

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

~ Agenda ~

Board Liaison Ed Easton
512-369-6040

Monday, February 24, 2020	12:00 PM	Capital Metro Rosa Parks Boardroom
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I. Pledge of Allegiance

II. Safety Briefing

III. Recognition

IV. Public Comment:

V. Advisory Committee Updates:

1. Update on the Customer Satisfaction Advisory Committee (CSAC)
2. Update on the Access Advisory Committee (AAC)

VI. Board Committee Updates:

1. Operations, Planning and Safety Committee
2. Finance, Audit and Administration Committee; and
3. CAMPO update

VII. Consent Items

1. Approval of Minutes from the January 27, 2020 Public Hearing and January 27, 2020 Board Meeting.
2. Approval of a resolution authorizing the President & CEO, or his designee, to execute an agreement with Intersection Media LLC to manage Capital Metro's transit advertising program for a (one) three-year base period with two renewable option periods of two (2) years each with a guaranteed payment to Capital Metro for the base period of \$3,312,000.
3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with MA Smith Contracting Company, Inc. for the Construction of Leander Quiet Zones, Metro Drive and San Gabriel Parkway project in an amount not to exceed \$450,195 plus \$45,020 in contingency, for a total board authorized amount of \$495,215 for this contract.

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Steril-Koni USA, Inc. for the purchase of five (5) sets of bus lifts in an amount not to exceed \$304,637.

VIII. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute contracts with HNTB Corporation, Huitt-Zollars Inc., Bowman Engineering & Consulting, LJA Engineering Inc., and Bridgefarmer & Associates Inc., for General and Railroad Engineering Consulting Services for a term of one base year in an amount not to exceed \$900,000 and six option years not to exceed \$3,180,000 per year for a total not to exceed amount of \$19,998,000.

IX. Presentations:

1. Project Connect and Community Engagement Update

X. Reports:

1. President's Report

XI. Executive Session of Chapter 551 of the Texas Government Code:

Section 551.072 for Real Property Matters regarding Purchase of Property; and Section 551.074 for personnel matters regarding President/CEO FY2020 Performance Metrics.

XII. Items for Future Discussion:

XIII. 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 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.

Capital Metropolitan Transportation Authority **MEETING DATE: 02/24/2020**

Board of Directors

(ID # 4564)

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

TITLE: Update on the Customer Satisfaction Advisory Committee (CSAC)

Customer Satisfaction Advisory Committee
Wednesday, February 12, 2020
607 Congress Ave, Austin, Texas 78701
6:00 p.m. – 7:30 p.m.

Call to Order:

Chairman Taylor called the meeting to order at 6:15 p.m.

Introductions:

Committee members present: Elizabeth Stehl, Ephraim Taylor, David Foster, David Shapiro

Capital Metro staff present were: Yannis Banks, Jeff Downey, Israel Herevia, Allen Walker, Ralph Villareal, Daryl Weinberg, Ron Barnes, Shawn Brown

Others present: Mark Phillips

Community Communications

David F – The digital display doesn't link up with the App. Daryl – At the moment the app is more accurate. There was a glitch with the data. We expect to have it fixed by next week.

Ron Barnes introduced himself & stated MV's objectives.

MetroAlerts

Daryl Weinberg, Transit Systems Architect

Came out previously to talk to them about it but wanted to update them because we changed vendors since he came last. Power point presentation is attached. David F- Do we have to do a separate text for each route? Daryl – If you want it by text, yes.

Onboard Digital Displays

Shawn Brown, Tech Project Manager

Power point attached. Install 110 displays on MetroRapid & Electric Vehicles. It will have real-time data & marcomm campaigns. Also, there will be visual wheelchair stop request. David F – What does that mean? Shawn – It will be a digital sign showing that it is a wheelchair stop request. One of the reasons we picked them was the content management software from this company is super user friendly, which was something we liked. Looking to install in July & be finished by the end of the fiscal year. Displays on rail could be coming soon. David F – You mentioned transfer information, what would that look like? Shawn – We haven't gone through the design phase yet. David F – Have you had conversations about PSAs? Shawn – It's possible. We are working closely with Brian Carter to make sure he is staffed well enough to manage the content. We don't want stale content. Ron – Will you be selling advertising? Shawn – It's possible but after research not many places are doing that. There is some geofencing capabilities. It is something we will look into though.

FY 2019 Customer Complaints

Allen Walker, Manager, Customer Service

During fiscal year 2019, we answered 156,000 calls. We received a total of 163,000 calls. We have 14 reps on the floor throughout a 7-day week. Our call abandonment rate was 4%, the goal is to be under 5%. We answered 89% of our calls within 60 seconds with our goal of 80%. Our average answer delay is about 23 seconds. We received a little over 13,000 emails. We answered over 17,000 customer comments reports. Not all were complaints, some were compliments. When it comes to complaints 40% were about our service, 17% was courtesy & behavior, 13% hazardous operation, 13% rules & procedures and 17% was other. For vehicle service 35% complaints were about late routes, 29% were about being passed by, 14% were other, 6% was about bus being early & 16% was other. Allen -We run about 25 complaints per 100k riders. David F – How does CapMetro compare to industry partners? Allen – Goals vary from company to company. Ron – When it comes to industry we would have to benchmark against our peers. We would have to see what we benchmark them against when it comes to size, ridership etc. David F – Are these numbers reported to a federal agency? Allen – We will find out. Ralph – We are stacking up pretty much similar with our peers. Ron – We have a data analytics group. One of our goals is to increase OTP. We want to increase OTP by running early. We're going to have to look at best times of day to make those kinds of improvements. Ephraim – Do you do any modeling around CCRs that may occur? You're dependent on riders saying something but not everyone impacted is riding the bus. I ride my bike so it's not always convenient for me to report/say something. Allen – That isn't something that we have thought about. Ralph – The operators do have to record near misses. There is a button that they have to push that records that & our safety committees do review that information. Also, on CCRs we have a Monday call where we talk about complaints from the previous week. We have a playbook at OCC that the managers can use to help solve various issues that pop up.

Project Connect Update

Yannis Banks, Community Engagement Coordinator

Randy is scheduled to come update them in March since it will be after the joint board and COA council meeting.

Contract Service Update

Ralpheal Villareal

Wanted to brief them on what's happened since we've merged. There have been some issues since we merged. Our Express busses moved from 2910 to North Ops. There have been a lot of new operators on the Express Routes and there were some hiccups. There has been a shortage on staffing, around 40-70 people. MV is working hard to fill in the positions. Across the industry there has been a staffing issue. Not sure what the cause has been, but we are working hard with MV. Randy and Dottie have been on calls with the VP of MV to resolve these issues. I know they are working hard. I have been working with them since this contract was awarded. We wanted to be transparent. Ron – There are 2 areas from staffing perspective, operations & mechanics. Service on the street called for 109 operators. We were anticipating on bringing on 600 but ended up with 525 when the transition happened. We are trying to recruit 77 new

operators. We currently have 36 new operators training at very stages. We are revamping our training so now we have 3 dedicated training vehicles so we can train 24/7. We want to create an ongoing recruiting process. If you know someone looking for a job with a good driving record, we want them. From mechanic side we are looking to restock. We have 2 recruiters in Houston at UTI for their graduation. We feel our rate is competitive starting at \$27 hr. Mechanics from there are coming with their CDLs so that cuts back on training we must do. We have some big recruiting events coming up March 13th & 14th and we are getting ready for that. David F – Does ACC have training program for mechanics. Ron – I think they do. David F – Where do your operators live? Ron – Union head was very clear that operators cannot afford to live in Austin. I'm not sure where they all live. Ralph – I think they are pretty spread out. Ron – Wants to attend future meetings even if he isn't on the agenda.

Adjourn 7:13

Capital Metropolitan Transportation Authority MEETING DATE: 02/24/2020

Board of Directors

(ID # 4565)

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

TITLE: Update on the Access Advisory Committee (AAC)

Access Advisory Committee
Wednesday, February 5, 2020
2910 E. 5th Street, Austin, Texas 78702
5:30 p.m. – 6:35 p.m.

Call to Order:

Chair Chris Prentice, Access Advisory Committee

Chairman Prentice called the meeting to order at 5:32 p.m.

Introductions:

Committee members present were Chair Chris Prentice, Glenda Born, John McNabb, Estrella Barrera, Paul Hunt, Audrea Diaz, and Mike Gorse.

Capital Metro staff and contractors present were Ricardo Boulware, Julie Lampkin, Raul Vela, Rafael Villareal, Martin Kareithi, Daryl Weinberg, Yannis Banks, Mike Valero, Chris Westbrook, Jeff Downy, Chad Ballentine, Jack Hempstead, Michelle Jones

Community Members: Cheryl Hunt, Jean Crawford, Andrew Burnett, Katherine Rutledge, Sam Norton

Community Communication

Members of the public

Katherine – Suggests that when a vehicle has an empty front seat, the rider should be able to ride in the front. She had a driver request that rider gets in the back seat even though the front was available. Seems like when front seat is vacant, they should require that the front is used first.

Paul – What is the policy? Chad – We don't have a policy against it. We will do a reminder at the next Safety Meeting

Paul – Scheduled Pickup from Metric & Cedar Bend. Used the app to have them picked up at Cedar Bend. App isn't working properly when selecting to go to bus stop. Chad – We will make sure that it is updated to fix it. You can also add comments when you star your trip at the end of the trip. We look at all comments given.

Jean Crawford – Had several experiences that has brought stress to her & riders. Multiple pickups at the same window timeframe. They have been 2 hours late to appointments. Rides were booked in similar vehicles going in the opposite direction. We are not getting the level of service that we are expected to get. We have the shallowest pockets and have to pay the most. Chad – Julie has been looking into Jean's trip. It could be a Trapeze or scheduling issue. Julie – We've had Trapeze come to us to show different features of the new system. We have changed our speeds because we found our speeds in trapeze were too fast. It looks good until it runs. Our speeds had not been updated in 10 years, so we slowed it down a little bit to better reflect current traffic. Not perfect yet but we are monitoring it to see how it goes. We are also working on the scheduling process so it's not as manual for the scheduler to input. We are also working on geocodes. Chris – Are you able to prioritize rides for necessary trips (medical, work, etc). Chad – FTA has been explicit that doing that is illegal. We are looking at replacing the operation

software. We plan to go to the board in mid-2020 with something. Glenda – Will options still be available when looking for times? Julie – It will still give 3 options, but it will give them the 3 best options. Sometimes the 3 options could be the same time. The way the system is set up, the 1st option is the best option. Paul – They're not telling you all your options. Julie – That is because they aren't supposed to do it since the 1st is the best but if you say it doesn't work, they are supposed to give you the other options.

Cheryl Hunt – What are you doing to educate the drivers about riders that are deaf/blind? I'm having some problems with it. Chad – That is something we have been working on for a while. We are working on some solutions. One of the things is a tactile card. We are working on better ways to communicate. Martin – We had a strategy of working with the County & then it went quiet from them. I am happy to pick it back up. We got halfway thru a plan. We didn't want it to be just a CapMetro imposed solution. Wanted to work with individuals that work on this as a regular. I would recommend that you be a tester to this. I want to jumpstart this conversation again with them.

Sam – Wondering about setting up reservations. Seems like there was a 3 day wait. Can CapMetro extend it to a week? Chad – We do have a website where you can book trips 6 days in advance, it's 3 days if you use a reservation agent. It is accessible if you are visually impaired. www.capmetro.org/maonline. Audrea – I've looked into booking online as well but there are only certain destinations that pop up. Chad – It is limited to only your favorites. Julie - Also common locations. You can put up to 8 favorites on your account. Chad – With new software my hope & dream is to have an app to go along with this. Sam – Is there a way to insist riders be healthy when riding? I have a weak immune system so that impacts me. Chad – We really aren't allowed to require people to be healthy when riding, they use it to go to doctor. We do enforce hygiene issues though. Sam – Had a driver take a break while I needed to get to my appointment. Chad – They should not be taking breaks while customers are onboard.

See Something, Say Something

Jeff Downey, Project Manager Technology Security Systems,

There is a text to tip number that can be used. It will be on the website for phase 2. Audrea – Will there be a sticker on the bus or something saying the number? Jeff – March 10th-24th is beta test timeframe & I'm meeting with marketing tomorrow on what will be on the bus.

Transit Priority Working Group

Nadia Barrera-Ramirez, Project Manager Transit Speed & Reliability

Paul – Describe the concrete bulb. Nadia – Imagine a parking spot on the roadway. It's the same width as a parking spot. The bus is able to come up & pick up a passenger without having to pull out of the lane. Paul – Can you work with IT department so that the app doesn't expire within 20 mins? It would be great if tickets stay active once you activate it. Daryl – We are working with our mobile app on setting a time for them expiring. Working on it for the next update of the app. Also hoping to have onboard validators on all of the doors on the buses this summer. Glenda – Is that true for paper & phone? Daryl – It will be true for phone passes. Mike – Do they have buses & bikes share lanes in other cities? Nadia – It is something included in NACTO design guides so

there are qualifications. 5th street is unique since there is a rail line to the right of it so cars are rarely turning right. It is also a very wide lane & because of the volume of buses that come thru, the frequency of buses & bikes sharing the lane is very low.

Service Provider Training

Ricardo Boulware, General Manager Austin South Base

With Wendy Dockweiler, Safety training manager. We have a curriculum that we give to our new operators with a DVD that goes over dos & don'ts when handling service animals. There is a multiple-choice quiz as well. It's about half hour to 45 minutes long. They also get hands on training during that training. Chris – Is there any live training with a blind person using that service animal? Wendy – No sir. Glenda – Have you thought about using one of us for that training? Wendy – That is something that we have looked into. Paul – It is important for us to see that DVD so that we can see what they are being told so that we can report what is being done wrong. Wendy – The DVD is copyrighted so we would have to work out on how to give it to you. The DVD is produced by Tempco. Chris – How long is the DVD? Wendy – That portion is 30 to 45 mins. Chris – At some point in the future we can have you come back & show us the DVD. Glenda – I would like to have a driver who has gone thru the training to get their thoughts. Paul – The biggest issue we have is that they'll call the dog instead of giving us direction. What they are supposed to do is tell us & we'll tell the dog. Chris – Let's tentatively set the viewing for April meeting. Estrella – I think it is invaluable to have a person with the service animal to be a part of the training. Glenda – I know someone who was a trainer who would be glad to come out & help. Ricardo – We will coordinate with Yannis to set up viewing DVD.

MetroAlerts

Daryl Weinberg, Transit Systems Architect

It is now powered by Granicus. Customers can sign up for routes or services that specifically applies to them. Glenda – Is there a checklist for the kind of service? Daryl – There is, when you signup there is a radial button to click and check boxes will appear that you can check. Chris – Where do you sign up? Daryl – You can sign up on the web capmetro.org/metroalerts or by texting route information to 468311. Mike – You mentioned delays, if a bus is running late will it send an alert? Daryl - Probably not if it's just one but our OCC has a playbook of when to send out an alert. Sam – Is there a way to get these delays with MetroAccess? Daryl – As Chad mentioned we are looking to get new software & that's our hope with that. We hope to get that capability included with the new software.

Approval of January minutes

Access Committee

Approved with John & Estrella abstaining.

Paul – Would like next month meeting to be fully work session to talk about Pickup in Northeast. Chris says unless something important comes up he agrees.

Adjourned 6:44

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

***MEETING DATE: 02/24/2020
(ID # 4563)
January 2020 Minutes***

Approval of Minutes from the January 27, 2020 Public Hearing and January 27, 2020 Board Meeting.

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

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

Monday, January 27, 2020
12:00 PM

12:05 PM Meeting Called to Order
12:08 PM Meeting Adjourned

I. Presentations:

1. Approval of a resolution authorizing the President & CEO, or his designee, to amend the Fiscal Year 2020 Capital Budget in the amount of \$2,114,276 for the purpose of purchasing 2 additional Proterra battery electric buses with associated chargers and pedestal mounts to support reliability improvements.

Budget Director Kevin Conlan presented this item. This amendment would be for the purchase of two additional electric buses and associated chargers and pedestal mounts. Funding is available from the FY2019 remaining fund balance.

After a question from Chair Cooper, Kevin clarified that these funds are largely due to unallocated sales tax revenues that were higher than expected.

II. Public Comment:

There was no public comment.

III. Items for Future Discussion:

IV. Adjournment

ADA Compliance

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BOARD OF DIRECTORS: Wade Cooper, Chair; Delia Garza, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; Ann Kitchen, Jeffrey Travillion and Pio Renteria.

Attachment: 200127 Public Hearing Minutes (4563 : January 2020 Minutes)

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

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

**Monday, January 27, 2020
12:15 PM**

**12:18 PM Meeting Called to Order
1:46 PM Meeting Adjourned**

I. Pledge of Allegiance

II. Safety Briefing

Vice President of Safety and Risk Management Gardner Tabon presented his monthly briefing. This month's focus was on burn prevention.

III. Oath of Office

Chair Cooper administered the Oath of Office to Leander Mayor Troy Hill.

IV. Recognition

Chair Cooper continued monthly recognition of Capital Metro's longest-tenured employees, in this case 37-year Bus Operator Arthur Murillo.

V. Public Comment:

Gus Pena, citizen, spoke of difficulties that bus operators are having currently with the transition to a new service provider. They deserve better treatment, better pay, and respect because they have a difficult job. Mr. Pena complimented Board Member Stratton for his understanding on this issue.

Zenobia Joseph, citizen, spoke of safety issues along Route 392. She would like to see Stop ID #5857 (Chinatown southbound) moved from its current location to an existing bus pad in front of CVS Pharmacy. At other stops (for example Stop ID #4550) changes are made that do nothing to improve service, so she is not sure why it appears that the board has such an aversion to black people or minorities north of North Lamar Transit Center. She has asked staff for copies of Capital Metro's Service Standards and not received them. She raised a safety concern at Braker and I-35 where seniors are having to walk in the street due to construction.

VI. Advisory Committee Updates:

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

Yannis Banks, Community Involvement Specialist, presented the monthly report. This month the committee heard an update on a new app that can be used to report safety and security incidents on the bus; had a discussion on Project Connect; and elected new officers. The new Chair is Ephraim Taylor, and the Vice-Chair B. J. Taylor. Mr. Banks also reported that CSAC has been meeting at the Project Connect office, which has worked better than their previous location at 209 West 9th.

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

Yannis Banks, Community Involvement Specialist, presented the monthly report. This month the committee heard updates on the Transit Empowerment Fund; a new safety app that can be used to

Attachment: 200127 Board Meeting Minutes (4563 : January 2020 Minutes)

report incidents on the bus; a Project Connect update; and an update on an upcoming new Pickup service zone. Mr. Banks also reported that SC

VII. Board Committee Updates:

1. CAMPO update

As Board member Mitchell was not able to attend this month's CAMPO meeting, Board member Kitchen reported that at the meeting new officers were elected and that Commissioner Cynthia Long will now serve as the CAMPO Chair, and that she (Board member Kitchen) is the new Vice Chair. There was also a presentation on the new 2045 Transportation Plan.

VIII. Action Items:

1. Approval of Minutes from the December 16, 2019 board meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeffrey Travillion, Board Member
SECONDER:	Delia Garza, Vice Chair
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

2. Approval of a resolution recognizing Capital Metro on the milestone of having provided 1 billion trips since its formation 35 years ago.

President Clarke introduced the resolution, coming in the agency's 35th year. He thanked Capital Metro's customers and staff on such a major milestone and for making the agency such an important part of the community. Chair Cooper also commented on the significance of such a large number.

RESULT:	ADOPTED [7 TO 0]
MOVER:	Wade Cooper, Chair
SECONDER:	Eric Stratton, Board Secretary
AYES:	Mitchell, Cooper, Kitchen, Renteria, Travillion, Stratton, Hill
RECUSED:	Garza

3. Approval of a resolution authorizing the President & CEO, or his designee, to amend the Fiscal Year 2020 Capital Budget in the amount of \$2,114,276 for the purpose of purchasing 2 additional Proterra battery electric buses with associated chargers and pedestal mounts to support reliability improvements.

Budget Director Kevin Conlan presented this item. These two buses will be used to improve service reliability during the peak period. The board previously approved the contract for the purchase.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeffrey Travillion, Board Member
SECONDER:	Ann Kitchen, Board Member
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Clever Devices, Ltd., to implement onboard digital displays for a base period of one year with two one-year options for ongoing maintenance and additional displays in an amount not to exceed \$1,351,341.

Chief Customer Officer/COO Dottie Watkins presented this item.

These displays will provide real time bus information, service alerts, public service announcements and safety information to customers. At this time displays would go on all of our MetroRapid vehicles

as well as the 12 new electric vehicles that are coming into the fleet. Dottie displayed examples of the displays from other agencies and said that these will be highly customizable.

Board member Stratton asked about the possibility of installing the displays on frequent local services as well. Dottie explained that at this time that would be cost prohibitive but that assuming we are happy with the technology -- and based on customer feedback -- there may be the opportunity to expand the program in future budget years.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eric Stratton, Board Secretary
SECONDER:	Delia Garza, Vice Chair
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

5. Approval of a resolution appointing Susan Renshaw, Controller, to the Capital Metro Investment Committee as a committee member, with the authorization to withdraw, invest, reinvest, and accept payment with interest, consistent with the investment policy.

CFO Reinet Marneweck presented this item. Capital Metro's previous Controller Lea Sandoz recently retired, and Ms. Renshaw would fill her vacancy on the Investment Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Delia Garza, Vice Chair
SECONDER:	Ann Kitchen, Board Member
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

6. Approval of a Resolution authorizing updates to certain policies adopted by the Board of Directors.

Staff Attorney Ayeola Williams presented this item. Board Bylaws required regular review and update of board-adopted policies.

Ayeola presented three policies for review and gave background for each: the MetroRail Fencing Policy; the Rail Grade Crossing Policy; and Policy on Rotation of Auditors.

For the Fencing and Grade Separation Policies the staff recommendations were the same -- that the policies be rescinded as board policies and replaced with a staff operating procedures managed by the Real Estate Department, with consultation from both the Risk & Safety and Rail Departments. The recommendation on the Rotation of Auditors Policy was that no changes be made at this time.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Delia Garza, Vice Chair
SECONDER:	Jeffrey Travillion, Board Member
AYES:	Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

7. Approval of a resolution authorizing the President & CEO, or his designee, to amend the Capital Metro Procurement Acquisition Policy to ensure compliance with recent FTA recommendations.

Director of Procurement Muhammad Abdullah presented this item.

This policy gets changed periodically with guidance from the Federal Transit Administration. The most significant update at this time is a rise in the micro purchase threshold from \$3,000 to \$10,000. Other updates were to catch up with current regulations and language. FTA regularly reviews this policy as part of their triennial reviews of Capital Metro.

Board member Travillion asked how DBE and SBE firms are notified and rotated to ensure that they are given access to opportunities. Muhammad reviewed procedures for both small- and micro-purchase compliance to SBE and DBE goals.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Eric Stratton, Board Secretary
SECONDER: Sabino Renteria, Board Member
AYES: Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

8. Approval of a resolution authorizing the President/CEO or his designee, to implement the FY 2020 Strategic Plan.

Director of Strategic and Performance Initiatives Pat Vidaurri presented this item.

A worksession on this topic was held just prior to the board meeting today to discuss the 2019 strategic plan as well as develop a plan to implement an updated one for 2020.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Ann Kitchen, Board Member
SECONDER: Terry Mitchell, Board Member
AYES: Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

9. Approval of a resolution confirming the appointments to the Finance, Audit and Administration Committee and Operations, Planning and Safety Committees for 2020.

Chair Cooper led the discussion of the 2020 Board Committee makeup. At this time the changes recommended are that new Board member Hill serve on the Finance, Audit and Administration Committee, and that Board member Stratton move over to the Operations, Planning and Safety Committee, with Board member Travillion as the new Chair of that committee.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Sabino Renteria, Board Member
SECONDER: Eric Stratton, Board Secretary
AYES: Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

10. Approval of a resolution electing officers of the Capital Metro Board of Directors for 2020.

Chair Cooper led the election of the 2020 Board Committee officers. No changes to the officers were made.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Terry Mitchell, Board Member
SECONDER: Jeffrey Travillion, Board Member
AYES: Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill

IX. Presentations:

1. Contract Bus Operations and Maintenance Transition Update

Chief Customer Officer/COO Dottie Watkins presented this item.

Dottie reviewed the highlights of the transition to MV Transportation as a single service provider at two garages. She touched on the on-boarding process for former RATP Dev employees and the current status of labor negotiations. There is currently a transition agreement in place until a final agreement can be worked out, and negotiations on that agreement are continuing.

Dottie also touched on the vehicle and facility inspections that have occurred as part of the transition, and on the Sunday, January 5th first day of service. There have been some service quality issues which are being addressed. Board member Kitchen asked for further information or details on service problems with MetroExpress routes and President Clarke commented on some specific issues he is aware of. Board member Stratton commented on his experiences using MetroExpress and the recent popularity of these routes exacerbating some of the problems. He also asked about whether the agency is considering asking for performance deficiency credits from MV for failure to meet service standards.

Board member Kitchen asked how many of the RATP Dev employees were successfully onboarded with MV. Dottie said with the exception of approximately 20 who chose not to make the transition, all others have successfully made the transition.

X. Reports:

1. President's Report

President Clarke presented his monthly report. This month's topics included Capital Metro's participation in the MLK, Jr. Day Festival and March; rollout of Capital Metro's first two electric buses at Campbell Elementary School and at a Creative Action event; upcoming recognition of Rosa Parks Day on each Capital Metro bus; and an introduction of the new People and Culture Director Terry "Thomas" Thomas.

XI. Items for Future Discussion:

XII. Adjournment

ADA Compliance

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BOARD OF DIRECTORS: Wade Cooper, Chair; Delia Garza, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; 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.

Agreement for Transit Advertising Program Management

Approval of a resolution authorizing the President & CEO, or his designee, to execute an agreement with Intersection Media LLC to manage Capital Metro's transit advertising program for a (one) three-year base period with two renewable option periods of two (2) years each with a guaranteed payment to Capital Metro for the base period of \$3,312,000.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 2/24/2020

(ID # AI-2020-1195)

Agreement for Transit Advertising Program Management

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to execute an agreement with Intersection Media LLC to manage Capital Metro's transit advertising program for a (one) three-year base period with two renewable option periods of two (2) years each with a guaranteed payment to Capital Metro for the base period of \$3,312,000.

FISCAL IMPACT

Refer to executive summary for clarification.

STRATEGIC PLAN:

Strategic Goal Alignment:

3. Sustainability

Strategic Objectives:

3.4 Financial Diversity

EXPLANATION OF STRATEGIC ALIGNMENT:

Execution of an agreement with Intersection Media LLC to manage Capital Metro's transit advertising program will promote sustainability of Capital Metro's operations by potentially increasing transit advertising revenue and improving the Authority's financial position.

BUSINESS CASE:

This agreement has the potential to increase transit advertising revenue by leveraging the expertise of a partner with vast, successful experience in transit advertising sales and operations.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Finance, Audit and Administration Committee on February 12, 2020.

EXECUTIVE SUMMARY:

As part of Capital Metro's desire to promote sustainability of operations through financial diversity, this resolution authorizes execution of an agreement with Intersection Media LLC to manage Capital Metro's transit advertising program for a three-year base period with two renewable option periods of two (2) years each. Intersection Media will pay Capital Metro a guaranteed payment or a percent of transit advertising revenue, whichever is greater. The amount of guaranteed payment for the base period is \$3,312,000.

SBE PARTICIPATION:

The SBE goal is 10%. The prime contractor has established Good Faith Effort and has committed to meet or exceed the goal utilizing the following SBE subcontractor.



Subcontractor	Race/Gender	Services/Products
Trans 1 Graphix Corp., Tempe, AZ	Black Male	Installation and Removals of Large-format Media for Rail Cars and Buses

PROCUREMENT:

On September 3, 2019, a Request for Proposals was issued and formally advertised. By the closing date of November 8, 2019, five (5) proposals were received. The evaluation team used the following factors in the evaluation of proposals:

- (1) The offeror's demonstrated understanding of the project
- (2) The offeror's detailed approach on how to preserve "Community Partnerships"
- (3) The offeror's sales and marketing plans that are intended to maximize gross revenue, set goals, and maintain an occupancy that meets those goals
- (4) The offeror's business plan outlining management of transit advertising assets
- (5) The offeror's quality control plan for the installation, maintenance and removal of advertising in a professional manner
- (6) The offeror's demonstrated, relevant work experience and capabilities of the firm as a whole, and of the proposed project personnel on projects of a similar size, scope, complexity and nature

The proposal from Intersection Media, LLC was determined to be the best value to the Authority. The contract is a revenue contract. Intersection Media will pay a guaranteed total payment or the specified percentage of transit advertising gross revenue, whichever is greater. The term of the Contract is a base period of three (3) years and two (2) option periods of two (2) years each, as follows:

Description	Guaranteed Total Payment to Capital Metro	Percent of Gross Revenue
Base Year 1	\$1,020,000	65%
Base Year 2, Year 2 of the contract	\$1,092,000	67.5%
Base Year 3, Year 3 of the contract	\$1,200,000	70%
Total Revenue Payment for Base Period	\$3,312,000	
Option Period 1, Year 4 of the contract	\$1,300,000	70%
Option Period 1, Year 5 of the contract	\$1,400,000	70%
Option Period 2, Year 6 of the contract	\$1,500,000	70%
Option Period 2, Year 7 of the contract	\$1,600,000	70%
Total Revenue Payment for the Option Periods	\$5,800,000	



Total Revenue Payment for Base & Option Periods	\$9,112,000	
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RESPONSIBLE DEPARTMENT: Marketing



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2020-1195)

Agreement for Transit Advertising Program Management

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to further Capital Metro's mission and vision by promoting Sustainability; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to diversify financially to improve Capital Metro's financial position.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to execute an agreement with Intersection Media LLC to manage Capital Metro's transit advertising program for a three-year base period with two renewable option periods of two (2) years each with a guaranteed payment to Capital Metro for the base period of \$3,312,000.

Date: _____

**Secretary of the Board
Eric Stratton**

Attachment: Resolution-AI-2020-1195 (4547 : Agreement for Transit Advertising Program Management)

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 02/24/2020
(ID # 4552)

Contract for Leander Quiet Zone Construction

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with MA Smith Contracting Company, Inc. for the Construction of Leander Quiet Zones, Metro Drive and San Gabriel Parkway project in an amount not to exceed \$450,195 plus \$45,020 in contingency, for a total board authorized amount of \$495,215 for this contract.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 2/24/2020
(ID # AI-2019-1157)
Construction of Leander Quiet Zones**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with MA Smith Contracting Company, Inc. for the Construction of Leander Quiet Zones, Metro Drive and San Gabriel Parkway project in an amount not to exceed \$450,195 plus \$45,020 in contingency, for a total board authorized amount of \$495,215 for this contract.

FISCAL IMPACT:

Funding for this action is available in the FY2020 Capital Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience
4. Valued Community Partner

Strategic Objectives:

1.3 Net Promoter Score/Customer Satisfaction, 4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

This agenda item is in line with Capital Metro's commitment to improve the safety and quality of life for communities around its railroad tracks.

BUSINESS CASE:

Capital Metro entered into an Interlocal Agreement (ILA) with the City of Leander to share costs on these types of grade crossing projects. Executing this contract will allow Capital Metro to comply with the terms of this agreement.

COMMITTEE RECOMMENDATION:

This agenda item was presented and recommended for approval by the Operations, Planning and Safety Committee on February 12, 2020.

EXECUTIVE SUMMARY:

On October 3, 2017, Capital Metro entered into an Interlocal Agreement (ILA) with the City of Leander to design, construct, test, and commission a quiet zone at Metro Drive and San Gabriel Parkway, highway-rail grade crossings. The ILA states that the City of Leander will reimburse Capital Metro for 50% of the total project costs with the City's share not to exceed \$500,000. With this construction project, the City's share will be approximately \$247,607. In March 2019, Capital Metro awarded a quiet zone design contract with HNTB in the amount of \$100,694. The City's share for the design is approximately \$50,347. In all, the City's share for design and construction is approximately \$297,954.

In January 2020, we received two (2) bids for the construction of the infrastructure



needed to establish the quiet zone. MA Smith Contracting Company, Inc., submitted the lowest responsible bid and has been selected to construct the infrastructure.

At the end of construction, the City of Leander will submit a Notice of Establishment letter to the list of parties from the Notice of Intent letter submitted in May 2019. This list includes the Federal Railroad Administration; local law enforcement authorities; state agencies responsible for highway and road, and grade crossing safety; and the operating railroads. Working with Capital Metro, per 49 Code of Federal Regulations 222.43 (d)(1)(i), the letter shall include the date upon which the quiet zone will be established, but in no event shall the date be earlier than 21 days after the date of mailing.

SBE PARTICIPATION: The SBE goal is 24%. The prime contractor will meet the goal utilizing the following SBE subcontractors:

Subcontractors	Race/Gender	Services/Products	SBE Responsive
Alpha Paving Industries, LLC, Round Rock, TX	Asian American Male	Paving Striping and Signs	8.66%
Alpha Ready Mix, LLC., Hutto, TX	Hispanic Female	Manufacturing and Delivery of Concrete	3.33%
Brick Paving Plus, Paige, TX	Hispanic Male	Install of Holland Stone Pavers and Sand	1.64%
Champion Fuel Solutions, LLC., Bedford, TX	Caucasian Female	Fuel	7.77%
Environmental Safety Services, Inc. Dripping Springs, TX	Hispanic Male	Erosion Control	2.75%
			24.15%

PROCUREMENT: On October 18, 2019 an Invitation for Bid was formally advertised. By the closing date of January 17, 2020, two (2) bids were received. Bids were rated based on the lowest priced responsive and responsible bidder. Capital Metro reviewed the pricing based on cost and market evaluation of the hourly rates, overhead and profits for similar services. The contract term is for 150 calendar days.

RESPONSIBLE DEPARTMENT: Rail Operations



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

**STATE OF TEXAS
COUNTY OF TRAVIS**

**RESOLUTION (ID # AI-2019-1157)
Construction of Leander Quiet Zones**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to comply with the terms of the Interlocal Cooperation Agreement (ILA) with the City of Leander to establish a quiet zone at Metro Drive and San Gabriel Parkway highway-rail grade crossings; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to secure the services of a contractor to construct a quiet zone as per the terms of the ILA;

NOW THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute a contract with MA Smith Contracting Company, Inc., to build the necessary infrastructure to establish a quiet zone at Metro Drive and San Gabriel Parkway highway-rail grade crossings in the amount of \$450,195, plus \$45,020 in contingency, for a total board authorized amount of \$495,215 for this contract.

**Secretary of the Board
Eric Stratton**

Date: _____

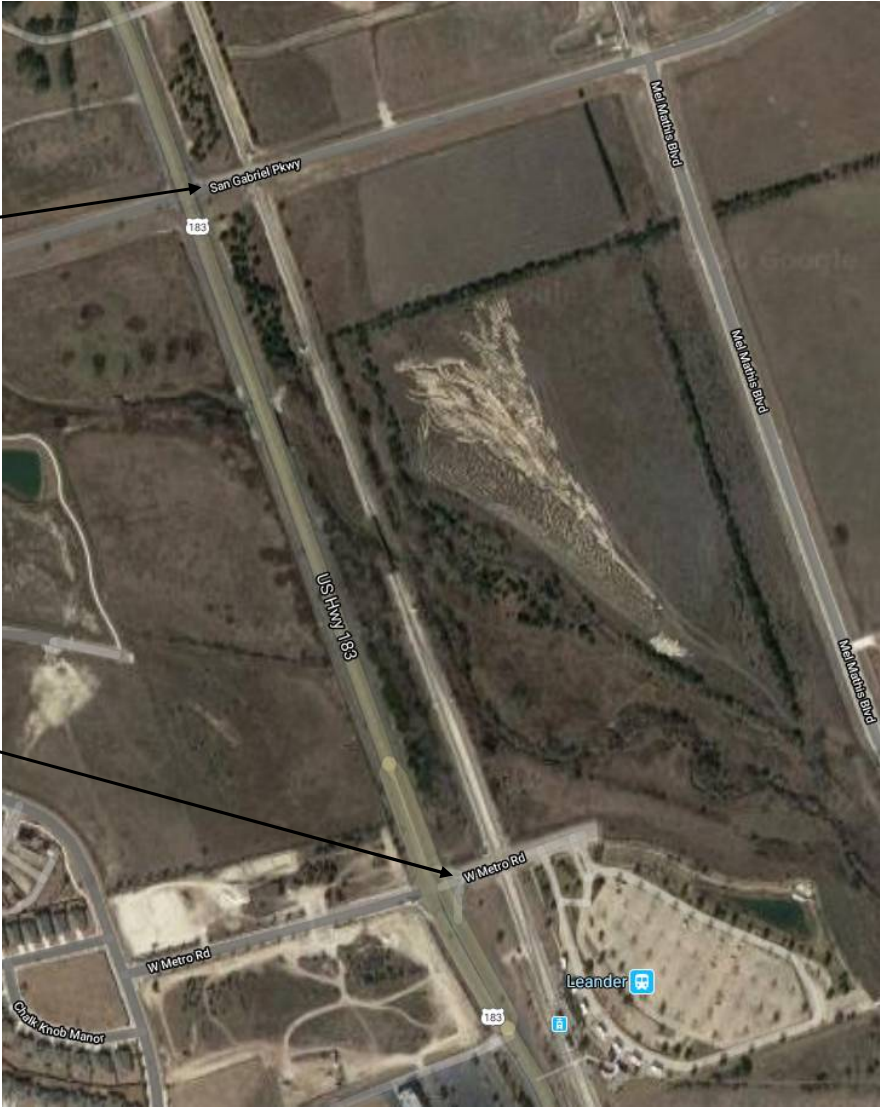
Attachment: Resolution-AI-2019-1157 (4552 : Contract for Leander Quiet Zone Construction)

Leander Quiet Zone Construction

Operations, Planning, and Safety Committee Meeting
February 12, 2020

1

**METRO**





METRO

THANK YOU!

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

***MEETING DATE: 02/24/2020
(ID # 4555)***

Contract for Purchase of Bus Lifts

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Steril-Koni USA, Inc. for the purchase of five (5) sets of bus lifts in an amount not to exceed \$304,637.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 2/24/2020
(ID # AI-2019-1180)
Purchase of Bus Lifts**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Stertil-Koni USA, Inc. for the purchase of five (5) sets of bus lifts in an amount not to exceed \$304,637.

FISCAL IMPACT:

Funding for this action is available in the FY2020 Capital Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience,
2. Engaged Workforce

Strategic Objectives:

1.1 On-Time Performance, 1.4 Injury Rate, 1.5 Capital Projects Performance, 2.1 Staff Engagement, 2.2 Staff Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

Additional lifts allow Vehicle Maintenance staff to safely work on Commuter Coaches and 60' buses and avoid downtime as a lift set is available.

BUSINESS CASE:

As the agency has acquired more Commuter Coaches and 60' buses, additional lift sets are necessary to protect the ability to service buses in flat-bays and to be able to service the increased fleet size.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on February 12, 2020.

EXECUTIVE SUMMARY:

Capital Metro acquired additional Commuter Coaches in late 2019 and additional 60' buses in 2018. These lifts will be installed at the North Operations facility and are required to adequately maintain the additional buses in a safe manner.

SBE PARTICIPATION:

No SBE goal is assigned to this solicitation because there is no scope for subcontracting. The prime contractor has established Good Faith Efforts as required by the originating contracting entity.



PROCUREMENT:

The Capital Metro contract will utilize the Texas Multiple Award Schedule (TXMAS), Contract No. TXMAS-8-560140 which stems from General Service Administration Contract No. GS-07F-5890R, held by Stertil-Koni USA, Inc. for Building Materials/ Industrial Services and Supplies.

TXMAS 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 TXMAS/ GSA contracts satisfy otherwise applicable competitive bidding requirements. Pricing for the purchase and delivery of five (5) sets of mobile column bus lifts was determined to be fair and reasonable by the GSA organization during its solicitation and award process.

The “Not to Exceed” pricing provided by Stertil-Koni USA, Inc. is as follows:

ITEM	DESCRIPTION	LUMP SUM
1	Purchase and Deliver Five (5) Sets of Stertil-Koni Mobile Lifts, Model No. ST-1085-3FWA	\$ 304,637.00

The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Property and Asset Management



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1180)

Purchase of Bus Lifts

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to purchase new equipment to provide safe equipment for the day-to-day business needs.

NOW, THEREFORE, BE IT RESOLVED that the President & CEO, or his designee, is authorized to finalize and execute a contract with Stertil-Koni USA, Inc. for the purchase of five (5) sets of bus lifts in an amount not to exceed \$304,637.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1180 (4555 : Contract for Purchase of Bus Lifts)

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 02/24/2020
(ID # 4553)**

Contract for General and Railroad Engineering Consulting Services

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute contracts with HNTB Corporation, Huitt-Zollars Inc., Bowman Engineering & Consulting, LJA Engineering Inc., and Bridgefarmer & Associates Inc., for General and Railroad Engineering Consulting Services for a term of one base year in an amount not to exceed \$900,000 and six option years not to exceed \$3,180,000 per year for a total not to exceed amount of \$19,998,000.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 2/24/2020

(ID # AI-2020-1192)

General and Railroad Engineering Consulting Services Contract Award

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute contracts with HNTB Corporation, Huitt-Zollars Inc., Bowman Engineering & Consulting, LJA Engineering Inc., and Bridgefarmer & Associates Inc., for General and Railroad Engineering Consulting Services for a term of one base year in an amount not to exceed \$900,000 and six option years not to exceed \$3,180,000 per year for a total not to exceed amount of \$19,998,000.

FISCAL IMPACT

Funding for this action available in the FY2020 Capital Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience
4. Valued Community Partner

Strategic Objectives:

- 1.2 Ridership
- 1.5 Capital Projects Performance
- 4.3 Project Connect Program Progress

EXPLANATION OF STRATEGIC ALIGNMENT:

General and Railroad Engineering Consulting Services are required to provide design and engineering services for Capital Metro railroad and other existing and new transportation infrastructure and facility projects. These services ensure safe and reliable transit infrastructure for our customers.

BUSINESS CASE:

Capital Metro projects include funding for general engineering services for existing or new railroad and other transportation improvement projects, transit infrastructure, and administrative facilities that are designed to meet the needs of the agency's customers and comply with all regulatory safety requirements. The funding for these services is included in the FY 2020 budget and in the five-year capital improvement plan.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Operations Planning and Safety Committee on February 12, 2020.

EXECUTIVE SUMMARY:

Capital Metro requires professional general and railroad engineering services to design



and construct passenger transportation infrastructure, administrative facilities and other existing and new infrastructure improvements. Through these general and railroad engineering services contracts, Capital Metro will secure the services of civil engineers, railroad engineers, architects and other related design professionals to complete budgeted projects during the seven-year contract term. Funding for these services is included in the approved budget for each capital project.

DBE PARTICIPATION: The DBE goal is 8%. The prime contractors will exceed the goal utilizing the following DBE subcontractors:

Prime Contractors	DBE Subcontractors	Race/ Gender	Services / Products	DBE Responsive
Bowman Engineering & Consulting, Inc., Dallas, TX	Self-Performing Prime	Caucasian Female	Supply Consulting & Engineering Services	35%
	MWM Design Group, Austin, TX	Caucasian Female	Supply Consulting and Engineering Services	7%
	TLC Engineering, Inc., Houston, TX	Black Male	Supply Consulting and Engineering Services	3%
	HVJ South Central Texas – M&J Inc., Austin, TX	Asian-Pacific Male	Supply Consulting and Engineering Services	3%
			TOTAL:	48%
Huitt-Zollars, Inc.				
	Alliance-Texas Engineering Co. dba Alliance Transportation, Inc., Austin, TX	Caucasian Female	Traffic Signal, Design, Traffic Control Bicycle and Ped Facilities, Planning	5%
	Baer Engineering and Environmental Consulting, Inc., Austin, TX	Caucasian Female	Environmental Engineering Services	0.25%
	The Rios Group, Fort Worth, TX	Hispanic Female	Surface Utility Engineering	0.25%
	DAVCAR Engineering Services, Austin, TX	Hispanic Male	Utilities & Permitting	8%
	McGray & McGray Land Surveyors, Inc., Austin, TX	Caucasian Female	Surveying Services	0.50%
			TOTAL:	14%
Bridgefarmer & Associates, Inc.				
	HVJ South Central Texas – M&J Inc., Austin, TX	Asian-Pacific Male	Geotechnical Engineering Services	1%
	McGray & McGray Land Surveyors, Inc.,	Caucasian Female	Surveying Services	2%



	Austin, TX			
	Solaray Engineering, Inc., Dallas, TX	Hispanic Male	Utility Engineering, Relocation Design, Construction Management & Verification, Subsurface Utility Engineering	1%
	Raul V. Bravo + Associates, Inc., Reston, VA	Hispanic Male	Railroad Rolling Stock Manufacturing and Industrial Design Engineering Services	8%
	Manning Architects, Dallas, TX	Black Male	Architectural Services	1%
			TOTAL:	13%
LJA Engineering, Inc.				
	McGray & McGray Land Surveyors, Inc., Austin, TX	Caucasian Female	Supply Surveying Services	3%
	MWM Design Group, Austin, TX	Caucasian Female	Supply Architectural Services	5%
	Altura Solutions, L.P., Austin, TX	Hispanic Male	Supply ADA Compliance Services	1%
	Rodriguez Engineering Laboratories, LLC., Austin, TX	Hispanic Male	Supply Geotechnical Services	3%
			TOTAL:	12%
HNTB Corporation				
	McGray & McGray Land Surveyors, Inc., Austin, TX	Caucasian Female	Surveying Services	0.01%
	MWM Design Group, Austin, TX	Caucasian Female	Supply Civil Engineering and Permitting Services	3%
	The Rios Group, Fort Worth, TX	Hispanic Female	Supply Surface Utility Engineering	0.01%
	ADS System Safety Consulting, LLC., Baltimore, MD	Black Male	Supply Safety and Security Engineering	0.01%
	K. Friese & Associates, Inc., Wimberley, TX	Caucasian Female	Supply Drainage and Civil Engineering Services	3%
	P.E. Structural Consulting, Inc., Austin, TX	Caucasian Female	Supply Structural Engineering Services	2%
	Sunland Group, Austin, TX	Caucasian Female	Supply Cost Estimating	0.01%
			TOTAL:	8.04%

PROCUREMENT: On September 16, 2019 a request for Statements of Qualifications was issued and formally advertised. By the closing date of October 28, 2019, five (5) submittals were received. Submittals were rated



based on the following factors:

- (1) The offeror's demonstrated, relevant work experience and capabilities of the firm as a whole on projects of a similar size, scope, complexity and nature;
- (2) Experience and qualifications of the railroad track engineer, experience and qualifications of the railroad signal engineer, experience and qualifications of the railroad bridge engineer; experience and qualifications of the civil engineer, and other key professionals like industrial engineers and architects;
- (3) The offeror's demonstrated understanding of the project undertaking, the proposed plan for the performance of the work and the technical approach proposed by the offeror; and
- (4) The offeror's demonstrated knowledge of task order process, quality assurance and quality control.

The submittals from all the five offerors were rated acceptable, all factors considered. Capital Metro has negotiated pricing based on cost and market evaluation of the hourly rates, overhead and profit for similar services. The contracts are indefinite delivery, task order contracts. The term is one (1) base year from the Notice of Award with six (6) option year periods.

Total cumulative amount of award not to exceed \$900,000 for the base period and \$3,180,000 for each option period for a total amount not to exceed \$20,000,000. Total cumulative amount of award not to exceed \$900,000 for the base period and \$3,183,000 for each option period for a total amount not to exceed \$19,998,000.

RESPONSIBLE DEPARTMENT: Rail Operations and Capital Projects Departments



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2020-1192)

General and Railroad Engineering Consulting Services Contract Award

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management continue to pursue the improvement of existing and new transportation facilities; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to secure general and railroad engineering services required to support the design and construction of bus, railroad, transportation, passenger, administrative and infrastructure improvements.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute contracts with HNTB Corporation, Huitt-Zollars Inc., Bowman Engineering & Consulting, LJA Engineering Inc., and Bridgefarmer & Associates Inc., for General and Railroad Engineering Consulting Services for a term of one base year in an amount not to exceed \$900,000 and six option years not to exceed \$3,180,000 per year for a total not to exceed amount of \$19,998,000.

**Secretary of the Board
Eric Stratton**

Date: _____

Capital Metropolitan Transportation Authority MEETING DATE: 02/24/2020
Board of Directors

(ID # 4558)

**Project Connect and Community
Engagement Update**

TITLE: Project Connect and Community Engagement Update

Engagement Update

February 2020



Where We've Been Community Education

- Riverside Block Party
- Waterloo Greenway Creek Show
- HEB Feast of Sharing
- Austin Tech Alliance
- Austin Area Jazz Festival
- Trail of Lights
- Downtown Holiday Stroll
- MLK Day March
- 3M Marathon Expo
- Presentations and briefings



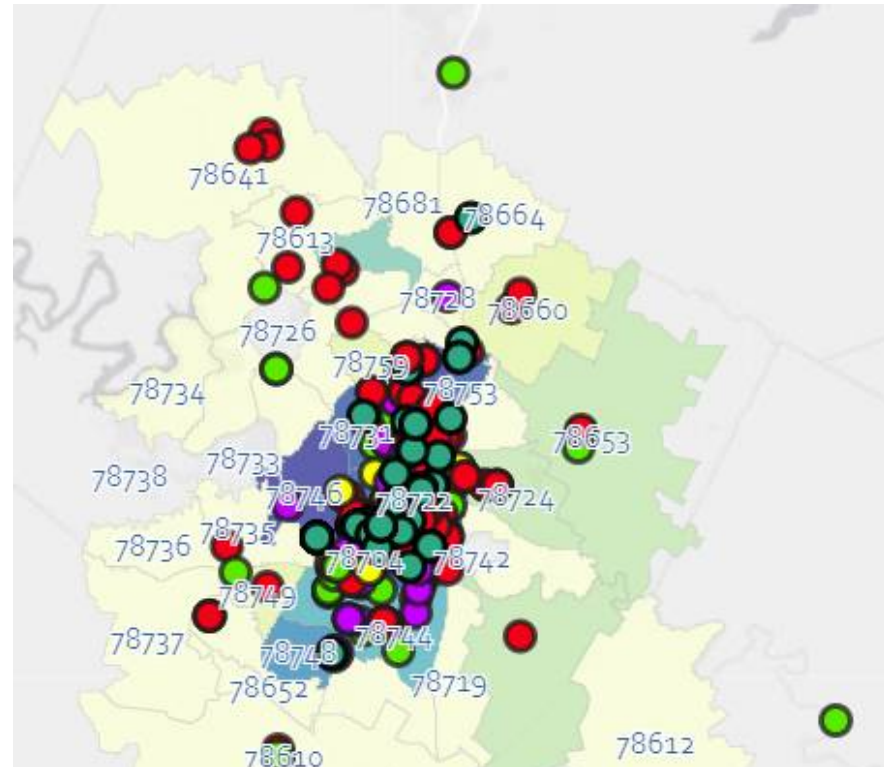
Where We've Been Community Input Opportunities

- Open House events
- Virtual Open House events
- Technical Advisory Committee (TAC) monthly meetings
- Project Connect Ambassador Network (PCAN) monthly meetings



Community Engagement Latest Updates

- Over 37,000 people engaged!
- Over 550 engagement activities
 - Public input meeting
 - Activation at community events
 - Presentations
 - Stakeholder meetings



What We've Heard

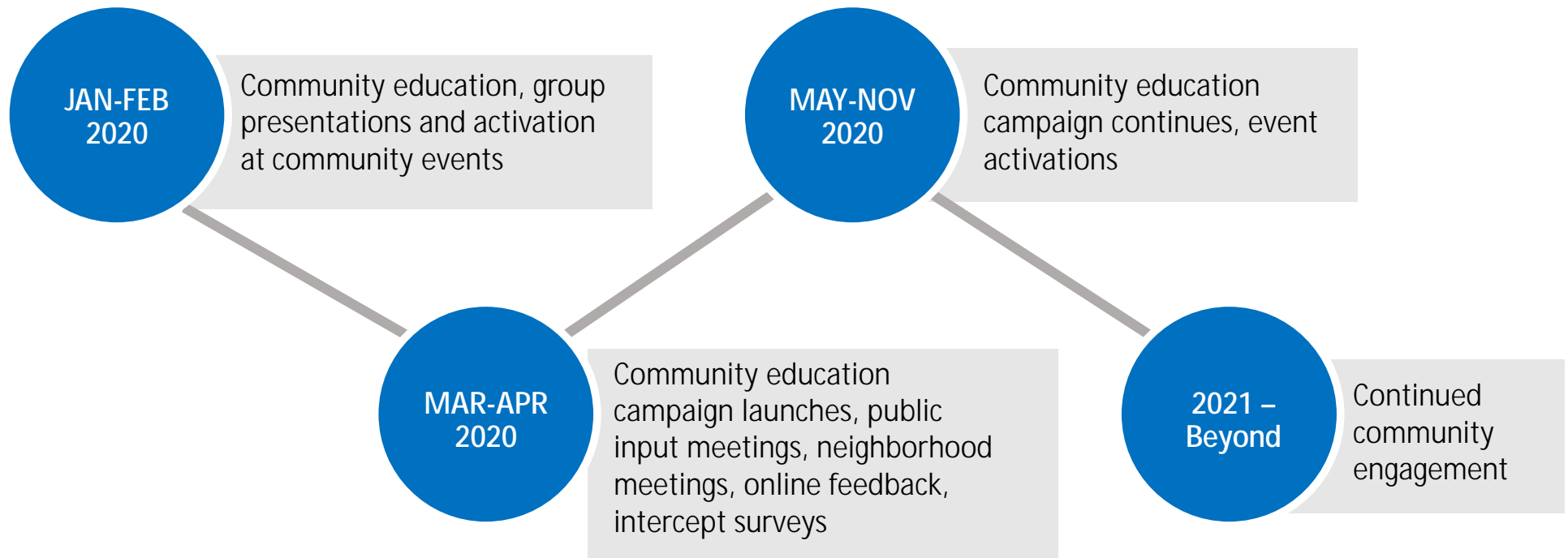
Community Feedback Trends

We need to do something now

Preference for rail

Transitways are the right solution

Community Engagement Next Steps



Questions? Thank you!



APTA Peer Review Capital Metropolitan Transportation Authority "Project Connect"



January 21 – 24, 2020

Ridership Projection

- General modeling for daily service looks good
- Need to ensure modeling process accounts for special generators (i.e. SXSW, football games)
 - Ensure capacity to serve special events
- The panel understands forecasts are based on CAMPO's 2040 models, but will grow with the 2045 model to accurately depict the city's growth



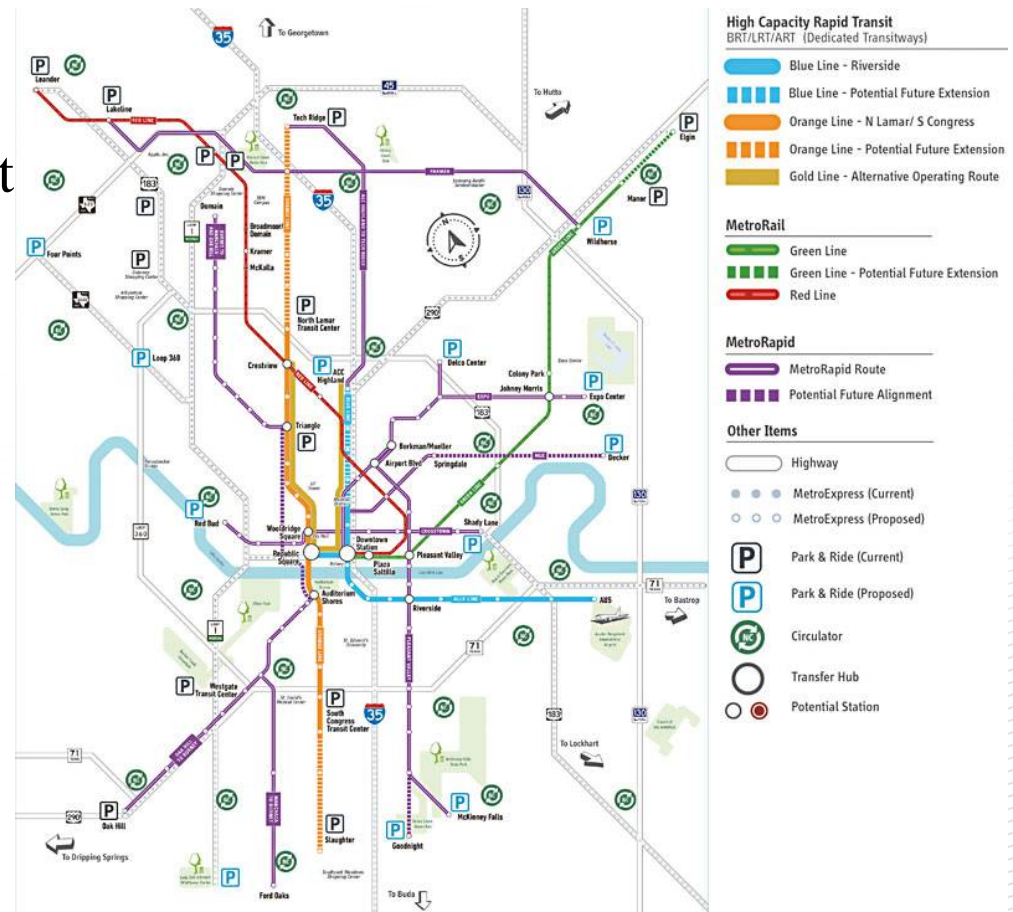
Operations and Maintenance Estimates

- Methodology used is sound
- Overall, O&M estimates are in line with current industry costs
- Continue to develop a comprehensive operations plan.
- Continue to work with city traffic engineers for ideal TSP design and settings in order to obtain a more efficient system.



Capital Costs

- Costing methodology is appropriate for this level of planning
- Data sources
- Unit pricing
- Soft cost at 35% is reasonable
- Inflation rate is a good rate
- Consider local market conditions



Closing Summary

1. Ridership - Methodology for estimation is good, anticipation of 2045 numbers will increase ridership
2. O&M - Methodology is sound based on comparable agencies
3. Capital Costs - Methodology is sound. Keep the market in mind. Leverage partnerships in the community
4. Tunnel - Conceptual level estimates are reasonable
5. Financial Plan - Financial plan needs to support implementation plan
6. System Elements – Methodology and project plan ensure equitable coverage to the entire region

