



**Agenda - Final**  
**Capital Metropolitan**  
**Transportation Authority**  
**Operations, Planning and Safety**  
**Committee**

2910 East 5th Street  
Austin, TX 78702

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**Wednesday, February 14, 2024**

**1:00 PM**

**Rosa Parks Boardroom**

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This meeting will be livestreamed at [capmetrotx.legistar.com](https://capmetrotx.legistar.com)

**I. Call to Order**

**II. Public Comment**

**III. Action Items**

1. Approval of minutes from the January 17, 2024 Operations, Planning and Safety Committee meeting.
2. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Trapeze Software Group, Inc. for migration to a cloud hosted system and upgrade to the latest version of Trapeze software consisting of one (1) base year and two (2) option years in an amount not to exceed \$2,038,311 and a 20% contingency for a total not to exceed \$2,445,973.
3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with EAN Holdings, LLC dba Commute with Enterprise for vanpool services for a thirty-one (31) month base period with two one-year option periods for a total amount not to exceed \$67,492,373, which includes a 5% contingency.
4. Approval of a resolution authorizing the President & CEO, or her designee, to execute an emergency purchase order to MV Transportation, Inc. for a fleet of forty-three (43) support vehicles and five (5) yard carts in a total amount not to exceed \$820,041.
5. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Howard Lane Auto & Bodyshop for services of Non-Revenue Vehicle (NRV) Body Repair and Transit Bus Panel Painting for a one-year base period, with three (3) one-year option periods, in a total amount not to exceed \$563,400.
6. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with ATX-VIP Towing for towing services over the course of one year, in an amount not to exceed \$648,325.

7. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with CDW Government, LLC to acquire workstation technology, for a term of six (6) months from notice to proceed, in an amount not to exceed \$549,160.
8. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with World Wide Technology to acquire network infrastructure technology, for a term of six (6) months from notice to proceed, in an amount not to exceed \$420,460.
9. Approval of a resolution authorizing the President & CEO, or her designee, to modify a contract with AT&T for telecommunication services, for the remaining contract term ending March 31, 2026, in a new amount not to exceed \$1,525,108.
10. Approval of a resolution authorizing the President & CEO, or her designee, to modify a contract with AT&T Wireless for telecommunication services, for the remaining term of the contract ending March 31, 2024, in a new amount not to exceed \$301,400.
11. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a donation agreement with Mr. John Gibbs, dba Durango Doors, for his contribution in the amount of \$4,465 to upgrade approximately 465 feet of rail right-of-way fencing adjacent to his property located at 2300 Rutland Drive, Austin, Texas.
12. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Competitive Creations LLC, dba Brand Besties for special event support for a base period of one (1) year with four (4) 1-year options, in a total amount not to exceed \$1,199,313.

#### **IV. Presentations**

1. Austin Light Rail Update
2. Monthly Operations Update

#### **V. Items for Future Discussion**

#### **VI. 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](mailto:ed.easton@capmetro.org) if you need more information.*

*Committee Members: Eric Stratton, Chair; Jeffrey Travillion, Paige Ellis and Chito Vela.*

*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.*



# Capital Metropolitan Transportation Authority

2910 East 5th Street  
Austin, TX 78702

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Operations, Planning and Safety Committee **Item #:** AI-2024-1086

**Agenda Date:** 2/14/2024

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Approval of minutes from the January 17, 2024 Operations, Planning and Safety Committee meeting.

**Minutes**  
**Capital Metropolitan**  
**Transportation Authority**  
**Operations, Planning and Safety**  
**Committee**

2910 East 5th Street  
Austin, TX 78702

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**Wednesday, January 17, 2024**

**12:30 PM**

**Rosa Parks Boardroom**

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**I. Call to Order**

12:45 p.m. Meeting Called to Order

<b>Present</b>	Eric Stratton, Chito Vela, and Paige Ellis
<b>Absent</b>	Jeffrey Travillion

**II. Public Comment**

There was no public comment this month.

**III. Action Items**

1. Approval of minutes from the December 4, 2023 Operations, Planning and Safety Committee meeting.

A motion was made by Ellis, seconded by Vela, that this Minutes be adopted. The motion carried by the following vote:

**Aye:** Stratton, Vela, and Ellis

2. Approval of a resolution approving the formation of subcommittees of the Public Safety Advisory Committee (PSAC).

A motion was made by Vela, seconded by Ellis, that this Resolution be recommended for the action item agenda to the Board of Directors, due back on 1/29/2024. The motion carried by the following vote:

**Aye:** Stratton, Vela, and Ellis

3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with World Wide Technology to replace network infrastructure technology in an amount not to exceed \$483,500.

A motion was made by Vela, seconded by Ellis, that this Resolution be recommended for the consent agenda to the Board of Directors, due back on 1/29/2024. The motion carried by the following vote:

**Aye:** Stratton, Vela, and Ellis

**IV. Presentations**

1. Monthly Operations Update
2. CapMetro Public Safety Program Update

**V. Items for Future Discussion**

**VI. Adjournment**

2:19 p.m. Meeting Adjourned

**ADA Compliance**

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

*Committee Members: Eric Stratton, Chair; Jeffrey Travillion, Paige Ellis and Chito Vela.*

*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.*

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Operations, Planning and Safety Committee **Item #:** AI-2023-969

**Agenda Date:** 2/14/2024

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**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Trapeze Software Group, Inc. for migration to a cloud hosted system and upgrade to the latest version of Trapeze software consisting of one (1) base year and two (2) option years in an amount not to exceed \$2,038,311 and a 20% contingency for a total not to exceed \$2,445,973.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Operating Budget.

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- ☒ 1. Customer      ☐ 2. Community  
☐ 3. Workforce      ☒ 4. Organizational Effectiveness

**Strategic Objectives:**

- ☒ 1.1 Safe & Reliable Service      ☐ 1.2 High Quality Customer Experience      ☐ 1.3 Accessible System  
☐ 2.1 Support Sustainable Regional Growth      ☐ 2.2 Become a Carbon Neutral Agency  
☐ 2.3 Responsive to Community and Customer Needs      ☐ 2.4 Regional Leader in Transit Planning  
☐ 3.1 Diversity of Staff      ☐ 3.2 Employer of Choice      ☐ 3.3 Expand Highly Skilled Workforce  
☐ 4.1 Fiscally Responsible and Transparent      ☐ 4.2 Culture of Safety      ☒ 4.3 State of Good Repair

**EXPLANATION OF STRATEGIC ALIGNMENT:** Trapeze software modules are used in fixed route and service planning, vehicle dispatch and customer traveler tools.

**BUSINESS CASE:** Trapeze now offers the ability to host their software in their own managed cloud environment to enhance the vendor support and maintenance for the mission critical areas of operations, including dispatch, run-cutting, and traveler tools. The cloud hosting and software upgrade support ensures high availability for the many Agency applications that interface with these proprietary software modules, making them extremely critical to the Agency.

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval at the Operations,

Planning and Safety Committee meeting on February 14, 2024.

**EXECUTIVE SUMMARY:** In January 1999, CapMetro implemented the initial Trapeze software modules. Over time, we have acquired additional modules and Trapeze has acquired companies from whom CapMetro previously purchased software applications that are now included in our suite of Trapeze products. The cloud hosting and software upgrade support ensures high availability for the many Agency applications that interface with these proprietary software modules, making them extremely critical to the Agency. This support and maintenance gives CapMetro technical telephone support for the modules twenty-four (24) hours a day, seven (7) days a week. In addition to complete support, this maintenance provides CapMetro software upgrades, patches, and fixes at no additional cost.

**DBE/SBE PARTICIPATION:** No goal was placed on this procurement. This is a sole source procurement and subcontracting opportunities were not available.

**PROCUREMENT:** On September 29, 2023, a Sole Source Procurement request was issued and advertised for upgrades to Trapeze proprietary software modules and migration to their cloud environment. The proposal from Trapeze Software Group, Inc. was received on November 17, 2023. The proposal was reviewed considering all aspects of pricing and technical support, and was determined to be fair and reasonable based on established market prices and cost analysis using data from preceding modules provided by Trapeze Software Group, Inc.

The base term of the contract is one (1) year from notice to proceed, for an amount not to exceed \$1,402,940.80 with includes an Optional Solution to be awarded for Trapeze Blockbuster Software and Implementation. The contract also includes two (2), one-year option terms for software licensing, maintenance, and support. The following details the fixed not to exceed lump sum amount for base and options with 20% contingency:

DESCRIPTION	LUMP SUM
Base Year: Trapeze Upgrade, Cloud Subscription & Implementation	\$777,663.00
Base Year: Annual Software Licensing, Warranty, & Maintenance	\$290,885.80
Optional Solution: Trapeze Blockbuster Software & Implementation	\$334,392.00
<b>Total Not to Exceed Amount for Base Award</b>	<b>\$1,402,940.80</b>
Option Year 1: Annual Software Licensing, Warranty, & Maintenance	\$307,100.38
Option Year 2: Annual Software Licensing, Warranty, & Maintenance	\$328,269.31
<b>Total Not to Exceed Amount for Base and Option Years</b>	<b>\$2,038,310.49</b>
Contingency (20%)	\$407,662.51
<b>Grand Total Board Approval Amount with Contingency</b>	<b>\$2,445,973.00</b>



The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Information Technology

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2023-969**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management endeavor to ensure that critical enterprise application systems are maintained and supported twenty-four hours a day, seven days a week.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a contract with Trapeze Software Group, Inc. for migration to a cloud hosted system and upgrade to the latest version of Trapeze software consisting of one (1) base year and two (2) options years in an amount not to exceed \$2,038,311 and a 20% contingency for a total not to exceed \$2,445,973.

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

**Date:** \_\_\_\_\_

Operations, Planning and Safety Committee **Item #:** AI-2023-1002

**Agenda Date:** 2/14/2024

**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with EAN Holdings, LLC dba Commute with Enterprise for vanpool services for a thirty-one (31) month base period with two one-year option periods for a total amount not to exceed \$67,492,373, which includes a 5% contingency.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Operating Budget.

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- ☐ 1. Customer      ☒ 2. Community  
☐ 3. Workforce      ☐ 4. Organizational Effectiveness

**Strategic Objectives:**

- ☐ 1.1 Safe & Reliable Service      ☐ 1.2 High Quality Customer Experience      ☐ 1.3 Accessible System  
☒ 2.1 Support Sustainable Regional Growth      ☐ 2.2 Become a Carbon Neutral Agency  
☒ 2.3 Responsive to Community and Customer Needs      ☐ 2.4 Regional Leader in Transit Planning  
☐ 3.1 Diversity of Staff      ☐ 3.2 Employer of Choice      ☐ 3.3 Expand Highly Skilled Workforce  
☐ 4.1 Fiscally Responsible and Transparent      ☐ 4.2 Culture of Safety      ☐ 4.3 State of Good Repair

**EXPLANATION OF STRATEGIC ALIGNMENT:** As the contractor responsible for CapMetro's vanpool services, the selected service provider will play a key role in managing and delivering service to our customers as defined in the CapMetro Strategic Plan.

**BUSINESS CASE:** This procurement was conducted to solicit qualified, professional services to continue to provide a turn-key vanpool program and serve the region. The MetroRideShare program is Austin's regional vanpool program. The program provides eligible groups of 5-12 riders with a month-to-month vanpool lease agreement including vehicle (7, 8 and 12-seats), insurance, maintenance, 24-hour roadside assistance and an optional fuel purchasing program. The program is operated by a contracted service provider and subsidized by CapMetro. The goal of the program is to reduce the use of single occupant vehicles during peak travel times to

reduce congestion and improve air quality.

COMMITTEE RECOMMENDATION: This item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on February 14, 2024.

EXECUTIVE SUMMARY: Since January 2014, the RideShare program has been operated by a contracted service provider responsible for the provision of vehicles, fleet management, fare collection, sales/outreach, ride matching, National Transit Database (NTD) data collection, and program administration. The current contract is now in its fifth and final year, set to expire December 31, 2023. The future growth of the program is anticipated to be 24 additional vanpools per year. CapMetro offers monthly subsidies of half the lease cost to each vanpool group (not individuals) and is paid directly to the Service Provider. Eligibility in the program requires that groups either start or end in the CapMetro service area. The subsidy is used to help offset the monthly lease cost. Program participants share the cost of the monthly lease, fuel, tolls, and any other commute-related expenses. The monthly cost is based on the vehicle type chosen by the group, commute distance and the number of paying riders. Currently, there are 84 ISA groups and 169 OSA groups.

EAN Holdings, LLC, a subsidiary of Enterprise Holdings, Inc., has been selected to provide vanpool services. Founded in 1957 in St. Louis, Missouri, EAN is the world's largest car rental operator and industry leader in mobility and technology. EAN operates Enterprise Rent-A -Car, National Car Rental and Alamo Rent-A-Car. Enterprise Rideshare was founded in 1994 and has become one of the largest vanpool operators in the nation. Enterprise Rideshare is supported by the Enterprise Rent-A-Car neighborhood network which delivers the turn-key vanpool services. EAN is well versed in many types of vanpool programs including urban, rural, public, or private programs. Of the more than 12,000 vanpool vehicles on the road today, approximately 8,000 are tied to a public-sector contract.

The term of this contract is a thirty-three-month base period, with two one-year option periods, or a total of up to 4 years and 9 months. Cost for the 57-month period, inclusive of all options, is included in the not to exceed amount.

### **Overview**

Under this contract, the operation of all CapMetro's Vanpool services will be provided by a single service provider. CapMetro's stated goal in this procurement The program's goal is to reduce the use of single occupant vehicles during peak travel times to reduce congestion and improve air quality.

This service provider will also provide vehicles, insurance, maintenance, and support for the Vanpool Program.

The key responsibilities CapMetro is seeking with this contract is a qualified Contractor to operate and maintain its Vanpool Program within the CapMetro Service Area.

The Contractor will provide administration of Vanpool program, including the direct management vanpool groups and fare collection.

The Contractor shall establish and maintain relationships with employer partners and Vanpool groups.

The Contractor agrees to use all reasonable efforts to accomplish:

- Increase ridership.
- Adhere to financial performance and service quality objectives in the service contract.
- Provide superior customer service.
- Assure the finest public image for the transit system.
- Comply with all relevant Federal Transit Administration regulations and administrative directives.
- Comply with all relevant Texas Department of Transportation regulations and administrative directives.
- Provide data, analysis, or support as required to all reporting requirements.

The Contractor shall provide all supplies required to support staff engaged in the personnel management of the Vanpool Program.

DBE/SBE PARTICIPATION: No goal was placed on this procurement. This scope for vanpool services did not include subcontract opportunities.

**PROCUREMENT:**

On July 3, 2023, a Request for Proposal was issued and formally advertised. By the closing date of August 28, 2023, two proposals were received. The proposals were evaluated by the evaluation team and scored based on three evaluation factors. The pricing submitted was determined to be fair and reasonable and based on review of other transit agencies using contracted service providers. Capital Metro offers monthly subsidies of 50% of the vanpool lease to help offset the monthly lease cost. Under the terms of this contract, half of the cost is paid for by the Vanpool Groups, the employers benefit program, or a combination of both. Participants share the cost of the monthly lease, fuel, tolls, and any other commute-related expenses. The monthly cost is based on the vehicle type chosen by the group, commute distance and the number of paying riders.

The proposal from EAN Holdings dba Commute with Enterprise was determined to be the best value to the Authority, price and other factors considered. The contract is for a thirty-one (31) month base period with two one-year option periods for the amount of \$67,492,373, which includes a 5% contingency

RESPONSIBLE DEPARTMENT: RideShare

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2023-1002**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management endeavor to provide the highest quality bus services to the community; and

WHEREAS, through a competitive procurement process EAN Holdings was determined to be the firm that offers the best value to CapMetro in providing these services.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors authorizes the President & CEO, or her designee, to finalize and execute a contract with EAN Holdings for contracted vanpool program services for a period of thirty-one months plus two one-year options, with a 5% contingency, in an amount not to exceed \$67,492,373.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

# CapMetro

The logo for CapMetro Vanpool is displayed within a white rectangular box. It features the text "CapMetro" in a bold, blue, sans-serif font, followed by "Vanpool" in a white, italicized, sans-serif font. The "Vanpool" text is set against a blue background that has a diagonal line pattern.

February 14, 2024

# What is a Vanpool?

- Group of 4 to 12 commuters traveling together to/from work
- Group shares the monthly cost of operating the vanpool
- Meet in a centralized area
- One Volunteer Driver Coordinator and at least one Volunteer Alternate Driver





# Program Features

- CapMetro vanpool subsidies
- Monthly vehicle lease agreement
- Vehicles: 7, 8 or 12-passenger
- Maintenance & Insurance provided
- Online Driver Approval & Safety Training
- Roadside Assistance
- Toll Tag and free tolls CTRMA Lanes
- Online ride-matching
- Optional Fuel Card program
- Optional Guaranteed Ride Home program



# Program Benefits

## Employer:

- Improves employee productivity and workforce morale
- Reduces traffic congestion and parking requirements
- Supports Environmental Sustainability program
- Transit/Vanpool Benefit - Potential Tax Benefit (IRS 132f)
- Positive public relations

## Employee:

- Economical; save commuting cost (fuel, wear and tear and insurance)
- Health; reduces stress when sharing a ride to work
- Safety; reliable and dependable means of transportation
- Social; make new friends and build camaraderie



# Driver Approval Criteria

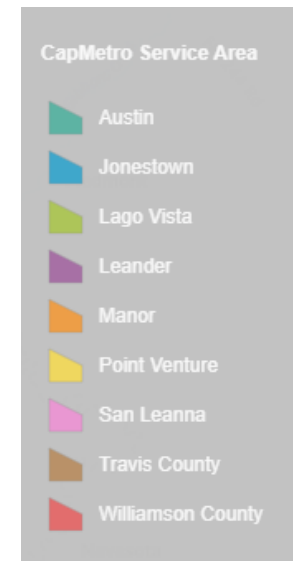
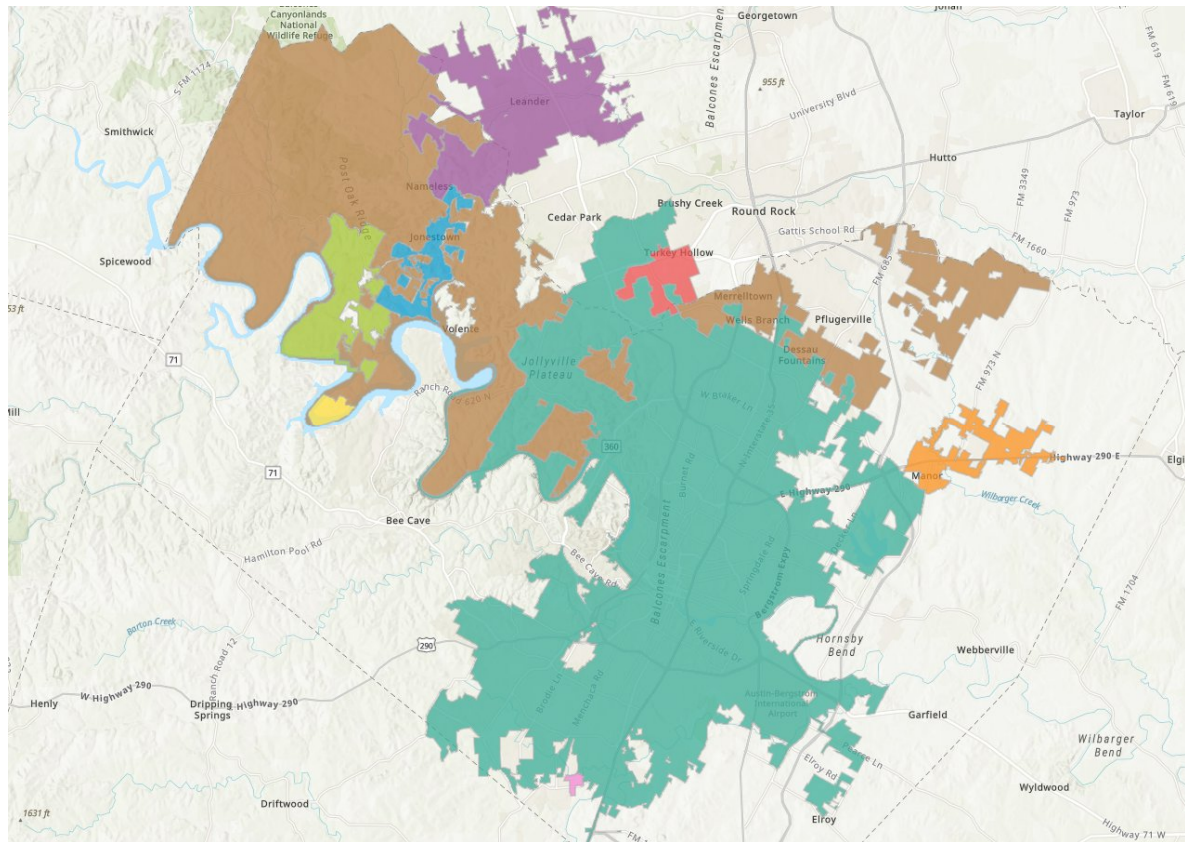
Vanpool drivers must meet the following criteria to become a volunteer driver:

- At least 25 years old
- Have a current and valid driver's license in the State of Texas
- Be licensed a minimum of 5 years in the United States
- Have no more than two moving violations and/or at-fault accidents in the previous three years
- Have no more than four moving violations and/or at-fault accidents in the previous five years

# Vanpool Subsidies

- To qualify for a CapMetro Subsidy the vanpool trip must begin or end in the CapMetro Service Area.
- The monthly cost varies per vanpool group and is based on vehicle type, commute distance, and number of paying sharing the monthly lease cost, fuel, tolls and any other commute-related expenses.
- CapMetro offers ½ subsidy per vehicle to offset the cost of the commute and is paid directly to the service provider.
- CapMetro encourages participating employers by using's TDM education to subsidies their employee commute options.

# CapMetro Service Area:



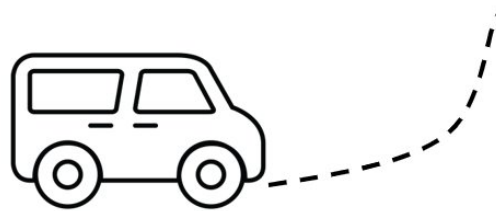
# 2023 Environmental Impact

COMMUTER MILES  
REDUCED



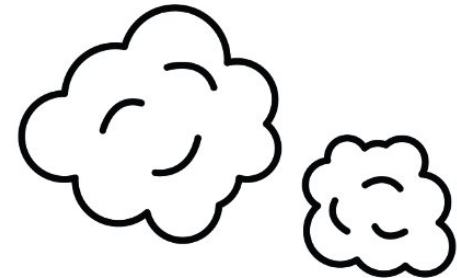
10,460,712

TOTAL TRIPS ELIMINATED



250,949

CO2 EMISSIONS  
REDUCED (LBS)



7,971,969

# Recommended Firm

The proposal from Enterprise Mobility dba Commute with Enterprise was determined to be the best value to the Authority, price and other factors considered. Effective 4/1/2024

Enterprise Mobility (EM) was founded in 1957 in St. Louis, Missouri. Enterprise Mobility is the world's largest car rental operator and industry leader in mobility and technology. Enterprise Mobility operates Enterprise Rent-A-Car, National Car Rental and Alamo Rent-A-Car. Enterprise Rideshare (now Commute with Enterprise) was founded in 1994 and has become one of the largest vanpool operators in the nation. Commute with Enterprise is supported by the Enterprise Rent-A-Car neighborhood network which delivers the turn-key vanpool services. Commute with Enterprise is well versed in many types of vanpool programs including urban, rural, public, or private programs. Of the more than 10,000 vanpool vehicles on the road today, approximately 7,000 are tied to a public-sector contract.

Currently the CapMetro program has 177 Vanpools



# CapMetro

Tammy Quinn

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[www.capmetro.org/metrorideshare](http://www.capmetro.org/metrorideshare)



Operations, Planning and Safety Committee **Item #:** AI-2023-1056**Agenda Date:** 2/14/2024**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to execute an emergency purchase order to MV Transportation, Inc. for a fleet of forty-three (43) support vehicles and five (5) yard carts in a total amount not to exceed \$820,041.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Capital Budget

**STRATEGIC PLAN:****Strategic Goal Alignment:**

- ☐ 1. Customer      ☐ 2. Community  
☐ 3. Workforce      ☒ 4. Organizational Effectiveness

**Strategic Objectives:**

- ☐ 1.1 Safe & Reliable Service      ☐ 1.2 High Quality Customer Experience      ☐ 1.3 Accessible System  
☐ 2.1 Support Sustainable Regional Growth      ☐ 2.2 Become a Carbon Neutral Agency  
☐ 2.3 Responsive to Community and Customer Needs      ☐ 2.4 Regional Leader in Transit Planning  
☐ 3.1 Diversity of Staff      ☐ 3.2 Employer of Choice      ☐ 3.3 Expand Highly Skilled Workforce  
☒ 4.1 Fiscally Responsible and Transparent      ☐ 4.2 Culture of Safety      ☒ 4.3 State of Good Repair

**EXPLANATION OF STRATEGIC ALIGNMENT:** The operation of a transit requires the use of support vehicles which must be maintained in state of good repair. The purchase of the used fleet currently owned by the outgoing contractor reduces the capital outlay for all new vehicles along with saving on outfitting costs.

**BUSINESS CASE:** The purchase of the used fleet currently owned by the outgoing contractor reduces the capital outlay for all new vehicles along with saving on outfitting costs. The vehicles are required to support bus operations.

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on February 14, 2024.

**EXECUTIVE SUMMARY:** The day-to-day operations of CapMetro's bus fleet requires support vehicles for bus inspectors, street supervisors, remote relief, and for maintenance operations. The outgoing contractor has available a fleet of forty-three cars and trucks, and five yard carts, which are already branded for CapMetro service and which are already outfitted as needed with radios, lights, laptops, fire extinguishers, spill and first aid kits. This fleet has seen just over four years of service, having been purchased new in 2019 to support the previous contract which began in 2020 and ended in 2023. Capital Metro has adopted an own or lease model for support vehicles which provides greater control and ensures better availability of the non-revenue support vehicle fleet. Purchasing these used vehicles reduces the capital outlay otherwise necessary to buy new vehicles and then outfit them to suit the agency's needs. This is a growth of the non-revenue fleet, having been previously supplied by contractors, but which will now be owned and maintained by CapMetro under the State of Good Repair plan.

**DBE/SBE PARTICIPATION:** No goal was placed on this procurement. This is for the purchase of vehicles, which does not include subcontracting opportunities.

**PROCUREMENT:** An Emergency Procurement was conducted for the purchase of forty-three (43) support vehicles and five (5) yard carts from MV Transportation, Inc., which followed all Federal Acquisition Regulation (FAR) guidelines and Capital Metro policies and procedures for Emergency Purchases. The price proposal received from MV Transportation on January 3, 2024, was determined to be fair and reasonable by the Authority based on a market analysis of similar products. The contract is a fixed price contract. The term of the Contract is from issuance of Notice to Proceed through April 1, 2024, in an amount not to exceed \$820,041.

**RESPONSIBLE DEPARTMENT:** Bus Operations and Maintenance

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2023-1056**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management endeavor to maintain the fleet of support vehicles in a state of good repair, and in fiscally responsible way,

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to execute an emergency purchase order to MV Transportation, Inc. for a fleet of forty-three (43) support vehicles and five (5) yard carts in a total amount not to exceed \$820,041.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

Operations, Planning and Safety Committee **Item #:** AI-2024-1060

**Agenda Date:** 2/14/2024

**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Howard Lane Auto & Bodyshop for services of Non-Revenue Vehicle (NRV) Body Repair and Transit Bus Panel Painting for a one-year base period, with three (3) one-year option periods, in a total amount not to exceed \$563,400.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Operating Budget.

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- |                                       |   |
|---------------------------------------|---|
| <input type="checkbox"/> 1. Customer  | <input type="checkbox"/> 2. Community                               |
| <input type="checkbox"/> 3. Workforce | <input checked="" type="checkbox"/> 4. Organizational Effectiveness |

**Strategic Objectives:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> 1.1 Safe & Reliable Service                    | <input type="checkbox"/> 1.2 High Quality Customer Experience    | <input type="checkbox"/> 1.3 Accessible System               |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth        | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency      |  |
| <input type="checkbox"/> 2.3 Responsive to Community and Customer Needs | <input type="checkbox"/> 2.4 Regional Leader in Transit Planning |  |
| <input type="checkbox"/> 3.1 Diversity of Staff                         | <input type="checkbox"/> 3.2 Employer of Choice                  | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent       | <input type="checkbox"/> 4.2 Culture of Safety                   | <input checked="" type="checkbox"/> 4.3 State of Good Repair |

**EXPLANATION OF STRATEGIC ALIGNMENT:** The routine repair of accident damage to non-revenue vehicles is a part of maintaining the fleet of support vehicles in a state of good repair.

**BUSINESS CASE:** The amount of accident-related body work exceeds in house capacity and some work must be contracted to a third party.

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval by the Operations, Planning and Safety Committee on February 14, 2024.

**EXECUTIVE SUMMARY:** Routine repair of accident damage is a necessary part of fleet maintenance. As

CapMetro has expanded its ownership role in the support fleet, the amount of accident-related body works exceeds in house capacity and some work must be contracted to a third party. Executing this multi-year contract will allow for the continued repair of support vehicles maintaining them in a state of good repair.

**DBE/SBE PARTICIPATION:** A 6% SBE goal was assigned to this procurement. SBE participation will be tracked during the term of the contract.

**PROCUREMENT:** On September 29, 2023, an Invitation for Bids was issued and formally advertised. By the closing date of November 22, 2023, one (1) bid was received from Howard Lane Auto & Bodyshop. Howard Lane Auto & Bodyshop was the lowest responsive, responsible bidder, and was received prior to the established date and time for the receipt of bids. Pricing was determined to be fair and reasonable based on a cost analysis. Howard Lane Auto & Bodyshop is not debarred on any federal or state debarred vendor lists. The contract is an indefinite delivery, indefinite quantity (IDIQ) contract. The term of the Contract is a one-year base period, with three one-year option periods for pricing as follows:

BASE PERIOD 1 (CONTRACT YEAR 1)	\$125,100.00
OPTION PERIOD 1 (CONTRACT YEAR 2)	\$134,600.00
OPTION PERIOD 2 (CONTRACT YEAR 3)	\$143,600.00
OPTION PERIOD 3 (CONTRACT YEAR 4)	\$160,100.00
<b>GRAND TOTAL</b>	<b>\$563,400.00</b>

**RESPONSIBLE DEPARTMENT:** Operation and Maintenance Oversight

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2024-1060**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management endeavor to maintain the fleet of support vehicles in a state of good repair.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a contract with Howard Lane Auto & Bodyshop for services of Non-Revenue Vehicle (NRV) Body Repair and Transit Bus Panel Painting for a one-year base period, with three (3) one-year option periods, in a total amount not to exceed \$563,400.

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

**Date:** \_\_\_\_\_

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Operations, Planning and Safety Committee **Item #:** AI-2024-1072

**Agenda Date:** 2/14/2024

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**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with ATX-VIP Towing for towing services over the course of one year, in an amount not to exceed \$648,325.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Operating Budget.

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> 1. Customer | <input type="checkbox"/> 2. Community                    |
| <input type="checkbox"/> 3. Workforce           | <input type="checkbox"/> 4. Organizational Effectiveness |

**Strategic Objectives:**

- |  |  |  |
|--|--|--|
| <input checked="" type="checkbox"/> 1.1 Safe & Reliable Service  | <input checked="" type="checkbox"/> 1.2 High Quality Customer Experience | <input type="checkbox"/> 1.3 Accessible System               |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency                                       |  |  |
| <input type="checkbox"/> 2.3 Responsive to Community and Customer Needs <input type="checkbox"/> 2.4 Regional Leader in Transit Planning                           |  |  |
| <input type="checkbox"/> 3.1 Diversity of Staff  | <input type="checkbox"/> 3.2 Employer of Choice                          | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent <input type="checkbox"/> 4.2 Culture of Safety <input type="checkbox"/> 4.3 State of Good Repair |  |  |

**EXPLANATION OF STRATEGIC ALIGNMENT:** While operating bus fleets, it is necessary at times to tow them to the repair facility when they fail or become unsafe to operate. Quickly removing the vehicle from the street improves the safety of both the passengers and the general public.

**BUSINESS CASE:** It is advantageous to tow a vehicle to the repair facility where the vehicle can be properly repaired with the correct tools and parts, instead of repairing vehicles on the street where proper tools and parts may not be available, traffic is impeded, and potential safety risks are created for employees and the general public

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on February 14, 2024.

**EXECUTIVE SUMMARY:** Capital Metro operates a fleet of over 416 buses and 200 support vehicles. While operating these fleets, it is necessary at times to tow them to a repair facility when they fail or become unsafe to operate. It is advantageous to tow a vehicle to where the vehicle can be properly repaired with the correct tools and parts, instead of repairing vehicles on the street where proper tools and parts may not be available, traffic is impeded, and potential safety risks are created for employees and the general public.

**DBE/SBE PARTICIPATION:** No SBE Goal was assigned to this procurement. The services under this procurement are specific to towing services which doesn't lend for subcontract opportunities.

**PROCUREMENT:** On December 21, 2023, an Invitation for Bids for Towing Services was issued on PlanetBids and formally advertised. By the closing date of January 24, 2024, two (2) bids were received from Southside Wrecker and ATX-VIP Towing. Both bidders submitted responsive and responsible bids.

ATX-VIP Towing's bid was determined to be the lowest responsive and responsible bid. The bid pricing submitted by ATX-VIP Towing is determined to be fair and reasonable based on adequate price competition.

The contract term is one (1) year from Notice to Proceed at the not to exceed pricing detailed below.

Description	Not to Exceed Pricing
Towing Services - ATX-VIP Towing	\$648,325.00

The contract is a fixed price contract.

**RESPONSIBLE DEPARTMENT:** Bus Operations and Maintenance Oversight



**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2024-1072**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide safe and reliable service; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to award this Towing Services contract the most responsive and responsible vendor.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a contract with ATX-VIP Towing for towing services over the course of one year, in an amount not to exceed \$648,325.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

Operations, Planning and Safety Committee **Item #:** AI-2023-1050**Agenda Date:** 2/14/2024**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with CDW Government, LLC to acquire workstation technology, for a term of six (6) months from notice to proceed, in an amount not to exceed \$549,160.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Operating Budget.

**STRATEGIC PLAN:****Strategic Goal Alignment:**

- ☒ 1. Customer      ☐ 2. Community  
☐ 3. Workforce      ☐ 4. Organizational Effectiveness

**Strategic Objectives:**

- ☐ 1.1 Safe & Reliable Service      ☒ 1.2 High Quality Customer Experience      ☐ 1.3 Accessible System  
☐ 2.1 Support Sustainable Regional Growth      ☐ 2.2 Become a Carbon Neutral Agency  
☐ 2.3 Responsive to Community and Customer Needs      ☐ 2.4 Regional Leader in Transit Planning  
☐ 3.1 Diversity of Staff      ☐ 3.2 Employer of Choice      ☐ 3.3 Expand Highly Skilled Workforce  
☐ 4.1 Fiscally Responsible and Transparent      ☐ 4.2 Culture of Safety      ☐ 4.3 State of Good Repair

**EXPLANATION OF STRATEGIC ALIGNMENT:** Maintaining and acquiring workstation technology, such as desktops, laptops, tablets, and accessories in a state of good repair ensures stable and reliable systems as well as the productivity of employees. Having a way to respond to staff growth is critical for agency growth management.

**BUSINESS CASE:** This is a state of good repair initiative primarily to replace workstation technology that has exceeded its useful life, and to acquire new workstation technology where needs have changed, or new hire staff have started. The lifecycle of the typical workstation is four years. Each year, about one quarter of the workstations are replaced to maintain good repair. For FY2024, that will be between 300 and 350 workstations.

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on February 14, 2024.

**EXECUTIVE SUMMARY:** This contract will provide for the acquisition of workstation technology to replace similar equipment that is past its useful life, and to acquire new workstation technology where needs have changed, or new hire staff have started. For FY20243, that will be between 300 and 350 workstations.

**DBE/SBE PARTICIPATION:** No SBE goal was placed on this procurement. CapMetro utilized a DIR contract to procure IT goods that CDW Government LLC will be providing.

**PROCUREMENT:** CapMetro will utilize the Department of Information Resources (DIR) to contract with CDW Government, LLC to supply various Workstation Technology Equipment with Extended Warranty under three DIR contracts. The DIR contracts held by CDW Government, LLC are Contract #DIR-CPO-5093 for IT Hardware and Services and Contract #DIR-CPO-5126 for Apple Branded Products and Services. The third, DIR Contract #DIR-TSO-4159, is held by HP, Inc. for HP Branded Products, and Services with CDW Government, LLC as an authorized reseller.

DIR 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 DIR contracts satisfy otherwise applicable competitive bidding requirements.

The pricing for Workstation Technology Equipment and Extended Warranty was determined to be fair & reasonable by DIR's organization during its solicitation and award process. The term of the contract is six (6) months from notice to proceed. The following is the not to exceed amount for Workstation Technology Equipment and Extended Warranty:

Description	Total Not to Exceed Amount
Workstation Technology Equipment & Warranty	\$549,160.00

The contract is a fixed price contract.

**RESPONSIBLE DEPARTMENT:** Information Technology

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2023-1050**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide adequate state of good repair for the workstation infrastructure; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide continued workstation infrastructure performance, reliability, and security to its customers.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a contract with CDW Government, LLC to acquire workstation technology, for a term of six (6) months from notice to proceed, in an amount not to exceed \$549,160.

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

**Date:** \_\_\_\_\_

Operations, Planning and Safety Committee **Item #:** AI-2024-1069**Agenda Date:** 2/14/2024**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with World Wide Technology to acquire network infrastructure technology, for a term of six (6) months from notice to proceed, in an amount not to exceed \$420,460.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Capital Budget

**STRATEGIC PLAN:****Strategic Goal Alignment:**

- |                                       |   |
|---------------------------------------|---|
| <input type="checkbox"/> 1. Customer  | <input type="checkbox"/> 2. Community                               |
| <input type="checkbox"/> 3. Workforce | <input checked="" type="checkbox"/> 4. Organizational Effectiveness |

**Strategic Objectives:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> 1.1 Safe & Reliable Service                    | <input type="checkbox"/> 1.2 High Quality Customer Experience    | <input type="checkbox"/> 1.3 Accessible System               |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth        | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency      |  |
| <input type="checkbox"/> 2.3 Responsive to Community and Customer Needs | <input type="checkbox"/> 2.4 Regional Leader in Transit Planning |  |
| <input type="checkbox"/> 3.1 Diversity of Staff                         | <input type="checkbox"/> 3.2 Employer of Choice                  | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent       | <input type="checkbox"/> 4.2 Culture of Safety                   | <input checked="" type="checkbox"/> 4.3 State of Good Repair |

**EXPLANATION OF STRATEGIC ALIGNMENT:** Maintaining and replacing network infrastructure technology such as routers, firewalls, and switches in a state of good repair ensures stable and reliable systems available to both internal and external customers.

**BUSINESS CASE:** This is a state of good repair initiative to replace network security, network switch equipment, and wireless access point equipment that are types of network infrastructure technologies and have exceeded their useful life. The lifecycle of the typical network infrastructure technology is four to seven years. Each year out of life cycle network infrastructure technology is replaced to maintain a state of good repair. Failure to act will result in issues with network performance and reliability as well as increasing the risk of outages. Annually, the overall design, security, and roadmap is reviewed for implementation of a long term secure and robust solution that supports business continuity.

COMMITTEE RECOMMENDATION: This item was presented and recommended for approval by the Operations, Planning and Safety Committee on February 14, 2024.

EXECUTIVE SUMMARY: This contract will provide for the annual replacement of network infrastructure technology that is past its useful life to ensure stable and reliable systems available to both internal and external customers.

DBE/SBE PARTICIPATION: No SBE goal was assigned to this procurement. A DIR contract is being used for this procurement to replace IT hardware and does not include subcontract opportunities. The Procurement Department indicated that the contractor awarded is currently managing these goods for CapMetro.

PROCUREMENT: CapMetro will utilize the Department of Information Resources (DIR) Contract Number DIR-TSO-4167, held by Cisco System and DIR Contract Number DIR-TSO-4240 held by Juniper Networks, Inc. to contract with World Wide Technology LLC, who is an authorized reseller of Cisco and Juniper Branded Products and Services under each DIR contract.

DIR awarded contracts are made available for use by CapMetro via Title 7, Intergovernmental Relations Chapter 791, Interlocal Cooperation Contracts and The Texas Interlocal Cooperation Act. Purchases made using DIR contracts satisfy otherwise applicable competitive bidding requirements.

The pricing provided by World Wide Technology to supply and deliver Network Infrastructure Technology was determined to be fair & reasonable by the DIR organization during its solicitation and award process. The term of the contract is six (6) months from notice to proceed. The following is the not to exceed amount for Network Infrastructure Technology:

Description	Total Not to Exceed Amount
Network Infrastructure Technology	\$420,460.00

The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Information Technology

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2024-1069**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management endeavor to provide adequate state of good repair to the network infrastructure technology.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a contract with World Wide Technology to acquire network infrastructure technology, for a term of six (6) months from notice to proceed, in an amount not to exceed \$420,460.

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

**Date:** \_\_\_\_\_

Operations, Planning and Safety Committee **Item #:** AI-2024-1062**Agenda Date:** 2/14/2024**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to modify a contract with AT&T for telecommunication services, for the remaining contract term ending March 31, 2026, in a new amount not to exceed \$1,525,108.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Operating Budget.

**STRATEGIC PLAN:****Strategic Goal Alignment:**

- ☒ 1. Customer      ☐ 2. Community  
☐ 3. Workforce      ☐ 4. Organizational Effectiveness

**Strategic Objectives:**

- ☐ 1.1 Safe & Reliable Service      ☒ 1.2 High Quality Customer Experience      ☐ 1.3 Accessible System  
☐ 2.1 Support Sustainable Regional Growth      ☐ 2.2 Become a Carbon Neutral Agency  
☐ 2.3 Responsive to Community and Customer Needs      ☐ 2.4 Regional Leader in Transit Planning  
☐ 3.1 Diversity of Staff      ☐ 3.2 Employer of Choice      ☐ 3.3 Expand Highly Skilled Workforce  
☐ 4.1 Fiscally Responsible and Transparent      ☐ 4.2 Culture of Safety      ☐ 4.3 State of Good Repair

**EXPLANATION OF STRATEGIC ALIGNMENT:** Maintaining and acquiring telecommunication services, to include circuits, private cellular network, cell phones, tablets, WiFi cellular service, and business-related adjunct telecommunications equipment and software will ensure stable and reliable systems as well as provide for the productivity and growth of employees, facilities, vehicles, and infrastructure.

**BUSINESS CASE:** This contract was approved by the Board of Directors on March 28, 2022 for the term of April 2022 through March 2026 to continue telecommunication services with AT&T. Capital Metro uses these services in many ways to provide telecommunications such as data circuits, cell phones, tablets and cellular WiFi services for staff, infrastructure for vehicles that operate our services, WiFi for customer amenities, and in some cases redundancy to maintain communications during an outage.



COMMITTEE RECOMMENDATION: This item was presented and recommended for approval by the Operations, Planning and Safety Committee on February 14, 2024.

EXECUTIVE SUMMARY: : This is a routine purchase to provide a contract to support administration, transit operations and customer provided telecommunications services with AT&T to include cell phones, tablets, WiFi cellular service, and business-related adjunct telecommunications equipment and software. When the contract was last presented to the CapMetro Board of Directors in 2022 additional needs were identified with new services expanding the network access connectivity required for operations.

DBE/SBE PARTICIPATION: No SBE Goal was assigned to this procurement. The procurement did not include subcontract opportunities and this is a modification to the contract.

PROCUREMENT: On April 1, 2022, CapMetro awarded Contract #200796 to AT&T for telecommunication services utilizing the Department of Information Resources (DIR) Contract No. DIR TELE-CTSA-002, for a term of four (4) years in an amount not to exceed \$740,260. The CapMetro Board of Directors authorized award via Resolution #AI-2022-367.

The contract is currently in its second year and in order to accommodate additional telecommunication services due to growth in our organization, contract #200796 needs to be modified to add \$384,848 for the remaining contract term ending March 31, 2026. A contingency amount of \$400,000. is also being requested to accommodate additional growth in years 3 and 4. The grand total not to exceed amount with the modification and contingency is \$1,525,108.

Description	AT&T
Total for Years 1 Through 4	\$740,260
Modification Amount Requested	\$384,848
Contingency	\$400,000
<b>Grand Total Not to Exceed Amount:</b>	<b>\$1,525,108</b>

RESPONSIBLE DEPARTMENT: Information Technology

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2024-1062**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management endeavor to provide reliable and secure telecommunications solutions; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management recognize the need to provide highly available systems for internal and external customers.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors authorizes the President & CEO, or her designee, to modify a contract with AT&T for telecommunication services, for the remaining contract term ending March 31, 2026, in a new amount not to exceed \$1,525,108.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

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Operations, Planning and Safety Committee **Item #:** AI-2024-1082

**Agenda Date:** 2/14/2024

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**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to modify a contract with AT&T Wireless for telecommunication services, for the remaining term of the contract ending March 31, 2024, in a new amount not to exceed \$301,400.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Operating Budget.

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> 1. Customer | <input type="checkbox"/> 2. Community                    |
| <input type="checkbox"/> 3. Workforce           | <input type="checkbox"/> 4. Organizational Effectiveness |

**Strategic Objectives:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> 1.1 Safe & Reliable Service                    | <input checked="" type="checkbox"/> 1.2 High Quality Customer Experience | <input type="checkbox"/> 1.3 Accessible System               |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth        | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency              |  |
| <input type="checkbox"/> 2.3 Responsive to Community and Customer Needs | <input type="checkbox"/> 2.4 Regional Leader in Transit Planning         |  |
| <input type="checkbox"/> 3.1 Diversity of Staff                         | <input type="checkbox"/> 3.2 Employer of Choice                          | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent       | <input type="checkbox"/> 4.2 Culture of Safety                           | <input type="checkbox"/> 4.3 State of Good Repair            |

**EXPLANATION OF STRATEGIC ALIGNMENT:** Maintaining and acquiring telecommunication wireless services such as cell phones, tablets, WiFi cellular services will ensure stable and reliable systems as well as provide for the productivity and growth of employees, facilities, vehicles, and infrastructure.

**BUSINESS CASE:** This purchase agreement was created by the CapMetro for the term of April, 01, 2022 through March 31, 2024 to continue telecommunication services with AT&T Wireless. Capital Metro uses these services in many ways to provide telecommunications such as cell phones, tablets and cellular WiFi services for staff, infrastructure for vehicles that operate our services, WiFi for customer amenities, and in some cases redundancy to maintain communications during an outage.

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval by the Operations,

Planning and Safety Committee on February 14, 2024.

**EXECUTIVE SUMMARY:** This is a routine purchase to provide a contract to support administration, transit operations and customer provided telecommunications services with AT&T to include cell phones, tablets, WiFi cellular service, and business-related adjunct telecommunications equipment and software. When the contract was last presented to the CapMetro Board of Directors in 2022 additional needs were identified with new services expanding the network access connectivity required for operations.

**DBE/SBE PARTICIPATION:** No SBE Goal was assigned to this procurement. The procurement did not include subcontract opportunities and this is a modification to the contract.

**PROCUREMENT:** On April 1, 2022, CapMetro awarded Contract #200797 to AT&T Wireless for Wireless Cellular Services utilizing the Department of Information Resources (DIR) Contract No. DIR TELE-CTSA-002, for two (2) years in an amount not to exceed \$86,400 in year one and \$140,000 in year two.

The contract is currently in its second year and in order to accommodate additional wireless services due to growth in our organization, contract #200797 needs to be modified to add \$75,000 for the remaining term of the contract ending March 31, 2024. The grand total not to exceed amount with the modification is \$301,400.

Description	AT&T Wireless
Total for Year 1 and 2	\$226,400.00
Modification Amount Requested	\$75,000.00
<b>Grand Total Not to Exceed Amount:</b>	<b>\$301,400.00</b>

**RESPONSIBLE DEPARTMENT:** Information Technology

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2024-1082**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management recognize the need to provide highly available systems for internal and external customers.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors authorizes the President & CEO, or her designee, to modify a contract with AT&T Wireless for telecommunication services, for the remaining term of the contract ending March 31, 2024, in a new amount not to exceed \$301,400.

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**

**Date:** \_\_\_\_\_

Operations, Planning and Safety Committee **Item #:** AI-2024-1079

**Agenda Date:** 2/14/2024

**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a donation agreement with Mr. John Gibbs, dba Durango Doors, for his contribution in the amount of \$4,465 to upgrade approximately 465 feet of rail right-of-way fencing adjacent to his property located at 2300 Rutland Drive, Austin, Texas.

**FISCAL IMPACT:**

This action reimburses Capital Metro for expenses incurred.

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> 1. Customer | <input type="checkbox"/> 2. Community                    |
| <input type="checkbox"/> 3. Workforce           | <input type="checkbox"/> 4. Organizational Effectiveness |

**Strategic Objectives:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> 1.1 Safe & Reliable Service                               | <input type="checkbox"/> 1.2 High Quality Customer Experience | <input type="checkbox"/> 1.3 Accessible System                   |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth                   | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency   |  |
| <input checked="" type="checkbox"/> 2.3 Responsive to Community and Customer Needs |   | <input type="checkbox"/> 2.4 Regional Leader in Transit Planning |
| <input type="checkbox"/> 3.1 Diversity of Staff                                    | <input type="checkbox"/> 3.2 Employer of Choice               | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce     |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent                  | <input type="checkbox"/> 4.2 Culture of Safety                | <input type="checkbox"/> 4.3 State of Good Repair                |

**EXPLANATION OF STRATEGIC ALIGNMENT:** Mr. John Gibbs owns the Durango Doors business located at 2300 Rutland Drive and has requested an upgraded right-of-way fence along his property line. CapMetro desires to be responsive to customer and community requests that are mutually beneficial.

**BUSINESS CASE:** CapMetro planned to install standard chain link fence along the rail right-of-way adjacent to Mr. Gibbs' business property. Mr. Gibbs agreed to contribute the cost difference for upgrading this fence to a black vinyl coated fence that he determined to be more aesthetically pleasing. Mr. Gibbs agreed to contribute the \$4,465 cost differential.

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval by the Operations,

Planning and Safety Committee on February 14, 2024.

EXECUTIVE SUMMARY: Mr. John Gibbs owns the Durango Doors business located at 2300 Rutland Drive, Austin, Texas which is located along CapMetro rail right-of-way. As part of the McKalla Station double tracking project, CapMetro planned to install standard 6 foot tall chain link fence along the approximately 465 feet of rail right-of-way that is adjacent to Mr. Gibbs Durango Doors business. Mr. Gibbs requested a more aesthetically desirable fence, and an agreement was reached to upgrade this fence to a black vinyl coated fence if Mr. Gibbs was willing to pay for the cost differential. Mr. Gibbs agreed and will donate \$4,465 to CapMetro for this purpose.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Capital Construction Engineering Design

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2023-1079**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro management recognize the need to be responsive to customers and the community; and

WHEREAS, The CapMetro Board of Directors and CapMetro management recognize the benefit of providing and upgraded rail right-of-way fence in return for a donation equal to the cost difference for the upgrade; and

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a donation agreement with Mr. John Gibbs, dba Durango Doors for his contribution in the amount of \$4,465 to upgrade approximately 465 feet of rail right-of-way fencing adjacent to his property located at 2300 Rutland Drive, Austin, Texas.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**



Operations, Planning and Safety Committee **Item #:** AI-2024-1084

**Agenda Date:** 2/14/2024

**SUBJECT:**

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Competitive Creations LLC, dba Brand Besties for special event support for a base period of one (1) year with four (4) 1-year options, in a total amount not to exceed \$1,199,313.

**FISCAL IMPACT:**

Funding for this action is available in the FY2024 Operating Budget.

**STRATEGIC PLAN:**

**Strategic Goal Alignment:**

- ☒ 1. Customer      ☒ 2. Community
- ☒ 3. Workforce      ☒ 4. Organizational Effectiveness

**Strategic Objectives:**

- ☒ 1.1 Safe & Reliable Service      ☒ 1.2 High Quality Customer Experience      ☐ 1.3 Accessible System
- ☐ 2.1 Support Sustainable Regional Growth      ☐ 2.2 Become a Carbon Neutral Agency
- ☒ 2.3 Responsive to Community and Customer Needs      ☐ 2.4 Regional Leader in Transit Planning
- ☐ 3.1 Diversity of Staff      ☐ 3.2 Employer of Choice      ☒ 3.3 Expand Highly Skilled Workforce
- ☐ 4.1 Fiscally Responsible and Transparent      ☒ 4.2 Culture of Safety      ☐ 4.3 State of Good Repair

**EXPLANATION OF STRATEGIC ALIGNMENT:** This proposed contract will support the agency's customers and staff by providing the staffing needed for each event.

**BUSINESS CASE:** The special event staffing contract is needed need for flexibility, specialized skills, rapid response to changing demands, and cost-effective solutions for workforce management. The funding for this agreement is included in the FY 2024 operating and capital budgets.

These services are not new to CapMetro. This contract holds significance as it allows us to uphold our current level of special event support and enables us to bypass the expenses associated with a third-party contract, which was used previously, thereby contributing to significant cost savings for the CapMetro. By eliminating the need for third-party involvement, we aim to be good stewards of public funds and contribute to our

commitment to fiscal responsibility.

**COMMITTEE RECOMMENDATION:** This item was presented and recommended for approval by the Operations, Planning and Safety Committee on February 14, 2024.

**EXECUTIVE SUMMARY:** The purpose of this contract is to provide event staffing services for CapMetro's involvement in the Greater Austin area, where our services are offered.

The events covered by this contract encompass a variety of activities, including but not limited to community events, block walking, outreach prep work, festivals, assisting customers with wayfinding to and from CapMetro service and the events.

**DBE/SBE PARTICIPATION:** A 10% SBE goal was placed on this procurement. The awarded contractor is SBE certified. 95% SBE participation will be counted since they are subcontracting 5% with a non-SBE.

**PROCUREMENT:** On September 22, 2023, a Request for Proposal (RFP) was issued and formally advertised. By the due date of October 24, 2023, two bids were received. The evaluation team met on November 28, 2023, to discuss the results of evaluations of proposals and requested an oral discussion with both firms. Following Oral discussions, Final Proposal Revisions (FPR) were requested from both firms. The evaluation team met on December 21, 2023, to discuss the matrix results of FPR evaluations and determined that the following firm will be recommended for award to the Capital Metro Board of Directors: Competitive Creations LLC, dba Brand Besties. The firm was deemed the most qualified, responsive, and responsible for the solicitation requirements. Pricing was deemed fair and reasonable based on adequate competition and price analyst. The resulting contract will be a fixed price indefinite-quantity indefinite-delivery contract for a one-year base period and four (4) Options Periods of 12-months each, for a total not-to-exceed amount of \$1,199,313.00 for five (5) years.

**RESPONSIBLE DEPARTMENT:** Community Engagement

**RESOLUTION  
OF THE  
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS**

**STATE OF TEXAS  
COUNTY OF TRAVIS**

**AI-2024-1084**

WHEREAS, CapMetro makes use of special event staffing to assist in a variety of community and outreach events including block walking, outreach prep work, festivals, assisting customers with wayfinding to and from CapMetro service and the events; and

WHEREAS, CapMetro has determined that it would better serve our community and be more cost effective if these services were procured directly, rather than relying on a third party vendor to assist with the management of these services.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or her designee, is authorized to finalize and execute a contract with Competitive Creations LLC, dba Brand Besties for special event support for a base period of one (1) year with four (4) 1-year options, in a total amount not to exceed \$1,199,313.

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board  
Becki Ross**



# Capital Metropolitan Transportation Authority

2910 East 5th Street  
Austin, TX 78702

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Operations, Planning and Safety Committee **Item #:** AI-2024-1093

**Agenda Date:** 2/14/2024

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Austin Light Rail Update





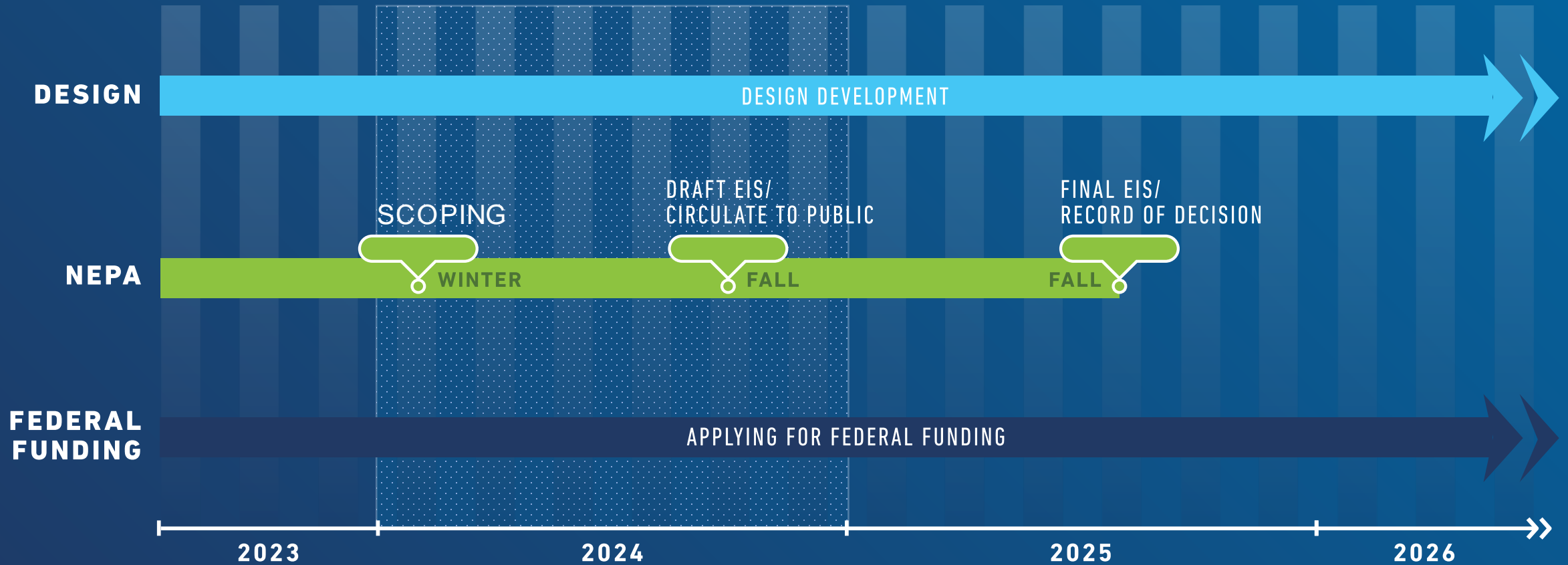
# Austin Light Rail Update

CapMetro Operations Committee

FEBRUARY 14, 2024



# PROGRAM IMPLEMENTATION & INTEGRATED APPROACH WORK EFFORTS



# Upcoming Public Outreach

## Federal Process: NEPA

MEETING LOCATION	DATE/TIME
University of Texas, Eastwoods Room, 2 <sup>nd</sup> floor (ground level), Texas Union 2308 Whitis Ave, Austin, TX 78712	Thursday, February 1, 2024 11 a.m. – 2 p.m.
Montopolis Recreation and Community Center 1200 Montopolis Dr., Austin, TX 78741	Saturday, February 10, 2024 10 a.m. – 2 p.m.
League of Women Voters, Cafetorium 3908 Avenue B, Suite 105, Austin, TX 78751	Monday, February 12, 2024 5 p.m. – 8 p.m.
Virtual Open House	Thursday, February 22, 2024 5:30 p.m. – 7 p.m.
Twin Oaks Library, Rooms 1 & 2 1800 S. 5th St., Austin, TX 78704	Tuesday, February 27, 2024 4:30 p.m. – 7:30 p.m.
St. David's Episcopal, Sumners Hall 301 E. 8th St., Austin, TX 78701	Thursday, February 29, 2024 7:30 a.m. – 9 a.m.

# AUSTIN LIGHT RAIL

## PHASE 1- BASE DESIGN

- + 9.8-mile Light Rail Transit (LRT) branched line, including 15 stations located north, south, and east of downtown Austin
- + Light rail embedded in center of street

## PRIORITY EXTENSIONS

- + Not included in the NEPA analysis
- + Could be accelerated if additional funding becomes available

### LEGEND

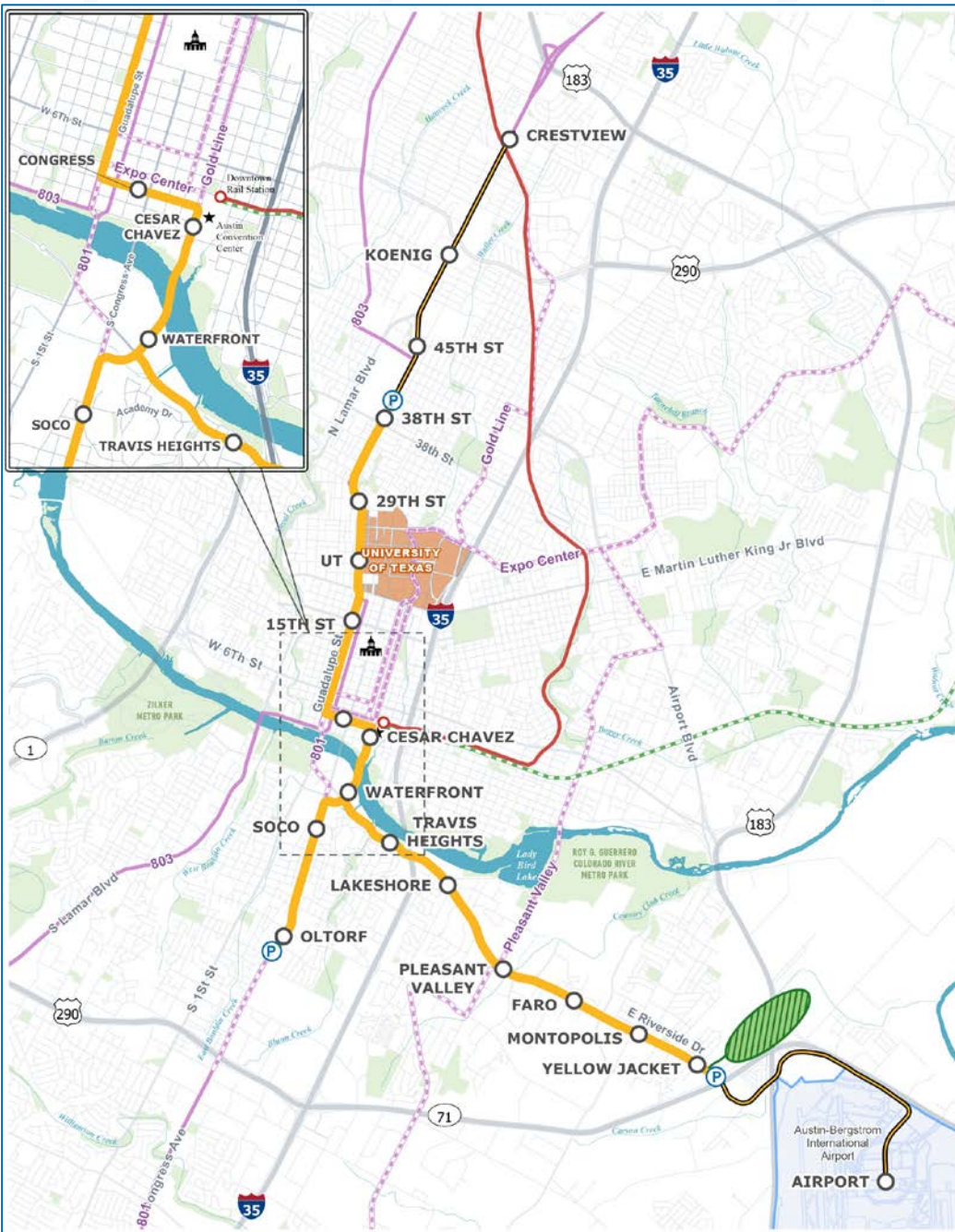
- Light Rail Station
- Light Rail - Phase 1
- Light Rail - Priority Extension
- ▭ Operations & Maintenance Facility (OMF) Study Area
- Ⓟ Park & Ride Study Area
- 🏛️ Texas State Capitol

Source: CapMetro 2024, Project Connect 2021

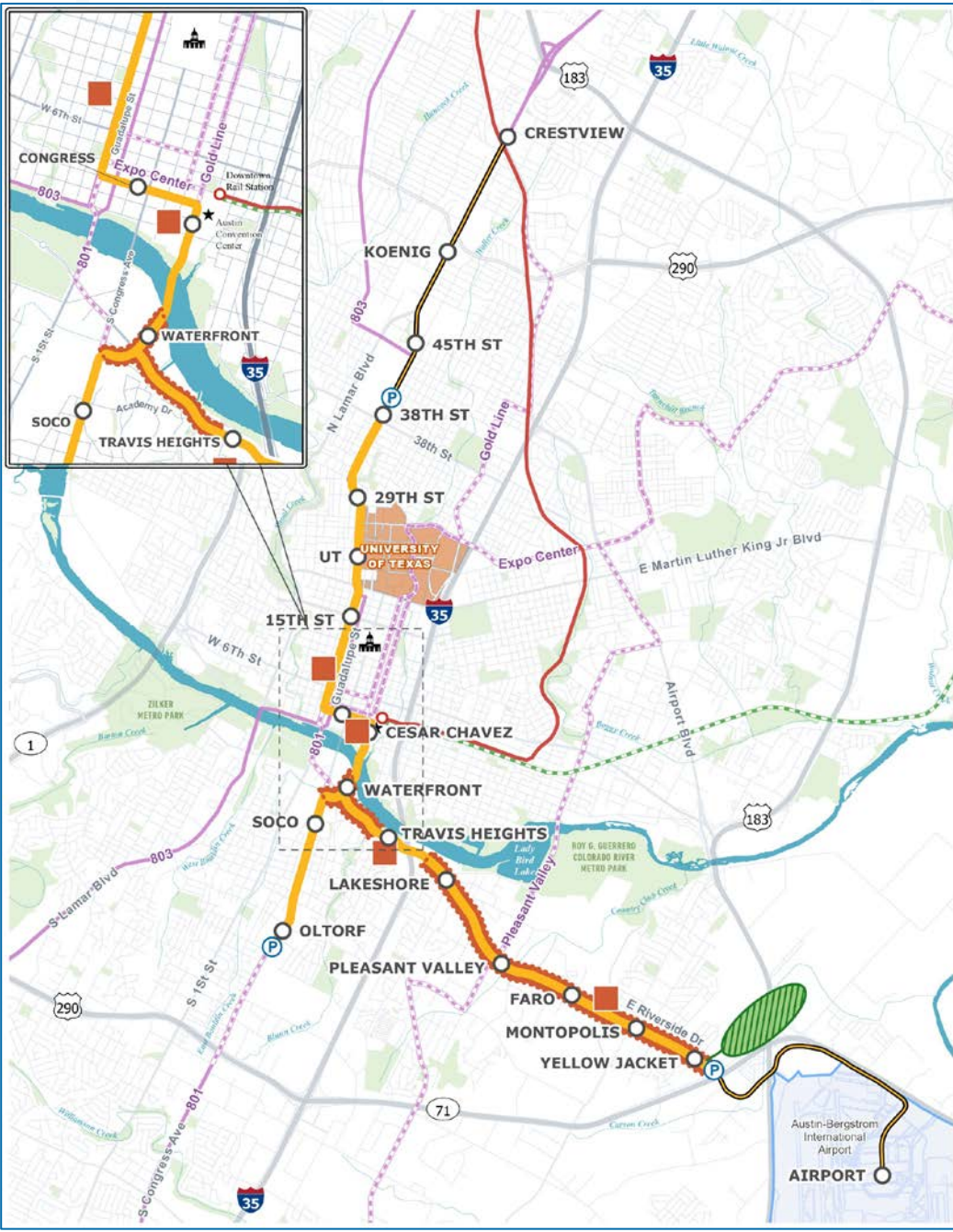
### Transit Routes

- Red Line
- Green Line (future)
- CapMetro Rapid
- CapMetro Rapid (future)

0 0.75 1.5 Miles







# AUSTIN LIGHT RAIL ADVANCING DESIGN

Evaluating design options identified through previous public engagement, technical and design opportunities



## STATION LOCATIONS

- + Evaluating and optimizing proposed station locations



## MULTIMODAL INTEGRATION

- + Study area to extend light rail bridge south of Lady Bird Lake
- + Study area to locate bike and pedestrian facilities next to light rail, east of I-35 (center-running) along Riverside Drive



Evaluate proposed end of line facilities and site locations

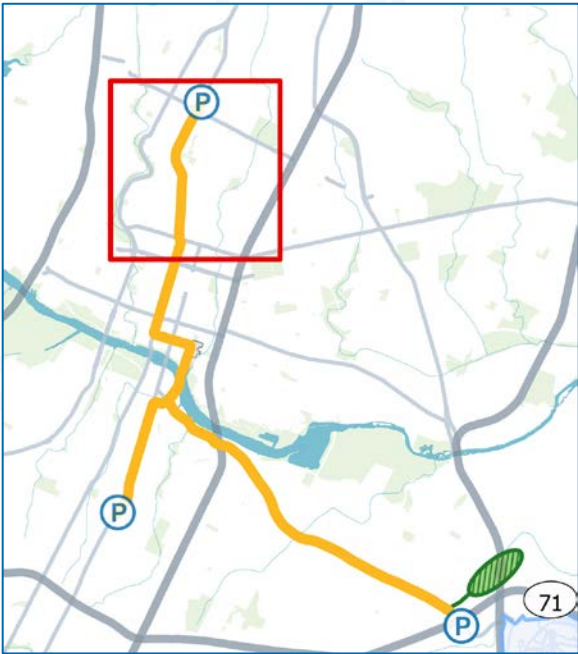
## LEGEND

- Design Option
- Design Option (Study Area)
- Light Rail Station
- Light Rail - Phase 1
- Light Rail - Priority Extension
- Park & Ride Study Area
- Texas State Capitol
- Operations & Maintenance Facility (OMF)

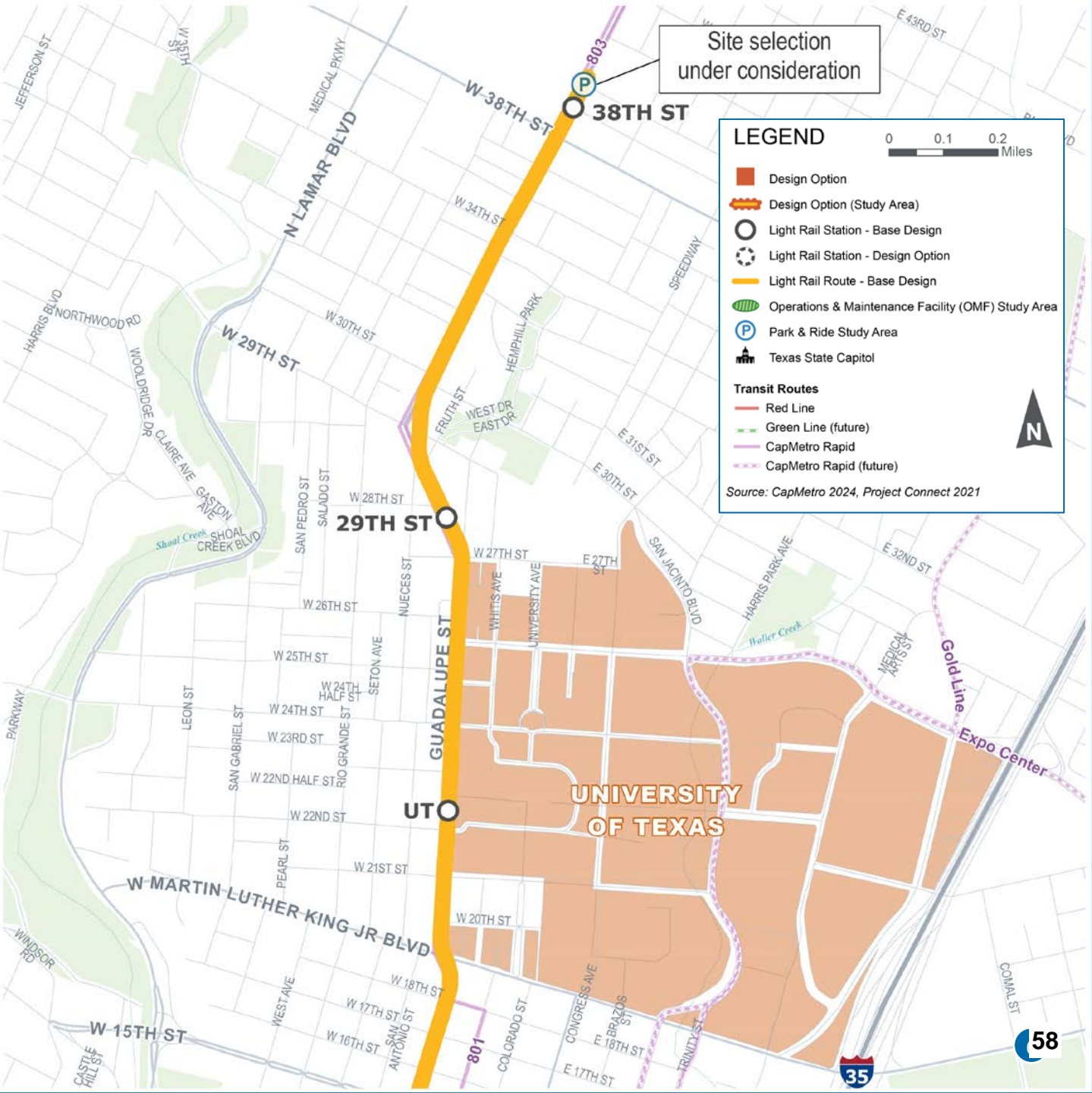
- 0 0.75 1.5 Miles
- Transit Routes**
- Red Line
  - Green Line (future)
  - CapMetro Rapid
  - CapMetro Rapid (future)
- N

Source: CapMetro 2024, Project Connect 2021

# AUSTIN LIGHT RAIL NORTH SECTION

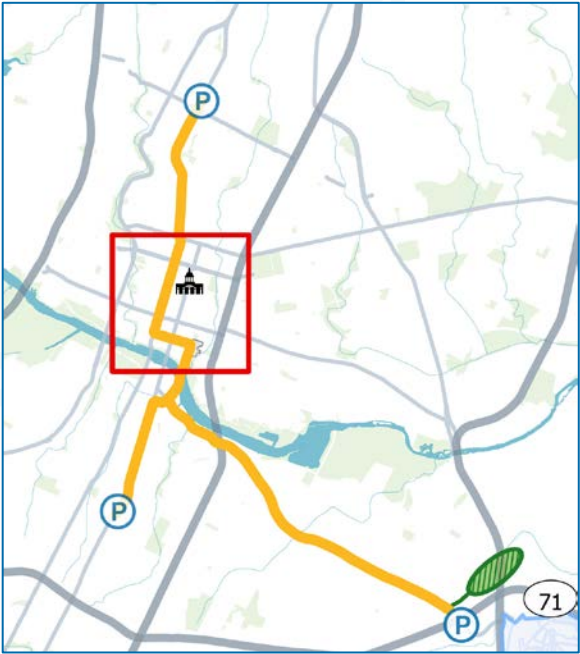


Evaluate proposed end of line facilities and site locations

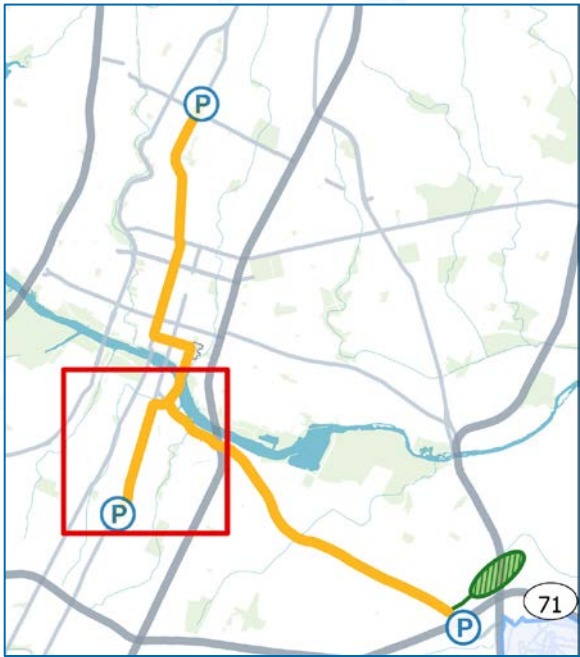




# AUSTIN LIGHT RAIL DOWNTOWN SECTION



# AUSTIN LIGHT RAIL SOUTH SECTION



Evaluate proposed end of line facilities and site locations

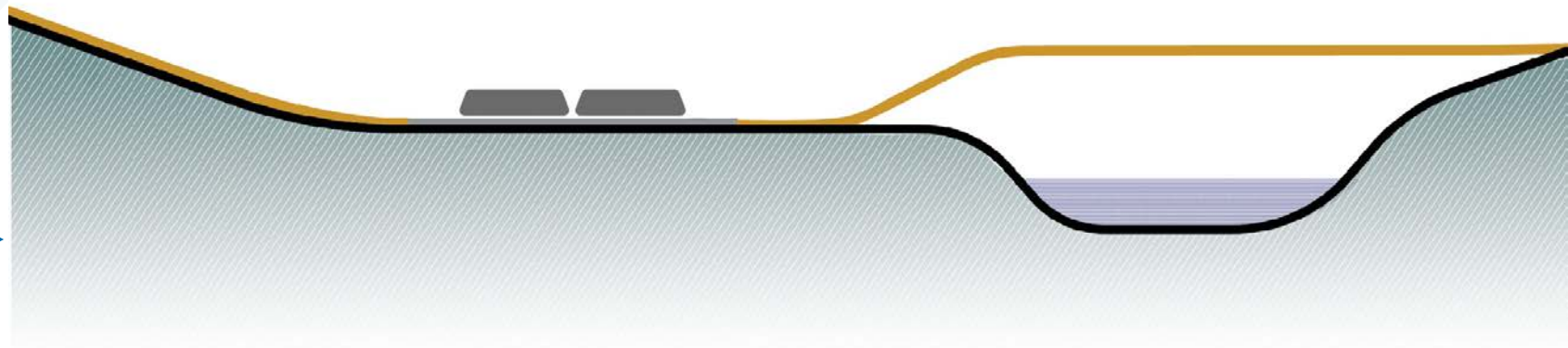




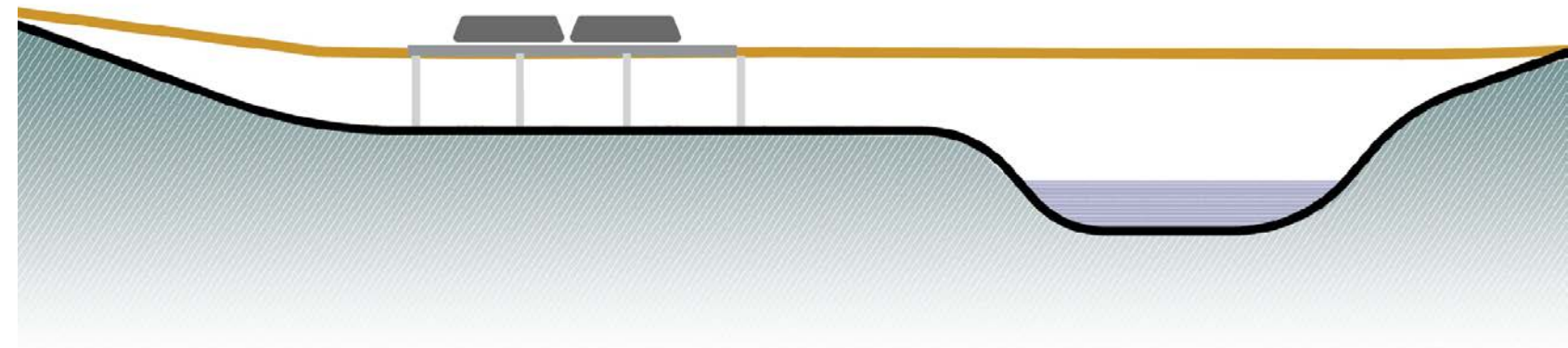
# AUSTIN LIGHT RAIL SOUTH SECTION

## DESIGN OPTION (STUDY AREA) FOR SOUTH OF LADY BIRD LAKE

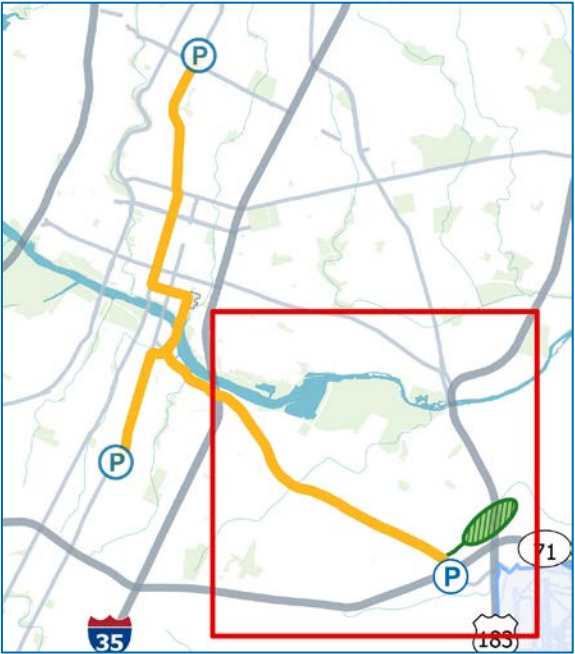
OPTION 1 ———→  
Evaluating light rail running at street  
level



OPTION 2 ———→  
Evaluating light rail running on extended  
bridge



# AUSTIN LIGHT RAIL EAST SECTION



**P** Evaluate proposed end of line facilities and site locations

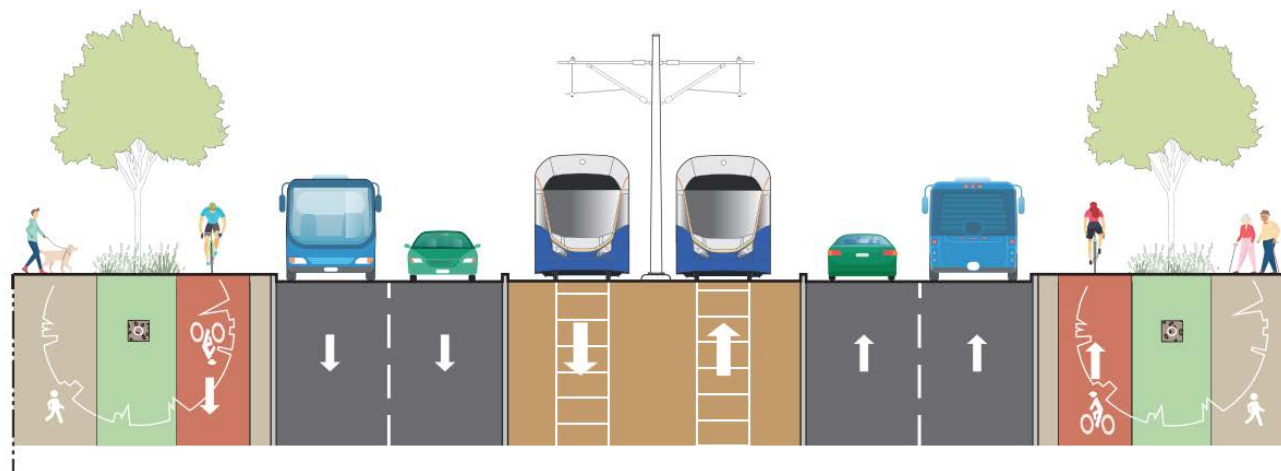


# AUSTIN LIGHT RAIL EAST SECTION

## DESIGN OPTION (STUDY AREA) FOR EAST RIVERSIDE DR.

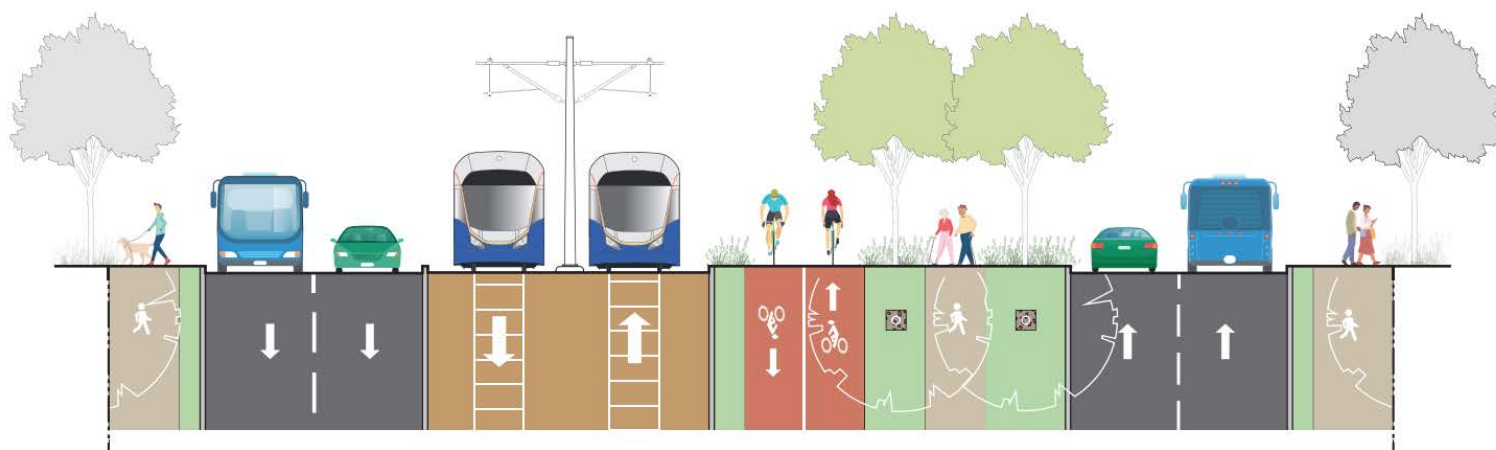
### OPTION 1

Evaluating center-running light rail with  
outside bike & pedestrian facilities



### OPTION 2

Evaluating bike & pedestrian facilities next to  
center-running light rail with outside shared use  
paths





# AUSTIN LIGHT RAIL EAST SECTION



## BIKE & PEDESTRIAN FACILITIES CONCEPT

### PRECEDENTS:

#### PARIS, FRANCE



Source: H. Mason Hicks

#### SEATTLE, US



Source: Google Maps Streetview

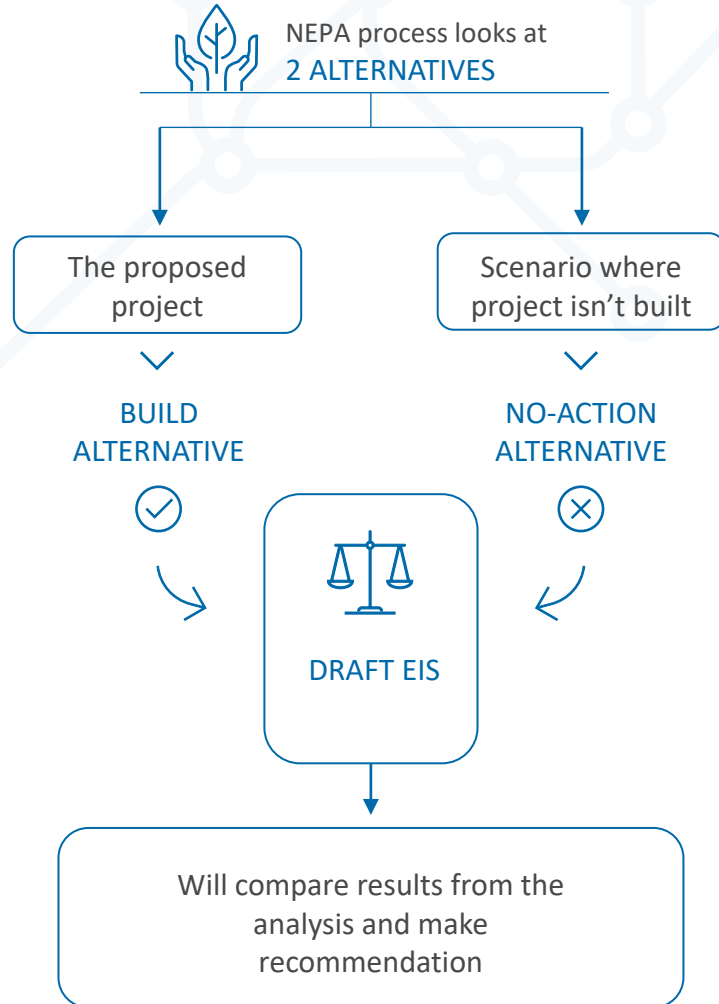
#### VIENNA, AUSTRIA



Source: Michael Brooks / Alamy



# WHAT DOES AN ENVIRONMENTAL IMPACT STATEMENT (EIS) ANALYZE?



## PHYSICAL & NATURAL ENVIRONMENT

- Air Quality
- Soils and Geology
- Water Quality
- Threatened and Endangered Species
- Energy
- Hazardous Materials
- Noise and Vibration
- Temporary Construction Impacts



## HUMAN ENVIRONMENT

- Environmental Justice (EJ)
- Safety and Security
- Land Use and Zoning
- Socioeconomics and Economic Development
- Transportation
- Utilities
- Land Acquisitions and Displacements



## CULTURAL ENVIRONMENT

- Cultural, Historic, and Archeological
- Parks and Recreational
- Visual Quality
- Neighborhood and Community Resources

# FEDERAL PROCESS: NEPA



## SCOPING

Provides an opportunity for the public and other agencies to provide input on the project



## DRAFT EIS

Documents analysis and recommendations for the project



## FEIS/ROD

Reflects changes from public comment and memorializes NEPA process



JAN-MAR 2024



### Scoping

- Present items that will undergo environmental review
- Provide input on the issues and questions that we should consider in the environmental analysis



FALL 2024 – SPRING 2025



### Public and Stakeholder Review for Draft EIS

ATP will share, through various methods, the Draft EIS for public and stakeholder review and comment for 45+ days



SUMMER 2025



### FEIS/ROD Issued

Final document shows responses to all relevant comments received on the Draft EIS.

APR-JUNE 2024



### Continuing Outreach (Post-Scoping)

Provide education and information on the NEPA and project development process



### Address Draft EIS Input

ATP will review and address substantive comments on the analysis and design



Thank you!

**AUSTIN**  
**TRANSIT**  
PARTNERSHIP



# Capital Metropolitan Transportation Authority

2910 East 5th Street  
Austin, TX 78702

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Operations, Planning and Safety Committee **Item #:** AI-2023-778

**Agenda Date:** 1/17/2024

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## Monthly Operations Update