I. Recognition

II. Public Comment:

III. Advisory Committee Updates:
   1. Customer Service Advisory Committee (CSAC)
   2. Access Advisory Committee

IV. Board Committee Update:
   1. Operations, Planning and Safety Committee

V. Consent Items
   1. Approval of minutes from the June 10th, 2020 and June 22nd, 2020 board meetings.
   2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a one-year contract extension with MTM Inc. in an amount not to exceed $339,971 for continued administration of functional assessments for the MetroAccess Eligibility Department.
   3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Luminator Technology Group to purchase vehicle video systems for 272 revenue vehicles over an 18-month term, in an amount not to exceed $2,968,870.

VI. Action Items:
   1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Weaver and Tidwell LLP for Quadrennial Performance Audit services for a period of one hundred and eighty calendar days in an amount not to exceed $180,610.
2. Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with Austin Community College for student and employee transit passes that establishes a pay-per-ride arrangement for paratransit, rail and fixed-route bus services for the months of June 2020 through December 2020 and that establishes, for the months of January 2021 through August 2021, a flat-fee for paratransit, rail and fixed-route bus services of $36,215 per month.

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with KPMG, LLP for Enterprise Resource Planning (ERP) Consulting services for a base period of one year and one twenty-four-month option period in an amount not to exceed $2,381,291.

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Bytemark, Inc. to upgrade Capital Metro’s existing fare systems, with a 21% contingency, in an amount not to exceed $6,021,346.

5. Approval of a resolution authorizing the President & CEO, or his designee, to negotiate and execute a Development Agreement with Broadmoor Austin Associates, a Texas general partnership (Developer) for the Transit Facilities and Related Improvements at the Broadmoor Development property in an amount not to exceed $__________.

6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement between Capital Metro and the City of Austin to co-invest in and co-manage the Austin Bikeshare program for a four (4) year term with three (3) one-year options in an amount not to exceed $2,250,000.

7. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Center for Transportation and the Environment (CTE) for technical assistance in support of electric bus implementation at Capital Metro and the FTA No and Low Emission Bus Grant awarded to Capital Metro in 2019 for a term ending September 30, 2021 with two (1) one-year options in an amount not to exceed $169,691.

VII. Presentations:

1. FY 2021 Budget Update
2. Pandemic Recovery and Improvement Plan Update
3. Diversity, Inclusion and Equity Program Plan Update

VIII. Reports:

1. President's Report

IX. Executive Session of Chapter 551 of the Texas Government Code:

Section 551.071 for consultation with an attorney for legal advice related to local government corporations
X. Items for Future Discussion:

XI. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email ed.easton@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Delia Garza, Vice Chair; Eric Stratton, Secretary Terry Mitchell; Troy Hill; Ann Kitchen, Jeffrey Travillion and Pio Renteria.

The Board of Directors may go into closed session under the Texas Open Meetings Act. In accordance with Texas Government Code, Section 551.071, consultation with attorney for any legal issues, under Section 551.072 for real property issues; under Section 551.074 for personnel matters, or under Section 551.076, for deliberation regarding the deployment or implementation of security personnel or devices; arising regarding any item listed on this agenda.
TITLE: Customer Service Advisory Committee (CSAC)
Call to Order:
Chairman Taylor called the meeting to order at 6:05 p.m.

Introductions:
Committee members present were: Ephraim Taylor, David Foster, Betsy Greenberg, David Shapiro, BJ Taylor, Elizabeth Stehl

Capital Metro staff present were: Yannis Banks, David Couch, David Dech, Tangee Mobley, Jo Anne Ortiz, Sam Sargent

General Public: Ruven Brooks, Amanda Fay, Zenobia Joseph

Community Communications:
Ruven Brooks – Working on looking into equity impact of Project Connect. Says he believes it treats people of color & low-income people very well. Wants to see if it can be shown that Project Connect benefits those populations. Betsy says it is a little concerning that he has drawn a conclusion that it is beneficial. May lead to a confirmation bias to his report. Ruven says he will play close attention to his bias, but it will be based on all fact/stats.

David F – When looking at the presentation given to the board & city council, there was a percentage of minorities within a short distance from the proposed stations locations for the light rail lines. I’m assuming there is an accepted method of determining that percentage? Dave Couch – What you look at with each one of the lines is what is there within a half mile of the particular proposed alignment. You look at the demographics that are there & that is put into the equation on how you are graded by the FTA. Dave F – Those numbers looked pretty good to me. I think the bigger question, which is something Cap Metro can’t solve on it’s on, when you put a rail station in generally the property values increase the property value which could lead to displacement without proactive steps to mitigate it. It’s not just the job of CapMetro to mitigate that but I think we need to acknowledge that as a community. PUMA submitted a position paper to CapMetro and City Council a few days ago to prod more action along these lines. I don’t see it as a reason to oppose Project Connect ever. Amanda Fay – Feels like the gentrification/equity issue is greater than something CapMetro can control. It’s a housing issue and affordability issue.

Zenobia Joseph – PC will segregate the City Of Austin for Centuries. Says the more frequent, more reliable & better connect service. Her comments are in context of Title XI of the 1964 Civil Rights Act. Route 339 Tuscany is 60 mins for Black Riders. Would like CSAC to do an opportunity cost resolution that goes to council when they consider the ballot language. Says there was a reduction of service on almost every route north of 183/North Lamar Transit Center. Where there are 45/60 mins routes, would like to see zoning language that would exempt the homeowners that are north of North Lamar Transit Center. In the area of 183/969 isn’t live/work/play. There are 28,000 vehicles per day. There is no continuous sidewalk and she has a
picture of a white man in a wheelchair in the road with the cars. Says it is disingenuous to say that it’s more frequent, more reliable and better connected and talk about safety. She says the public service announcement on KAZI equates to propaganda. It’s 24-30 years before the area north of North Lamar Transit Center will be considered. Also says that CAMPO has voted to reduce & defer some of the roadway projects and that includes Project Connect. Says it is disingenuous to get on Black radio station & promote that these buses and rail lines are coming their way when it isn’t. She wants an apology issued on the radio and to remove the information. She says that because it is underwritten KAZI closes their eyes. She calls it propaganda because she listens to KUT too & says that it doesn’t air on KUT. The KAZI spot plays from 5 am to 11 pm every 4 hours. She says that the spot on KUT runs for 15 seconds. KUT says when buses are delayed, someone dies from Covid-19 and gave information in June when the fare was free. Says 801 S. Bound Chinatown stop ID 5857, Dottie Watkins has heard her ask for this many times. There is no reason why we need to cross a 5-lane highway mid-block. A 2009 study says mid-block crossings is where people get killed. Stop needs to be at CVS Pharmacy. Wants the 392 to move back to Arboretum. Dave C – Says there is one section with CAMPO about grade separation at North Lamar/Airport and the Red Line. There was funding that was supposed to available to do environmental work & preliminary engineering. It was taken and brought over to be associated for the I-35 project. It was approximately $6 million dollars. As we go thru Orange line to do the preliminary engineering & environmental it will be a part of the Orange Line contract. We will look to in the future with CAMPO to get some of that funding back. Zenobia – Asks for clarity of on the timeline for north of 183. Dave – There’s a whole series of issues that goes with that. First is the ability to go ahead and build out a system starting from the center out. You also can’t build out the entire system at one time. That takes us to starting in the center of the city and working out for what will be the light rail lines. The logical place at the north and south end of the Orange line are our existing transit centers. You are correct we have to work thru issues with TxDot to go up North Lamar from 183 to Tech Ridge. Even if it was resolved today we are still at a point where we have to go thru a sequential manner that is also tied to the availability of the funding. The work on the northern portion depends upon the issues of funding, availability of funding, being able to get the work done and coming to a conclusion with TxDot. Those are the pieces that surround it. When you have a program that has the potential to be a $10 Billion program it has to be done sequentially and that is the way it is laid out right now. BJ – If there is a need to modify the information that is going over the airwaves, what is the possibility for that? Dave – What we can do is take it back to Marketing & Communication groups. Asks Yannis to take it back to Brian’s group to look at it as well as Tangee.? Zenobia – Route 18 is a frequent route & asking to move the terminus to the retail center. Tangee took notes on Route 18 & will have staff & planning look at changes to by the retail center.

**Red Line Update**

*David Dech, VP Rail Operations*

Over the last 2 years have been working hard to have better frequency as well as a safe, reliable system. Over the past 2 years we have built 5 passing sidings. We have built doubletracking between Plaza Saltillo & I-35 that will tie into our new downtown station. The station is finally starting to look like station. There will be a nice public area on the eastside of it that will be able to have food trucks. We are in real good position on Positive Train Control. PTC will prevent train to train collisions, overspeed derailment, train from going over an improperly aligned...
switch and keep a training from speeding thru construction zones. We are in revenue service demonstration on the entire line now. We have submitted our safety plan to the Federal Government. We are hoping to be certified by August 10th, even though the Federal deadline is August 31st. We are finalizing a design for Broadmoor station, near the Domain. We are designing a dual platform, double track station there. It will be a year or two before it’s done but will give us 2 really good locations for people to go on the Red Line. Dave F – I noticed plans to upgrade the Red Line were scaled back going into the March joint meeting & was wondering what caused that. Dave C – When we started to look at everything as a system instead as individual lines, what was happening because of the good connection at Crestview there are individuals who will switch out at Crestview due to the Orange going into a direct stop & destination into the heart of downtown. Also with the portions that we will be doing, when looking at what the potential is it satisfied the need into the future so there wasn’t a need to do that second part into the Red Line. Dave F – One of the things I look at is Leander. May day job was working to keep them in the system, I just wanted to make sure that community will continue to be served by Project Connect. Dave C – We have no intention on changing the Red Line operation at all in that area. Sam – We have continued to have a lot of conversations with all our small cities. We went up about a year ago to brief City Council & reassure them of our commitment. We started an on demand Pick Up zone there. We have our rail service going there. I think our Pickup service has gone a long way of reestablishing trust there. I think Dave & others have done a great job of explaining the benefits to Leander. Dave D – A couple months ago, I attended a groundbreaking for a new shopping area just north of our train station there. They are excited about the potential for people to come up to Leander for shopping instead of the reverse.

Good Hands Update
Sam Sargent, Deputy Chief of Staff

Started as part of our Covid-19 response in early March. We knew we would have many administrative staff who would be teleworking due to their job & that their functions wouldn’t be 100% anymore. We wanted to do all we can to help those who were not able to telework. The scope started in expand in early April. We have midday bus stop cleaning and concentrating cleaning crews at Tech Ridge, North Lamar Transit Center, Westgate, and South Congress Transit center from 10 am to 4 pm. Overnight are vehicles are getting their heavy duty cleaning you’ve seen on the news. Amanda Fay – Have any thoughts about adding UV lighting cleaning solutions on your buses to do deep clean? Sam – I have heard of it with MTA but I will defer to Tangee if she is familiar. Tangee – We are in the process of trying to get 4 buses outfitted to clean with UV light to clean the air as attached to the HVAC system as a pilot program. Amanda – Would love to be able to talk to you about the all the various products. There are different wave lengths, some safe to be under, others not. Dave F – I have been taking the buses, started a couple of months back. I appreciate the measures that CapMetro has been doing to clean the buses. Have any thoughts been given to if the pandemic worsens? Will there be rear door boarding and free rides again? Sam – The rear door boarding was because we were trying to limit operator/customer interaction. Now that we have gotten our fleet installed with barriers there should not be a need to return to rear door boarding only. But if things continue to tick up any options will be on the table. President has been clear about that and we want to make sure people are safe. Tangee – We currently have 324 out fitted out of 426 with the polycarbonate
shield. It will depend on the situation & advice we get from the CDC and Austin Health. We are doing all that we can to keep operators as safe as we can.

Project Connect Update

Dave Couch,

Dave C – On July 22nd we will have another virtual community meeting similar to what we had previously. That notice will come out soon. We will have another joint meeting with City Council. In August they will come out with what will be on the ballot. Dave F – I imagine the deciders will take into account different levels of property tax increases, are you involved in those conversations? Dave C – We have been working to keep a fine split between what I do on the technical side evaluation side vs what it is that gets put together on the funding envelope.

Dave F – You don’t think they will come to you and ask what you can build for half or 2/3rds of the money? Dave C – Anything is possible. Ephraim – I have similar concerns to what Dave F laid out.

Aug Meeting

- Remote Meeting still
- Cap Metro & APD usage
- Budget Update
- August Service Change
- Do we want to take a position on what the funding should look like/what we support

Approval of June 2020 Minutes

- BJ Move minutes approved, Second by David S.
- Approved Unanimously. Adjourned at 7:32
TITLE: Access Advisory Committee
Access Advisory Committee  
Wednesday, July 1st, 2020  
Virtual  
5:30 p.m. – 6:35 p.m.

Call to Order:  
Chair Chris Prentice, Access Advisory Committee  
Chairman Hunt called the meeting to order at 5:32 p.m.

Introductions:  
Committee members present were Paul Hunt, Andrew Bernet, Otmar Fohener, John McNabb, Chris Prentice, Estrella Barrera, Audrea Diaz, Glenda Born, and Mike Gorse.  
Capital Metro staff and contractors present were: Martin Kareithi, Suzie Edrington, Chris Westbrook, Yannis Banks, Darryl Jamail, Jo Anne Ortiz, Andrew Murphy, James Bush, and Sam Sargent.

Citizens’ Communication  
Members of the public

Chris Westbrook – Talked about the tragic passing of John Luna at MTM North Base from Covid-19. He was diagnosed with covid 2 weeks ago. We had been in contact with him almost every day. John meant a lot to the CapMetro family. He exemplified what it meant to be a professional operator. The one thing he wanted us to tell everyone is to remember to take this seriously. He was a 2x 1st place winner in the minivan competition & went on to represent CapMetro & MTM at the national Bus Roadeo. His best attribute was his genuine kindness that he showed for everybody, not just coworkers but his passengers & anyone he had run into. Chris P – Has he been driving for MetroAccess for longer than that. His name seems familiar, like he has been around for a long time. Chris – He came over from the LeFleur time period as well. Not sure if he took a break in between there or not. He was known by a lot of people. His passengers loved him. He will be missed. Chris P – On behalf of Access committee, gives his condolences to his family, loved ones & coworkers.

ADA 35th Anniversary  
Martin Kareithi, Program Manager Accessible Service

July 26, 35th anniversary of Americans with Disabilities act passed by George H.W. Bush. Will celebrate with some video as well as graphic stuff to commemorate. We will also be passing out buttons since it coincides with the 35th anniversary of CapMetro as well. Advisory members, staff, our board & community members will get a button. Decals are being produced that will go on the buses & placed on placards as well. Not just on fixed route but MetroAccess fleet as well. We want to highlight some stories on what it was like before ADA as well as what it is like now since the passing of ADA. Chris P – When will you have the videos & stuff come out? Martin – We are looking at towards the end of the month. We have some schedules we have to
work out. Chris P- Are y’all coordinating with the Governor’s committee? Martin – I will give them a shout and see if there is something they’re doing that we can join.

**New Vehicle & Wheelchair Securement Update**  
*Andre Murphy, Manager Maintenance, Standards and Projects*

Working with Q’Straint since 2008 with development of two new products. First one is called Q-Pod. It is a forward facing 3 belt securement system. Currently on we have them on 25 buses already. Two of the 12 new electric buses have them on it also. We have purchased a training model to help operators get familiar with it. This new system takes out the guess work of where wheelchairs need to be. The 2nd system is called the Quantum. We have had a few demonstrations with this device. It is a rear facing wheelchair securement system. The wheelchair backs up to a big backrest & a robotic arm comes down & gently hugs chair from both sides. There are no hooks, belts etc. It secure & it takes as little as 25 seconds to secure it in place. The driver & the person in the wheelchair has a button to release the chair so the person in the chair can have more independence. We have asked Q’Straint to come on site & train the operators so they can get as much training as possible. Martin praises the work the vehicle maintenance staff have been doing during this pandemic.

**All Hands Update**  
*Sam Sargent, Deputy Chief of Staff*

During the pandemic we have had admin staff help in an operations support role. We also hired 40 temp employees to help with cleaning. We also did a lot of operator appreciation. We had people making masks at home, got a lot of mask donations, well over 1000 clothe & 50,000 surgical that were donated. We also had people do temperature scan duties. Anyone who came to our facilities had to have a temp check. We have started a new program called MetroMusic. They are once a week at stops throughout the city. We are not advertising before hand of time for a multitude of reasons but in particular to not create a large crowd at the stops. We saw this as a way to say thank you to our customers. MetroAccess has been doing a fantastic job doing meal delivery. We were able to partner with Central Texas Foodbank, Good Apple and Farmshare ATX. We are nearly at 500,000 meals delivered. We are now in good shape when it comes to PPE. We had to do a lot of legwork to get the amount we have now. Our stockpile is now developed for the crisis and we have a minimum 3-month supply in the future. Nearly 10,000 hours of staff or temp service have gone into this program.

**Wi-fi project**  
*James Bush Program Manager Pickup*

The vehicles and operators used for this program are provided by MTM South Base. They are out from 2 pm to 8 pm. There 10 locations that 13 vehicles serve throughout the CapMetro service area including Del Valle. We have branding on the vehicles to let people know we are the wi-fi project and how to get access to it. The vehicles do not have to run for the wi-fi to work. East Austin Prep added us to their website to let people know that we will be out there.
During the week we have had high usage of the service from the bandwidth data. Chris – Nobody has messed with the vehicles have they? James – No sir, the operators are out there with the vehicles. Our MetroAccess operators are great dealing with our customers and providing customer service.

Project Connect Update
Yannis Banks, Community Engagement

Informed them that there will be more joint upcoming meetings between our board & city council that will discuss funding for Project Connect. The discussions will be around how much in funding do we need to go forward with in November, will it be the full plan or just parts. Glenda – So will it be on the November ballot? Yannis – It could be. That’s what City Council will be deciding. Will they hold off on it, will it be the whole thing, will it be only a part? Paul – Are the route alignments set yet & we know what they are going to do? Yannis – The system plan is set but we don’t have any turns yet. Paul – Wants to have a presentation to the American Council of the Blind in terms that they can understand, not PowerPoints or maps. Martin has agreed to set it up.

Approval of Minutes
Minutes will be approved at next meeting

Chris – Is there a way for people to call in? CapMetro needs to look for a way for people to dial in to the Access meeting. Yannis will work with the IT department to see what can be set up similar to how the board does it.

Audrea Diaz – I have concerns in regards to the pandemic for people to do MetroAccess eligibility again. How will that take place during the pandemic? Suzie – Right now we are doing it thru a paper process, but we are getting a backlog right now & are looking at other ways to do it. Glenda - We need to talk about it at the next meeting. Chris P – Are people who expired now able to keep riding until you open back up? Suzie – Yes. Audrea – You mentioned it will be a paper process, can it be done virtually as well? Suzie – We haven’t worked that out yet, we will dig deeper.
Approval of minutes from the June 10th, 2020 and June 22, 2020 board meetings.
I. Public Comment:

Quincy Dunlap, President and CEO of the Austin Area Urban League, spoke of the importance of exploding our transit and transportation systems in light of the Austin area’s growing population and economy.

Zeeshan Malik, citizen, spoke in favor of the investment in Project Connect and stressed that we should not miss this opportunity.

Tom Wald, Executive Director of the Red Line Parkway Initiative, supports the Project Connect initiative and emphasized the success of cycling when combined with transit to provide a great commuting option.

Tanner Blair, citizen, stated that Project Connect is great opportunity for Austin and goes to all the right places - where people work and want to go. He and his wife have avoided purchasing a second car by using transit.

Nancy Crowther, community advocate for persons with disabilities, is in favor of the Locally Preferred Alternative. This is the 30th anniversary of the Americans with Disabilities Act, and public transit is critical for access to employment, inclusiveness, and environmental benefits it provides.

Mike Andry, citizen, is especially impressed with the section of the Blue Line that would run between downtown and the airport. This would have real benefits to the community.

Matthew Gonzales, Business Manager of Labor International Local #1095, represents hundreds of service employees who utilize transit for access to employment and employment opportunities. Safe, reliable, and efficient transit is critical.

Lyndon Henry, citizen, has worked on transit in Austin for 47 years. Light rail will have many benefits to the city and citizens of Austin and revitalize our urban center. He also suggested that the Cap Metro Red Line be converted to electric light rail to become part of the new system.

Laura Huffman, President and CEO of the Austin Chamber of Commerce, thanked the board and councilmembers and relayed that the Austin Chamber Board of Directors passed a resolution yesterday endorsing the Project Connect plan. She complimented the initiative for its thoroughness and adherence to best practices.
Jesse Pendergrass, citizen, spoke in support of the resolution and Project Connect. He spoke of his experience with living in South Korea and both getting around and saving money with transit there.

Elizabeth Jane Bradbury, citizen, supports Project Connect and loves that we are talking about climate change and equity as part of transit expansion. She would like to prioritize racial and economic equities as goals for the project, and see them implemented and not just talked about. Councilmembers Pool and Harper-Madison and Board Members Kitchen and Travillion acknowledged her comments and the importance of them.

David King, citizen, spoke on the importance of ensuring that Project Connect improvements do not result in greater gentrification and displacement of low-income residents and communities of color.

Chandler Gandy, citizen, is in favor of Project Connect and hopes it can lead to an even further-expanded system. It would be wise to have a Red Line stop near the Hancock Shopping Center.

Carlos Leon, citizen, wants greater bus operator accountability. He has been harassed and filed many complaints. Project Connect will fail unless these rogue operators are fired.

Bob Hendricks, member of the Austin Sierra Club Executive Committee, says that his organization strongly supports Project Connect for the social equity and environmental benefits it would provide.

Bay Scoggin, Director of the Texas Public Interest Research Group, supports the initiative and said that we absolutely must provide more options for people to get around. He also complimented the Capital Metro public engagement plan for Project Connect.

II. Discussion Item

1. Update on Project Connect Community Engagement and Recommended System Plan and Locally Preferred Alternatives.

Jackie Nirenberg, Community Engagement Manager, gave a presentation summarizing community engagement to date, and also reviewed the Project Connect timeline that has led us to this point.

Jackie then turned the presentation over to Jose Marrero from Sherry Matthews Group. Sherry Matthews was engaged to conduct a survey Austin-area residents on their perceptions of public transit, Capital Metro, and Project Connect. Jose shared an overview of the results, which included how attitudes have changed over time.

President Clarke and Dave Couch, Project Connect Program Officer, then gave an overview of the Project Connect team and what has led to this point in the initiative. He then reviewed recent changes to the recommended system plan, and presented Locally Preferred Alternatives for each of the routes and modes. Dave further drilled down and provided more detail for the major components of the system. Finally he laid out the details of the actions that the Capital Metro Board and Austin City Council are expected to take today - for the board to approve the system plan, and for the council to support the plan and amend the Austin Strategic Mobility Plan.

Comments and a discussion between the board and council members followed.
III.  Action Item

1. Adoption of Project Connect System Plan and Locally Preferred Alternatives.

Chair Cooper introduced the Capital Metro action. Board member Garza made a motion to approve the resolution with a second from Board member Stratton.

Discussion and comments from each of the board members - largely focused on the importance of encouraging equity - followed. Chair Cooper summarized the discussion by highlighting how transformational this plan would be for future generations of Austinites.

A roll call vote of the Capital Metro board followed. Chair Cooper then turned the meeting over to Austin Mayor Adler, who led the discussion and corresponding unanimous council action in support of the initiative and recommendation to amend the Austin Strategic Mobility Plan.

RESULT:  ADOPTED [UNANIMOUS]
MOVER:  Delia Garza, Vice Chair
SECONDER:  Eric Stratton, Board Secretary
AYES:  Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

IV. Discussion Item


Capital Metro’s Chief of Staff and Chief Counsel Kerri Butcher introduced Natalie Butler from Boston Consulting Group, the firm engaged to present an initial governance model to the board and council for discussion. Ms. Butler presented the process, feedback, and background that led to the recommendation, and then laid out characteristics that the firm felt were important. Included in these recommendations were the board’s role, membership, size, term, and the appointment process. The recommended framework, which would be structured as a Local Government Corporation (LGC), is being referred to as the Austin Transit Partnership.

President Clarke added further detail on the possible opportunities for input and decisions on the governance structure.

Comments and a discussion between the board and council members on the merits of the proposal followed. The powers and responsibilities of the LGC were a primary focus.

City of Austin Deputy Chief Financial Officer Greg Canally then introduced Jill Jaworski, Managing Director of PFM, who walked the board and council through a presentation on Project Connect financial scenarios and models. PFM developed an integrated financial model for the project that is Federal Transit Administration (FTA) compliant. She walked through both the assumptions in the model and the initial results. Mr. Canally then wrapped up the presentation with the steps necessary to put the initiative forward for a tax rate election in November.
V. Items for Future Discussion:

VI. Adjournment

ADA Compliance

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BOARD OF DIRECTORS: Wade Cooper, Chair; Delia Garza, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; Ann Kitchen, Jeffrey Travillion and Pio Renteria.

The Board of Directors may go into closed session under the Texas Open Meetings Act. In accordance with Texas Government Code, Section 551.071, consultation with attorney for any legal issues, under Section 551.072 for real property issues; under Section 551.074 for personnel matters, or under Section 551.076, for deliberation regarding the deployment or implementation of security personnel or devices; arising regarding any item listed on this agenda.
I. Public Comment:
Zenobia Joseph, citizen, pointed out a problem with the meeting minutes documenting her comments from the May board meeting and asked that they be corrected. She also asked if it might be possible to include FM 969 in the multi-use agreement with TxDOT that the board approved last month, and pointed out that the free COVID workforce passes require a physical address, which inhibits participation from the homeless population.

II. Advisory Committee Updates:
1. Customer Service Advisory Committee (CSAC)
Community Involvement Specialist Yannis Banks summarized the committee's monthly meeting. This month's meeting took place on the same day as the joint board/council meeting (June 10th), so an update on that was provided. The committee also heard updates on the FY 2021 budget; system safety; and bus stop relocations and amenities.

2. Access Advisory Committee
Community Involvement Specialist Yannis Banks summarized the committee's monthly meeting. This month Access passed a resolution in support of the Project Connect Locally Preferred Alternative, and heard updates on the grocery delivery and WiFi programs that the agency is running to assist during the COVID pandemic. They also received briefings on bus stop relocations and amenities; safety and security updates; and the preliminary FY 2021 budget. Yannis also highlighted that the committee has two new board appointees.

III. Board Committee Updates:
1. Finance, Audit and Administration Committee; and
Chair Mitchell provided the report. This month the committee met on June 15th and recommended approval of a Round Rock MOU for 5307 funding that is on today's agenda. They also heard two internal audit reports, including one on documenting service delays.

2. CAMPO update
Board member Mitchell provided the report. This month the CAMPO board met on June 8th, and approved funding changes related to the I-35 improvements. They also approved the 2021-2024 TIP program and a Travis County interlocal agreement.

IV. Consent Items
1. Approval of Minutes from the May 22, 2020 Board Meeting

(Minutes will be updated to reflect the mistake pointed out by Ms. Joseph during Public Comment.)

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a Memorandum of Understanding with the City of Round Rock authorizing Round Rock to be a Direct Recipient of a portion of Capital Metro’s FY2021 and FY2022 Federal Section 5307 Program funds.

V. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Convergint Technologies, LLC. for the design, build and installation of the Video System Integration Software and supporting equipment for an amount not to exceed $839,317.

Director of Security and Emergency Management Darryl Jamail presented this item.

This software will help integrate video feeds from all of our regional partner agencies, which will enhance safety and monitoring of our stops and vehicles at the Operations Control Center.

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification to the base contract with HDR Engineering, Inc. (Program Manager Owner Representative) in an amount not to exceed $1,800,000 for the work to be done on Project Connect for the base period that ends January 3, 2021. The revised base contract amount is $7,600,000 with an existing contingency amount of $580,000 for a total not to exceed amount of $8,180,000.

Project Connect Program Officer Dave Couch presented this item.

This amendment will add funds to the existing contract approved in December, 2018 by the board. Unanticipated work on planning, modeling, and public meetings has been performed by the vendor and these funds are necessary to get us to the end of the base contract in January, 2021.

Board Member Kitchen asked Dave if he could provide follow up on the impact of CAMPO deferring Project Connect funding at their last meeting.

Board Member Renteria encouraged Dave to continue to push for additional DBE/SBE participation on this contract. Dave replied that this is largely a timing issue and that of the three DBE/SBE firms involved on this contract, two of them are expected to be utilized with greater frequency in the coming months.
Board Member Stratton asked for a little more detail on what the additional work has been. Dave highlighted the virtual open houses that have been held, and the extensive public input which has led to running modeling on multiple scenarios.

Board Member also explained his previous conflict of interest with this vendor, which caused him to recuse himself from the previous vote on this contract. His previous conflict no longer exists.

| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER:  | Eric Stratton, Board Secretary |
| SECOND: | Terry Mitchell, Board Member |
| AYES:   | Mitchell, Cooper, Garza, Kitchen, Renteria, Stratton, Hill |
| ABSENT: | Travillion |

VI. Presentations:

1. FY2021 Budget Development Update

CFO Reinet Marneweck gave the presentation. (Board Member Travillion joined the meeting during the presentation.)

Reinet walked the board through the budget development calendar, the impacts that the COVID-19 crisis is having on revenue and spending, and the major FY 2021 budget assumptions for both operating and capital funding.

Board Member Stratton asked for further details on what Capital Metro's CARES Act funding is being used for, and whether it can be drawn upon for FY 2021 spending.

Chair Cooper asked Reinet if she anticipates the agency having to dip into reserves before the end of the year, or whether the CARES Act funding will help us get through the current crisis. Reinet replied that currently we are not anticipating have to do so - she believes that Capital Metro's reserves will remain intact.

2. Positive Train Control (PTC) Update

Vice President of Rail Operations Dave Dech gave the presentation.

Dave gave an overview of the purposes and operation of the PTC System and the key activities of Capital Metro's project. He highlighted the recent milestones and the steps still necessary to have the system fully certified. Our PTC Safety Plan has been submitted to the Federal Railroad Administration (FRA) and we have been working with them toward approval. Capital Metro will also need to have a Full Revenue Service Demonstration, and the FRA has approved that for the end of June and July. Dave recognized the hard work of his staff and the agency's partners as they continued to make progress towards close out during the pandemic.

President Clarke commented on how PTC provides an additional layer of safety for an already safe system. He thanked the Capital Metro team, our local partners at MRS and Herzog, and the FRA. He also singled out Dave Dech for his tireless work on the project.

3. COVID-19 Recovery Task Force Update

Executive Vice President of Planning and Strategic Development Sharmila Mukherjee gave the presentation.

Sharmila discussed the agency’s focus on safety, equity, and data as we plan for the recovery process. She also shared some of the specific actions that have been taken recently to enhance safety for customers and employees across our vehicles and facilities. She highlighted the efforts to provide masks for customers and the program to provide free passes to unemployed workers as examples of innovative customer programs that were implemented quickly in response to the crisis.
Board Member Kitchen asked if there was data available on how comfortable the public was feeling about riding transit currently. Sharmila responded that she is serving on an APTA task force to discuss industry response to COVID, and that enhanced cleaning and masks both appear to make customers more confident about riding. President Clarke also added that some survey work has been done nationally, and we will consider doing some locally as well. He acknowledged that there is a perception of there being a safety issue with transit, but that there have not been any reports of transit creating any hotspots of infection.

Sharmila will provide a written report to the board via email, and continue to provide reports on recovery efforts to the board monthly.

VII. Reports:

1. President's Report

In his report President Clarke highlighted that staff will be giving the board an updated Diversity, Equity and Inclusion presentation next month with some expanded insights on both our HR practices and how we interact with the local community. He also previewed that next month the Operations Committee will also get a presentation on Capital Metro security, and the idea of potentially changing the model on how we utilize off-duty APD officers to provide it.

VIII. Items for Future Discussion:

IX. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email ed.easton@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Delia Garza, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; Ann Kitchen, Jeffrey Travillion and Pio Renteria.

The Board of Directors may go into closed session under the Texas Open Meetings Act. In accordance with Texas Government Code, Section 551.071, consultation with attorney for any legal issues, under Section 551.072 for real property issues; under Section 551.074 for personnel matters, or under Section 551.076, for deliberation regarding the deployment or implementation of security personnel or devices; arising regarding any item listed on this agenda.
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a one-year contract extension with MTM Inc. in an amount not to exceed $339,971 for continued administration of functional assessments for the MetroAccess Eligibility Department.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a one-year contract extension with MTM Inc. in an amount not to exceed $339,971 for continued administration of functional assessments for the MetroAccess Eligibility Department.

FISCAL IMPACT
Funding for this action is available in the FY2020 Operating Budget and proposed FY2021 Operating Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. High Quality Customer Experience,
3. Sustainability

Strategic Objectives:
1.1 Safety & Risk,
3.1 Resource Optimization

EXPLANATION OF STRATEGIC ALIGNMENT:
This agenda item to extend the contract for third party functional assessments is in alignment with the goal of delivering a high quality customer experience by providing highly skilled professionals trained to effectively administer these objective, yet sensitive, transit functional assessments. The eligibility process is also a cost avoidance mechanism that assists Capital Metro with providing sustainability of our paratransit services.

BUSINESS CASE:
The current 5-year (2 base + 3 option years) contract for the Eligibility Third-Party Functional Assessment is set to expire on October 1, 2020. As we are in the midst of the healthcare crisis related to COVID-19, we are requesting a one year extension as this contract requires the vendor to provide critical healthcare professionals that are considered essential to healthcare organizations during this ongoing crisis. Attempting to procure a contract that specifically requires critical clinical practitioners (OT/PT) such as this contract would produce limited and potentially costly bids during this current healthcare crisis.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee Meeting on July 15, 2020.

EXECUTIVE SUMMARY:
MTM, the current third-party functional assessment contractor, conducts specialized transit-focused functional assessments used for accurately determining what mobility skills each applicant possesses and what challenges or barriers they may face when utilizing public transportation. Since October 2015, MTM professional staff have provided thorough and objective documentation that allows MetroAccess to determine the most appropriate level of eligibility for each applicant in order to continue to ensure the sustainability of this valuable service for all eligible riders.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT:
On August 25, 2015, Capital Metro awarded a contract to Medical Transportation Management (MTM) in the amount of $1,477,993 following approval by the Board of Directors for a base contract of two years with three one-year options. The contract for these services will expire on October 1, 2020. Capital Metro reached out to the contractor for a proposal to continue the existing services for another one-year term. The contractor provided a price proposal and, following negotiations, Capital Metro deemed their revised proposal in the amount of $339,970.32 to be fair and reasonable. Following approval by the Board of Directors, Capital Metro will modify the contract to incorporate this amount and to extend the contract through October 1, 2021.

RESPONSIBLE DEPARTMENT: Operations
RESOLUTION OF THE CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY BOARD OF DIRECTORS

STATE OF TEXAS  COUNTY OF TRAVIS  RESOLUTION (ID # AI-2020-1282)
MetroAccess Third Party Functional Assessment One Year Contract Extension

WHEREAS, the Capital Metropolitan Transportation Authority has a functional assessment process for MetroAccess eligibility, and is required to maintain an eligibility process by the FTA; and

WHEREAS, the COVID-19 pandemic has prevented staff from procuring a replacement 3rd party functional assessment contract that concludes this fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute a one-year contract extension with MTM Inc. in an amount not to exceed $339,971 for continued administration of functional assessments for the MetroAccess Eligibility Department.

________________________
Signature

Date: _________________

Secretary of the Board
Eric Stratton
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Luminator Technology Group to purchase vehicle video systems for 272 revenue vehicles over an 18-month term, in an amount not to exceed $2,968,870.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Luminator Technology Group to purchase vehicle video systems for 272 revenue vehicles over an 18-month term, in an amount not to exceed $2,968,870.

FISCAL IMPACT:
Funding for this action is available in the FY2021 Capital Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. Enhancing Safety and Security
2. High Quality Customer Experience
3. Sustainability

Strategic Objectives:

- Safety
- Increase ridership
- Customer Satisfaction
- State of good repair

EXPLANATION OF STRATEGIC ALIGNMENT:
This agenda item is in alignment with promoting a culture of safety by improving safety for our operators and customers. By updating and replacing the video systems on 272 revenue vehicles this project supports the objective: state of good repair.

BUSINESS CASE:
The vehicle video systems on Capital Metro revenue vehicles are critical for safety and operational support. Adding video to vehicles that do not have it and replacing the end of life video systems on 272 revenue vehicles will equip the Capital Metro fleet 100% with the Luminator vehicle video system. With all Capital Metro vehicles on one vehicle video system this will provide the agency the ability to retrieve video data efficiently, share video footage/feeds easily and enhance integration options.
COMMITTEE RECOMMENDATION:
This item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on July 15, 2020.

EXECUTIVE SUMMARY:
Approximately 20% of the 272-revenue vehicles that are a part of this project have no video management system (VMS) and the remaining 80% of the revenue vehicles in the project have a VMS that has passed the end-of-life cycle. Currently Capital Metro is capitalizing on the success of the real-time information provided by the on-board Luminator VMS on the rest of our vehicle fleet. Capital Metro seeks to extend the benefits of using the Luminator VMS on the rest of our vehicle fleet as an overall safety and operations support tool which is scalable and will provide business intelligence using video data. Extending the Luminator VMS to 272 revenue vehicles will allow flexible access to real-time information sharing, streamline video data, and increased efficiency.

The contract is structured so that Capital Metro will initially execute two base items for a portion of vehicles for an amount of $557,396.78 in FY2021. The remaining contract value of $2,411,472.49 has executable options during the 18-month term. The contract allows Capital Metro the flexibility to replace the system at a faster rate if budget conditions permit, or to exercise the options within the performance period.

DBE/SBE PARTICIPATION:
No SBE goal is assigned to this procurement. However, the prime contractor as well as a prospective subcontractor (SNG Transportation Solutions) are in the process of being SBE certified.

PROCUREMENT:
The contract will utilize the General Service Administration (GSA), Schedule 84, Contract, #GS-07F-0776X held by Luminator Technology Group for Safety and Security Video Products and Services. GSA awarded contracts are made available for use by Capital Metro via Title 7, Intergovernmental Relations Chapter 791, Interlocal Cooperation Contracts and The Texas Interlocal Cooperation Act.

Purchases made using GSA contracts satisfy otherwise applicable competitive bidding requirements. Pricing for the Luminator Technology Group Vehicle Camera System Replacement was determined to be fair and reasonable by the federal GSA organization during its solicitation and award process.

Luminator Technology Group’s Base and Option pricing for the Vehicle Camera System Replacement is as follows:
<table>
<thead>
<tr>
<th>Description</th>
<th>Luminator Technology Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Item 1: Phase One - Test system design and initial installation of a video network in one (1) 60 ft. Nova BRT bus</td>
<td>$13,399.22</td>
</tr>
<tr>
<td>Base Item 2: Phase Two - Installation of the approved HD CCTV system in 21, 60 ft. BRT buses and 18, 40 ft. BRT buses</td>
<td>$543,997.56</td>
</tr>
<tr>
<td></td>
<td>Grand Total for Base Items: $557,396.78</td>
</tr>
<tr>
<td>Option Item 1: Installation of the approved at minimum of a HD CCTV system in 40 FxRT buses</td>
<td>$377,153.66</td>
</tr>
<tr>
<td>Option Item 2: Installation of the approved at minimum of a HD CCTV system in 62 FxRT buses</td>
<td>$564,823.00</td>
</tr>
<tr>
<td>Option Item 3: Installation of the approved at minimum of a HD CCTV system in 7 FxRT buses</td>
<td>$72,979.82</td>
</tr>
<tr>
<td>Option Item 4: Installation of the approved at minimum of a HD CCTV system in 7, 60 ft. BRT buses and 8, 40 ft. BRTY buses</td>
<td>$192,390.12</td>
</tr>
<tr>
<td>Option Item 5: Installation of the approved at minimum of a HD CCTV system in 20 FxRT Paratransit buses</td>
<td>$181,199.75</td>
</tr>
<tr>
<td>Option Item 6: Installation of the approved at minimum of a HD CCTV system in 88 Paratransit buses</td>
<td>$897,764.35</td>
</tr>
<tr>
<td>Option Item 7: mSet Location Software for 532 buses</td>
<td>$125,161.79</td>
</tr>
<tr>
<td></td>
<td>Grand Total for Base and Options Items: $2,968,869.27</td>
</tr>
</tbody>
</table>

The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Security
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1006)
Vehicle Video System Replacement

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to ensure the safety and security of employees and customers; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to mitigate vulnerabilities in our system as much as practical to provide the safest possible system for our customers and our employees by ensuring our facilities are safe and secure.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors authorizes the President & CEO, or his designee, to finalize and execute a contract with Luminator Technology Group in an amount not to exceed $2,968,870.

__________________________________________  Date: ______________________
Secretary of the Board                      Eric Stratton
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Weaver and Tidwell LLP for Quadrennial Performance Audit services for a period of one hundred and eighty calendar days in an amount not to exceed $180,610.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Weaver and Tidwell LLP for Quadrennial Performance Audit services for a period of one hundred and eighty calendar days in an amount not to exceed $180,610.

FISCAL IMPACT
Funding for this action is available in the FY2020 Operating Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. High Quality Customer Experience
2. Engaged Workforce
3. Sustainability,
4. Valued Community Partner

Strategic Objectives:
1.2 Continuous Improvement
1.3 Dynamic Change
2.2 Organization Development
3.1 Resource Optimization
4.2 Build Partnerships

EXPLANATION OF STRATEGIC ALIGNMENT:
Capital Metro is required to undergo a performance review once every four years under Section 451.454, Texas Transportation Code.

BUSINESS CASE:
The audit will lead to improved maintenance and operations functions that will improve system reliability and customer experience.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board on July 20, 2020.

EXECUTIVE SUMMARY:
The purpose of the audit is to 1) provide necessary information for the performance of oversight functions by state and local officers; and 2) provide Capital Metro with necessary information to improve efficiency and effectiveness of operations and maintenance functions.

If approved by the board, a contract with Weaver and Tidwell LLP will be finalized for a period of one hundred and eighty calendar days.
DBE/SBE PARTICIPATION: No SBE goal is assigned to this solicitation due to low availability of certified SBE firms in relevant work areas. However, the prime contractor has committed to using the following SBE subcontractor.

<table>
<thead>
<tr>
<th>SBE Subcontractors</th>
<th>Race/Gender</th>
<th>Services/Products</th>
<th>SBE Responsive</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Goodman Corporation</td>
<td>Caucasian</td>
<td>Performance Audit</td>
<td>22%</td>
</tr>
<tr>
<td>Houston, TX</td>
<td>Male</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PROCUREMENT: On April 01, 2020, a Request for Proposals was issued and formally advertised. By the closing date of April 30, 2020, seven proposals were received. The evaluation team used the following factors in the evaluation of proposals:

(1) Qualifications of the Firm and Staff: The offeror's demonstrated understanding of the proposed plan for the performance of the work, including the qualifications and capabilities of the firm and the offeror’s proposed staff in relation to the technical approach proposed by the offeror, including relevant work experience and capabilities as a whole on projects of a similar size, scope, complexity and nature.

(2) Work Plan: The offeror’s demonstrated understanding of the project undertaking and requirements in the Technical Specifications and Work Plan, and Scope of Work as described in Exhibit F, including the methodology & quality of the work plan proposed to meet project objectives.

(3) The offeror’s past performance and experience on projects of a similar size, scope, complexity and nature; and capabilities of the proposed project personnel.

The proposal from Weaver and Tidwell LLP was determined to be the best value to the Authority, price and other factors considered. The contract is a fixed price contract. The term of the Contract is for a period of one hundred and eighty calendar days in an amount not to exceed $180,610.

RESPONSIBLE DEPARTMENT: Finance
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2020-1281)
2020 Quadrennial Review

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to follow the rules and regulatory requirements laid out in Chapter 451 of the Texas Transportation Code; and

WHEREAS, the Transportation Code requires the authority to contract at least once every four years for a performance audit of the authority to be conducted by a firm that has experience in reviewing the performance of transit authorities.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute a contract with Weaver and Tidwell LLP for a quadrennial review of the Authority for a period of one hundred and eighty calendar days in an amount not to exceed $180,610.

________________________
Date: ______________________
Secretary of the Board
Eric Stratton
Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with Austin Community College for student and employee transit passes that establishes a pay-per-ride arrangement for paratransit, rail and fixed-route bus services for the months of June 2020 through December 2020 and that establishes, for the months of January 2021 through August 2021, a flat-fee for paratransit, rail and fixed-route bus services of $36,215 per month.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with Austin Community College for student and employee transit passes that establishes a pay-per-ride arrangement for paratransit, rail and fixed-route bus services for the months of June 2020 through December 2020 and that establishes, for the months of January 2021 through August 2021, a flat-fee for paratransit, rail and fixed-route bus services of $36,215 per month.

FISCAL IMPACT
This action reimburses CMTA for expenses incurred.

STRATEGIC PLAN:
Strategic Goal Alignment:
4. Valued Community Partner

Strategic Objectives:
4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:
Extension of the ILA with Austin Community College will maintain a strong partnership that supports Capital Metro’s mission and vision. The ILA extension has the potential to increase ridership on Capital Metro services and sustain revenue.

BUSINESS CASE:
The ILA has helped establish a strong partnership with Austin Community College that supports Capital Metro’s strategic objectives. The proposed ILA extension will maintain this relationship. The ILA has been well utilized by Austin Community College students and employees, and the proposed extension has the potential to increase the usage of our services by Austin Community College students and employees.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board on July 20, 2020.

EXECUTIVE SUMMARY:
As part of Capital Metro’s desire to build strong community partnerships that further Capital Metro’s mission and vision and as part of Capital Metro’s and Austin Community College’s continued joint effort to promote sustainability through transportation alternatives, this agreement extends an Interlocal Agreement (ILA) with Austin Community College for student and employee transit passes that establishes a pay-per-ride arrangement for paratransit, rail and fixed-route bus services for the months of June 2020 through December 2020 and that establishes, for the months of January 2021 through August 2021, a flat-fee for paratransit, rail and fixed-route bus services of $36,215 per month.
$36,215 per month.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT:

RESPONSIBLE DEPARTMENT: Marketing
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2020-1274)
ACC Interlocal Agreement Extension

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to build strong community partnerships that further Capital Metro’s mission and vision; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to build ridership and increase market share of alternate transit use.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to execute an extension of an Interlocal Agreement (ILA) with Austin Community College for student and employee transit passes that establishes a pay-per-ride arrangement for paratransit, rail and fixed-route bus services for the months of June 2020 through December 2020 and that establishes, for the months of January 2021 through August 2021, a flat-fee for paratransit, rail and fixed-route bus services of $36,215 per month.

___________________________
Date: ______________________
Secretary of the Board
Eric Stratton
AMENDMENT NO. 2
TO
INTERLOCAL AGREEMENT BETWEEN
AUSTIN COMMUNITY COLLEGE DISTRICT
AND
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY

This Amendment No. 2 ("Amendment") is made and entered into by and between Capital Metropolitan Transportation Authority ("Capital Metro"), a transportation authority and political subdivision for the state of Texas organized under Chapter 451 of the Texas Transportation Code, and Austin Community College District ("ACC") a public junior college and political subdivision of the State of Texas and collectively referred to as the “Parties”, upon the premises and for the consideration stated herein.

RECITALS

1. Capital Metro and ACC entered into that one certain Interlocal Agreement, dated effective September 1, 2018 (as amended, the “Agreement”) for the provision of Capital Metro’s mass transit services and passes to ACC employees and students.

2. The Parties entered into that one certain amendment to the Agreement dated September 3, 2019 wherein the Parties agreed to extend the term of the Agreement until August 31, 2020.

3. The Parties desire to extend the Term for an additional one (1) twelve (12) month extension period.

4. The Parties further desire to make certain revisions to the Agreement in response to changed circumstances of the Parties caused by the COVID-19 pandemic.

NOW, THEREFORE, in consideration for the mutual promises, covenants, obligations, and benefits contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to the terms and conditions stated herein as evidenced by the signatures of their respective duly authorized representatives below.

AGREEMENT

A. EXTENSION. The Term is extended for the Extension Period beginning September 1, 2020 through August 31, 2021.

B. COMPENSATION. Notwithstanding any term or condition in the Agreement to the contrary, the Parties agree that:

1. April and May 2020. Consistent with Capital Metro’s waiver of fees for all customers for the months of April and May 2020, Capital Metro will not invoice ACC, and ACC will not be responsible to pay, the monthly Flat Fee for the months of April and May 2020.

2. June 2020 through December 31, 2020. For the period beginning June 1, 2020 and ending December 31, 2020, Capital Metro will not invoice, and ACC will not pay, the
monthly Flat Fee contemplated in Section 1.1 of the Agreement. Instead, payment and invoicing for that period will be as follows:

i. When a program participant uses a physical transit pass ACC will pay Capital Metro for bus and rail services on a per “ride” basis, at sixty-five percent of the then-current, per-ride rates for each class of service provided under the Agreement.

ii. When a digital transit pass is used ACC will pay Capital Metro for bus and rail services on a per “ride” basis, at sixty-five percent of the then-current, per-ride rate for Local class of service provided under the Agreement. For purposes of invoicing and payment in accordance with the foregoing, a “ride” means a digital pass “use”, which is an activation trigger moving a ticket from status “usable” to status “using”. Capital Metro will provide ACC with monthly reports of ridership.

iii. Each total monthly payment amount will not exceed the monthly Flat Fee amount of $36,215 referenced in section B.3. below.

3. **Flat Fee for January 1, 2021 through August 31, 2021.** In accordance with Section 1.1 of the Agreement, the Flat Fee for the Extension Period starting on January 1, 2021 and ending August 31, 2021 will be $36,215 per month, which constitutes an increase in the previous Flat Fee under the Agreement of $429,000 ($35,750/month) based on an increase in the Producer Price Index of 1.3% in 2019.

C. **ENTIRE AGREEMENT.** The terms of this Amendment No. 2 are in addition to, and construed together with, the terms of the Agreement. In the event of conflict in any language in the Agreement and this Amendment No. 2, the language in this Amendment No. 2 will control.

D. **CAPITALIZED TERMS.** Capitalized items used in this Amendment No. 2 and not otherwise defined have the meanings assigned to them in the Agreement.

E. **RATIFICATION.** The Agreement, as modified and amended by this Amendment, is ratified and confirmed in all respects.

F. **CONFLICT.** In the event of a conflict between the terms of this Amendment and the terms of the Agreement, the provisions of this Amendment shall control.

**IN WITNESS WHEREOF,** the Parties have caused this Amendment to be executed by their respective undersigned duly authorized representatives as of the date of the last party to sign.

**CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY**

By: ____________________________

Reinet Marneweck
Chief Financial Officer
Date: ________________________________

AUSTIN COMMUNITY COLLEGE DISTRICT

By: ________________________________
   Dr. Richard M. Rhodes
   President/CEO

Date: ________________________________
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with KPMG, LLP for Enterprise Resource Planning (ERP) Consulting services for a base period of one year and one twenty-four-month option period in an amount not to exceed $2,381,291.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with KPMG, LLP for Enterprise Resource Planning (ERP) Consulting services for a base period of one year and one twenty-four-month option period in an amount not to exceed $2,381,291.

FISCAL IMPACT
Funding for this action is available in the FY2020 5 year Capital Improvement Plan.

STRATEGIC PLAN:
Strategic Goal Alignment:
3. Sustainability

Strategic Objectives:
3.6 Adherence to State of Good Repair Program

EXPLANATION OF STRATEGIC ALIGNMENT:
Capital Metro currently utilizes Microsoft Dynamics AX version 2012 as our Financial Enterprise Resource Planning (ERP) System which is no longer being actively updated by the vendor. Mainstream support for the system by the vendor is expected to end by October 2021 and steps are being taken to seek out 3rd party support until the system can be replaced. As part of the State of Good Repair program, it is imperative to replace this mission critical system that is at the end of its useful life. The new system is expected to eliminate shortcomings that currently exist, add critical features, and improve efficiencies. Expertise of staff does not exist to acquire and implement a system of this complexity so a consultant will be needed.

BUSINESS CASE:
Capital Metro currently uses Microsoft Dynamics AX 2012 as the ERP System for the Authority. The system is at the end of its useful life and does not satisfy current business needs for integrating mission-critical business data, budget management, grant management, project accounting, reporting and business intelligence. At the same time, upgrades require extensive testing and disruption when implemented and product feature deficiencies result in inefficiencies of staff across the Authority. A new Enterprise Resource Planning system will provide better features and functionality to allow more flexible access to business information, streamline business processes, increase efficiencies in and across multiple departments, improve financial management, increase business analytics and decrease disruption. Due to the complexities of an ERP system and lack of expertise within the Authority for assessing needs, developing requirements and overseeing the implementation of a replacement system, an experienced ERP consultant is needed.
COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board on July 20, 2020.

EXECUTIVE SUMMARY:
Capital Metro will be implementing a new ERP system to replace its out-of-lifecycle system. To help ensure that Capital Metro procures a best-fit system that meets the current and future business needs of the agency and to ensure that it is implemented most effectively, Capital Metro is seeking the services of an ERP consultant.

SBE PARTICIPATION:
No SBE goal is assigned to this procurement due to limited subcontracting opportunity. However, we are working with the prime contractor on the commitment of small business participation (Niti Systems Consultants) related to strategy and a target operating model.

PROCUREMENT: On January 24, 2020, a Request for Proposals was issued and formally advertised. By the closing date of February 28, 2020, ten proposals were received. The evaluation team used the following factors in the evaluation of proposals:

1. The offeror’s demonstrated technical background, past performance and relevant work experience on projects of a similar size, scope, complexity and nature.
2. Qualifications, experience, and capabilities of the proposed project personnel, and any subcontractors, on projects of a similar size, scope, complexity and nature.
3. The methodology and quality of the work plan for the performance of the work by the offeror.

The proposal from KPMG, LLP was determined to be the best value to the Authority, price and other factors considered. The contract is a fixed price contract. The term of the Contract is one year, with one twenty-four-month option period, for pricing offered as follows.

<table>
<thead>
<tr>
<th>Period</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Period - Year 1</td>
<td>$1,049,611</td>
</tr>
<tr>
<td>Option Period - Year 2 &amp; Year 3</td>
<td>$1,331,680</td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td><strong>$2,381,291</strong></td>
</tr>
</tbody>
</table>

RESPONSIBLE DEPARTMENT: Information Technology
RESOLUTION OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2020-1219)
Enterprise Resource Planning Consultant

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to keep systems in the state of good repair and replace its out-of-lifecycle Enterprise Resource Planning (ERP); and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to procure a best-fit ERP system that will provide improved functionality to meet current and future business growth and manage its implementation most effectively.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute a contract with KPMG, LLP for Enterprise Resource Planning (ERP) Consulting services for a base period of one year and one twenty-four-month option period in an amount not to exceed $2,381,291.

________________________
Date: _____________________

Secretary of the Board
Eric Stratton
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Bytemark, Inc. to upgrade Capital Metro’s existing fare systems, with a 21% contingency, in an amount not to exceed $6,021,346.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Bytemark, Inc. to upgrade Capital Metro’s existing fare systems, with a 21% contingency, in an amount not to exceed $6,021,346.

FISCAL IMPACT
Funding for this action is available in the FY2020 through FY2022 Capital Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. High Quality Customer Experience
3. Sustainability

Strategic Objectives:
1.2 Continuous Improvement, 1.4 Culture of Innovation, 3.2 Safety Culture, 3.6 Adherence to State of Good Repair Program

EXPLANATION OF STRATEGIC ALIGNMENT:
Capital Metro seeks to upgrade the existing customer payment systems to offer new features and fare programs as well as equitable payment options to customers to support a culture of innovation and continuous improvement with our systems. The upgraded account-based system will provide a high-quality customer experience by offering customers faster all-door boarding and reducing vehicle dwell time. The upgrade will provide contactless options for customers to have a safer, healthier payment solution as part of Capital Metro’s safety culture. The integrated, full account-based fare system will be modern and cost-effective to maintain as part of the state of good repair program.

BUSINESS CASE:
Since 2014, Capital Metro has licensed a suite of fare products from Bytemark, including the award winning CapMetro App and onboard validators. This procurement will leverage investments already made in Capital Metro’s existing fare systems at a significantly lower cost than a system integrator solution to replace the fare systems. The upgrade will provide an integrated account-based fare system with additional fare programs and features. This will include the upgrade of all Bytemark, Inc. systems including, but not limited to fare inspection, third-party product integration as well as the ability to have application program interfaces (APIs) to allow for integration with other systems. The upgrade will increase contactless operation for a safer, healthier customer payment solution and reduce time for fare transaction and operator involvement. The upgraded system will provide a framework for quicker changes to be responsive to our changing business needs and that allow more easily for mobility as a service partnerships.
COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board on July 20, 2020.

EXECUTIVE SUMMARY:
Capital Metro engaged the services of a fare consultant to assist in the development of a comprehensive fare strategy which established a multi-phase roadmap for obtaining an account-based full featured system. The board of directors was provided an update at the October 2019 meeting and the fare systems upgrade was identified as the next phase. The implementation of modern fare systems across the entire bus fleet will allow Capital Metro to eliminate manual fare validation processes, streamline boarding to improve on-time performance, and set the foundation for new fare programs and payment options in alignment with the adopted fare strategy.

SBE PARTICIPATION:
No SBE goal is assigned to this solicitation because it is a sole source procurement due to proprietary reasons and there is no scope of subcontracting. However, we are working with the prime contractor on the commitment to include small businesses for project management services.

PROCUREMENT:
On June 19, 2020, a Request for Proposal Sole Source was issued and advertised.

The proposal from Bytemark, Inc. was received by the due date of June 29, 2020, prior to 8:00 a.m. A revised proposal was received July 7, 2020, prior to 5:00 p.m. The proposal was reviewed in all aspects of pricing and technical approach.

The proposal from Bytemark, Inc. was determined to be the best value to the Authority, price, and other factors considered. The contract is a fixed price for the Base Year, Base Year Option, and three (3) Option Years.

<table>
<thead>
<tr>
<th>Description</th>
<th>Total Award</th>
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<tbody>
<tr>
<td>Base Year – Implementation Services, Software Licensing, &amp; Training</td>
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<tr>
<td>Base Year Option – Virtual Wallet Implementation Services &amp; Licensing</td>
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<tr>
<td>Option Year 1 – Optional Integrations</td>
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<td>Option Year 2 – Optional Integrations</td>
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<td>Option Year 3 - Maintenance</td>
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<td>21% Overall Contingency (30% on Implementation Services &amp; Integration Costs)</td>
<td>$1,035,205</td>
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<td>Not to Exceed Total</td>
<td>$6,021,346</td>
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</tbody>
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RESPONSIBLE DEPARTMENT: Information Technology
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2020-1239)
Fare System Upgrade

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to eliminate manual fare validation processes and streamline boarding to provide safer and equitable payment options to customers; and

WHEREAS, implementation of modern fare systems for new fare programs and payment options are in alignment with the adopted fare strategy.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute a contract with Bytemark, Inc. to upgrade Capital Metro’s existing fare systems, with a 21% contingency, in an amount not to exceed $6,021,346.

________________________  ______________________
Secretary of the Board        Date: ______________________
Eric Stratton
Customer Payment Systems

A multi-year plan of technology advances and new fare offerings

Capital Metro Board Meeting
July 2020
Vision

• Increase contactless options for safer healthier solution
• Fast, easy and equitable payment options for customers
• Modern and cost-effective fare collection systems
• Extensive retail network with reloadable smart cards
• Faster boarding
• Minimize cash
• Account based system to increase options
• Partnership ticketing and programs
• Simplify fares to help increase adoption
Fare Consultant Engagement

- Stakeholder Meetings
- Comprehensive Analysis & Alternatives Review
  - Peer review and Industry trends
  - Project Connect impact and scalability
  - System Integrator: Procure integrated, full account-based fare system
  - Bytemark Fare System: Upgrade to integrated, full account-based fare system
  - Leverage investments already made
  - Concept of Operations
  - Cost estimates for each alternative
System Upgrades Allow New Features

CapMetro and Bytemark Connect

- Customer Web Portal
  - Buy Tickets
  - Account Management
  - Manage Fare Media

- Fare Citation Payment

- Traveler Tools App
  - Use / Manage Fare Media
  - Trip Planning

- Pickup App
- Open Payments
- CapMetro Virtual Card

- Merchant Back Office
  - Customer Service
  - Reporting
  - Administration

- Merchant Mobile
  - Fare Inspection
  - Fare Evasion
  - Mobile POS

- Unboard Validators
- Smart Cards
- TVM

Upgrades

New Features
Customer Payment Systems Roadmap

1. Mobile App Fare Capping
   Cash/Pass Load at Retail Network
   Launch Winter 2020

2. Customer Web Portal
   Launch Winter 2021

3. Full Account-Based System:
   Fare Capping, Smart Card, & Virtual Card
   Launch Fall 2021

4. Open Payment
   Pay with Credit Card
   Launch Fall to Winter 2021

5. Fare System Integrations
   Multiple Launches 2022 to 2023

6. Cash Farebox & Vaulting
   Board Award Summer to Fall 2021

A. Mobile App Upgrades
   - Launched Summer 2019
   - Launched Summer 2020
   - Ticket Vending Machines
     Launch Summer 2020
   - Onboard Validator Expansion
     Launch Summer to Winter 2020

B. Fare System Upgrade
   Board Award July 2020

C. Mobile App Integration with B-Cycle
   Launch Fall 2020

D. Mobile App Integration with Pickup
   Launch Fall 2020

E. Open Payment
   Pay with Credit Card
   Launch Fall to Winter 2021

F. Fare System Integrations
   Multiple Launches 2022 to 2023
Account-Based System

- Bytemark fare system is already an account-based system
- This upgrade establishes a cloud based account tied to a specific user.
- Switches from ticket validation to account validation
- Account can be stored on a number of different devices
Phase 1: Mobile App Fare Capping & Retail Load

• Equity based pilot program
• Usage must occur within a specific time period
• Once fare cap level is reached, an unlimited use pass for the next period is credited
• Pass is automatically activated
• Pass expires at end of designated period (day, week, month)
• Cash or pass can be loaded to the app wallet using a retail network
Phase 2: Customer Web Portal

- Single customer web site
- Capital Metro branding
- Desktop & mobile devices
- Multiple language support
- WCAG/ADA compliant
- Stored value wallet management
Phase 3: Full Account-Based System

- Smart card integration
  - Add smart card to account
  - Contactless payment
- Best fare engine
  - Computes based on business rules
  - Fast, easy, and equitable payment options
- Account-based fare capping
  - Thresholds based on business rules
- Phone virtual card wallet integration
  - Apple / Google Wallet
  - Contactless payment
Phase 4: Open Payment

- Pay with credit card by tapping onboard validator
- Credit card is your account
- Contactless fare payment
- Enhanced Payment Card Industry (PCI) security certification
# Pricing

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<tr>
<th>$'000</th>
<th>Base Period Up to Dec'21</th>
<th>Option 1 2021</th>
<th>Option 2 2022</th>
<th>Option 3 2023</th>
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<td>300</td>
<td>1,201</td>
<td>972</td>
<td>521</td>
<td>6,021</td>
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Approval of a resolution authorizing the President & CEO, or his designee, to negotiate and execute a Development Agreement with Broadmoor Austin Associates, a Texas general partnership (Developer) for the Transit Facilities and Related Improvements at the Broadmoor Development property in an amount not to exceed $___________.


SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to negotiate and execute a Development Agreement with Broadmoor Austin Associates, a Texas general partnership (Developer) for the Transit Facilities and Related Improvements at the Broadmoor Development property in an amount not to exceed $___________.

FISCAL IMPACT
Choose an item.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. High Quality Customer Experience
2. Engaged Workforce
3. Sustainability
4. Valued Community Partner

Strategic Objectives:
1.1 Safety & Risk
1.2 Continuous Improvement
1.3 Dynamic Change
1.4 Culture of Innovation
2.1 Be an Employer of Choice
2.2 Organization Development
2.3 Organization Culture
3.1 Resource Optimization
3.2 Safety Culture
3.3 Environmental Leadership
4.1 Educate & Call to Action
4.2 Build Partnerships
4.3 Value of Transit
4.4 Project Connect

EXPLANATION OF STRATEGIC ALIGNMENT:
The construction of a multi-modal, commuter train station at the old IBM campus at the current Broadmoor Development will add to the long-term value of Capital Metro rail assets, enabling the provision of enhanced transit connections and expand and optimize the value of the current assets.

BUSINESS CASE:
The partnership supports the four goals of the Agency’s TOD policy - increasing transit ridership, maximizing long-term value, creating high-quality mixed-use development, and responding to local community goals. The goals are achieved through leveraging private investment in public transportation infrastructure in a public private partnership.
COMMITTEE RECOMMENDATION:
This item will be presented to the full board on July 20, 2020.

EXECUTIVE SUMMARY:
The Broadmoor Red Line Commuter Rail Station is a new station on the existing Red Line operated by Capital Metropolitan Transportation Authority (“Capital Metro” or “CMTA”). The Broadmoor Commuter Rail Station will be constructed immediately north of IBM Road, which is a private roadway, owned by Charles Schwab Investment Management, Inc. (Schwab) and Broadmoor Austin Associates, and directly adjacent to the proposed Broadmoor Development.

Construction of the station will include the installation of double-track and special trackwork from milepost (MP) 66.68 to MP 67.1. The project will require the reconstruction of a bridge crossing at MP 67. The platform configuration for the station includes two side-loading platforms, each having amenities consistent with other Capital Metro platforms, including fare collection, variable message signs, emergency telephones, etc. Train signaling and Positive Train Control (PTC) train control equipment will also be installed.

DBE/SBE PARTICIPATION: Procurement will be conducted by Brandywine with CMTA DBE/SBE goals.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Strategic Planning and Development
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS RESOLUTION (ID # AI-2020-1286)

Development Agreement for Broadmoor Station

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the benefits of the development of the partnership with Broadmoor Austin Associates to develop Transit Facilities and Related Improvements at the Broadmoor Development.

WHEREAS, the agreement was negotiated between Capital Metro and Broadmoor Austin Associates in support of long-term strategic goals and in accordance with Capital Metro’s Transit Oriented Development (TOD) policy, whose goals are to increase transit ridership, to maximize long-term value, to create high-quality mixed-use development and to respond to local community goals; and

WHEREAS, the Agreement between Capital Metro and Broadmoor Austin Associates has been determined to best respond to the Agency’s TOD goals.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors affirms the partnership with Broadmoor Austin Associates and authorizes the President & CEO to negotiate and execute a Development Agreement with Broadmoor Austin Associates for the Transit Facilities and Related Improvements at the Broadmoor Development property in an amount not to exceed $____________.

________________________  ______________________
Secretary of the Board       Date: ______________________
Eric Stratton
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement between Capital Metro and the City of Austin to co-invest in and co-manage the Austin Bikeshare program for a four (4) year term with three (3) one-year options in an amount not to exceed $2,250,000.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement between Capital Metro and the City of Austin to co-invest in and co-manage the Austin Bikeshare program for a four (4) year term with three (3) one-year options in an amount not to exceed $2,250,000.

FISCAL IMPACT
Funding for this action is available in the FY2021 Operating Budget and programmed for future years within Innovative Mobility.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. High Quality Customer Experience,
3. Sustainability,
4. Valued Community Partner

Strategic Objectives:
1.2 Ridership,
1.3 Net Promoter Score /Customer Satisfaction,
3.5 APTA Sustainability Program Index,
4.1 Brand Reputation,
4.2 AllTransit Performance Score,
4.3 Project Connect Program Progress,
4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:
Execution of this agreement will advance Capital Metro’s role as Austin’s mobility provider for the people in our region with an expanded and accessible bikeshare system. The agreement with the City of Austin will further enhance a strong partnership that mutually supports Capital Metro’s Project Connect as well as the City’s Austin Strategic Mobility Plan.

BUSINESS CASE:
The agreement will help maintain a strong partnership with the City of Austin that supports Capital Metro’s strategic objectives. The proposed ILA has the potential to provide an additional source for ridership and increase the usage of our existing services.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board on July 20, 2020.

EXECUTIVE SUMMARY:
Capital Metro and the City of Austin recognize the value of providing active
transportation options in coordination with public transit. An agreement with the City of Austin to co-invest in and co-manage the Austin Bikeshare program will help reach our mutual goals by investing in the future of bikeshare in the community.

The term of the agreement is a four-year base with 3 one-year options. Capital Metro and the City of Austin agree to each provide up to $250,000 of operational support to the program annually. An additional capital commitment from Capital Metro and the City of Austin totaling $500,000 for the base four-year term is also included for upgrades to the system.

Under this agreement the City’s bikeshare program will be branded as MetroBike and aligned within Capital Metro’s mobility offerings. The agreement recognizes the mutual benefit, for the City of Austin and Capital Metro, of expanding the reach of bikes while integrating them into transit for the residents and visitors of this community. This mutual investment in Austin’s bikeshare system is in alignment with the Austin Strategic Mobility Plan and Project Connect.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT:

RESPONSIBLE DEPARTMENT: Operations
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2020-1264)
BikeShare Program ILA

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to build strong community partnerships that further Capital Metro’s mission and vision; and

WHEREAS, Capital Metro’s mission is to connect people, jobs and communities by providing high quality and sustainable transportation choices for communities in the Greater Austin area; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the important link between Austin’s shared-use bicycle system and transit.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metro Board of Directors authorizes the President & CEO, or his designee, to finalize and execute an Interlocal Agreement between Capital Metro and the City of Austin to co-invest in and co-manage the Austin Bikeshare program for a four (4) year term with three (3) one-year options in an amount not to exceed $2,250,000.

________________________
Secretary of the Board
Eric Stratton

Date: ______________________
Bikeshare + Transit

MetroBike Partnership
City of Austin & Capital Metro

July 20, 2020
MAAS: Bikes + Transit
Electrification
Expanded reach
4-year base term
Shared program support
Governance

Oversight Committee:
2 City of Austin Members
2 Capital Metro Members
1 BSA Non-Voting Member

Operated & managed by BSA
Vision for MetroBike

Program Launch Fall 2020
THANK YOU!
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Center for Transportation and the Environment (CTE) for technical assistance in support of electric bus implementation at Capital Metro and the FTA No and Low Emission Bus Grant awarded to Capital Metro in 2019 for a term ending September 30, 2021 with two (1) one-year options in an amount not to exceed $169,691.
SUBJECT: Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Center for Transportation and the Environment (CTE) for technical assistance in support of electric bus implementation at Capital Metro and the FTA No and Low Emission Bus Grant awarded to Capital Metro in 2019 for a term ending September 30, 2021 with one (1) one-year option in an amount not to exceed $169,691.

FISCAL IMPACT: This action is supported by the FTA Low and No Emission Grant Award FY 2019.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. High Quality Customer Experience
3. Sustainability

Strategic Objectives:
1.4 Customer satisfaction.
1.6 Capital projects performance.
3.1 Operating cost/Revenue hour
3.5 APTA Sustainability Program Index
3.6 Adherence to State of Good Repair

EXPLANATION OF STRATEGIC ALIGNMENT: Capital Metro is committed to an “electric first” policy as the first choice for vehicles that meet quality and service standards when funds are available. Electric vehicles have the potential for improved environmental benefits, reduced fueling and operating costs, improved customer experience, and increased reliability. Emissions reductions, carbon reductions/climate benefits, and fuel use reduction are goals embedded in the APTA Sustainability Commitment that Capital Metro has made.

BUSINESS CASE: Capital Metro requires external expertise to assist with development of plans and strategies related to our “electric first” vehicle policy. CTE can provide this experience and partnered with Capital Metro to apply for the Grant.

COMMITTEE RECOMMENDATION: This item will be presented to the full board on July 20, 2020.

EXECUTIVE SUMMARY:
Capital Metro is committed to an “electric-first” vehicle policy and a preference for low and zero-emission vehicles that meet service, quality, and financial requirements. CTE is a national leader in zero emission bus implementation, and was included in, and assisted Capital Metro with, the successful Low and No Emission Bus Grant applications. This contract will formalize the agreement with CTE and bring them on board for technical assistance as outlined in the scope of work.

CTE will help to answer questions such as:
What is the actual range of the buses?
Are technologies from various manufacturers inter-operable?
What is the optimum charging infrastructure configuration to maximize daily range?

The Contract term will begin immediately and continue through September 30, 2021; with an option period of October 1, 2021 through September 30, 2022; and will not exceed $169,691.

DBE PARTICIPATION:
No DBE goal is assigned to this project due to limited subcontracting opportunity. However, we are working with the prime contractor on the commitment to utilizing DBEs for engineering and environmental assessments and analyses.

PROCUREMENT:
CTE partnered with Capital Metro to apply for the grant that will fund this contract. An agreement with CTE is a condition of the grant. In accordance with FTA’s guidelines, naming CTE as a partner in the grant application meets the competitive requirements. The proposal from CTE was received July 7, 2020. The proposal was reviewed in all aspects of pricing and technical approach. The proposal was determined to be the best value to the Authority, price, and other factors considered. The contract will be a fixed price type contract for one (1) Base year and two (2) Option Years.

RESPONSIBLE DEPARTMENT: Planning and Development
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2020-1275)
Contract Approval: Center for Transportation and the Environment, Technical Assistance for Electric Bus Implementation

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to reduce its environmental impact and implement best sustainable practices; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize that reduced emissions and clean technologies such as electric buses are critical to meeting the region’s clean air and climate goals.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute a contract with Center for Transportation and the Environment for technical assistance in support of electric bus implementation at Capital Metro and the FTA No and Low Emission Bus Grant awarded to Capital Metro in 2019 for a term ending September 30, 2021 with one (1) one-year option in an amount not to exceed $169,691.

________________________
Date: _____________________

Secretary of the Board
Eric Stratton
Center for Transportation and the Environment (CTE), Technical Assistance for Electric Bus Implementation

Contract approval
FTA Low and No Emission Bus Grant

- 2019: CMTA received $2.6 million
  - 4 x 40-foot buses, 2 x 60-foot buses (incremental cost), chargers, technical assistance
- 2020: CMTA received $2.26 million
  - 4 x 60-foot buses (incremental cost), chargers, technical assistance
FTA Lo No Emission Bus Grant

Project Partners

• FTA allows agencies to work with *project partners* when submitting applications.
  • Meet FTA’s competitive purchase requirements
  • Named in the grant application, for both technology assistance and vehicles.

• *Project partners* in both the FY 2019 and the FY 2020 grants awarded to Capital Metro:
  • Center for Transportation and the Environment (CTE; technology assistance)
  • New Flyer (vehicle provider)

• This contract will fund CTE for the FY 2019 grant.
Center for Transportation and Environment (CTE)

- CTE has partnered with numerous transit agencies and bus manufacturers to advance zero emission (electric and fuel cell) technologies.
- CTE was critical to the success of both FY 2019 and FY 2020, Low and No Emission Bus Grants awards.
- https://cte.tv
CTE Tasks

• Task 1: Charging Alternatives Analysis
  • Charging infrastructure options; coordinate with Austin Energy and charging equipment manufacturers; assess inter-operability

• Task 2: Zero Emission Bus (ZEB) Transition Planning Support
  • Work with CMTA, MV, Austin Energy, and other stakeholders to assess and plan deployment and fleet expansion

• Task 3: Deployment Validation and Key Performance Indicators (KPI)
  • Create metrics and evaluation tools for electric fleet deployment; integrate with other diagnostic tools
CTE Contract

• Contract begins August 2020.
• The total contract amount is approximately $175,000.
• An additional contract will be developed with CTE for a scope of services for FY 2020 award.
THANK YOU!
TITLE: FY 2021 Budget Update
FY2021 Budget Proposal

Presented on July 20, 2020
FY2021 Budget Development Calendar

- Feb 6  Operating and Capital Budget kick-off meeting with departments
- Apr 15  Capital Budget requests received from departments
- Apr 19  Operating Budget requests received from departments
- May 22  Board reviews proposed budget calendar
- Jun 3   Initial review with Access Advisory Committee
- Jun 10  Initial review with Customer Satisfaction Advisory Committee
- Jun 22  Board initial review and discussion
- Jul 15  Budget proposal presented to Board Committees
- Jul 20  Budget proposal presented to Board of Directors
FY2021 Budget Development Calendar

PUBLIC OUTREACH / FEEDBACK PROCESS

- Aug 5  Presentation to Access Advisory Committee
- Aug 12 Presentation to Customer Satisfaction Advisory Committee
- Aug 24 Proposed budget document is published online
- Aug 24 Notice of public hearing on proposed budget and capital improvement plan
- Aug 24-28 Webinars and public outreach
- Sep 16  Update Board Committees
- Sep 16 Public hearing on proposed budget and capital improvement plan at noon
- Sep 28 Board of Directors considers budget proposal
Proposed Budget Overview

- Proposed budget is structurally sound and balanced
  - CARES Act funding of $101.9 million expected to cover sales tax and fare revenue shortfalls and additional pandemic expenses
  - FY2021 Budget goal to stay flat to FY2020 Budget

- Gradual sales tax recovery for FY2020 and FY2021

- Meets operating reserve requirements
  - Capital Expansion Fund additions of $10 million in FY2020 and $10 million in FY2021

- Bus purchased transportation costs in first full year of combined contract

- Investment in customer focused transit infrastructure projects
## Operating Expense Comparison

<table>
<thead>
<tr>
<th>Expense Category</th>
<th>FY2019 Actual</th>
<th>FY2020 Forecast</th>
<th>FY2020 Budget</th>
<th>FY2021 Budget</th>
<th>$ Increase / (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Benefits</td>
<td>$45.8</td>
<td>$47.9</td>
<td>$49.2</td>
<td>$48.9</td>
<td>$(.4)</td>
</tr>
<tr>
<td>Professional Services</td>
<td>21.3</td>
<td>39.9</td>
<td>43.5</td>
<td>29.5</td>
<td>(14.0)</td>
</tr>
<tr>
<td>Materials and Supplies</td>
<td>1.6</td>
<td>1.3</td>
<td>2.2</td>
<td>2.1</td>
<td>(.1)</td>
</tr>
<tr>
<td>Fuel and Fluids</td>
<td>13.4</td>
<td>13.5</td>
<td>13.7</td>
<td>12.2</td>
<td>(1.5)</td>
</tr>
<tr>
<td>Utilities</td>
<td>3.0</td>
<td>3.2</td>
<td>3.2</td>
<td>3.4</td>
<td>.1</td>
</tr>
<tr>
<td>Purchased Transportation</td>
<td>158.8</td>
<td>163.3</td>
<td>165.1</td>
<td>168.7</td>
<td>3.5</td>
</tr>
<tr>
<td>Lease/Rentals</td>
<td>1.5</td>
<td>2.7</td>
<td>2.0</td>
<td>3.3</td>
<td>1.2</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>4.2</td>
<td>15.1</td>
<td>8.2</td>
<td>7.2</td>
<td>(1.0)</td>
</tr>
<tr>
<td><strong>Total Operating Expense</strong></td>
<td><strong>$249.7</strong></td>
<td><strong>$286.9</strong></td>
<td><strong>$287.1</strong></td>
<td><strong>$275.1</strong></td>
<td><strong>$(12.0)</strong></td>
</tr>
</tbody>
</table>

- Salaries and Benefits – No increase in net FTEs
- Professional Services – Project Connect project expenses moved to Austin Transit Partnership in FY2021
Revenue Comparison

<table>
<thead>
<tr>
<th>$' Million Revenue Category</th>
<th>FY2019 Actual</th>
<th>FY2020 Forecast</th>
<th>FY2020 Budget</th>
<th>FY2021 Budget</th>
<th>$ Increase / (Decrease)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax</td>
<td>$261.5</td>
<td>$253.9</td>
<td>$265.7</td>
<td>$251.7</td>
<td>$(14.0)</td>
</tr>
<tr>
<td>Passenger Revenue</td>
<td>22.3</td>
<td>14.0</td>
<td>22.5</td>
<td>15.0</td>
<td>(7.5)</td>
</tr>
<tr>
<td>Freight Railroad Revenue</td>
<td>5.1</td>
<td>6.0</td>
<td>5.2</td>
<td>5.6</td>
<td>.3</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>9.9</td>
<td>7.4</td>
<td>7.8</td>
<td>5.6</td>
<td>(2.1)</td>
</tr>
<tr>
<td>Operating Contributions and Grants</td>
<td>40.8</td>
<td>127.9</td>
<td>32.3</td>
<td>43.2</td>
<td>10.8</td>
</tr>
<tr>
<td>Capital Grants and Contributions</td>
<td>19.2</td>
<td>36.2</td>
<td>27.7</td>
<td>10.5</td>
<td>(17.2)</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>$358.9</td>
<td>$445.3</td>
<td>$361.2</td>
<td>$331.6</td>
<td>$(29.7)</td>
</tr>
</tbody>
</table>

- Sales Tax – Projected 5.3% decline for Fiscal Year 2021 Budget over Fiscal Year 2020 Budget
- Passenger Revenue – Projected 33.3% decline for Fiscal Year 2021 Budget over Fiscal Year 2020 Budget
- Operating Contributions and Grants – $101.9 million CARES Act awarded in May 2020
- Capital Grants and Contributions – Completion of PTC, Downtown Station, VW, and Electric Vehicle grants in FY2020
## Proposed 5-Year Capital Plan

<table>
<thead>
<tr>
<th>Project Category</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
<th>FY2024</th>
<th>FY2025</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus and Paratransit</td>
<td>$.2</td>
<td>$37.8</td>
<td>$41.1</td>
<td>$11.6</td>
<td>$3.6</td>
<td>$94.2</td>
</tr>
<tr>
<td>Commuter Rail</td>
<td>15.7</td>
<td>11.7</td>
<td>3.3</td>
<td>2.0</td>
<td>.3</td>
<td>33.0</td>
</tr>
<tr>
<td>Facilities</td>
<td>23.2</td>
<td>6.5</td>
<td>3.3</td>
<td>4.3</td>
<td>1.6</td>
<td>38.8</td>
</tr>
<tr>
<td>Freight Railroad</td>
<td>4.0</td>
<td>.0</td>
<td>1.5</td>
<td>.0</td>
<td>.0</td>
<td>5.7</td>
</tr>
<tr>
<td>Information Technology</td>
<td>11.4</td>
<td>10.7</td>
<td>11.4</td>
<td>9.5</td>
<td>8.0</td>
<td>51.1</td>
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<tr>
<td>Other</td>
<td>8.6</td>
<td>2.6</td>
<td>2.6</td>
<td>2.7</td>
<td>2.5</td>
<td>19.0</td>
</tr>
<tr>
<td>Project Connect</td>
<td>11.8</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>11.8</td>
</tr>
<tr>
<td>Property and Asset Mgmt</td>
<td>.7</td>
<td>1.2</td>
<td>1.3</td>
<td>2.9</td>
<td>1.9</td>
<td>8.1</td>
</tr>
<tr>
<td><strong>Total Capital Projects</strong></td>
<td><strong>$75.8</strong></td>
<td><strong>$70.5</strong></td>
<td><strong>$64.6</strong></td>
<td><strong>$33.0</strong></td>
<td><strong>$17.9</strong></td>
<td><strong>$261.8</strong></td>
</tr>
</tbody>
</table>

### Funding

<table>
<thead>
<tr>
<th>Source</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
<th>FY2024</th>
<th>FY2025</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Funding</td>
<td>65.2</td>
<td>48.4</td>
<td>58.5</td>
<td>27.0</td>
<td>11.9</td>
<td>210.9</td>
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<tr>
<td>Grants/Contributions</td>
<td>10.5</td>
<td>22.1</td>
<td>6.1</td>
<td>6.1</td>
<td>6.1</td>
<td>50.8</td>
</tr>
<tr>
<td><strong>Total Capital Projects</strong></td>
<td><strong>$75.8</strong></td>
<td><strong>$70.5</strong></td>
<td><strong>$64.6</strong></td>
<td><strong>$33.0</strong></td>
<td><strong>$17.9</strong></td>
<td><strong>$261.8</strong></td>
</tr>
</tbody>
</table>

### Project Type

<table>
<thead>
<tr>
<th>Type</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
<th>FY2024</th>
<th>FY2025</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enhancement</td>
<td>57.5</td>
<td>20.9</td>
<td>9.1</td>
<td>7.4</td>
<td>4.0</td>
<td>98.9</td>
</tr>
<tr>
<td>Regulatory</td>
<td>3.4</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3.4</td>
</tr>
<tr>
<td>State of Good Repair</td>
<td>14.9</td>
<td>49.6</td>
<td>55.4</td>
<td>25.7</td>
<td>13.9</td>
<td>159.5</td>
</tr>
<tr>
<td><strong>Total Capital Projects</strong></td>
<td><strong>$75.8</strong></td>
<td><strong>$70.5</strong></td>
<td><strong>$64.6</strong></td>
<td><strong>$33.0</strong></td>
<td><strong>$17.9</strong></td>
<td><strong>$261.8</strong></td>
</tr>
</tbody>
</table>
Electric Buses

71 transit bus purchases FY2021 – FY2025
• 5-year spending of $74.7 million

North Operations site expansion
• FY2021 spending of $2.6 million

Charging infrastructure construction
• 5-year spending of $7.5 million
Fare Collection Systems

- Contactless and equitable solutions
- Bus on-board validators
- Account based back-end system
- New fare media and technologies
Downtown Station Construction

Construction in progress with estimated completion in FY2021
- On track, on time and on budget
- FY2021 spending of $9.9 million
Positive Train Control

In progress with estimated completion in FY2021

- FY2021 spending of $3.4 million
### Delayed for Economic Recovery

#### Recovery Budget Projects - Capital

<table>
<thead>
<tr>
<th>Project</th>
<th>FY2021 Budget</th>
<th>FY2021 5-Year CIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commuter Coaches (Diesel to Electric)</td>
<td>$</td>
<td>$7,042,000</td>
</tr>
<tr>
<td>Small Scale Transit Hubs</td>
<td>2,000,000</td>
<td>6,500,000</td>
</tr>
<tr>
<td>Bus Stop of the Future</td>
<td>1,000,000</td>
<td>4,000,000</td>
</tr>
<tr>
<td>Enterprise Customer Relationship Management System</td>
<td>2,300,000</td>
<td>3,300,000</td>
</tr>
<tr>
<td>Vehicle Camera Systems</td>
<td>1,500,000</td>
<td>1,900,000</td>
</tr>
<tr>
<td>Data Warehouse and Business Intelligence Enhancements</td>
<td>1,324,280</td>
<td>1,324,280</td>
</tr>
<tr>
<td>Onboard Digital Displays</td>
<td>745,000</td>
<td>745,000</td>
</tr>
<tr>
<td>Park and Ride ePaper Installations</td>
<td>385,000</td>
<td>385,000</td>
</tr>
<tr>
<td><strong>Total Recovery Budget Projects - Capital</strong></td>
<td><strong>$9,254,280</strong></td>
<td><strong>$25,196,280</strong></td>
</tr>
</tbody>
</table>

#### Recovery Budget Categories - Operating

<table>
<thead>
<tr>
<th>Category</th>
<th>FY2021 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Enhancements</td>
<td>$3,072,000</td>
</tr>
<tr>
<td>Salary and Position Freeze</td>
<td>1,196,716</td>
</tr>
<tr>
<td>Transit Speed and Reliability - Additional Projects</td>
<td>500,000</td>
</tr>
<tr>
<td>Information Technology Initiatives</td>
<td>206,500</td>
</tr>
<tr>
<td><strong>Total Recovery Budget Categories - Operating</strong></td>
<td><strong>$4,975,216</strong></td>
</tr>
</tbody>
</table>
Next Steps

• Review budget proposal with Board’s advisory committees
• Publish draft budget document online
• Virtual public meetings across Capital Metro’s service area
• Public hearing on the proposed budget
• Budget updates to Board Committees
• Board update on Long-Range Financial Plan
• Final Board approval scheduled for September 28
TITLE: Pandemic Recovery and Improvement Plan Update
COVID-19 Recovery & Improvement Plan Update

Sharmila Mukherjee, EVP Planning & Strategic Development
July 20th Board Update
Recovery Philosophy

---

**C**
Create safe places for staff & customers

**A**
Apply our resources wisely & equitably

**R**
Rely on data for decision making

**E**
Evaluate our results & adapt

---

2
METRO
Creating Safe Places

• Masks Provided for Customers in Need

• Hand Sanitizers to be installed on Buses

• Contactless fare payment with On-Board Validators
Applying Resources Wisely & Equitably

- Drawing from CARES Act FTA grant for COVID operational revenue shortfall
- Salary freeze and flat staffing levels in recession budget for FY 2021
- Pursuing contactless fare payment and associated customer technology system upgrades
Relying on Data for Decisions

- Using daily boarding data to identify ridership trends
  - Vehicle capacity with social distancing
  - Ridership Modeling with UT in session with hybrid learning
  - Revenue Service Hour Forecasting

![Graph showing ridership trends and key events]

**TOTAL RIDERSHIP**

1,212,969
Major Influences in August Service Levels

- State and Local Government Orders
  - Stay at Home Order

- University of Texas
  - Return in Fall

- AISD
  - Hybrid of in-person and online learning
Ridership & Service Levels during COVID

**Services Reduced**
- Bus/Rapid (20%)
- Express/Rail (50%)
- UT Routes Suspended (100%)

**Ridership**
- System Loss (60%)
- Express/Rail most all lost (95-100%)
- UT Routes Suspended (100%)
Overview of Proposed Fall Service Changes

• Restoration of Service
  • Additional Frequency on Select Routes
  • Increase Span of Service on Weekdays and Saturdays
  • Resume School Service
    • UT Routes except Route 640 and adjustments to frequency
    • School trips on local routes
  • MetroRail – reintroduces previous 6-car schedule
  • Adjust Running Times – Minor adjustments due to lower ridership / less congestion
  • Flyers & Express - Continue reduced service levels
Transparency and Knowledge Sharing with C-A-R-E Dashboard and Website

Recovering with CARE

As CapMetro begins to return more service to the needs, our planning process has been guided by the need to protect the health and wellbeing of our staff and community. While taking every measure to provide a safe and positive travel experience, we help make that happen by wearing a face covering and maintaining a safe physical distance from other riders and the operator by keeping an empty seat between you and the next customer when possible using the CapMetro App to purchase your fare if you can.

Going the Extra Mile for Safety

Extra measures to protect our staff, customers and promote public health.

- 71,700 Masks for Operating Staff
- 31,340 Gloves Distributed
- 100% of Gallons of Hand Sanitizer
- $477,600 in Plexiglass barriers

Staff Safety:

Staff Recognition:
- In May, CapMetro funded a Service Recognition Bonus for our front-line employees working at least 15 hours per week for up to 6 weeks through the COVID19 pandemic. This included 1,672 employees and total bonus payments of $1,024,650.

Extra measures:
- Enforced rear-door boarding and added "skip-a-seat" signs on our vehicles to help promote safe distancing while riding
Evaluate Our Results & Adapt

• Continued commitment to operator, staff, customer, and community safety
• Continued commitment to being reliable, agile, and equitable in recovery planning
• Focused on Intermediate Term Restoration and Growth
  - Plan Presented at June Board
  - Monthly Update to the Board of Directors
  - Intermediate and Longer-term Considerations focus on Customer Technology Updates
THANK YOU!

METRO

Attachment: COVID19 Recovery and Implementation Task Force_July20 (4640 : Pandemic Recovery and...
TITLE: Diversity, Inclusion and Equity Program Plan Update
Diversity, Equity and Inclusion Program Update

Capital Metro Board Meeting
July 20, 2020

Donna Simmons, EVP Administration
Diversity and Inclusion Officer
Definitions

DIVERSITY
Describes a group of people by the variety of their characteristics such as race, age, gender, ability status, nationality, and mental well-being.

WHO IS AT THE TABLE?

EQUITY
The active work of challenging and responding to bias, harassment, and discrimination so that outcomes are no longer predicted by any aspect of an individual’s identity.

WHAT ARE THE BARRIERS TO GETTING TO AND REMAINING AT THE TABLE?

INCLUSION
Creating environments to bring people together and harness diverse perspectives to benefit all.

DOES EVERYONE FEEL WELCOME AND BELONGING AT THE TABLE?

Definitions from Creative Reaction Lab’s Equity-Centered Community Design Field Guide
GUIDING PRINCIPLES

COLLABORATION  ENGAGEMENT
ADAPTABILITY  TRANSPARENCY
PARTICIPATION  RESPECT
MISSION  OWNERSHIP
DIVERSITY, EQUITY AND INCLUSION COUNCIL

CHAMPIONS NETWORK
- Employee Resource Groups
- Volunteer champions

STEERING COMMITTEE
- Various CapMetro departments
  - Including frontline employees
- Service provider leadership
- ATU leadership

PARTNERS (examples)
- Access
- CSAC

COMMUNITY ADVISORY GROUP

In Development
# PROGRAM ELEMENTS

## Employees
- Recruitment and Retention
- Mentorships
- Workforce development
- Training and education
- Communication
- Flexible benefits
- Work/life balance

## Community
- Vendor diversity and mentorships
- Community engagement
- Service and amenity design
- Project Connect
- Partnerships
- Sponsorships

## Foundation
Guiding Principles
Executive Leadership Support
Diversity of Staff

Staff Data as of 6/30/2020
Source of Austin Data: Data USA by Deloitte and Datawheel

- # of CMTA Employees: 330
- # of Service Provider Employees: 1,493
- Total Workforce: 1,823
## Diversity of Vendors

Payments to DBEs and SBEs

<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>FY 2018</th>
<th>FY 2019</th>
<th>FY 2020*</th>
</tr>
</thead>
<tbody>
<tr>
<td>African American</td>
<td>$3,722,867</td>
<td>$4,248,337</td>
<td>$5,810,818</td>
</tr>
<tr>
<td>Hispanic</td>
<td>$1,629,945</td>
<td>$5,140,440</td>
<td>$2,436,061</td>
</tr>
<tr>
<td>Asian</td>
<td>$1,599,841</td>
<td>$1,887,351</td>
<td>$1,441,801</td>
</tr>
<tr>
<td>Native American</td>
<td>$0</td>
<td>$163,222</td>
<td>$0</td>
</tr>
<tr>
<td>Non-Minority</td>
<td>$4,500,333</td>
<td>$6,228,534</td>
<td>$3,313,657</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$11,452,986</strong></td>
<td><strong>$17,667,884</strong></td>
<td><strong>$13,002,337</strong></td>
</tr>
</tbody>
</table>

*10/1/19-5/31/20
PROGRAM FRAMEWORK

Leadership

STRATEGIC PLAN

- Responsibility & Accountability
- Goals & Activities
- Integration of Business Plan Objectives
- Measurement & Evaluation
- Education & Training
- Policy & Process Review

Values/Guiding Principles

Organisation:

- Values/Guiding Principles
- Policy & Process Review
- Goals & Activities
- Integration of Business Plan Objectives
- Measurement & Evaluation
- Education & Training
- Responsibility & Accountability

Leadership

Values/Guiding Principles

Attachment: Diversity and Inclusion Report to Board 7 20 20 (4641 : Diversity, Inclusion and Equity

Packet Pg. 121
EMPLOYEE PROGRAM GOALS

1. Have a workforce broadly reflective of the community
2. Identify and address barriers within organizational systems
3. Attract and retain a talented workforce skilled at working in an inclusive & respectful manner with one another and the community
4. Create processes, policies, plans, practices, programs and services that meet the diverse needs of those we serve
COMMUNITY PROGRAM GOALS

1. Ensure equitable service and amenity distribution
2. Identify and address barriers within organizational systems
3. Contribute to community progress on inclusion and equity
4. Create processes, policies, plans, practices, programs and services that meet the diverse needs of those we serve
ACTION PLAN

SEPT 2020
- FINALIZE COUNCIL
- ADOPT CHARTER

OCT 2020
- BUILDING MOMENTUM
  - ASSESSMENT
  - EQUITY TRAINING
  - FINALIZE PLAN

JAN 2021
- PROJECT CONNECT DBE PROGRAM DEVELOPMENT

MAR 2021
- ESTABLISHING PRACTICE
  - METRICS FOR MEASURING SUCCESS
  - MULTIPLE DEI INITIATIVES
  - UPDATE TITLE VI PROGRAM

2021 & ONWARD
- CONTINUOUS ASSESSMENT AND IMPROVEMENT
  - DEI IMBEDDED IN CULTURE

7.3.a
Attachment: Diversity and Inclusion Report to Board 7 20 20 (4641 : Diversity, Inclusion and Equity)
BOARD ENGAGEMENT AND GUIDANCE

• Suggestions for members of the Community Advisory Group

• Continued engagement with key community stakeholders

• Challenge us to view recommendations and actions through a diversity, equity and inclusion lens