

**Notice of Meeting**  
**Capital Metropolitan Transportation Authority**  
**Finance, Audit and Administration Committee Meeting**  
**Wednesday, November 10, 2021; 9:00 A.M.**  
**2910 East 5<sup>th</sup> Street, Austin, Texas 78702**

**- Agenda -**

- I. Public Comment (please see instructions at the bottom to participate)**
- II. Action Items:**
  1. Approval of minutes from the October 13, 2021 Finance, Audit and Administration Committee meeting.
  2. 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 \$2,381,291.
  3. Approval of the annual performance review for the Vice President, Internal Audit.
- III. Discussion Items:**
  1. Internal Audit FY2022 Audit Plan Status
- IV. Executive Session of Chapter 551 of the Texas Government Code:**  
Section 551.074 for Personnel Matters - Performance Review for Vice President, Internal Audit

**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 additional information.

**Committee of the Board:** Terry Mitchell, Chair; Wade Cooper, Leslie Pool and Becki Ross.

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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, regarding any item listed on this Agenda.

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**Notice of Meeting  
Capital Metropolitan Transportation Authority  
Board of Directors Special Board Meeting  
Wednesday, November 10, 2021; 10:00 A.M.  
2910 East 5<sup>th</sup> Street, Austin, Texas 78702**

**-- Agenda --**

**I. Public Comment (see note on registration below)**

**II. Executive Session**

Section 551.071 for Consultation with an Attorney to discuss legal issues related to the Joint Powers Agreement between the City of Austin, Capital Metro and the Austin Transit Partnership.

**III. Action Item:**

1. Approval of a resolution authorizing the President & CEO to finalize and execute the Joint Powers Agreement between the City of Austin, Capital Metro and the Austin Transit Partnership.

**IV. 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; Leslie Pool; Ann Kitchen, Becki Ross and Pio Renteria.*

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

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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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**Notice of Meeting  
Capital Metropolitan Transportation Authority  
Operations, Planning and Safety Committee Meeting  
Wednesday, November 10, 2021; 11:00 A.M.  
2910 East 5<sup>th</sup> Street, Austin, Texas 78702**

**- Agenda -**

- I. Public Comment (please see instructions at the bottom to participate)**
  
- II. Action Items:**
  1. Approval of minutes from the October 13, 2021 Operations, Planning and Safety Committee meeting.
  2. 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 an additional 20% to the contract cost to account for future growth.
  3. 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.
  4. 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 (3) one-year options for a total of up to five (5) years.

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5. 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.

**III. Discussion Item:**

1. Operations Update

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**Committee of the Board:** Ann Kitchen, Chair; Jeffrey Travillion, Pio Renteria and Eric Stratton.

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Date: November 5, 2021

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Ed Easton  
Board Liaison

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Ashley Glotzer  
Chief Counsel

**Public Comment Registration for the November 10, 2021 Committee and Special Board Meetings**

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For the November 10, 2021 board and committee meetings 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 Wednesday, November 10<sup>th</sup>.*** (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 Wednesday 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 three minutes to speak.