

**CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY**  
**BOARD OF DIRECTORS MEETING**  
2910 East Fifth Street Austin, TX 78702

~ Minutes ~

Board Liaison Ed Easton  
512-369-6040

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Monday, April 22, 2019  
12:00 PM

12:08 PM Meeting Called to Order  
2:00 PM Meeting Adjourned

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**I. Pledge of Allegiance**

**II. Safety Briefing**

Vice President of Risk Management and Safety Gardner Tabon gave the monthly briefing. Highlighted this month was that April is National Distracted Driving Awareness month.

**III. Public Comment:**

Gus Pena from Veterans for Progress made comments on the cost of the Orange Line preliminary engineering contract. His veterans are concerned that these costs are too high and this is eroding confidence. He also commented on the difficulties of reaching the new VA Clinic on transit.

Michael Burnett, citizen, made comments related to the Capital Metro Code of Ethics and employment practices.

(After Advisory Committee Updates) Gavino Fernandez thanked Capital Metro for participating in the recent LULAC District 12 convention. He also commented that the East Cesar Chavez contact team has reported that there has been notice that there is an application for a 2 a.m. alcohol permit at the Texaco property near Plaza Saltillo, which his organization cannot support. Chair Cooper clarified that it is not Capital Metro that has made the application, but that the agency's name is probably on the notice as the lessor.

**IV. Advisory Committee Updates:**

**1. Update on the Customer Satisfaction Advisory Committee (CSAC)**

Yannis Banks, Community Engagement Team Coordinator, presented the monthly report.

CSAC met for the first time at the new Project Connect downtown office. This month they heard updates on the new Westgate Park & Ride; the new Guadalupe contra lanes; and Project Connect.

**2. Update on the Access Advisory Committee (AAC)**

Yannis Banks, Community Engagement Team Coordinator, presented the monthly report.

This month Access heard reports on monthly paratransit statistics; upcoming pilot projects and mobility innovation zones; a new online scheduling tool; and gave their feedback on a Norwood Walmart stop.

**V. Board Committee Updates:**

**1. Operations, Planning and Safety Committee**

Chair Jonse presented the report.

This month the Operations, Planning and Safety Committee met on April 10th and made recommendations on a number of items that are on the agenda for today's meeting.

## 2. Finance, Audit and Administration Committee

Chair Mitchell presented the report.

This month the Finance, Audit and Administration Committee met on April 10th and there were no action items other than the approval of minutes from the previous meeting. The Committee heard presentations from both the external auditors as well as the internal audit staff.

## 3. CAMPO update

No report was given this month.

## VI. Consent Items

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeffrey Travillion, Board Member
<b>SECONDER:</b>	Rita Jonse, Board Member
<b>AYES:</b>	Mitchell, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion, Stratton

1. Approval of Minutes from the March 13, 2019 Public Hearing and March 25, 2019 Board Meeting.

2. Approval of a resolution appointing David Shapiro to the Customer Satisfaction Advisory Committee.

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with ADS System Safety Consulting for Safety & Security Certification management services for the Downtown Station Project and future construction projects. The contract is for a two (2) year base period for \$383,041 and three (3) one-year options for \$566,174, for a total contract value not to exceed \$949,215.

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a Second Amendment to the existing Bus Stop Accessibility Interlocal Agreement (ILA) with the City of Austin, extending the termination date to November 22, 2023.

## VII. Action Items:

1. Approval of a resolution authorizing the President & CEO or his designee, to finalize and execute a contract with Gillig, LLC., to purchase up to 29 clean diesel transit buses, in an amount not to exceed \$15,537,069.

Vice President of Bus Operations and Maintenance Dottie Watkins presented this item and the following item (#2) together.

These bus purchases follow on the presentation given to the board last July on the overall fleet plan. This plan gets reviewed annually as part of the budget cycle. The plan calls for the replacement of 33 transit buses in FY2020. These two items follow through on that, with the exception that we have identified the opportunity to purchase a small number of electric buses earlier than was originally thought. The current plan would purchase 4 electric buses in FY2020, with the purchase of up to 6 additional electric buses if grant funding can be identified.

Board member Stratton asked about other agencies that are using the recommended ProTerra electric buses, and if we are comfortable that the manufacturer will be around for the expected lifespan of the vehicles.

Board member Mitchell asked if there had been an analysis of the overall lifetime operating costs of electric buses.

Board member Travillion expressed that he would have like to have had more complete backup or a briefing with a more complete analysis on the electric bus item.

Board member Jonse asked about whether the contract included charging stations. Dottie explained that limited charger costs are included in the total amount of this item.

Board member Stratton expressed some concern about the upfront costs of the electric buses if there isn't lifetime data to support overall lower costs. Dottie expressed further confidence about the lower costs, that the biggest unknown is the cost of electricity from Austin Energy.

Vice Chair Garza and Board members Kitchen and Renteria made comments on their own experiences with electric vehicles and in support of the resolution.

Board member Travillion expressed support for the purchases and reemphasized the importance of having a complete and thorough analysis available.

President Clarke made comments that while we are being innovative on this purchase, we are behind many other agencies around the country -- many of whom have made zero-emission pledges. He also gave examples of other benefits in using electric buses -- noise, emissions, utilizing smart-grid technology -- that need to be taken into consideration.

A discussion followed on the cost of the electric bus warranties and replacement batteries. These vehicles will come with a warranty that will see the batteries replaced at no cost one time.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Rita Jonse, Board Member
<b>SECONDER:</b>	Terry Mitchell, Board Member
<b>AYES:</b>	Mitchell, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion, Stratton

2. Approval of a resolution authorizing the President & CEO or his designee, to finalize and execute a contract with Proterra, Inc., to purchase up to 10 battery electric transit buses and related equipment in an amount not to exceed \$11,162,455.

This item was presented with the previous item.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ann Kitchen, Board Member
<b>SECONDER:</b>	Delia Garza, Vice Chair
<b>AYES:</b>	Mitchell, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion, Stratton

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with HNTB to provide Blue Line Preliminary Engineering Design Services and recommendation of the Locally Preferred Alternative in accordance with the NEPA process and FTA requirements. The contract is for an eleven-month base period for \$3,930,510, an option for additional engineering studies within the eleven-month base period, a two year option period and an additional one year option period, plus a 20% contingency for a total amount not to exceed \$10.9 million.

Project Connect Program Officer Dave Couch presented this item. Dave also included his later agenda item -- the Project Connect Monthly Update.

Dave presented an overview of the timeline for each of the Project Connect corridors. The Orange Line preliminary engineering contract was awarded last month and is now underway. This item for the Blue Line is similar in scope. The contract scope is divided into two parts -- the selection of a locally preferred alternative and preliminary engineering; and the environmental impact statement and preliminary engineering. Dave also presented a timeline of the National Environmental Policy Act process and highlighted that there will be a pre-Scoping meeting for the Blue line at the Central Library on May 20th.

Dave also presented an update on recent community engagement activities. A full summary will be presented next month, along with a community engagement dashboard.

Board member Travillion asked about tracking of the DBE and SBE goals once the contract is underway.

Board member Stratton asked about a schedule of outreach meetings, and for an understanding of why the contracts for Blue, Orange, and BRT Lite lines are taken separately.

Board member Renteria asked about coordination with the City of Austin on major corridor improvements. Dave discussed examples of these types of coordination with the City and Travis County.

Board member Travillion expressed the hope that our commitment to the Green Line project isn't lost as we move forward with the package of Project Connect projects.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jeffrey Travillion, Board Member
<b>SECONDER:</b>	Eric Stratton, Board Member
<b>AYES:</b>	Mitchell, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion, Stratton

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Modern Railway Systems for the design and construction of a railroad signal system and new positive train control elements associated with a new second mainline track along the MetroRail Red Line, from Plaza Saltillo Station to IH35, for \$2,867,948, plus \$573,589 (20%) contingency, for a total not to exceed amount of \$3,441,537 for this modification, bringing the total board authorized amount on this contract to \$70,140,303.04.

Vice President of Capital Projects Ken Cartwright presented this item.

Ken gave a brief presentation on the project scope and outlining the primary benefits -- customer experience and safety. This work should be completed during the period while this stretch of track is closed anyway for the construction of the new Downtown Station.

Board member Stratton asked for confirmation that this work is required under the federal Positive Train Control mandate.

Board member Travillion asked for a further breakdown of the DBE and SBE subcontractors under this contract. Ken said that one would be provided.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Eric Stratton, Board Member
<b>SECONDER:</b>	Rita Jonse, Board Member
<b>AYES:</b>	Mitchell, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion, Stratton

5. Approval of a resolution authorizing the President & CEO, or his designee, to implement the August 2019 Service Changes.

Executive Vice President of Planning and Development Todd Hemingson presented this item.

Todd gave an overview of the changes, which include adjustments related to Cap Remap and school-related restorations as students return to classes; a partnership with Travis County for new service in the Hornsby Bend area; and implementation of 4 neighborhood circulators during the service period. At the request of Board member Kitchen he displayed a map with the circulator services on it.

Board member Travillion thanked staff for their efforts in listening to community feedback when decided on neighborhood circulator locations.

Chair Cooper commented that he is excited by the potential of the circulator services in low-density areas to help connect people to transit.

<b>RESULT:</b>	<b>ADOPTED [7 TO 0]</b>
<b>MOVER:</b>	Ann Kitchen, Board Member
<b>SECONDER:</b>	Rita Jonse, Board Member
<b>AYES:</b>	Mitchell, Cooper, Garza, Kitchen, Jonse, Travillion, Stratton
<b>AWAY:</b>	Renteria

6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with SpawGlass to remodel the Capital Metro administrative annex facility located at 624 Pleasant Valley, in an amount not to exceed \$1,235,176.

Vice President of Capital Projects Ken Cartwright presented this item.

Board member Travillion asked if he could get further information on the process for insuring DBE and SBE compliance under the TXMAS (Texas Multiple Award Schedule) purchasing program. He also asked for a higher level of documentation and information for DBE and SBE-involved contracts in the future.

Board member Stratton asked about the schedule for the remodel to be complete and staff moved back into the 624 space. Ken said that the expectation is that the work will be completed in a 3-4 month period.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Rita Jonse, Board Member
<b>SECONDER:</b>	Delia Garza, Vice Chair
<b>AYES:</b>	Mitchell, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion, Stratton

7. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Canon Solutions America, Inc. for On-Site Business Center Services for a base period of three years and three one-year option periods in an amount not to exceed \$3,212,471.

Executive Vice President of Administration Donna Simmons presented this item.

Donna gave an outline of the scope of the contract including copy and print services; assistance with our lost and found process; and the lease of all our printers and copiers. An analysis has been conducted of the costs of bringing this work in-house and it was found that the cost of contracting it out is slightly less. The new vendor has committed to meet wage and benefit levels. There is not a DBE/SBE goal in the contract, but we have identified that office supplies is an area where a DBE/SBE vendor could be utilized -- that would be done as a separate contract and likely not meet the minimum financial threshold to be brought to the board.

Board member Travillion asked about the process for monitoring wage and benefit levels.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Delia Garza, Vice Chair
<b>SECONDER:</b>	Ann Kitchen, Board Member
<b>AYES:</b>	Mitchell, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion, Stratton

## VIII. Reports:

### 1. Project Connect Monthly Update - April 2019

This item was presented as part of the earlier Blue Line contract award.

### 2. President's Report

President & CEO Clarke presented his monthly report. This month he highlighted the March groundbreaking for the new Downtown Station; the beginning of the SERTA Warehouse demolition at the North Ops facility, clearing the way for the new electric bus facility; and the upcoming APTA Get on Board Day activities.

## IX. Items for Future Discussion:

## X. 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; Delia Garza, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Rita Jonse; Ann Kitchen, Jeffrey Travillion 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.