

Notice of Meeting
Capital Metropolitan Transportation Authority
Finance, Audit and Administration Committee
Monday, December 4, 2023; 10:00 a.m.
Rosa Parks Boardroom
2910 East 5th Street, Austin, Texas 78702

- Agenda -

- I. Call to Order**
- II. Public Comment (see note on registration below)**
- III. Action Items:**
 - 1. Approval of minutes from the November 8, 2023 Finance, Audit and Administration Committee meeting.
 - 2. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a temporary Master License Agreement with the City of Austin for the use of certain portions of CapMetro's Rail right of way and real property located at 2910 E 5th Street, Austin, Texas 78702, for the purpose of constructing, operating, and maintaining the MoKan Trail.
- IV. Discussion Items:**
 - 1. Internal Audit Semi-Annual Follow Up on prior audit recommendations
 - 2. Internal Audit Fall 2023 UT Audit Intern Project Results
 - 3. Internal Audit FY24 Plan Status

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 additional information.

Committee of the Board: Matt Harriss, Chair; Leslie Pool, Becki Ross and Dianne Bangle

The Board of Directors may go into Closed Session under the Texas Open Meetings Act. Texas Government Code, Section 551.071, Consultation with Attorney, for any legal issues, under Section 551.072 for Real Property issues,

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under Section 551.074 for Personnel matters, or under Section 551.076 for deliberation regarding the deployment or implementation of Security Personnel or Devices, regarding any item listed on this Agenda.

Notice of Meeting
Capital Metropolitan Transportation Authority
Operations, Planning and Safety Committee Meeting
Monday, December 4, 2023; 1:30 p.m.
Rosa Parks Boardroom
2910 East 5th Street, Austin, Texas 78702

- Agenda -

- I. Call to Order**
- II. Public Comment (see note on registration below)**
- III. Action Items:**
 - 1. Approval of minutes from the October 11, 2023 Operations, Planning and Safety Committee meeting.
 - 2. Approval of a resolution updating the Charter Statement for the Operations, Planning and Safety Committee.
 - 3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Reeder Distributors, Inc. for a Steam Bay Bus Lift in an amount not to exceed \$211,350.
 - 4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Zonar System, Inc. to purchase subscription services for Electronic Driver Vehicle Inspection Records Services over a five-year period in a total amount not to exceed \$803,623.
 - 5. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute contracts with Lytx, Inc. to purchase subscription services for DriveCam Event Recorders over a three-year period in a total amount not to exceed \$552,960.
 - 6. Approval of a resolution authorizing the President & CEO, or her designee, to execute an emergency purchase order to Cap-A-Bus

Inc. to purchase services for bus accident repair and painting over a period of six months in a total amount not to exceed \$400,000.

7. Approval of a resolution authorizing the President & CEO, or her designee, to execute an emergency purchase order to JobSite Diesel for services of bus fleet scheduled and ad hoc repair services over a period of six months in a total amount not to exceed \$1,000,000.
8. Approval of a resolution authorizing the President & CEO, or her designee, to execute a contract modification with Unifirst Corp. for maintenance related uniform rental and cleaning services over a one-year period, in a total amount not to exceed \$212,047.
9. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an extension of the existing lease with CapMetro's uniform vendor, CFJ Manufacturing, LP, for approximately 1,027.5 rentable square feet within CapMetro's administrative offices at 624 N. Pleasant Valley Road, Austin, Texas 78702 for a base period of twelve (12) months, for a total amount of \$33,908 paid to CapMetro.
10. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Convergent Technologies to purchase and install two cameras on each of the 88 new CapMetro Pleasant Valley and Expo Center Rapid stations for a one-year period, in an amount not to exceed \$383,286.

IV. Discussion Item:

1. Monthly Operations Update

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 additional information.

Committee of the Board: Eric Stratton, Chair; Jeffrey Travillion, Paige Ellis and Chito Vela

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Date: November 30, 2023

Ed Easton
Board Liaison

Brad Bowman
Chief Counsel

Public Comment Registration for the December 4, 2023 Committee Meetings

For the December 4th committee meetings public comment will be taken both in-person and via videoconference. Advance registration for videoconference/telephone participation is required.

All comment will occur as follows:

1. All speakers intending to participate via videoconference must register in advance by leaving a message at 512-369-6040, or by emailing boardofdirectors@capmetro.org, and giving their name, a telephone number, and email address where they can be reached prior to the meeting, and the subject of their comments. ***The deadline to register for remote public comments is 8:00 a.m. on Monday, December 4th.*** (In-person speakers will not need to register in advance but are advised to show up a few minutes before the meeting start time.)
2. Videoconference participants will be emailed a link to join the videoconference just after 9 a.m. on Monday morning. The videoconference portion of the meetings will be hosted using Microsoft Teams.
3. Speakers will be recognized by the Chair when it is their turn to speak. Each speaker will have three minutes to speak.