

~ NOTICE OF MEETING ~
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

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~ Agenda ~

Board Liaison Ed Easton
512-369-6040

Monday, June 22, 2020

12:00 PM

Video Conference Meeting

I. Public Comment:

II. Advisory Committee Updates:

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

III. Board Committee Updates:

1. Finance, Audit and Administration Committee
2. CAMPO update

IV. Consent Items

1. Approval of Minutes from the May 22, 2020 Board Meeting.
2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a Memorandum of Understanding with the City of Round Rock authorizing Round Rock to be a Direct Recipient of a portion of Capital Metro's FY2021 and FY2022 Federal Section 5307 Program funds.

V. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Convergent Technologies, LLC. for the design, build and installation of the Video System Integration Software and supporting equipment for an amount not to exceed \$839,317.
2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification to the base contract with HDR Engineering, Inc. (Program Manager Owner Representative) in an amount not to exceed \$1,800,000 for the work to be done on Project Connect for the base period that ends January 3, 2021. The revised base contract amount is \$7,600,000 with an existing contingency amount of \$580,000 for a total not to exceed amount of \$8,180,000.

VI. Presentations:

1. FY2021 Budget Development Update

2. Positive Train Control (PTC) Update
3. COVID-19 Recovery Task Force Update

VII. Reports:

1. President's Report

VIII. Items for Future Discussion:

IX. 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: 06/22/2020

Board of Directors

(ID # 4620)

**Customer Service Advisory Committee
(CSAC)**

TITLE: Customer Service Advisory Committee (CSAC)

**Customer Satisfaction Advisory Committee
Wednesday, June 10, 2020
Virtual Meeting
6:00 p.m. – 7:30 p.m.**

Call to Order:

Chairman Taylor called the meeting to order at 6:05 p.m.

Introductions:

Committee members present were: Ephraim Taylor, David Foster, Betsy Greenberg, David Shapiro, Elizabeth Stehl, BJ Taylor

Capital Metro staff present were: Yannis Banks, Gardner Tabon, Mark Herrera, Kevin Conlan, Tangee Mobley, Jo Anne Ortiz

General Public: Ruven Brooks,

Community Communications:

David Foster – Asked if anyone from the committee is using the bus currently. No one from the CSAC is currently using the system.

Project Connect Update

Yannis Banks, Community Engagement Coordinator

Recapped the joint board meeting today. Let them know that the system plan was approved by CapMetro's board as well as laid out the next steps. Betsy – The plan is fine. She feels like leadership is tone deaf to the community's concerns about people's finances & currently reluctant to use transit. She believes those kinds of issues should be considered and not going forward like the world hasn't changed. Yannis – That was brought up today. That is what will be decided in August. What will be on the ballot in Nov. We want to hear from the community and their thoughts. It's possible that it may not be as big as what was envisioned in March. The reluctance of using transit was brought up during the meeting. We are seeing that ridership bounce back in places where they are recovering, Europe, Japan, etc. We are recognizing that there are some issues people will have. We are looking at what is the appetite from people, we cannot ignore it. We will continue to look at what to do for safety. We will be doing as much as possible to keep our riders and employees safe. We will have another joint meeting in August where the funding decision will be decided. Feedback from the community is still being taken. Nobody wants to see this fail.

Initial Review 2021 Budget

Kevin Conlan, Director of Budget & Financial Planning

Kevin – We received budget request in February. We have gone thru intensive review. We will have initial review with board in June. In August I will be back to give the budget proposal we give to the board in July. We will publish our budget document online by Aug 24th. Last year we

went out in the public to our busiest stations. We are debating whether we will do that this year or do it online. David F – Where are we on adding double tracking on the redline & lengthening platforms. Kevin – The section that's done is between I-35 to Plaza, that project is wrapping up. As far as doubletracking and platform lengthening it has been moved to the Project Connect Plan budget. I would have to research the exact details.

System Safety Update

Gardner Tabon, Vice President Risk Management and Safety

Gardner – Everyone plays a role in safety from CapMetro employees to our customers. We have started a temperature screening program for all employees that enter our facilities. For PPE we provided masks, respirators, gloves, and hand sanitizers to employees. We had to look everywhere to get them, but it was well worth it. We are now well stocked and able to protect our contractors & employees as a result. We are still doing enhanced cleaning of our vehicles. We hired an industrial hygienist to make sure we had the safest/healthiest workplace as possible. CSAC – When I take the bus to South Congress Transit Center you can see the people hopping on the bus to wipe down the bus & I appreciate that. Gardner – We are currently installing plexiglass compartment barrier. It provides safety for riders & operators. Bus operators are now allowed to use face shields when securing someone in our vehicles. CSAC – Have you done research to show face shields are just as effective as masks? Gardner – It's an added layer of protection, it's not an either or. When they wear the shield, they aren't to take off the mask. Access – The total number of CM employees who tested positive can be counted on both hands, is that correct? Gardner – I don't have the data in front of me, but we have had low numbers, relatively speaking. We are not taking the cases likely that have happened, but we have had low numbers. Access - What are the numbers of other Texas cities? Gardner – They have challenges for sure, but when meeting with my counterparts we would discuss what we could do to combat the illness. I can't speak to their data, I've been focused on us.

ACC Riverside Update

Mark Herrera, Technical Program Project Manager III

ACC approached CapMetro to ask if we can do what we can to get our services on the street & off their campus. It will be located on the North end of the driveway. We anticipate it will start at the end of June. ACC will construct a sidewalk that will connect our bus stop improvement to their property. There will be 4 shelters, solar lighting, solar security poles (3) similar to what's at Norwood Transit Center.

July Meeting

- **Project Connect Update**
- What is going on with the Red Line in more detail

Approval of March 2020 Minutes

- **Minutes approved unanimously – BJ abstained.**
- **David F moved, David S second Adjourn 7:21**

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 06/22/2020

(ID # 4621)

Access Advisory Committee

TITLE: Access Advisory Committee

Access Advisory Committee
Wednesday, June 3rd, 2020
Virtual
5:30 p.m. – 6:35 p.m.

Call to Order:

Chair Paul Hunt, Access Advisory Committee

Chairman Hunt called the meeting to order at 5:34 p.m.

Introductions:

Committee members present were Paul Hunt, Andrew Bernet, Otmar Fohener, John McNabb, Chris Prentice, Audrea Diaz, Glenda Born, and Mike Gorse.

Capital Metro staff and contractors present were: Martin Kareithi, Julie Lampkin, Suzie Edrington, Chris Westbrook, Chris Mojica, Ricardo Boulware, Dave Couch, Lawrence Deeter, and Yannis Banks, Melissa Ortiz, Kevin Conlan, Darryl Jamail, Gardner Tabon, Ken Cartwright, Mark Herrera

Citizens' Communication

Members of the public

Glenda – Used MetroAccess, they were very accommodating & got to appointments on time. Wants to commend CapMetro on how they have handled this during the pandemic

Systems Safety Update

Gardner Tabon, Vice President of Risk Management and Safety

Commends the MetroAccess team as well as maintenance & operators for their efforts during this time. Extra cleaning & temperature checks were done during this time. A lot have been going on during this time to help keep operators & customers safe during this pandemic. We did not ignore our day to day safety needs during this pandemic. We still did trainings that were needed to occur. Access – How much longer will the upgraded cleaning procedures be used? Gardner – What we are currently using are EPA approved disinfectants with guidance provided by the CDC. In following that guidance, we will monitor everything they issue to us as well as local data. If the risk is so low, we may decide to not continue at current level but that has yet to be discussed. Access – Are people still entering thru rear doors since fares are active again? Gardner – We are installing barriers or shields to assist with protection of operators, buses with those shields are doing front door entry. The other buses w/o are doing rear door entry. Martin – All buses are still following all procedures for persons with disabilities to enter the bus. Access – So we don't know how long you will continue with enhanced cleaning materials depending on how prevalent Covid-19 will be. Gardner – That is correct. We don't have any plans to decrease our level of cleaning currently. Access – Are drivers carrying masks & hand sanitizer? Gardner – They do have their mask & very shortly they will have the option to wear face shields to protect themselves. Chad – They will have masks to give to customers if needed. MetroAccess will not have the walls area that fixed route will have but we will have the other stuff in place. Access –

I've been in vehicles that did have sanitizers and others didn't. Chad – We started to in the beginning but there was no way to refill them & we ran out. We may look at long term putting them back in. We provide our operators with hand sanitizer. Access – For clarification MetroAccess is honoring the April & May passes correct? Chad – That is correct. If anyone wants to go into the transit store we will transfer them out for future months as well.

Budget Preview

Kevin Conlan, Director Budget Financial Planning

Will come back to the committee in August with numbers for budget proposal. In July we will give a lot more detail to the Board. In August we will come to Access with the budget proposal. Public outreach will be done in the last week in August. Covid19 has had a significant financial impact on the Agency. We really do not know how big of an impact yet. The comptroller distributes sales tax 2 months in the rear. We did receive March last month; it was only 4% down year over year. We should get April in about a week or two. For the last number of years, we have enjoyed great success in the region & MSA for sales tax. Our planning dept is updating ridership projects for remaining of this year & next. We are not proposing a fare increase for next year. We are going to keep our fare flat. The funding we got from the CARES Act is not an additional funding to the agency. It's designed to cover the loss of fare & sales tax revenue that the agency will in occur over the next several months as well as what has been incurred already. For Operating expenses, the goal is the keep the 2021 budget flat to this year budget. May be some adjustments if and when the economy recovers. We do have additional PPE budgeted into next year budget at the moment. Service level will be adjusted as needed. We will also continue Pickup service zones. Access – Is there any money set aside in case there is a resurgent of covid19? Kevin – That has been policy of the board and senior management for many years. We have 2 months of full operating expense set aside with an additional 1 month operating expenses set aside. We have an additional 40 million capital reserve set aside that at the discretion of the board can be used. With the CARES Act funding we've been awarded we have done an analysis & don't think we will have to touch the reserves this year. We have done an analysis and if a recession like 2008/2009 hits we will be able to make it thru with the reserves that have been put away. Access – With riots going on, in event we have destruction do we have funds set aside to take care of that? Kevin – We have our reserves set aside at the discretion of our CEO & Board so there is that. Access – When you come back in August you will have the dollar amount you are taking into consideration? Kevin – Correct. It will still be at a high level.

Security Update

Darryl Jamail, Director Security and Emergency Management

We have 8 admin employees that manage security operations, employ 35 – 40 security guards and employ 180 APD officers that do our security. For a system of our size that is a normal operation. We partner closely with Homeland Security, TSA, local, regional, state law enforcement as well as peer organizations. Access – Does the P.D. work in tandem with you or do they work as your security? Darryl – They are APD officers but part-time officers working for

CapMetro. When they are here they aren't on duty APD. They get CapMetro vehicles to ride around in. Access – We have the explosive sniffing dogs, so we don't have to worry about bombs? Darryl – I wouldn't say we don't have to worry about them, we do our best to prevent that. Access – Have there been an uptick in security issues in the pass week in the half? Darryl – No we have not. Only had a couple of minor where busses were spray painted & items thrown at the bus

ACC Riverside Update

Mark Herrera,

This plan has been in development since late fall at ACC's request. Access – To get an idea on where it's going to be in relation to the parking lot, where in relationship to the 2 driveways out on Grove will it be? Mark – We are going to the Northeast side of the entrance driveway. Access – Will this impact the bus stop at Fairway & Grove at all? Mark – It will not affect the bus stops at Ruiz Library at all. Access – Will any additional signals be put in? Mark – We picked this location because it's somewhat of a less pedestrian access area according to ATD. Access – Is this still on Grove or Hogan? Mark – It will be on Grove.

Access Update

Chad Ballentine, Vice President, Demand Response and Innovative Mobility

The food delivery service is still going on. We are now up to 320k meals delivered. We have also been delivering books for school aged children as well. Access – Could you give out the Good Apple info? Chad – capmetro.org/home-delivery. Suzie will send out the info to the committee after the meeting. Chad – We are also doing wi-fi zones using our large metro access vans going to apartment buildings or schools where there has been a need identified. It's not just for students, it's for anyone in the community. Suzie – We have 8 sites we have located & 18 vehicles with wi-fi capabilities. We are working with AISD to identify most need for students. Chad – They will stay on the vehicles so if needed in the future we will be able to roll out. Access – Is metro charged by use or is it unlimited. Chad – I can follow up & get back with you.

Project Connect Resolution

Access Committee

Paul - The 7th whereas what is the purpose of that? Dave – As part of overall program we would go with high capacity for higher ridership level. For the next level we would do with MetroRapid. Then we look at the last mile where you get into the community. We would look at place for neighborhood circulators, ie Pickup.

Paul move approval.

Approval is unanimous.

Approval of Minutes

Moved and approved.

CapMetro Access Advisory Committee

RESOLUTION ON PROJECT CONNECT LOCALLY PREFERRED ALTERNATIVE

WHEREAS, the population of Central Texas is expected to double by 2040 while road capacity is projected to grow by only 15% (CAMPO 2040 Regional Plan, p.50);

WHEREAS, the goal to increase regional transit mode-share from 4% (current) to 16% (2039 target) necessitates an eightfold (8x) increase in transit ridership when accounting for regional population growth (2019 Austin Strategic Mobility Plan, p.13);

WHEREAS, Austin must address its growing traffic challenges;

WHEREAS, comprehensive, city-wide transit will improve connectivity and transportation alternatives for all members of the community;

WHEREAS, efficient transportation systems must include dedicated, separate pathways for different transit modes, instead of all modes sharing a single pathway;

WHEREAS, transit should provide solutions that take people where they want to go, when they want to get there, safely and affordably;

WHEREAS, transit improvements should benefit all community members by providing transportation alternatives for people living along service routes, thereby reducing congestion for people living outside of transit service corridors;

WHEREAS, the goal of Project Connect should be to transform mobility in a manner that is long-term and generational in scope;

WHEREAS, the design of Project Connect should optimize capacity and interconnectivity, improve the effectiveness of transit, minimize transit times for riders, provide accessible transportation and provide the longest effective service lifespan;

WHEREAS, the design of Project Connect should consider future land use and availability, environmental impact, and right-of-way needs;

WHEREAS, transit improvements should improve city appeal;

WHEREAS, transit should be accessible to all;

THEREFORE, BE IT RESOLVED BY THE CAPMETRO ACCESS ADVISORY COMMITTEE THAT

1. Light Rail alternative for Blue and Orange Lines due to extended lifespan, and greater rider capacity is preferable.

2. Tunnel through the downtown corridor for Blue and Orange lines is preferable, which provides the following benefits:
 - a. Grade separation results in improved reliability and safety, while reducing transit mode conflicts.
 - b. Placemaking opportunities for retail, community space.
 - c. Maintains current street-level capacity for other transit modes.
 - d. Allows transit capacity to expand for future ridership growth, extending service lifetime.
3. Alignment of Blue and Orange lines between Republic Square and North Lamar Transit Center is preferable, providing for increased service frequency within a high-use segment of the transit corridor.
4. Blue Line connection between Republic Square and Downtown Station is preferable, providing rapid, high-capacity connectivity between commuter rail lines (Red and Green lines) and the rest of the system.
5. Gold Line implementation and design for future conversion to Light Rail Transit is preferable.
6. Ensure that all CapMetro stations will be in full compliance with the Americans with Disabilities Act of 1990, as amended from the first day of use.
7. development of plan as integrated transit system is highly preferred.

Approved this 3rd day of June, 2020 in Open Meeting.

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

***MEETING DATE: 06/22/2020
(ID # 4623)***

Approval of Minutes from the May 22, 2020 Board Meeting

Approval of Minutes from the May 22, 2020 Board Meeting

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

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

Friday, May 22, 2020
12:00 PM

12:03 PM Meeting Called to Order
3:22 PM Meeting Adjourned

I. Recognition

This month's recognitions were postponed until next month's meeting.

II. Public Comment:

Zenobia Joseph provided public comments related to Action Item #3 -- MUA with TxDOT for Bus Stop Improvements -- later in the meeting due to technical problems. She wanted the board to understand that recent service changes and cuts will prevent people from enjoying recent and future improvements planned for the Domain. Related to this item, she also suggested that a simple solution would be to combine Route 803 MetroRapid with Route 392 at Braker and Burnet to allow people easier access to jobs at the Domain. Applied Materials and Samsung are also Enterprise Zones, which means they receive tax breaks, but there is no bus service to that area. She urged the board to take a look at the area north of the North Lamar Transit Center, and feels that Project Connect will segregate Austin for centuries.

III. Advisory Committee Updates:

1. Customer Service Advisory Committee Update

Community Engagement Specialist Yannis Banks summarized this month's CSAC meeting, which took place over Teams.

The committee heard updates on current operations from Chief Customer Officer/COO Dottie Watkins; a financial report; Project Connect, and Pickup service. Yannis also introduced CSAC Chair Ephraim Taylor. Mr. Taylor read a copy of a resolution passed by CSAC with the committee's preferences for the Project Connect Locally Preferred Alternative (LPA).

Several board members and President Clarke thanked Mr. Taylor. President Clarke explained that the resolution further solidifies the community support behind this initiative.

2. Access Advisory Committee Update

Community Engagement Specialist Yannis Banks summarized this month's Access meeting, which was also held remotely.

The committee got an update on Project Connect; heard an update on both fixed-route and MetroAccess operations, had a presentation on the June Service Changes; and also got a briefing on the Pickup service.

Board member Stratton asked if the Access Committee is considering a resolution in support of the Project Connect LPA, similar to the one passed by CSAC. Yannis explained that they will be taking that up at their next meeting and that he will report back.

IV. Board Committee Updates:

1. Operations, Planning and Safety Committee

Attachment: 200522 Board Meeting Minutes (4623 : Approval of Minutes from the May 22, 2020 Board Meeting)

Chair Travillion gave the update. This month the committee met virtually and passed two items that are on the consent agenda today.

2. Finance, Audit and Administration Committee; and

Chair Mitchell presented the update. The committee met virtually and passed one action item to today's Consent Agenda -- the ILA with the City of Austin for New Movers -- and heard two presentations from the Internal Audit department.

3. CAMPO update

Board Member Mitchell provided a summary of the May 4th CAMPO meeting. The item of the most significance to the agency was the re-appointment of Chair Cooper to a three-year term. Also considered and passed were amendments to the 2019-2022 Transportation Improvement Plan, and the adoption of the 2045 Regional Transportation Plan.

V. Consent Items

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

1. Approval of Minutes from the April 20, 2020 board meeting.
2. Approval of a resolution appointing Andrew Bernet to the Access Advisory Committee.
3. Approval of a resolution appointing Otmar Foehner to the Access Advisory Committee.
4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Sirius Computer Solutions, Inc. to replace network infrastructure technology in an amount not to exceed \$170,974.
5. Approval of a resolution authorizing the President & CEO, or his designee, to approve an Interlocal Agreement with the City of Austin for the New Mover Program in an amount not to exceed \$22,464.
6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Netronix Integration, Inc. for the purchase and installation of 89 cameras and supporting equipment at the Bus Rapid Transit (BRT) Stations in an amount not to exceed \$327,965.

VI. Action Items:

1. Approval of a resolution approving the Capital Metro Public Transportation Agency Safety Plan ("the Plan"), authorizing the President & CEO to approve the Plan, and setting a program to provide relevant and useful information to the Board of Directors.

Vice President of Safety, Risk Management and Accessible Services Management Gardner Tabon presented this item.

Gardner shared a brief presentation summarizing the requirements for the agency's plan. He summarized the purpose of the plan, who is required to file one, and the general requirements for

submission. He also reviewed the principles of Safety Management Systems (SMS) and the elements of a safety management policy.

Board member Stratton asked if this was the first time that the agency had been required to file a plan of this type. Gardner explained that there were reporting and plans required previously, but that the PTASP is much more comprehensive, and this the first time that the board and CEO have had to sign off on the plan.

Board member Travillion expressed that he is particularly concerned with bus stop safety, ensuring that stops are ADA-accessible, and focusing on gaps in sidewalks that make pedestrian access difficult.

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

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an amendment to an Interlocal Agreement with the University of Texas at Austin for shuttle service and rides on Capital Metro services to address service reductions and fare changes required during the current pandemic resulting in a corresponding reduction in revenue of approximately \$1,540,000.

Chief Customer Officer/COO Dottie Watkins presented this item.

This amendment would make adjustments to the agreement with University of Texas for service and allow for reduced payments during the COVID-19 crisis and levels of reduced service.

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

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Multiple Use Agreements with the Texas Department of Transportation (TxDOT) to permit the construction, maintenance, and operation of future Capital Metro bus stops within the right-of-way of U.S. 183, U.S. 290, S.H. 71, I.H. 35, North Lamar (Texas 275), South Congress (Texas 275), Burnet Road (FM1325) and Parmer Lane (FM 734).

Vice President of Capital Projects Ken Cartwright presented this item.

This agreement has been updated since the Operations, Planning and Safety Committee meeting to include some additional roadway segments -- a section of North Lamar, South Congress, Burnet Road and Parmer Lane. TxDOT was amenable to these additions. Having these blanket agreements in place will simplify and streamline the process of adding and upgrading bus stops along these roadways.

Board members Kitchen and Stratton thanked Ken for his efforts to make the additions after the committee meeting.

(Discussion and a vote on this item were put on hold temporarily while efforts to take public comments on the item from Ms. Joseph were made. A vote was taken after comments from her, following the COVID-19 Task Force presentation.)

RESULT:	ADOPTED [5 TO 0]
MOVER:	Terry Mitchell, Board Member
SECONDER:	Eric Stratton, Board Secretary
AYES:	Mitchell, Cooper, Kitchen, Stratton, Hill
ABSENT:	Garza
AWAY:	Renteria, Travillion

VII. Presentations:

1. FY2020 Financial Report - March 2020

Budget Director Kevin Conlan gave the presentation, covering the first six months of Fiscal Year 2020.

Kevin gave updates on agency revenue, sales tax receipts and trends, and COVID's impact on revenue. He also summarized year-to-date operating expenses and other impacts the COVID will have on the agency, including a \$102 million grant as part of the CARES Act. Kevin closed with a review of the six significant budget transfers that have taken place in FY 2020, current reserve fund balance, and a summary of capital project spending.

Chair Cooper asked if the agency anticipated having to tap into financial reserves due to the virus emergency. Kevin said that the agency is well positioned with the CARES Act funding, and that we do not currently anticipate having to do so.

President Clarke thanked the Finance team, and complimented the FTA for the speed with which they were able to have the CARES funding available to transit agencies.

2. FY 2021 Proposed Budget Development Calendar

Budget Director Kevin Conlan gave the presentation.

Kevin reviewed the process and calendar leading to the approval of the FY 2021 Budget. He also thanks members of his department for keeping the process on track during the COVID crisis.

3. Innovative Mobility Partnerships

Vice President of Demand Response and Innovative Mobility Chad Ballentine gave the presentation.

Chad's presentation laid out the possibility of Capital Metro assuming responsibility for the Austin B-Cycle bikeshare program, which currently has approximately 700 bikes. Options for integrating the program with transit could include combining payment systems and co-locating bike stations with bus stops. B-Cycle is currently operated by a non-profit, and that would continue. Chad said that plans for the future would include electrification of the entire fleet of bikes.

4. Project Connect Update

Program Officer Dave Couch gave the presentation.

Dave reviewed the Project Connect timeline. The next major milestone for the initiative will be a joint meeting with the Austin City Council on June 10th, where the board is expected to vote on the Locally Preferred Alternative (LPA). Dave also summarized current public outreach efforts and presented recent changes that have been made to the recommended system plan map. He also reviewed the evolution of the Gold Line over time, and key upcoming decision points. President Clarke provided an outline of logistics for the meeting with City Council on June 10th.

5. Broadmoor Station Update

Executive Vice President of Planning and Development Sharmila Mukherjee gave the presentation.

Sharmila presented an overview of the proposed multimodal transit hub -- location, finances, and benefits. This project is envisioned as a Public-Private Partnership with the developer Brandywine, and has the potential to significantly increase ridership on the Red Line. This would be a replacement for the current Kramer Station. Sharmila displayed station renderings and outlined next steps leading to a agreement that will be presented to the board for approval.

6. COVID-19 Recovery Task Force Update

Executive Vice President of Planning and Development Sharmila Mukherjee and Chief Customer Officer/COO Dottie Watkins gave the presentation.

The task force was formed in early April and is working on plans for immediate, intermediate, and long-term agency responses to the COVID pandemic. Sharmila outlined some of the agency efforts to protect operators, customers and staff -- improved cleaning, physical distancing, providing masks, and flexible work schedules. Operationally we have tried to focus on the transit-dependent population with our modified service delivery plans. We will be reinstating fares beginning in June, which coincides with the installation of shields for operators on all fixed-route vehicles.

Dottie focused the second half of the presentation on the data that will inform decisions on how and when to return to more "normal" service levels. We are working to ensure that we have coverage for commuters who are being asked to return to work, while prioritizing safety and social distancing.

VIII. Reports:

1. President's Report

In the interest of time President Clarke did not provide a full report, but instead provided remarks thanking both the board and staff for their recent time and efforts in support of service, customers, and the Project Connect initiative.

IX. Items for Future Discussion:

X. 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.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 06/22/2020
(ID # 4615)**

City of Round Rock MOU for 5307 Funding

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a Memorandum of Understanding with the City of Round Rock authorizing Round Rock to be a Direct Recipient of a portion of Capital Metro's FY2021 and FY2022 Federal Section 5307 Program funds.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 6/15/2020
(ID # AI-2020-1225)
City of Round Rock MOU-5307 Funds**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a Memorandum of Understanding with the City of Round Rock authorizing Round Rock to be a Direct Recipient of a portion of Capital Metro's FY2021 and FY2022 Federal Section 5307 Program funds.

FISCAL IMPACT

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

2. Ridership

Strategic Objectives:

2.3 Pursue service expansion opportunities

EXPLANATION OF STRATEGIC ALIGNMENT:

Capital Metro is coordinating with non-members in the Austin urbanized area to meet transit needs in their communities and build a regional system. These efforts will result in a more robust transit network that can eventually be brought together through regional planning efforts.

BUSINESS CASE:

As the Designated Recipient of the grant, Capital Metro must concur with the use of federal funds allocated for the Austin urbanized area, which extends beyond the service area. Capital Metro's goal is to work with these local communities to meet their transit needs now and in the future. By receiving a formulated portion of 5307 funding, the City of Round Rock will be able to continue their on-demand and fixed route service and plan for future transit needs.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Finance, Audit and Administration Committee on June 15, 2020.

EXECUTIVE SUMMARY:

As the public transit provider of the Austin urbanized area, Capital Metro is the Designated Recipient of Federal Section 5307 Program funds for the urbanized area. Per Federal Transit Administration (FTA) guidelines, Section 5307 funds can be used for transit capital and operating assistance in urbanized areas and for transportation planning. In the past, Capital Metro provided Round Rock a portion of 5307 funds that were apportioned to the agency by the FTA as part of a pass-through arrangement



outlined in an interlocal agreement (ILA). In FY2011, the ILA that authorized this arrangement was not renewed and Round Rock elected to become a Direct Recipient of FTA funds, coordinating directly with the FTA to submit independent grant applications.

In FY2013, an agreement was signed for FY2013 and FY2014 Section 5307 funds to be directly distributed to Round Rock. This agreement has been renewed on a biennial basis since that time. Capital Metro is not required to provide technical support or assistance beyond any that may be required by the FTA when a Designated Recipient authorizes another public entity to be a Direct Recipient.

Round Rock is permitted to apply for a share of Capital Metro's FY2021 and FY2022 Section 5307 funds based upon the distribution formula that will be published in the federal register for the FTA FY2021 and FY2022 Section 5307 apportionments.

The distribution of any 5307 funds to Round Rock will be contingent upon the apportionment and distribution of 5307 funds to Capital Metro. If the FTA does not apportion or distribute 5307 funds to Capital Metro, Round Rock would not be eligible to receive 5307 funds as a Direct Recipient. If the FTA reduces the amount of 5307 funds available to Capital Metro, Round Rock's share of 5307 funding would be based upon the reduced amount.

These terms are included in the attached MOU between Capital Metro and Round Rock. The MOU expires on September 30, 2022 and applies only to Section 5307 funds appropriated in FY2021 and FY2022.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Finance



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

STATE OF TEXAS

COUNTY OF TRAVIS

**RESOLUTION (ID # AI-2020-1225)
City of Round Rock MOU-5307 Funds**

WHEREAS, Capital Metro is the Designated Recipient of Section 5307 Program funds apportioned by the Federal Transit Administration for the Austin urbanized area; and

WHEREAS, the City of Round Rock has requested a portion of Capital Metro's Section 5307 funds in order to support the planning, capital development and operation of transit services for the Round Rock community, including demand response bus service, express bus service and reverse commute bus service.

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 Memorandum of Understanding with the City of Round Rock that authorizes Round Rock to continue to be a Direct Recipient of a portion of Capital Metro's FY2021 and FY2022 Federal Section 5307 Program funds.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2020-1225 (4615 : City of Round Rock MOU for 5307 Funding)

**Memorandum of Understanding between the
Capital Metropolitan Transportation Authority and the City of Round Rock
Regarding the Provision of Federal Transit Administration
Section 5307 Program Funds**

This Memorandum of Understanding (“MOU”) regarding the provision of Federal Transit Administration Section 5307 Program Funds is executed by and between the City of Round Rock (“City”) a local government public entity and the Capital Metropolitan Transportation Authority (“Capital Metro”) a transportation authority and political subdivision organized under Chapter 451 of the Texas Transportation Code, collectively referred to as “the Parties.” Accordingly, the Parties set forth their intent and understandings as follows:

I. PURPOSE

Capital Metro is the designated recipient (“Designated Recipient”) of Section 5307 Program funding apportioned by the Federal Transit Administration (“FTA”) for the Austin urbanized area. This MOU outlines the Parties’ mutual intent and understanding with respect to Capital Metro’s authorization of City as a direct recipient of FTA Section 5307 Program funds. City and Capital Metro agree to work cooperatively and in good faith in the manner set forth herein.

II. KEY TERMS

- A.** The Parties will comply with the requirements of the Urbanized Area Formula Funding Program (49 U.S.C. 5307).
- B.** Since City is not a member city of the Capital Metro transit system, City would like to become a direct recipient (“Direct Recipient”) of a share of the Section 5307 Program funding apportioned to Austin urbanized area (“FTA Section 5307 Program Funds”).
- C.** During the term of this MOU, City is authorized to apply for a share of Section 5307 Program Funds apportioned and distributed to Capital Metro, as Designated Recipient for the Austin urbanized area, based upon the distribution formula established by the FTA for Section 5307 Apportionment Formula Distribution of Available Funds during FTA fiscal years 2021 (October 1, 2020 – September 30, 2021) and 2022 (October 1, 2021 – September 30, 2022) (each a “FTA Fiscal Year”).
- D.** The distribution of any amounts payable to City as a Direct Recipient is contingent upon the successful apportionment and distribution of Section 5307 funds to Capital Metro as the Designated Recipient for the Austin urbanized area for FTA Fiscal Years 2021 and 2022. If the FTA does not apportion or distribute Section 5307 Program Funds to Capital Metro as the Designated Recipient, City will not be eligible to receive Section 5307 Program Funds as a Direct Recipient. If the FTA reduces the amount of Section 5307 Program Funds available to Capital Metro as the Designated Recipient, City’s share of funding will be based upon the reduced amount. Capital Metro will not be liable to City for any damages, which are caused or associated with any FTA changes

to the amounts apportioned or distributed to the Austin urbanized area under the Section 5307.

- E. Capital Metro is not obligated to provide any technical assistance or technical support to City beyond the requirements of FTA Circular 9030.1E.
- F. City's designation as a Direct Recipient requires the approval by the Capital Metro Board of Directors and the Round Rock City Council.
- G. Capital Metro will not provide technical support or assistance beyond any that may be required by the FTA when a Designated Recipient authorizes another public entity to be a Direct Recipient.

B. Capital Metro's Responsibility:

- A. Capital Metro will remain the Designated Recipient of Section 5307 Program Funds apportioned by the FTA for the Austin urbanized area;
- B. Capital Metro authorizes City to be a Direct Recipient of a share of the Section 5307 Program Funds apportioned to the Austin urbanized area based on the distribution formula established by the FTA for Section 5307 Apportionment Formula Distribution of Available Funds during FTA Fiscal Years 2021 and 2022; and
- C. Capital Metro's authorizes this designation once to include all grant applications for FTA Section 5307 Program Funds submitted by City to FTA during the term of this MOU.

C. Round Rock Responsibility:

- A. City will remain an eligible FTA grantee for the provision of transit services and construction of transit facilities;
- B. As a Direct Recipient, City will use FTA Section 5307 Program Funds to support the planning, capital development and operation of transit services for the Round Rock community;
- C. City shall comply with all provisions of FTA Circular 9030.1E, Urbanized Area Formula Program: Program Guidance and Application Instructions, Chapter II, Section 8, Applicants Other than Designated Recipients, including but not limited to providing its local share of matching; and
- D. City shall comply with all applicable requirements set forth in state or federal law, regulations, policies, and administrative practices.

III. TERM OF MOU

This MOU will be executed and effective as of the date of the last Party to sign (the "Execution Date") and expire on the last day of the FTA Fiscal Year 2022. The Parties may mutually agree, in writing, to extend the term of this MOU. This MOU may be terminated or modified by thirty (30) day advanced written notice by either Party. In the event that either Party shall be in default of its material obligations under this Agreement and shall

fail to remedy such default within thirty (30) days after receipt of written notice thereof, this MOU may be terminated at the option of the Party not in default upon expiration of the thirty (30) day period.

IV. INCORPORATION OF DOCUMENTS

This MOU incorporates by reference the following attachments:

- A. Attachment A, resolution of the Capital Metro Board of Directors approving this MOU.
- B. Attachment B, Resolution of the Round Rock City Council approving this MOU.

V. MISCELLANEOUS

- A. This MOU constitutes the entire MOA between Capital Metro and City. No other terms and conditions are applicable, unless amended and agreed to by both Parties.
- B. By execution of this MOU, neither Party waives or relinquishes any sovereign immunity rights available to it by law except as otherwise stipulated by applicable laws.

VI. SIGNATORY

This MOU is hereby accepted and agreed to by the following individuals or officers who are duly authorized to bind the Parties as set forth above:

Capital Metropolitan Transportation Authority

By: _____

Randy Clarke

President/CEO

Date: _____

City of Round Rock

By: _____

Name: _____

Title: _____

Date: _____

Approved as to form:

CMTA Legal Department

Attachment: Round Rock MOU FY 2021-22 Designated Recipient (4615 : City of Round Rock MOU for 5307 Funding)

Attachment A
Capital Metro Board of Directors Resolution No. 2018-778

Attachment: Round Rock MOU FY 2021-22 Designated Recipient (4615 : City of Round Rock MOU for 5307 Funding)

Attachment B
Round Rock City Council Resolution No.

Attachment: Round Rock MOU FY 2021-22 Designated Recipient (4615 : City of Round Rock MOU for 5307 Funding)

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

***MEETING DATE: 06/22/2020
(ID # 4624)***

Video System Integration Software

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Convergent Technologies, LLC. for the design, build and installation of the Video System Integration Software and supporting equipment for an amount not to exceed \$839,317.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 6/22/2020
(ID # AI-2020-1259)
Video System Integration Software**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Convergent Technologies, LLC. for the design, build and installation of the Video System Integration Software and supporting equipment for an amount not to exceed \$839,317.

FISCAL IMPACT

Funding for this action is available in the FY2020 and FY2021 Capital Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

- Enhancing Safety and Security
- High Quality Customer Experience

Strategic Objectives:

- Safety
- Increased Ridership
- Cost Reduction

EXPLANATION OF STRATEGIC ALIGNMENT:

By updating and modernizing the video management system, the project demonstrates the agency is promoting a culture of safety in alignment with the Capital Metro Strategic plan. Modernizing of our video system software to an enterprise platform demonstrates to our customers and employees that Capital Metro is taking the necessary steps to mitigate risk and continually improve. An enterprise modern video system technology adds business value by providing real-time and recorded information that will allow the agency to make critical decisions that positively impact Capital Metro operations. This information will improve Capital Metro's Operation Control Center decision making which impacts our service efficiency and customer experience.

BUSINESS CASE:

This project aligns with the Capital Metro's strategic objectives by implementing innovative video system technology and associated enhancements which improves customer safety and operational efficiency.

COMMITTEE RECOMMENDATION:

This item will be presented to the full board on June 22, 2020.

EXECUTIVE SUMMARY:

The current Enterprise Video Management System (VMS) that Capital Metro uses has limited functionality and integration capabilities. Currently Capital Metro is capitalizing on the success of the real-time information provided by video feeds from agency owned vehicles, and regional partners such as TXDOT and Austin Transportation Department.



Capital Metro seeks to enhance the benefits of using video systems as a business support tool which is scalable and can provide business intelligence using a wide variety of video sources. The new system will allow more flexible access to real-time information sharing, streamlined video sources, increased efficiencies, and greater system accessibility.

SBE PARTICIPATION:

No SBE goal is assigned to this procurement due to limited subcontracting opportunities. The work in this project is complex in nature and requires associated certifications. However, we have reached out to the prime contractor that met the requirements of the originating contracting entity to discuss possibilities of small business participation.

PROCUREMENT:

The Authority will use the General Service Administration (GSA) contract #GS-07F-0322T, held by SigNet Technologies, Inc. who is affiliated with Convergent Technologies, LLC., and GSA contract #GS-35F-0284U, held by Genetec, Inc., to supply Total Solutions for Law Enforcement, Security, Facilities Management, Fire, Rescue, Special Purpose Clothing, Marine Craft, and Emergency/Disaster Response.

GSA awarded 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 GSA contracts satisfy otherwise applicable competitive bidding requirements. Pricing for the Video System Integration Software was determined to be fair & reasonable by the General Service Administration during its solicitation and award process. Additionally, On December 24, 2019, a Request for Proposals was issued to three (3) GSA vendors who are authorized to resell Genetec software products and services through Genetec's GSA contract. By the closing date of February 18, 2020, three (3) proposals were received. The evaluation team used the following factors in the evaluation of proposals:

- (1) The offeror's demonstrated understanding of the project undertaken, the proposed performance of the work, and the technical approach proposed by the offeror including the methodology, work plan and quality control plan.
- (2) The offeror's demonstrated technical background, past performance, and experience on projects of a similar size, scope, complexity, and nature.
- (3) The qualifications and capabilities of the proposed project personnel.

The proposal from Convergent Technologies, LLC. was determined to be the best value to the Authority, price and other factors considered. The contract is a fixed price contract.



The term of the Contract is twelve (12) months from notice to proceed, for the following Lump Sum amount:

Description	Convergint Technologies
Video System Integration Software	\$ 839,317

The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Security



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

STATE OF TEXAS

COUNTY OF TRAVIS

**RESOLUTION (ID # AI-2020-1259)
Video System Integration Software**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to ensure the safety and security of employees and customers; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize need for the purchase of Video System Integration Software.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors authorizes the President & CEO, or his designee, to finalize and execute a contract with Convergent Technologies for the design, build, and installation of the Video System Integration Software and supporting equipment for an amount not to exceed \$839,317.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2020-1259 (4624 : Video System Integration Software)

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 06/22/2020
(ID # 4629)
PMOR Contract Amendment**

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification to the base contract with HDR Engineering, Inc. (Program Manager Owner Representative) in an amount not to exceed \$1,800,000 for the work to be done on Project Connect for the base period that ends January 3, 2021. The revised base contract amount is \$7,600,000 with an existing contingency amount of \$580,000 for a total not to exceed amount of \$8,180,000.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 6/22/2020
(ID # AI-2020-1234)
Project Connect PMOR**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification to the base contract with HDR Engineering, Inc. (Program Manager Owner Representative) in an amount not to exceed \$1,800,000 for the work to be done on Project Connect for the base period that ends January 3, 2021. The revised base contract amount is \$7,600,000 with an existing contingency amount of \$580,000 for a total not to exceed amount of \$8,180,000.

FISCAL IMPACT:

Funding for this action is available in the FY2020 and FY2021 Budget and programmed under Project Connect funds.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. Customer, 2. Ridership, 3. Community, 4. Human Capital, 5. Finance

Strategic Objectives:

1.2 Improve system reliability and convenience, 1.3 Ensure an attractive and accessible transit environment, 1.4 Deliver a customer-friendly experience through our people and systems, 2.1 Foster a new regional vision, 2.2 Lead public transportation and development, 2.3 Pursue service expansion opportunities, 2.4 Encourage/promote transit-oriented development, 2.5 Generate funding, 3.1 Educate and inform stakeholders and the community about Capital Metro's vision and mission and the value public transit brings to a community, 3.2 Build Strong Community Partnerships that further Capital Metro's mission and vision, 3.3 Create service strategies that utilize community and stakeholder feedback, 3.4 Support plans and programs designed to build ridership and increase market share of alternate transit use. (This requires support from all departments including planning, IT, Ops, and Marketing), 4.1 Enhance organizational development, 4.4 Improve internal communications, 5.1 Continue improvement of the financial systems of the agency, 5.2 Implement sustainability and environmental stewardship, 5.3 Continue commitment to State of Good Repair (SOGR) and transit asset management

EXPLANATION OF STRATEGIC ALIGNMENT:

The Program Manager Owner Representative (PMOR) team are an extension of staff to continue the implementation of the Project Connect program.

BUSINESS CASE:

Project Connect is a multigenerational plan to improve transit throughout the region and allows Capital Metro to position the agency accordingly to handle future growth in the region. The PMOR provides additional resources and expertise to bring Project Connect from the planning stage, through the environmental and engineering phases and into plan and implementation.

Attachment: Resolution-AI-2020-1234 (4629 : PMOR Contract Amendment)



COMMITTEE RECOMMENDATION: This item will be presented to the full board on June 22, 2020.

EXECUTIVE SUMMARY:

Capital Metro has embarked on an update to the long-term vision for the agency through Project Connect since 2016. Over the past two years, corridors have been identified to create a high-capacity transit system and numerous projects have been identified to help improve existing services and create new services. To advance this program of projects through engineering/NEPA and into implementation, the PMOR has provided national expertise staff resources to augment the existing Project Connect team. The PMOR has been involved in a variety of roles for the program, including but not limited to: Program Management, Engineering Oversight, Project Controls, Scheduling, Environmental Oversight, Community Engagement, and Quality Assurance/Quality Control. This contract modification enables the continuation of the extensive public engagement process and enables continuation of the PMOR staff to be involved in program planning and setting up the framework for governance.

The original amount of contingency funding approved by the Board of Directors at contract award has not been spent and remains available if necessary.

DBE/SBE PARTICIPATION:

The DBE goal is 19% and the official goal attainment is currently 16.40%. However, the figures below only reflect invoicing through May 2020. Of the 3 DBE's in the program Rifeline LLC has been utilized the most due to their involvement in the community outreach effort leading to the recommended system plan. McCann Adams Studio PLLC, and Raul V. Bravo & Associates, Inc., are being utilized later in the program during the design and vehicle procurement phase. Staff will continue to monitor to ensure that goals are met.

DBE Subcontractors	Status	Race/ Gender	Services / Products	Commitment	Current Attainment
McCann Adams Studio PLLC, Austin, TX	Active	Caucasian Female	Passenger Facilities	5.0%	0.52%
Raul V. Bravo & Associates, Inc., Reston, VA	Active	Hispanic Male	Vehicle Procurement Support Systems Integration, Start-up, Testing & Commissioning	4.0%	0.00%
Rifeline LLC, Austin, TX	Active	Caucasian Female	Outreach Community and Business Outreach	10.00%	15.88%
				19%	16.40%

**PROCUREMENT:**

On December 17, 2018 Capital Metro awarded a contract to HDR Engineering, Inc for Program Manager Owner Representative. This resolution requests approval to execute a contract modification to the base contract with HDR Engineering, Inc (Program Manager Owner Representative) in an amount not to exceed \$1,800,000 for the work to be done on Project Connect for the base period that ends 01/03/2021. The revised base contract amount is \$7,600,000.

RESPONSIBLE DEPARTMENT: Project Connect



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

STATE OF TEXAS

COUNTY OF TRAVIS

**RESOLUTION (ID # AI-2020-1234)
Project Connect PMOR**

WHEREAS, the Board of Directors has determined that Project Connect shall be advanced with program management support by HDR Engineering, Inc. under this contract; and

WHEREAS, a modification to the base contract is required to ensure that additional work can continue during the base term of the contract; and

WHEREAS, to provide continuous program support, options will be executed during the program; and

WHEREAS, the options shall not be exercised unless projects included in the Project Connect program are approved.

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 modification for the base period with HDR Engineering, Inc. as the Program Manager Owner Representative for work to be done on Project Connect for a total not-to-exceed amount of \$1,800,000 for a revised base contract amount of \$7,600,000 with an existing contingency amount of \$580,000 for a total not to exceed amount of \$8,180,000.

Secretary of the Board

Date: _____

Attachment: Resolution-AI-2020-1234 (4629 : PMOR Contract Amendment)

Capital Metropolitan Transportation Authority MEETING DATE: 06/22/2020
Board of Directors (ID # 4625)
FY2021 Budget Development Update

TITLE: FY2021 Budget Development Update

FY2021 Budget Development Update


Presented on June 22, 2020

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METRO

FY2021 Budget Development Calendar

- Feb 6 Operating and Capital Budget kick-off meeting with departments
- Apr 15 Capital Budget requests received from departments
- Apr 19 Operating Budget requests received from departments
- May 22 Board reviews proposed budget calendar
- Jun 3 Initial review with Access Advisory Committee
- Jun 10 Initial review with Customer Satisfaction Advisory Committee
-  Jun 22 Board initial review and discussion
- Jul 15 Budget proposal presented to Board Committees
- Jul 27 Budget proposal presented to Board of Directors

FY2021 Budget Development Calendar

PUBLIC OUTREACH / FEEDBACK PROCESS

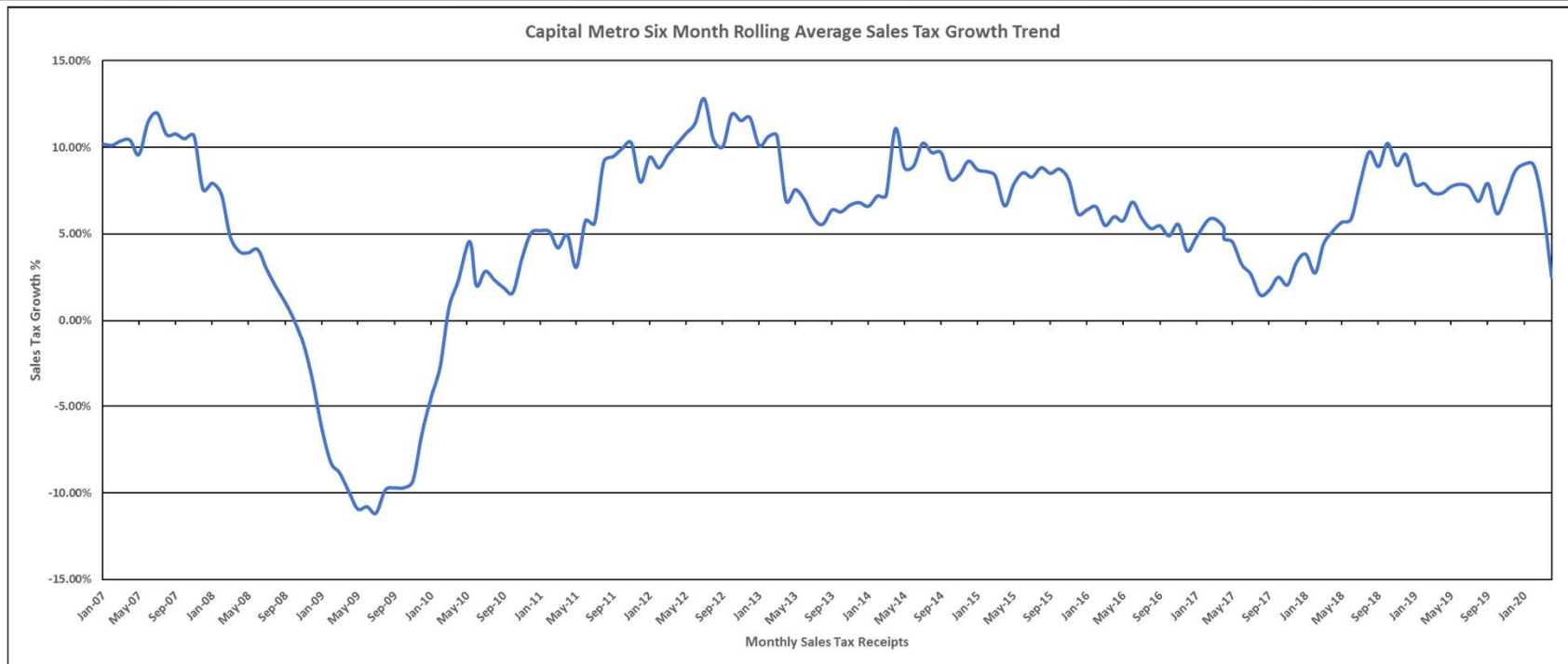
- Aug 5 Presentation to Access Advisory Committee
- Aug 12 Presentation to Customer Satisfaction Advisory Committee
- Aug 24 Proposed budget document is published online
- Aug 24 Notice of public hearing on proposed budget and capital improvement plan
- Aug 24-28 Webinars and public outreach
- Sep 16 Update Board Committees
- Sep 16 Public hearing on proposed budget and capital improvement plan at noon
- Sep 28 Board of Directors considers budget proposal



Discussion Outline

- COVID-19 financial crisis impacts on revenue and spending
- Major Operating Budget assumptions
 - Revenue and cost drivers
- Service priorities and funding
 - Combined bus service provider contract for Capital Metro
- Capital Improvement Plan update
- Long-Range Financial Model used to balance operating and capital budget requests against estimated available funds over 5-year period and long-term outlook

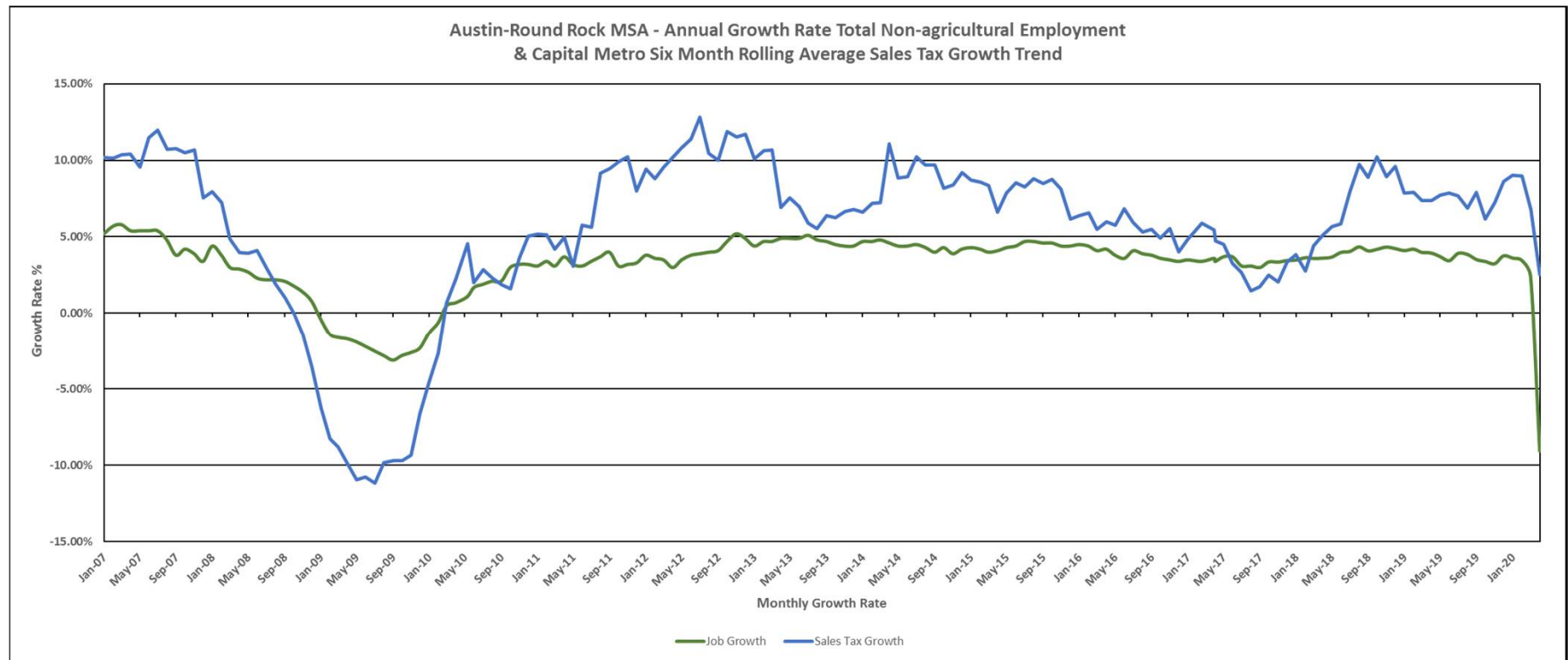
Sales Tax Growth



Projected sales tax growth for Fiscal Years 2020 and 2021 to be determined based on upcoming sales tax receipts.
 April 2020 Sales taxes declined by 19.6% compared to April 2019



Job Growth



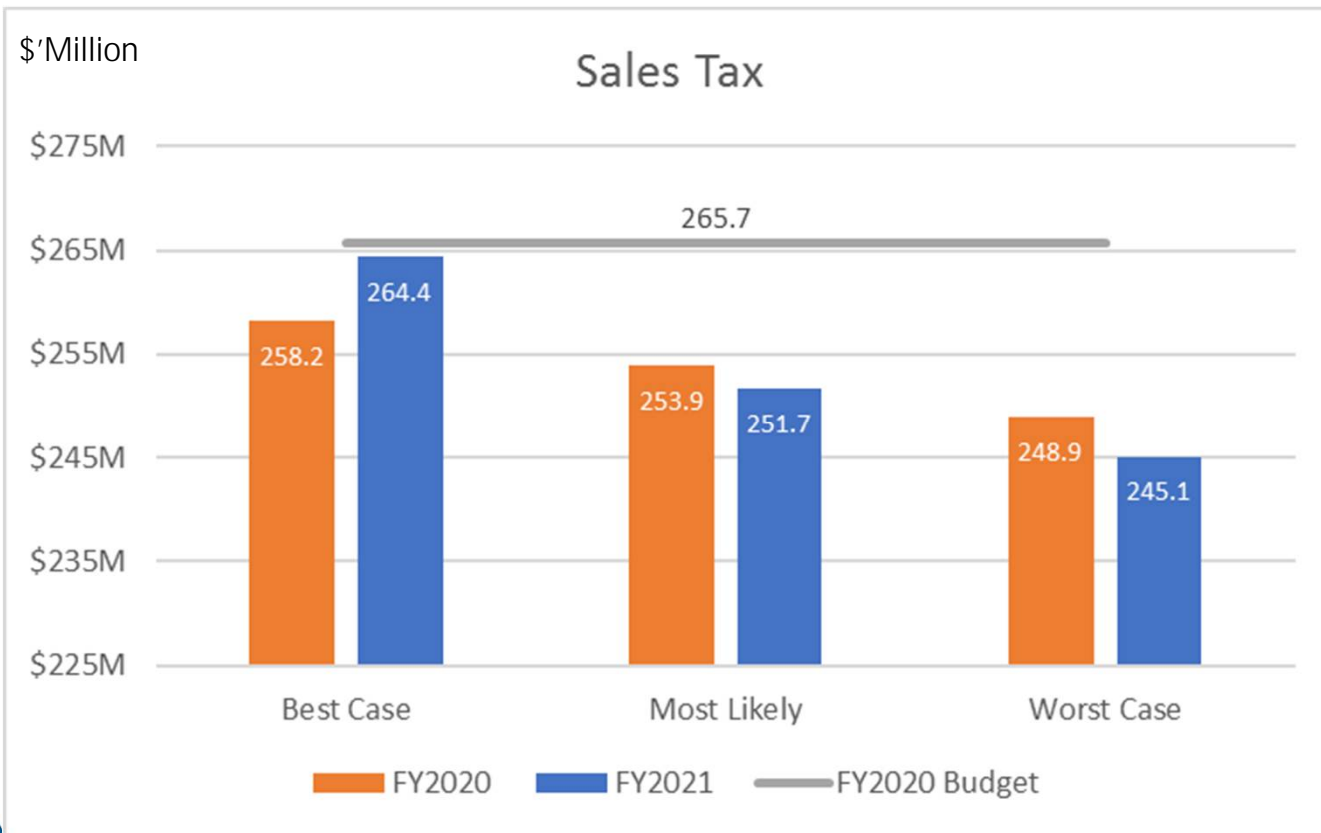
6



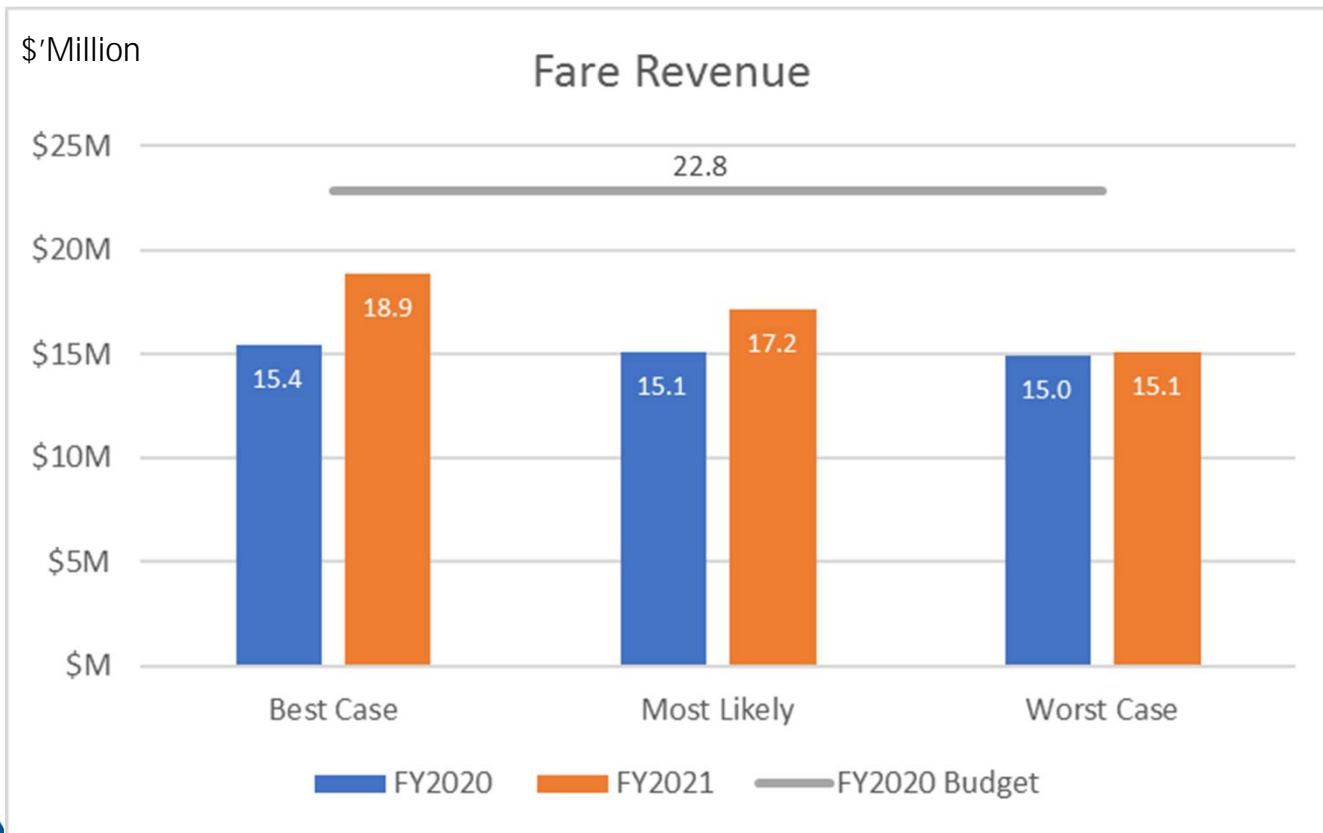
METRO

The Austin-Round Rock MSA contracted by 123,900 jobs in April, an 11 percent decrease

Sales Tax Scenarios



Fare Revenue Scenarios



Operating Revenue

- Fare Revenue
 - Fare revenue to be developed with updated ridership projections
 - No fare increase proposed for FY2021
- Federal Grants
 - Approximately \$33.1 million annually in Section 5307 funds
 - CARES Act funding of \$101.9 million awarded in May 2020
- Freight Railroad Revenue on target with budget estimates
 - Mainline Revenue on target with FY2020 Budget
 - Section 45G Railroad Track Maintenance Tax Credit of ~ \$1.1 million received in FY2020



Operating Expenses

- FY2021 Budget goal to stay flat to FY2020 Budget
 - Recession and Recovery budget scenarios
 - Potential budget adjustments when economy recovers
- Additional cleaning, supplies and personal protective equipment expense
- Purchased transportation for bus service under combined contract
- Service level funding to be adjusted if necessary
 - Balance service demands with social distancing
- Strategic plan initiatives considered in budget preparation



Capital Budget Highlights

- Project Connect: project development phase & environmental review
- Electric bus purchases and infrastructure construction
- Broadmoor Station
- Downtown Station construction completion
- Bus stop enhancements
- Positive train control
- Fare collection systems
 - Enterprise fare collection system
 - Onboard validators fleet-wide



Capital Projects Delayed Until Recovery

Recovery Budget Projects	FY2020 Forecast	FY2021 5-Year CIP	Long-Range CIP	Total
Commuter Coaches (Electric to Diesel)	\$ -	\$ 7,042,000	\$ 45,676,000	\$ 52,718,000
Small Scale Transit Hubs	-	6,500,000	-	6,500,000
Bus Stop of the Future	500,000	4,000,000	-	4,500,000
Enterprise Customer Relationship Management System	-	3,300,000	-	3,300,000
Vehicle Camera Systems	-	1,900,000	-	1,900,000
Onboard Digital Displays	726,000	745,000	-	1,471,000
Data Warehouse and Business Intelligence Enhancements	-	1,324,280	-	1,324,280
Park and Ride ePaper Installations	-	385,000	-	385,000
Total Recovery Budget Projects	\$ 1,226,000	\$ 25,196,280	\$ 45,676,000	\$ 72,098,280





METRO

THANK YOU!

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 06/22/2020

(ID # 4626)

Positive Train Control Update

TITLE: Positive Train Control (PTC) Update

Capital Metropolitan Transportation Authority (CMTA)



PTC Project Board Status Update

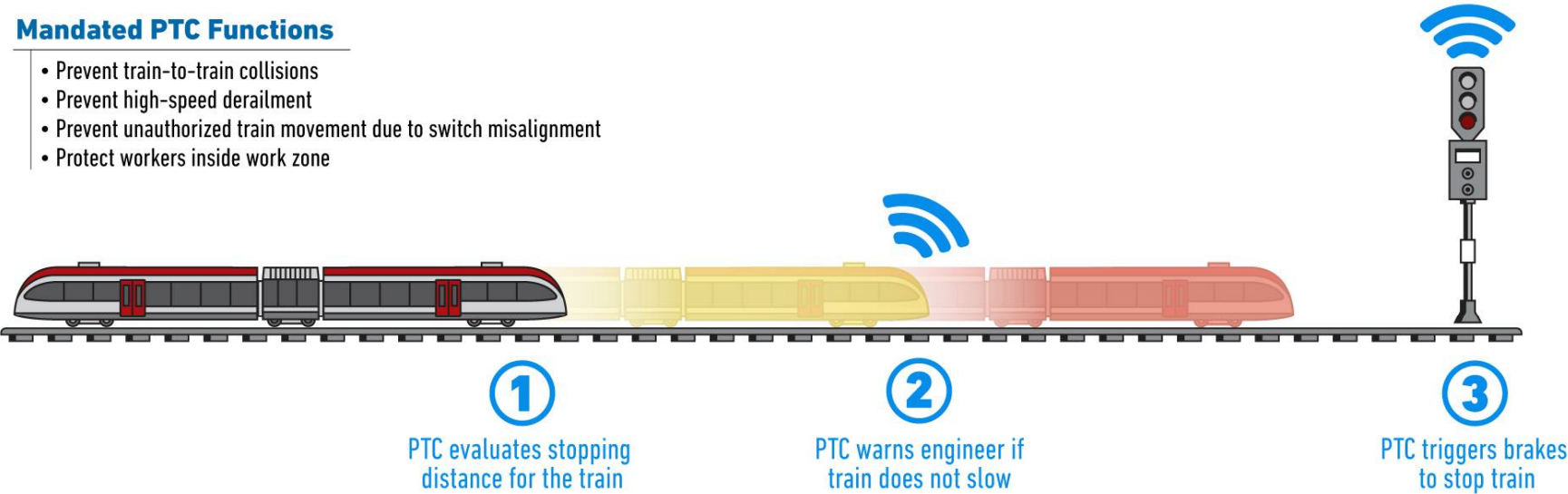


Rail Operations | Project ID: RRC 1102

PTC System – High Level Overview

Mandated PTC Functions

- Prevent train-to-train collisions
- Prevent high-speed derailment
- Prevent unauthorized train movement due to switch misalignment
- Protect workers inside work zone



CMTA PTC Project

Key Activities

- Select & design PTC system
- Select contractor
- Select PTCIP

Key Activities

- PTC on wayside signal
- PTC on DMU & locomotives
- PTC training program
- PTC network communication & fiber optic
- Configuration management
- Dispatch & back office upgrade

Key Activities

- Full PTC deployment in RSD mode
- Get safety plan approved by the FRA

Key Activities

- FRA & FTA documentation
- Optimization
- QA/QC walk-thru



PTC Project – Installation and Testing

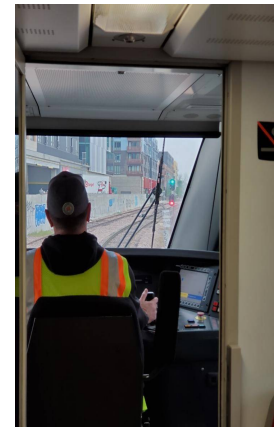
Extra Precautions



PTC Software Install



Dynamic Testing



CMTA PTC Project Summary

On track to revised schedule, budget and scope

- Working with the FRA to expedite approval of our PTC Safety Plan before Aug. 10
- Anticipated Full Revenue Service Demonstration (RSD) mode
 - DMU by June 30
 - Client locomotive by July 31

BUDGET

- Board approved Funding Amount: \$77, 260, 706
- Remaining Budget = \$4.1 million
- Grant Funding Total (FRA + FTA): \$30,709,997





METRO

THANK YOU!

Capital Metropolitan Transportation Authority MEETING DATE: 06/22/2020
Board of Directors (ID # 4627)
COVID-19 Recovery Task Force Update

TITLE: COVID-19 Recovery Task Force Update

COVID-19 Recovery & Improvement Plan Update

Sharmila Mukherjee, EVP Planning & Strategic Development

June 22nd Board Update

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METRO

Recovery Philosophy

Recover with **CARE**



C

Create safe
places for
staff & customers

A

Apply our
resources
wisely & equitably

R

Rely on data
for decision
making

E

Evaluate
our results
& adapt



Creating Safe Places

- Operator Safety Barriers Installed
- Masks Provided for Customers in Need
- Industrial Hygienist Recommendations used in Preparing Facilities



RIDING CAPMETRO TODAY?

A METRO
COVID-19 RESPONSE

DON'T LEAVE HOME WITHOUT



PHONE



WALLET



KEYS



FACE COVERING

5.19.20

For details, please see capmetro.org/covid19

3



METRO

Applying Resources Wisely & Equitably

- CAPEX and OPEX Budget Scenarios for FY 2020 and FY 2021
- Drawing against CARES Act FTA grant
- Fares Reinstated from June 1st
- Free pass for unemployed workers in June
- Pursuing handsfree fare collection improvements



Relying on Data for Decisions

- Using daily boarding data to identify ridership trends
 - Vehicle capacity with social distancing
 - Ridership models
 - Managing overflow
 - Schedule adjustments

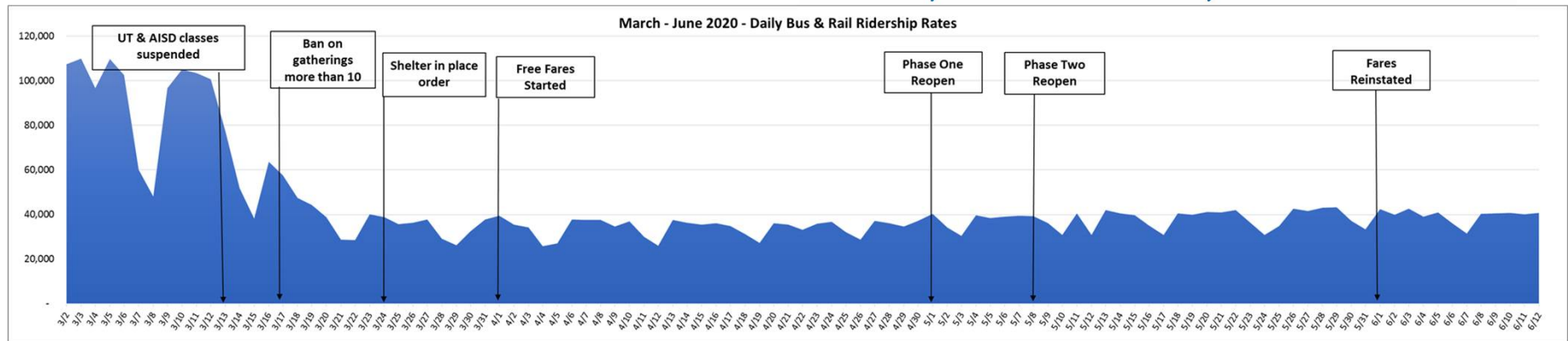


METRO

April 2020

TOTAL RIDERSHIP

1,078,565



Evaluate Our Results & Adapt

- Commitment to operator, staff, customer, and community safety
- Commitment to being reliable, agile, and equitable in Recovery Planning
- Immediate Term Recovery Response to Intermediate Term Restoration and Growth
 - § Plan Presented in June Board
 - § Monthly Update to the Board of Directors
 - § Intermediate and Longer-term Considerations- Ridership Forecasting Model and Financial Scenarios are being studied







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THANK YOU!