



**Minutes**  
**Capital Metropolitan**  
**Transportation Authority**  
**Board of Directors**

2910 East 5th Street  
Austin, TX 78702

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**Monday, February 28, 2022**

**12:00 PM**

**Rosa Parks Boardroom**

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**I. Call to Order**

12:20 p.m. Meeting Called to Order

<b>Present:</b>	Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell
<b>Absent:</b>	Pool, and Ross

**II. Public Comment:**

There was no public comment this month.

**III. Advisory Committee Updates:**

1. Customer Satisfaction Advisory Committee (CSAC)
2. Access Advisory Committee

**IV. Board Committee Updates:**

1. Austin Transit Partnership Update
2. Finance, Audit and Administration Committee
3. CAMPO update

**V. Consent Items:**

A motion was made to approve the Consent Agenda. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

1. Approval of minutes from the January 12, 2022 special board meeting and January 24, 2022 monthly board meeting.
2. Approval of a resolution affirming the Internal Audit Charter.
3. Approval of a resolution appointing Nadia Nahvi, Capital Metro Controller, to the Capital Metro Investment Committee as an investment officer, with the authorization to withdraw, invest, reinvest, and accept payment with interest, consistent with the investment policy.

**VI. Action Items:**

1. Approval of a resolution acknowledging the results of the Fall 2021 service change equity analysis.

A motion was made by Vice Chair Kitchen, seconded by Board Member Renteria, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Verizon for telecommunication services for four (4) years in an amount not to exceed \$3,843,152.

A motion was made by Board Member Stratton, seconded by Board Member Cooper, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with the State of Texas Department of Information Resources Telecommunications for telecommunications data services for four (4) years in an amount not to exceed \$629,264.

A motion was made by Board Member Mitchell, seconded by Board Member Stratton, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Silsbee Ford Inc. to purchase fifteen (15) Ford Escape Plug-In Hybrid Electric Vehicles for the Capital Metro Non-Revenue Vehicle Fleet in an amount not to exceed \$573,390.

A motion was made by Vice Chair Kitchen, seconded by Board Member Cooper, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

5. Approval of a resolution authorizing the President & CEO, or his designee, to modify contract #200523 with ConvergeOne, Inc for the Telephone System Replacement project for an additional \$1,108,199 to provide a fax server, chatbot functionality, and integration with the new demand response transit system for a total new contract amount not to exceed \$4,741,322.

A motion was made by Board Member Cooper, seconded by Board Member Stratton, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

6. Approval of a resolution authorizing the President & CEO, or his designee, to execute a contract with Inarda M. Solis for the sale of approximately 0.244 acres of Capital Metro property located at 1999 Old McDade Street in Elgin, Texas for an amount not to exceed \$10,100.

A motion was made by Vice Chair Kitchen, seconded by Board Member Cooper, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, and Mitchell

**Away:** Renteria

7. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an agreement for the purchase of approximately 25 acres of land located near the southeast corner of Springdale Road and Cameron Road in Austin for the construction of a new Demand Response operations and maintenance facility in an amount not to exceed \$7,625,000.

A motion was made by Board Member Stratton, seconded by Vice Chair Kitchen, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

8. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Dimensional Innovations, Inc. for the fabrication, delivery and installation of MetroRapid Shelters for \$15,743,387 plus \$2,361,508 (15% contingency) for a total amount not to exceed \$18,104,895. The term of the contract shall be five (5) years from Notice to Proceed.

A motion was made by Vice Chair Kitchen, seconded by Board Member Stratton, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

9. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Core Office Interiors to purchase furniture for the first floor of our administrative facility at 2910 East 5th Street, in an amount not to exceed \$528,953.

A motion was made by Board Member Mitchell, seconded by Vice Chair Kitchen, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

10. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Amendment No. 2 to the Interlocal Agreement with the City of Pflugerville to extend the term of the Pickup Pilot through September 30, 2022, and for operation of the Pickup Service Pilot for an amount not to exceed \$105,261 in FTA funds and \$162,892 in local funds from the City of Pflugerville.

A motion was made by Board Member Stratton, seconded by Board Member Renteria, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

11. Approval of Updates to the Board of Directors Advisory Committees Policy.

This item was postponed until a future month.

12. Approval of a resolution affirming the Charter Statement for the Finance, Audit and Administration Committee.

A motion was made by Board Member Mitchell, seconded by Board Member Cooper, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Renteria, and Mitchell

**VII. Discussion Items:**

1. FY2021 Annual Diversity Report
2. Sustainability Vision Plan Update Presentation

**VIII. Reports:**

1. President & CEO Monthly Update

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

Into Executive Session: 2:47 p.m.

Out of Executive Session: 3:45 p.m.

Section 551.071 for Consultation with Attorney for legal advice on pending litigation; Section 551.072 for Real Property issues regarding possible land sale; and Section 551.074 for Personnel matters regarding discussion of President & CEO FY 2022 Performance Goals.

**X. Items for Future Discussion:**

**XI. Adjournment**

3:45 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.*

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

*The Board of Directors may go into closed session under the Texas Open Meetings Act. In accordance with Texas Government Code, Section 551.071, consultation with attorney for any legal issues, under Section 551.072 for real property issues; under Section 551.074 for personnel matters, or under Section 551.076, for deliberation regarding the deployment or implementation of security personnel or devices; arising regarding any item listed on this agenda.*