



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Agenda - Final Fox Cities Transit Commission

Tuesday, June 24, 2025

2:50 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[25-0717](#) Approval of minutes from previous meeting

Attachments: [MeetingMinutes 27-May-2025.pdf](#)

5. **Public Hearing/Appealances**

[25-0718](#) Public Participation on Agenda Items

6. **Action Items**

[25-0719](#) Approval of Payments

Attachments: [May 2025 Payments.pdf](#)

[25-0720](#) Award Recommendation for Full Fleet CAD/AVL System Hardware Upgrade and Software Subscription Extension

Attachments: [Award Recommendation Doc_GMV Hardware Upgrade & Software Extension.p](#)

7. **Information Items**

[25-0731](#) Financial Report

Attachments: [May 2025 Income Statement.pdf](#)

[25-0732](#) Ridership Report

Attachments: [May 2025 Ridership.pdf](#)

[25-0733](#) Fox Cities Transit Commission agenda discussion

[25-0734](#) Request for Future Agenda Items

- 8. **Next Meeting Dates & Times**
 - July 8, 2025, 2:50PM - Cancelled
 - July 22, 2025, 2:50PM

- 9. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



City of Appleton

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Meeting Minutes - Final Fox Cities Transit Commission

Tuesday, May 27, 2025

2:50 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

Present: 9 - Dexter, VandeHey, Chairperson Dearborn, Wurdinger, Brown, Holzschuh, Thao, Smith and Meltzer

Excused: 3 - Kasimor, Patza and Torrance

4. Approval of minutes from previous meeting

[25-0558](#)

Approval of minutes from previous meeting

Attachments: [Meeting Minutes from 042225.pdf](#)

Commissioner Wurdinger moved, seconded by Commissioner Brown, that the minutes be approved. Voice Vote. Motion Carried.

5. **Public Hearing/Appearances**

[25-0421](#)

Public Participation on Agenda Items

No public participation on agenda items.

6. **Action Items**

[25-0559](#)

Approval of Payments

Attachments: [April 2025 Payments.pdf](#)

Commissioner Smith moved, seconded by Commissioner Meltzer, that the payments be approved. Voice Vote. Motion Carried.

[25-0560](#) Authorization to Execute an Offer to Purchase 222 N. Oneida Street

Attachments: [Memo to Execute OTP 222 N Oneida St.pdf](#)
[Completed Report-0 North Onedia Street Appleton.pdf](#)

Commissioner Meltzer moved, seconded by Commissioner Smith, that the Offer to Purchase be recommended for approval. Voice Vote. Motion Carried.

[25-0561](#) Approval of Title VI Program Update

Attachments: [Valley Transit Title VI Program 2025.pdf](#)

Commissioner Meltzer moved, seconded by Commissioner Smith, that the Title VI Program update be recommended for approval. Voice Vote. Motion Carried.

7. Information Items

[25-0562](#) Financial Report

Attachments: [April 2025 Income Statement.pdf](#)

The financial report was presented.

[25-0563](#) Ridership Report

Attachments: [April 2025 Ridership.pdf](#)

The ridership report was presented.

[25-0564](#) Request for Future Agenda Items

Future agenda items were requested.

8. Next Meeting Dates & Times

- June 10, 2025, 2:50 PM - Cancelled

- June 24, 2025, 2:50 PM

9. Adjournment

A motion was made by Commissioner Brown, seconded by Commissioner Meltzer, that this meeting was adjourned. The motion carried unanimously.

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2025/5 TO 2025/5	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP S	CHECK RUN	CHECK	DESCRIPTION
58071000			VT 5307 Admin					
58071000	620500				Employee Recruitment			
	002694	RNS COMMUNICATIONS I 145828	0	2025	5 INV P		600.00	052125 570012 Employment advertis
	002824	SINCLAIR BROADCAST 145876	250192	2025	5 INV P		6,255.00	051425 569887 Employment Advertis
					ACCOUNT TOTAL		6,855.00	
58071000	630200				Subscriptions			
	001517	GANNETT WISCONSIN 146491	0	2025	5 INV P		53.99	pcard Post Crescent Subsc
					ACCOUNT TOTAL		53.99	
58071000	630300				Memberships & Licenses			
	000062	AMERICAN PUBLIC TRAN 145961	0	2025	5 INV P		10,000.00	052125 569935 Annual membership
	999990	WP*A.T.I. 146493	0	2025	5 INV P		50.00	pcard Assoc of Travel Ins
					ACCOUNT TOTAL		10,050.00	
58071000	632002				Outside Printing			
	002297	PRINTSOURCE PLUS 145337	0	2025	5 INV P		1,088.10	050825 569762 Business cards
	002297	PRINTSOURCE PLUS 146740	0	2025	5 INV P		219.70	060425 570213 Bus ads - VT wisGo
							1,307.80	
					ACCOUNT TOTAL		1,307.80	
58071000	632700				Miscellaneous Equipment			
	001983	AMAZON 146915	0	2025	5 INV P		28.49	pcard Misc Equipment - Ta
					ACCOUNT TOTAL		28.49	
58071000	632800				Signs			
	001942	APPLETON SIGN COMPAN 146744	0	2025	5 INV P		250.00	060425 570153 Ad correction for c
	001942	APPLETON SIGN COMPAN 146745	0	2025	5 INV P		682.57	060425 570153 Van graphics
							932.57	
					ACCOUNT TOTAL		932.57	
58071000	640800				Contractor Fees			
	001771	RED SHOES PR, INC. 145331	0	2025	5 INV P		3,895.75	050825 569763 April marketing eff
	003012	LANGUAGE LINE 145373	0	2025	5 INV P		141.12	050825 569748 Translation service
					ACCOUNT TOTAL		4,036.87	
58071000	641200				Advertising			
	001771	RED SHOES PR, INC. 145332	0	2025	5 INV P		7,000.00	050825 569763 May digital adverti
					ACCOUNT TOTAL		7,000.00	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2025/5 TO 2025/5									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
58071000 641301			Electric						
001575 WE ENERGIES	146350	0	2025 5 INV	P		5,699.94 052825	570139	April Gas & Electri	
			ACCOUNT TOTAL			5,699.94			
58071000 641302			Gas						
001575 WE ENERGIES	146350	0	2025 5 INV	P		2,362.87 052825	570139	April Gas & Electri	
			ACCOUNT TOTAL			2,362.87			
58071000 641800			Equip Repairs & Maint						
001689 FSC	145938	0	2025 5 INV	P		673.38 052125	569961	Currency counter re	
			ACCOUNT TOTAL			673.38			
58071000 642400			Software Support						
000620 HEARTLAND BUSINESS S	145372	0	2025 5 INV	P		687.42 050825	569737	Software license	
999990 FIRE PIXEL INC	146492	0	2025 5 INV	P		23.98 pcard		Website Domain Rene	
999990 ZOOM.COM 888-799-966	146916	0	2025 5 INV	P		10.00 pcard		Monthly Teleconfere	
						33.98			
			ACCOUNT TOTAL			721.40			
58071000 659900			Other Contracts/Obligation						
002164 CLIFTON LARSON	145755	0	2025 5 INV	P		2,061.92 051425	569834	INV #1251199303 MAR	
002164 CLIFTON LARSON	146420	0	2025 5 INV	P		2,279.51 052825	570065	INV #1251199303 APR	
						4,341.43			
003037 FOX CITIES APPRAISAL	145822	0	2025 5 INV	P		1,500.00 052125	569958	Appraisal for N One	
			ACCOUNT TOTAL			5,841.43			
			ORG 58071000 TOTAL			45,563.74			
58072000			VT 5307 vehicle Maintenance						
58072000 630901			Shop Supplies						
001316 SUPERIOR CHEMICAL CO	145335	0	2025 5 INV	P		763.37 050825	569772	Shop supplies	
001607 GRAINGER, INC.	147049	0	2025 5 INV	P		518.85 pcard		Shop Supplies	
001655 AUTOMOTIVE SUPPLY CO	146747	0	2025 5 INV	P		150.90 060425	570156	Shop supplies	
001655 AUTOMOTIVE SUPPLY CO	146748	0	2025 5 INV	P		10.78 060425	570156	Shop supplies	
001655 AUTOMOTIVE SUPPLY CO	146749	0	2025 5 INV	P		54.97 060425	570156	Shop supplies	
001655 AUTOMOTIVE SUPPLY CO	146750	0	2025 5 INV	P		87.84 060425	570156	Parts and shop supp	
001655 AUTOMOTIVE SUPPLY CO	146751	0	2025 5 INV	P		45.58 060425	570156	Shop supplies	
001655 AUTOMOTIVE SUPPLY CO	146752	0	2025 5 INV	P		30.50 060425	570156	Shop supplies	
001655 AUTOMOTIVE SUPPLY CO	146755	0	2025 5 INV	P		309.24 060425	570156	Shop supplies	
001655 AUTOMOTIVE SUPPLY CO	146756	0	2025 5 INV	P		923.16 060425	570156	Tools and supplies	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2025/5 TO 2025/5	ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION
									1,612.97
	003159 IMPERIAL SUPPLIES HO	146735	0	2025	5	INV P		060425	570188 Shop supplies
									ACCOUNT TOTAL
									2,953.00
58072000 630902									Tools & Instruments
	000332 CRESCENT ELECTRIC SU	146935	0	2025	5	INV P			65.55 pcard Crimp Tool
	001003 NORTHSIDE HARDWARE,	146514	0	2025	5	INV P			28.99 pcard Tools
	001261 SNAP-ON INDUSTRIAL	145821	0	2025	5	INV P		052125	570016 Tools
	001607 GRAINGER, INC.	146965	0	2025	5	INV P			68.20 pcard Tools
	001607 GRAINGER, INC.	147048	0	2025	5	INV P			47.52 pcard Tools
									115.72
	001655 AUTOMOTIVE SUPPLY CO	146756	0	2025	5	INV P		060425	570156 Tools and supplies
									ACCOUNT TOTAL
									325.58
58072000 632200									Gas Purchases
	000763 KWIK TRIP, INC	145325	0	2025	5	INV P		050825	569747 Staff vehicle fuel
									ACCOUNT TOTAL
									162.60
58072000 632601									Repair Parts
	000089 NEW FLYER OF AMERICA	145949	0	2025	5	INV P		052125	570004 Parts
	000089 NEW FLYER OF AMERICA	145952	0	2025	5	INV P			13.20 052125 570004 Parts
									344.37
	000172 BAYCOM, INC.	145825	0	2025	5	INV P		052125	569941 Bus antennas
	001595 JX TRUCK/PETERBILT	146726	0	2025	5	INV P		060425	634.20 570193 Parts
	001595 JX TRUCK/PETERBILT	146728	0	2025	5	INV P		060425	6,077.06 570193 Parts
	001595 JX TRUCK/PETERBILT	146729	0	2025	5	INV P		060425	4,425.33 570193 Parts
	001595 JX TRUCK/PETERBILT	146730	0	2025	5	INV P		060425	109.18 570193 Parts
	001595 JX TRUCK/PETERBILT	146731	0	2025	5	INV P		060425	290.91 570193 Parts
	001595 JX TRUCK/PETERBILT	146732	0	2025	5	CRM P		060425	-2,275.18 570193 Parts refund
	001595 JX TRUCK/PETERBILT	146733	0	2025	5	CRM P		060425	-3,416.09 570193 Parts refund
									5,845.41
	001637 ROSS & WHITE COMPA	146737	0	2025	5	INV P		060425	841.37 570216 Bus wash parts
	001655 AUTOMOTIVE SUPPLY CO	146750	0	2025	5	INV P		060425	80.23 570156 Parts and shop supp
	001655 AUTOMOTIVE SUPPLY CO	146754	0	2025	5	INV P		060425	4.54 570156 Parts
									84.77

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2025/5 TO 2025/5									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
001983 AMAZON	146909	0	2025	5	INV P			WisGo parts	17.96 pcard
999990 MOUSER ELECTRONICS I	146910	0	2025	5	INV P			WisGo Parts	64.19 pcard
ACCOUNT TOTAL									8,141.07
58072000 632700 Miscellaneous Equipment									
000289 KONECRANES, INC.	145960	0	2025	5	INV P			Annual crane inspec	1,685.40 052125 569986
001983 AMAZON	146911	0	2025	5	INV P			WisGo Equipment	185.00 pcard
001983 AMAZON	146912	0	2025	5	INV P			WisGo Equipment	75.98 pcard
									260.98
003159 IMPERIAL SUPPLIES HO	146734	0	2025	5	INV P			Miscellaneous equip	2,656.90 060425 570188
ACCOUNT TOTAL									4,603.28
58072000 641700 Vehicle Repairs & Maint									
001597 NOLTE'S TOWING	145374	0	2025	5	INV P			Towing Coach 2004	302.35 050825 569757
001597 NOLTE'S TOWING	145833	0	2025	5	INV P			Coach 1932 towing	348.75 052125 570005
001597 NOLTE'S TOWING	145947	0	2025	5	INV P			Coach 2004 towing	302.35 052125 570005
									953.45
ACCOUNT TOTAL									953.45
58072000 642400 Software Support									
002518 S&A SYSTEMS, INC	145327	0	2025	5	INV P			Cloud support & ser	1,802.00 050825 569767
ACCOUNT TOTAL									1,802.00
58072000 643000 Health Services									
003122 ASCENSION MEDICAL GR	146738	0	2025	5	INV P			DOT random D&A test	443.00 060425 570154
ACCOUNT TOTAL									443.00
58072000 680401 1800 Machinery & Equipment									
003449 MILWAUKEE TRANSPORT	145954	241000	2025	5	INV P			Fare collection sys	58,360.00 052125 569998
ACCOUNT TOTAL									58,360.00
ORG 58072000 TOTAL									77,743.98
58073000 VT 5307 Building Maintenance									
58073000 640700								Solid waste/Recycling Pickup	
002545 GFL ENVIRONMENTAL	146489	0	2025	5	INV P			GFL - ENV trash/rec	375.51 pcard
ACCOUNT TOTAL									375.51
58073000 644000 Snow Removal Services									

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2025/5 TO 2025/5										
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION		
003022 BOB & DAVE'S	145487	250099	2025	5	INV P			Snow removal	2,160.00	051425 569818
ACCOUNT TOTAL									2,160.00	
58073000 680300								Buildings		
003239 IMEG	145834	0	2025	5	INV P			Professional Servic	4,387.50	052125 569974
ACCOUNT TOTAL									4,387.50	
58073000 680300 1800								Buildings		
001283 STAFFORD ROSENBAUM,	145965	230132	2025	5	INV P			Transit Center Mult	896.00	052125 570019
002560 KUENY ARCHITECTS	146760	0	2025	5	INV P			Whitman remodel pro	20,690.14	060425 570197
ACCOUNT TOTAL									21,586.14	
ORG 58073000 TOTAL									28,509.15	
58074000								VT 5307 Operations		
58074000 620100								Training/Conferences		
001864 BELLIN TRAINING SOLU	145826	0	2025	5	INV P			Training	900.00	052125 569943
ACCOUNT TOTAL									900.00	
58074000 630300								Memberships & Licenses		
001611 FOX VALLEY TECHNICAL	145942	0	2025	5	INV P			CDL Testing	200.00	052125 569960
001611 FOX VALLEY TECHNICAL	146722	0	2025	5	INV P			New employee CDL te	350.00	060425 570181
									550.00	
ACCOUNT TOTAL									550.00	
58074000 632101								Uniforms		
000316 COONEY'S EMBROIDERY	145824	0	2025	5	INV P			Uniforms	1,226.00	052125 569949
000316 COONEY'S EMBROIDERY	145957	0	2025	5	INV P			Uniforms	36.00	052125 569949
000316 COONEY'S EMBROIDERY	146736	0	2025	5	INV P			Uniforms	372.00	060425 570170
									1,634.00	
001396 UNIFIRST CORPORATION	145816	0	2025	5	INV P			Uniforms	73.92	052125 570025
001396 UNIFIRST CORPORATION	145817	0	2025	5	INV P			Uniforms	73.92	052125 570025
001396 UNIFIRST CORPORATION	145818	0	2025	5	INV P			Uniforms	73.92	052125 570025
001396 UNIFIRST CORPORATION	145819	0	2025	5	INV P			Uniforms	73.92	052125 570025
									295.68	
ACCOUNT TOTAL									1,929.68	
58074000 632200								Gas Purchases		
001608 GARROW OIL CORPORATI	146741	0	2025	5	INV P			#2 Clear Diesel Fue	16,470.07	060425 570182
ACCOUNT TOTAL									16,470.07	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2025/5 TO 2025/5									
ACCOUNT/VENDOR	DOCUMENT	PO	YEAR/PR	TYP	S	CHECK RUN	CHECK	DESCRIPTION	
58074000 632602			Tires						
001926 GOODYEAR TIRE AND RU	145832	0	2025	5	INV P			312.58 052125	569966 April mileage (run
001996 MATTHEWS TIRE, INC.	145334	0	2025	5	INV P			84.00 050825	569750 Tire dismount
			ACCOUNT TOTAL					396.58	
58074000 640800			Contractor Fees						
002229 STAR PROTECTION AND	145339	0	2025	5	INV P			7,796.00 050825	569770 Security services A
002229 STAR PROTECTION AND	145341	0	2025	5	INV P			7,816.75 050825	569770 Security services M
								15,612.75	
			ACCOUNT TOTAL					15,612.75	
58074000 641200			Advertising						
001942 APPLETON SIGN COMPAN	145354	0	2025	5	INV P			3,140.00 050825	569719 Production & instal
			ACCOUNT TOTAL					3,140.00	
58074000 643000			Health Services						
001588 THEDACARE, INC.	145329	0	2025	5	INV P			372.30 050825	569778 DOT physicals - new
001588 THEDACARE, INC.	145829	0	2025	5	INV P			555.55 052125	570021 DOT Physicals and d
								927.85	
003122 ASCENSION MEDICAL GR	146739	0	2025	5	INV P			118.00 060425	570154 DOT random D&A test
			ACCOUNT TOTAL					1,045.85	
			ORG 58074000 TOTAL					40,044.93	
58076000			VT 5307 Ancillary Paratransit						
58076000 659900			Other Contracts/Obligation						
001600 LUTHERAN SOCIAL SERV	145970	0	2025	5	INV P			12,990.00 052125	569991 2025 1st Quarter ex
			ACCOUNT TOTAL					12,990.00	
			ORG 58076000 TOTAL					12,990.00	
FUND 580 Valley Transit			TOTAL:					204,851.80	

** END OF REPORT - Generated by Kristin Stohl **

Memorandum

TO: Fox Cities Transit Commission, City of Appleton Common Council

FROM: Ron McDonald, General Manager

DATE: June 20, 2025

RE: Award Recommendation for Full Fleet CAD/AVL System Hardware Upgrade and Software Subscription Extension

BACKGROUND

Each Valley Transit bus is equipped with hardware to support the Computer-Aided Dispatch/Automatic Vehicle Location (CAD/AVL) system. The CAD/AVL system provides staff with vital service oversight tools, integrates with multiple onboard systems, and supplies required data for funding partner reports (local, state & federal). Additionally, the system manages important passenger information systems, like onboard stop announcements, text messaging, interior & exterior LED signs, real-time stop/route arrival data, and data feeds for 3rd party apps, like Google and Apple Maps.

Valley Transit's CAD/AVL system vendor is GMV. The current hardware is comprised of a rugged Android tablet, communication cabling and various sub-component devices located in the bus's equipment cabinet. The system integrates and communicates with the farebox, exterior & interior signs, onboard announcement system and automatic passenger counters above each door. Beyond the onboard features, the system provides service data to cloud-based software using cell data provided by an onboard router.

Valley Transit has utilized CAD/AVL technology since 2011. The GMV system was purchased in January 2023. This procurement was reviewed and approved by the FCTC on 1/24/2023. GMV's proposal for hardware included reuse of existing rugged Android tablets (GETAC ZX70) purchased by Valley Transit in 2018 under the previous CAD/AVL vendor. GMV was able to incorporate the mid-life tablets, which resulted in significant initial capital savings. At the time of purchase, Valley Transit's plan was to phase in new hardware after the tablet lifespan was reached.

The existing tablets have surpassed their useful life and are no longer supported by the manufacturer. Valley Transit has experienced a few tablets failures over the past year. A fleet-wide hardware replacement is required to maintain the CAD/AVL system.

ANALYSIS

GMV launched a new onboard hardware solution called GMV Hub ("Hub") in 2024. The Hub is essentially a computer/vehicle logic unit designed for the transit operating environment. With the Hub, the CAD/AVL system no longer relies on an Android tablet to provide computing power and manage onboard systems. The Hub device consolidates all sub-components and processing into a small box that is installed in the onboard equipment cabinet.

The new hardware has several advantages in design and function when compared to the existing Android tablet-based system. The rugged Hub computer has a much longer service life than the tablet system. Rugged tablets

begin to fail after 5 years of transit service. The new Hub system has a service life of 10+ years. The tablet's Android operating system is not controlled by the CAD/AVL software vendor. Android security and operating system updates can happen unexpectedly and require app changes. Conversely, the new Hub operating system was developed and managed by GMV, which eliminates unpredicted operating system changes. The Hub device is designed with multiple interface ports and allows for direct integration with onboard systems, while the tablet has limited ports and relies on many subcomponent devices.

For the bus operator, the new system hardware includes a 10" touch screen with a redeveloped display designed to provide better data, including a mapping feature for navigation, next stop display, ontime performance, clock and large menu icons for other common tasks. The existing tablet-based system has a 7" display, large tablet cradle/mount and multiple cable connections. The cable connections into the tablet cradle cause several areas for potential system disconnect failure. The new display is simply a screen with a hardwired power and cable to the Hub computer. This will eliminate several communication failure points of the tablet-based system.

This hardware upgrade project also includes the replacement of onboard automatic passenger counter (APC) sensors. All Valley Transit buses are equipped with APC sensors above each bus door. The current sensor model was installed in 2018 and is no longer supported by the manufacturer, Dilax. During installation, GMV would replace these sensors with modern 3D scan sensors manufactured by IRIS. Sensor replacement is designed to support future data projects and provides more accurate counting of passenger boardings and alightings.

Since the GMV system deployment, Valley Transit has experienced quality service and found GMV to be a responsible and responsive vendor. Valley Transit also checked the reference from a recent deployment of the Hub system in La Crosse, WI to confirm system reliability. The La Crosse Municipal Transit Utility project manager stated that the system has been successful and provided a positive reference. GMV's current customer base focuses on small to mid-size transit systems, which will continue to benefit Valley Transit as the product evolves over the contract term.

Valley Transit is requesting a sole source purchase to upgrade CAD/AVL system hardware and extension of its contract with GMV. The current software agreement with GMV ends in 2028. Since the new hardware has a useful life well beyond 2028, this project seeks to extend the existing annual SaaS (software as a service) agreement by 3 years with 2 option years. This extension is also designed to allow Valley Transit to re-evaluate CAD/AVL solutions prior the next bus replacement process. Valley Transit staff completed a sole source justification and cost reasonableness analysis of the proposal received from GMV. The sole source decision was reviewed and approved by City of Appleton purchasing staff.

If approved, Valley Transit anticipates hardware installation to occur in the fourth quarter of 2025 or early in 2026.

FISCAL IMPACT

The full fleet hardware upgrade has a total cost of \$296,996. This amount includes upgraded hardware (Hub/vehicle logic unit, driver display, APC sensors, small network switch and cabling), installation, training and engineering for Valley Transit's full fleet of 28 buses. Valley Transit requests an additional 10% contingency for unknown costs that may occur during implementation. This brings the total fiscal impact to \$328,896.

The annual software as a service fee for each year during the five-year extension (2028-2032) would be \$38,853.

Existing federal capital grants would cover 80% of the hardware costs. The remaining cost would be expensed from Valley Transit's annual budget. The annual software as a service fee in future contract years are included in Valley Transit's annual budgets and is paid for by State and Federal grants (60%) and local share (40%).

RECOMMENDATION

Staff recommends issuing a purchase order to GMV to include the hardware upgrade and to extend the annual software agreement beyond 2028 for three years and two additional option years.

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For Five Months Ending May 31, 2025

Description	Month of May Actual	Prior Year May	YTD As of May Actual	Prior YTD May	2025 Amended Budget	2025 % of Total Budget
REVENUES						
Bus Fare Revenue	15,806	56,372	211,048	283,510	740,000	28.52%
Paratransit Fare Revenue	30,974	35,422	152,816	175,751	557,410	27.42%
Total Fare Revenue	46,780	91,794	363,864	459,261	1,297,410	28.05%
Other Charges for Service	7,020	4,485	14,225	21,699	65,000	21.88%
Other Revenues	-	2,936	4,937	8,983	8,000	61.71%
TOTAL REVENUES	53,800	99,215	383,026	489,943	1,370,410	27.95%
EXPENSES BY LINE ITEM						
Regular Salaries & Labor pool alloc	211,891	223,529	987,887	1,214,595	3,586,732	27.54%
Overtime	35,977	62,596	148,743	261,150	77,358	192.28%
Incentive Pay	-	-	-	1,480	-	0.00%
Other Compensation	-	1,832	1,639	1,832	-	-
Fringes	84,785	88,291	379,087	426,138	1,311,426	28.91%
Unemployment Compensation	-	-	5,424	(38,887)	-	-
Salaries & Fringe Benefits	332,653	376,248	1,522,780	1,866,308	4,975,516	30.61%
Training & Conferences & Tuition Fees	1,270	1,386	6,120	12,527	25,000	24.48%
Employee Recruitment	6,855	-	24,929	2,510	7,280	342.43%
Office Supplies & Parking Permits	-	168	1,448	3,244	5,400	26.81%
Subscriptions	54	43	486	442	1,413	34.39%
Memberships & Licenses	10,600	-	20,107	9,230	15,970	125.90%
Postage & Freight	-	15	672	903	3,700	18.16%
Awards & Recognition	-	100	142	943	930	15.27%
Food & Provisions	-	-	48	-	1,240	3.87%
Insurance	-	11,468	185,333	250,635	314,905	53.74%
Insurance dividend & return of surplus	-	-	(16,094)	(16,426)	-	-
Depreciation Expense	126,812	118,656	634,060	593,281	1,521,743	41.67%
Administrative Expenses	145,591	131,836	857,251	857,289	1,897,581	45.18%
Landscape Supplies	-	-	-	-	1,500	0.00%
Shop Supplies & Tools (& misc)	2,853	4,660	13,266	18,978	55,450	23.92%
Printing & Reproduction	1,308	3,098	3,836	5,076	29,470	13.02%
Uniforms	1,930	776	4,632	1,976	9,290	49.86%
Gas Purchases	16,633	39,866	141,944	182,866	571,500	24.84%
Safety Supplies	-	36	605	765	1,500	40.33%
Vehicle & Equipment Parts	8,538	23,087	79,310	95,238	322,300	24.61%
Miscellaneous Equipment	4,632	6,900	26,942	9,896	25,100	107.34%
Signs	933	-	1,310	2,332	12,000	10.92%
Supplies & Materials	36,827	78,423	271,845	317,127	1,028,110	26.44%
Accounting/Audit	-	-	-	-	15,000	0.00%
Bank Services	-	167	491	1,124	6,680	7.35%
Consulting Services	-	-	-	-	40,000	0.00%
Solid Waste/Recycling	376	369	1,509	1,845	6,161	24.49%
Contractor Fees	262,970	179,714	1,221,497	907,628	4,008,877	30.47%
Advertising	10,140	8,950	40,590	40,983	50,309	80.68%
Health Services	1,489	960	4,364	4,865	9,200	47.43%
Snow Removal Services	2,909	-	54,289	38,430	56,008	96.93%
Laundry Services	-	1,225	1,676	3,910	15,340	10.93%
Other Contracts/Obligations	18,831	10,701	19,993	15,946	100,190	19.96%
Purchased Services	296,715	202,086	1,344,409	1,014,731	4,307,765	31.21%
Electric	5,700	8,504	23,206	23,510	58,434	39.71%
Gas	2,363	1,925	16,218	12,039	24,638	65.83%
Water	284	350	1,796	2,651	7,850	22.88%

City of Appleton
VALLEY TRANSIT INCOME STATEMENT
For Five Months Ending May 31, 2025

Description	Month of May Actual	Prior Year May	YTD As of May Actual	Prior YTD May	2025 Amended Budget	2025 % of Total Budget
Sewer	201	231	988	1,534	4,763	20.74%
Stormwater	647	654	3,995	3,223	10,000	39.95%
Telephone	-	2,114	6,527	7,336	29,156	22.39%
Utilities	9,195	13,778	52,730	50,293	134,841	39.11%
Building/Grounds Repair & Maintenance	-	-	761	425	-	0.00%
Vehicle Repair & Maintenance	953	-	4,942	15,874	10,050	49.17%
Equipment Repair & Maintenance	673	1,590	1,673	6,421	9,650	17.34%
FMD Charges & Material	-	8,714	28,483	42,909	137,933	20.65%
Software Support	2,523	54	139,387	98,201	170,430	81.79%
Repairs & Maintenance	4,149	10,358	175,246	163,830	328,063	53.42%
Total Operating Expenses	825,130	812,729	4,224,261	4,269,578	12,671,876	33.34%
OPERATING INCOME (LOSS)	(771,330)	(713,514)	(3,841,235)	(3,779,635)	(11,301,466)	
NON-OPERATING REVENUES						
Federal Support	-	2,102,530	-	2,102,530	3,560,391	0.00%
State Support	-	-	-	-	3,082,885	0.00%
Appleton Support	319,965	331,561	1,599,825	1,657,805	724,810	220.72%
Other Local Support	246,103	235,641	-	1,853,735	1,899,499	0.00%
Investment Income	-	110	-	16,580	12,500	0.00%
Donations	-	4,167	-	21,057	63,386	0.00%
TOTAL NON-OPERATING REVENUE	566,068	2,674,009	1,599,825	5,651,707	9,343,471	17.12%
Land	-	-	-	-	-	0.00%
Buildings	25,974	1,465,319	25,974	2,251,675	7,500,000	0.35%
Machinery & Equipment	58,360	-	93,376	-	-	0.00%
Furniture & Fixtures	-	4,999	199,173	4,999	-	0.00%
Vehicles	-	-	-	-	50,000	0.00%
Capital Expenditures	84,334	1,470,318	318,523	2,256,674	7,550,000	4.22%
NET INCOME (LOSS)	(289,596)	490,177	(2,559,933)	(384,602)	(9,507,995)	

City of Appleton
PURCHASED TRANSPORTATION
For Five Months Ending May 31, 2025

Description	Month of May Actual	Prior Year May	YTD As of May Actual	Prior YTD May	2025 Amended Budget	2025 % of Total Budget
PURCHASED TRANSPORTATION EXPENSE						
VTII - Disabled	100,853	86,358	517,191	436,129	2,550,000	20.28%
VTII - Elderly	6,503	3,766	29,402	19,974	76,500	38.43%
PT - Optional (Sunday)	357	178	2,066	1,392	12,750	16.20%
Outagamie County Demand Response Rural	31,344	34,425	167,956	163,645	462,600	36.31%
Neenah Dial - A - Ride	3,900	3,927	23,547	17,853	120,705	19.51%
Calumet County Van Service	4,838	2,986	25,843	16,110	37,620	68.70%
Connector	83,160	28,660	395,316	154,887	476,352	82.99%
Downtown Trolley	-	10,128	-	10,128	40,800	0.00%
Total Purchased Transportation	230,954	170,428	1,161,320	820,118	3,777,327	30.74%

Total Monthly Passengers

48,802

↘ -20% change | 60,834 prev. year

Total YTD Passengers

241,974

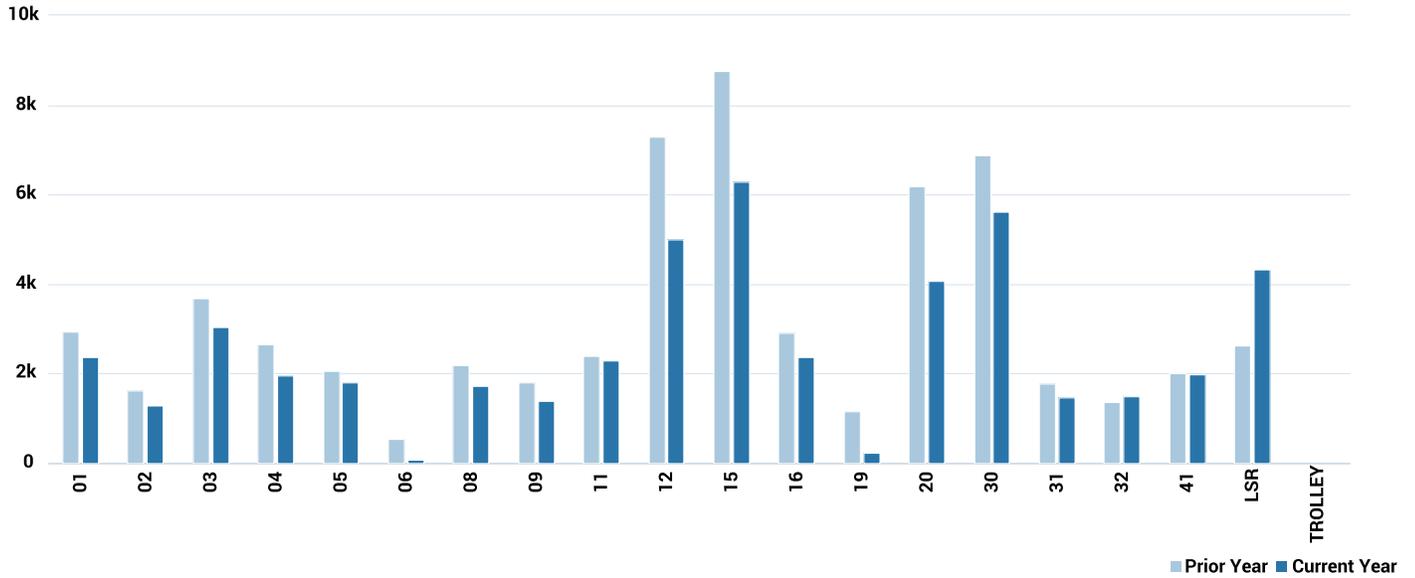
↘ -20% change | 301,006 prev. year

Monthly Fare Group Trend

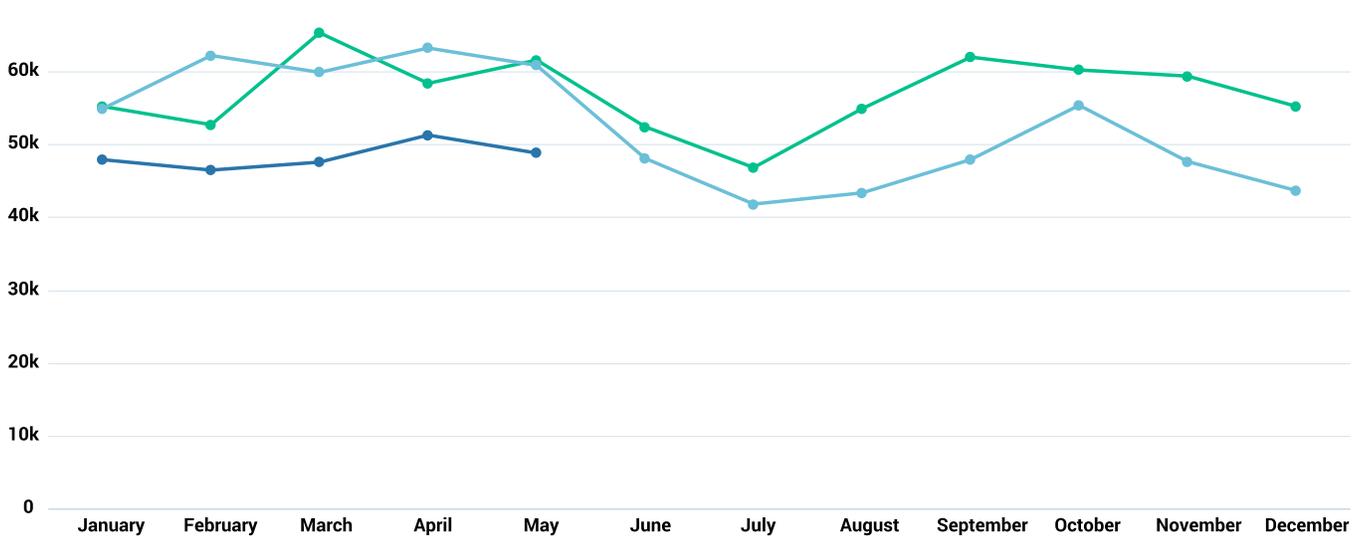
Fare Group Desc	Prior Year	Current	% Change
Passes & Tickets	25,731	20,098	-21.9%
AASD	9,884	9,543	-3.5%
Cash	9,780	7,181	-26.6%
Transfers	8,547	6,984	-18.3%
FVTC	4,304	2,862	-33.5%
Free	1,498	1,369	-8.6%
Lawrence University	1,090	765	-29.8%

*Note: Ridership decrease due to a major service modification in July 2024 when Monday - Friday evening and Saturday afternoon & evening bus service was transitioned to VT Connector service.

Ridership by Route



Monthly Ridership Trend by Year



Agency FY: ● 2023 ● 2024 ● 2025

Total Monthly Passengers

7,953

↗ 4% change
7,633 prev. year

Total YTD Passengers

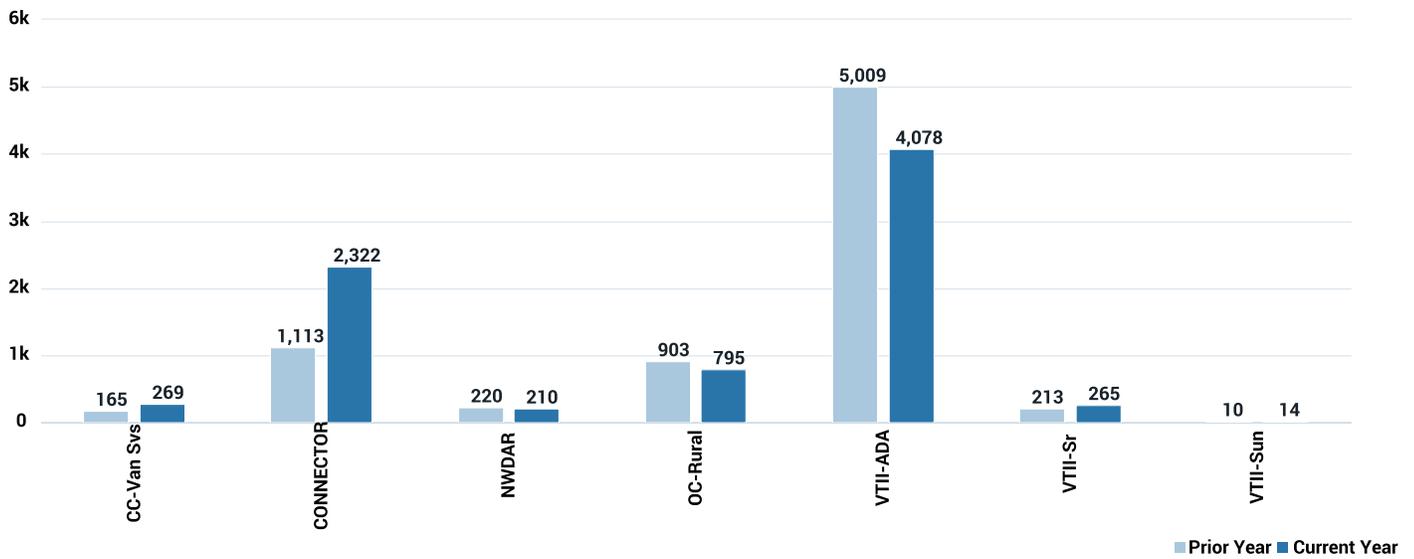
40,043

↗ 3% change
38,689 prev. year

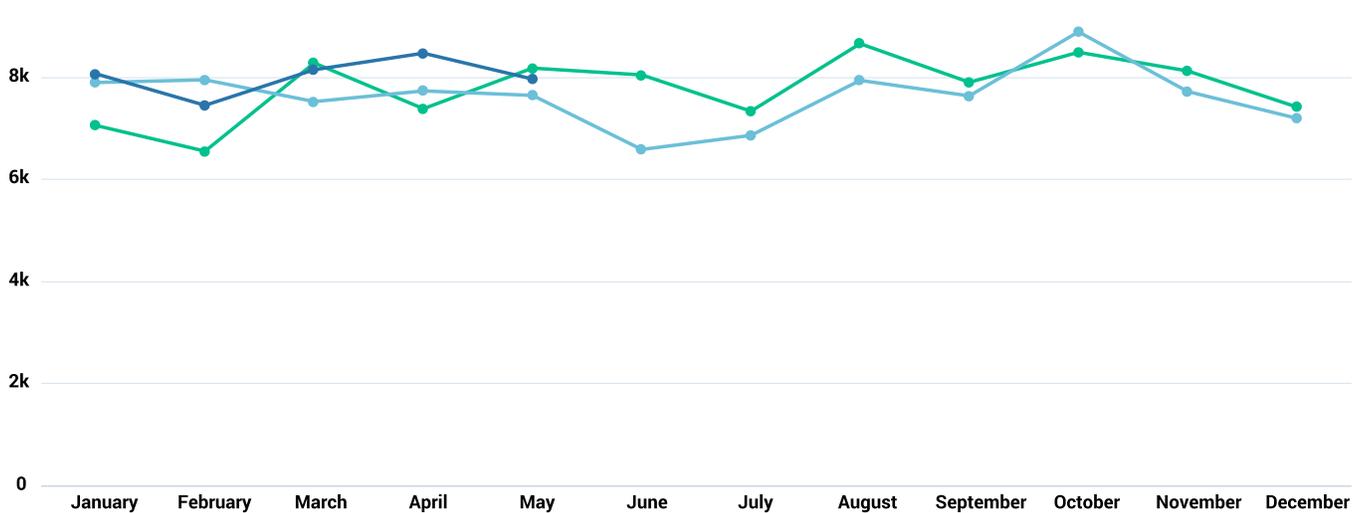
Monthly Ridership by Program Trend

Reporting Route	Prior Year	Current Year	% Change
VTII-ADA	5,009	4,078	-18.59%
CONNECTOR	1,113	2,322	108.63%
OC-Rural	903	795	-11.96%
CC-Van Svs	165	269	63.03%
VTII-Sr	213	265	24.41%
NWDAR	220	210	-4.55%
VTII-Sun	10	14	40.00%

Monthly Ridership by Program



Monthly Ridership Trend by Year



Agency FY: ● 2023 ● 2024 ● 2025