450,000	\$450,000

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	RFP/IFB OUT FOR BID	8/15/2009	3/30/2010	3		
	DETAILED DESCRIPTION: Release IFB for procurement or use approved cooperative agreement.					

	PROGRESS: Specifications should be complete and ready for IFB release by end of March 2010.				
2.	CONTRACT AWARDED	9/15/2009	5/15/2010	3	
3.	FIRST VEHICLE DELIVERED	9/30/2011	1/30/2012	3	
	DETAILED DESCRIPTION: Bus representative anticipates two year delivery schedules due to high volumn of orders to be placed utilizing stimulus funds.				
4.	ALL VEHICLES DELIVERED	9/30/2011	1/30/2012	3	
5.	CONTRACT COMPLETE	10/30/2011	2/28/2012	3	

11.12.15 BUY REPLACEMENT VAN Quantity 3 FTA Amount \$150,000 Elig. Proj. Cost \$150,000

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	RFP/IFB OUT FOR BID	9/15/2009	10/15/2009	1	6/15/2009	
	DETAILED DESCRIPTION: Acquire vans from current State of AL contract.					
	PROGRESS: The RFP/IFB issue date is date of State of Alabama Contract Award vans are being purchased off of.					
2.	CONTRACT AWARDED	9/30/2009	10/30/2009	1	8/25/2009	N/A
	PROGRESS: Contract Award is date of purchase order. PO # 404434 in the amount of \$142,743.					
3.	FIRST VEHICLE DELIVERED	5/30/2010	6/30/2010	1		
	DETAILED DESCRIPTION: High volumn of orders placed from stimulus package may double delivery schedule for modified van procurements.					
	PROGRESS: Delivery date is scheduled for January 2010.					
4.	ALL VEHICLES DELIVERED	5/30/2010	6/30/2010	1		
5.	CONTRACT COMPLETE	6/30/2010	6/30/2010	1		

11.7A.00 PREVENTIVE MAINTENANCE Quantity 0 FTA Amount \$153,800 Elig. Proj. Cost \$153,800

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	Eligible PM Service Start Peri	10/1/2009				

	DETAILED DESCRIPTION: One Surveillance and security equipment technician will maintain and repair both federally funded and non-federally funded equipment. Salary and fringe for 50% of employee time for period of 5 consecutive years.				
2.	Eligible PM Service End Period	9/30/2014			

11.92.02 PURCHASE BUS SHELTERS

<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
50	\$350,000	\$350,000

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	RFP/IFB Issued	6/15/2009	8/15/2009	1	9/15/2009	
	DETAILED DESCRIPTION: Acquisition and installation of approximately 50 passenger shelters. Placement of shelters will be determined based on analysis of equitable distribution of amenities and passenger/client requests as recorded.					
	PROGRESS: IFB#88-2009-8700-5 opened on September 15, 2009.					
2.	Contract Award	7/15/2009	9/15/2009	1	9/29/2009	
	PROGRESS: City Council adopted a Resolution to award the contract on September 24, 2009. Award notification letter was issued on September 29, 2009.					
3.	Contract Complete	1/31/2011	4/30/2011	2		
	DETAILED DESCRIPTION: The process of acquiring R.O.W. and permissions for installation of passenger shelters, combined with analysis of equitable distribution of amenities requires placing small distributions of them over a set period of time.					
	PROGRESS: The initial order of 25 passenger shelters is scheduled for delivery in January 2010.					

11.92.08 PURCHASE SIGNAGE

<u>Quantity</u>	<u>FTA Amount</u>	<u>Elig. Proj. Cost</u>
350	\$250,000	\$250,000

	<u>Milestone Description</u>	<u>Orig. Est. Comp. Date</u>	<u>Rev. Est. Comp. Date</u>	<u># Rev</u>	<u>Actual Comp. Date</u>	<u>Cont. Code</u>
1.	RFP/IFB Issued	7/30/2009	2/28/2010	3		
	DETAILED DESCRIPTION: Acquisition and installation of new and replacement bus stop signs. Approximately 100 replacements and 250 new bus stop signs to distributed along current route stops.					

	PROGRESS: Specifications are currently being compiled for the bus stop signs and sign inserts and holders. The IFB should be released by the end of February, 2010.					
2.	Contract Award	8/30/2009	4/15/2010	3		
3.	Contract Complete	3/1/2011	4/1/2011	1		