



550 W. Algonquin Road  
Arlington Heights, Illinois 60005  
847.364.8130  
[PaceBus.com](http://PaceBus.com)

**Pace, the Suburban Bus Division of the Regional Transportation Authority**  
**550 West Algonquin Road**  
**Arlington Heights, Illinois**  
**Minutes of the Open Session Meeting of the Pace Board of Directors**  
**April 19, 2023**

The Board of Directors of Pace, the Suburban Bus Division of the Regional Transportation Authority, met in open session on Wednesday, April 19, 2023 at 9:30 a.m. at Pace corporate headquarters, 550 West Algonquin Road, Arlington Heights, Illinois, pursuant to notice.

Director Marcucci announced that he is serving as the Acting Chairman for today's meeting while Chairman Kwasneski is away in Springfield attending the Transportation for Illinois Coalition lobby day on Pace's behalf.

Acting Chairman Marcucci led the assembly in the Pledge of Allegiance.

Acting Chairman Marcucci called the meeting to order at 9:30 a.m.

### **Roll Call**

Directors physically present: Canning, Carr, McLeod, Wells, and Acting Chairman Marcucci.

Directors virtually or telephonically present: Arfa, Guerin, Hastings, Noak, Smith, and Soto.

Directors absent: Schielke and Chairman Kwasneski.

**SBD #23-20 – Resolution** approving the open session meeting minutes of March 15, 2023.

Director McLeod moved, and Director Canning seconded a motion to approve the Resolution. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

### **Public Comment**

James Halas of Norridge described two incidents in which the last run of a bus never showed up, for SB Pulse Milwaukee and Route 209. When reporting the incidents to Pace, Mr. Halas was told some runs are skipped entirely due to a shortage of operators. Mr. Halas said Pace needs to follow the published schedule, especially for the last run on the route so riders are not stranded.

Richard A. Kwasneski, *Chairman*

Rachel Arfa   Christopher S. Canning   Terrance M. Carr   David B. Guerin   Kyle R. Hastings   Thomas D. Marcucci  
William D. McLeod   John D. Noak   Jeffery D. Schielke   Erin Smith   Linda Soto   Terry R. Wells

*Board of Directors*

Melinda J. Metzger, *Executive Director*

Acting Director Marcucci agreed with Mr. Halas's comments and thanked him for making the Board aware. He said Pace is a public service and not infallible, and Pace will address this issue. He thanked the bus operator described in Mr. Halas's comment who went out of their way to ensure he was not stranded.

### **Chairman's Report**

Acting Chairman Marcucci reported on a public hearing in DuPage County held at Naperville City Hall regarding the proposed permanent adoption of the expanded Naperville/Aurora On Demand service and part-time Vanpool fare adjustment. One person attended who commented that the service was vitally important for getting his family to medical appointments.

### **Directors' Reports**

As Pace's audit liaison, Director Carr reported on the 2022 control self-assessment. Pace managers completed questionnaires, which internal audit then used to evaluate Pace processes and internal controls and identify areas where internal audit assistance would be of most value. Separately, Director Carr was interviewed by Jason Coyle from Baker Tilly, Pace's external auditor, as part of an ALGA peer review where he reported no knowledge of inconsistencies in operations. Pace awaits the final report.

Director Hastings complimented Acting Chairman Marcucci's leadership of today's meeting.

Director Soto reported that on March 20, Pace held an event at North Division with Congressman Brad Schneider celebrating the \$1.92 million in funding he obtained for two electric buses, kick-starting the conversion of that garage to an all-electric fleet. She reported that Ann Taylor, Mayor of Waukegan, and Kevin Considine, President & CEO of Lake County Partners, were in attendance. Director Soto thanked Director Canning and Chairman Kwasneski for attending, and Melinda Metzger and Doug Sullivan for planning this event. Finally, Director Soto reported on serving as the virtual hearing officer for the Lake County public hearing regarding the Naperville/Aurora On Demand expansion and part-time Vanpool fares. Heather and Garland Armstrong attended, voicing their support and asking Pace to expand the service to Lisle and the Morton Arboretum.

### **Executive Director's Report**

Melinda Metzger reported on events spotlighting capital projects. On May 11, Metra will host an event for the Homewood Metra Station project, for which Pace provided \$2 million for a bus staging area. On May 19, Pace will hold an event to thank Congressman Foster for the securing of funding to enhance the Old Chicago PNR in Bolingbrook, which supports I-55 bus on shoulder service. Pace is planning a groundbreaking event for the new Northwest ADA Transfer Facility in Schaumburg at a date TBD. On March 20 Pace commemorated a community

funding grant obtained by U.S. Representative Brad Schneider for the conversion of the North Division garage to electric by 2026.

Melinda reported on the status of congressional earmarks that Pace requested for 2024. Thus far, Congressman Brad Schneider provided funding for TSP in the Waukegan-Gurnee area, Congressman Bill Foster provided funding for electric paratransit buses for McHenry, Congressman Jonathan Jackson provided funding for TSP on Western Ave. in Chicago, Congresswoman Delia Ramirez provided funding for TSP on Harlem between Irving Park Rd. and North Ave., and Congresswoman Lauren Underwood supported the request that Pace submitted to Senator Dick Durbin's Office for an electric over-the-road coach to place in I-55 service. These earmarks will now go before Congress. Pace waits to hear if the funding requests will be approved.

Melinda reported that last Wednesday, Pace along with the RTA, Metra, and CTA were invited to offer testimony at the Illinois House Appropriations Public Safety Committee hearing. Melinda discussed the impacts of the upcoming fiscal cliff and shared how Pace is emerging from the pandemic using innovative technology to provide better services for customers. Hopefully this is one of many opportunities Pace will have to show legislators how important Pace is to suburban commuters, paratransit riders, and the region.

Melinda reported that this Friday, Pace, RTA, Metra, and CTA are scheduled to meet with the PART finance committee, which was established by CMAP, to discuss the finance gap. These regional conversations are extremely important as we prepare to address the challenges ahead. Melinda thanked board members who have been spreading the word to their local administrators and policy makers. She said Pace will continue to support Directors in those conversations.

Melinda reported on recruitment. She addressed the service issue described during public comment, affirming that the bus operator did the right thing by covering the trip even though she was scheduled to go back to the garage and saying service will improve with more operators in the system. Melinda thanked staff for their work on several Hire on the Spot events, the latest of which Pace made offers to 28 employees. Pace will host one Hire on the Spot event for the Plainfield garage tomorrow and four Hire on the Spot events for Heritage Division on dates TBD. Pace hosts a recurring Hire on the Spot event every Thursday at Pace headquarters for the Northwest Division. Melinda reported that 42 candidates are in the hiring process and 80 candidates are in training, leaving 200 vacancies to fill. Pace will continue to promote jobs and benefits.

Melinda reported that March 2023 systemwide ridership is up 4% over March 2022 with over 1.6 million riders. Pace continues to see a steady increase in ridership. Partnerships with TNCs continue to augment our paratransit system, with 6,000 TNCs trips taken in March 2023. Melinda reported that through February of 2023, suburban performance is \$6.3 million below budget and ADA performance is \$4.5 million below budget. These are preliminary numbers and Pace will catch up after the first quarter.

Melinda reviewed today's agenda and introduced CMAP Executive Director, Erin Aleman.

### **Presentation of CMAP Regional Resilience Award**

CMAP Executive Director Erin Aleman described CMAP's State of the Region survey and awards program, which was created to get a better understanding of what people across the region care about and whether CMAP's long-range plans are seen locally as important. CMAP's Regional Excellence Awards showcase local efforts that enhance quality of life and economic resiliency in northeastern Illinois by addressing climate change. In this year's survey, two thirds of residents reported that they have personally experienced the impacts of climate change through events like increased flooding or damage to infrastructure, and many residents think that their local governments are not doing enough to act. CMAP's 2023 award winners represent strong leadership on bold ideas that show how local determination can help achieve these complicated goals.

Pace's Project Zero, which is Pace's commitment to operating a zero-emission fleet and plan to transition vehicles, facilities, and supporting infrastructure, won the Regional Resilience award category for taking concrete action on the pressing need to create a more sustainable regional infrastructure. Project Zero represents a major commitment to not only reduce Pace's carbon footprint, but also the region's. Director Aleman said that CMAP admires Pace's leadership on being first out of the gate converting to electric.

A video was played showing that Project Zero began with the delivery of one electric bus in 2022 and continues with 20 more scheduled for later this year. Pace North Division will be the first garage converted to a fully electric fleet. A vast majority of North Division routes are short enough to operate using current generation batteries, making it an ideal time to transition this garage to electric. Electrification will make a needed impact in the Waukegan area where a high percentage of Pace riders are low income, minorities, or from otherwise underserved groups.

Melinda said Pace appreciates getting this award because it was a major step forward that we all took together. On behalf of the Pace Board, Acting Chairman Marcucci thanked Erin Aleman for CMAP's attention to Pace's efforts. He said it's a huge capital investment, but improving the quality of life in our region is worth it.

### **Items removed from the Consent Agenda**

None.

### **Approval of Consent Agenda**

**SBD #23-21 – Ordinance** authorizing the award of a sole source contract to Trapeze Software Group, Inc. for the replacement of automatic passenger counters (APCs) on 350 fixed route buses in an amount not to exceed \$1,847,175.00.

**SBD #23-22 – Ordinance** authorizing the award of a sole source contract to Nexus Alpha USA, LLC a subsidiary of Nexus Alpha Low Power Systems, Ltd. for maintenance services for Real

Time Bus Tracker signs in an amount not to exceed \$2,347,826.32.

**SBD #23-23 – Ordinance** authorizing Change Order No. 3 to Contract No. 232918 with Petroleum Traders Corporation for diesel fuel and unleaded gasoline. This change order extends the contract for six months, and increases the contract total from \$22,746,137.73 to \$34,455,101.50, an increase of \$11,708,963.77.

Director McLeod moved, and Director Canning seconded a motion to approve the Consent Agenda. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci.

All directors voted aye.

### **Action Items**

**SBD #23-24 – Ordinance** authorizing Change Order No. 1 to Contract No. 232100 with e-Builder, Inc. for the purchase of e-Builder Enterprise Software as a Service (SaaS). This change order extends the contract for five years and increases the contract total from \$476,977.76 to \$1,525,463.36, an increase of \$1,048,485.60.

Charlotte Obodzinski, Department Manager PPMO, presented. Director Canning highlighted the increase in the e-Builder subscription tier from \$50 million to \$150 million, allowing Pace to manage more capital projects in the system over the contract term. Both discussed how projects need to progress quickly to reach our 2040 zero-emission goal, and e-Builder will help.

Director McLeod moved, and Director Canning seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci.

All directors voted aye.

**SBD #23-25 – Ordinance** authorizing the award of multiple contracts for the Taxi Access Program (TAP) in an amount not to exceed \$468,970,200.00.

Sally Williams, Division Manager of Paratransit, presented. Director Canning asked what caused the increase in Pace's average cost per TAP trip from \$25.14 in 2021 to \$26.02 in 2022. Sally cited increases in the subsidy to \$30, the meter rates charged by taxis, and the length/mileage of trips. Acting Chairman Marcucci clarified that TAP costs a rider \$2, Pace provides a subsidy up to \$30, and any fee above \$30 must be paid by the rider.

Director Arfa said many people with disabilities rely on TAP and this investment is so important.

Acting Chairman Marcucci pointed out that the contract is over 10 years, hence the large dollar amount. He said the program has been very well-received and the more it's used, the more program costs go up. TAP is more affordable than traditional ADA paratransit service and is a good way to leverage tax dollars to provide the most rides and serve the most riders. He clarified that TAP

covers the City of Chicago; there are similar programs in the suburbs and this contract does not affect them.

Director Carr moved, and Director McLeod seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

**SBD #23-26 – Ordinance** authorizing the award of a contract to William T. Connelly, DBA Connelly Electric Co. for the installation of electric car charging stations and associated construction work at nine Pace locations in an amount not to exceed \$987,500.00.

Mark Younquist, Manager of Design and Construction, presented. Acting Chairman Marcucci asked if Pace will charge for electricity. Mark reported that the charging stations are meant to be a passenger amenity to draw more people into our system, but to avoid abuse, Pace is considering charging the same amount it costs to charge at home. Acting Chairman Marcucci supported charging a fee.

Director Wells moved, and Director McLeod seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

**SBD #23-27 – Ordinance** authorizing Pace’s Executive Director to make the Naperville-Aurora On Demand service expansion changes permanent after the pilot period ends on June 6, 2023.

Erik Llewellyn, Chief Planning Officer, presented.

Director McLeod moved, and Director Canning seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

**SBD #23-28 – Ordinance** authorizing Pace’s Executive Director to make the part-time Vanpool fare structure permanent after the pilot period ends on April 30, 2023.

Erik Llewellyn, Chief Planning Officer, presented.

Director Wells moved, and Director Canning seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

**SBD #23-29 – Ordinance** approving the Title VI Program dated April 2023.

Jim Caronis, Ethics Officer, presented.

Director Wells moved, and Director McLeod seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

### **Issues/Discussion/Reports**

Acting Chairman Marcucci encouraged Directors to review the February 2023 budget reports and financial statements contained in their packets and to reach out to staff with questions.

### **Adjournment**

Acting Chairman Marcucci asked for a motion to adjourn into closed session for the purposes of discussing Closed Session Minutes (2-C-21) and Collective Bargaining (2-C-2). Director Wells moved, and Director Canning seconded the motion. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

The meeting adjourned at 10:35 a.m.

### **Reconvene**

Acting Chairman Marcucci reconvened the open session of the Pace Board of Directors meeting at 10:50 a.m.

Directors physically present: Canning, Carr, McLeod, Wells, and Acting Chairman Marcucci.

Directors virtually or telephonically present: Arfa, Guerin, Hastings, Noak, Smith, and Soto.

Directors absent: Schielke and Chairman Kwasneski.

**SBD #23-30 – Resolution** approving the closed session meeting minutes of March 15, 2023.

Director McLeod moved, and Director Canning seconded a motion to approve the Resolution. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

**SBD #23-31 – Ordinance** approving the successor Collective Bargaining Agreement between Pace Fox Valley Division and the Amalgamated Transit Union, Local #1028, as presented to the

Board during its meeting of April 19, 2023 and as accepted by the Amalgamated Transit Union, Local #1028 by a vote taken on March 19, 2023.

Director Wells moved, and Director Canning seconded a motion to approve the Ordinance. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

### **Adjournment**

There being no further business, Acting Chairman Marcucci asked for a motion and second to adjourn the Pace Board of Directors meeting.

Director Wells moved, and Director Canning seconded a motion to adjourn the meeting. The motion passed with the following roll call vote: Directors Arfa, Canning, Carr, Guerin, Hastings, McLeod, Noak, Smith, Soto, Wells, and Acting Chairman Marcucci. All directors voted aye.

The meeting adjourned at 10:52 a.m.

The next regular meeting of the Pace Board of Directors will be held on Wednesday, May 17, 2023 at 9:30 a.m. at Pace Corporate Headquarters, 550 West Algonquin Road, Arlington Heights, Illinois.

---

Elissa Ledvort  
Board Secretary, Board of Directors