

**Notice of Meeting**  
**Capital Metropolitan Transportation Authority**  
**Board of Directors Meeting**  
**Monday, November 22, 2021; 12:00 noon**  
**2910 East 5<sup>th</sup> Street, Austin, Texas 78702**

**– Agenda –**

- I. Call to Order**
- II. Public Comment (see note on registration below)**
- III. Advisory Committee Updates:**
  1. Customer Service Advisory Committee (CSAC)
  2. Access Advisory Committee
- IV. Board Committee Updates:**
  1. Finance, Audit and Administration Committee
  2. CAMPO Update
  3. Austin Transit Partnership Board Update
- VI. Consent Items:**
  1. Approval of minutes from the October 25, 2021 board meeting.
  2. Approval of a resolution adopting the 2022 Board Meeting Calendar.
  3. Approval of a resolution authorizing the President & CEO, or his designee, to modify the KPMG, LLC contract # 200611 for Enterprise Resource Planning (ERP) Consulting services, increasing the original Board authorized amount by \$259,085, plus a contingency amount of \$250,000, for the addition of a Business Analyst to lead systems integrations with the Oracle Enterprise Resource Planning (ERP) system for a new not to exceed amount of \$3,040,376.
- VII. Action Items:**
  1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with SHI Government Solutions to renew Capital Metro licensing of the Microsoft licensed software suite of products for a three (3) year period for an amount not to exceed \$1,431,390, which includes a 20% contingency to account for future growth.
  2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Spare Labs Inc. for a Demand Response Transit System solution and implementation for a base period of twenty two (22) months with ten (10) one year option periods in an amount not to exceed \$4,201,206.

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3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with MTM, Inc., in an amount not to exceed \$2,090,874 in order to provide functional assessment services for the MetroAccess Eligibility Department. This amount is for a base term of three (3) years with two (2) one year options for a total of up to five (5) years.

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with CFJ Manufacturing for uniform services for a period of one year with an option for two additional years, in an amount not to exceed \$1,835,118.

5. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Advance Funding Agreement with the Texas Department of Transportation for up to \$4,697,745 in Federal financial assistance for preliminary engineering, final design, and environmental clearance of the Capital Metro North Lamar Boulevard / Airport Boulevard MetroRail Grade Separation project.

**VIII. Discussion Items:**

1. Fare Policy Overview and Customer Payment Systems Update
2. Workforce Planning Update
3. Winter Storm Uri After Action Report
4. Operations Update

**IX. Report:**

1. President & CEO Report

**X. Executive Session:**

Section 551.074 for Personnel Matters related to the annual performance review of the President & CEO.

**XI. Items for Future Discussion:**

**XII. 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.

**BOARD OF DIRECTORS:** Wade Cooper, Chair; Jeffrey Travillion, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Ann Kitchen, Becki Ross, Leslie Pool and Pio Renteria.

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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, 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.

Date: November 18, 2021

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Ed Easton  
Board Liaison

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Kerri Butcher  
Acting Chief Counsel

### **Public Comment Registration for the November 22, 2021 Board Meeting**

For the November 22, 2021 board meeting Public Comment will be taken both in-person and via videoconference. Advance registration for videoconference participation is required.

All public 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](mailto: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 is 9:00 a.m. on Monday, November 22nd.** (In-person speakers will not need to register in advance but are advised to show up a few minutes before the meeting starts.)
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 meeting 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 up to three minutes.