



BOARD OF DIRECTORS MEETING AGENDA

WEDNESDAY, JULY 21, 2021

2:30 P.M.

ARTS DISTRICT PARKING GARAGE LARGE CONFERENCE ROOM

431 West Main Street, Suite B Oklahoma City, OK, 73102

DIRECTORS:

City of Del City	Donald Vick
City of Edmond	James Boggs, Treasurer
City of Midwest City	Aaron Budd
City of Moore	Steve Eddy
City of Norman	Marion Hutchison, Vice Chairperson
City of Oklahoma City	Brad Henry, Chairperson
City of Oklahoma City	Mary Mélon, Secretary

July 21, 2021
2:30 p.m.
431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK
REGULAR MEETING

- 1. Call to Order** – Brad Henry, RTA Board Chairperson
- 2. Roll Call** – Brad Henry, RTA Board Chairperson
- 3. Consider Approval of Minutes**
 - A. June 16, 2021 Regional Transportation Authority Regular Meeting
- 4. Executive Director Reports** – Jason Ferbrache, Interim Executive Director
- 5. Committee Reports** – Board of Directors
 - A. Property Acquisition Committee
 - B. Outreach Committee
- 6. Professional Services Contract with Kimley-Horn and Associates Inc.,**
authorize Notice to Proceed for Task Order 2, cost not to exceed total maximum fee of \$1,174,105.
- 7. Project Update: Alternative Analysis** – Kathryn Holmes, RTA Owner's Representative
- 8. Receive Financial Reports and Ratify and Approve Claims for Period of June 1, 2021 through June 30, 2021.**
- 9. Public Comments** – Brad Henry, RTA Board Chairperson
- 10. New Business** – Brad Henry, RTA Board Chairperson

Non action items that were not known or reasonably foreseen at the time of the posting of the agenda. This may include requests for future agenda items.
- 11. Adjournment**



BOARD OF DIRECTORS MEETING MINUTES

The regularly scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:30 p.m. on Wednesday June 16, 2021 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on May 17, 2021 at 2:29 p.m.

RTA Board of Directors Present

Donald Vick
James Boggs, Treasurer
Aaron Budd
Steve Eddy
Marion Hutchison, Vice Chairperson
Brad Henry, Chairperson
Mary Mélon, Secretary

Entity

City of Del City
City of Edmond
City of Midwest City
City of Moore
City of Norman
City of Oklahoma City
City of Oklahoma City

RTA Board of Directors Absent

None

Administrative Support Present

James Ferbrache, Interim Executive Director
Hailey Rawson, Assistant Municipal Counselor
Suzanne Wickenkamp
Lisa K. Hubbell
Justin Henry

Guests Present

Derek Sparks, Greater OKC Chamber
Karsten Schuessler, Greater OKC Chamber
Mike Patterson, HNTB
Monica Cordin, Del City
Amy Lucas, OKC Finance
Sue Korpi, OKC Finance
Randy Entz, City of Edmond

Consultants Present

Kathryn Holmes, Holmes & Assoc.
Liz Scanlon, Kimley-Horn



BOARD OF DIRECTORS MEETING MINUTES

June 16, 2021

2:30 p.m.

**431 W. MAIN STREET, OKLAHOMA CITY, OK
REGULAR MEETING**

- 1. Call to Order – Brad Henry, RTA Board Chairperson**

Governor Henry called the meeting to order at 2:30 p.m.

- 2. Roll Call – Brad Henry, RTA Board Chairperson**

PRESENT: Vick, Boggs, Eddy, Hutchison, Henry, Mélon. ABSENT: Budd

- 3. Consider Approval of Minutes**

A. May 19, 2021 Regional Transportation Authority Regular Meeting

APPROVED: Moved by Eddy, seconded by Vick. AYES: Vick, Boggs, Eddy, Hutchison, Henry, Mélon. NAYES: None. ABSENT: Budd.

- 4. Executive Director Reports – Jason Ferbrache, Interim Executive Director**

Interim Executive Director Ferbrache stated that the presentation to ACOG's Intermodal Transportation Policy Committee (ITPC) about the accomplishments of the RTA was well received and staff will continue to make regular updates to that committee throughout the year. Interim Executive Director Ferbrache informed the board that staff are applying for a competitive federal grant (RAISE) that if awarded could offset some planning costs on other projects that the RTA may have in the future.

- 5. Committee Reports – Board of Directors**

A. Property Acquisition Committee

Vice Chairperson Hutchison stated that the Property Acquisition Committee met this afternoon to receive an update on the progress with BNSF. BNSF plans to be in town to do a site visit.

B. Outreach Committee

Secretary Mélon stated that the Outreach Committee has scheduled monthly meetings for

the remainder of this year. Director Budd suggested that the committee should start inviting representatives from Tinker Air Force Base to get them involved. The committee discussed holding quarterly lunch meetings for all city staff to keep them informed. Directors Hutchison and Boggs have upcoming presentations.

6. **Receive Financial Reports and Ratify and Approve Claims for Period of May 1, 2021 through May 31, 2021.**

RECEIVED, RATIFIED, and APPROVED. Moved by Boggs, seconded by Eddy. AYES: Vick, Boggs, Budd, Eddy, Hutchison, Henry, Mélon. NAYES: None.

7. **Project Update: Alternative Analysis – Kimley Horn**

Liz Scanlon, from Kimley-Horn, gave a presentation on the Alternatives Analysis, the corridor analysis recommendations, the workplan and engagement, and next steps for the RTA.

8. **Public Comments – Brad Henry, RTA Board Chairperson**

None.

9. **New Business – Brad Henry, RTA Board Chairperson**

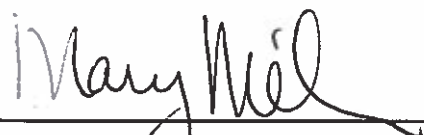
Non action items that were not known or reasonably foreseen at the time of the posting of the agenda. This may include requests for future agenda items.

10. **Adjournment – 3:48 p.m.**

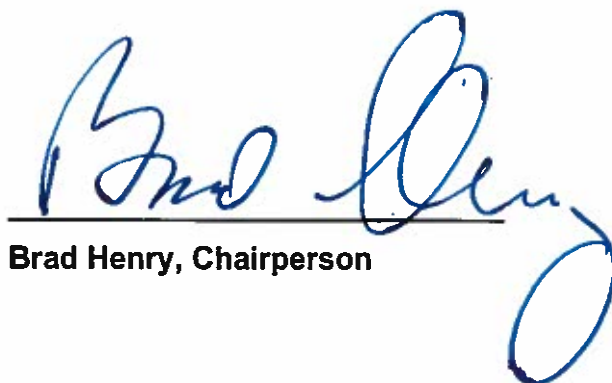
ADJOURNED. Moved by Vick, seconded by Eddy. AYES: Vick, Boggs, Budd, Eddy, Hutchison, Henry, Mélon. NAYES: None.

APPROVED by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this 21st day of July 2021.

ATTEST:



Mary Mélon, Secretary



Brad Henry, Chairperson



TO: Chairman and Board of Directors

FROM: Interim Executive Director

Professional Services Contract with Kimley-Horn and Associates, Inc., authorize Notice to Proceed for Task Order 2, cost not to exceed total maximum fee of \$1,174,105.

Background At the July 15, 2020, meeting of the Regional Transportation Authority of Central Oklahoma (RTA), the board adopted a professional services agreement (Item 8) with Kimley-Horn and Associates, Inc., to update the Alternatives Analysis of the Commuter Corridor Study.

The RTA successfully negotiated a four-year contract, executed by task order based upon available funds. Year One included the update of the Alternatives Analysis of the Commuter Corridor Study (CCS) with adoption of the corridor Locally Preferred Alternatives and the development of a Regional Rail Transit System Plan. Years Two through Four, include implementation strategy work and work related to the planning process of the Local Preferred Alternatives (LPA) projects to include National Environmental Policy Act (NEPA), station areas, service development, ridership modeling, preliminary engineering, preparation of the environmental document, and initiation of the FTA CIG grant process.

Per the professional services agreement, Task 2 includes the Public Engagement phase of the project and includes the Public Involvement Plan (2.1), Project Website and Social Media (2.2), and Engagement Activities and Meeting Materials (2.3).

Recommendation: Authorize Notice to Proceed for Task Order 2

Reviewed by:



Jason Ferbrache
Interim Executive Director

RTA 2020-0002 ALTERNATIVES ANALYSIS UPDATE
Regional Transportation Authority of Central Oklahoma

TASK ORDER
NUMBER 002

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the “Consultant” or “Kimley-Horn”), and Regional Transportation Authority of Central Oklahoma (the “Owner” or “RTA”) in accordance with the terms of the Professional Services Contract (the “Contract”) dated July 15th, 2020, which is incorporated herein by reference.

This Task Order (TO) is effective on **July 15, 2021**, through **July 14, 2022**.

Section 1: Identification of Project Milestones:

Milestones to be completed as part of this TO are:

1. Complete Alternatives Analysis (AA) update
2. Prepare Corridors for Locally Preferred Alternative (LPA) Consideration

Section 2: Specific Scope of Basic Services:

TASK 1: PROJECT MANAGEMENT

Kimley-Horn will establish appropriate management tools to execute the scope of work and monitor the Project schedule and budget.

Task 1.1: Project Initiation

Kimley-Horn will continue to follow the overall Project Operations Plan (POP) developed in TO-001 in accordance with RTA requirements and FTA guidance.

Kimley-Horn will maintain the previously created internal/external ShareFile system that is accessible to RTA, RTA’s Owner’s Representative, sub- consultants, and other stakeholders. The ShareFile site will be used to store a Project Technical Library, externally focused Project correspondence, and Project materials including presentations, meeting notes, and draft and final deliverables.

Kimley-Horn will continue adhering to the Quality Management Plan (QMP) providing documentation of the quality control/quality assurance (QC/QA) plan. The QMP will be used to communicate these requirements to our sub-consultants, and Kimley-Horn will conduct independent quality reviews of sub-consultant products. The QMP will be used to review subconsultant products prior to delivery to the RTA.

Kimley-Horn will update the master project schedule for the Study utilizing the schedule completed for TO-001. Kimley-Horn will report on the monthly progress of plan vs. actual progress for the Study.

Task 1.2 Monthly Reporting

Kimley-Horn will prepare monthly invoices and progress reports and will submit to RTA. Reporting will indicate tasks completed in prior month and upcoming schedule activities.

Task 1.3 Meetings

Kimley-Horn will participate the following Project Management meetings:

- Weekly PM check-in with RTA Owner's Rep (assumes weekly over the course of the 12-month schedule duration);
- Weekly Internal Task Managers meeting (assumes weekly over the course of the 12-month schedule duration);
- Monthly virtual attendance at RTA's Board meetings (assumed to be once per month each year). At up to four (4) board meetings it is assumed that the Kimley-Horn PM and Deputy PM will attend in-person and up to two (2) Task Managers appropriate for agenda items or topical discussions related to the Study at major milestones.
- In-person attendance at up to four (4) meetings for each City (up to 24 meetings total) with representatives of the Member City Technical Working Group. Each meeting will focus on an individual City and will discuss technical decision-making regarding relevant corridors. It is assumed that this outreach will be completed in two phases with meetings occurring over a two-day period for each phase.
- In-person attendance at up to five (5) meetings of the Communicators Group which will serve as a touchpoint per phase of the Project to discuss Project updates, local context, and upcoming collaboration opportunities for stakeholders, the general public, and others.

TASK 2: PUBLIC ENGAGEMENT

For Year 2, Kimley-Horn will perform the following services for this task:

Task 2.1 Public Involvement Plan

Kimley-Horn will monitor and implement the Public Involvement Plan, i.e. "PIP," in coordination with RTA, that consists of the following elements:

- Project Background
- Public Involvement Overview
- Key Groups
- Public Involvement Sequence
- Involvement Methods
 - Project Website
 - Educational Videos
 - Fact Sheets
 - Interactive Surveys
 - Mobile Meeting Kit
- Project Contacts

Task 2.2 Project Website

Kimley-Horn will provide updates to the interactive Project website to serve as the Digital Project Hub (Hub) for the Project as needed to accommodate activities detailed in Task 2.3. The Hub is anticipated to include:

- Project Background

- Up-to-date Project information such as timelines and key milestones
- Opportunities to provide feedback, and
- Events and key process points, as applicable.

Task 2.3 Engagement Activities and Meeting Materials

Engagement in Year 2 will be largely digital with strategic in-person outreach. In Year 2, Kimley-Horn will support RTA with public engagement focused on education and reacquaintance with the AA study. The following activities are planned as part of Year 2:

- *Educational Videos* – Kimley-Horn will produce up to three (3) educational videos approximately 5 minutes in length that will be used to provide key milestone information to stakeholders. This media will be posted on the project website and available to stakeholders viewing on-demand. The video content will focus on the following topics:
 - Video #1 – Introduction to the Year 2 phase on the study including schedule, introduction to the AA process, and expected outcomes
 - Video #2 – Content discussing commuter rail service parameters and the range of options for the North-South Corridor
 - Video #3 – Guided walk-through of the Universe of Alternatives that were developed for the East Corridor as well as the results of the screening
- *Fact Sheets* – Kimley-Horn will produce up to three (3) fact sheets that will be used to provide key milestone information to stakeholders. This media will be posted on the project website and available to stakeholders viewing on-demand. The fact sheet content will focus on the following topics:
 - Fact Sheet #1 – Describe the Universe of Alternatives that was created for the East Corridor and how they will be screened for further consideration.
 - Fact Sheet #2 – Display the Alternatives for the East Corridor that the Board recommended for further detailed analysis. Description of the detailed analysis process.
 - Fact Sheet #3 – Display the Alternative, included service parameters, for the North-South Corridor that the Board recommends for feasibility analysis.
- *Interactive Surveys* – Kimley-Horn will develop up to two (2) interactive online surveys to solicit feedback from stakeholders and will be posted on the Project Website. The surveys may also incorporate interactive mapping activities, where possible.
 - Survey #1 – This survey will ask stakeholders what commuter rail on the North-South Corridor would need to do to attract them to use the service.
 - Survey #2 – This survey will ask stakeholders to identify ways that transit could serve the East Corridor including destinations, trip types, and barriers.
- *Mobile Meeting Kit* – A PowerPoint presentation will be created at up to four (4) key stages of the Project, after each of the four (4) Milestone Board Meetings. Along with a comment form available for printing, the Mobile Meeting Kit is intended to be a resource for the RTA Board of Directors and members of the PMT who have opportunities to make a presentation in a Member City to a stakeholder group or other interested parties.

TASK 3: ASSESSMENT OF PRIOR STUDIES

Task completed in TO #1.

TASK 4: ALTERNATIVES ANALYSIS PROCESS

Kimley-Horn will use the information from the 2015 CCS as a starting point to complete the following tasks.

Task 4.1 Regional Fixed- Guideway System Plan

Task completed in TO #1.

Task 4.2 Alternatives Analysis

Using the Transit System Plan approved April 2021, Kimley-Horn will complete the following for the East Corridor:

1. Develop draft Purpose and Need Statement
2. Establish a set of qualitative (land use, barriers, etc.) and quantitative (ridership, travel time, cost, etc.) evaluation criteria to guide the analysis based upon the Purpose and Need.
3. Determine and confirm with RTA the initial Universe of Alternatives
4. Conduct a first level assessment to screen and identify viable alternatives to further examine. The intent of this step is to eliminate alternatives that do not meet stated goals/objectives and the Purpose and Need Statement.
5. Conduct second level assessment utilizing detailed evaluation methodology utilized in the 2015 CCS refine alternatives. This step of the process will further examine alternatives for fatal flaws, major areas of concern, and overall performance. Kimley-Horn will identify the Benefits and Trade-offs for each alternative.

The AA will rely on outputs from Tasks 5, 6, and 7 of this scope of work. Kimley-Horn will prepare necessary graphics and maps for the AA.

There is a pending RAISE planning grant application for the Airport and West corridors. These corridors are not included in this Task Order and will not be studied as part of this analysis.

Analysis for the North-South Corridor will assume the LPA reached in 2015 (commuter rail in the BNSF corridor) as the basis for further study. Additional technical analysis will be completed in Tasks 6 and 7 to help verify the feasibility of the concept and provide greater detail on the service parameters.

Task 4.3 Concept Engineering & Opinions of Probable Cost Estimates

To support the AA process, Kimley-Horn will perform conceptual engineering and planning level opinion of probable capital cost estimates to support the selection of the LPA. Kimley-Horn will review the 2015 CCS and other readily available engineering data or product provided by RTA to utilize as part of the AA. Opinions of probable cost estimates will need to be brought to year-of-expenditure or 2021 dollars. Kimley-Horn will provide opinions of probable capital costs estimates consistent with FTA Standard Cost Categories and cost estimating methodology. Conceptual engineering, not to exceed 5 percent design level, will be completed to assess fatal flaws of the alternatives and provide planning-level opinions of probable capital cost estimates. Kimley-Horn will use readily available mapping, as-builts, plans, quantity data, and other

relevant information provided by RTA to support the effort. This task supports the AA study focused on two corridors defined as North-South (Edmond to Norman) and East (Oklahoma City to Tinker Air Force Base).

Task 4.4: Operations & Maintenance Cost Modeling

To support the AA, Kimley-Horn will gather information on cost structures of peer regional/commuter railroads to build a conceptual cost library for providing an opinion on estimating Operations & Maintenance (O&M) cost estimates. O&M costs will be conceptually based on representative service plan, including route miles, train miles, car miles, stations, and total fleet size.

Task 4.5 Locally Preferred Alternative (LPA) Consideration

Upon the conclusion of the AA process, Kimley-Horn will provide materials regarding consideration of an LPA to the RTA. Kimley-Horn will prepare documentation to summarize the process next steps to adoption of the LPA into the fiscally constrained plan and advancing to NEPA.

Task 4.6 Documentation

Kimley-Horn will prepare the final AA document for the East Corridor that will present the findings of the process. The document is anticipated to include the following:

- Executive Summary
- Purpose and Need Statement
- AA Process
 - Assessment and Methodology
 - Evaluation Criteria and Measures of Effectiveness
 - Evaluation Matrix
 - Alternatives definition
- AA Findings including:
 - Land use assessment
 - Ridership
 - Public engagement
 - Service development
 - Evaluation ratings
- Recommended LPAs

It is expected that the final draft will be submitted to RTA for review and Kimley-Horn will respond to one (1) round of comments/review. The final document will be submitted to RTA in electronic PDF format.

TASK 5: LAND USE ANALYSIS

Kimley-Horn will perform a land use analysis that builds on various needs through the AA and NEPA process. In Year 2, to support the AA and eventual selection of the LPA, Kimley-Horn will evaluate land uses in each corridor and determine locations with transit-supportive qualities, relative benefits, and trade-offs. Kimley-Horn will also review local comprehensive plans to inform how corridors may change over time.

Kimley-Horn will assess land use and development opportunities:

- Review local community comprehensive plans and transit studies to understand local policy and vision alignment with planned station areas.
- Perform a GIS-based worksheet analysis to review underutilized land, connectivity, and proximity of each select station area to perform a land use scoring on potential station areas.

TASK 6: RAIL OPERATIONS PLANNING

It is assumed that the LPA (commuter rail between Edmond and Norman) reached in 2015 for the North-South Corridor will be used as the basis for the Rail Operations Planning task. Additional feasibility-level analysis will be completed in this task as well as Task 7 to determine the viability of the LPA and inform if additional modifications are needed. Because the alignment is anticipated to be within BNSF right-of-way, work completed will be provided to BNSF for verification and review. Kimley-Horn will coordinate with the RTA Owner's Representative for all communication with BNSF.

Kimley-Horn will conduct an integrated planning process, in which RTA develops a regional rail service plan accounting for the operational and physical constraints within the network for the North-South Corridor. The planning approach consists of an iterative, open, and transparent process that relies on the active engagement of a small, highly engaged technical working group. This working group will provide critical input, feedback and guidance throughout the planning process. The RTA Owner's Representative will also periodically coordinate with BNSF to discuss interim findings and identify any issues during the plan development. Kimley-Horn will provide materials to inform these coordination efforts.

The outcomes of this task will identify the required strategic investments needed to operate the desired level of service and be suitable to provide input to other downstream work efforts that account for ridership, costs, and design. This task will result in a clear articulation of service/infrastructure tradeoffs and provide specific options for decision makers around investment choices and their benefits to service.

This process will:

- Support the development of a set of planning parameters and assumptions that documents the future service goals, phased service implementation, location and requirements of capital investments, and future service integration needs;
- Develop service and operations concepts for commuter rail within the BNSF corridor between Norman and Edmond;
- Work through an iterative process for refining the rail concept to produce a final set of investments for host railroad modelling.

TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING

Kimley-Horn will reassess ridership markets using location-based service (LBS) data for all corridors. This analysis will identify the number of travelers who use each corridor, travel patterns of those users, and origin-destination hot spots. Findings will be used develop alternatives for the East Corridor and to inform the rail operation planning for the North-South Corridor.

TASK 8: FTA CAPITAL GRANT AND FINANCIAL PLAN SUPPORT

No activity anticipated in Year 2

TASK 9: NEPA DOCUMENTATION

No activity anticipated in Year 2

Section 3: Additional Services, if required:

No additional services are required.

Section 4: Schedule:

The schedule for the TO is included as Attachment A.

Section 5: Deliverables:

Deliverables included as part of this TO are:

Project Management:

- Monthly Invoice and Progress Report
- RTA Board Workshop Summary
- Prepare Meeting Minutes

Public Engagement:

- Public Involvement Plan
- Project Website
- Engagement Activities and Meeting Materials

Alternatives Analysis Process:

- Technical Memo regarding opinion of probable capital cost estimates
- Technical Memo regarding opinion of probable O&M cost estimates
- Technical Memo regarding conceptual engineering and next steps
- Draft Final AA Document
- Final AA Document
- LPA Recommendations and Suggested Next Steps Memo

Land Use Analysis:

- Station Area Analysis Report

Rail Operation Planning:

- North-South Rail Operations Assessment Report

Travel Demand/Ridership Forecasting:

- Travel Market Assessment Methodology Memo

Section 6: Terms of Compensation:

Kimley-Horn will perform the services documented herein on a labor fee plus subconsultant plus expense basis with the maximum fee shown below.

Kimley-Horn and Associates, Inc Cost Estimate Summary		2021/2022
Task 1:	PROJECT MANAGEMENT	\$ 134,500
Task 2:	PUBLIC ENGAGEMENT	\$ 226,500
Task 3:	ASSESSMENT OF PRIOR STUDIES	\$ -
Task 4	ALTERNATIVES ANALYSIS PROCESS/ ENGINEERING	\$ 247,600
Task 5	STATION AREA AND LAND USE ANALYSIS	\$ 45,200
Task 6	RAIL OPERATIONS PLANNING	\$ 284,200
Task 7	TRAVEL DEMAND/RIDERSHIP FORECASTING	\$ 71,900
Task 8	FTA CAPITAL GRANT AND FINANCIAL PLAN SUPPORT	\$ -
Task 9	NEPA DOCUMENTATION	\$ -
	Contingency	\$ 141,200
	KHA Expenses	\$ 23,000
TOTAL		\$ 1,174,100

Kimley-Horn will not exceed the total maximum fee of \$1,174,100 without authorization from the RTA. Individual task details and subtotal amounts are provided for budgeting and informational purposes only. Kimley-Horn reserves the right to reallocate amounts among tasks as necessary, without exceeding the maximum amount.

Labor fee will be billed on an hourly basis utilizing the hourly rates contained in the Contract and in accordance with the terms of the Contract.

The derivation of the above maximum fee is shown in Attachment B. This is for informational purposes only and Kimley-Horn reserves the right to reallocate budget from task to task or Labor/Expense/Subconsultant to Labor/Expense/Subconsultant as needed.

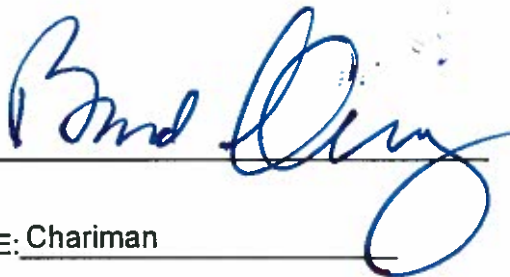
Section 7: Other special terms of Task Order:

There are no special terms of this TO.

Regional Transportation Authority of Central Oklahoma
2020-002 Alternatives Analysis Update
Task Order 002

ACCEPTED:

REGIONAL TRANSPORTATION
AUTHORITY OF CENTRAL OKLAHOMA

BY: 

TITLE: Chariman

DATE: 7/21/2021

KIMLEY-HORN AND ASSOCIATES, INC.

BY: 

TITLE: Sr. Vice President

DATE: 07/27/2021

ATTACHMENT A: TASK ORDER SCHEDULE

MILESTONE SCHEDULE



	07/21	08/21	09/21	10/21	11/21	12/21	01/22	02/22	03/22	04/22	05/22	06/22	07/22
	OVERALL PROJECT												
ENGAGEMENT													
RTA Board Milestone Meetings			▼			▼		▼			▼		
RTA Board Briefings		○		○	○		○		○	○	○		○
IGR Working Group Meetings	○	○	○	○	○	○	○	○	○	○	○	○	○
Communicators Group Meetings	▼				▼	▼		▼			▼		
Lunch & Learns			○			○		○				○	
Member City Technical Working Groups		▼			▼		▼				▼		
Educational Video (Project Introduction; Goals & Objectives)													
	NORTH - SOUTH CORRIDOR												
ENGAGEMENT													
Service Parameters Activity													
Market & Service Evaluation Video													
Local Recommendation Interactive Fact Sheet													
TECHNICAL ANALYSIS													
Collect Updated Detailed Evaluation Data													
Service and Market Evaluation													
Corridor Refinements													
BNSF Technical Review													
	EAST CORRIDOR												
ENGAGEMENT													
Corridor Needs Activity													
Universe of Alternatives Fact Sheet													
Refined Alternatives Interactive Fact Sheet													
Detailed Evaluation Interactive Results Video													
TECHNICAL ANALYSIS													
Collect Needs Assessment Data													
Develop Alternatives													
Screen Universe													
Collect Updated Detailed Evaluation Data													
Detailed Evaluation													
Corridor Refinements													

LEGEND ○ RTA-Led Meeting ▼ KH-Led Meeting

ATTACHMENT B: TO BUDGET DERIVATION



**Regional Transportation Authority of Central Oklahoma
Alternatives Analysis and NEPA Project**

Hourly Billing Rate Schedule

July 15, 2021

<u>Classification</u>	<u>Billing Rate Range *</u>
Analyst	\$90 - \$140
Professional	\$100 - \$230
Senior Professional I / Project Manager	\$135 - \$345
Senior Professional II / Sr Quality Control	\$320 - \$385
Senior Technical Support	\$75 - \$180
Technical Support	\$75 - \$125
Support Staff	\$70 - \$120

** Rates effective until July 14, 2022*

** Annual rate increases occur July 1st each year*

** Subconsultants will be billed at 2% markup*

Kimley-Horn and Associates, Inc Cost Estimate Summary		Year 2	
		KHA Hours	Cost
Task 1:	PROJECT MANAGEMENT	582	\$ 134,535
	KHA Labor		\$ 134,535
	Subs		
	Expenses		
Task 2:	PUBLIC ENGAGEMENT	1,118	\$ 226,537
	KHA Labor		\$ 226,537
	Subs		
	Expenses		
Task 3:	ASSESSMENT OF PRIOR STUDIES	0	\$ -
	KHA Labor		
	Subs		
	Expenses		
Task 4:	ALTERNATIVES ANALYSIS PROCESS/ ENGINEERING	1,418	\$ 247,551
	KHA Labor		\$ 247,551
	Subs		
	Expenses		
Task 5:	STATION AREA AND LAND USE ANALYSIS	257	\$ 45,153
	KHA Labor		\$ 45,153
	Subs		
	Expenses		
Task 6:	RAIL OPERATIONS PLANNING	310	\$ 284,149
	KHA Labor		\$ 69,196
	Subs		\$ 209,711
	Expenses		\$ 5,243
Task 7:	TRAVEL DEMAND/RIDERSHIP FORECASTING	208	\$ 71,859
	KHA Labor		
	Subs		
	Expenses		\$ 30,000
Task 8:	FTA CAPITAL GRANT AND FINANCIAL PLAN SUPPORT	0	\$ -
	KHA Labor		
	Subs		
	Expenses		
Task 9:	NEPA DOCUMENTATION	0	\$ -
	KHA Labor		
	Subs		
	Expenses		
	Contingency		\$ 141,322
	Other KHA Expenses (travel, printing, etc.)		\$ 23,000
TOTAL		3,893	\$ 1,174,105

- Notes:**
1. The budgets in each task shown here are for informational purposes only, KHA reserves the right to move budget from task to task or from subconsultant to subconsultant or sub to KHA as needed.
 2. The hourly billing rates shown herein are effective through July 14, 2022
 3. The effort shown here is a good faith attempt to estimate the effort by year. Given the nature of this project, the scope, subconsultants, timeframe and dynamics involved it may not be possible to complete each years scope as documented. Scope and associated effort may move from year to year as the project evolves.

		Kimley-Horn and Associates, Inc. YEAR 2											SUB	SUB	SUB						
		Project Manager	Sr QC Manager / Sr Professional II	Sr Professional II	Sr Professional I	Sr Professional I	Sr Professional I	Professional	Professional	Analyst	Project Administration	Support Staff	Cambridge Systematics	DB Engineering & Consulting	Cox McClain						
		Total KHA Hours	KHA Labor Cost	KHA Expenses	Total Sub Cost	Total Cost															
7/9/2021																					
Task 1:	PROJECT MANAGEMENT	190	0	78	0	64	98	0	100	0	20	32	0	0	0	582	\$ 134,535	\$ -	\$ -	\$ 134,535	
1.1	Project Initiation	4					4		4							12	\$ 2,429		\$ -	\$ 2,429	
1.2	Monthly Reporting	20					16		16		20	32				104	\$ 17,535		\$ -	\$ 17,535	
1.3	Meetings	166	0	78	0	64	78	0	80	0	0	0				466	\$ 114,570		\$ -	\$ 114,570	
																\$ -		\$ -	\$ -		
Task 2:	PUBLIC ENGAGEMENT	186	0	0	0	330	134	0	468	0	0	0	0	0	0	1118	\$ 226,537	\$ -	\$ -	\$ 226,537	
2.1	Public Involvement Plan															0	\$ -		\$ -	\$ -	
2.2	Project Website	14				42	18		94							168	\$ 31,326		\$ -	\$ 31,326	
2.3	Engagement Activities and Meetings	172	0	0	0	288	116	0	374	0	0	0				950	\$ 195,211		\$ -	\$ 195,211	
																\$ -		\$ -	\$ -		
Task 3:	ASSESSMENT OF PRIOR STUDIES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	
															0	0	\$ -	\$ -	\$ -	\$ -	
																\$ -		\$ -	\$ -		
Task 4	ALTERNATIVES ANALYSIS PROCESS	99	8	42	7	81	230	69	753	129	0	0	0	0	0	1418	\$ 247,551	\$ -	\$ -	\$ 247,551	
4.1	Regional Fixed-Guideway System Plan															0	\$ -	\$ -	\$ -	\$ -	
4.2	Alternatives Analysis	49	4	18	7	25	101	26	277	52						559	\$ 100,098	\$ -	\$ -	\$ 100,098	
4.3	Concept Engineering & Opinions of Probable Cost Estimates	26	0	13	0	39	77	26	244	77						502	\$ 85,401	\$ -	\$ -	\$ 85,401	
4.4	Operations & Maintenance Cost Modeling	4	4	0	0	5	13	0	39	0						65	\$ 12,166	\$ -	\$ -	\$ 12,166	
4.5	Locally Preferred Alternative (LPA) Consideration	7	0	7	0	7	13	4	39	0						77	\$ 15,032	\$ -	\$ -	\$ 15,032	
4.6	Documentation	13	0	4	0	5	26	13	154	0						215	\$ 34,855	\$ -	\$ -	\$ 34,855	
																\$ -		\$ -	\$ -		
Task 5	STATION AREA AND LAND USE ANALYSIS	21	4	2	0	24	42	8	116	40	0	0	0	0	0	257	\$ 45,153	\$ -	\$ -	\$ 45,153	
		21	4	2	0	24	42	8	116	40						257	\$ 45,153		\$ -	\$ 45,153	
																\$ -		\$ -	\$ -		
Task 6	RAIL OPERATIONS PLANNING	80	0	10	30	80	0	0	110	0	0	0	0	209,711	0	310	\$ 69,196	\$ 5,243	\$ 209,711	\$ 284,149	
		80		10	30	80	0		110					209,711		310	\$ 69,196	\$ 5,243	\$ 209,711	\$ 284,149	
																\$ -		\$ -	\$ -		
Task 7	TRAVEL DEMAND/RIDERSHIP FORECASTING	8	4	12	0	48	24	16	96	0	0	0	0	0	0	208	\$ 41,859	\$ 30,000	\$ -	\$ 71,859	
		8	4	12	0	48	24	16	96	0						208	\$ 41,859	\$ 30,000	\$ -	\$ 71,859	
																\$ -		\$ -	\$ -		
Task 8	FTA CAPITAL GRANT AND FINANCIAL PLAN SUPPORT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	
																0	\$ -		\$ -	\$ -	
Task 9	NEPA DOCUMENTATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	
	CONTINGENCY																	\$ 141,322.00		\$ 141,322	
																	\$ -		\$ -	\$ -	
	Expenses																	\$ 23,000.0	\$ -	\$ 23,000	
	Printing/Reproduction																	\$ 1,000.0	\$ -	\$ 1,000	
	Travel																	\$ 22,000.0	\$ -	\$ 22,000	
																			\$ -	\$ -	
TOTAL HOURS		584	16	144	37	627	528	93	1643	169	20	32				3893			\$ -	\$ -	
TOTAL COST																	\$ 764,830	\$ 199,565	\$ 209,711	\$ 1,174,105	

Notes:

1. The budgets in each task shown here are for informational purposes only, KHA reserves the right to move budget from task to task or from subconsultant to subconsultant or sub to KHA as needed.

2. The hourly billing rates shown herein are effective through July 14, 2022

3. The effort shown here is a good faith attempt to estimate the effort by year. Given the nature of this project, the scope, subconsultants, timeframe and dynamics involved it may not be possible to complete each years scope as documented. Scope and associated effort may move from year to y

REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairperson - Oklahoma City

Marion Hutchinson, Vice Chairperson - Norman

Mary Mélon, Secretary - Oklahoma City

James Boggs, Treasurer - Edmond

Donald Vick - Del City

Aaron Budd - Midwest City

Steve Eddy - Moore

Management

Jason Ferbrache, Interim Executive Director

Schedules of Revenues and Expenditures - Budget to Actual
For the Twelve Months Ended June 30, 2021

Prepared by The Oklahoma City Finance Department, Accounting Services Division
Alex E. Fedak, CPA, Acting Controller

**REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA
SCHEDULES OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL**

TABLE OF CONTENTS
For the Twelve Months Ended June 30, 2021

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Schedule of Revenues and Expenditures - Budget to Actual	
Summary	1
Operations	2
Grant Activity	3
Statement of Local Funding	4



The City of
OKLAHOMA CITY
DEPARTMENT OF FINANCE

TO: The Board of Directors
Regional Transportation Authority of Central Oklahoma

FROM: Accounting Services Division

DATE: July 12, 2021

SUBJECT: Regional Transportation Authority of Central Oklahoma (Authority) Budget to Actual Schedule and Statement of Local Funding for the Twelve Months Ended June 30, 2021

The financial reports presented on the following pages include schedules of revenues and expenditures - budget to actual and a statement of local funding for the Authority.

On the budget to actual schedules, the difference between the actual revenues and expenditures to the budget is the variance. Positive variances indicate favorable conditions, whereas negative variances indicate unfavorable conditions.

The budget to actual schedules are prepared on a cash basis of accounting.

The financial reports are preliminary and may change. However, any changes are expected to be immaterial. Significant changes would result in the reissuance of the reports.

The financial reports are for internal use only and are unaudited. The schedules are prepared by the City of Oklahoma City Finance Department, Accounting Services Division. The undersigned are prepared to answer any questions you may have pertaining to the reports.

Respectfully submitted:

Susan R. Korpi
Sue Korpi
City of Oklahoma City
Municipal Accountant II

Amy M. Lucas
Amy M. Lucas, MBA, CPA
City of Oklahoma City
Accounting Manager

Alex E. Fedak
Alex E. Fedak, CPA
City of Oklahoma City
Acting Controller

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL

For the Twelve Months Ended June 30, 2021

SUMMARY

(unaudited)(preliminary)

**REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (2)	Variance	Actual as a Percent of Year to Date Budget
<u>SOURCES</u>					
Operations (1)-----	622,339	622,339	328,638	(293,701)	52.8%
Grant activity-----	635,221	635,221	198,607	(436,614)	31.3
Total revenues-----	1,257,560	1,257,560	527,245	(730,315)	41.9
<u>EXPENDITURES</u>					
Operations-----	622,339	622,339	328,638	293,701	52.8
Grant activity-----	635,221	635,221	269,570	365,651	42.4
Total expenditures-----	1,257,560	1,257,560	598,208	659,352	47.6
Operating (loss) income	\$ -	\$ -	(70,963)	(\$70,963)	N/A

(1) Operation's source of funds is from the prior year cash balance.

(2) May claims were not paid as of June 30, 2021 so they are not included in this report.

OPERATIONS

Cash balance, beginning-----	1,131,979
Cash balance, ending-----	\$803,341

GRANT ACTIVITY

Cash balance, beginning-----	-
Cash balance, ending-----	(\$70,963)

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL

For the Twelve Months Ended June 30, 2021

OPERATIONS

(unaudited)(preliminary)

**REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (2)	Variance	Actual as a Percent of Year to Date Budget
<u>SOURCES</u>					
Prior year cash balance-----	\$622,339	\$622,339	\$328,638	(\$293,701)	52.8%
Total revenue-----	622,339	622,339	328,638	(293,701)	52.8
<u>EXPENDITURES</u>					
Professional services - COTPA administration-----	27,460	27,460	21,904	5,556	79.8
Professional services - Holmes & Associates-----	501,000	501,000	236,693	264,307	47.2
Legal fees-----	9,000	9,000	-	9,000	0.0
Independent audit fees-----	15,000	15,000	12,600	2,400	84.0
Polling Services-----	26,000	26,000	-	26,000	0.0
Training-----	7,850	7,850	-	7,850	0.0
Travel-----	20,000	20,000	-	20,000	0.0
Insurance-----	4,000	4,000	2,839	1,161	71.0
Branding-----	10,000	10,000	-	10,000	0.0
Other services and charges-----	509	509	688	(179)	135.2
Supplies-----	1,520	1,520	-	1,520	0.0
Transfer to grant activity for grant match (1)-----	-	-	53,914	(53,914)	N/A
Total expenditures-----	622,339	622,339	328,638	293,701	52.8
Operating (loss) income	\$ -	\$ -	\$ -	\$ -	N/A

(1) This is the 20% grant match on the Kimley-Horn invoices approved through the April, 2021 claims reports.

(2) May claims were not paid as of June 30, 2021 so they are not included in this report.

CASH BALANCE

Cash balance, beginning-----	1,131,979
Cash balance, ending-----	\$803,341

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL

For the Twelve Months Ended June 30, 2021

GRANT ACTIVITY

(unaudited)(preliminary)

REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (2)	Variance	Actual as a Percent of Year to Date Budget
SOURCES					
Federal grants (1)-----	\$635,221	\$635,221	\$144,693	(\$490,528)	22.8
Transfer from Operations for local grant match-----	-	-	53,914	53,914	N/A
Total revenue-----	635,221	635,221	198,607	(436,614)	31.3
EXPENDITURES					
Professional services - COTPA administration-----	109,841	109,841	-	109,841	0.0
Professional services - Kimley-Horn-----	525,000	525,000	269,570	255,430	51.3
Other services and charges-----	380	380	-	380	0.0
Total expenditures-----	635,221	635,221	269,570	365,651	42.4
Operating (loss) income	\$ -	\$ -	(\$70,963)	(\$70,963)	N/A

(1) The adopted budget was for 100% Federal grant reimbursement with no local match.

(2) May claims were not paid as of June 30, 2021 so they are not included in this report.

CASH BALANCE

Cash balance, beginning-----	-
Cash balance, ending-----	(\$70,963)

STATEMENT OF LOCAL FUNDING
For the Twelve Months Ended June 30, 2021
(unaudited)(preliminary)

REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

2021					
LOCAL SPLIT	Population	% Population	Local Share Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$30,605	\$18,975
Edmond	81,405	9.0138%	189,200	116,788	\$72,412
Midwest City	54,371	6.0204%	126,368	78,004	\$48,364
Moore	55,081	6.0990%	128,018	79,022	\$48,996
Norman	110,925	12.2825%	257,810	159,139	\$98,671
Oklahoma City	579,999	64.2222%	1,348,024	832,101	\$515,923
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,295,659	\$803,341

After May and June, 2021 Claims Paid in July:

LOCAL SPLIT	Population	% Population	Local Share Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$32,050	\$17,530
Edmond	81,405	9.0138%	189,200	122,304	66,896
Midwest City	54,371	6.0204%	126,368	81,688	44,680
Moore	55,081	6.0990%	128,018	82,754	45,264
Norman	110,925	12.2825%	257,810	166,655	91,155
Oklahoma City	579,999	64.2222%	1,348,024	871,397	476,627
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,356,848	\$742,152

Regional Transportation Authority of Central Oklahoma

FY2021 Year End Forecast

Presented July 21, 2021

Prepared by RTA Support Team (unaudited)

OPERATIONS

	YTD Acutals	Est. Remaining	Total YE	FY21		
Sources	Jul - Jun	Jun	Forecast	Budget	Variance	Variance %
Prior Year Cash Balance	\$392,758	\$0	\$392,758	\$622,339	\$229,581	
Total Operations Revenues	\$392,758	\$0	\$392,758	\$622,339	\$229,581	37%
Expenditures	YTD Acutals	Est. Remaining	Total YE	FY21		
	Jul - Jun	Jun	Forecast	Budget	Variance	Variance %
Contracts and Services						
Professional Services - COTPA Administration	\$25,153	\$0	\$25,153	\$27,460	\$2,307	
Professional Services - Holmes & Associates	\$267,478	\$0	\$267,478	\$501,000	\$233,522	
Transfer to Grant Activity for Local Grant Match ⁽¹⁾	\$83,888	\$0	\$83,888	\$0	-\$83,888	
Professional Services-Legal	\$0	\$0	\$0	\$9,000	\$9,000	
Independent Financial Audit	\$12,600	\$0	\$12,600	\$15,000	\$2,400	
Website Hosting Fee	\$125	\$0	\$125	\$413	\$288	
Branding	\$0	\$0	\$0	\$10,000	\$10,000	
Conference/Training	\$0	\$0	\$0	\$7,850	\$7,850	
Directors & Officer Liability Insurance	\$2,839	\$0	\$2,839	\$4,000	\$1,161	
Advertising/Public Notice	\$479	\$0	\$479	\$40	-\$439	
Printing & Binding	\$0	\$0	\$0	\$20	\$20	
Postage	\$26	\$0	\$26	\$15	-\$11	
Mileage	\$0	\$0	\$0	\$20	\$20	
Parking	\$23	\$0	\$23	\$0	-\$23	
Travel	\$0	\$0	\$0	\$20,000	\$20,000	
Polling Services	\$0	\$0	\$0	\$26,000	\$26,000	
Other Services & Fees	\$44	\$0	\$44	\$0	-\$44	
Total Contracts and Services	\$392,655	\$0	\$392,655	\$620,818	\$228,163	37%
Equipment and Supplies						
Office Supplies	\$0	\$0	\$0	\$320	\$320	
Food	\$0	\$0	\$0	\$1,000	\$1,000	
Other Supplies	\$103	\$0	\$103	\$200	\$97	
Total Equipment and Supplies	\$103	\$0	\$103	\$1,520	\$1,417	93%
Total Operations Expenditures	\$392,758	\$0	\$392,758	\$622,338	\$229,580	37%

⁽¹⁾ This is the 20% match for the Kimley Horn expense.

GRANT ACTIVITY

	YTD Acutals	Est. Remaining	Total YE	FY21		
Sources	Jul - Jun	Jun	Forecast	Budget	Variance	Variance %
Federal Grant ⁽²⁾	\$199,715	\$0	\$199,715	\$635,221	\$435,506	
Transfer from Operations for Local Grant Match ⁽³⁾	\$83,888	\$0	\$83,888	\$0	-\$83,888	
Total Grant Revenues	\$283,603	\$0	\$283,603	\$635,221	\$351,618	55%
Expenditures	YTD Acutals	Est. Remaining	Total YE	FY21		
	Jul - Jun	Jun	Forecast	Budget	Variance	Variance %
Contracts and Services						
Professional Services - Kimley Horn	\$300,355	\$0	\$300,355	\$525,000	\$224,645	
Professional Services - COTPA Administration	\$0	\$0	\$0	\$109,841	\$109,841	
Other Services & Charges	\$0	\$0	\$0	\$380	\$380	
Total Grant Expenditures	\$300,355	\$0	\$300,355	\$635,221	\$334,866	53%

⁽²⁾ This revenue is reimbursement from COTPA for 80% of Kimley Horn expense. The forecast reflects a 30 day lag time.

⁽³⁾ This revenue is the 20% local match for the Kimley Horn expenses.

FY21 Beginning Cash Balance ⁽⁴⁾ \$1,131,979

FY21 Ending Cash Balance (Forecast) \$739,221

⁽⁴⁾ Cash balance as of the June 2020 Financial Statement.

Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 6/01/2021 to 6/30/2021

Date	Vendor	Description	Invoice No.	Cost	Total
7/3/2021	Holmes & Associates LLC	Consultant Fees - Labor	721	<u>\$ 30,784.61</u>	\$ 30,784.61
5/31/2021	Kimley-Horn	Tasks 1 - Project Management	18939691	\$ 7,987.95	
	Kimley-Horn	Task 2 - Public Engagement	18939691	\$ 8,386.44	
	Kimley-Horn	Task 3 - Prior Studies Assess	18939691	\$ -	
	Kimley-Horn	Task 4 - AA Process	18939691	\$ 13,458.28	
	Kimley-Horn	Task 7 - Travel	18939691	\$ -	
	Kimley-Horn	Demand/Ridership Forecasting	18939691	\$ -	
	Kimley-Horn	Expenses	18939691	<u>\$ 141.03</u>	\$ 29,973.70
7/1/2021	COTPA	Admin Services Fee	2021-107	<u>\$ 2,288.00</u>	\$ 2,288.00
6/30/2021	IndaGo Digital, Inc.	Website Hosting	1226	<u>\$ 125.00</u>	\$ 125.00
Total Claims					\$ 63,171.31

RATIFIED and APPROVED by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this 21st day of July, 2021.

TREASURER:



James P. Boggs

**REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**



Brad Henry, Chairperson

ATTEST:



Mary Melon, Secretary



HOLMES & ASSOCIATES LLC

Holmes & Associates LLC
P.O. Box 581572
Salt Lake City, UT 84152
Phone: 703.999.4440
E-Mail: kathryn@holmesassociatesllc.com

Invoice #0721

July 3, 2021

EIN: 82-1144150
Supplier ID: 231866
P.O # 2021-003

Client

RTA
2000 S. May
Oklahoma City, OK 73108
ATTN: James P. Boggs
boggsedmondrt@cox.net
ATTN: Suzanne Wickenkamp
suzanne.wickenkamp@okc.gov

Date	Billor	Description	Hours/Qty	Rate	Amount
6/01/2021	KAH	RTA - TIME: Time billed by K Holmes for the period 6/01/2021 to 6/30/2021	66.00	395.00	\$26,070.00
06/01/2021	KAH	RTA - TIME: Travel time billed by K Holmes for the period 6/01/2021 to 6/30/2021	14.50	197.50	\$2,863.75
6/30/2021	KAH	RTA - COSTS: Total costs incurred by KAH			\$1,850.86
We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.				Invoice Balance Due	\$30,784.61

Please remit payment electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94163
 Account Number: 2073089159554
 ABA#: 121000248

If paying by check, please remit to:

KIMLEY-HORN AND ASSOCIATES, INC.
 P.O. BOX 847385
 LOS ANGELES, CA 90084-7385

RTA OF CENTRAL OK
 ATTN: JASON FERBRACHE
 2000 S. MAY AVENUE
 OKLAHOMA CITY, OK 73108

Invoice No: 18939691
 Invoice Date: May 31, 2021
 Invoice Amount: \$29,973.70

 Project No: 197385001.3
 Project Name: OKC RTA AA NEPA STUDY
 Project Manager: SCANLON, LIZ

 Client Reference: TASK ORDER 001

Federal Tax Id: 56-0885615
 For Services Rendered through May 31, 2021

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	100,128.00	89.52%	89,632.09	81,644.14	7,987.95
TASK 2: PUBLIC ENGAGEMENT	148,326.20	98.92%	146,718.49	138,332.05	8,386.44
TASK 3: ASSESSMENT OF PRIOR STUDIES	23,748.80	100.00%	23,748.80	23,748.80	0.00
TASK 4: ALTERNATIVES ANALYSIS PROCESS	246,466.00	31.71%	78,157.82	64,699.54	13,458.28
TASK 5: STATION AREA AND LAND USE ANALYSIS	2,865.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	24,700.00	0.00%	0.00	0.00	0.00
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	130,170.00	0.27%	351.52	351.52	0.00
EXPENSES	23,000.00	10.60%	2,437.95	2,296.92	141.03
Subtotal	699,404.00	48.76%	341,046.67	311,072.97	29,973.70
Total COST PLUS MAX					29,973.70

Total Invoice: \$29,973.70



CENTRAL OKLAHOMA
TRANSPORTATION & PARKING
AUTHORITY

REMIT PAYMENT TO:
EMBARK - Accts Receivable
2000 S. May | Oklahoma City, OK 73108
embarkok@okc.gov

Bill To: **Regional Transportation
Authority of Central Oklahoma** Phone:

Invoice #: 2021-107

Address: 2000 S May Avenue
Oklahoma City, OK 73108 Email:

Invoice Date: 7/1/2021

Invoice For: *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee -June 2021 (Local Match)	1	\$2,288.00		\$2,288.00
NOTES: RTA PO # 2021-001				Invoice Subtotal	\$2,288.00
				Tax Rate	
				Sales Tax	\$0.00
				Other	
				Deposit Received	
Make all checks payable to EMBARK				TOTAL	\$2,288.00



IndaGo Digital, Inc. 4877 E. 475 Rd.
918.630.5255 Claremore, Oklahoma
74019
United States

Billed To
M Scroggins
Regional Transportation Authority of
Central Oklahoma

Date of Issue
06/30/2021

Due Date
07/30/2021

Invoice Number
1226

Amount Due (USD)
\$125.00

Description	Rate	Qty	Line Total
IT Services: Website Hosting Q3 2021 - rtaok.org	\$125.00	1	\$125.00

Subtotal 125.00

Tax 0.00

Total 125.00

Amount Paid 0.00

Amount Due (USD) \$125.00