

**MISSOULA URBAN TRANSPORTATION DISTRICT**  
**BOARD OF DIRECTORS MEETING AUGUST 24, 2017 / 12:00 PM**  
**MUTD CONFERENCE ROOM, 1221 SHAKESPEARE STREET**

**AGENDA**

- 1.0 Call to Order & Roll Call
- 2.0 Changes or Additions to the Agenda
- 3.0 Public Comment on items not on the Agenda
- 4.0 Discussion Items / Reports / Comments:
  - 4.1 General Manager's Report
- 5.0 Action Items:
  - 5.1 Minutes of June 29, 2017  
Recommendation: Approve the minutes of June 29, 2017.
  - 5.2 Program of Projects (*Dorothy Magnusen*)  
Recommendation: Hold a public hearing. Approve the FY2018 Program of Projects.
  - 5.3 Financial Statements and Ridership Reports (*Finance Committee*)  
Recommendation: Receive the Draft Unaudited June 2017 Financial Statements and Ridership Report.
  - 5.4 Petition into District for 44 Ranch – Phase 8 (*Corey Aldridge*)  
Recommendation: Approve Resolution 17-04 to expand the boundaries of the Transportation District to include 44 Ranch – Phase 8 subdivision.
  - 5.5 Maintenance Department Collective Bargaining Agreement (*Corey Aldridge*)  
Recommendation: Approve the agreement with Teamsters Union Local No. 2 for the period July 1, 2016 to June 30, 2020, for the Maintenance Technicians and Service Workers.
  - 5.6 Purchase of Paratransit Mobile Data Management System (*Vince Caristo*)  
Recommendation: Approve the purchase and installation of a paratransit mobile data management system from Routematch, Inc., of Atlanta, GA, for a price of \$36,000.50.
  - 5.7 Purchase and Installation of a Vehicle Lift (*Vince Caristo*)  
Recommendation: Approve the purchase of a Stertil-Koni ECO lift from Northwest Lift & Equipment of Portland, OR, for a price of \$103,305, and the purchase of construction and installation services from Northwest Lift & Equipment for a price of \$70,000.
- 6.0 Adjournment

## General Manager's Report – August 2017

### **Bus and Bus Facilities Grant**

MUTD is submitting an application ask to fund the Bus Stop Master Plan and electric buses. This grant and the Low Emission / No Emission grant are the two major discretionary grant opportunities available to transit agencies.

### **Zero-fare**

St. Patrick's hospital committed to continue support of Zero-fare for an additional three years. They agreed to continue at the same level of support, not approving the requested ten percent increase. With all partners now committed, MUTD can now announce the continuation of this highly successful and valued program to the public.

### **Operations**

Long-time employee, Laura Lee Hall, retired at the end of July after 26 years of service. Ms. Hall started with MUTD as an Operator and later as an Operations Supervisor. We are actively recruiting and interviewing for a Maintenance Tech and Paratransit Scheduler/Dispatcher. Operations has been busy keeping us with necessary detours to accommodate the flurry of construction and road projects happening in Missoula, with no end in sight.

### **Electric Bus**

The Federal Transit Administration (FTA) is allowing MUTD more time to obligate expiring Section 5339 funds for bus procurement. This should provide enough time to find out if MUTD is selected for the Low Emission / No Emission grant.

MUTD has been approved to purchase buses off the Washington State contract. This eliminates the need to do an RFP and still gives us preferred pricing. If we are unsuccessful on being selected for the Low Emission / No Emission grant, we will purchase two electric buses using this method.

## **Bus Stop Permits**

MDT is enacting a new policy requiring all public transit systems to apply for permits for every fixed-route stop along MDT roadways. Flag stops are not required to have permits, which does not make much sense. MDT is requiring MUTD to provide data on every stop along MDT roadways. MUTD is currently doing a thorough inventory of every stop, identifying the amenities (sign, bench, shelter, etc.), ADA accessibility (concrete pad or dirt/grass landing), and type of stop (pull out, bulb out, or in-lane). The data being collected will be useful internally as we move forward with the Bus Stop Master Plan and having accurate location data in Google maps and MUTD's real-time bus arrival info on the website and smartphone app. The permitting policy by MDT has the potential to significantly increase the costs of implementing the Bus Stop Master Plan.

## **Advertising on Transit Shelter and Benches**

MDT is enacting a new policy requiring all public transit systems to apply for permits for advertising on shelters or benches along MDT roadways. The new policy limits the size and number of advertisements on shelters and benches. MUTD does not have advertisements on shelters, but does have advertisements on benches. We do not have information on the cost of permits. MUTD plans to discontinue advertising on benches once the Bus Stop Master Plan is funded and implemented.



**MISSOULA URBAN TRANSPORTATION DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES – June 29, 2017  
MUTD CONFERENCE ROOM, 1221 SHAKESPEARE STREET**

*Draft*

**Members Present**

Andrea Davis, Chair  
Melanie Brock, Vice-Chair  
Amy Cilimburg, Secretary  
Jesse Dodson, Treasurer  
Martin Blair  
Don MacArthur  
Anna Margaret Goldman

**Members Absent**

**Staff**

Corey Aldridge, General Manager  
Dorothy Magnusen, Fin & Admin Mgr  
Elizabeth Wehling, Cust Serv Rep  
Vince Caristo, Project Mgmt Specialist

**Guests**

Rod Austin, Missoula Parking Commission Director  
Ben Dawson, Representative with International Brotherhood of Electrical Workers

**Call to Order and Roll Call**

Davis called the meeting to order at 12:03 p.m. Roll call was taken.

**Changes or Additions to Agenda**

None

**Public Comment on Items Not on the Agenda**

None

**Discussion Items/ Reports/ Comments**

**General Managers Report**

Aldridge reviewed the Zero Fare program plan, reporting that it looks good for extending the program an additional three years Aldridge had the opportunity to give the City Council an update at their Budget Committee meeting. Comments from the City Council were positive

Aldridge reported that the Strategic Planning process is changing shape and direction based on feedback from the Planning Committee and Board. Staff is planning for community and stakeholder meetings in September. FTA Low or No Emission grant has been submitted as of June 26 in conjunction with ASUM. The grant is requesting funds to purchase six electric busses for MUTD, and two electric busses for ASUM. MUTD will leverage federal grant funds (Section 5339 and CMAQ) and local funds for the purchase. CTE assisted with the grant application and believes that it very competitive. Award notifications are are expected to be announced in September.

Aldridge reported that MRA released an RFQ for additional study and planning for Brooks Street in preparation for a TIGER grant application in 2018. At least three firms have responded. The Board has approved the usage of up to \$50,000 in monetary support for the Study as it has a direct impact on future planning and operations of MUTD.

Aldridge reported that MUTD collaborated with a local band, Whizpops, to record a video of them playing while riding Mountain Line. The video will be used on social media, with the hopes to market to the younger demographic. Promotions will also begin as MUTD proceeds into the renewal of three more years as Zero-fare, as well as the 40 for 40 campaign in hopes to attain 25 new partners for Zero-fare.

### **Action Items**

#### **Approval of Minutes**

Brock made a motion to approve the minutes of May 25, 2017, seconded by Cilimburg. The motion carried unanimously.

#### **Fiscal Year 2018 Proposed Budget**

Magnusen presented the FY2018 proposed budget and projected reserves. The operating revenue increased by 9.23%, this is primarily due to property taxes. The property tax budget is based on FY2017 County collections plus a 2% increase. The Permissive Medical Levy increased by 3.26%. FTA has only approved 7/12 of Federal Fiscal Year 2017 apportionments.

Service Partnerships maintain the rest of Zero-Fare contributions of \$214,500, not including additional commitments from partners.

Transfer Center rent income is zero and will continue to stay at this level until the space can be rented. Special Projects of \$55,000 are allotted for the exterior remodel of the downtown Transfer Center.

Staff count is up by two full time equivalents (FTE) for Paratransit operators. Ridership is driving this change. General insurance premium increase is estimated at 10% and includes additional coverage for new supervisor vehicles, van, and shop truck.

Operations expenses increased by 6.73%. This increase includes the two new FTE's. The budget has been adjusted to reflect fuel prices based on contract pricing through June 2018, with the average price per gallon of \$1.82 in FY2017 to \$1.87 in FY2018. Maintenance expenses have increased by 6.07% based on expected repairs and materials. Administration and Transfer Center expenses have increased by 8.02%. The Transfer Center increase reflects \$36,250 for 12 months of security, rather than the six months budgeted in FY2017.

Professional and technical expenses increased to include the Brooks Street Corridor Transit-Oriented Development Plan funds of up to \$50,000. Marketing and promotions increased by \$10,185 to reflect the current year marketing plan and the 40<sup>th</sup> Anniversary Celebration.

Magnusen continued the presentation with reserve projections for fleet, capital items, operating and supplemental operating funding from mill levy funds. The board engaged in discussion and requested the Finance Committee work with staff on reserve options.

Blair made a motion to approve the Fiscal Year 2018 Proposed Budget, seconded by Dodson. The motion carried unanimously.

#### **FY2018 MUTD Permissive Medical Levy**

Magnusen reported that the permissive levy was designed by the Montana State legislature to address the steep rise in health insurance costs. The FY2018 budget includes \$239,921 in Permissive Medical Levy funds.

MacArthur made a motion to adopt Resolution 17-03, Missoula Urban Transportation District Fiscal Year 2018 Permissive Medical Levy, seconded by Goldman. The motion carried unanimously.

### **Program of Projects**

Magnusen gave an overview of the Program of Projects, a legal notice required by FTA, allowing the public to comment on the usage of Federal funds.

Blair made a motion to set a public hearing for FY2018 Program of Projects, to be held on July 27, 2017, seconded by Goldman. The motion carried unanimously.

### **Replacement of Computer Servers and Network Switches/ Computer Workstations**

Caristo reviewed the replacement of computer servers, computer workstations, and network switches. The computer workstations are updated office wide as well as at the Transfer Center every five years with funding from Capital reserves. Twenty (20) computer workstations, two servers, and complete network switches are proposed.

Quotations were solicited from three vendors and two responses were received. Two quotes were within a 2% range of each other. First Call Solutions was chosen to facilitate server needs, while Univision will aid in workstation needs. The division between the vendors will promote competition in Missoula and will be favorably reviewed by FTA. The purchases will use Section 5339 funding with a local match.

Dodson made a motion to approve the purchase of two servers and two network switches, including installation, from First Call Solutions of Missoula, MT, for a total price not to exceed \$20,525.09, plus a 3% contingency and purchase twenty desktop computer workstations and assorted peripherals, from Univision Computers, Missoula, MT, for a price not to exceed \$29,884.43, plus a 3% contingency, seconded by Brock. The motion carried unanimously.

### **Adjournment**

The meeting adjourned at 1:43 p.m.

Submitted by Elizabeth Wehling



## Board Staff Report

**To:** Board of Directors  
**From:** Dorothy Magnusen, Finance & Administrative Manager  
**Date:** August 24, 2017

**Subject:** Program of Projects

**Recommendation:** Open Public Hearing for Program of Projects public comments. Approve the FY2018 Program of Projects.

### *Attachments*

1. None

**Discussion:** The legal notice for Fiscal Year 2018 Program of Projects was posted July 25. This meeting gives the public an opportunity to comment on the projects prior to the Board approval.

### **Legal Notice**

FY 2018 Program of Project

Notice is hereby given that a public hearing will be held on August 24, 2017 at noon at the Missoula Urban Transportation District's offices, 1221 Shakespeare Street for the purpose of receiving public comment on MUTD's FY2018 Program of Projects prepared pursuant to Federal Transit Administration guidelines.

1. Operating assistance. The MUTD estimates \$1,553,465 in Section 5307 and \$292,000 in CMAQ funds.
2. Capital purchase for bus replacement estimates \$800,000 in Section 5339 funds. Capital purchase for one paratransit vehicle estimates \$72,880 in Section 5310 funds.

This Program of Projects is being published to provide the opportunity for public comment by interested citizens, private transportation providers, and locally elected officials. A copy of the Program of Projects is available for review at the MUTD offices at 1221 Shakespeare Street, Missoula, MT 59802. The Program of Projects is also posted on the MUTD website at [www.mountainline.com](http://www.mountainline.com) under public notice. The MUTD invites interested parties the opportunity to submit comments, orally or in writing, regarding the Program of Projects and the overall performance of the MUTD. Any written or faxed comments must be submitted by the date of the proposed public hearing to 1221 Shakespeare Street, Missoula, MT 59802. Unless amended, this Program of Projects will constitute the final Program of Projects.



## MUTD Board Staff Report

**To:** Board of Directors  
**From:** Dorothy Magnusen, Finance & Administrative Manager  
**Date:** August 24, 2017

**Subject:** June 2017 Financial Statements and Ridership Reports

### ***Attachments***

1. Financial Statements
2. Ridership Reports

**Recommendation:** The Board receives the Draft Unaudited June 2017 Financial Statements and Ridership Reports.

### **Discussion:**

The draft report does not include the depreciation. Staff is preparing the depreciation data for the audited report.

### Statement of Net Position

- Fleet Replacement Funds of \$1,114,624 is the local match for capital purchases and includes the minimum board reserve requirement of \$250,000. The FY17 contribution to capital reserve is \$175,000.
- Operating Funds of \$3,949,166 are funded from the mill levy for future operations. The FY17 contribution to operating reserves is \$1,059,425.
- The net position of \$16,197,395 includes Capital/Operating Funds of \$3,755,183, which will be reallocated at the beginning of FY2018 per the Reserve Policy.

### Statement of Revenues, Expenses, and Changes in Net Position

- The June 2017 financial statements show a net change in position before Federal Capital Contributions of \$820,994.
- The Federal Capital Contribution for June 2017 is \$46,980 compared to June 2016 of \$97,740. This activity is based on capital purchases through federal and state grants, and it will fluctuate from year-to-year.
- Total Operating Revenue is 7.1% more than the budget. This is primarily due to an increase in the Property Taxes. The actual revenue is \$401,800 more than budget.
- The expenses are 3.96% less than the budget. Every department is below budget. The following chart is organized by expense categories. The Transfer Center is \$15,709 more than budget due to the security expenses. The travel and meetings is \$6,535 more than budget primarily due to staff travel for trainings. Professional Services is \$57,960 below the budget. The consulting services that were planned were not accessed during the year.



Description	12 Mo Ending June Actual	Annual Budget	Variance Actual vs YTD Budget
<b>Expenses:</b>			
Compensation	4,513,127	4,614,010	-2.19%
General	483,531	561,310	-13.86%
Maintenance	648,023	675,365	-4.05%
Transfer Center	94,484	78,775	19.94%
<b>Total Expenses</b>	5,739,165	5,929,460	-3.21%
<b>Admin Only Expenses:</b>			
Travel and Meetings	30,335	23,800	27.46%
Professional Services	87,040	145,000	-39.97%
<b>Total Admin Only Expenses</b>	117,375	168,800	-30.46%
<b>Total Expenses</b>	5,856,540	6,098,260	-3.96%

#### Ridership Report

- The Fixed Route ridership for June 2017 is 130,547 compared to 130,910 in June 2016. The annual ridership for FY2017 is 34,818 more than FY2016.
- The ADA ridership for June 2017 is 1,915 compared to 1,616 in June 2016. The annual ridership for FY2017 is 5,250 more than FY2016.
- The Senior Van for June 2017 is 757 compared to 885 in June 2016. The annual ridership for FY2017 is 1,679 less than FY2016.
- Overall ADA and Senior Van ridership is 3,571 more than FY2016.

# **Missoula Urban Transportation District**

## **Unaudited Financial Statements**

**June 2017**



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1	<b>Missoula Urban Transportation District</b>								
2	<b>Unaudited Statement of Revenues, Expenses and Changes in Net Position</b>								
3	<b>For the Years Ended June 30, 2017 and 2016</b>								
4	<b>Summary</b>								
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12	<b>Operating Revenues:</b>								
13	Passenger Fares	0	0	NA	-38	0	NA		
14	Property Taxes	5,250,609	4,848,810	8.29%	4,946,112	3,348,760	47.70%		
15	Federal/State Operating Assistance	2,297,735	2,271,975	1.13%	2,439,351	2,554,000	-4.49%		
16	Other Revenues	363,610	266,900	36.23%	333,136	253,900	31.21%		
18	<b>Total Operating Revenues</b>	<b>7,911,954</b>	<b>7,387,685</b>	<b>7.10%</b>	<b>7,718,561</b>	<b>6,156,660</b>	<b>25.37%</b>		
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20	<b>Operating Expenses:</b>								
21	Operations	3,930,307	4,035,015	-2.59%	3,693,574	3,859,675	-4.30%		
22	Maintenance	781,131	796,130	-1.88%	800,702	826,075	-3.07%		
23	General and Administrative	1,145,102	1,267,115	-9.63%	1,054,301	1,264,910	-16.65%		
25	<b>Total Operating Expenses</b>	<b>5,856,540</b>	<b>6,098,260</b>	<b>-3.96%</b>	<b>5,548,577</b>	<b>5,950,660</b>	<b>-6.76%</b>		
26									
28	<b>Operating Gain/(Loss)</b>	<b>2,055,414</b>	<b>1,289,425</b>	<b>59.41%</b>	<b>2,169,984</b>	<b>206,000</b>	<b>953.39%</b>		
29									
30	<b>Special Projects:</b>								
35	Transfer Center Remodel	0	55,000	-100.00%	5,600	0	NA		
37	Uniforms	0	0	NA	19,817	31,000	-36.07%		
39	<b>Total Special Projects</b>	<b>0</b>	<b>55,000</b>	<b>-100.00%</b>	<b>25,417</b>	<b>31,000</b>	<b>-18.01%</b>		
40									
42	<b>Gain/(Loss) After Special Projects</b>	<b>2,055,414</b>	<b>1,234,425</b>	<b>66.51%</b>	<b>2,144,566</b>	<b>175,000</b>	<b>1125.47%</b>		
43									
44	<b>Less Reserve Contributions:</b>								
45	Additions to Capital	-175,000	-175,000	NA	0	-175,000	NA		
46	Additions to Operating Reserves	-1,059,420	-1,059,425	NA	0	0	NA		
48	<b>Total Reserve Contributions</b>	<b>-1,234,420</b>	<b>-1,234,425</b>	<b>NA</b>	<b>0</b>	<b>-175,000</b>	<b>NA</b>		
49									
51	<b>Gain/(Loss) After Reserve Contributions</b>	<b>820,994</b>	<b>0</b>	<b>NA</b>	<b>2,144,566</b>	<b>0</b>	<b>NA</b>		
52									
53									
54	<b>Plus Additional Funding Sources:</b>								
55	Federal Capital Contributions	46,980	0	NA	97,740	0	NA		
58	<b>Total Additional Funding Sources</b>	<b>46,980</b>	<b>0</b>	<b>NA</b>	<b>97,740</b>	<b>0</b>	<b>NA</b>		
59									
62	<b>Change in Net Position</b>	<b>867,974</b>	<b>0</b>	<b>NA</b>	<b>2,242,306</b>	<b>0</b>	<b>NA</b>		
63									
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# **Missoula Urban Transportation District**

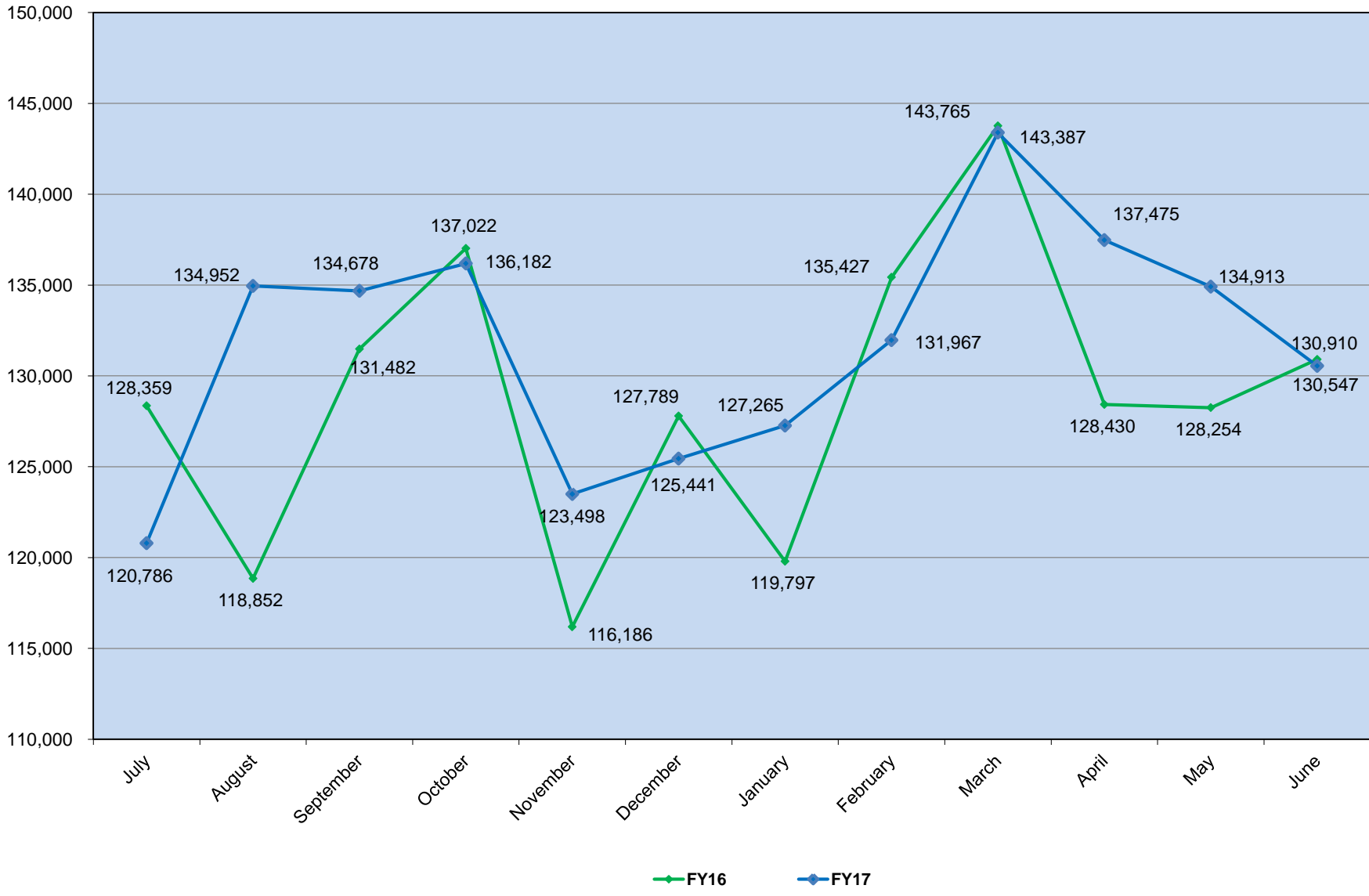
## **Ridership Reports**

**June 2017**



	A	B	E	H	K	N	O	T	W	Z	AC	AF	AI	AJ	AK	AL	AM	AN
1	<b>Missoula Urban Transportation District</b>																	
2	<b>FY2017 Fixed Route Statistics</b>																	
3																		
4		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	June	Increase	YTD	YTD	
5		2016	2016	2016	2016	2016	2016	2017	2017	2017	2017	2017	2017	2016	(Decrease)	Total	Total	Increase
6																FY17	FY16	(Decrease)
7	<b>Passenger Information</b>																	
8	Weekday	112,321	127,621	126,783	126,758	116,277	117,271	119,879	123,855	135,923	129,801	127,607	123,156	124,204	(1,048)	1,487,252	1,456,548	30,704
9	Saturday	8,465	7,331	7,895	9,424	7,221	8,170	7,386	8,112	7,464	7,674	7,306	7,391	6,706	685	93,839	89,725	4,114
10	<b>Total Passengers</b>	<b>120,786</b>	<b>134,952</b>	<b>134,678</b>	<b>136,182</b>	<b>123,498</b>	<b>125,441</b>	<b>127,265</b>	<b>131,967</b>	<b>143,387</b>	<b>137,475</b>	<b>134,913</b>	<b>130,547</b>	<b>130,910</b>	<b>(363)</b>	<b>1,581,091</b>	<b>1,546,273</b>	<b>34,818</b>
11																		
16	Average Weekday Ridership	5,616	5,549	6,037	6,036	5,814	5,584	5,994	6,519	5,910	6,490	5,800	5,598	5,646	(48)	5,902	5,734	168
17	Average Saturday Ridership	1,693	1,833	1,974	1,885	1,805	1,634	1,847	2,028	1,866	1,535	1,827	1,848	1,677	171	1,805	1,759	46
18																		
19	<b>Service Information</b>																	
20																		
21	Weekdays	20	23	21	21	20	21	20	19	23	20	22	22	22	0	252	254	(2)
22	Saturdays	5	4	4	5	4	5	4	4	4	5	4	4	4	0	52	51	1
23	UM Days	20	5	23	21	20	14	20	19	18	20	17	22	21	1	219	220	(1)
24																		
28	Weekday Revenue Hours	4,215	4,847	4,426	4,426	4,215	4,426	4,215	4,004	4,847	4,215	4,637	4,637	4,637	0	70,815	53,533	17,282
29	Saturday Revenue Hours	324	259	259	308	246	308	246	246	246	308	259	259	259	0	4,905	3,984	921
30	<b>Total Revenue Hours</b>	<b>4,539</b>	<b>5,106</b>	<b>4,685</b>	<b>4,734</b>	<b>4,461</b>	<b>4,734</b>	<b>4,461</b>	<b>4,250</b>	<b>5,093</b>	<b>4,523</b>	<b>4,896</b>	<b>4,896</b>	<b>4,896</b>	<b>0</b>	<b>75,720</b>	<b>57,517</b>	<b>18,203</b>
31																		
35	Weekday Revenue Mileage	53,236	61,221	55,898	55,898	53,236	55,898	53,236	50,574	61,221	53,236	58,560	58,560	58,560	0	670,774	676,097	(5,323)
36	Saturday Revenue Mileage	4,109	3,287	3,287	3,944	3,155	3,944	3,155	3,155	3,155	3,944	3,287	3,287	3,287	0	41,733	40,930	803
37	Minus Failure Miles	(12)	(10)	(5)	(10)	(5)	(32)	(13)	(7)	(5)	(19)	(24)	(23)	(8)	(15)	(164)	(74)	(90)
38	<b>Total Revenue Miles</b>	<b>57,334</b>	<b>64,498</b>	<b>59,180</b>	<b>59,832</b>	<b>56,386</b>	<b>59,810</b>	<b>56,378</b>	<b>53,722</b>	<b>64,372</b>	<b>57,161</b>	<b>61,823</b>	<b>61,824</b>	<b>61,839</b>	<b>(15)</b>	<b>712,343</b>	<b>716,953</b>	<b>(4,610)</b>
39																		
40	<b>Total Vehicle Miles</b>	<b>64,070</b>	<b>66,736</b>	<b>63,749</b>	<b>66,068</b>	<b>58,935</b>	<b>63,223</b>	<b>56,928</b>	<b>57,448</b>	<b>68,604</b>	<b>61,622</b>	<b>65,558</b>	<b>66,267</b>	<b>66,966</b>	<b>(699)</b>	<b>759,208</b>	<b>760,075</b>	<b>(867)</b>
41																		
42	Revenue Miles per Revenue Hour	12.63	12.63	12.63	12.64	12.64	12.63	12.64	12.64	12.64	12.64	12.63	12.63	12.63	0.00	9.41	12.47	(3.06)
43																		
44	Total Vehicle Accidents	1	3	0	3	0	1	2	1	2	1	6	4	2	2	24	13	11
45	Total Passenger Accidents	1	0	1	0	0	0	0	0	0	0	0	0	0	0	2	3	(1)
46																		
47	Total Gallons Diesel Fuel Used	13,536.0	15,157.5	13,621.4	13,573.9	12,532.3	13,622.0	12,884.0	12,349.9	14,366.8	12,719.5	14,126.5	14,383.8	14,378.2	5.6	162,874	163,139	(265.2)
48	Miles Per Gallon	4.73	4.40	4.68	4.87	4.70	4.64	4.42	4.65	4.78	4.84	4.64	4.61	4.66	(124.82)	4.66	4.66	3.27
49	Avg Cost per gallon of gasoline	\$ 2.01	\$ 1.76	\$ 2.08	\$ 1.87	\$ 2.66	\$ 1.82	\$ 1.63	\$ 1.94	\$ 1.60	\$ 2.01	\$ 1.76	\$ 1.93	\$ 2.38	\$ (0.45)	1.92	2.32	\$ (0.40)
50																		
51	<b>Financial Information</b>																	
70	Operations Dept Expense	\$ 257,837	\$ 281,540	\$ 245,206	\$ 259,398	\$ 251,859	\$ 263,584	\$ 255,474	\$ 243,925	\$ 258,836	\$ 352,983	\$ 274,139	\$ 284,576	\$ 264,871	\$ 19,705	\$ 3,229,357	\$ 3,087,652	\$ 141,706
71	Maintenance Dept Expense	\$ 60,805	\$ 75,842	\$ 69,599	\$ 62,195	\$ 48,505	\$ 49,674	\$ 48,507	\$ 69,367	\$ 66,122	\$ 54,329	\$ 64,298	\$ 83,602	\$ 124,014	\$ (40,412)	\$ 752,844	\$ 774,392	\$ (21,548)
72	Administrative Dept Expense	\$ 187,737	\$ 203,438	\$ 188,619	\$ 194,991	\$ 203,295	\$ 201,475	\$ 196,180	\$ 194,692	\$ 203,639	\$ 210,931	\$ 96,085	\$ 203,957	\$ 39,915	\$ 164,042	\$ 2,285,038	\$ 1,189,838	\$ 1,095,200
73	Transfer Center Expense	\$ 6,492	\$ 6,117	\$ 8,741	\$ 5,315	\$ 8,055	\$ 7,393	\$ 11,195	\$ 6,069	\$ 11,518	7,494	\$ 7,933	\$ 8,163	\$ 9,164	\$ (1,001)	\$ 94,484	56,809	\$ 37,675
74	<b>Total Operating Expense</b>	<b>\$ 512,871</b>	<b>\$ 566,938</b>	<b>\$ 512,165</b>	<b>\$ 521,899</b>	<b>\$ 511,713</b>	<b>\$ 522,126</b>	<b>\$ 511,356</b>	<b>\$ 514,053</b>	<b>\$ 540,115</b>	<b>\$ 625,736</b>	<b>\$ 442,455</b>	<b>\$ 580,298</b>	<b>\$ 437,964</b>	<b>\$ 142,334</b>	<b>\$ 6,361,724</b>	<b>\$ 5,108,691</b>	<b>\$ 1,253,033</b>
75																		
76	Passengers per Mile	2.11	2.09	2.28	2.28	2.19	2.10	2.26	2.46	2.23	2.41	2.18	2.11	2.12	(0.01)	2.22	2.16	0.06
77	Passengers per Hour	26.61	26.43	28.75	28.77	27.68	26.50	28.53	31.05	28.15	30.39	27.56	26.66	26.74	(0.08)	20.88	26.88	(6.00)
78																		
79	Operating Expense per Revenue Mile	\$ 8.95	\$ 8.79	\$ 8.65	\$ 8.72	\$ 9.08	\$ 8.73	\$ 9.07	\$ 9.57	\$ 8.39	\$ 10.95	\$ 7.16	\$ 9.39	\$ 7.08	\$ 2.31	\$ 8.93	\$ 7.13	\$ 1.80
80	Operating Expense per Revenue Hour	\$ 112.99	\$ 111.03	\$ 109.32	\$ 110.24	\$ 114.71	\$ 110.29	\$ 114.63	\$ 120.95	\$ 106.05	\$ 138.35	\$ 90.37	\$ 118.52	\$ 89.45	\$ 29.07	\$ 84.02	\$ 88.82	\$ (4.80)
81	Operating Expense per Passenger Trip	\$ 4.25	\$ 4.20	\$ 3.80	\$ 3.83	\$ 4.14	\$ 4.16	\$ 4.02	\$ 3.90	\$ 3.77	\$ 4.55	\$ 3.28	\$ 4.45	\$ 3.35	\$ 1.10	\$ 4.02	\$ 3.30	\$ 0.72
82																		

### Missoula Urban Transportation District Fixed Route Ridership



**Missoula Urban Transportation District  
Fixed Route Monthly Ridership History 1978 - 2017  
APC Data Beginning FY2016**

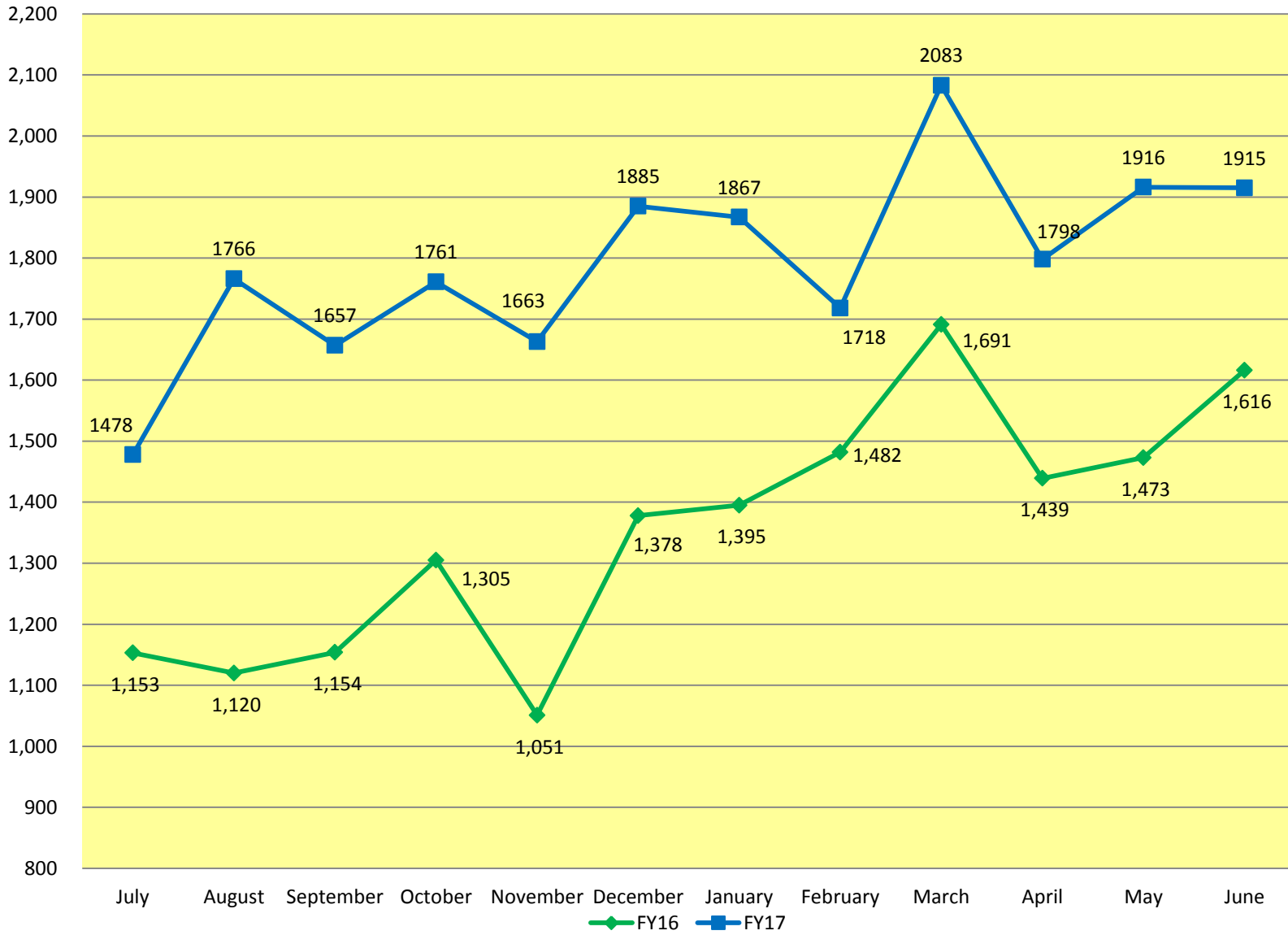
<b>Fiscal Year</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>June</b>	<b>Total</b>	<b>% Change</b>
1978						6,072	13,366	10,491	11,382	8,881	18,218	30,183	98,593	
1979	20,610	26,005	23,790	29,434	40,037	44,347	58,609	52,080	46,703	43,969	43,461	36,338	465,383	
1980	34,710	38,657	36,178	51,724	58,365	62,038	83,266	72,460	57,066	57,077	41,082	39,553	632,176	35.84%
1981	35,251	31,934	42,973	54,900	50,580	57,588	67,309	66,827	65,834	63,393	52,725	47,841	637,155	0.79%
1982	38,388	35,523	40,464	50,898	49,781	63,026	75,230	73,734	70,361	56,208	48,523	41,120	643,256	0.96%
1983	33,761	33,774	38,845	50,686	54,388	60,818	65,174	56,552	55,296	50,097	46,641	43,787	589,819	-8.31%
1984	38,040	41,430	47,462	52,016	53,859	66,575	82,799	60,367	56,658	51,627	49,201	36,958	636,992	8.00%
1985	32,285	34,272	39,132	52,809	50,447	49,552	62,738	55,560	47,873	46,977	42,388	29,840	543,873	-14.62%
1986	28,215	32,730	33,908	47,400	45,673	51,208	58,803	49,661	42,981	42,007	40,778	33,428	506,792	-6.82%
1987	34,660	35,711	37,490	51,060	50,341	55,039	62,791	56,898	52,856	47,536	42,054	37,319	563,755	11.24%
1988	33,883	36,300	34,822	43,367	45,849	49,840	64,461	52,782	51,956	46,668	42,908	36,977	539,813	-4.25%
1989	32,043	36,980	37,807	41,646	45,137	46,140	59,008	49,625	53,553	45,864	43,084	37,321	528,208	-2.15%
1990	32,039	34,784	37,382	44,943	46,449	46,799	55,143	46,713	46,835	41,576	45,595	34,190	512,448	-2.98%
1991	30,251	32,662	38,456	54,658	56,448	46,626	74,539	60,047	53,968	52,426	48,160	35,278	583,519	13.87%
1992	32,282	36,503	33,657	54,032	59,496	52,808	64,245	57,002	52,300	52,154	46,977	35,712	577,168	-1.09%
1993	30,399	27,529	38,189	40,659	39,880	43,394	43,890	48,467	48,170	53,365	33,226	30,606	477,774	-17.22%
1994	28,277	43,652	41,008	40,230	44,153	43,094	40,839	43,551	47,626	47,116	44,299	35,472	499,317	4.51%
1995	33,952	42,380	45,479	46,369	50,902	49,304	51,452	49,725	54,992	46,197	42,446	36,099	549,297	10.01%
1996	31,821	35,293	45,430	46,894	48,873	49,850	48,065	63,983	60,544	47,728	46,603	33,077	558,161	1.61%
1997	34,148	33,968	46,780	53,983	51,438	58,998	54,180	61,778	59,652	60,573	49,746	50,029	615,273	10.23%
1998	51,524	47,026	52,554	59,432	50,548	58,943	53,197	58,920	57,842	60,762	49,176	51,565	651,489	5.89%
1999	55,658	49,811	58,525	61,466	52,169	56,300	51,104	60,077	64,575	63,749	51,841	53,118	678,393	4.13%
2000	52,016	53,775	60,950	61,706	56,148	58,399	53,905	65,112	63,498	59,932	56,832	51,076	693,349	2.20%
2001	48,627	55,562	58,403	63,618	58,389	58,010	55,638	64,809	64,385	61,509	58,987	52,198	700,135	0.98%
2002	49,181	53,808	55,756	68,788	61,550	59,033	58,832	64,204	64,005	67,951	59,530	47,369	710,007	1.41%
2003	48,105	48,363	50,954	63,041	53,809	54,759	54,174	61,246	61,892	62,189	55,107	47,582	661,221	-6.87%
2004	49,853	47,413	56,757	61,539	54,138	58,440	56,833	61,990	66,692	61,051	51,380	52,195	678,281	2.58%
2005	50,683	50,568	54,578	56,485	52,355	50,600	50,369	53,254	59,201	60,877	52,125	53,368	644,463	-4.99%
2006	47,384	53,325	59,643	60,294	58,512	57,147	57,526	61,658	66,412	61,313	55,963	56,052	695,229	7.88%
2007	50,603	60,905	62,089	66,894	64,744	57,293	64,747	61,844	64,453	63,613	61,205	56,853	735,243	5.76%
2008	56,130	64,638	56,645	68,167	63,394	58,729	71,600	74,959	69,203	77,519	65,998	68,234	795,216	8.16%
2009	73,854	73,502	72,918	76,187	59,577	62,596	69,040	74,024	72,771	69,494	61,184	63,984	829,131	4.26%
2010	63,155	58,136	66,870	72,825	60,875	66,163	64,829	70,950	72,598	72,920	60,883	61,449	791,653	-4.52%
2011	61,259	64,259	70,153	71,889	67,856	72,845	73,696	80,896	90,857	70,320	70,466	71,105	865,601	9.34%
2012	69,584	77,705	76,591	79,173	78,214	72,366	78,396	86,593	88,538	73,082	73,584	70,643	924,469	6.80%
2013	67,267	71,082	68,326	82,565	71,606	66,206	78,279	80,474	82,970	76,511	74,527	66,236	886,049	-4.16%
2014	69,541	73,403	74,437	82,945	71,337	67,868	75,357	81,465	87,142	78,268	71,355	68,048	901,166	1.71%
2015	75,204	72,738	77,044	85,778	68,844	72,650	96,173	100,122	111,202	111,607	100,686	102,574	1,074,622	19.25%
2016	128,359	118,852	131,482	137,022	116,186	127,789	119,797	135,427	143,765	128,430	128,254	130,910	1,546,273	43.89%
2017	120,786	134,952	134,678	136,182	123,498	125,441	127,265	131,967	143,387	137,475	134,913	130,547	1,581,091	2.25%
<b>Average '78 - Cur</b>	<b>48,815</b>	<b>51,280</b>	<b>54,836</b>	<b>62,146</b>	<b>58,611</b>	<b>59,117</b>	<b>64,917</b>	<b>65,457</b>	<b>65,800</b>	<b>62,000</b>	<b>56,553</b>	<b>52,406</b>	<b>701,939</b>	
<b>Total Passengers Through Current Month</b>													<b>27,801,853</b>	

■ = Highest year by month

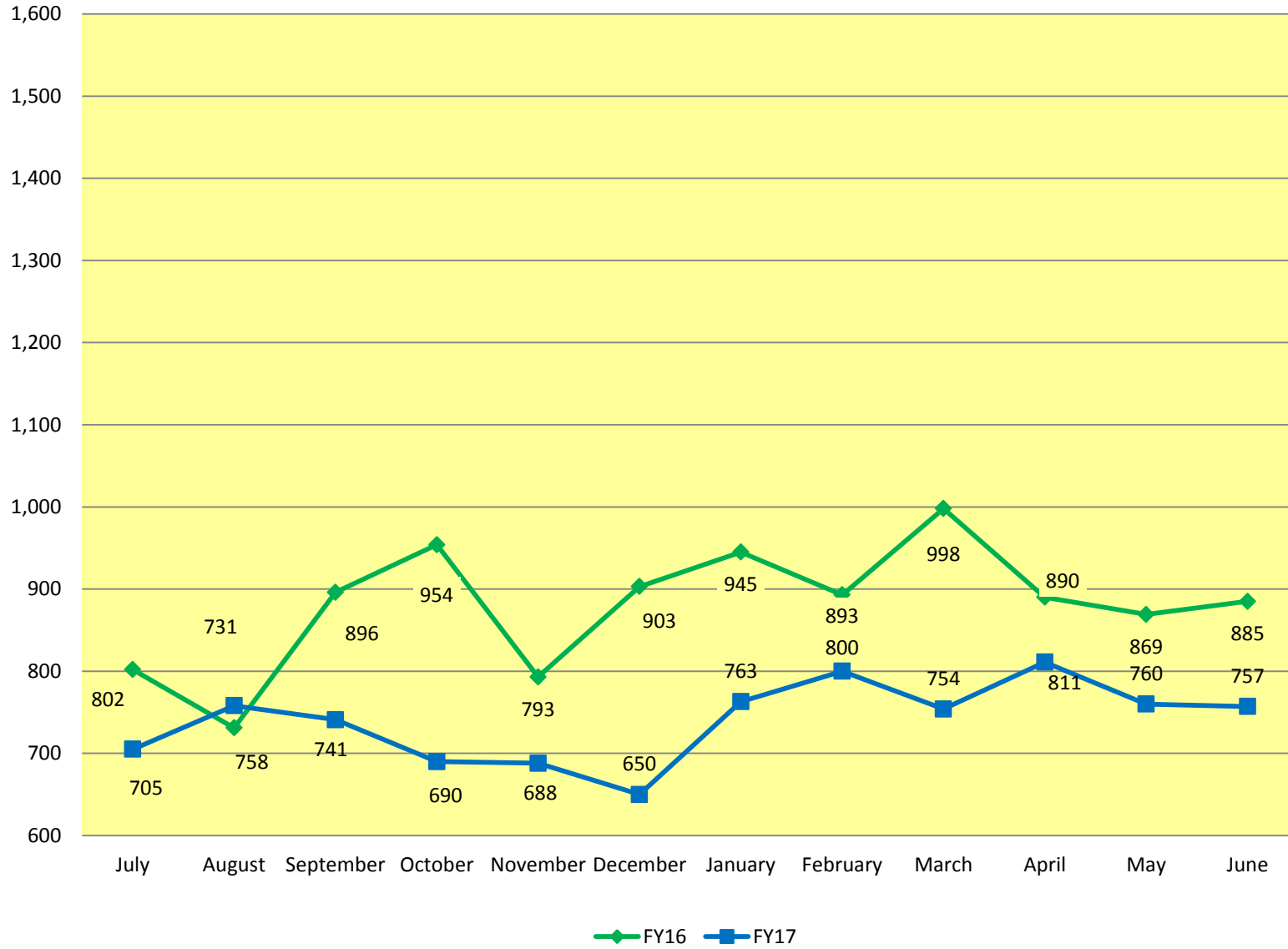




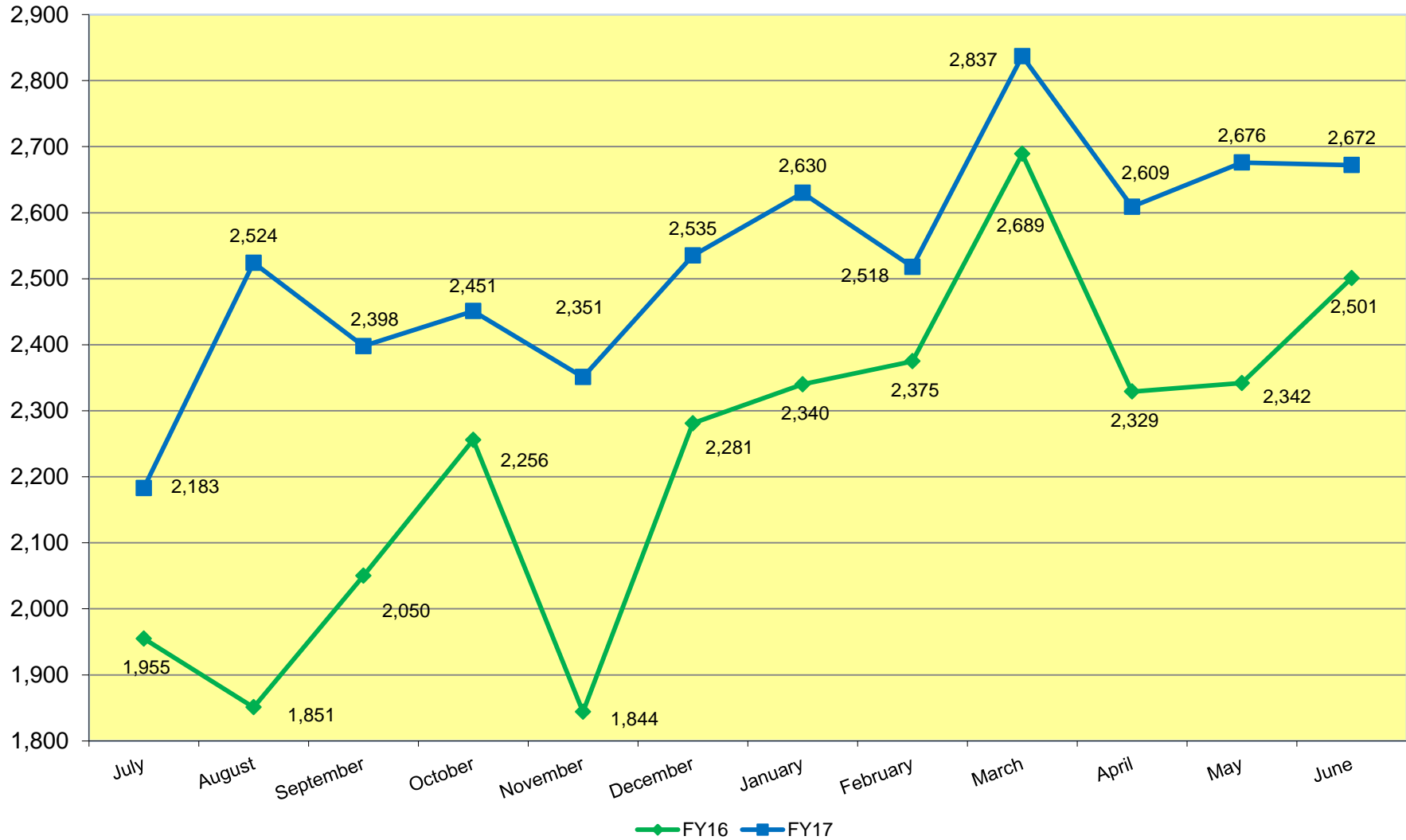
### Missoula Urban Transportation District ADA Paratransit Ridership



### Missoula Urban Transportation District Senior Van Ridership



## Missoula Urban Transportation District Paratransit & Senior Van Ridership





## MUTD Board Staff Report

**To:** Board of Directors  
**From:** Corey Aldridge, General Manager  
**Date:** August 24, 2017

**Subject:** Petition for 44 Ranch 7C Subdivision for Inclusion into the Transportation District

**Recommendation:** Approve Resolution 17-04 to expand the boundaries of the Transportation District to include 44 Ranch – Phase 8 subdivision.

**Discussion:** The 44 Ranch – Phase 8 subdivision has a condition of approval that the owner petitions the Missoula Urban Transportation District, being that the subdivision residents would receive various benefits from Mountain Line services.

Staff recently received the petition for inclusion into the District by the project owners. The petition, accompanied with a site plan showing the lots to be included within the project is included in Attachment 1.

Attachment 2 includes Resolution 17-04. This resolution expands the boundaries of the Transportation District to include 44 Ranch – Phase 8 subdivision.

**Financial Impact:** When 44 Ranch – Phase 8 subdivision lots are recorded into the District they will be levied the appropriate mills that, combined with the other properties within the District, fund Mountain Line services.

### *Attachments*

1. Petition for Inclusion
2. Resolution 17-04



1111 EAST BROADWAY  
 MISSOULA, MT 59802  
 TEL: 406-728-4611  
 FAX: 406-728-2476  
 WWW.WMGROUP.COM

PLANNING ■ SURVEYING ■ ENGINEERING ■ DESIGN

## TRANSMITTAL

<b>TO:</b> <b>Corey Aldridge</b> <b>Missoula Urban Trans. Dist.</b> <b>1221 Shakespeare St</b> <b>Missoula, MT 59802</b>	<b>DATE:</b> <b>7/6/2017</b>
	<b>44 Ranch, Phase 8</b>
	<b>PROJECT NO:</b> <b>16-04-20</b>

ITEM NO.	DESCRIPTION
1.	Original Petition for Inclusion into the MUTD
2.	Copy of the final plat of 44 Ranch, Phase 8

**COMMENTS:**  
**Corey,**  
**This petition is submitted to the MUTD per a condition of plat approval. This is approximately the 8<sup>th</sup> or 9<sup>th</sup> petition we have forwarded to the MUTD for the 44 Ranch Subdivision to meet the condition of plat approval for each phase. If you require anything further, please contact us. Thank you for the assistance with this petition.**

SIGNED : **Karen Wilson**

CC:

File 160420 Sub CO No \_\_\_\_\_

Return to:  
WGM Group, Inc.  
1111 E Broadway  
Missoula, MT 59802

PETITION FOR INCLUSION  
INTO THE  
MISSOULA URBAN TRANSPORTATION DISTRICT

The undersigned being the owner of 44 Ranch, Phase 8 subdivision does herein petition the Board of Missoula Urban Transportation District for inclusion of the above said property into the boundary of the Missoula Urban Transportation District.

Legal Description - Plat of 44 Ranch, Phase 8, a subdivision of the City of Missoula, County of Missoula, Montana, located in the SW 1/4 of Section 12, Township 13 North, Range 20 West, Principal Meridian, Montana.

Signed this 17<sup>th</sup> day of May, 2017.

GRASS VALLEY PROJECT, LLC

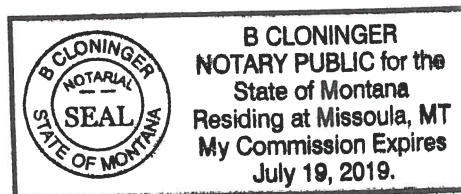
BY: [Signature]

TITLE: Manager Member

STATE OF MONTANA  
County of Missoula

This instrument was acknowledged before me on this 17<sup>th</sup> day of May, 2017 by KEVIN MYTTY, known to me to be the Manager Member of Grass Valley Project, LLC.

B Cloninger  
Notary Public for the State of Montana  
Residing at Missoula MT  
My Commission Expires: July 19 2019  
Printed Name of Notary: B Cloninger

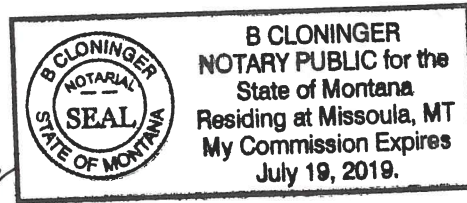


BY: William E. Mytty Jr.  
William E. Mytty Jr.

STATE OF Montana  
County of Missoula

This instrument was acknowledged before me on this 17<sup>th</sup> day of May,  
2017 by William E. Mytty Jr.

B Cloninger  
Notary Public for the State of Montana  
Residing at Missoula MT  
My Commission Expires: July 19 2019  
Printed Name of Notary: B Cloninger





SUBDIVISION PLAT OF  
**44 RANCH, PHASE 8**  
 A SUBDIVISION OF THE CITY OF MISSOULA, COUNTY OF MISSOULA, MONTANA  
 LOCATED IN THE SW 1/4 OF SECTION 12 AND THE NW 1/4 OF SECTION 13,  
 T. 13 N., R. 20 W., PRINCIPAL MERIDIAN, MONTANA

CERTIFICATE OF DEDICATION:

THE UNDERSIGNED HEREBY CERTIFY THAT THEY HAVE CAUSED TO BE SURVEYED, SUBDIVIDED AND PLATTED INTO LOTS, STREETS, AND ALLEYS AS SHOWN ON THIS PLAT, THE FOLLOWING DESCRIBED TRACT OF LAND, TO-WIT:

LEGAL DESCRIPTION: PERIMETER

A TRACT OF LAND BEING PORTIONS OF THOSE TRACTS OF LANDS DESCRIBED IN BOOK 783 MICRO, PAGE 16 AND BOOK 883 MICRO, PAGE 1122, BOTH ON FILE AND OF RECORD IN MISSOULA COUNTY, MONTANA, LOCATED IN THE NORTHWEST QUARTER OF SECTION 12 AND THE NORTHWEST QUARTER OF SECTION 13, TOWNSHIP 13 NORTH, RANGE 20 WEST, PRINCIPAL MERIDIAN, MONTANA; MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 142 OF 44 RANCH, PHASE 7C, A RECORDED SUBDIVISION OF MISSOULA COUNTY, MONTANA; THENCE N 86°55'47" W ALONG THE NORTHERLY LINE OF TRACT 1 OF CERTIFICATE OF SURVEY NO. 5963, ON FILE AND OF RECORD IN MISSOULA COUNTY, MONTANA, 100.33 FEET TO THE NORTHWEST CORNER OF SAID TRACT 1; THENCE S 03°23'08" W ALONG THE WESTERLY LINE OF SAID TRACT 1, 180.50 FEET TO A POINT ON THE NORTHERLY LINE OF FORTY-FOUR RANCH ESTATES, A RECORDED SUBDIVISION OF MISSOULA COUNTY, MONTANA; THENCE N 86°55'47" W ALONG THE NORTHERLY LINE OF SAID FORTY-FOUR RANCH ESTATES, 539.64 FEET; THENCE N 02°57'05" E, 146.90 FEET; THENCE N 87°02'55" W, 113.86 FEET; THENCE N 02°57'05" E, 60.00 FEET TO A POINT ON A NON-TANGENT CURVE CONCAVE NORTHWESTERLY AND HAVING A RADIUS OF 15.00 FEET, A RADIAL LINE TO LAST SAID POINT BEARS S 02°57'05" W; THENCE EASTERLY, NORTHEASTERLY, AND NORTHERLY ALONG SAID NON-TANGENT CURVE THROUGH A CENTRAL ANGLE OF 90°00'00", AN ARC LENGTH OF 23.56 FEET; THENCE N 02°57'05" E, 325.00 FEET; THENCE S 87°02'55" E, 60.00 FEET; THENCE S 02°57'05" W, 5.00 FEET TO A POINT ON A TANGENT CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 15.00 FEET; THENCE SOUTHERLY, SOUTHEASTERLY, AND EASTERLY ALONG SAID TANGENT CURVE THROUGH A CENTRAL ANGLE OF 90°00'00", AN ARC LENGTH OF 23.56 FEET; THENCE S 87°02'55" E, 510.01 FEET TO A POINT ON A TANGENT CURVE CONCAVE NORTHWESTERLY AND HAVING A RADIUS OF 15.00 FEET; THENCE EASTERLY, NORTHEASTERLY, AND NORTHERLY ALONG SAID TANGENT CURVE THROUGH A CENTRAL ANGLE OF 90°02'56", AN ARC LENGTH OF 23.56 FEET; THENCE S 87°01'36" E, 80.00 FEET; THENCE S 02°58'24" W, 149.93 FEET TO A POINT ON A TANGENT CURVE CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 15.00 FEET; THENCE SOUTHERLY, SOUTHEASTERLY, AND EASTERLY ALONG SAID TANGENT CURVE THROUGH A CENTRAL ANGLE OF 90°02'56", AN ARC LENGTH OF 23.57 FEET; THENCE S 87°04'32" E, 45.14 FEET TO THE NORTHWEST CORNER OF THE RIGHT-OF-WAY OF FILLY LANE AS SHOWN ON SAID 44 RANCH, PHASE 7C; THENCE S 02°55'28" W ALONG THE WESTERLY LINE OF SAID 44 RANCH, PHASE 7C, 197.78 FEET TO THE POINT OF BEGINNING; CONTAINING 8.08 ACRES, MORE OR LESS; BEING SURVEYED AND MONUMENTED ACCORDING TO THIS PLAT.

THE ABOVE TRACT IS TO BE KNOWN AND DESIGNATED AS 44 RANCH, PHASE 8; AND THE LANDS INCLUDED IN ALL STREETS AND ALLEYS SHOWN ON SAID PLAT ARE HEREBY DEDICATED, GRANTED, AND DONATED TO THE USE OF THE PUBLIC FOREVER; AND THE USE OF THE LANDS INCLUDED IN ALL PUBLIC STORM DRAINAGE EASEMENTS SHOWN ON SAID PLAT ARE HEREBY DEDICATED, GRANTED, AND DONATED TO THE USE OF THE PUBLIC FOREVER.

FURTHERMORE, THIS PLAT CONFORMS TO THE PRELIMINARY PLAT PREVIOUSLY REVIEWED AND APPROVED BY THE GOVERNING BODY.

FURTHERMORE, THIS PLAT IS EXEMPT FROM REVIEW BY THE DEPARTMENT OF ENVIRONMENTAL QUALITY PURSUANT TO SECTION 76-4-125(2)(d) M.C.A. TO-WIT: DIVISIONS LOCATED WITHIN JURISDICTIONAL AREAS THAT HAVE ADOPTED GROWTH POLICIES PURSUANT TO CHAPTER 1 OR WITHIN FIRST-CLASS OR SECOND-CLASS MUNICIPALITIES FOR WHICH THE GOVERNING BODY CERTIFIES, PURSUANT TO 76-4-127, THAT ADEQUATE STORM WATER DRAINAGE AND ADEQUATE MUNICIPAL FACILITIES WILL BE PROVIDED.

FURTHERMORE, FEDERAL, STATE, AND LOCAL PLANS, POLICIES, REGULATIONS, AND/OR CONDITIONS OF SUBDIVISION APPROVAL, AS REQUIRED BY THE REVIEWING AGENCY, THAT MAY LIMIT THE USE OF THE PROPERTY, INCLUDING THE LOCATION, SIZE, AND USE ARE SHOWN ON THE CONDITIONS OF APPROVAL SHEET OR AS OTHERWISE STATED.

FURTHERMORE, BUYERS OF PROPERTY SHOULD ENSURE THAT THEY HAVE OBTAINED AND REVIEWED ALL SHEETS OF THE PLAT AND ALL DOCUMENTS RECORDED AND FILED IN CONJUNCTION WITH THE PLAT, AND THAT BUYERS OF PROPERTY ARE STRONGLY ENCOURAGED TO CONTACT THE LOCAL PLANNING DEPARTMENT AND BECOME INFORMED OF ANY LIMITATIONS ON THE USE OF THE PROPERTY PRIOR TO CLOSING.

FURTHERMORE, ALL OR PART OF THE REQUIRED PUBLIC IMPROVEMENTS HAVE BEEN INSTALLED AND/OR SECURITY REQUIREMENTS, PURSUANT TO 76-3-507, M.C.A., SECURE THE FUTURE CONSTRUCTION ON ANY REMAINING PUBLIC IMPROVEMENTS TO BE INSTALLED.

FURTHERMORE, THE UNDERSIGNED CERTIFY THAT THE PARKLAND REQUIREMENT HAS BEEN MET ON PREVIOUS FILED PLATS.

THE UNDERSIGNED HEREBY GRANT UNTO EACH AND EVERY PERSON, FIRM, OR CORPORATION, WHETHER PUBLIC OR PRIVATE, PROVIDING OR OFFERING TO PROVIDE TELEPHONE, TELEGRAPH, ELECTRIC POWER, GAS, CABLE TELEVISION, WATER, OR SEWER SERVICE TO THE PUBLIC, THE RIGHT TO THE JOINT USE OF AN EASEMENT FOR THE CONSTRUCTION, MAINTENANCE, REPAIR, AND REMOVAL OF THEIR LINES AND OTHER FACILITIES, IN, OVER, UNDER, AND ACROSS EACH AREA (INCLUDING THOSE AREAS LYING OUTSIDE OF AND ADJACENT TO THE EXTERIOR BOUNDARY OF THIS SUBDIVISION) DESIGNATED ON THIS PLAT AS "UTILITY EASEMENT" TO HAVE AND TO HOLD FOREVER.

AUTHORIZED MEMBER  
 GRASS VALLEY PROJECT, LLC

WILLIAM E. MYTTY, JR.

AUTHORIZED MEMBER  
 SHELTER WEST INC.

ACKNOWLEDGEMENT \*\*\*\*\*

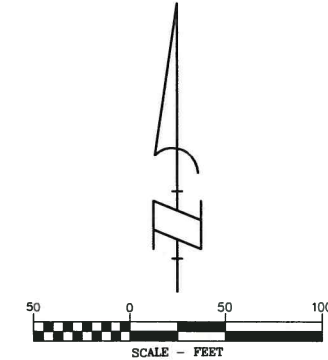
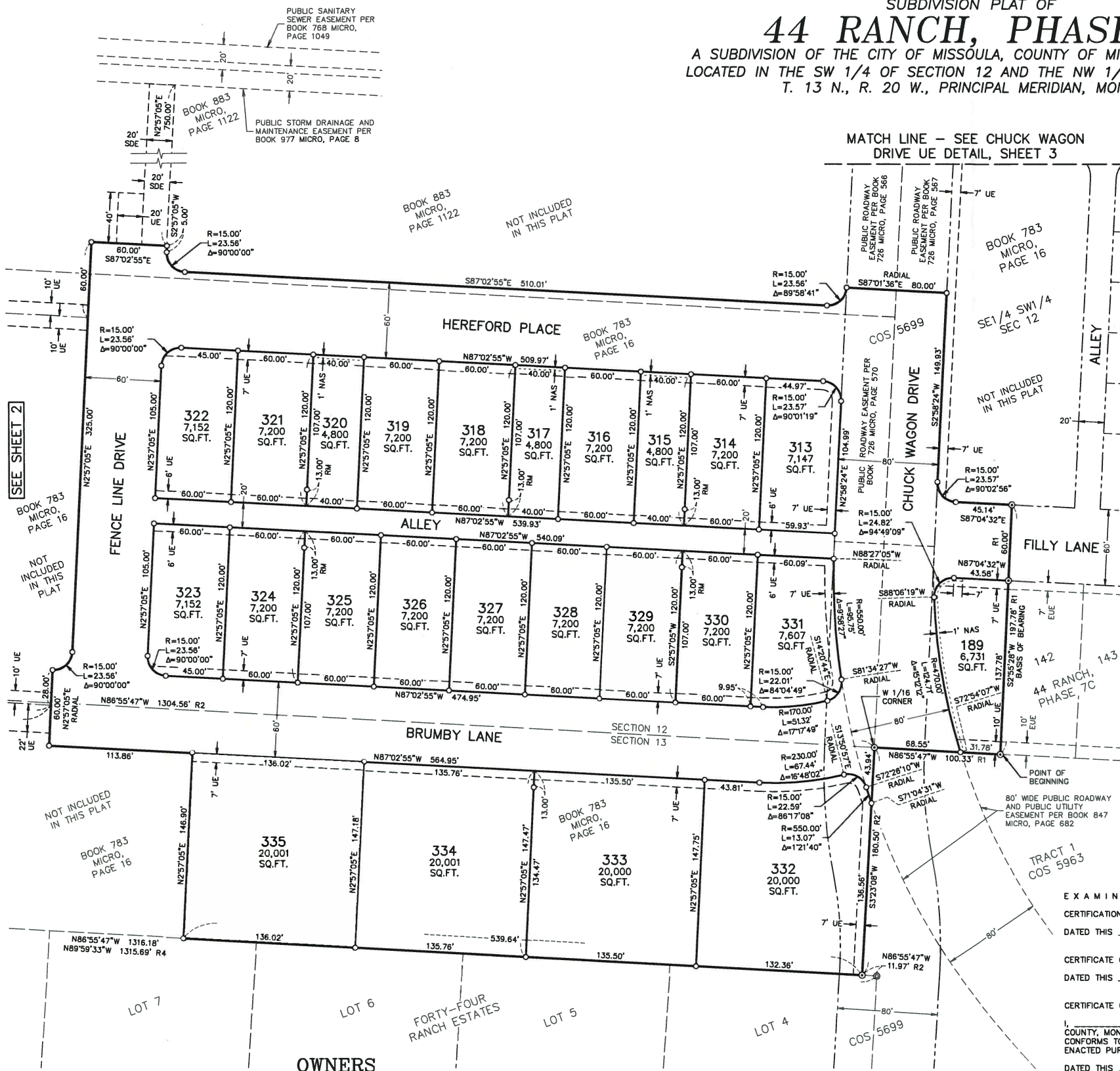
STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_  
 THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 BY \_\_\_\_\_ ACTING IN THE CAPACITY OF AUTHORIZED MEMBER ON BEHALF OF  
 GRASS VALLEY PROJECT, LLC.  
 SS \_\_\_\_\_

ACKNOWLEDGEMENT \*\*\*\*\*

STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_  
 THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 BY WILLIAM E. MYTTY, JR.  
 SS \_\_\_\_\_

ACKNOWLEDGEMENT \*\*\*\*\*

STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_  
 THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 BY \_\_\_\_\_ ACTING IN THE CAPACITY OF AUTHORIZED MEMBER ON BEHALF OF  
 SHELTER WEST INC.  
 SS \_\_\_\_\_



**BASIS OF BEARINGS**  
 44 RANCH, PHASE 7C

- LEGEND**
- SET 5/8 in. X 24 in. REBAR WITH 1 1/4 in. YELLOW PLASTIC CAP (WGM GROUP KFA 16734LS) (TO BE SET AFTER COMPLETION OF IMPROVEMENTS BUT NOT MORE THAN 240 DAYS FROM THE FILING DATE OF THE PLAT)
  - ⊙ FOUND 5/8 in. REBAR WITH 1 1/4 in. YELLOW PLASTIC CAP (WGM GROUP KFA 16734LS)
  - ⊙ FOUND 5/8 in. REBAR WITH 1 1/4 in. YELLOW PLASTIC CAP (ELI 37135)
  - UE UTILITY EASEMENT
  - EUE UTILITY EASEMENT PER 44 RANCH, PHASE 7C OR 44 RANCH, PHASE 7A
  - SDE PUBLIC STORM DRAINAGE EASEMENT
  - NAS NO ACCESS STRIP (ACCESS CONTROL LINE)
  - COS CERTIFICATE OF SURVEY
  - RM REFERENCE MONUMENT
  - (N)TS NOT TO SCALE
  - R1 RECORD AND FOUND DATA PER 44 RANCH, PHASE 7C
  - R2 RECORD AND FOUND DATA PER CERTIFICATE OF SURVEY NO. 5963
  - R3 RECORD DATA PER CERTIFICATE OF SURVEY NO. 5699
  - R4 RECORD DATA PER FORTY-FOUR RANCH ESTATES
  - FD FOUND DATA
- NOTE:  
 ALL BEARINGS, DISTANCES, AND CURVE DATA SHOWN ARE FOUND OR SET, UNLESS OTHERWISE NOTED.

EXAMINED & APPROVED \*\*\*\*\*

CERTIFICATION OF CITY PLANNER  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 \_\_\_\_\_ LAND USE PLANNER

CERTIFICATE OF MISSOULA CITY/COUNTY HEALTH DEPARTMENT  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 \_\_\_\_\_ CITY/COUNTY SANITARIAN

CERTIFICATE OF CITY ENGINEER  
 I, \_\_\_\_\_ CITY ENGINEER OF THE CITY OF MISSOULA, MISSOULA COUNTY, MONTANA, DO HEREBY CERTIFY THAT I HAVE EXAMINED THIS PLAT AND I FIND THAT IT CONFORMS TO THE SURVEYING AND ROADWAY REQUIREMENTS OF STATE AND LOCAL REGULATIONS ENACTED PURSUANT THERETO.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 \_\_\_\_\_ CITY ENGINEER

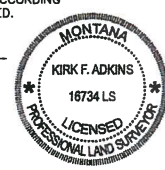
CERTIFICATE OF CITY ATTORNEY  
 I, \_\_\_\_\_ CITY ATTORNEY OF THE CITY OF MISSOULA, MISSOULA COUNTY, MONTANA, DO HEREBY CERTIFY THAT I HAVE EXAMINED THE CERTIFICATE OF TITLE OF THIS PLAT AND FIND THAT IT CONFORMS TO THE REQUIREMENTS OF SECTION 76-3-612, M.C.A., AND STATE AND LOCAL REGULATIONS ENACTED PURSUANT THERETO.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 \_\_\_\_\_ CITY ATTORNEY

EXAMINED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_, AND IT HAVING BEEN MADE TO APPEAR THAT THIS PLAT, BEING THE PLATTED AREA HEREIN CONTAINED, AND IT SO APPEARING THAT IT IS IN THE PUBLIC INTEREST TO ACCEPT AND APPROVE FOR THE PUBLIC, ALL STREET AND ALLEY RIGHTS-OF-WAY, PUBLIC STORM DRAINAGE EASEMENTS, AND UTILITY EASEMENTS WITHIN SAID TRACT AND UTILITY EASEMENTS LYING OUTSIDE OF AND ADJACENT TO SAID TRACT. THEREFORE, HAVING BEEN DULY APPROVED BY THE COUNCIL OF THE CITY OF MISSOULA, MONTANA ON THIS DATE, IT IS HEREBY CERTIFIED APPROVED BY THE UNDERSIGNED.  
 DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 \_\_\_\_\_ MAYOR, CITY OF MISSOULA, MONTANA

CLERK, CITY OF MISSOULA, MONTANA

**SURVEYOR'S CERTIFICATE \*\*\*\*\***

I, KIRK F. ADKINS, PROFESSIONAL LAND SURVEYOR, MONTANA LICENSE NO. 16734LS, HEREBY CERTIFY THOSE ITEMS SHOWN ON THIS PLAT PERTAINING TO THE PRACTICE OF LAND SURVEYING AS DEFINED IN TITLE 37, CHAPTER 67, MONTANA CODE ANNOTATED, REPRESENT A SURVEY MADE UNDER MY DIRECT SUPERVISION, AND FURTHER THIS SURVEY WAS COMPLETED ON THE DATE SHOWN HEREON ACCORDING TO THE PROVISIONS OF TITLE 76, CHAPTER 3, MONTANA CODE ANNOTATED.



KIRK F. ADKINS, P.L.S.  
 MONTANA LICENSE NO. 16734LS  
 FOR WGM GROUP, INC.

DATE \_\_\_\_\_

UNLESS SIGNED, SEALED, AND DATED, THIS IS A PRELIMINARY OR UNOFFICIAL DOCUMENT AND CANNOT BE RELIED UPON IN WHOLE OR PART.



**AREAS**

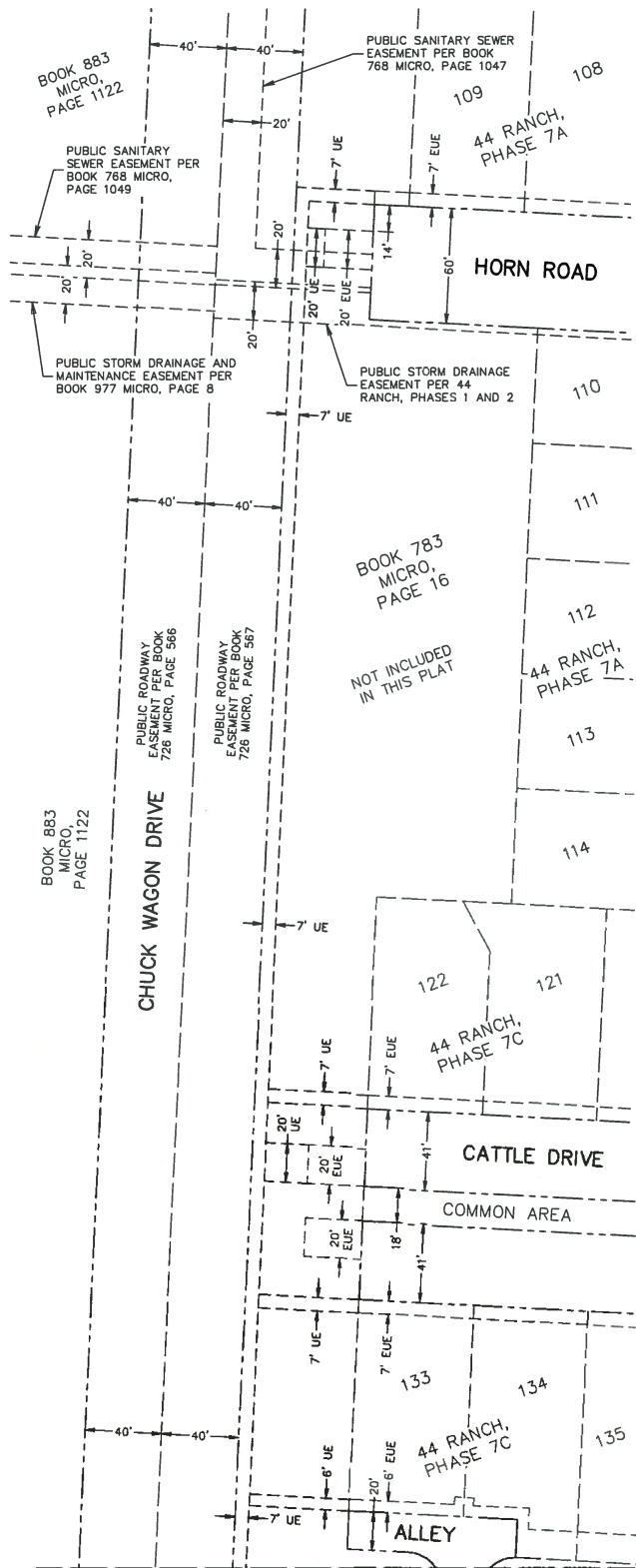
LOT AREA = 4.97 ACRES (216,591 SQ.FT.)  
 STREET AREA = 3.11 ACRES (135,540 SQ.FT.)  
 TOTAL AREA = 8.08 ACRES (352,131 SQ.FT.)

**OWNERS**  
 GRASS VALLEY PROJECT, LLC  
 WILLIAM E. MYTTY, JR.  
 SHELTER WEST INC.

**DATE:** APRIL 6, 2017  
**DRAFT:** CEG  
**PROJECT NO.:** 16-04-20  
**FILE NO.:** 160420\_FPLAT-8.DWG  
**LAYOUT TAB:** SHT1

1/4	SEC.	T.	R.
12	13N.	20W.	
13	13N.	20W.	

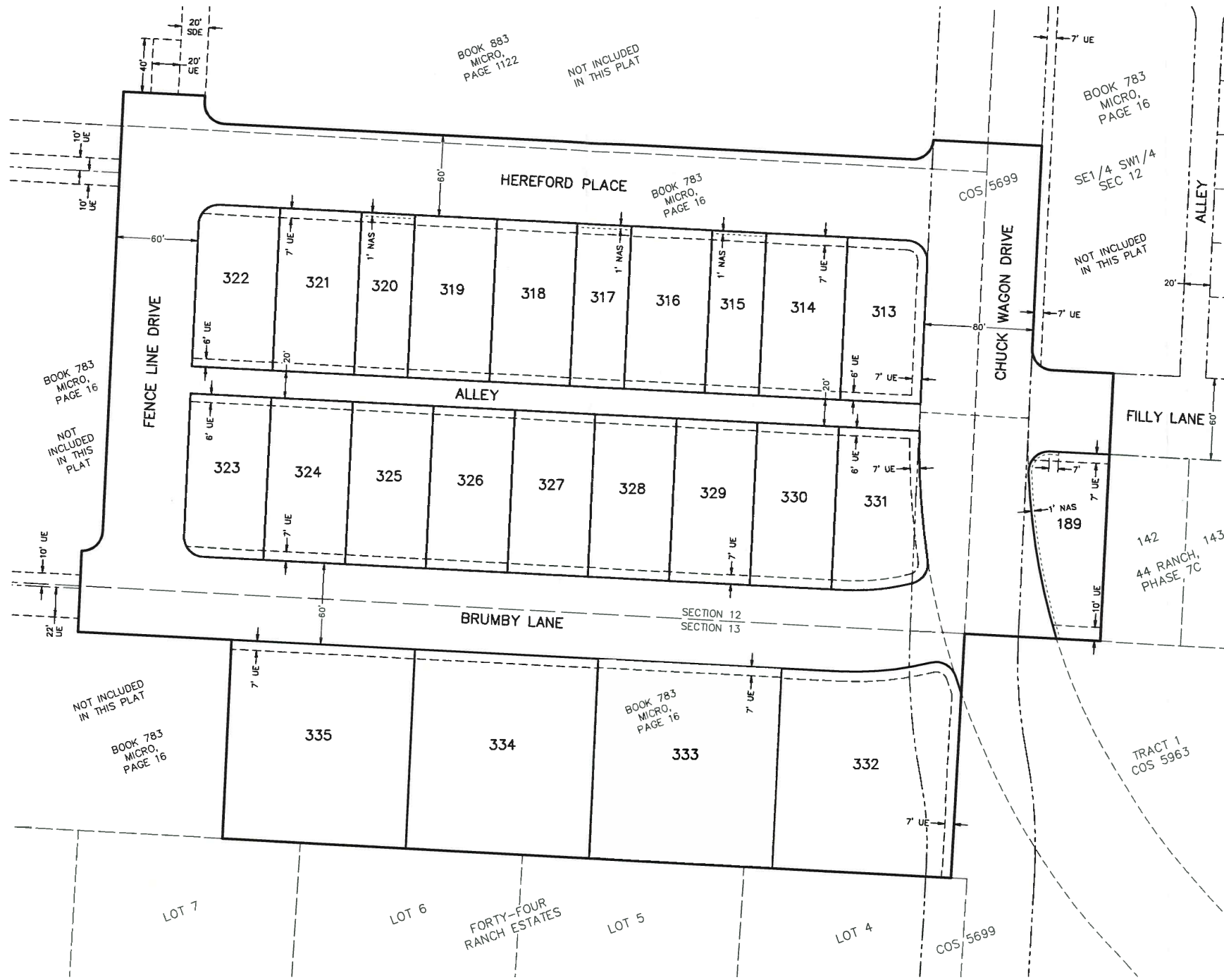
CONDITIONS OF APPROVAL OF  
**44 RANCH, PHASE 8**  
 A SUBDIVISION OF THE CITY OF MISSOULA, COUNTY OF MISSOULA, MONTANA  
 LOCATED IN THE SW 1/4 OF SECTION 12 AND THE NW 1/4 OF SECTION 13,  
 T. 13 N., R. 20 W., PRINCIPAL MERIDIAN, MONTANA



MATCH LINE - SEE SHEET 1  
**CHUCK WAGON DRIVE UE DETAIL**

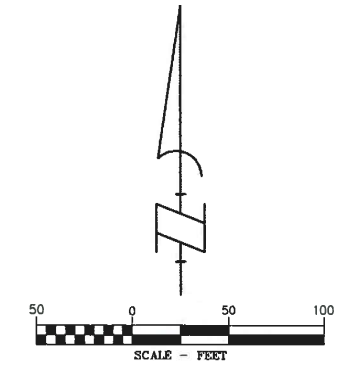
SURVEY COMMISSIONED BY:  
 GRASS VALLEY PROJECT, LLC  
 SHEET 3 OF 3  
 DATE: APRIL 6, 2017  
 DRAFT: CEG  
 PROJECT NO.: 16-04-20  
 FILE NO.: 160420\_FPLAT-8.DWG  
 LAYOUT TAB: SHT3

1/4	SEC.	T.	R.
☒	12	13N.	20W.
☒	13	13N.	20W.



THE FOLLOWING NOTES ARE PLACED HEREON AS REQUIRED BY THE CITY OF MISSOULA:

- 1) ACCEPTANCE OF A DEED FOR A LOT WITHIN THIS SUBDIVISION CONSTITUTES ASSENT OF THE LOT OWNER TO WAIVE THE RIGHT TO PROTEST A FUTURE RESID/SID FOR IMPROVEMENTS INCLUDING BUT NOT LIMITED TO THE INSTALLATION OF PAVING, DRAINAGE FACILITIES, CURBS AND GUTTERS, PEDESTRIAN WALKWAYS OR BIKEWAYS TO GEORGE ELMER DRIVE, CHUCK WAGON DRIVE, SHINDIG DRIVE, AND ALL STREETS WITHIN THE 44 RANCH SUBDIVISION, BASED ON BENEFIT. THE WAIVER SHALL RUN WITH THE LAND AND SHALL BE BINDING ON THE TRANSFEREES, SUCCESSORS, AND ASSIGNS OF THE OWNERS OF THE LAND.
- 2) THIS PROPERTY IS IN THE AIRPORT INFLUENCE AREA AND SUBJECT TO THE REQUIREMENTS OF THE AIRPORT INFLUENCE AREA RESOLUTION. THE 44 RANCH SUBDIVISION MAY ALSO BE WITHIN AN EXTENDED APPROACH AND DEPARTURE ZONE FOR A PROPOSED SECOND RUNWAY AS SHOWN IN THE AIRPORT AUTHORITY'S 2004 PLAN AND LOT OWNERS SHOULD BE AWARE OF THE RESULTANT SAFETY RISK. LOT OWNERS SHOULD CONSULT THE AIRPORT LAYOUT PLAN AND ANY RELEVANT DOCUMENTS TO DETERMINE THE STATUS OF THE PROPOSED RUNWAY LOCATION AT THE TIME OF PURCHASE.
- 3) BASEMENTS ARE PROHIBITED IN LOTS 189, 313, 331, AND 332 OF 44 RANCH, PHASE 8. CRAWL SPACES ARE ALLOWED AND SHALL HAVE A MAXIMUM DEPTH OF 3.5' DETERMINED FROM THE FINISHED DIRT GRADE IN THE CRAWL SPACE TO THE FINAL LANDSCAPED SURFACE ELEVATION AT THE CENTER OF THE HOUSE SIDE YARD.



**LEGEND**

- UE UTILITY EASEMENT
- SDE PUBLIC STORM DRAINAGE EASEMENT
- NAS NO ACCESS STRIP (ACCESS CONTROL LINE)
- COS CERTIFICATE OF SURVEY
- EUE UTILITY EASEMENT PER 44 RANCH, PHASE 7C OR 44 RANCH, PHASE 7A

**CERTIFICATE OF LANDOWNER:**

THE UNDERSIGNED HEREBY CERTIFIES THAT THE TEXT AND/OR GRAPHICS SHOWN ON THE CONDITIONS OF APPROVAL SHEET (SHEET 3 OF 3 OF THIS PLAT) REPRESENTS REQUIREMENTS BY THE GOVERNING BODY FOR FINAL PLAT APPROVAL AND THAT ALL CONDITIONS OF SUBDIVISION APPLICATION FOR THIS PHASE OF THE SUBDIVISION HAVE BEEN SATISFIED, AND THE INFORMATION SHOWN IS CURRENT AS OF THE DATE OF THE CERTIFICATION REQUIRED IN ARM 24.183.1107(4)(b), AND THAT CHANGES TO ANY LAND USE RESTRICTIONS OR ENCUMBRANCES MAY BE MADE BY AMENDMENTS TO COVENANTS, ZONING REGULATIONS, EASEMENTS, OR OTHER DOCUMENTS AS ALLOWED BY LAW OR BY LOCAL REGULATIONS.

AUTHORIZED MEMBER  
 GRASS VALLEY PROJECT, LLC

WILLIAM E. MYTTY, JR.

AUTHORIZED MEMBER  
 SHELTER WEST INC.

**ACKNOWLEDGEMENT \*\*\*\*\***

STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_  
 THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY  
 OF \_\_\_\_\_, 20\_\_\_\_, BY \_\_\_\_\_ ACTING IN  
 THE CAPACITY OF AUTHORIZED MEMBER ON BEHALF OF GRASS VALLEY PROJECT, LLC.  
 SS \_\_\_\_\_

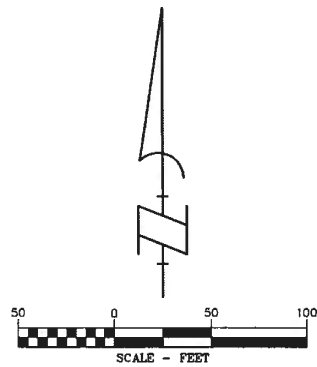
**ACKNOWLEDGEMENT \*\*\*\*\***

STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_  
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 OF \_\_\_\_\_, 20\_\_\_\_, BY WILLIAM E. MYTTY, JR.  
 SS \_\_\_\_\_

**ACKNOWLEDGEMENT \*\*\*\*\***

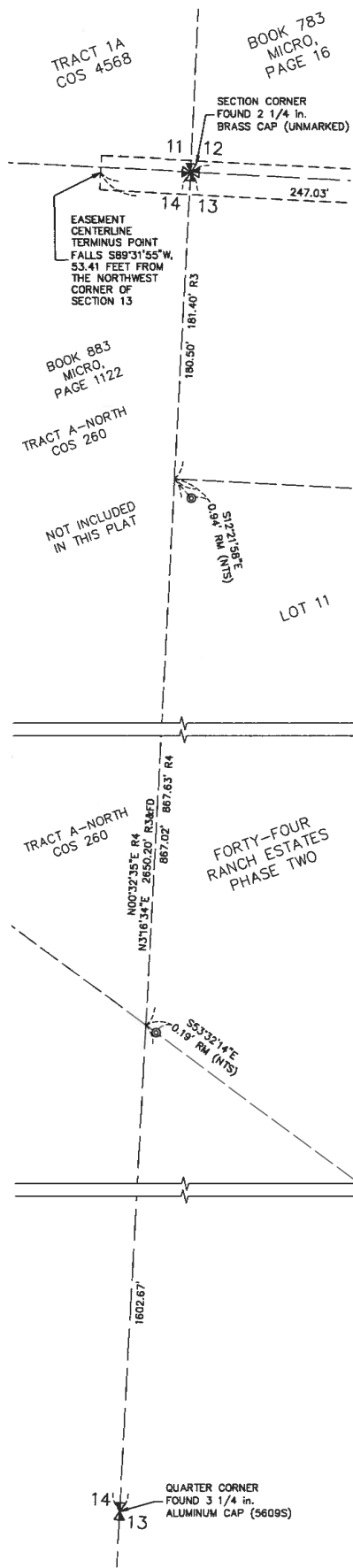
STATE OF \_\_\_\_\_  
 COUNTY OF \_\_\_\_\_  
 THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS \_\_\_\_\_ DAY  
 OF \_\_\_\_\_, 20\_\_\_\_, BY \_\_\_\_\_ ACTING IN  
 THE CAPACITY OF AUTHORIZED MEMBER ON BEHALF OF SHELTER WEST INC.  
 SS \_\_\_\_\_

SUBDIVISION PLAT OF  
**44 RANCH, PHASE 8**  
 A SUBDIVISION OF THE CITY OF MISSOULA, COUNTY OF MISSOULA, MONTANA  
 LOCATED IN THE SW 1/4 OF SECTION 12 AND THE NW 1/4 OF SECTION 13,  
 T. 13 N., R. 20 W., PRINCIPAL MERIDIAN, MONTANA



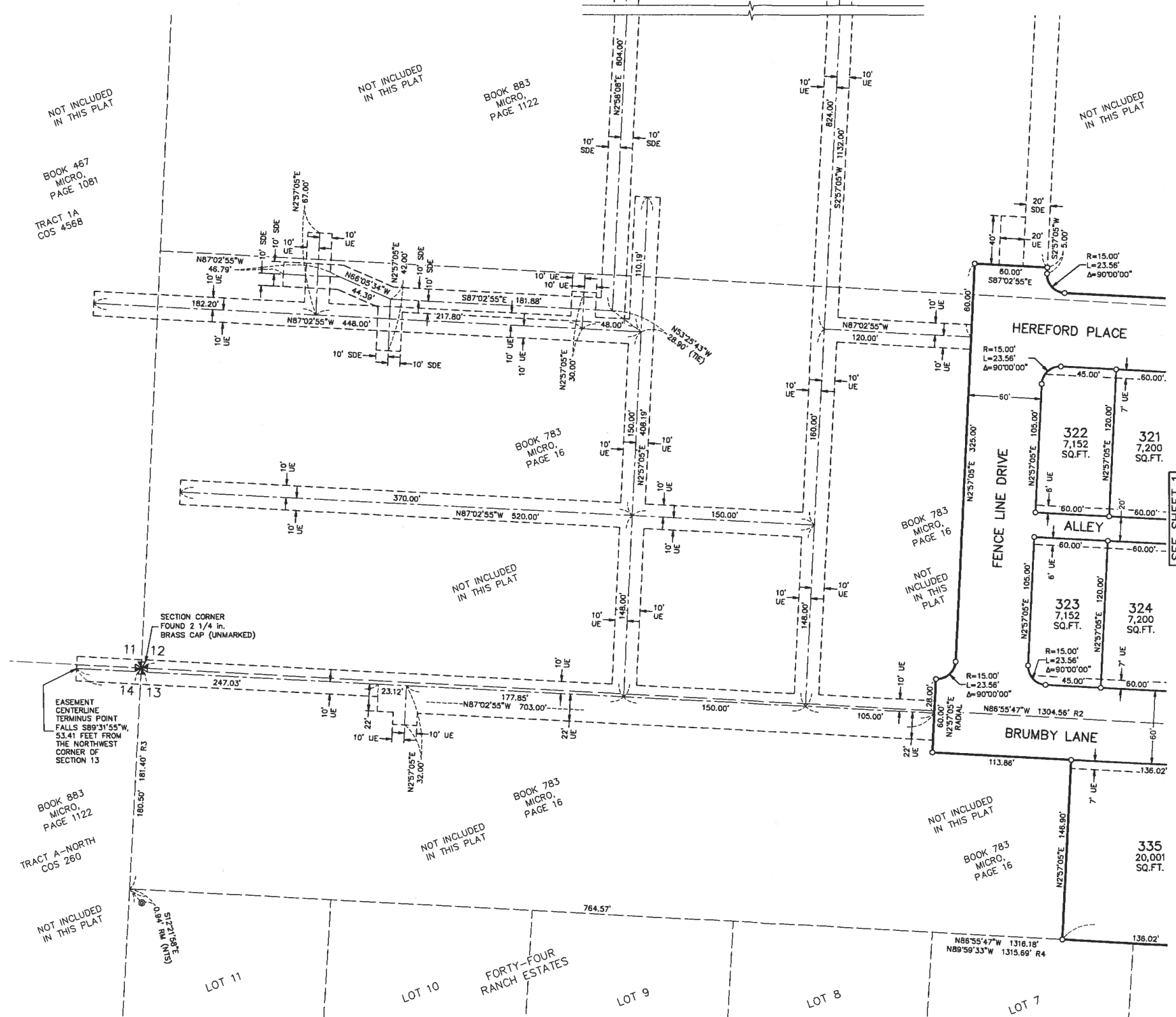
**LEGEND**

- SET 5/8 in. x 24 in. REBAR WITH 1 1/4 in. YELLOW PLASTIC CAP (WGM GROUP KFA 16734LS)  
(TO BE SET AFTER COMPLETION OF IMPROVEMENTS BUT NOT MORE THAN 240 DAYS FROM THE FILING DATE OF THE PLAT)
  - ⊙ FOUND 5/8 in. REBAR WITH 1 1/4 in. YELLOW PLASTIC CAP (WGM GROUP KFA 16734LS)
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  - R1 RECORD AND FOUND DATA PER 44 RANCH, PHASE 7C
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  - R4 RECORD DATA PER FORTY-FOUR RANCH ESTATES
  - FD FOUND DATA
- NOTE:  
 ALL BEARINGS, DISTANCES, AND CURVE DATA SHOWN ARE FOUND OR SET, UNLESS OTHERWISE NOTED.



SECTION LINE DETAIL

SEE SECTION LINE DETAIL, LEFT



1/4	SEC.	T.	R.
⊠	12	13N.	20W.
⊠	13	13N.	20W.

SURVEY COMMISSIONED BY:  
 GRASS VALLEY PROJECT, LLC  
 SHEET 2 OF 3  
 DATE: APRIL 6, 2017  
 DRAFT: CEG  
 PROJECT NO.: 16-04-20  
 FILE NO.: 160420\_FPLAT-8.DWG  
 LAYOUT TAB: SHT2



RESOLUTION 17-04

A RESOLUTION TO EXPAND THE BOUNDARIES OF THE MISSOULA URBAN TRANSPORTATION DISTRICT TO INCLUDE GRASS VALLEY PROJECT, LLC 44 RANCH, PHASE 8 SUBDIVISION WITHIN THE MISSOULA URBAN TRANSPORTATION DISTRICT

LEGAL DESCRIPTION:

Plat of 44 Ranch, Phase 8, a subdivision of the City of Missoula, County of Missoula, Montana, located in the SW ¼ of Section 12, Township 13 North, Range 20 West, Principal Meridian, Montana.

WHEREAS, owners of the above mentioned property, Grass Valley Project, LLC has petitioned to have 44 Ranch, Phase 8 Subdivision included in the Missoula Urban Transportation District; and

WHEREAS, the Missoula Urban Transportation District Board has considered enlarging the District boundary pursuant to the procedure to enlarge the District or be included in the District set forth in Title 7, Chapter 14, Part 241; and

WHEREAS, it is the considered and deliberate judgment of the Missoula Urban Transportation District that the property to be included in the District provide sufficient revenue to the District to provide benefits to the community, the Missoula Urban Transportation District, and to the property owner; and

WHEREAS, the Missoula Urban Transportation District has determined that it can provide benefits to the residents of this property that include decreased congestion on Missoula roadways, a decrease in parking problems throughout the community, and improved air quality.

NOW, THEREFORE, BE IT RESOLVED by the Missoula Urban Transportation District to enlarge the District boundary to include the lands described herein.

BE IT FURTHER RESOLVED that the General Manager is hereby instructed to file this resolution with the Clerk and Recorder of Missoula County. This District boundary enlargement shall become effective from and after the date of the filing of said document.

PASSED AND ADOPTED this 24<sup>th</sup> day of August 2017.

ATTEST:

APPROVED:

---

Corey Aldridge  
General Manager  
Missoula Urban Transportation District

---

Andrea Davis  
Board Chair  
Missoula Urban Transportation District



## MUTD Board Staff Report

**To:** Board of Directors  
**From:** Corey Aldridge, General Manager  
**Date:** August 24, 2017

**Subject:** Maintenance Department Collective Bargaining Agreement (CBA) between the Missoula Urban Transportation District and Teamsters Union Local 2.

***Attachments***

***1. None***

**Recommendation:** Approve the agreement with Teamsters Union Local No. 2 for the period July 1, 2016 to June 30, 2020, for the Maintenance Technicians and Service Workers.

**Background:** The Maintenance Technicians and Service Workers requested a separate contract and negotiation process, which we agreed to. This agreement is the result of that negotiating process.

The staff and union representatives began contract negotiations in May 2016, which, due to illness and scheduling difficulties, lasted nearly a year for the Operators. The negotiating teams made an initial tentative agreement, which the union members voted down. The Union Maintenance and Service Workers voted and approved the contract on August 4, 2017.

**Discussion:** The items listed below are the major changes to the contract:

1. The contract is for four years, July 1, 2016 to June 30, 2020 (Fiscal Years 2017, 2018, 2019, and 2020).
2. Wage increases for the Technicians and Service Workers is 3% per year for each year. The increase is based on the top wage for each Technician's classification. The bargaining unit will vote in at the conclusion of each fiscal year to determine allocation into wages, pension and HRA accounts.
3. There are opportunities to add to the hourly wage for certifications achieved through training and education.

**Fiscal Impact:** The wage increase is included in the FY2017 and FY2018 budgets and the other changes are financially neutral.



## MUTD Board Staff Report

**To:** Board of Directors  
**From:** Vince Caristo, Project Management Specialist  
**Date:** August 24, 2017

*Attachments*

1. Quote from Routematch, Inc.

**Subject:** Purchase of a Paratransit Mobile Data Management System

**Recommendation:** Approve the purchase and installation of a paratransit mobile data management system from Routematch, Inc., of Atlanta, GA, for a price of \$36,000.50.

**Discussion:** A paratransit mobile data management system will streamline the process of scheduling, dispatching and data collection for our paratransit operations. Currently, these processes rely on paper forms and manual data entry, resulting in heavy paper use and significant staff time on a daily basis.

The system is based on installing Android-tablets in each of the ten (10) paratransit vehicles that will allow operators to view and edit trip information in real-time. In addition to the required hardware and software, Routematch will provide on-site installation and staff training.

This procurement made use of a sole-source selection process, due to the fact that Routematch, Inc., is the provider of our existing paratransit scheduling and dispatching software, and there would be significant duplication costs for another firm to perform the service. A cost analysis was conducted that deems the price fair and reasonable.

**Financial Impact:** This purchase will use Federal Section 5339 funding, which requires a 20 percent match of local funds. The local match is included in the capital reserve funds.

# RouteMatch

## ORDER FORM

Software Licenses			
Product	Quantity	Invoiced	Fees
RM Mobile CAD/AVL Module	10	Once, upon activation	\$15,000
Partnership Incentive	1	Once, upon activation	-\$4,500
SygiC Mapping Application	10	Once, upon activation	\$813
RM Driver Pre/Post Inspection	10	Once, upon activation	\$0
<b>Subtotal</b>			<b>\$11,312.50</b>
Professional Services			
Product	Hours	Invoiced	Fees
Project Management	14	Upon completion	\$1,540
Initiate	5	Upon completion	\$550
Design	13	Upon completion	\$1,430
Build	19	Upon completion	\$2,090
Educate	8	Upon completion	\$880
Deployment	60	Upon completion	\$6,600
System Acceptance	1	Upon completion	\$110
Travel	2	Upon completion	\$3,000
Hardware installation	10	Upon completion	\$1,250
<b>Subtotal</b>			<b>\$17,450.00</b>
Third Party Hardware and Services			
Product	Quantity	Invoiced	Fees
Tablet Bundle (8" Tablet, Hint Charger, Dock, Mount)	10	Upon Delivery	\$6,950
Annual 10MB Monthly Verizon Data Plan	4	Upon activation	\$288
<b>Subtotal</b>			<b>\$7,238.00</b>
<b>First Year Total</b>			<b>\$36,000.50</b>
Ongoing Fees			
Support and Maintenance, beginning Year 2	1 year	Annually, 60 days in advance	\$3,000
Annual 10MB Monthly Verizon Data Plan	10	Annually, 60 days in advance	\$288
<b>Ongoing Total</b>			<b>\$3,288</b>
<b>RouteMatch Software, Inc.</b>		<b>Missoula Urban Transportation District</b>	
<b>Signature:</b>		<b>Signature:</b>	
<b>Name:</b>		<b>Name:</b>	

### Terms and Conditions.

**1. Integration.** This Order Form is entered into as of \_\_\_\_\_, 2017 ("Effective Date"). This Order Form is expressly incorporated into and governed by terms of the Master Agreement between Missoula Urban Transportation District ("Client") and Routematch Software, Inc. ("Company") dated \_\_\_\_\_ 2017, and any and all prior amendments, change orders or addendums thereto ("Agreement"). In the event of any conflict between the terms of this Order Form and the Agreement, the terms of this Order Form shall prevail.

**2. Fees and Payment.** First year and Ongoing totals represent only the products and services purchased above. Any future orders may affect the First Year or Ongoing Totals. Fees may increase annually after the first year of the Term no more than 10%. Pricing is valid for 90 days. Payment terms are net 30 days from date of invoice.



## Proposal:

### Missoula Urban Transportation District- MountainLine

*Routematch RMDriver Tablet Solution*

## Submitted by:

**Routematch Software, Inc.**

1201 West Peachtree Street, Suite 3300

Atlanta, GA 30309

**Joshua Rushman**

303-997-1506

Josh.rushman@routematch.com

routematch.com

## Submitted on:

8/8/2017







## Confidentiality Notice

The information contained in this proposal is intended only for evaluation by Missoula Urban Transportation District- MountainLine or its agents for the purpose of consideration of a contract with Routematch Software, Inc. for software and services. No part of this document may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying and recording, or by any information or retrieval system, except as expressly related to the evaluation process performed by Missoula Urban Transportation District- MountainLine and permitted in writing by Routematch Software. All requests should be sent to Attention: Clay Davidson, Director of Business and Legal Affairs, Routematch Software, Inc., 1201 West Peachtree Street, Suite 3330, Atlanta, GA 30309.

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Routematch Software is committed to managing our impact on both the local and global environments. This commitment is reflected throughout our business with our technologies aimed at helping clients reduce their use of paper and minimize their overall use of fuel. Routematch continuously encourages all stakeholders – clients, partners, and employees alike – to remain environmentally conscious and reduce our combined carbon footprint.

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*The paper used for this proposal is a natural and biodegradable product, produced from renewable resources and is 100% recyclable.*

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## Table of Contents

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## 1.0 Proposal Overview

Routematch Software is the industry leader in creating paradigm shifting transit technology. Our entire organization is dedicated to maximizing value to our customers through the investment they make with us. Our philosophy has always been to build long term mutually beneficial partnerships with our clients through the thoughtful delivery of state of the art solutions that improve their capability to deliver the best possible rider experience safely in the most efficient way. After 600 successful conventional transit Intelligent Transportation System deployments across North America, the results of increasing ridership while providing actual return on investment metrics have been staggering. This project will change the way MountainLine delivers this important service to the public and Routematch will be there every step of the way.

In order to maximize the results and benefits to MountainLine, Routematch is proposing the most scalable ITS platform in the industry. Our proposed Mobile Data System solution meets 100% of the core requirements, as well as the ability to “plug in” all optional technologies using our single database and user interface.

- At a high level, Routematch will provide the following core component as an Add-On to MountainLine’s existing **Routematch Demand™**, our industry leading solution for the planning, optimization, and management of a demand response or paratransit service. From customer registration through transport verification, the Routematch Demand™ solution provides an end to end demand response management system that truly models your operations workflow.
- **Routematch Mobile Data System™**. This tablet-based solution provides GPS for Automatic Vehicle Location (AVL) capabilities, on time performance, and real-time bus arrival predictions and communication. The mobile data control head provides operators with a communication platform and ability to monitor real time schedule adherence information on the unit.



## 2.0 Routematch Technical Overview

### 2.1 Drivers: I'm a driver, how will Routematch help me?

Tablets are the way of the future and are the easiest mobile technology for drivers to adapt due to how common they are in our day-to-day lives. By implementing Routematch tablets or using the existing Android based tablets in your busses, drivers will be able to save a lot of time with paperwork and focus more attention on assisting your customers and focusing on their safe transportation.

#### Key Benefits to drivers

- ➔ **Single sign-on** – As a driver you only have to sign into the Routematch tablet and it automatically signs into the fare box or any other peripheral hardware devices
- ➔ **No more paper** - Virtual Paddle on the tablet screen with options to manually count passengers, send voice announcements through the bus, and collect fares.
- ➔ **Less radio traffic** –The manifest automatically updates with detours, short turns, and other changes
- ➔ **Know where you are** – Turn by turn navigation gives drivers audible and visual instructions
- ➔ **Communicate with dispatch** – two-way text messages as well as optional Push To Talk
- ➔ **Safety** – Using the GPS, dispatch knows where I am – especially in emergencies
- ➔ **No distractions** – The screen goes blank when the vehicle is in motion
- ➔ **Know what fare to collect** – Routematch will automatically calculate the fare to be collected and tell drivers what to collect from riders



#### 2.1.1 Mobile Application

The RM Mobile Application supports multiple mobile data devices (MDD) and wireless communication protocols. **The mobile device serves as point of interface for the driver and manages and streamlines the driver experience and automates data communications between the driver and dispatch.** Drivers can log in at the beginning of their shift, and see their work for the day that has been assigned to them. Additionally, once the driver has completed his run for the day the driver can log off. Our internally-developed Android-based software application resides on the MDD, and models the workflow for drivers.





## Demand Response Key Features

- ➔ Automatic Vehicle Location
- ➔ AVL Data Collection to feed Traveler Information
- ➔ Single Sign-on of all peripherals
- ➔ Two Way Messaging
- ➔ Emergency Alarm
- ➔ Onboard Schedule Adherence
- ➔ Integrated Rules Based Engine Alerts and Messaging
- ➔ Screen Blocker

## Pre-Trip and Post-Trip Inspection

Using the simple and easy to use color touch screen interface, drivers will be able to log in to the device and immediately begin their pre-trip inspection. Routematch will provide drivers with all the same questions they are currently answering before each shift and any defect discovered is sent to maintenance and dispatch as an alert. Once their shift is over, drivers perform their post trip and they are done!

## Public Data Communication Support

Routematch currently supports all major telecommunication providers in the US including Verizon, AT&T, and Sprint. For this project, **Routematch is proposing utilizing our business partnership with Verizon as MountainLine plans to use our existing Verizon agreement.**

### 2.1.2 RMMobile – Tablet Hardware

Through significant advancements with consumer mobile tablet computers in recent years, Routematch can deliver a fully functioning Mobile Data Computer at a fraction of the cost to both procure and to maintain on an on-going basis to all vehicles for MOUNTAINLINE by utilizing **non-proprietary off the shelf hardware**. Routematch utilizes business-grade **Samsung Galaxy Tablets**. The device would be placed inside of a ruggedized mount and cradle with built in power to protect it from different dangers in the day to day operation of driving a bus.





## 2.2 Management: Turn Data into Information

Routematch collects mountains of data through the tablet solution, which can be hard to manage if you're not a database expert. This is where our Business Intelligence tools come in to help executives, managers and supervisors see the information they need to make the **best decisions for MountainLine**. We believe in an open system that gives everyone access to the data they need as well as integrating to other systems like the local municipalities using our standard data interchange module.

- ➔ **Web Based Dashboards** - see a **quick snapshot of your daily operations**, a year's worth of information in one easy to read place, or even look at individual driver scorecards.
- ➔ **Automated Alerts** – Routematch can be configured to email you a variety of **information that you might care about**. For example, do you want an email with the driver name and vehicle ID every time someone goes 20MPH over the speed limit? Or receive a list of drivers whose license will be expiring next month? These can be automatically sent to you.
- ➔ **Ad-hoc Reporting** – Need a new report? This tool allows anyone to create a report with a few clicks of the mouse without needing a computer science degree or to contact Routematch. You will have the ability to create any number of custom reports with ease using our Quick Report functionality.
- ➔ **Standard Reports** – For those day to day pieces of information that you would like to review, we provide these at your fingertips so you monitor performance. These reports can be broken down by performance measures such as **passengers per revenue hour, on time, services hours, passenger counts, complaints, vehicle utilization and other needed measures**. Routematch also understands the requirements for agencies to have NTD reports and has made this standard in the deployments. Both the Standard and Ad-hoc reports can be exported into different formats (excel, word, pdf, .CSV, etc.).





## 3.0 Scalability

### 3.1 Future: A scalable solution that grows with your system

Routematch understands that MountainLine is looking for a solution that will grow as ridership and population continues to increase. With our enterprise solution, we cover many different products that would allow MountainLine the ability to add new tools in the coming years. Routematch can meet the future wants and needs clearly stated by MountainLine while also providing information on other products we can provide. Routematch is excited for the opportunity to work with a forward-thinking agency such as MountainLine and is pleased to provide the following information for future scalability by MountainLine.

#### 3.1.1 Riders: Want Transit Information and they want it now

Riders are MOUNTAINLINE's ultimate customer and stakeholder and changing their experience with public transit can be easily accomplished with the right combination of technologies. The most common inquiry for a fixed route rider is "**where is the bus**" – and this goes for people sitting at the stop, at work or even visually impaired passengers who are on the vehicle itself. The customer experience leverages the Routematch ETA calculator, so they will know exactly when to wait for the bus to arrive and when they can make it to class on time!

- ➡ **Fixed Route Web Portal** - Imagine a rider going to the MOUNTAINLINE website and being able to **see the location of their vehicle along with a predicted time of arrival at their stop**? If Automatic Passenger Counters are installed on the vehicles, your students can even see if the bus is full!







- ➔ **APPs for your Riders** – Routematch provides an APP that allows riders to **see where vehicles are, when they will be arriving at their stop and be alerted with service disruptions.** With this extra convenience, this means they don't have to call MOUNTAINLINE's office; and your staff doesn't have to be allocated to answering many calls.



- ➔ **Open API** - Routematch also provides an open API to the smartphone application that allows MountainLine to provide an application to their clients that has the look and feel of their transit operation. Routematch's marketing team will work with the Routematch project manager and MOUNTAINLINE to **utilize specific logos/graphics such as the images in the web portal to determine a suitable web address and assist in marketing the new services to users.** All data will be own directly by MOUNTAINLINE indefinitely at **no additional cost** to the agency.

- ➔ **GTFS** - Routematch Fixed is GTFS compliant and can import and export GTFS data to any other GTFS compliant application including **Google Transit Trip Planning.**

- ➔ **Optional - SMS Texting** - For riders with text only phones, Routematch will provide MOUNTAINLINE riders with the ability to **text a unique code posted on each bus stop to a short code** (25252). Immediately, riders will receive a text message with the upcoming buses and routes that serve that stop with the buses estimated time of arrival. Should MOUNTAINLINE decide to move forward with this piece, Routematch can provide optional pricing for this component.





### 3.1.2 RMPay – Automated Fare Collection

The RMPay solution is a cloud based system designed to provide a secure, robust 24/7/365 service to both the agency and its riders. The system is accessed through secure web portals for both the agency as well as the riders. The RMPay solution is completely hardware agnostic which allows MountainLine the **freedom to use Smart Cards, QR Codes, NFC, and future technologies** as they become available. The system integrates directly with an appointed Payment Service Provider (PSP), *Bluefin Payments*, for all credit card processing. Agencies with an existing payment service provider can continue to use the PSP in lieu of a Routematch recommended partner. Additionally, the system fully integrates with existing Routematch products and on-vehicle hardware, delivering a complete solution quickly and efficiently for MOUNTAINLINE.





- ➔ **Hosting** – RMCloud Services is a delivery method in which Routematch hosts software and hardware related services over the Internet. **RMPay Cloud Services utilizes the second largest data hosting facility in the World** located in Atlanta, GA.

- Secure PCI Compliant Environment
- Cloud balancing
- Open Architecture
- Decreased hardware costs
- Load Balancing
- Solves Scalability Issues



- ➔ **Customer portal** – RMPay customer web portal gives riders an abundance of account management options. It allows riders to see their **balance, view rides and transactions have occurred against their account, and make payments** or buy a product all from the same secure portal.
- ➔ **Customer Service** – Through the back office tools the Customer support team of the agency can **quickly look up user accounts, see account activity, and help resolve a range of issues**. For any issues that cannot be resolved within that team, the option to escalate any technical queries to a Routematch 2<sup>nd</sup> Line of support is available.
- ➔ **Fare Management** – The RMPay system provides a range of fare management tools, including full reporting and itemized media inventory, enabled through the back office. These tools provide the flexibility to **add and remove fare types** from the system, instantly and easily.
- ➔ **Payment Service Provider (PSP)** – Integrating directly with a credible PSP for **all credit and debit card clearing** is important. Bluefin Payments is RMPay’s recommended payment service provider; however, RMPay can easily link to an agency’s existing PSP.
- ➔ **Security** — At the heart of the system and all its components is a **robust security framework**, with extensive protection in place to ensure that any risk of fraud or data breaches are mitigated. Using a world class hosting center with robust protection systems and techniques, utilizing encryption standards such as **3DES and SSL** to ensure that data is protected always, and delivering a PCI compliant solution.
- ➔ **Finance** – Routematch understands the needs for your agency’s accounting and finance teams to track where funds are at any given moment. RMPay offers logging and **full traceability of agency funds, and reports** on banking reconciliation of funds.



- ➔ **Card Management** – Lost or stolen smartcards can be deactivated by either the user or agency. Users can log into their RMPay account to **deactivate their smartcard** or request a reactivation of a smartcard, if a lost card is found. An agency can deactivate cards or approve a list of reactivation requests on the back-end. Additionally, RMPay **tracks inventory** for all smartcards sold or purchased.

### 3.1.2.1 Mobile Ticketing

The mobile application can easily be downloaded from the Apple or Google Play store and installed on any iOS or Android based mobile device. Riders can create their account within the app, or utilize the agency’s customer web-based portal. Within the account, riders have multiple payment options to choose from such as adding a **credit card, debit card or prepaid card**; connecting a bank account, or even utilizing PayPal and mobile wallets such as **Apple Pay, Android Pay or Samsung Pay**. Riders can purchase one or multiple tickets, plan or purchase a ticket on the go. Additionally, riders can manage account details, purchase history and request refunds.

Once a ticket(s) has been purchased, it will be available within the mobile application on the device for activation. Tickets are activated when ready and are valid for a period. A variety of security features are enabled depending on the ticket type to prevent fraudulent use.

Security features may include **visual and auditory inspection elements** such as random day of colors, video background, rider photo, animations, date and/or time stamps, and validation countdown, etc.

Since tickets are digitized, riders **never lose their tickets**, and in the case of a lost or stolen phone, tickets can easily be cancelled and/or reissued.

Whether online in the web portal or within the application, riders can securely manage their ticket and payment needs.

- ➔ Register and manage account
- ➔ Add or remove payment options, or add funds to account balance
- ➔ Purchase tickets
- ➔ Request refund or ticket suspensions
- ➔ Add authorized users who can add funds to an account
- ➔ Transaction history
- ➔ Optional - Review loyalty program status
- ➔ Optional - Gift rewards points to other riders
- ➔ Receive alerts, notifications and customized messages from agency or other 3rd parties



Confidential

### 3.1.3 Mobility On Demand

Conventional riders want their trip, and they want it now! Paratransit want their trips and they want it now too! At the **click of a button**, both riders can quickly create, book, and pay for their trips directly from their phones. Booking trips on demand will allow riders from all walks of life the ability to create trips instantly. Through the Mobility Management portal, MountainLine can create vehicle pools specifically for On Demand Rides. The portal would include the following:

**Hub Management** – MountainLine would import important data to **stream line the trip planning processes** for its users. This data would include GTFS data, and attributes associated to each hub such as “park and ride” or “UM”. Attributes created here will then be used when the rider groups are created in rider management.

**Rider Management** – MountainLine would then have the tools to manage riders through the management module. Riders can be placed in categories that can have **hub attributes** assigned to them. For example, riders in “University of Montana Student Group” can only use the multi-modal service at the park and ride and campus hubs. As another option, MountainLine would be able to register all on-demand (conventional riders) and use this registration to identify their paratransit riders and in turn associate them with certain hubs/stops that are ADA compliant.

**Service Management** – MountainLine would then be able to create and configure services through the service management console such as **zone definitions, scheduling parameters, and time and day assignments**.

**Reporting** – All this mission critical data would be useless without a way to report on it. Through this portion of the management console, MountainLine will be able to report on trip planner trip details, travel training summaries, and travel trained trip assessments with a **growing library of reports** to be added.



### 3.1.3.1 TNC Integrations (Uber, Lyft, etc.)

Imagine yourself as a MountainLine rider who is without a vehicle on the outskirts of Missoula. Now imagine seamlessly booking your trip from start to finish on multiple modes of transit with multiple options of how you can get to the UM campus. Once decided, you order the trip and during the first leg you are picked up by a MountainLine paratransit vehicle to be dropped off on MountainLine’s conventional Fixed Route. This bus then takes you to the nearest stop by the campus which is generally not close enough to walk and access classes from; however, you already have an Uber waiting to pick you up to take you the remaining miles. This is the **typical scenario that would occur daily for your riders.**





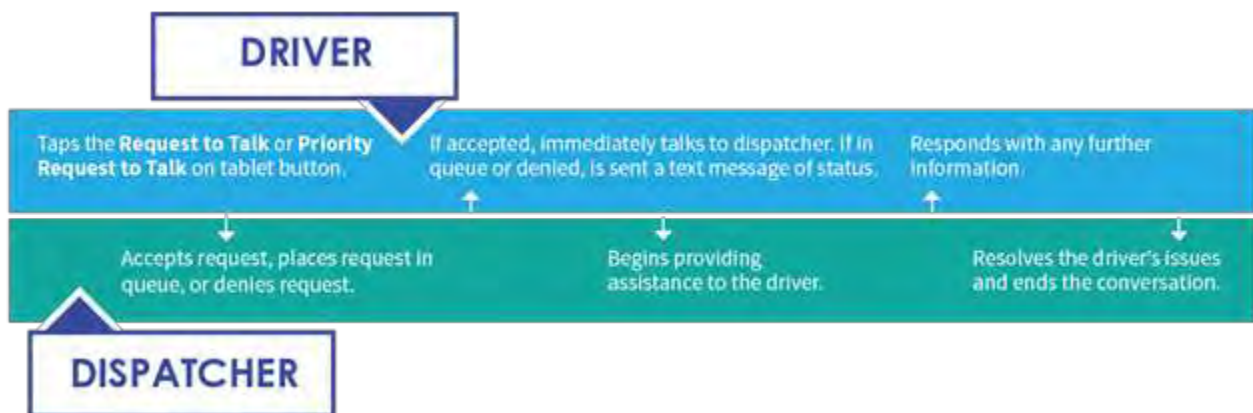
### 3.1.3.2 Loyalty Programs

In a rider-centric world, engagement is what drives loyalty. And measuring loyalty is about more than how often someone uses your service. In fact, when so many riders are dependent on an agency's service, loyalty is hardly transactional at all. It is instead about how much riders buy into **service changes and innovations**; how much their engagement with the agency **changes their own behavior** in ways that make them better people; how much they **advocate for you**; and how much the rest of the community advocates for you.

Routematch offers a loyalty product capable of integrating with the core Routematch systems as well as the mobility and payment products within the **rider-centric platform**. It is designed to encourage rider engagement around community contribution, providing feedback, status, and rewards based on mobility behaviors in similar ways as the Fitbit concept. The loyalty product is capable of packaging feedback on the impact of individual riders' mobility choices in four broad categories, which happen to be the four areas in which today's consumers look to establish relationships with business partners and are the core elements of engagement-based loyalty: **living a healthier lifestyle; social sharing; practicing energy conservation; and participating in social responsibility programs.**

### 3.1.4 Push To Talk Communication

Routematch understands there is not a requirement at this time for voice integration, and we wanted to use this opportunity to mention our Push to Talk (PTT) option for both fixed and paratransit operations to replace costly and generally outdated radio systems. Routematch's Push-to-Talk (PTT) solution will offer a full communication platform that serves as a **replacement for traditional radios and cell phones**. RM PTT will allow operators and dispatchers to verbally communicate with one another in real-time over a data connection.





### 3.1.5 Cloud Hosted Solution

Routematch can meet the requirements for this system to be completely cloud hosted. This will eliminate the need for MountainLine to manage or upgrade onsite servers, database applications, and other items. All application and database components will be managed directly and solely by Routematch at our co-location data center. Routematch will **set up, configure, and maintain the hosted web-based environment, and be responsible for the applications, databases, patches, updates, environments, etc.** Users will access the software through a web browser.

Workstation Requirements	
Operating System	Windows 7, Windows 8 (plus latest service pack) or Windows 10
Processor	Intel or AMD 2.66GHz quad-core (or higher)
Memory	Minimum 2GB, 4GB recommended
Video Card	Industry standard video card capable of 16-bit color at 1024x768 resolution
Network Card	At least 100 Mb/sec network card
Standard Monitor	Minimum resolution required is 1024x768
Anti-Virus	We recommend the use of anti-virus software
Browser	Current versions of Internet Explorer, Mozilla Firefox, or Chrome.
Other	UPS Battery Backup and Surge Protection are highly recommended – Sound card and speakers also recommended
Network Configuration Requirements	
Internet	High speed Internet access (DSL, Cable, Fiber, T1)
Network	At least a 100Mb/sec network
Bandwidth	>1.5mbps available for each user, with <75ms average latency and <1% packet loss
Protocol	TCP/IP Protocol
Other	Network attached printer





## MUTD Board Staff Report

**To:** Board of Directors  
**From:** Vince Caristo, Project Management Specialist  
**Date:** August 24, 2017

**Subject:** Purchase and Installation of a Vehicle Lift

### *Attachments*

1. Quote for Stertil Koni ECO Lift
2. Quote for Construction and Installation

**Recommendation:** Approve the purchase of a Stertil-Koni ECO lift from Northwest Lift & Equipment of Portland, OR, for a price of \$103,305, and the purchase of construction and installation services from Northwest Lift & Equipment for a price of \$70,000.

**Discussion:** This procurement will replace a broken vehicle lift in our maintenance shop. Currently, only two of three vehicle lifts are operational. Vehicle lifts are needed to perform maintenance work on all our buses, cutaways, and service vehicles, and as such are essential equipment for our transit operations.

The Stertil Koni ECO Lift was chosen primarily because of its low depth of installation compared to standard post lifts. This will enable installation of the new lift without disturbing the subsurface beneath the existing lift. The lift meets all of our required specifications, including compatibility with buses of up to 40-ft in length and 60,000 lbs in total weight.

This was a two-part procurement, with separate processes for the lift equipment and the construction/installation. For the lift equipment, we made use a State of Montana cooperative purchasing contract with Northwest Lift & Equipment, LLC.

However, construction and installation services were not covered in the State contract, so we had to procure these services separately. Staff determined it would be in the best interest of the agency to award the construction and installation contract to Northwest Lift & Equipment on a sole-source basis. Due to the complexity and magnitude of the project, we expect there to be significant duplication costs involved with selecting another firm for these services. A cost analysis was performed on their proposal and determined the price for the services to be fair and reasonable.

**Financial Impact:** This purchase will use Federal Section 5339 funding, which requires a 20 percent match of local funds. The local match is included in the capital reserve funds.



## Northwest Lift & Equipment LLC

5075 SW River Road Hillsboro, Oregon 97123

Office: 503-515-8161

Cell: 503-267-1498

August 4, 2017

Missoula Urban Transportation District  
Attn: Vince Caristo

Re: Stertil-Koni ECO lift and pit construction

Dear Vince,

Thank you for choosing Northwest Lift & Equipment for your equipment needs. Per your request, we are pleased to quote our Stertil-Koni ECO lift per the NASPO (Montana State) contract #05316 as follows:

1—ECO 60-17 In-ground lift with 30,000 lbs. capacity per mechanism, a total of 60,000 lbs. capacity, 17-foot travel range, a wheelbase range of 114" – 318", and our patented Ebright Smart Control System on a 7" LED screen. Unit includes extruded aluminum covers, cover plates, and bridge brackets.

**YOUR NASPO COST: \$ 94,272.00**

#### **Options & Accessories:**

- ECO 35ft. wired remote pendant with military style quick disconnect:  
**YOUR NASPO COST: \$ 2,976.00**
- Automatic Wheel Base Positioning:  
**YOUR NASPO COST: \$ 4,961.00**
- Adapter Stand:  
**YOUR NASPO COST: \$ 1,096.00**

Installation of unit (excluding electrical): **\$ 11,500.00**

Equipment is quoted FOB your location. Includes all anchors, shims, and tools required to install per factory requirements. Unit will be load tested using customer supplied vehicle. All personnel will be trained on safe and correct operation of lift. Facility personnel will be trained on troubleshooting and maintenance of equipment. Terms are Net 30. Delivery is approximately 60-90 days ARO.

Construction of a 17ft travel range Stertil-Koni ECO pit will include removal of existing lift, saw cutting, excavating, backfill, concrete work, plumbing, and electrical work per site specific drawings. Price does not include any applicable use or sales tax, permits, bonding, or soil remediation if required. Pricing based off a good-faith closure of existing pit.

**Construction of new pit (under State Contract): \$ 68,500.00**

**Construction of new pit (directly with NW Lift): \$ 58,500.00**

Construction terms are ½ paid prior to commencement of work, ½ paid upon completion of pit.

Vince, thank you for your interest in our Stertil-Koni products. Should you require further information, please do not hesitate to contact us at 503-267-1498 or [Kayla@nwlift.com](mailto:Kayla@nwlift.com).

Sincerely,

*Kayla D Fay*

Kayla Fay

Northwest Lift & Equipment LLC

**Northwest Lift & Equipment LLC**  
 5075 SW River Road  
 Hillsboro, OR 97123 US  
 (503) 267-1498  
 Kayla@nwlift.com  
 www.nwlift.com

**Estimate**



ADDRESS
Missoula Urban Transportation District

SHIP TO
Missoula Urban Transportation District Attn: Vince Caristo

ESTIMATE #	DATE
1034	08/16/2017

**PROJECT DESCRIPTION**  
 Construction of ECO 60-17 pit

ACTIVITY	QTY	RATE	AMOUNT
<b>Travel</b>	1	4,000.00	4,000.00
<b>Subcontractor</b>	1	10,000.00	10,000.00
<b>Construction Costs</b>	1	33,000.00	33,000.00
<b>Materials</b>	1	8,000.00	8,000.00
<b>Overhead</b>	1	3,500.00	3,500.00

Terms are 1/2 of the balance to be paid upon commencement of the work and Net 30 on the remainder.

**TOTAL**

**\$58,500.00**

Pricing does not include any state/local taxes, permits, bonding or soil remediation if applicable and/or required. Pricing based off good-faith closure of existing pit.

Thank you for choosing Northwest Lift & Equipment LLC for your equipment needs. We look forward to working with you on this project.

Accepted By

Accepted Date

**Northwest Lift & Equipment LLC**  
 5075 SW River Road  
 Hillsboro, OR 97123 US  
 (503) 267-1498  
 Kayla@nwlift.com  
 www.nwlift.com

**Estimate**



ADDRESS
Missoula Urban Transportation District

SHIP TO
Missoula Urban Transportation District Attn: Vince Caristo

ESTIMATE #	DATE
1033	08/16/2017

**PROJECT DESCRIPTION**

Installation of ECO 60-17

ACTIVITY	QTY	RATE	AMOUNT
<b>Travel</b>	1	2,300.00	2,300.00
<b>Subcontractor</b>	1	5,000.00	5,000.00
<b>Materials</b>	1	2,200.00	2,200.00
<b>Overhead</b>	1	2,000.00	2,000.00

Pricing does not include any state/local taxes if applicable.

**TOTAL**

**\$11,500.00**

Thank you for choosing Northwest Lift & Equipment LLC for your equipment needs. We look forward to working with you on this project.

Accepted By

Accepted Date