

NOTICE OF COMMISSION ANNUAL MEETING AND AGENDA
DES MOINES AREA REGIONAL TRANSIT AUTHORITY
DART MULTIMODAL ROOM, 620 CHERRY STREET/[ZOOM](#)
DIAL IN - +1-312-626-6799/ACCESS CODE – 818 0790 6910/PASSCODE - 763054
MAY 6, 2025 – 12:00 PM



	<u>PAGE #</u>
1. CALL TO ORDER	
2. ROLL CALL AND ESTABLISHMENT OF QUORUM	
3. NOTICE OF MEETING	
4. APPROVAL OF MAY 6, 2025 AGENDA	
5. PUBLIC COMMENT (Limit 3 minutes)	
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12. COMMISSIONER ITEMS	
A. Special DART Commission Meeting (Reimagine) – Monday, May 19, 2025 – 12:00 P.M.	
B. Special DART Commission Meeting (Reimagine) – Monday, September 22, 2025 – 12:00 P.M.	
13. CLOSED SESSION	49
14. NEXT MEETING: Regular DART Meeting - Tuesday, June 3, 2025 – 12:00 P.M.	
15. ADJOURN	

Language, visual, hearing and transportation services are available at meetings upon request. For requests, please call DART at 515.283.8100 at least 48 hours in advance of the meeting.

7:	Transit Riders Advisory Committee (TRAC) Update
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Resource: *Leola Jasinski, TRAC Chair*

A hybrid meeting of the Transit Riders Advisory Committee was held on Wednesday, April 30, 2025, and a quorum was met. Included are key highlights from the meeting's discussion.

- **Reimagine DART and Budget Update:** DART Chief Executive Officer Amanda Wanke reminded TRAC members about the budget decisions that the DART Commission will be making in the next month as it relates to Reimagine DART and the FY26 budget. TRAC members engaged in questions around the work DART does at the Iowa State House as it relates to DART funding options. TRAC Liaison Catlin Curry then led TRAC members through a discussion exercise allowing each member to share their personal thoughts on the Reimagine DART Ridership and Coverage concepts and what DART should prioritize when designing a new network.

The next hybrid TRAC meeting is currently scheduled for Wednesday, May 28, 2025.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES
MEETING HOSTED IN-PERSON AND VIRTUALLY
620 CHERRY STREET, DES MOINES IA 50309
April 1, 2025**



(Meeting was held in a hybrid format)

Dean O'Connor, Todd Shafer, Angela McKenzie, Chris Coleman, Connie Boesen (zoom), Paula Dierenfeld, Angela Connolly, Bridget Montgomery, Russ Trimble (zoom), Tom Hadden, Joseph Jones (zoom) and Lauren Campbell

Commissioners Absent:

Michael McCoy, Andrew Borcharding and Ross Grooters

CALL TO ORDER

Vice Chair Bridget Montgomery called the meeting to order at 12:01 p.m. Roll call was taken, and a quorum was present.

Notice of the meeting was duly published.

APPROVAL OF AGENDA

Vice Chair Bridget Montgomery requested a motion to approve the agenda as presented.

It was moved by Dean O'Connor and seconded by Todd Shafer to approve the April 1, 2025, agenda. The motion carried unanimously.

PUBLIC COMMENT:

Vice Chair Bridget Montgomery asked Amanda Wanke, DART CEO, to introduce Carrie Butler from the FTA. Carrie serves as the FTA's Region VII Administrator. Carrie thanked the Commission and staff for their work and shared a few introductory words.

Garland Armstrong from Des Moines thanked Mayor Boesen for providing him with a ride to his home when she saw him standing at the bus stop in the cold weather.

Thomas Armstrong from Des Moines inquired if the same bus stop will remain at the Hy-Vee on the south side of Des Moines. Staff will follow up appropriately.

Alec Davis from Momentum Des Moines shared the spring DART crawl on Saturday, April 4 and invited the commissioners to attend.

CONSENT ITEMS

6A. Commission Meeting Minutes – March 4, 2025

6B. State Consolidated Grant Funding Application FY 2026

6C. FY 2026 State PTIG Grant Application

6D. June 2025 Service Change Approval

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – APRIL 1, 2025**



6E. Title VI Program Approval

6F. Computerized Wheel Alignment System Approval

6G. Adsposure Contract Approval

6H. February Consolidated Financials

It was moved by Dean O'Connor and seconded by Todd Shafer to approve the consent items. The motion carried unanimously.

ACTION ITEMS

7. PUBLIC HEARING ON FY2026 BUDGET AND TAX LEVY RATES

Amber Dakan, Finance Director, provided a brief background on the FY2026 Budget.

Vice Chair Bridget Montgomery opened a Public Hearing at 12:14 p.m. to discuss the DART FY2026 budget and tax levy rates and asked for comments from the floor.

Heather Armstrong, Garland Armstrong and Thomas Washington all spoke during the public hearing concerning DART route observations. No comments were related to the FY 2026 DART budget.

Heather Washendorf commented through the online chat concerns regarding ongoing legislative changes potentially impacting the FY 2026 DART budget.

Vice Chair Bridget Montgomery closed the Public Hearing of the FY 2026 Budget and Tax Levy Rates at 12.22 p.m. No action was taken.

7A – Approve FY2026 Budget and Tax Levy Rates

It was moved by Angela Connolly and seconded by Todd Shafer to approve the FY 2026 Budget and Tax Levy Rates as presented. The motion carried unanimously.

DISCUSSION ITEMS:

8A – Reimagine DART Budget Scenarios and Legislative Update

Erin Hockman, Chief Strategy Officer, provided an update on Reimagine DART as well as a legislative update.

9A - PRESENTATION – REIMAGINE DART CONCEPTS

Ricky Angueira from Jarrett Walker & Associates presented on the Reimagine DART concepts and choices.

DEPARTMENTAL MONTHLY REPORTS (BY EXCEPTION)

Vice Chair Bridget Montgomery asked the Commission to refer to their packets to review the monthly department reports except for the CEO report.

**DES MOINES AREA REGIONAL TRANSIT AUTHORITY
COMMISSION MEETING MINUTES – APRIL 1, 2025**



12A – Operations and Planning

12B – External Affairs

12C – Human Resources

12D – Chief Executive Officer

Amanda Wanke, Chief Executive Officer, shared that the DART bus Rodeo will be held on Saturday, May 17, at the Fairgrounds. Additionally, we will be sending out a save the date for the commission, Reimagine DART cabinet and stakeholders to have the opportunity to drive a bus on Friday, May 16 from 3-5 p.m. More information to come. Finally, a shout out to our staff and operators; over the last month, we have had two separate occasions in which DART has been informed of missing youths in the metro and on both occasions DART staff were able to locate and reunite them with their families. Also, staff have been working hard on completing all the requirements needed for our triennial FTA review which is set for this year. We will have an onsite review later this year, which we will keep you updated on.

12E – Performance Report – February 2025

FUTURE AGENDA ITEMS

None

COMMISSIONER ITEMS

Vice Chair Bridget Montgomery shared that the Executive Committee is working on the timeline and survey questions for the CEO Annual Review and will be bringing the timeline up earlier this year. There will be a survey to come out in May, and we will likely have our Commission exempt session on this at the July 8 meeting.

NEXT MEETING

Regular DART Meeting - Tuesday, May 6, 2025 – 12:00 p.m.

ADJOURN

Vice Chair Bridget Montgomery adjourned the meeting at 1:41 p.m.

Chair

Clerk

Date

CONSENT ITEM



7B: Transportation Improvement Program (TIP) Approval FY 2026

Action: Approve 2026 Transportation Improvement Program

Staff Resource: Mike Tiedens, Grants Program Administrator

Background:

The Transportation Improvement Program (TIP) is a compilation of surface transportation projects that are eligible for federal aid within the planning area of the Des Moines Area Metropolitan Planning Organization (MPO). The TIP covers a period of no less than four years and is updated annually for compatibility with the Statewide Transportation Improvement Program (STIP).

- The TIP is a federal requirement which must be developed in coordination with the state and public transit providers and has to be fiscally constrained.
- DART capital and operating projects selected during the planning/budgeting process must be listed in the TIP with funding amount and source to be programmed in annual federal and state grants, both formula and discretionary.
- All potential agency projects occurring in fiscal year 2026 need to be identified in the TIP, but don't necessarily have to occur.
- Once the TIP is approved by its governing agency (the DART Commission), it will subsequently be submitted for approval to the MPO. It is then shared with the state to be included in the Statewide Transportation Improvement Program (STIP)
- The 2026 TIP must be approved and submitted by June 1, 2026.

Projects:

DART is requesting the following projects be included in the FY2026 TIP. All dollar amounts identified are grant funds, local match and in some cases, third-party grant funds.

- Microtransit Operating – \$320,000
 - DART on Demand Service
- Operations and Maintenance Facility Engineering and Design (Phase 2) – \$5,000,000
- Security and Safety Upgrades/Improvements – \$165,500
- Shop and Garage Equipment – \$1,650,000
 - Floor Scrubbers, Portable Lifts, Equipment for new facility
- Computer hardware – \$300,000
- Associated Transit Improvements – \$125,000
 - Shelters, Signage and other Bus Stop Enhancements
- Support Vehicles – \$287,000

CONSENT ITEM

7B: Transportation Improvement Program (TIP) Approval FY 2026

- Administrative Vehicle Replacement
 - Existing Bus Lease – \$812,500
 - Computer Software – \$1,000,000
 - Facility Upkeep/Rehab – \$462,500
 - A&E/Design – \$125,000
 - Medium and Light Duty Buses – \$2,210,000
 - Heavy Duty Buses (Diesel) – \$6,592,000
 - New Operations and Maintenance Facility (Phase 2) – \$75,000,000
 - Preventive Maintenance – \$3,250,000
 - ADA Paratransit Service – \$625,000
 - General Operations/Maintenance/Administration – \$6,825,000
 - Operations for Rural Services – \$7,100
 - BikeShare Equipment – \$62,500
 - Compensation Study – \$125,000
 - Job Shuttle Potential Project – \$156,250
 - Planning Project (Reimagine DART) – \$1,000,000
 - Subcontracted Paratransit Operations – \$375,000

Recommendation:

Approve the proposed 2026 Transportation Improvement Program (TIP) as submitted.

CONSENT ITEM



7C:	March FY 2025 Consolidated Financial Report
Action:	Approve the March FY 2025 Consolidated Financial Report

Staff Resource: *Kayley Alexander, Accounting Manager*

Year-to-Date Budget Highlights:

Revenue:

- Fixed Route operating revenue exceeds the budget by 9.8% through the first nine months of the fiscal year. Other contracted services and the Unlimited Access program are trending well ahead of budget.
- Fixed Route non-operating revenue is trending ahead of budget by 3.5%. Interest income is still the main driver of this revenue, along with grant revenues.
- Mobility Services operating revenue exceeds budget by 7.4% year-to-date. Polk County funding for contracted trips, mobile ticketing passes, and cash fares are all exceeding budget projections.
- Mobility Services non-operating revenue is exceeding budget by 3.5% year-to-date due to an increased allocation of our 5310 elderly/disabled grant funds to reimburse expenses from our overflow TNC and taxi services.
- Caravan revenues are under budget by 37.6% due to fewer vanpools in operation than anticipated. The operating budget was built based on an average of 37 vanpools, and there are currently 26 on the road.

Operating Expense:

- Fixed Route operating expenses are under budget by 4.0% so far in FY25. Insurance and Services are still the two categories seeing the most budget savings year-to-date.
- Mobility Services operating expenses are under budget by 4.4% year-to-date. The two areas with the largest budget savings year-to-date are Salaries, Wages & Fringes and Equipment Repairs.
- Caravan has budget savings of 38.0% so far in FY25. Fuel and Lubricants along with Equipment Repairs are seeing the most savings to date, due to fewer vanpools in operation than projected. Services are also trending well under budget.

Recommendation:

- Approve the March FY2025 Consolidated Financial Report.

**** TOTAL Un-Audited Performance of March FY2025 Year-to-Date as Compared to Budget:**

Fixed Route	\$ 2,272,974	Reserve for Accidents (See Balance Sheet):
Mobility Services	\$ 342,650	\$216,146
<u>Caravan</u>	<u>\$ 1,894</u>	
Total	\$ 2,617,518	

FY2025 Financials: March 2025

FIXED ROUTE	March 2025			Year-To-Date-(9) Months Ending 3/31/2025		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	312,524	375,766	(63,242)	3,713,617	3,381,896	331,721
Non-Operating Revenue	2,665,432	2,661,339	4,093	24,785,454	23,952,053	833,402
Subtotal	2,977,956	3,037,105	(59,149)	28,499,071	27,333,949	1,165,122
Operating Expenses	3,058,682	3,109,011	50,329	26,873,246	27,981,098	1,107,852
Gain/(Loss)	(80,726)	(71,905)	(8,821)	1,625,825	(647,149)	2,272,974

MOBILITY SERVICES	March 2025			Year-To-Date-(9) Months Ending 3/31/2025		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	59,772	55,583	4,189	537,261	500,250	37,011
Non-Operating Revenue	519,765	397,767	121,998	3,704,494	3,579,900	124,594
Subtotal	579,537	453,350	126,187	4,241,755	4,080,150	161,605
Operating Expenses	458,077	453,350	(4,727)	3,899,105	4,080,150	181,045
Gain/(Loss)	121,460	-	121,460	342,650	-	342,650

CARAVAN	March 2025			Year-To-Date-(9) Months Ending 3/31/2025		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	18,577	39,939	(21,362)	189,703	359,453	(169,750)
Non-Operating Revenue	11,358	15,292	(3,934)	120,625	137,625	(17,000)
Subtotal	29,935	55,231	(25,296)	310,328	497,078	(186,750)
Operating Expenses	29,495	55,231	25,736	308,434	497,078	188,644
Gain/(Loss)	440	-	440	1,894	-	1,894

SUMMARY	March 2025			Year-To-Date-(9) Months Ending 3/31/2025		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance
Operating Revenue	390,873	471,289	(80,416)	4,440,581	4,241,599	198,982
Non-Operating Revenue	3,196,555	3,074,398	122,158	28,610,573	27,669,578	940,996
Subtotal	3,587,428	3,545,686	41,742	33,051,154	31,911,176	1,139,978
Operating Expenses	3,546,254	3,617,592	71,338	31,080,785	32,558,325	1,477,540
Gain/(Loss)	41,174	(71,905)	113,079	1,970,369	(647,149)	2,617,518

ACTION ITEM



8A:	Annual Health Insurance Renewal
Action:	Approve a one-year renewal of DART's health insurance coverage through Wellmark BCBS for FY 2026

Staff Resource: *Kelley Burgess, Chief People Officer and Michael Gulick, Interim Finance Lead / Senior Manager, Procurement & Compliance*

Background:

- DART has had a fully insured Medical Plan through Wellmark BCBS since July 1, 2017.
- Wellmark has proposed a 16.1% increase for FY26. DART's total expenditure for all medical plans is projected not to exceed \$2,432,517; this includes a 10% contingency should employees add or change coverages through the year.

Recommendation:

- Approval of a one-year renewal of DART's Health Insurance Coverage through Wellmark BCBS.

ACTION ITEM



8B:	Light Duty Bus Procurement
Action:	Approve purchase of four (4) New England Wheels FrontRunner Light Duty Buses from Hoglund Bus Co., Inc. at a cost Not to Exceed \$1,194,032.

Staff Resource: *Mike Gulick, Interim Finance Lead/Senior Manager, Procurement and Compliance*
Luis Montoya, Chief Operating and Planning Officer

Background:

- Over the course of the last few years, staff have been evaluating options for the replacement of buses based on capacity needs, ride comfort, mobility device usability, fuel costs, maintenance costs, and ground clearance.
- DART has purchased 17 New England Wheels Front Runners. Seven (7) in 2022 that arrived in 2023, five (5) in 2023 that arrived in 2024, and five (5) in 2024 that are due to arrive in the coming months.
- Staff continue to experience improved ride comfort, reduced fuel and maintenance costs, and ground clearance with an appropriate capacity for mobility services.
- DART staff recommend purchasing four (4) additional Frontrunners to replace four (4) medium-duty high-floor vehicles that are beyond their useful life. There is a possibility that the retirement of those older medium duty buses could be delayed if they are needed based on the outcomes of Reimagine DART, such as additional microtransit zones.
- The useful life of the light-duty FrontRunner bus is five (5) years per the Federal Transit Administration (FTA).
- Staff will continue to analyze the changing needs of the fleet and bus options on an annual basis while closely monitoring the performance of the Frontrunners.

Procurement:

- DART will utilize the State of Iowa Department of Transportation contract for the purchase of the buses.
 - Base bus price = \$182,100
 - Estimated price after adding in required DART specifications with contingency = \$298,508
- DART has reviewed the state's DOT purchasing documentation and determined that the solicitation meets DART's procurement policies and Hoglund Bus Co. is a responsive and responsible bidder.

Funding:

- Funding will come from DART's capital improvement budget and the corresponding local match.



ACTION ITEM

8B: Light-Duty Bus Procurement

Recommendation:

- Approve purchase of four (4) New England Wheels Front Runner Light Duty Buses from Hوجلund Bus Co., Inc. at a cost Not to Exceed \$1,194,032.

DISCUSSION ITEM



9A: Zero Emissions Plan Update

Staff Resource: Luis Montoya, Chief Operating and Planning Officer

Staff will provide an update on DART's Zero Emissions Planning efforts.

DISCUSSION ITEM



9B: Reimagine DART Budget Scenarios and Legislative Update

Staff Resource: Erin Hockman, Chief Strategy Officer

Staff will present Reimagine DART budget scenarios and provide a legislative update.

DISCUSSION ITEM



9C: Reimagine DART Preliminary Public Input Results

Staff Resource: Erin Hockman, Chief Strategy Officer

Ricky Angueira, Principal Associate with Jarrett Walker and Associates, will join via Zoom to present public input results on the two concepts: Ridership and Coverage.

DISCUSSION ITEM



9D: Member Community Reimagine DART Feedback

Staff Resource: Amanda Wanke, Chief Executive Officer

Each DART Commissioner will share their community's preference for ridership versus coverage (or in the middle) and which budget scenario it prefers between status quo (maintain existing hours of service) and a smaller network (20-25% less service).

MONTHLY REPORT



10A: Operations and Planning Team Report – May 2025
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Staff Resources: Luis Montoya, Chief Operating and Planning Officer

Transportation – Joy Crutcher, Fixed Route Manager; Skip Herbold, Mobility Services Manager

Tess Davidson: In April, Tess celebrated 20 years of service with DART. Tess has shown her dedication to ensuring reliable and customer-focused service to our riders as an Operation Supervisor. Tess demonstrates a can-do attitude in the field and enjoys supporting our operators.

Bill DeJong: One night at DART Central Station this past month, Road Supervisor Bill DeJong observed a man approach a waiting customer aggressively demanding money. Bill DeJong and DMPD stepped in on the customer’s behalf to resolve the situation. The aggressor elected to depart on the bus, but since that was the same bus the customer was waiting for, Bill took it upon himself to transport the customer home to ensure that no further conflict would arise. We thank Bill for his quick action to de-escalate the situation and ensure that everyone had a safe outcome.

Mutual Aid for WDMPD: DART dispatch received a call from West Des Moines police regarding transportation for a couple who were involved in an accident near Jordan Creek Mall and had a mobility device. DART dispatch was able to schedule a trip and had an operator in the area, quickly providing the couple with a ride home.

Facilities – Ben Cross, Facilities Manager



The Facilities team built a trailer in house to attach the ticket booth that is used at the Iowa State Capitol during the State Fair. Mounting the ticket booth on a trailer will greatly reduce our set up and tear down time at the Capitol. This is important as we only have the day before the fair to set up, and the Capitol would like everything removed the day after the fair ends. This approach will also be safer for our staff to reduce the potential for damage to the booth

Building the trailer ourselves also came at a much lower cost than purchasing one and was a good training experience for the team.

Planning – Tony Filippini, Planning Manager

August Service Change: In August DART will add supplemental trips to support Des Moines Public Schools for the 2025-2026 academic year. Services will be similar to what was provided in the pervious year with some modifications to reduce overcrowding and improve schedules in coordination with DMPS. Some local bus routes will have minor trip time adjustments, primarily in the morning to support students arriving at school on time. Staff will also be evaluating trips scheduled for the Hy-Vee Commissary in light of the news that the facility will close as of June 24, 2025.

MONTHLY REPORT

10A: Operations & Planning Team Report



Pleasant Hill Withdrawal Impact: In response to Commission questions, the following summary outlines the likely impacts of Pleasant Hill withdrawing from DART:

- In June 2026, DART will discontinue service to the City of Pleasant Hill as a result of the city discontinuing their membership in DART.
- No fixed-route services will be planned to operate within the City of Pleasant Hill.
- In FY24 there were 2,836 fixed route boardings in Pleasant Hill. Route 10 operates with limited peak hour only service along E University Avenue between DART Central Station and Pleasant Hill (three round trips in the morning, and three round trips in the evening).
- Currently, DART does not plan to offer paratransit service within Pleasant Hill. However, as part of Reimagine DART we will consider whether it's appropriate to contract with non-member communities for some services, such as paratransit.
- In FY 2024, 2,156 paratransit trips started or ended in Pleasant Hill. Half of the customers who travel to Pleasant Hill live in the City of Des Moines or City of West Des Moines, with the remaining half being residents of Pleasant Hill.
- Major paratransit destinations in Pleasant Hill include the Mercy One and Unity Point healthcare clinics, Parkridge nursing home, various apartment buildings, and Cintas Uniform Services (it appears someone uses paratransit to get to work most days)
- Additionally, DART will discontinue the Iowa State Fair Park and Ride at Southeast Polk High School after the 2025 fair. Staff are evaluating alternative locations.

MONTHLY REPORT



**10A1: Phase I Operations and Maintenance Facility Report
3500 Vandalia Road, Des Moines, Iowa 50309**

Staff Resources: *Mike Gulick, Interim Finance Lead/Senior Manager, Procurement and Compliance*
Luis Montaya, Chief Operating and Planning Officer

Construction Activities

- **Progress Update (next 30 Days):**
 - Steel detailing on the interior still in progress
 - Rock base / paving prep on the North drive lane in progress
 - Roof installation
 - Sand/oil separator install is ongoing
 - Roof drains install is in progress
 - Underground electrical (exterior) in underway
 - Finish deep underground utilities (Interior)
 - Concrete paving on the North
 - Finish deep underground utilities (Interior)
 - Subgrade prep for paving on the South
 - Interior electrical rough-ins at lift controllers
 - In-floor radiant heat install



Financial Management Update

- **Budget Status:** On-track; expended \$14,215,715 of approved \$34,789,700. See *Phase I Budget attachment in the packet for details.*
 - See the *March 2025 construction progress payments attachment for details.*

MONTHLY REPORT

10A1: Phase I Operations and Maintenance Facility Report

- **Change Orders:**

- October 2024: None.
- November 2024: None
- December 2024: Three (3) complete
- January 2025: None
- February 2025: None
- March 2025: None
- April 2025: Six (6) pending Commission ratification. See *Change Orders attachment for details.*
 - BP02_23-005 Absolute Group for \$3,284.75
 - BP04_23-005 PDM for (-\$51,210.00)
 - BP05_23-005 Core Construction for \$7,086.94
 - BP11_23-005 Kline Electric for (-\$2,235.00)
 - BP11_23-005 Kline Electric for (-\$2,416.00)
 - BP10_23-005 Elite Fire Sprinkler Systems (-\$3,686.00)

- **Funding Plan:** On-Track.

Issues & Risk Management

- Potential issue with in-ground lifts specification due to DART's low-floor bus requirement. Currently working through concern with Contractor and Design Team. If needed, we will leave the six lift locations open and work around until it is resolved. This is not expected to delay critical path schedule or occupancy date. May incur additional costs depending on the outcome.

Operations and Maintenance Facility Phase I Construction Budget (as of 5/01/2025)

Project Overview:

Project Name	Phase I Maintenance & Parts
Project Location	3500 Vandalia Road, Des Moines, IA 50319
Project Description	Building 76,848 sqft / Driveway & Parking 102,500 sqft
Occupancy Date	May 2026

		Original Budget	Adjusted Budget 1.17.2024	Expenditures to Date*
Land Acquisition Costs:		\$3,918,362.00	\$3,918,362.00	\$3,871,685.00
Land Acquisition Costs		\$3,910,000.00	\$3,910,000.00	\$3,861,078.00
Land Assessment Costs		\$7,500.00	\$7,500.00	\$9,900.00
Permitting Fees		\$862.00	\$862.00	\$707.00
Architect & Engineering / Constuction Manger Costs:		\$5,665,653.61	\$5,665,653.61	\$3,822,273.59
Owner's Representation:	Sidekick Development LLC	\$380,000.00	\$380,000.00	\$252,000.00
Project Management Fees		\$380,000.00	\$380,000.00	\$252,000.00
Reimbursable Expenses				
Architect:	Substance, LLC	\$2,618,837.61	\$2,618,837.61	\$2,525,851.39
Architectural & Engineering Design Fees		\$2,618,837.61	\$2,618,837.61	\$2,525,101.01
Reimbursable Expenses				\$750.38
Construction Manager (as Agent):	DCI Group Inc	\$2,666,816.00	\$2,666,816.00	\$1,044,422.20
Construction Management Fixed Fee		\$810,000.00	\$810,000.00	\$251,175.00
General Conditions Costs		\$1,856,816.00	\$1,856,816.00	\$793,247.20
Construction Costs:	Prime Contractor	\$22,048,536.24	\$22,697,252.51	\$6,405,077.60
Tree Clearing	Wright Outdoor Solutions	\$4,896.49	\$4,896.49	\$4,896.49
Special Testing	Terracon	\$0.00	\$29,259.00	\$15,738.00
BP01 - Site demolition, Earthwork, Utilities & Landscaping	Elder Corporation	\$2,073,700.00	\$2,091,900.00	\$1,582,425.00
BP02 - Concrete & paving	Absolute Group	\$2,669,844.75	\$2,669,844.75	\$315,580.00
BP03 - Masonry	Forrest & Associate Inc	\$516,210.00	\$516,210.00	\$4,573.00
BP04 - Steel and precast Total	PDM Precast Inc	\$3,563,092.00	\$3,563,092.00	\$3,060,431.00
BP05 - General carpentry & finishes	Core Construction Services LLC	\$892,000.00	\$906,282.27	\$11,643.00
BP06 - Roofing	T&K Roofing Company	\$940,000.00	\$940,000.00	\$10,000.00
BP07 - Overhead & coiling doors	Adams Door Company	\$318,713.00	\$318,713.00	
BP09 - Exterior fencing	Des Moines Steet Fence Co Inc	\$224,900.00	\$224,900.00	
BP10 - Fire suppression	Elite Fire	\$296,880.00	\$296,880.00	\$20,000.00
BP11 - Electrical	Kline Electric	\$3,411,300.00	\$3,411,300.00	\$413,041.11
BP12 - Mechanical and plumbing	Baker Mechancial Inc	\$5,600,000.00	\$5,600,000.00	\$966,750.00
BP13 - Equipment	Seneca Companies	\$1,537,000.00	\$2,123,975.00	
Allocated Contingency and Escalation:		\$1,718,838.63	\$1,550,000.00	\$0.00
Construction Contingency		\$1,218,838.63	\$1,200,000.00	
Design Contingency		\$500,000.00	\$350,000.00	
Project Soft Costs:		\$987,000.00	\$555,000.00	\$0.00
Furniture, Fixtures, and Equipment (FFE) OFOI		\$732,000.00	\$400,000.00	
Moving and Relocation Costs		\$20,000.00	\$20,000.00	
IT Infrastructure		\$200,000.00	\$100,000.00	
Training Costs/Commissoning		\$35,000.00	\$35,000.00	
Legal and Insurance:		\$60,000.00	\$50,000.00	\$45,558.90
Legal Fees		\$10,000.00	\$10,000.00	\$13,515.90
Insurance Premiums		\$50,000.00	\$40,000.00	\$32,043.00
Non-Allocated Contingency and Escalation:		\$400,341.52	\$362,464.00	\$71,120.25
Reserved fund for unexpected costs		\$400,341.52	\$362,464.00	\$71,120.25
Grand Total Construction Budget:				
Sum of all the above categories		\$34,798,732.00	\$34,798,732.12	\$14,215,715.34

Commission Approved Budget (September 5, 2023)

\$34,789,700.00

*includes retainage for Prime Contractors Construction Costs

\$319,222.17



Printed on Thu Apr 17, 2025 at 02:44 pm CDT

DCI Group, Inc.
 Job #: 23005 DART O&M Facility
 3500 Vandalia Road
 Des Moines, Iowa 50317

Contractor Monthly Invoice Summary

Report of Invoices for The Current Billing Period

Subcontractor Invoices

Group	Contract Number	Company Name	Original Contract Amount	Net Change By Change Orders	Revised Contract Amount	Billing Period End Date	Total Completed And Stored This Period	Total Completed And Stored To Date	Total Completed And Stored Percent
Project Name: DART O&M Facility									
	02-Testing	Terracon - Des Moines	\$29,259.00	\$0.00	\$29,259.00	03/31/2025	\$1,200.00	\$15,738.00	53.79%
	BP01_23-005	Elder Corporation	\$2,073,700.00	\$18,200.00	\$2,091,900.00	03/31/2025	\$171,198.00	\$1,582,425.00	75.65%
	BP04_23-005	PDM	\$3,563,092.00	\$0.00	\$3,563,092.00	03/31/2025	\$108,030.00	\$3,060,431.00	85.89%
	BP05_23-005	Core Structural Services LLC	\$892,000.00	\$14,282.27	\$906,282.27	03/31/2025	\$1,960.00	\$11,643.00	1.28%
	BP06_23-005	T&K Roofing Company	\$940,000.00	\$0.00	\$940,000.00	03/31/2025	\$10,000.00	\$10,000.00	1.06%
	BP11_23-005	Kline Electric	\$3,411,300.00	(\$2,416.00)	\$3,408,884.00	03/31/2025	\$296,131.47	\$413,041.11	12.12%
	BP12_23-005	Baker Group	\$5,600,000.00	\$0.00	\$5,600,000.00	03/31/2025	\$115,250.00	\$966,750.00	17.26%



DART Phase I Construction Change Order Cover Sheet

Date: 03/12/2025

Contract Number: Bid Package 02 **Change Order Number:** 02

Contractor: Absolute Group

Original Contract Value: \$2,669,844.75

Current Contract Value: \$2,672,436.05

Change Order Amount: \$3,284.75

New Contract Value: \$2,675,720.80

Description of Change:

Added cost for extra winter charges on a T&M basis for additional man hours, blankets, and fuel for the ground thaw unit (provided by DCI Group) due to extension of schedule from unforeseen conditions caused by a rain event on site that delayed the initial foundations progress.

Reason for Change:

- Unforeseen Site Conditions
- Design Modification
- Regulatory Requirement
- Other: [Specify]

Impact on Project Schedule:

- No Impact
- Schedule Adjustment: Added ~ 1 work week of additional winter conditions than initially anticipated from the original project schedule.

Supporting Documentation:

- Contractor Proposal (T&M Sheet)
- Independent Cost Estimate
- Schedule Adjustment Report
- Other: [Specify]

DCI Group Inc:

Name: Adam Byrne Date: March 12, 2025 | 1:40 PM CDT

Title: Project Manager *Adam Byrne*



DART Phase I Construction Change Order Cover Sheet

Substance, LLC:

Name: Matt Rodekamp Date: March 13, 2025 | 5:11 AM PDT

Title: Principal Matt Rodekamp

Sidekick Development:

Name: Angie Pfannkuch Date: March 13, 2025 | 5:36 AM PDT

Title: Owner's Rep Angie Pfannkuch

-----Completed by DART-----

Price Fair and Reasonableness Determination:

- Cost Analysis - contractor's proposal was reviewed in detail (e.g., labor hours, material costs, equipment usage, indirect costs, and profit)
- Price Analysis - overall proposed price is compared with similar work, independent cost estimate, published price lists, historical costs, or market rates

Impact on Project Budget:

- Within Approved Budget
- Requires Additional Commission Approval

Approval Authority:

- CEO/COPO (Change Order ≤ 5% of contract value or ≤ \$200,000)
- Commission Approval Required (Change Order > 5% or > \$200,000)

DART Project Manager:

Name: Mike Gulick Date: March 19, 2025 | 7:33 AM CDT

Title: Procurement & Contract Manager Mike Gulick

CEO/COPO Approved By:

Name: [Signature] Date: 4/11/25

Title: COPO

Commission Approval Date:

[Insert date of Commission ratification or approval]

~~April 1, 2025~~ Commission ratification

May 6, 2025



DART Phase I Construction Change Order Cover Sheet

Date: 03/11/2025

Contract Number: Bid Package 04 **Change Order Number:** 01

Contractor: PDM

Original Contract Value: \$3,563,092.00

Current Contract Value: \$3,563,092.00

Change Order Amount: (\$51,210.00)

New Contract Value: \$3,511,882.00

Description of Change:

Credit for various precast design changes/updates made throughout the submittal and sample review process with the design team and Owner. These changes were necessary to obtain the desired finish the Owner elected for, and resulted in savings, as well.

Reason for Change:

- Unforeseen Site Conditions
- Design Modification
- Regulatory Requirement
- Other: [Specify]

Impact on Project Schedule:

- No Impact
- Schedule Adjustment: [Specify adjustment]

Supporting Documentation:

- Contractor Proposal
- Independent Cost Estimate
- Schedule Adjustment Report
- Other: [Specify]

DCI Group Inc:

Name: Adam Byrne Date: March 11, 2025 | 2:46 PM CDT

Title: Project Manager *Adam Byrne*

Substance, LLC:

Name: Matt Rodekamp Date: March 13, 2025 | 5:14 AM PDT



DART Phase I Construction Change Order Cover Sheet

Title: Principal Matt Rodekamp

Sidekick Development:

Name: Angie Pfannkuch Date: March 13, 2025 | 3:04 AM PDT

Title: Owner's Rep Angie Pfannkuch

-----Completed by DART-----

Price Fair and Reasonableness Determination:

- Cost Analysis - contractor's proposal was reviewed in detail (e.g., labor hours, material costs, equipment usage, indirect costs, and profit)
- Price Analysis - overall proposed price is compared with similar work, independent cost estimate, published price lists, historical costs, or market rates

Impact on Project Budget:

- Within Approved Budget
- Requires Additional Commission Approval

Approval Authority:

- CEO/COPO (Change Order ≤ 5% of contract value or ≤ \$200,000)
- Commission Approval Required (Change Order > 5% or > \$200,000)

DART Project Manager:

Name: Mike Gulick Date: March 19, 2025 | 7:35 AM CDT

Title: Procurement & Contract Manager Mike Gulick

CEO/COPO Approved By:

Name: [Signature] Date: 4/11/25

Title: COPO

Commission Approval Date:

[Insert date of Commission ratification or approval]

~~April 1, 2025~~ Commission Ratification

May 6, 2025 mlc



DART Phase I Construction Change Order Cover Sheet

Date: 03/11/2025

Contract Number: Bid Package 05 **Change Order Number:** 02

Contractor: Core Construction

Original Contract Value: \$892,000.00

Current Contract Value: \$906,282.27

Change Order Amount: \$7,086.94

New Contract Value: \$913,369.21

Description of Change:

Updates/modifications to the door hardware for Openings 101D-1, 101E-1, EX-24, EX103A.1, and 101J-3. This change is necessary to ensure the doors receiving these updates have appropriate function to meet the Owner needs / design requirements.

Reason for Change:

- Unforeseen Site Conditions
- Design Modification
- Regulatory Requirement
- Other: [Specify]

Impact on Project Schedule:

- No Impact
- Schedule Adjustment: [Specify adjustment]

Supporting Documentation:

- Contractor Proposal
- Independent Cost Estimate
- Schedule Adjustment Report
- Other: [Specify]

DCI Group Inc:

Name: Adam Byrne Date: March 11, 2025 | 3:10 PM CDT

Title: Project Manager *Adam Byrne*

Substance, LLC:

Name: Matt Rodekamp Date: March 13, 2025 | 5:15 AM PDT



DART Phase I Construction Change Order Cover Sheet

Title: Principal Matt Rodekamp

Sidekick Development:

Name: Angie Pfannkuch Date: March 13, 2025 | 5:37 AM PDT

Title: Owner's Rep Angie Pfannkuch

-----Completed by DART-----

Price Fair and Reasonableness Determination:

- Cost Analysis - contractor's proposal was reviewed in detail (e.g., labor hours, material costs, equipment usage, indirect costs, and profit)
- Price Analysis - overall proposed price is compared with similar work, independent cost estimate, published price lists, historical costs, or market rates

Impact on Project Budget:

- Within Approved Budget
- Requires Additional Commission Approval

Approval Authority:

- CEO/COPO (Change Order ≤ 5% of contract value or ≤ \$200,000)
- Commission Approval Required (Change Order > 5% or > \$200,000)

DART Project Manager:

Name: Mike Gulick Date: March 19, 2025 | 7:36 AM CDT

Title: Procurement & Contract Manager Mike Gulick

CEO/COPO Approved By:

Name: [Signature] Date: 4/11/25

Title: COPO

Commission Approval Date:

[Insert date of Commission ratification or approval]

~~April 1, 2025~~ Commission Ratification

MAY 6, 2025 MLG



DART Phase I Construction Change Order Cover Sheet

Date: 03/11/2025

Contract Number: Bid Package 11 **Change Order Number:** 02

Contractor: Kline Electric

Original Contract Value: \$3,411,300.00

Current Contract Value: \$3,408,884.00 (Pending CO – In Progress)

Change Order Amount: (\$2,235.00)

New Contract Value: \$3,406,649.00

Description of Change:

Deductive change for the removal of the card reader and wiring initially shown at Opening 101]-3. It was determined that this card reader is not required.

Reason for Change:

- Unforeseen Site Conditions
- Design Modification
- Regulatory Requirement
- Other: [Specify]

Impact on Project Schedule:

- No Impact
- Schedule Adjustment: [Specify adjustment]

Supporting Documentation:

- Contractor Proposal
- Independent Cost Estimate
- Schedule Adjustment Report
- Other: [Specify]

DCI Group Inc:

Name: Adam Byrne Date: March 11, 2025 | 4:08 PM CDT

Title: Project Manager *Adam Byrne*

Substance, LLC:

Name: Matt Rodekamp Date: March 13, 2025 | 5:17 AM PDT



DART Phase I Construction Change Order Cover Sheet

Title: Principal Matt Rodenkamp

Sidekick Development:

Name: Angie Pfannkuch Date: March 13, 2025 | 5:37 AM PDT

Title: Owner's Rep Angie Pfannkuch

-----Completed by DART-----

Price Fair and Reasonableness Determination:

- Cost Analysis - contractor's proposal was reviewed in detail (e.g., labor hours, material costs, equipment usage, indirect costs, and profit)
- Price Analysis - overall proposed price is compared with similar work, independent cost estimate, published price lists, historical costs, or market rates

Impact on Project Budget:

- Within Approved Budget
- Requires Additional Commission Approval

Approval Authority:

- CEO/COPO (Change Order ≤ 5% of contract value or ≤ \$200,000)
- Commission Approval Required (Change Order > 5% or > \$200,000)

DART Project Manager:

Name: Mike Gulick Date: March 19, 2025 | 7:36 AM CDT

Title: Procurement & Contract Manager Mike Gulick

CEO/COPO Approved By:

Name: [Signature] Date: 4/11/25

Title: COPO

Commission Approval Date:

[Insert date of Commission ratification or approval]

~~April 1, 2025~~ Commission Ratification

May 6, 2025 mb



DART Phase I Construction Change Order Cover Sheet

Date: 01/06/2025

Contract Number: Bid Package 11 **Change Order Number:** 01

Contractor: Kline Electric

Original Contract Value: \$3,411,300.00

Current Contract Value: \$3,411,300.00

Change Order Amount: (\$2,416.00)

New Contract Value: \$3,408,884.00

Description of Change:

The following are modifications included in the ASI 04 change as it relates to Bid Package 11

- Revise locations of RHZ connections and associated switch
- Revise locations of HWP connections associated with each RHZ
- Revise utility cabinet to have integral CTs
- Remove cabinet MC-1 and add PT cabinet

Reason for Change:

- Unforeseen Site Conditions
- Design Modification
- Regulatory Requirement
- Other: [Specify]

Impact on Project Schedule:

- No Impact
- Schedule Adjustment: [Specify adjustment]

Supporting Documentation:

- Contractor Proposal
- Independent Cost Estimate
- Schedule Adjustment Report
- Other: [Specify]

DCI Group Inc:

Name: Adam Byrne Date: January 22, 2025 | 3:33 PM CST

Title: Project Manager *Adam Byrne*



DART Phase I Construction Change Order Cover Sheet

Substance, LLC:

Name: Matt Rodekamp Date: January 24, 2025 | 6:41 AM PST

Title: Principal Matt Rodekamp

Sidekick Development:

Name: Angie Pfannkuch Date: January 25, 2025 | 3:49 AM PST

Title: Owner's Rep Angie Pfannkuch

-----Completed by DART-----

Price Fair and Reasonableness Determination:

- Cost Analysis - contractor's proposal was reviewed in detail (e.g., labor hours, material costs, equipment usage, indirect costs, and profit)
- Price Analysis - overall proposed price is compared with similar work, independent cost estimate, published price lists, historical costs, or market rates

Impact on Project Budget:

- Within Approved Budget
- Requires Additional Commission Approval

Approval Authority:

- CEO/COPO (Change Order ≤ 5% of contract value or ≤ \$200,000)
- Commission Approval Required (Change Order > 5% or > \$200,000)

DART Project Manager:

Name: Mike Gulick Date: March 6, 2025 | 3:44 PM CST

Title: Procurement & Contract Manager Mike Gulick

CEO/COPO Approved By:

Name: [Signature] Date: 4/11/25

Title: COPO

Commission Approval Date:

[Insert date of Commission ratification or approval]

~~April 1, 2025~~ May 6, 2025



DART Phase I Construction Change Order Cover Sheet

Date: 01/07/2025

Contract Number: Bid Package 10 **Change Order Number:** 01

Contractor: Elite Fire Sprinkler Systems

Original Contract Value: \$296,880.00

Current Contract Value: \$296,880.00

Change Order Amount: (\$3,686.00)

New Contract Value: \$293,194.00

Description of Change:

Change in sprinkler pipe size and fitting types for sprinkler pipe 2" and less in diameter. The updated pipe size and fitting is 1-1/2" welded black schedule 10 pipe with grooved fittings. These changes are per RFI 32, which proposed this change as a benefit to the end user from a maintenance perspective, while also providing credit to the job.

Reason for Change:

- Unforeseen Site Conditions
- Design Modification
- Regulatory Requirement
- Other: [Specify]

Impact on Project Schedule:

- No Impact
- Schedule Adjustment: [Specify adjustment]

Supporting Documentation:

- Contractor Proposal
- Independent Cost Estimate
- Schedule Adjustment Report
- Other: [Specify]

DCI Group Inc:

Name: Adam Byrne Date: January 7, 2025 | 11:22 AM CST

Title: Project Manager *Adam Byrne*



DART Phase I Construction Change Order Cover Sheet

Substance, LLC:

Name: Matt Rodekamp Date: January 20, 2025 | 12:51 PM PST

Title: Principal Matt Rodekamp

Sidekick Development:

Name: Angie Pfannkuch Date: January 21, 2025 | 3:29 AM PST

Title: Owner's Rep Angie Pfannkuch

-----Completed by DART-----

Price Fair and Reasonableness Determination:

- Cost Analysis - contractor's proposal was reviewed in detail (e.g., labor hours, material costs, equipment usage, indirect costs, and profit)
- Price Analysis - overall proposed price is compared with similar work, independent cost estimate, published price lists, historical costs, or market rates

Impact on Project Budget:

- Within Approved Budget
- Requires Additional Commission Approval

Approval Authority:

- CEO/COPO (Change Order ≤ 5% of contract value or ≤ \$200,000)
- Commission Approval Required (Change Order > 5% or > \$200,000)

DART Project Manager:

Name: Mike Gulick Date: March 6, 2025 | 3:45 PM CST

Title: Procurement & Contract Manager Mike Gulick

CEO/COPO Approved By:

Name: Luis Montoya [Signature] Date: 4/11/25

Title: Chief Operating & Planning Officer

Commission Approval Date:

[Insert date of Commission ratification or approval]

~~April 1, 2025~~ May 6, 2025 MB

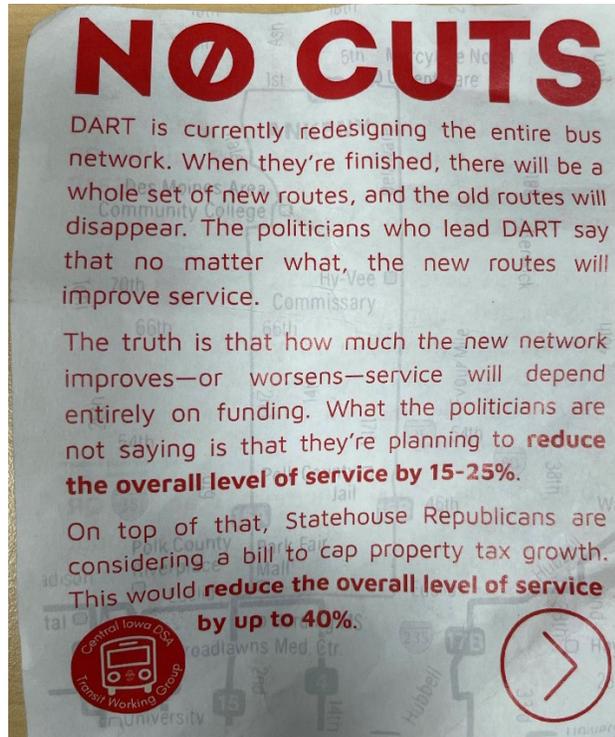
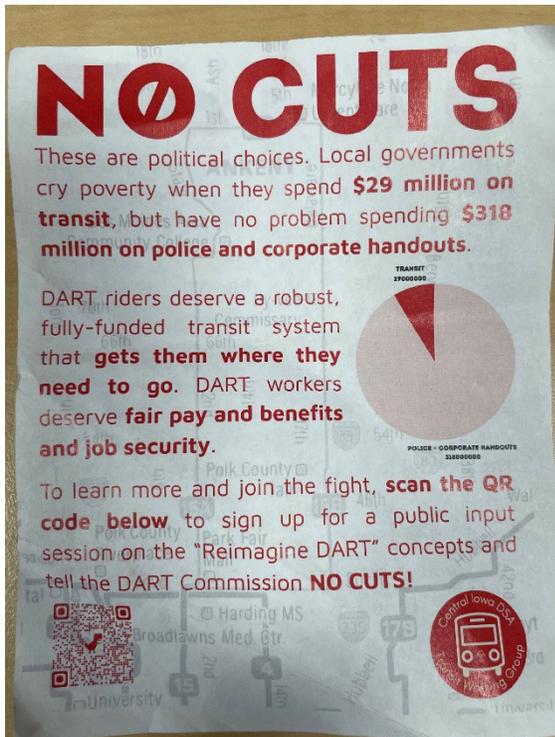
10B External Affairs Team Report

Staff Resources: Erin Hockman, Chief Strategy Officer

Reimagine DART Budget Scenarios: Staff have developed three budget scenarios for the Commission to consider as it determines what level of service DART member communities can fund in a new transit network on May 19. The budget scenarios developed and shared include:

- a) **Status Quo Budget** that maintains existing service levels at a 4% annual expense growth, which requires 5% annual property tax revenue growth.
- b) **Smaller Network A** that reduces service by 20-25%. After service reductions take effect in FY27, annual expense growth would be 4% and property tax revenue growth would be 5%.
- c) **Smaller Network B** that reduces service between 15-20%. After service reductions take effect in FY27, annual expense growth would be ~3% and property tax revenue growth would be limited to 4%.

During public input, staff shared the budget scenarios above and heard concerns from many riders who do not want to see any reduction in service. In addition, DART staff recently discovered flyers on its buses from a local advocacy organization, [Central Iowa DSA](#), that is advocating for no cuts in DART services.



MONTHLY REPORT

10B: External Affairs Team Report



HSB 328 and SSB 1227: The Ways and Means Committees in the Iowa House and Senate released a new property tax bill in April. The new bill still limits the transit levy to 2% growth and applies the 2% cap to individual member communities, which limits DART's ability to implement the funding formula. The main change in this bill for the transit levy is it proposed to create a legislative subcommittee in the summer and fall to study and make a recommendation on rate-capped levies just ahead of the 2026 Legislative Session.

DART CEO Amanda Wanke and I had the opportunity to meet with Senator Dawson, Chair of the Senate Ways and Means Committee, and advocated for the following changes:

- Increase the cap from 2% to 4%
- Add language to apply the cap to the total amount of property taxes DART collects and not to the revenue DART collects from individual member governments
- Add language giving rate-capped levies an adjustment factor based on CPI
- Allow the transit levy to capture uncapped growth on new valuation each year
- Include TIF release as a new valuation

Marketing & Communications – Sarah Welch, Senior Marketing and Communications Manager

Reimagine DART Public Input: DART collected public input throughout April on two concepts and priorities for redesigning the public transit network.

Engagement included:

- 150 non-profit, business and community leaders attended a Reimagine DART presentation
- 100+ residents and DART riders at public meetings, tabling's and other community events
- 1,400+ people completed a survey.
- 9 unique media outlets in central Iowa covered Reimagine DART public input in April

DART staff are preparing to communicate a summary of the overall public input results and decisions made that will impact the draft network in mid-May following the May 19 Special Commission Meeting.

June Service Change: Communications staff are preparing a variety of materials – including bus audio ads, emails and direct mailers – to inform riders who use DART services to travel into and out of Grimes about service ending in June. By mid-May, impacted DART Paratransit customers that travel into and out of Grimes will receive a letter in the mail on how to make other arrangements, along with a map of the new regular and premium Paratransit zones.

Value of Public Transportation Advertising Campaign: In February and March, with Executive Committee approval DART invested \$25,000 in a multi-platform marketing campaign to educate the non-rider public on the benefits of public transportation. This campaign was targeted toward civically engaged individuals (high earners who are older than 35 years of age) and included placement on website sidebars, social media, audio streaming platforms and radio broadcasting. We also advertised in newsletters provided by high credibility organizations including Iowa Public Radio and The Business Record. This awareness campaign generated over a million impressions over the six-week period and drove over 40 thousand views to our "benefits of transit" landing page.

MONTHLY REPORT

10B: External Affairs Team Report



We are preparing to run another digital advertising campaign in June and July that would continue to increase awareness on the value of public transit, while testing creative messaging and target audiences to maximize future campaigns.

DART in the News

[DART explores transit revamp amid financial hurdles](#)

KCCI, 04/01/2025

['Once-in-a-lifetime opportunity': DART asks for public comment on bus system's overhaul](#)

Des Moines Register, 04/02/2025

[Amanda Wanke, CEO of DART discusses transit's challenge](#)

Iowa Podcast, 04/16/2025

Matt Harris - Senior Community Relations Manager

Reimagine DART Cabinet: On April 3, Cabinet members had the opportunity to preview two different concepts for a new regional transit network based on both Ridership as well as Coverage service models. The Cabinet will meet again in June to review the full scope of Reimagine DART beyond just the fixed route network redesign and discuss the implications for the region.

Multimodal Economic Impact Study: DART and the Des Moines Area MPO held a Transportation Economics Workshop with consultant Chandler Duncan of Metro Analytics for select DART and MPO board members as well as city staff to review the methodology and data sources being used in the regional multimodal economic impact study. The study is currently underway with the first round of findings anticipated early this summer.

Caravan – Victoria Henderson Weber, Caravan Manager

Caravan - In March, Caravan increased its overall active vanpools from 24 to 26, adding two new routes with Vermeer as they expand their workforce transportation needs. At the same time, staff are working closely with Quantum Plastics, which has notified us of an upcoming temporary reduction in service due to supply chain disruptions. These shifts demonstrate Caravan's ability to adapt to changing operational needs, supporting strong and collaborative relationships with employer partners while continuing to pursue program recovery efforts.

Workforce Shuttles - DART staff have begun exploring the feasibility of implementing workforce shuttles as a targeted solution to address transportation barriers for workers in our service area. Staff believe vans could be used as shuttles to serve job centers that are difficult to reach via fixed route, microtransit or vanpool options. The goal is to improve access to employment opportunities, especially for individuals facing challenges such as non-traditional work hours, limited vehicle access, or driver's license restrictions. Staff are currently researching operational models, community needs, and funding strategies with the intent of presenting a pilot proposal to the commission later this year.

MONTHLY REPORT



10C: Human Resources/Training/Safety Team/Customer Service Report

Staff Resources: Kelley Burgess – Chief People Officer

Employee Recognition

Employee of the Month Recognition: The recipient of DART's March Employee of the Month award is Maintenance Employee Nermin Hasanovic. Nermin is recognized for showcasing the value of Excellence last month. No matter how big or small the job, Nermin approaches it with a smile and a knowledge that his efforts will get our community to their destination safely. Nermin was nominated because of his skill, knowledge and leadership in the shop.



Luis Montoya (COPO), Nermin Hasanovic, Billy Formaro (Maintenance Supervisor), Keith Welch (Fleet Manager).

Human Resources – Alaina Severino, Human Resources Manager

Benefits Fair: DART invited all benefit vendors to the HUB on April 29 to meet with employees, answer questions, and share information about our benefit offerings. The event was a success!



MONTHLY REPORT

10C: Human Resources/Training/Safety/Customer Service Team Report

Recruitment Update: The HR department is currently interviewing for the following openings:

- Bus Operator (Para & Fixed)

Recent Hires:

- 2 – Fixed Route Operators

Training – Matt Johnson, Training Manager

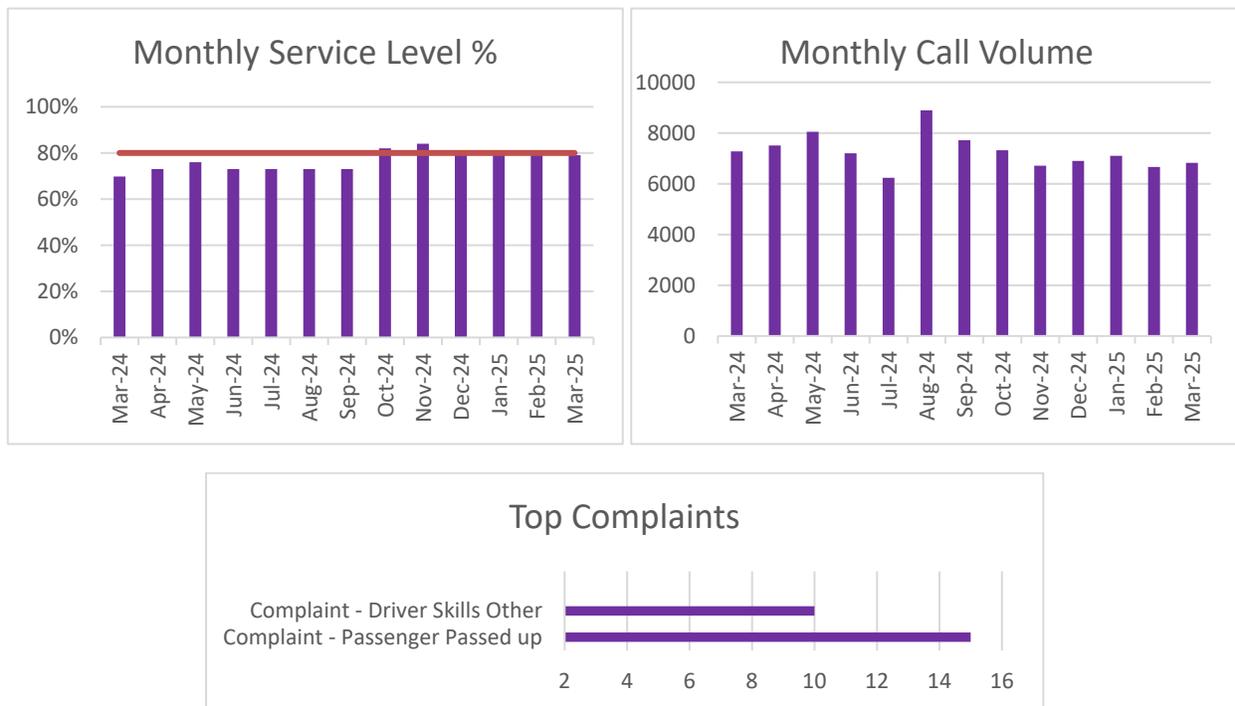
- **EEOC Training:** Training was conducted for all operational frontline staff. These development sessions focused on Respect in the Workplace. These sessions had content from the EEOC Training Institute. This training focused on maintaining a respectful and compliant workplace that supports our employees.

Safety – Jake Comstock, Safety Manager

DART Rodeo preparations: Planning for the local DART Rodeo took place throughout the month of April, getting ready for our competition on May 17.

Safety Committee: The DART Safety Committee met and formally voted to approve the changes made in the Agency Safety Plan that had been presented to the Commission and approved in January.

Customer Experience – Alyson Reimers, Customer Service Supervisor



Service Level: The percentage of calls answered within 60 seconds.

MONTHLY REPORT



10D:	Chief Executive Officer
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Staff Resource: *Amanda Wanke, Chief Executive Officer*

- **DART Executive Committee:** The DART Executive Committee met on Wednesday, April 16, 2025. The discussion items presented during the meeting included:
 - Reimagine DART and Legislative Update
 - Health Insurance Renewal Update
 - Zero Emissions Fleet Planning Update
 - CEO Review Update

- **DART Roadeo/Opportunity to Drive a Bus** – As mentioned at the April commission meeting, our annual DART Roadeo is on Saturday, May 17, from approx. 8 a.m.-noon at the Iowa State Fairgrounds. We welcome any Commissioners or family members who would like to attend as spectators to cheer on our drivers on!

Additionally, also mentioned last month and you should have a “save the date” on your calendars, we have set aside some time for you to have the opportunity to drive a bus. This will be held on Friday, May 16, between 3-5 p.m. at the Iowa State Fairgrounds. If you wish to take part in this fun and educational experience, please let Vicky or I know by Monday, May 12. The DART Reimagine Cabinet and some of our key stakeholders have also been invited to participate, providing a fun opportunity to interact with member community representatives while showcasing the essential role safety plays at DART.

- **Member City Presentations:** Over the past month, I have had the opportunity to present to many of your city councils on Reimagine DART and the impacts on your communities. This has been invaluable for DART to receive your feedback as we are working towards a revamped transit system. I would like to thank each of you, your council members and city staff for your time and commitment to DART.
- **Federal Community Project Funding Request:** Staff for Congressman Nunn's office reached out to DART encouraging the team to submit an updated Community Project Funding Request, as the request Congressman Nunn supported last year did not proceed due to the federal government passing a Continuing Resolution rather than appropriating funds for FY25. DART's Community Project Funding request was for just over \$1.5M and focuses on workforce development, efficiency, safety and critical infrastructure at the new Operations & Maintenance Facility. The funding would 1) complete a vehicle maintenance training bay and classroom, 2) ensure safer and more efficient maintenance tech operations by providing rugged laptops for each tech so that they can update vehicle information immediately, and 3) assure DART can continue to provide essential transportation in the case of utility outages with the purchase of a generator. These are all essential additions to Phase 1 of DART's new Operations and Maintenance Facility, of which construction is underway.
- **New Operations & Maintenance Facility Tours:** If you're interested in a tour of the facility as it's being built, please let Vicky or Amanda know.

MONTHLY REPORT

10D: Chief Executive Report

- **DART Kudos:** I would like to take a moment to thank DART staff but particularly the marketing and communications team for their huge efforts in planning the public input phase for the concepts for Reimagine DART. We had an aggressive timeline, but we were able to gather valuable feedback and meet with many of your constituents in your communities. These meetings and the information we have received are invaluable for the next steps for Reimagine DART.
- **Greater Des Moines Committee:** I have been asked to present on Reimagine DART to the Greater Des Moines Committee on Tuesday, May 20. I am honored to have this opportunity and extend the outreach and education of Reimagine to community and business leaders.



10E: Performance Report – March 2025

Staff Resource: *Nate Bleadorn, Business Intelligence Manager*

Summary of March 2025 Monthly Performance:

- Total March ridership was nearly flat year over year at +0.73% compared to last March and is up 3.36% YTD.
 - Fixed Route ridership was up 1.44% compared to March of last year.
 - Paratransit ridership was 8.23% lower compared to prior year.
 - DART On Demand ridership was down 1.62% compared to prior year.
 - Caravan ridership for March was down 17.67% from 2024, and down 8.4% YTD.
- Preventable accidents were 0.52 per 100,000 miles in March. We are at 1.02 preventable accidents YTD, just over our goal of 1. Our monthly non-preventable accidents were also 0.52 per 100,000 miles in March.
- On-Time Performance (OTP) was 81.91% in March. Our OTP YTD at 76.85%. This is as we aim for our goal of 85%. DART made schedule changes to several routes in the November service change, aimed at improving reliability. DART bus operators are being coached on best practices to manage their time to minimize delays.
- Road calls per 100,000 miles, when buses need service while in operation, were 5.12 for fixed route in March. Through March we are at 7.75YTD, near our goal of 7.
- Since beginning work with UZURV, we've completed more than 2K rides on their platform. This has reduced the load on in-house paratransit trips as well as overflow taxi trips as we continue to balance the load and focus on customer reliability.

dart Performance Summary -

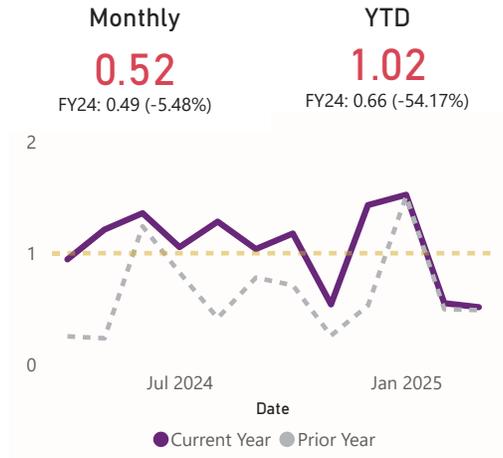
March 2025

4/1/2024 3/31/2025

Ridership

Preventable Accidents/100k Miles

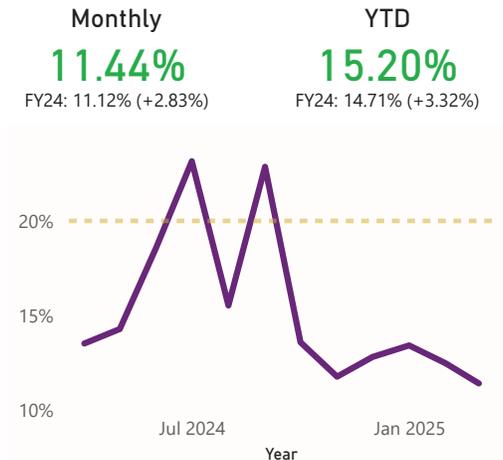
Non-Preventable Accidents/100k



On-Time Performance

Farebox Recovery Ratio

FR Passengers / Revenue Hour





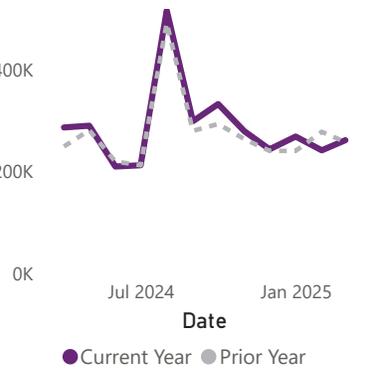
Fixed Route Performance

4/1/2024

3/31/2025

Ridership

Monthly: **261,305**
 YTD: **2,651,545**
 FY24: 257,599 (+1.44%) FY24: 2,555,420 (+3.76%)



On-Time Performance

Monthly: **81.15%**
 YTD: **75.80%**
 FY24: 80.65% (+0.63%) FY24: 77.69% (-2.44%)

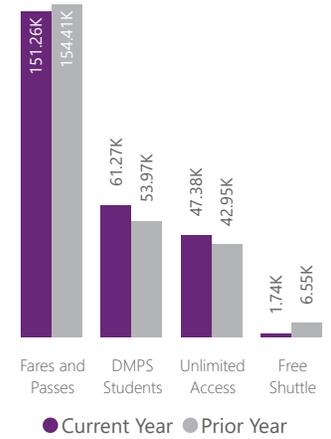


Operating Cost/Rev. Hour

Monthly: **\$93.94**
 YTD: **\$148.34**
 FY24: \$157.60 (+40.39%) FY24: \$151.41 (+2.03%)

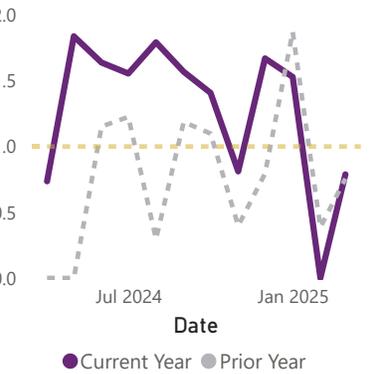


Monthly Ridership by Fare Group



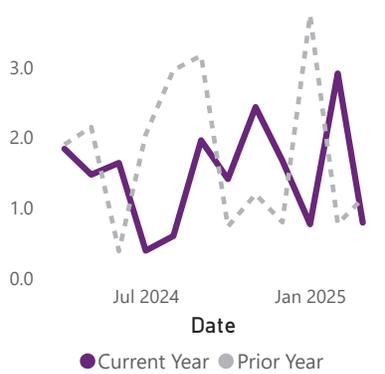
Preventable Acc./100k

Monthly: **0.79**
 YTD: **1.26**
 FY24: 0.76 (-4.27%) FY24: 0.87 (-44.69%)



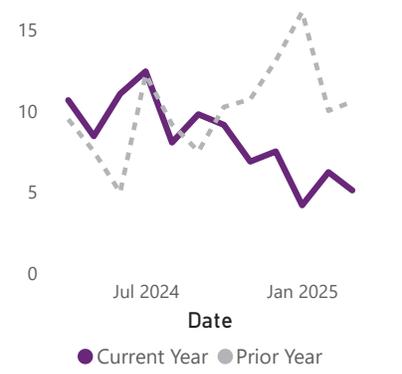
Non-Preventable Acc./100k

Monthly: **0.79**
 YTD: **1.39**
 FY24: 1.13 (+30.49%) FY24: 1.87 (+25.73%)



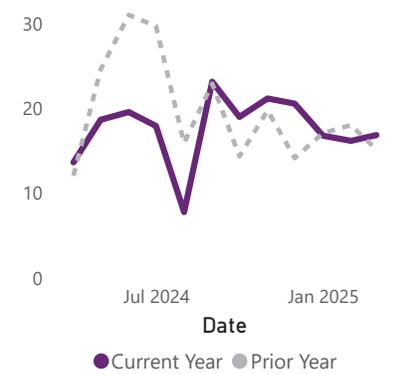
Road Calls/100k Miles

Monthly: **5.12**
 YTD: **7.75**
 FY24: 10.58 (+51.59%) FY24: 11.02 (+29.67%)



Complaints/100k Passengers

Monthly: **16.84**
 YTD: **16.86**
 FY24: 15.14 (-11.22%) FY24: 18.12 (+6.96%)





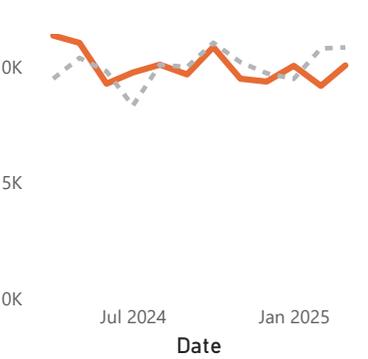
Paratransit Performance

4/1/2024

3/31/2025

Ridership

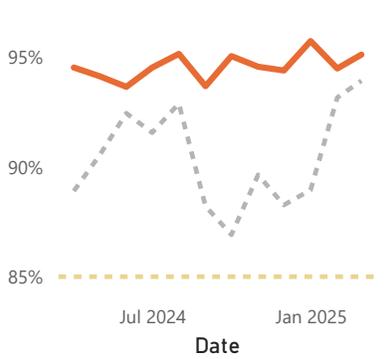
Monthly: **8,293**
 YTD: **72,847**
 FY24: 9,037.00 (-8.23%) FY24: 74,517 (-2.24%)



● Current Year ● Prior Year

On-Time Performance

Monthly: **95.13%**
 YTD: **94.77%**
 FY24: 93.94% (+1.27%) FY24: 90.46% (+4.76%)



● Current Year ● Prior Year

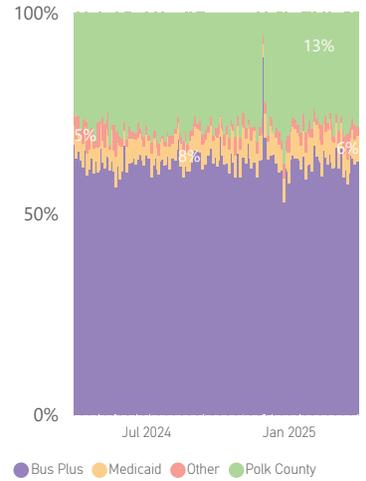
Operating Cost/Passenger

Monthly: **\$34.33**
 YTD: **\$53.45**
 FY24: \$52.49 (+34.6%) FY24: \$53.92 (+0.88%)



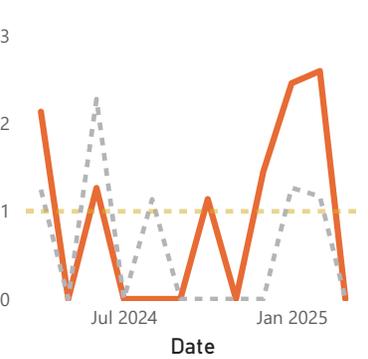
● Current Year ● Prior Year

Paratransit Customer Type Breakdown



Preventable Acc./100k

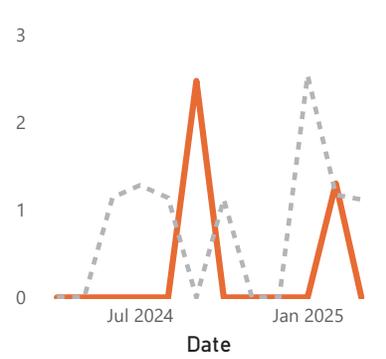
Monthly: **0.00**
 YTD: **0.83**
 FY24: 0.00 FY24: 0.40 (-107.96%)



● Current Year ● Prior Year

Non-Preventable Acc./100k

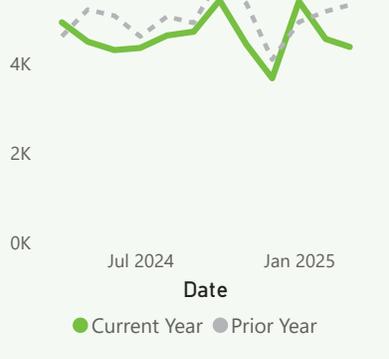
Monthly: **0.00**
 YTD: **0.41**
 FY24: 1.12 (+100%) FY24: 0.93 (+55.44%)



● Current Year ● Prior Year

RideShare - Ridership

Monthly: **4,365**
 YTD: **41,446**
 FY24: 5,302 (-17.67%) FY24: 45,248 (-8.4%)



● Current Year ● Prior Year

RideShare - Op. Cost/Passenger*

Monthly: **\$9.10**
 YTD: **\$13.47**
 FY24: \$13.17 (+30.96%) FY24: \$12.43 (-8.36%)



● Current Year ● Prior Year



DART On Demand Performance

Request Zone

All

Booking Type

All

4/1/2024

3/31/2025

Completed Trips

Monthly

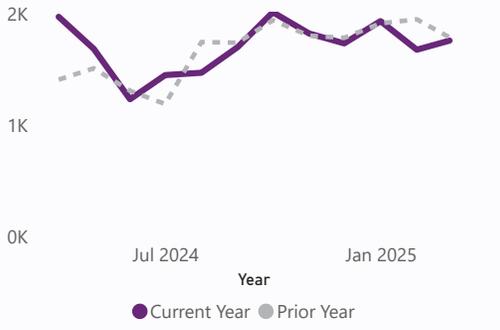
1760

FY24: 1789 (-1.62%)

YTD

15570

FY24: 15865 (-1.86%)



Avg. Wait Time (On Demand)

Monthly

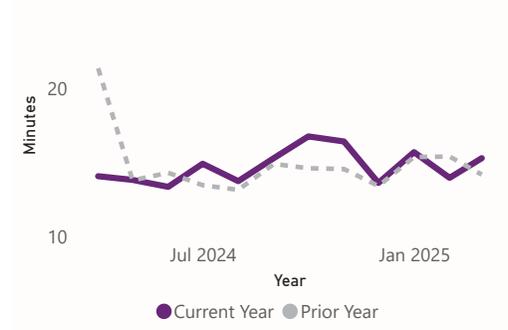
15.28

FY24: 14.17 (-7.82%)

YTD

15.05

FY24: 14.30 (-5.26%)



Mobile Booking Rate

Monthly

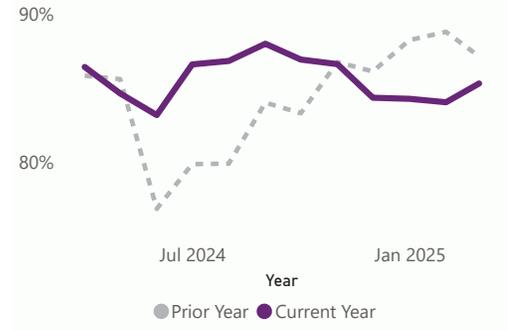
85.31%

FY24: 87.13% (-2.09%)

YTD

85.83%

FY24: 85.11% (+0.84%)



Unique Active Riders

Monthly

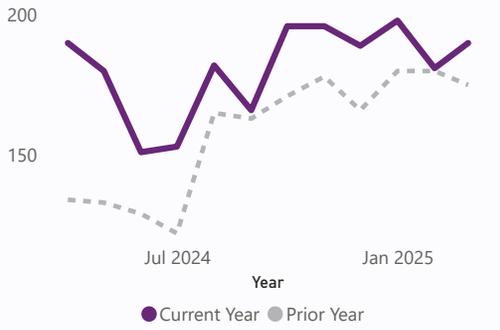
190

FY24: 175 (+8.57%)

YTD

443

FY24: 420 (+5.48%)



New Accounts Created

Monthly

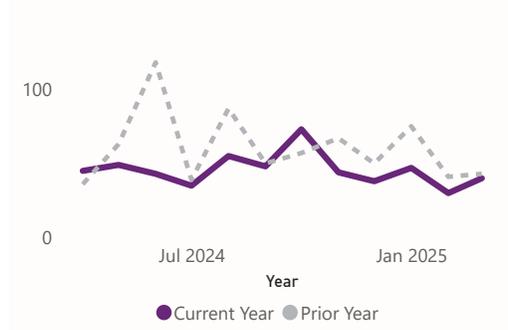
40

FY24: 43 (-6.98%)

YTD

410

FY24: 509 (-19.45%)



First Time Riders

Monthly

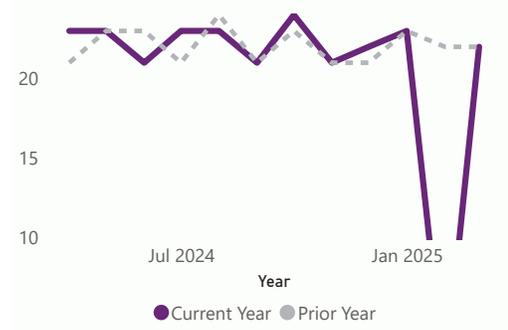
22

FY24: 22 (+0%)

YTD

172

FY24: 190 (-9.47%)





Route Details

Month

March 2025 ▼

Program	Route	Month Ridership	Month Last Year	YTD Ridership	Last Year YTD Ridership	YTD Change	YTD Change %	YTD Passengers/Revenue Hour	YTD On-Time Performance
1. Local	#1 - Fairgrounds	11,506	10,204	379,651	334,211	45,440	13.6%	30.73	58.09%
	#2 - Maury St	71	93	1,163	115	1,048	911.3%	2.83	81.40%
	#3 - University	26,516	26,715	237,040	226,525	10,515	4.6%	17.18	74.68%
	#4 - E. 14th	11,969	11,675	107,882	98,993	8,889	9.0%	14.39	79.74%
	#5 - Franklin Ave/Johnston	11,608	11,377	101,218	98,196	3,022	3.1%	11.34	77.13%
	#6 - Indianola	24,147	24,866	240,528	216,357	24,171	11.2%	25.18	87.37%
	#7 - SW 9th St.	28,338	25,732	260,495	241,376	19,119	7.9%	29.41	86.28%
	#8 - Fleur Dr.	1,989	2,328	21,364	24,614	-3,250	-13.2%	14.43	80.71%
	#10 - East University	1,059	1,257	10,996	10,886	110	1.0%	8.89	85.21%
	#11 - Ingersoll/Valley Junction	3,397	3,243	30,275	30,951	-676	-2.2%	19.34	67.42%
	#13 - Evergreen	4,655	4,378	42,646	40,379	2,267	5.6%	45.59	79.29%
	#14 - Beaver Ave.	12,955	13,503	124,526	121,783	2,743	2.3%	15.60	82.12%
	#15 - 6th Ave.	18,807	19,142	172,479	170,673	1,806	1.1%	23.98	75.16%
	#16 - Douglas Ave.	29,449	28,116	257,871	251,499	6,372	2.5%	19.30	74.58%
	#17 - Hubbell Ave.	20,910	20,074	185,785	186,785	-1,000	-0.5%	15.70	76.95%
	#50 - Euclid	5,633	5,255	49,380	52,879	-3,499	-6.6%	8.42	80.05%
	#52 - Valley West/Jordan Creek	12,496	11,407	110,795	99,653	11,142	11.2%	11.55	76.54%
#60 - Ingersoll/University	26,380	23,739	216,332	204,235	12,097	5.9%	16.33	72.14%	
#72 - West Des Moines Loop	2,579	2,701	25,082	24,439	643	2.6%	6.32	80.61%	
#74 - NW Urbandale	299	361	3,289	3,524	-235	-6.7%	2.97	82.28%	
2. Shuttle	Link Shuttle	1,259	849	7,775	7,497	278	3.7%	3.15	71.76%
	Downtown Shuttle		5,089	20,847	47,386	-26,539	-56.0%	7.47	78.23%
3. Express	#92 - Hickman	648	772	4,410	5,571	-1,161	-20.8%	4.80	69.72%
	#93 - NW 86th	1,115	648	9,513	7,067	2,446	34.6%	5.83	73.11%
	#94 - Westown	509	410	3,200	3,309	-109	-3.3%	5.34	80.74%
	#95 - Vista	215	468	1,819	2,575	-756	-29.4%	4.08	73.13%
	#96 - E.P. True	692	767	5,717	6,109	-392	-6.4%	6.22	77.29%
	#98 - Ankeny	1,845	2,137	17,480	17,068	412	2.4%	6.71	73.98%
	#99 - Altoona	241	293	3,318	2,637	681	25.8%	4.45	78.53%
5. On Call	Ankeny								
	NW Johnston / Grimes								
	Regional	24		131		131	Infinity	12.97	77.71%
6. DART On Demand	#31 - DART On Demand - Jordan Creek				17	-17	-100.0%		
	#32 - DART On Demand - River Bend		23		120	-120	-100.0%		
	DART On Demand - Ankeny	1,760	1,766	15,274	15,794	-520	-3.3%	3.38	
Cab	Paratransit: Taxi	635	1,014	6,548	9,009	-2,461	-27.3%	3.39	
Paratransit	Paratransit: Bus/Van	7,091	8,023	63,645	65,631	-1,986	-3.0%	1.81	94.77%
RideShare	RideShare	4,365	5,302	41,446	45,248	-3,802	-8.4%	5.12	
TNC	UZURV	567		2,212		2,212	Infinity	3.22	
Total		276,296	273,727	2,784,771	2,673,111	111,660	4.2%	13.63	77.60%

FUTURE DART COMMISSION ITEMS



Future Agenda Items:

May 19, 2025 – 12:00 P.M. (Special Commission Meeting)	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> Budget for Draft Network Approval How to Prioritize Ridership versus Coverage Approval 	<ul style="list-style-type: none"> Paratransit Service Area
June 3, 2025 – 12:00 P.M.	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> August Service Change DART General Reserve Fund ICAP Renewal 	<ul style="list-style-type: none"> Transit Riders Advisory Committee Update Revisit DART Success Outcomes Quarterly Investment Report Quarterly Financial Update Quarterly Safety Report
July 8, 2025 – 12:00 P.M.	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> Privacy Policy FTA FY 2025 Buses and Bus Facilities Grants Program Application Substance Inc. Contract Change Order DART CEO Annual Review 	<ul style="list-style-type: none"> Transit Advisory Committee Update Economic Impact Study Update Paratransit Service Area Update Caravan Update Iowa State Fair Updates/Reminders
August 5, 2025 – 12:00 P.M.	
Consent/Action Items	Information Items
<ul style="list-style-type: none"> Advertising Policy 	<ul style="list-style-type: none"> Transit Riders Advisory Committee Update Presentation of proposed new transit network New transit network implications for the funding formula Iowa State Fair Updates/Reminders

Upcoming DART Commission Meetings:

MEETING	DATE	TIME	LOCATION
DART Executive Committee Meeting	Wednesday, May 21, 2025	12:00 P.M.	Zoom
Special DART Commission Meeting	Monday, May 19, 2025	12:00 P.M.	DART Central Station/Zoom
Special DART Commission Meeting	Monday, September 22, 2025	12:00 P.M.	DART Central Station/Zoom

CLOSED SESSION



13: Closed Session

Action: The DART Commission meeting be recessed and reconvened in closed session pursuant to Section 21.5, Subsection (1), paragraph (i) of the Iowa Code.

Staff Resource: *Kelley Burgess, Chief People Officer*
Amanda Wanke, Chief Executive Officer

Background:

- In order to adjourn for a closed session, an affirmative vote must be taken of the DART Commission of either two-thirds of the members of the Commission or all the members present at the meeting.

Procedures for Closed Session at Commission Meetings:

1. The Commission Chair asks for a motion to recess the meeting and reconvene in closed session.
2. Motion is made with following language:
"I move that the DART Commission of the Des Moines Area Regional Transit Authority go into closed session pursuant to section 21.5, subsection 1, paragraph (i) of the Iowa Code to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session."
3. Motion is seconded.
4. Roll Call Vote is taken in open session.
5. All visitors leave the room.
6. Detailed minutes and an audio recording of the closed session must be recorded and be kept by the Commission clerk for a period of at least one year from the date of the closed session, except as otherwise required by law.
7. No action may be taken in a closed session.
8. The Chair will adjourn the closed session when discussion is over, and the meeting will reconvene in open session.
9. The Chair will state for the record that no action was taken during the closed session.
10. Action may be taken in open session on any discussion made in the closed session.

Closed Session:

The DART Commission will hold a closed session pursuant to the above.

Upon Reconvening in Open Session:

If any decisions were made during the closed session, the Commission will move forward with a formal action in an open session if applicable.