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

~ Agenda ~

Executive Assistant/Board Liaison Gina Estrada
512-389-7458

Wednesday, November 14, 2018  12:00 PM  Capital Metro Board Room

I.  Pledge of Allegiance
II.  Safety Briefing
III. Recognition
IV.  Public Comment:
V.  Advisory Committee Updates:
   1. Update on the Access Advisory Committee (AAC).
VI. Board Committee Updates:
   1. Operations, Planning and Safety Committee
   2. CAMPO update
VII. Consent Items
   1. Approval of Minutes from the October 10, 2018 Public Hearing and
      October 22, 2018 Board Meeting
   2. Approval of a resolution authorizing the President & CEO, or his designee,
      to execute a modification to the contract with Huitt-Zollars, Inc. for additional
      construction phase engineering consulting services for TIGER V railroad
      improvements in the amount of $200,000 for a total revised not to exceed contract
      amount of $3,533,404.
   3. Approval of a resolution authorizing the President & CEO, or his designee,
      to execute a modification of the contract with G Hyatt, Inc. for additional construction
      phase contingency for Westgate Transit Center construction in the amount of
      $350,000 for a total revised not to exceed contract amount of $3,911,120.
   4. Approval of a resolution by the Capital Metropolitan Transportation
      Authority Board of Directors adopting the 2019 Board Meeting Calendar.

VIII. Action Items:
1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Ricoh USA to extend the contract for On-Site Business Center Services through May 11, 2019 in an amount not to exceed $300,000 and increasing the total estimated not to exceed amount to $4,930,606.

2. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with SpawGlass to construct an Operations Control Center and supporting spaces including a breakroom and Emergency Operations Center, in an amount not to exceed $359,402.

3. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with QA Systems to implement and support a video wall solution for the Operations Control Center in an amount not to exceed $250,000. This consists of the hardware, software, and installation services with one year of support and options for an additional four years of support.

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Swiftly, Inc. to provide hosted services for the generation of "real time" vehicle information and analytics tools for key performance indicators for a base period of one year with four optional one-year periods in an amount not to exceed $1,585,000.

5. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Weston Solutions for environmental engineering services for two base years and three, one-year options in an aggregate amount not to exceed $2,000,000.

6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Motor Coach Industries, utilizing the Houston Galveston Area Council Purchasing Cooperative, to purchase twenty-eight (28) over-the-road, commuter style coaches in an amount not to exceed $17,728,613 for the purpose of replacing life-expired commuter buses.

7. Approval of a resolution authorizing updates to certain policies adopted by the Board of Directors.

IX. Presentations:
   1. Performance Dashboard Key Performance Indicators
   2. Positive Train Control Update
   3. Discussion of K-12 Fare Structure Change.

X. Reports:
   1. President & CEO Update

XI. Executive Session of Chapter 551 of the Texas Government Code:
    Section 551.074 regarding Personnel Matters -- Discussion of CEO Performance
XII. Items for Future Discussion:

XIII. Adjournment

ADA Compliance

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TITLE: Update on the Access Advisory Committee (AAC).
Call to Order:
Vice-Chairman Paul Hunt, Access Advisory Committee

Vice-Chairman Hunt called the meeting to order at 5:32 p.m.

Introductions:

Committee members present were Chair Chris Prentice, Vice Chair Paul Hunt, Glenda Born, Estrella Barrera, John McNabb, Molly Birrell, and Mike Gorse, Catherine Rutledge.

Capital Metro staff and contractors present were Raoul Vela, Rodney Recker, Scott Transut, Jeff Dennin, Yannis Banks, Chad Ballentine, Suzie Edrington, Elaine Timbes, Pat and Martin Kareithi.

Others present were Cheryl Hunt.

Citizens’ Communication
Members of the public

Glenda Born: Asked at many times they will be notified of the agenda & minutes the Monday before the Wednesday of the meeting by noon. There was no brail tonight.

Catherine Rutledge: Voted Friday, took 2.5 hours to vote. By the time she got out it was way past due time (planned for an hour). The driver finally did get to her. She was at Highland ACC to vote but it was in diff building. The driver walked her to the building. Took a long time but they did get her a ride. Special events could set up a point to be picked up & dropped off at a certain location. Chad said they didn’t charge no-shows on Friday

Paul Hunt: Accessibility issues on websites. Scheduling map isn’t working properly. Hitch cabs to go north. Have nobility look at the entire website to make repairs. Martin says they have brought nobility in. They have done 2 looks at it. Will have the website guy look at it. Paul says it is currently browser dependent. Needs to be browser independent.

Draft Strategic Plan
Elaine Timbes, Deputy Chief Exec Officer/COO

Randy was brought in for long term vision for the organization & improve engagement of the community of all levels. Also to identify creative funding sources. Montra & focus is about quality service that we provide on all services not just fixed routes. Performance Score card created. 1-1 meetings Sept 26, 27, 28. There were 25 1-1 interviews – Success for Cap Metro. Customer Satisfaction, Employee Engagement, Community Related (value, relevance)
Innovative Growth. 4 themes of the Score Card: High quality customer experience, Engaged Workforce, Sustainability Valued Community partner.

Score card:
It will be emailed to me.

Elaine wants feedback from Access Committee. Elaine says it is slated for board adoption in Dec. It is just 1 page long. Martin will send out to the committee. Elaine recommends the committee set a deadline to be done by set date. Comments by Nov. 27th or 28th should be given to Chris Prentice. **Yannis will add score card to Dec 5th Agenda.**

Pat Thomas: not hearing announcement about next stops on fixed routes. Martin informs her to let the operator know where they want to get off & they can announce it. Also is there a procedure for the operators to let customers know if bus is full. Elaine explained that the operators can let them know the bus is full & how long the next bus is coming.

**Statistics / Tech Update**
*Chad Ballentine, VP of Demand Response and Innovative Mobility*

September last month of MV’s south base. Ridership is down overall. On-time performance just under 90.89%. Abandonment rate goal is to be under 5%, it was 7.75%. Shorthanded at the call center. Been trying to pull in temps. Eligibility for September was 5670. Active Riders are up due to weather. 127 Applications were processed in September.

A great concern from the committee is the wait time to get someone on the phone to schedule trips or to update a pickup time. What is the possibility of updating the phone system that lets you know approximately how long is your wait? Committee members were informed that we are currently in the process of looking to update the phone systems. It would be nice if you could use text. Chad says 1st approach to fixing issues is staffing, without humans to handle calls no other updates will work.

**Pilot Projects Update / Innovation Zones Update**
*Chad Ballentine, VP of Demand Response and Innovative Mobility*

Expanded the pilot program on 10/22. Springdale/Roggue; St David North; and Springdale/Johnston Terrace. St. David’s North border is MOPAC. Goes from St. David’s to Fry’s Electronics. The pilot will run until April 22nd. If popular it is possible it will go longer. Looking to open it up to Lift & Uber. Want it to be used to connect to fix route. The regular Ride Austin App is used to book ride. Origin or destination must be within the zone. We have advertised & market in public meeting. Emails have been sent to people who sent in comments. Looking to do doorhangers to advertise in the areas that can use Metro Access. Vice Chair Hunt says Metrolink could be a better option than the bus. Exposition pilot project ending on Dec 7th. Chairman says it’s not fair that the Exposition was advertised very well. Chad explains we are trying to keep it localized to areas that will use the service. It’s on the bus stops as well. Martin says the idea to do these is to address a specific issue. Chad says looking at doing a pickup in Tech Ridge area also possibly in Pflugerville.
AAV 3.0 – USDOT’S ROADMAP
Chad Ballentine VP of Demand Response & Innovative Mobility

New guidelines have come out. Capital Metro will be commenting & encourages others to comment on it when they get a chance. Capital Metro will be focused on accessibility in our comments & want to make sure that it is baked in from the beginning with all the pilots. Department of Transportation need to hear from the community as well. Safety is a high priority but accessibility should be up there also. We have been selected to be a part of an On-Ramp program to help develop business plans from the FTA. We will help create a playbook so that other agencies can follow suit. The focus is to look at how to get an AV vehicle system up and running. 6 agencies were chosen to be a part of the On-Ramp program, we are the only one looking to do AV. It will be a one-year project. Martin says he is happy to have conversation with reps from different groups around this topic. Will help to come up with talking points to provide meaningful feedback. AV needs to be designed for accessibility from get go. Retrofitting is more expensive will discourage agencies from doing it. There will be an opportunity for people to see the vehicles this Friday at 2910 from 10am – 12pm.

Update on South Base Transition
Suzie Edrington, Director of Demand Response

Just completed 1st full month of transition. South base provides about 65% of trips. Few challenges, mainly with on-time performance, which looks like it will be 88% for October (preliminary). Ride Right is responsive & looking to hire new technology & workers. They’re hiring a dispatch supervisor to help smooth out the pullout. Also brought in specialist to provide 1-1 training with dispatch staff. Senior Management team has been in town. Regional VP & COO will be here next week. They have plan to achieve 90% or better by end of November. Looking at some possible internal fixes as well (scheduling/dispatch). The committee request to make sure drivers can read addresses/use the tools available to them to locate passengers. Raul says drivers have to call in whenever they do a no-show & have to describe 3 descriptive items before it can be logged as a check & balance. Vice Chair Hunt – Ride Right south is taking over “Where’s My Ride” at 9 pm. Committee wasn’t notified about it. Raul explained they now handle it earlier than before. Vice Chair Hunt also asked what dispatchers do what? Raul says Ride Right checks they are fit for duty, issue tablet & provide phone support if they call or via radio. Suzie said Metro Access is responsible for schedule & dispatchers can see the entire schedule, monitor late trips/cancels/no shows. Also take care of scheduling. Looks at the slack during the day to be able to move trips in & out. Come next June service provider dispatchers will be located in same room. Vice Chair Hunt says when contracts are issued, if everyone used the same hardware & technology it will help down the road when changes are being made. Vice Chair Hunt – Trapeze did the scheduling they were messing up. Suzie – Trapeze is messing up for everyone around the country. Trapeze batch the schedules at the end of night. Scheduler scans the trips to make sure they’re reasonable.

Approval of Mins postponed until next month.
Approval of Minutes from the October 10, 2018 Public Hearing and October 22, 2018 Board Meeting
Call to Order: 12:05 p.m.

I. Presentation:
   1. Proposed January 2019 Service Changes
      Director of Service Planning Roberto Gonzalez presented an overview of the proposed changes. Minor route and schedule changes are being proposed. These changes may also include some re-routes to the new Westgate Transit Center if the facility is open in time. Otherwise those changes would take place in June, 2019.

II. Public Comment:

Scott Morris from the Austin Coalition for Transit provided comments on Public Connect. He spoke of the organization's concerns with the proposal to include Autonomous Rapid Transit in the plan given its untested nature and scalability. He urged the board to only consider mode scenarios that are doable and proven.

Chair Cooper queried Mr. Morris about some of his cost assumptions and asked for example cities. Mr. Morris cited Phoenix as a place where light rail had proven its per-passenger cost effectiveness against bus modes.

Board Member Kitchen encouraged Mr. Morris not to present this plan as a done deal, or to represent it as something that Capital Metro had changed something that had been decided on. We are going through a process of hearing from the community, and there will be lots more discussion to occur.

Zenobia Joseph, citizen, spoke about bus routes that were not meeting their advertised frequencies, specifically north and north east of the city. Customers are also having to walk long distances to catch their bus. She urged the board to consider options including branching of the routes to get better coverage of the 300 routes. She believes the agency was misleading in the Cap Remap Title VI Service Equity Analysis. She highlighted an upcoming presentation the President Clarke will be making to the CAMPO board.

Ms. Joseph responded to a comment from Chair Cooper by citing problems that she perceives with Route 392 -- it is too infrequent and indirect. She also urged the board to look at problems with Route 240.

Gregory Watson, citizen, lives near Brodie Lane. He is a regular rider of Route 333 and does not own a vehicle. He is happy to see this route's direct connection to the Oak Hill Shopping Center restored but would also like to see it restored to the Oak Hill Park & Ride.
Roberto Gonzalez commented that we are looking at adjustments to routes that both Ms. Joseph and Mr. Watson spoke about today.

III. Items for Future Discussion:

IV. Adjournment

Adjourn: 12:40 p.m.

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I. Pledge of Allegiance

II. Safety Briefing

Director of Risk Management Mike Nyren gave the briefing this month. Mike reviewed emergency procedures for the boardroom, and highlighted the importance of safety while using or driving near the many electric scooters that have become so popular in Austin lately.

III. Public Comment:

Chair Cooper began the Public Comment portion of the agenda by recognizing and thanking longtime Austin American Statesman transportation reporter Ben Wear, who is retiring from the newspaper this month.

Alex Meed, UT student, highlighted recent problems with timeliness on Route 671. The route never seems to operate at the frequency advertised. This causes Alex and others he has spoken with to be late for class.

Lyndon Henry, former Capital Metro board member, advocated for light rail to remain an important piece of the Project Connect plan. It has lower costs per mile and has higher ridership than bus rapid transit service. Chair Cooper then clarified some of the points brought up by Mr. Henry.

David King, citizen, is a member of the City's Planning Commission and spoke on the importance of close cooperation between Capital Metro and the City of Austin at the early stages of new development. He also wants Capital Metro to postpone the vote on the Proposed January 2019 Service Changes until after a more thorough analysis of the impacts on low-income and minority customers brought on by the June Cap Remap changes can be performed.

Mona Mehdy, citizen, spoke of cuts to routes in northeast Austin brought on by the Cap Remap changes despite meeting stated ridership metrics. Title VI requires an analysis of these routes if they have a disparate impact and she has not seen such an analysis performed. She is here on behalf of the minority.

Shannon Jones, citizen, is a resident of Travis County and is concerned about lack of transit access to health centers and places of employment for residents of eastern Travis County. He strongly encourages the board to address this problem, as residents of this "eastern crescent" are often dependent on transit for their transportation needs.

Scott Morris is with the Austin Coalition for Transit. He gave a brief presentation on potential transit modes being proposed as part of Project Connect. Bus Rapid Transit and Autonomous Rapid Transit cannot be quickly, easily, or cheaply converted to light rail. He also reviewed and compared the current Project Connect vision map with earlier versions. He encouraged the board to go back to versions of the map presented in February, 2018. Chair Cooper followed Mr. Morris’ comments with clarifications on several points.
Grace Edwards, UT student, spoke on reliability and overcrowding problems with the Route 670 and getting to campus. These problems seem to be worse since the Cap Remap changes. She would like to see more buses added to this route.

Dave Dobbs is the Executive Director of the Texas Association for Public Transportation. He believes that light rail would be far more future-proof than other options being considered. He showed a brief video and slide highlighting the economic benefits of light rail systems.

Councilmember Ora Houston read and passed out copies of a copy of a letter she wrote to Capital Metro criticizing the perceived agency focus on choice riders and pointing out problems with the Project Connect public and stakeholder input process. The Project Connect timetable is disrespectful of people we serve and creates a lack of trust.

Zenobia Joseph, citizen, does not believe that the agency has complied with its own service standards on the Cap Remap changes. She can give many examples of this. She would also like to see an analysis done of minority routes affected by Cap Remap before votes on future service changes are taken. Please recognize the growth that has taken place in the areas northeast of the central core.

Darrell Sorrells, bus operator and ATU shop steward, spoke on recent assaults on both customers and operators. He feels that more could be done and more support could be provided to keep everyone safe.

IV. Advisory Committee Updates:

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

Deputy Chief of Staff Sam Sargent provided the report.

The Access Advisory Committee met on October 10th and heard updates from staff on the mobile app, new MetroRapid stations, and the Westgate Transit Center.

2. Update on the Access Advisory Committee (AAC)

Deputy Chief of Staff Sam Sargent provided the report.

The Access Advisory Committee met on October 3rd and heard their regular update on MetroAccess service and technology, along with updates from staff on the mobile app, new MetroRapid stops, and the Westgate Transit Center.

Sam mentioned that Kendall Jackson, who had been the previous staff coordinator for the two committees, has left the agency and that Yannis Banks from the Community Involvement Team will be taking over these duties and working with CSAC and Access.

V. Board Committee Updates:

1. Finance, Audit and Administration Committee

Chair Mitchell presented the report. This month the committee recommended action on the appointment of an investment committee member; the Capital Metro investment policy; extension of a contract for business services; and an ILA with CAMPO for employee transit passes.

2. CAMPO update

Board member Mitchell presented the report. This month CAMPO heard a presentation from Capital Metro on Cap Remap, as well as presentations on the regional incident management plan and public participation plan.

VI. Consent Items

1. Approval of Minutes for the September 14, 2018 Board Worksession and September 28, 2018 Board Meeting.
2. Annual approval of a resolution adopting the Internal Audit Charter.

3. Approval of a resolution authorizing the President & CEO, or his designee, to approve a resolution appointing Ilyse Niland, Deputy Counsel, to the Capital Metro Investment Committee as a committee member.

4. Approval of a resolution authorizing the President & CEO, or his designee, to approve the annual Internal Audit Plan.

5. Approval of a resolution authorizing the President & CEO, or his designee, to approve Capital Metro's Investment Policy.

6. Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with Capital Area Metropolitan Planning Organization (CAMPO) for employee transit passes.

7. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Ricoh USA to extend the contract for On-Site Business Center Services through May 11, 2019.

VII. Action Items:

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

   Director of Service Planning Roberto Gonzalez presented this item.

   Roberto stated that Capital Metro has heard feedback on both the June and August Service Changes and is making several adjustments to service based on those comments. These are mostly schedule and overcrowding issues. We are also making changes due to construction along 183 and the closure of ACC Pinnacle. We are also prepared to move forward with changes with the opening of the new Westgate Transit Center, although that opening has been delayed largely due to the long period of rain which we are experiencing.

   Specifically addressing comments that were made earlier in the meeting, Roberto spoke to improvements in service for routes in northeast Austin covered under this proposal. He also mentioned that we are launching new pilot innovation zones to provide first/last mile service to areas that lost scheduled service including St. David's North Hospital.

   Vice Chair Garza asked when the next time that we change service will be. Roberto responded that we will be back in Spring, 2019 with a more comprehensive review of Cap Remap and ridership that will inform further changes next June.

   President Clarke thanked staff and made comments related to service planning and available resources. Capital Metro would love to run more frequent and comprehensive service but is constrained in what we can do without new sources of revenue.

   Board member Travillion made comments related to resources, public trust and the importance of meaningful community communications. Board member Mitchell echoed those comments and emphasized the importance of partnering with community organizations and developers.
2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Austin Business Furniture for the purchase and installation of furniture for the administrative office lease space at 507 Calles Street.

Vice President of Capital Projects Ken Cartwright presented this item.

Ken gave a brief presentation summarizing all of the administrative office space that is leased by the agency. This contract would furnish approximately 71 work stations in new space being leased at 209 Calles Street.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Juli Word, Secretary
SECONDER: Delia Garza, Board Member
AYES: Mitchell, Word, Cooper, Garza, Travillion
ABSENT: Kitchen, Jonse, Renteria

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with SHI to renew our Microsoft software suite.

Interim Chief Information Officer Jane Schroter presented this item.

This is a 3-year renewal of our agency contract for Microsoft software, including maintenance.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Jeffrey Travillion, Board Member
SECONDER: Juli Word, Secretary
AYES: Mitchell, Word, Cooper, Garza, Travillion
ABSENT: Kitchen, Jonse, Renteria

VIII. Presentations:

1. Fare Collection Strategy

Chief Financial Officer Reinet Marneweck presented this item.

Reinet reviewed Capital Metro's vision and goal for our fare collection policies and technology in the future. She emphasized the strategic importance for the agency in achieving these goals. She summarized our current fare revenue channels, fare types, and farebox/onboard technology and presented a vision of how new technology could be integrated in the future. She also discussed the mobile ticketing app and ticket vending machines and some of their possible future enhancements and an overall plan for a fare strategy.

Chair Cooper asked about general costs and funding for future improvements, and Board Member Mitchell asked about any cost savings that might come from fare collection enhancements. Board Member Travillion commented on the difficulty of getting some people to tie their credit cards to new types of payment systems. President Clarke spoke of the service quality enhancements that new
methods of fare payment might provide given shorter dwell times. Board Member Garza asked about using credit cards or smart cards to “tap” for payment.

2. Positive Train Control Update

Chief Operating Officer Elaine Timbes presented this item.

Elaine reviewed progress on the Positive Train Control initiative since her last update. She distributed a copy of a fact sheet that will also be posted on the Capital Metro website.

3. Project Connect Update

Project Connect Program Officer Dave Couch presented this item.

Dave reviewed the most recent Project Connect regional and system vision maps and each of the corridors/lines individually. He also discussed downtown and neighborhood circulators which are part of the plan. He ran through a four-step process of community engagement as the agency moves forward on Project Connect and the types of modes that are under consideration. He reviewed next steps in the design, engineering and procurement phases leading to a potential public vote in November 2020.

Board member Mitchell asked about how other agencies are moving forward given reduced Federal Transit Administration funding.

IX. Reports:

1. President & CEO Update

President Clarke presented his monthly report. He reviewed the three areas where we will be launching MetroLink mobility pilots to assist with first/last mile connectivity; the DiversityFIRST award that Capital Metro recently received; and his first Facebook Live event, which will be a new way of reaching out and engaging with our customers and stakeholders.

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

Section 551.076 Physical and Cyber Security Device Briefing.

In: 2:54 p.m.
Out: 4:04 p.m.

XI. Items for Future Discussion:

XII. Adjournment

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Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the contract with Huitz-Zollars, Inc. for additional construction phase engineering consulting services for TIGER V railroad improvements in the amount of $200,000 for a total revised not to exceed contract amount of $3,533,404.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the contract with Huitt-Zollars, Inc. for additional construction phase engineering consulting services for TIGER V railroad improvements in the amount of $200,000 for a total revised not to exceed contract amount of $3,533,404.

FISCAL IMPACT:
Funding for this action is available in the FY2019 Capital Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer
2. Ridership

Strategic Objectives:
1.2 Improve system reliability and convenience
2.2 Lead public transportation and development

EXPLANATION OF STRATEGIC ALIGNMENT:
Executing this contract modification will provide Capital Metro with construction phase engineering consulting services for the duration of Capital Metro’s TIGER V Federal Grant Project, which is expected to be completed in Spring, 2019. These services help ensure safe and reliable facilities for our customers and provide improvements to support increased system capacity and frequency.

BUSINESS CASE:
The budget for Capital Metro’s TIGER V federal grant project includes funding for engineering services for railroad improvements including side tracking, super elevation and signals. These services ensure that Capital Metro’s passenger and freight railroad improvements are designed and constructed to meet the needs of the agency’s customers and comply with all regulatory and safety requirements. The funding for this project is included in the FY 2019 capital budget as well as the project budget.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on November 2, 2018.

EXECUTIVE SUMMARY:
In January 2016, Capital Metro awarded a contract to Huitt-Zollars, Inc. (Contract 200018) for a not to exceed amount of $2,844,299 to design the sidings and signals for the TIGER V grant project, which is funded by $11.3 million in Federal Transportation Administration funds. The original contract amount included a 10% contingency in the
amount of $258,573. In February 2017, the Board approved the first contract increase in the amount of $489,105 for Capital Metro directed scope changes to the Crestview Siding and other engineering services. Through this engineering contract, Capital Metro has secured the services of railroad engineers, civil engineers and other related design professionals to complete budgeted projects included in Capital Metro’s TIGER V federal grant project. This contract addition will assure engineering support for jurisdictional permitting issues, construction phase services, close-out, and grant reporting through the project’s completion.

DBE/SBE PARTICIPATION: The 14.9% DBE goal will be maintained by the contractor per the original contract.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Capital Projects
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-906)
Contract Modification for TIGER V Grant Engineering Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to expand and improve rail system capacity and safety; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to secure engineering services required to support the design and construction of rail system improvements included in Capital Metro’s TIGER V federal grant project.

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 a modification to the contract with Huitt-Zollars, Inc. for additional construction phase engineering consulting services for TIGER V railroad improvements in the amount of $200,000 for a total revised not to exceed contract amount of $3,533,404.

________________________
Secretary of the Board
Juli Word

Date: ______________________
Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification of the contract with G Hyatt, Inc. for additional construction phase contingency for Westgate Transit Center construction in the amount of $350,000 for a total revised not to exceed contract amount of $3,911,120.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification of the contract with G Hyatt, Inc. for additional construction phase contingency for Westgate Transit Center construction in the amount of $350,000 for a total revised not to exceed contract amount of $3,911,120.

FISCAL IMPACT:
Funding for this action is available in the FY2019 Capital Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer
2. Ridership
3. Community

Strategic Objectives:
1.2 Improve system reliability and convenience
2.3 Pursue service expansion opportunities
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)

EXPLANATION OF STRATEGIC ALIGNMENT:
Executing this contract modification will provide Capital Metro with additional contingency through the completion of the Westgate Transit Center in Spring, 2019.

BUSINESS CASE:
The development of the Westgate Transit Center will provide a strategic transit hub in the South Austin/Westgate area for multiple bus routes, including MetroRapid, and will provide much needed parking for transit customers. The funding requested will provide needed contingency through the completion of the project.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on November 2, 2018.

EXECUTIVE SUMMARY:
In May 2018, Capital Metro awarded a contract to G Hyatt, Inc. (Contract 200301) for a not to exceed amount of $3,561,120 to construct the Westgate Transit Center. The original contract amount included a 10% contract contingency in the amount of $323,738. Due to finding rock and not clay soil, which was specified in the original project scope based on the geotechnical report, the additional cost to dig utility trenches
through rock have utilized a majority of the original contingency funds. The additional funding requested will replenish the contingency budget for the remainder of the project. Funding for the additional contingency is included in the approved budget for this capital project and the FY 2019 capital budget.

DBE/SBE PARTICIPATION: The 11.02% DBE goal will be maintained by the contractor per the original contract.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Capital Projects
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-907)
Contract Modification for Westgate Transit Center Construction Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need for a transit center in the Westgate/Ben White area of South Austin that will improve system reliability and convenience while developing new ridership markets; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to construct this transit center on TxDOT right-of-way to serve the transit demand and connectivity in this region of Austin.

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 a modification to the contract with G. Hyatt, Inc. for additional construction phase contingency for Westgate Transit Center construction in the amount of $350,000 for a total revised not to exceed contract amount of $3,911,120.

________________________
Date: ______________________

Secretary of the Board
Juli Word
Westgate Transit Center
Westgate Transit Center

A Partnership Project with the Texas Department of Transportation
Program:
• Eight bus bays (6 for 40' MetroBus, 2 for 60' MetroRapid)
• ~200 vehicle parking lot including motorcycle and bike parking
• Operators’ restroom
• Lighting
• Landscaping
• Signage
Before Construction
Start of Construction
Drainage Work
Drainage Work
Approval of a resolution by the Capital Metropolitan Transportation Authority Board of Directors adopting the 2019 Board Meeting Calendar.
SUBJECT:
Approval of a resolution by the Capital Metropolitan Transportation Authority Board of Directors adopting the 2019 Board Meeting Calendar.

FISCAL IMPACT:
This action has no fiscal impact.

STRATEGIC PLAN:
Strategic Goal Alignment:
3. Community

Strategic Objectives:
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

EXPLANATION OF STRATEGIC ALIGNMENT:
Holding regularly scheduled board and committee meetings increases the likelihood of meaningful public input and ensures the timely execution of Agency business.

BUSINESS CASE:
Not applicable.

COMMITTEE RECOMMENDATION:
This agenda will be presented to the full board on November 14, 2018.

EXECUTIVE SUMMARY:
Approval of the Capital Metro 2019 Board Meeting Calendar.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Board of Directors
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-913)
2019 Board Meeting Calendar.

WHEREAS, Section 451.514 of the Texas Transportation Code requires the Board of Directors to hold at least one regular meeting each month to transact the business of the Authority and to set the place, date and time for each meeting.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors will hold regular monthly meetings and adopts the schedule laid out in the attached document for calendar year 2019.

________________________
Date: ____________________

Secretary of the Board
Juli Word
# Capital Metro DRAFT 2019 Board Calendar

<table>
<thead>
<tr>
<th>Month</th>
<th>F/A/A Committee</th>
<th>O/P/S Committee</th>
<th>Full Board Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>Wednesday, 16</td>
<td>Wednesday, 16</td>
<td>Monday, 28</td>
</tr>
<tr>
<td>February</td>
<td>Wednesday, 11</td>
<td>Wednesday, 11</td>
<td>Monday, 25</td>
</tr>
<tr>
<td>March</td>
<td>Wednesday, 13</td>
<td>Wednesday, 13</td>
<td>Monday, 25</td>
</tr>
<tr>
<td>April</td>
<td>Wednesday, 10</td>
<td>Wednesday, 10</td>
<td>Monday, 22</td>
</tr>
<tr>
<td>May</td>
<td>Wednesday, 8</td>
<td>Wednesday 8</td>
<td>Monday, 20</td>
</tr>
<tr>
<td>June</td>
<td>Wednesday, 12</td>
<td>Wednesday, 12</td>
<td>Monday, 24</td>
</tr>
<tr>
<td>July</td>
<td>Monday, 15</td>
<td>Monday, 15</td>
<td>Monday, 29</td>
</tr>
<tr>
<td>August</td>
<td>Wednesday, 14</td>
<td>Wednesday, 14</td>
<td>Monday, 26</td>
</tr>
<tr>
<td>September</td>
<td>Wednesday, 11</td>
<td>Wednesday, 11</td>
<td>Monday, 23</td>
</tr>
<tr>
<td>October</td>
<td>Wednesday, 9</td>
<td>Wednesday, 9</td>
<td>Monday, 28</td>
</tr>
<tr>
<td>November</td>
<td>Wednesday, 6</td>
<td>Wednesday, 6</td>
<td>Monday, 18</td>
</tr>
<tr>
<td>December</td>
<td>Friday, 6</td>
<td>Friday, 6</td>
<td>Monday, 16</td>
</tr>
</tbody>
</table>

Revised 11/8/18
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Ricoh USA to extend the contract for On-Site Business Center Services through May 11, 2019 in an amount not to exceed $300,000 and increasing the total estimated not to exceed amount to $4,930,606.
SUBJECT: Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Ricoh USA to extend the contract for On-Site Business Center Services through May 11, 2019 in an amount not to exceed $300,000 and increasing the total estimated not to exceed amount to $4,930,606.

FISCAL IMPACT: Funding for this action is available in the FY2019 Operating Budget.

STRATEGIC PLAN: Strategic Goal Alignment: 4. Human Capital

Strategic Objectives: 4.4 Improve internal communications

EXPLANATION OF STRATEGIC ALIGNMENT: The services provided under the business center contract include routing of mail, lost and found deliveries and copying/printing. Such services support internal communications and provide a centralized source for meeting document and other delivery needs.

BUSINESS CASE: The current contract and all option years with Ricoh USA expires on November 11, 2018. Prior to issuing a request for proposals for continuation of outsourced business center services, Capital Metro is conducting a cost/benefit analysis on the alternative of performing some of these services with directly employed staff. This proposed extension will allow sufficient time to complete the analysis and determine which services should be performed through a contract.

COMMITTEE RECOMMENDATION: This agenda item was presented and is recommended for approval by the Finance, Audit and Administration Committee on October 10, 2018.

EXECUTIVE SUMMARY: The proposed action is to extend the existing contract through May 11, 2019. The contract with Ricoh USA was initially awarded in November 2008 with a five-year base period and five one-year options. The five option years were executed in 2013 with the commitment of Ricoh USA to hold the fees flat during all option years. The services provided under the contract include: lease and maintenance of printers and copiers, pick-up of lost and found items from service providers and delivery to the Transit Store, meeting room set-up, mail room services, printing, copying and binding of documents for all Capital Metro departments.
DBE/SBE PARTICIPATION:
The 15% DBE goal will be maintained by the contractor per the original contract.

PROCUREMENT: On October 27, 2008, the Capital Metro Board of Directors approved a contract award via Resolution CMTA-2008-70, with Ricoh USA (formerly Ikon Office Solutions), for implementation of a business center for a five-year base period to include 5 one-year options in the amount of $4,552,720. Capital Metro exercised the total 5-year option period via Modification #7 on October 8, 2013 for a new estimated total amount $4,555,373. Through subsequent modifications for additions and removal of services, the current contract total amount is $4,630,606 and the term of the contract expires November 11, 2018. Capital Metro seeks to extend the term six (6) months through May 11, 2019 per the provisions of the contract based on continued need for services in an amount not to exceed $300,000.

The price is determined to be fair and reasonable based on a cost analysis. The contract is a fixed price contract.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Contract Amount</td>
<td>$4,630,606</td>
</tr>
<tr>
<td>Six (6) Month Option Amount</td>
<td>$300,000</td>
</tr>
<tr>
<td><strong>New Total Contract Amount</strong></td>
<td><strong>$4,930,606</strong></td>
</tr>
</tbody>
</table>

RESPONSIBLE DEPARTMENT: Human Resources
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-896)
Extension of Contract with Ricoh USA for Business Center Services

WHEREAS, the Capital Metro Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need for continuation of business center services.

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 with Ricoh USA to extend the contract for On-Site Business Center Services through May 11, 2019 in an amount not to exceed $300,000 and increasing the total estimated not to exceed amount to $4,930,606.

Date: _______________________

Secretary of the Board
Juli Word
Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with SpawGlass to construct an Operations Control Center and supporting spaces including a breakroom and Emergency Operations Center, in an amount not to exceed $359,402.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with SpawGlass to construct an Operations Control Center and supporting spaces including a breakroom and Emergency Operations Center, in an amount not to exceed $359,402.

FISCAL IMPACT:
Funding for this action is available in the FY2019 Capital Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer

Strategic Objectives:
1.1 Promote a culture of safety
1.2 Improve system reliability and convenience

EXPLANATION OF STRATEGIC ALIGNMENT:
The construction of the Operations Control Center is required to create a cohesive workspace for transportation services control and coordination. The center will be constructed to create open communications between our bus, rail and security dispatchers. Constructing this center will enhance our ability to respond to emergency and day to day issues that develop in transit operations and provide better services to our customers.

BUSINESS CASE:
Constructing this Center is necessary to provide a better response for our customers. Implementation of the Operations Control Center will improve our ability to monitor our service as a system compared to the current process in which we operate independent dispatch centers for each of the service providers. The new center will house the dispatch function for Bus, Rail and Security.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on November 2, 2018.

EXECUTIVE SUMMARY:
The Operations Control Center (OCC) will be built on the first floor of the North Operations and Maintenance Facility (North Ops). The OCC is being created in space currently occupied by oversized hallways and a large breakroom. The resulting space
will include the OCC room and a small break room. In addition to the OCC itself, additional renovations will be conducted on the second floor of North Ops to update the existing Emergency Operations Center (EOC) space to complement the capabilities of the OCC.

Construction activities required to support the Operations Control Center include demolition of the existing breakroom, construction of new walls to create a larger space to house the OCC, modifications to the existing HVAC and electrical systems to support the OCC, construction of a small breakroom, a new IT closet to house all the new equipment for the OCC, new flooring and paint for the EOC along with modifications to the HVAC system to accommodate the use of this space.

Construction is estimated to begin on November 26, 2018 and conclude on approximately January 15, 2019.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT
The contract will utilize the Texas Multiple Award Schedule (TXMAS) Program Contract No. TXMAS-18-5602 held by SpawGlass Contractors, Inc. for Job Order Contract, Building Renovations and General Construction. TXMAS 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 TXMAS contracts satisfy otherwise applicable competitive bidding requirements. Pricing for the construction of the Operations Control Center was determined to be fair & reasonable by the TXMAS organization during its solicitation and award process.

The following is SpawGlass Contractors lump sum pricing provided through their TXMAS contract:

<table>
<thead>
<tr>
<th>Description</th>
<th>SpawGlass Contractors, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lump Sum Amount to Construct an Operations Control Center</td>
<td>$359,402.00</td>
</tr>
</tbody>
</table>

The contract is a firm fixed price type contract.

RESPONSIBLE DEPARTMENT: Capital Projects
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-915)
Operations Control Center Construction

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide operations workspace that promotes efficient and effective operations and promotes a culture of communication; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide an Operations Control Center and support spaces.

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 SpawGlass to construct the Operations Control Center and supporting spaces including a Breakroom and Emergency Command Center in an amount not to exceed $359,402.

________________________
Date: _____________________

Secretary of the Board
Juli Word
Operations Control Center (OCC)

• Goal: Promote Operational Excellence
• Achieved through
  – Improved route management and service reliability
  – Improved incident and emergency response
  – Improved communication between modes and with customers
Timeline & Staffing

• OCC to be fully operational by SXSW 2019
• Hiring three OCC Managers
  – Reallocation of FTEs from other departments as a result of efficiency analysis
  – Currently in hiring process
  – On-board in mid-December
  – Training to commence from December – February
  – Training will include
    • Team building
    • Technology
    • Tabletop Exercises
New Business Model

- Consolidate dispatching for Bus, Rail and Security into one location at North Ops
- Supported by an OCC Manager
  - Monitor system and ensure collaboration and coordination between providers and modes
  - Communicate significant delays to customers via social media
  - Support emergency response, including notifications
OCC Construction

- Action Item #2 – Spaw Glass
- Construct a room on the 1st Floor of North Ops to accommodate the technical and personnel needs of the OCC (approximately 3000 sq. ft.)
- Replace the current breakroom with a smaller break area that will serve all first-floor occupants (including OCC)
- Renovate the existing Emergency Operations Center (EOC) to complement OCC capabilities when serious incidents occur
Video Wall

• Action Item #3 - QA
• Consolidates view of systems, including video
  – On-time performance
  – Dispatch/vehicle location systems
  – CMTA and partner video feeds
  – News and weather
• Proactively manage service delivery
  – Access and leverage performance data
  – Video-based situational awareness
  – Quickly and more effectively respond to customer-facing issues
Real-Time Data Services

• Action Item #4 - Swiftly
• Generates more accurate real-time vehicle location for key performance indicators
  – Increases the accuracy of the predictive arrivals for customer-facing systems, trip-planning and next departure
  – Real-Time data and analytics tools will proactively assist with operational efficiency and service reliability
  – Historical data and analytics tools will be used for effective service management and future schedule adjustments
Real-Time Data Services
Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with QA Systems to implement and support a video wall solution for the Operations Control Center in an amount not to exceed $250,000. This consists of the hardware, software, and installation services with one year of support and options for an additional four years of support.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with QA Systems to implement and support a video wall solution for the Operations Control Center in an amount not to exceed $250,000. This consists of the hardware, software, and installation services with one year of support and options for an additional four years of support.

FISCAL IMPACT:
Funding for this action is available in the FY2019 Capital Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer
4. Human Capital

Strategic Objectives:
1.2 Improve system reliability and convenience
4.4 Improve internal communications

EXPLANATION OF STRATEGIC ALIGNMENT:
The video wall solution provides opportunities for improved communication, collaboration, and customer service response via consolidated visibility into key performance indicators, systems, and video inputs.

The solution will, also, provide a platform for incorporating new, improved and innovative business practices, as well as opportunities to better provide a great customer experience.

BUSINESS CASE:
The video wall is a key component of the Operations Control Center. It will provide a consolidated view into key performance indicators, systems, and video inputs to augment the agency’s ability to collaborate and improve customer service delivery.

COMMITTEE RECOMMENDATION:
This agenda item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on November 2, 2018.

EXECUTIVE SUMMARY:
The video wall will provide a consolidated view into key performance indicators such as on time performance, key operational systems such as the dispatch applications, and video inputs such as security cameras and weather conditions. This will provide the ability to improve existing business practices and develop innovative approaches to
augment the agency's ability to access and leverage performance and situational information. It will also improve the ability to more rapidly identify customer affecting issues or circumstances and respond more effectively.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Information Technology
WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to improve customer service and business practices; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide the necessary technology solutions by new business initiatives.

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 QA Systems to implement and support a video wall solution for the Operations Control Center in an amount not to exceed $250,000. This consists of the hardware, software, and installation services with one year of support and options for an additional four years of support.

________________________
Date: _____________________

Secretary of the Board
Juli Word
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Swiftly, Inc. to provide hosted services for the generation of "real time" vehicle information and analytics tools for key performance indicators for a base period of one year with four optional one-year periods in an amount not to exceed $1,585,000.
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Swiftly, Inc. to provide hosted services for the generation of "real time" vehicle information and analytics tools for key performance indicators for a base period of one year with four optional one-year periods in an amount not to exceed $1,585,000.

FISCAL IMPACT:
Funding for this action is available in the FY2019 Capital Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer
3. Community

Strategic Objectives:
1.2 Improve system reliability and convenience
3.4 Support plans and programs designed to build ridership and increase market share of alternate transit use.

EXPLANATION OF STRATEGIC ALIGNMENT:
This system will process GPS vehicle location leveraging the new routers installed for the fare collection system and live video feed projects. The GPS location information will be broadcast every ten seconds which will increase the accuracy of the predictive arrivals for customer-facing systems. With increased accuracy, customers will utilize CMTA's services more easily and with greater confidence.

BUSINESS CASE:
This system will generate an enhanced real-time data feed utilizing GPS from vehicle routers providing more accurate real-time vehicle location. This will increase the accuracy of the predictive arrivals for customer-facing systems, trip-planning and next departure. Analytics tools will allow for the improvement of schedules for operational efficiency and service reliability.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on November 2, 2018.

EXECUTIVE SUMMARY:
The proposed contract has a base period of one year with four optional warranty and maintenance extension periods. Services provided under the contract include the generation of a real-time data feed, web-based dashboard and analytics tools for the measurement of key performance indicators.
DBE/SBE PARTICIPATION: SBE participation is encouraged.

PROCUREMENT: On 07/26/18, a Request for Proposals was issued and formally advertised. By the closing date of 09/07/18, three (3) proposals were received. Proposals were scored based on the following evaluation factors:

- Demonstrated understanding of the requirements in the Technical Specifications and Work Plan, in the Technical Specifications and Work Plan, and Scope of Work as described in Exhibit F.
- Capabilities and experience of the firm and staff.
- The offeror’s methodology and quality of the work plan proposed to meet project objectives.

An award to Swiftly, Inc. was determined to be the best value to the Authority, price and other factors considered. Price was deemed to be fair and reasonable based on price analysis. The contract is a fixed price contract. The term of the Contract is one base year from Notice to Proceed with four one-year options, for a total contract term of five years. The estimated contract amount for the base and option periods is as follows:

<table>
<thead>
<tr>
<th>Term</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Year Term</td>
<td>$317,000</td>
</tr>
<tr>
<td>Option Year 1 RT feed</td>
<td>$185,000</td>
</tr>
<tr>
<td>Option Year 2 RT feed</td>
<td>$185,000</td>
</tr>
<tr>
<td>Option Year 3 RT feed</td>
<td>$185,000</td>
</tr>
<tr>
<td>Option Year 4 RT feed</td>
<td>$185,000</td>
</tr>
<tr>
<td>Option Year 1 Analytics</td>
<td>$132,000</td>
</tr>
<tr>
<td>Option Year 2 Analytics</td>
<td>$132,000</td>
</tr>
<tr>
<td>Option Year 3 Analytics</td>
<td>$132,000</td>
</tr>
<tr>
<td>Option Year 4 Analytics</td>
<td>$132,000</td>
</tr>
<tr>
<td>Total 5 Years</td>
<td>$1,585,000</td>
</tr>
</tbody>
</table>

RESPONSIBLE DEPARTMENT: Information Technology
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-871)
Real-Time Data Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the benefit of increasing the accuracy of real-time data and the use of analytics tools.

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 Swiftly, Inc. to provide hosted services for the generation of "real time" vehicle information and analytics tools for key performance indicators for a base period of one year with four optional one-year periods in an amount not to exceed $1,585,000.

________________________
Date: ____________________

Secretary of the Board
Juli Word
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Weston Solutions for environmental engineering services for two base years and three, one-year options in an aggregate amount not to exceed $2,000,000.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Weston Solutions for environmental engineering services for two base years and three, one-year options in an aggregate amount not to exceed $2,000,000.

FISCAL IMPACT:
Funding for this action is available in the FY2019 Capital Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer

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

EXPLANATION OF STRATEGIC ALIGNMENT:
Environmental Engineering Services are integral in the site selection, funding, design and improvement of transportation and operational facilities to provide a positive customer experience.

BUSINESS CASE:
Capital Metro utilizes Environmental Engineering contracts for transportation and facility infrastructure projects that the agency undertakes in support of its mission, goals and objectives. Environmental Engineering firms provide the agency with services necessary for federal compliance in support of real property acquisitions, licensing and leasing, capital projects, real estate development, and railroad right-of-way. Funding for this action is available in the FY2019 Capital Budget and in the five-year capital improvement plan (CIP).

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on November 2, 2018.

EXECUTIVE SUMMARY:
Environmental Engineering firms provide the agency with services necessary for federal compliance in support of the five-year capital improvement plan (CIP), including real property acquisitions, licensing and leasing, capital projects, real estate development, and railroad right-of-way. Some examples of recent environmental engineering services include National Environmental Policy Act (NEPA) Categorical Exclusions, Phase 1 Environmental Site Assessments, State Historic Preservation Office (SHPO) clearance, and Texas Commission on Environmental Quality (TCEQ) Response Action Plans.
DBE/SBE PARTICIPATION:
The DBE goal is 9%. The contractor will exceed the goal utilizing the following DBE subcontractors.

<table>
<thead>
<tr>
<th>DBE Subcontractors</th>
<th>Services/Products</th>
<th>DBE Responsive</th>
</tr>
</thead>
<tbody>
<tr>
<td>AmaTerra Environmental, Inc.</td>
<td>Surveys</td>
<td>4%</td>
</tr>
<tr>
<td>Crespo Consulting Services, Inc.</td>
<td>Flood Control</td>
<td>3%</td>
</tr>
<tr>
<td>DHL Analytical, Inc.</td>
<td>Lab Services</td>
<td>2%</td>
</tr>
<tr>
<td>Harris Miller Miller &amp; Hanson Inc.</td>
<td>Noise/vibration Evaluation</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>10%</td>
</tr>
</tbody>
</table>

PROCUREMENT:
On July 25, 2018 a Statement of Qualifications was issued and formally advertised. By the closing date of August 24, 2018, three (3) submittals were received. The submittals were rated based on the following factors:

1. Ability and plan to meet project timelines; commitment to the project and a communication plan to keep the Authority’s Project Manager informed, resolution of project issues. The standard will be met when at a minimum the offeror’s submittal addresses this requirement in detail.

2. Methodology and quality of the work plan proposed to meet project objectives. The standard will be met when at a minimum the firm’s work plan and organization demonstrate understanding of, and response to the project types, scope, services and scheduling requirements in Exhibit F, Scope of Services, and covers as a minimum the elements in Section 5(b)(5) of Exhibit C.

3. The qualifications of the Project Team members including subconsultants. The standard will be met when at a minimum the firm demonstrates that it and its subconsultants have the existing in-house qualified key persons assigned to perform the services required in this contract, and attests that none of these key persons will be replaced for the duration of the project unless replaced with a person of equal or greater qualifications. As a minimum the elements in Section 5(b)(1)(vi) and 5(b)(4) of Exhibit C must be covered.

4. 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 standard will be met when at a minimum the offeror demonstrates the team’s current technical resources, and past performance in successful delivery of the project types and services required in Exhibit F, Scope of Services. Past performance will be evaluated based on the project summaries requested in Section 5(b)(3) and (4) of Exhibit C.
The submittal from Weston Solutions was rated highest, all factors considered. Capital Metro will negotiate and finalize pricing based on cost and market evaluation of the hourly rates, overhead and profit for similar services. The contract will be a single award task order contract. The term is two (2) base years and three (3) option years. The total amount for the five-year contract is not-to-exceed $2,000,000.

RESPONSIBLE DEPARTMENT: Capital Projects
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-905)
Environmental Engineering Task Order Contract

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to pursue the improvement of transportation and operational infrastructure; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to utilize Environmental Engineering and related professional services to provide federally compliant and federally funded infrastructure that responds to the needs of the customers.

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 Weston Solutions for environmental engineering services for two base years and three, one-year options in an aggregate amount not to exceed $2,000,000.

________________________  _______________________
Secretary of the Board        Date: ________________________
Juli Word
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Motor Coach Industries, utilizing the Houston Galveston Area Council Purchasing Cooperative, to purchase twenty-eight (28) over-the-road, commuter style coaches in an amount not to exceed $17,728,613 for the purpose of replacing life-expired commuter buses.
SUBJECT:
Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Motor Coach Industries, utilizing the Houston Galveston Area Council Purchasing Cooperative, to purchase twenty-eight (28) over-the-road, commuter style coaches in an amount not to exceed $17,728,613 for the purpose of replacing life-expired commuter buses.

FISCAL IMPACT:
Funding for this action is available in the FY2019 Capital Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
5. Finance

Strategic Objectives:
5.3 Continue commitment to State of Good Repair (SOGR) and transit asset management

EXPLANATION OF STRATEGIC ALIGNMENT:
This item will allow for the replacement of buses used on commuter fixed route services. These buses have exceeded their useful life and need replacement to maintain a state of good repair.

BUSINESS CASE:
To maintain a state of good repair of the bus fleet, Capital Metro establishes a fleet plan for scheduled replacement of vehicles. This item will allow for replacement of 28 vehicles under that plan. The buses being retired have exceeded their scheduled useful life.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on November 2, 2018.

EXECUTIVE SUMMARY:
As part of the Capital Budget planning process, Capital Metro establishes a fleet plan for scheduled replacement of transit vehicles. This plan details each vehicle's year of purchase and planned year of replacement. The Federal Transit Administration requires federally funded vehicles to be kept in service for a minimum of 12 years. Capital Metro reviews that age, mileage, and overall condition of the vehicles when establishing a retirement date. Accordingly, many vehicles remain in service longer than 12 years. This contract will allow for the replacement of 28 buses that will have exceeded 17 years of service at their retirement.
DBE/SBE PARTICIPATION: DBE goals do not apply because the solicitation requires a Transit Vehicle Manufacturer Certificate (TVM).

PROCUREMENT:
The contract will utilize the Houston-Galveston Area Council (H-GAC) Contract No. BT01-17 held by Motor Coach Industries, Inc, (MCI) to sell Over-The-Road Motor Coaches.

H-GAC 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 H-GAC contracts satisfy otherwise applicable competitive bidding requirements.

The following pricing for over-the-road motor coaches was determined to be fair & reasonable by the H-GAC organization during its solicitation and award process.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Estimated Quantity</th>
<th>Required Delivery Date</th>
<th>Unit Price</th>
<th>Extended Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>45-FT Over-the-Road Motor Coaches</td>
<td>28</td>
<td>9/30/2019</td>
<td>$633,164.72</td>
<td>$17,728,612.16</td>
</tr>
</tbody>
</table>

The contract being awarded is a fixed price type contract.

RESPONSIBLE DEPARTMENT: Bus and Paratransit Services
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-880)
Commuter Coaches Bus Replacements

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to maintain their fleet in a state of good repair; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to replace life-expired vehicles.

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 Motor Coach Industries, utilizing the Houston Galveston Area Council Purchasing Cooperative, to purchase twenty-eight (28) over-the-road, commuter style coaches in an amount not to exceed $17,728,613 for the purpose of replacing life-expired commuter buses.

Date: ____________________________

Secretary of the Board
Juli Word
Approval of a resolution authorizing updates to certain policies adopted by the Board of Directors.
SUBJECT:
Approval of a resolution authorizing updates to certain policies adopted by the Board of Directors.

FISCAL IMPACT:
This action has no fiscal impact.

STRATEGIC PLAN:
Strategic Goal Alignment:

Strategic Objectives:
1.1 Promote a culture of safety, 1.3 Ensure an attractive and accessible transit environment, 4.1 Enhance organizational development, 4.3 Be an Employer of Choice, 5.1 Continue improvement of the financial systems of the agency

EXPLANATION OF STRATEGIC ALIGNMENT:
The policies adopted by the Board of Directors provide strategic direction to the President & CEO and the Authority with regard to policy matters within the purview of the Board.

BUSINESS CASE:
Periodic review and updates to policies adopted by the Board of Directors are prudent in order to ensure they meet the ongoing needs of the Authority.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Board of Directors on November 14, 2018.

EXECUTIVE SUMMARY:
Section 8.6 of the Bylaws of the Capital Metro Board of Directors requires the continuous review and update of all policies adopted by the Board of Directors over a five-year period, beginning in 2018. The following actions are recommended for board-adopted policies at this time.

Tobacco Free Facilities Policy
The Tobacco Free Facilities Policy was adopted in 2010 to meet the approval requirements of a grant Capital Metro received to install signage at bus stops related to tobacco use. The policy prohibits the use of tobacco at Capital Metro facilities and within 15 feet of a bus stop. This is an operating rule and adoption by the board of directors is
not required. Staff recommends it be removed as a policy requiring future consideration and amendment by the board.

Alcohol Prohibition Policy
In 2003 the board of directors adopted a resolution prohibiting the use of alcohol on Capital Metro property. Section 451.1075, Texas Transportation Code requires the board of directors adopt such a policy, if desired. No changes are recommended to this policy.

President and CEO Total Compensation Policy
The policy was adopted by the board of directors in 2010, following a recommendation in the Sunset Commission review. This type of policy is intended to increase transparency in compensation and is required in some industries. Some transit agencies have a similar policy. Capital Metro’s policy establishes a philosophy for measuring performance of the President & CEO and the elements of compensation. There are no substantive changes recommended.

Code of Conduct
The Capital Metro Code of Conduct was last revised in 2013. This policy applies to all employees, members of the board of directors and vendors. The new policy identifies Capital Metro’s Standards of Ethical Conduct or values and documents our legal and ethical obligations related to such topics as conflict of interest and impartiality in procurements and decisions, gifts and business meals and official use of position.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Legal
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-857)
Updates to Board Policies

WHEREAS, it is prudent to periodically review and update policies adopted by the Board of Directors in order to ensure they continue to meet the needs of the Authority; and

WHEREAS, the Board of Directors adopted revised Bylaws in 2017 that require policies adopted by the Board of Directors to be reviewed every five years; and

WHEREAS, the following policies have been identified for review this calendar year: Capital Improvement Program Policy, President & CEO Compensation Policy, Code of Conduct, Tobacco Free Facilities Policy, and the Alcohol Prohibition Policy.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors approves the attached changes to the following policies:
2010-40 - President & CEO Compensation Policy
2013-36 - Code of Conduct.

THEREFORE BE IT FURTHER RESOLVED that no revisions are required to the Alcohol Prohibition Policy (2003-9).

THEREFORE BE IT FURTHER RESOLVED that the Tobacco Free Facilities Policy (2011-85) which was adopted by a resolution of the Board of Directors is an internal operating rule that does not require approval by the Board of Directors for future actions and amendments.

________________________
Secretary of the Board
Juli Word

________________________
Date: _____________________
Updates to Board Policies
## Updates to Board Policies

<table>
<thead>
<tr>
<th>Policy</th>
<th>Nature of Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tobacco Free Facilities</td>
<td>No Change</td>
</tr>
<tr>
<td>Alcohol on Property</td>
<td>No Change</td>
</tr>
<tr>
<td>President &amp; CEO Compensation</td>
<td>Administrative Change</td>
</tr>
<tr>
<td>Code of Conduct</td>
<td>Substantive Rewrite</td>
</tr>
</tbody>
</table>
Code of Ethics

Standards of Ethical Conduct
Roles and Responsibilities
Ethical Business Transactions
  Impartiality and Conflict of Interest
  Financial Accountability and Reporting
Gifts and Meals
Duties and Penalties
# METRO

**TOBACCO FREE FACILITIES POLICY**

**RM-102**

**Director of Risk Management**

### PURPOSE

The Tobacco-Free Facilities Policy applies to all Capital Metro employees, contactor employees, and customers using Capital Metro services, unless otherwise stated. The purpose of this Policy is to prohibit the use of tobacco products on all Capital Metro properties, in order to protect employee and community health and well-being and to avoid the cost of tobacco use and secondhand smoke.

### DEFINITIONS

<table>
<thead>
<tr>
<th>Tobacco Products</th>
<th>Tobacco products include cigarettes, cigars, pipes, chewing tobacco, smokeless tobacco, dipping tobacco, and any non-FDA approved nicotine delivery devices.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Metro Property</td>
<td>Property includes all buildings, facilities, and workplaces owned by Capital Metropolitan Transportation Authority, which include rail platforms, park and ride facilities, parking areas, and all Authority owned or leased vehicles.</td>
</tr>
</tbody>
</table>

### POLICY

Use of tobacco products by Capital Metro employees, contractor employees, visitors, and customers using Capital Metro services will be prohibited on all Capital Metro properties. Capital Metro will also seek to discourage the use of tobacco products within 15 feet of all bus stops, other Capital Metro amenities and City right-of-way.

This policy also applies to all Capital Metro sponsored events.

All employees are encouraged to communicate the tobacco-free policy with courtesy and diplomacy to other employees, customers, visitors and vendors to the designated tobacco-free facilities.

Capital Metro strives to be a good neighbor in the community, and as such we discourage the use of tobacco products on the property of nearby businesses and residences.

### PROCEDURES

Areas currently designated as smoking areas will be posted as "No Tobacco" areas with this or similar signage: 🚬

### TOBACCO CESSION EDUCATION AND ASSISTANCE

Capital Metro provides Tobacco Cessation classes, education, and literature free of charge to employees, contractors’ household members and the community. For more information and a schedule of classes, please contact Capital Metro Wellness at 512-389-7506.

Your health care plan may provide additional tobacco cessation resources, such as nicotine replacement medications. Contact your health care provider for a list of benefits.
There are a number of local, state and national services that offer free tobacco cessation assistance:

http://smokefree.gov/free-resources
http://www.lung.org/stop-smoking/
http://betobaccofree.hhs.gov/
http://www.yesquit.org/

DISCIPLINARY PROCEDURES

Compliance with this policy will be enforced by Capital Metro Security and Management for employees of Capital Metro and contractor employees. Policy violators will be subject to verbal disciplinary counseling and receive a packet of information to assist in quitting. Continued violation will be processed under the Performance Management Process Procedure-HRC-701 for administrative employees and the labor agreement for bargaining employees.

In addition to these disciplinary procedures, community and employee violators may be subject to any and all sanctions imposed by the City of Austin as stated in the Austin Clean Indoor Air Ordinance, No. 860116-I, as amended.

Links to Related Policies and Forms:

Performance Management Policy and Procedures – HRC-701

Tobacco Free Workplace Policy – RM-103
POLICY PROHIBITING
THE CONSUMPTION OF ALCOHOLIC BEVERAGES
ON PROPERTY IN THE POSSESSION OR CONTROL OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY

The purpose of this Policy is to promote a safe and healthy environment for customers and employees by prohibiting the consumption of alcoholic beverages on property in the possession or control of Capital Metro.

Definitions. For the purpose of this section the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ALCOHOLIC BEVERAGE means any beverage containing more than one-half of one percent alcohol by volume and that is capable for use for beverage purposes; either alone or when diluted (Texas Alcoholic Beverage Code, Section 1.04).

DESIGNATED PROPERTY means any property in the possession or control of Capital Metro where a sign or signs are posted prohibiting the consumption of an alcoholic beverage (Texas Transportation Code, Section 451.1075).

Designated property shall include the RIGHT-OF-WAY, STREET, and SIDEWALK AREA, PEDESTRIAN. Designated property shall also include a fifteen (15) foot perimeter around the said transit property.

a) “Transit Vehicles,” means any motorized vehicles used to transport passengers or Capital Metro personnel. Transit vehicles include, but are not limited to all Capital Metro buses of any type, vans, trolleys, fleet cars or trucks and any other vehicle procured or in the possession by the Authority.

b) “Transit Stop,” also known as a “bus stop” means a site located along a transit route, where transit vehicles load and unload passengers. For the purposes of this policy the transit stop includes any shelter, station or bench, owned or maintained by Capital Metro.

c) “Transit Center,” means a fixed location where passengers interchange from one route or vehicle to another.

d) “Park-&-Ride Lot,” means a parking garage, lot and/or pavement used as a collector site for parking passenger automobiles while they use Capital Metro’s facilities or vehicles.

e) “Facility,” means any revenue and non-revenue building or structure in the possession of control of the Authority.

POSSESS means to have on one’s person, in one’s effect, or in an area subject to one’s control.
OPEN CONTAINER means an alcoholic beverage container that is no longer sealed.

POLICY:

No person shall consume an alcoholic beverage in any vehicle, including revenue or non-revenue vehicles, at a bus stop, transit station or transit center; or in any facility in the possession or control of Capital Metro.

No person shall have in his/her possession an open container containing an alcoholic beverage in or on any property in the possession or control of Capital Metro.

A person commits a Class C misdemeanor offense if the person consumes an alcoholic beverage in violation of this posted policy.

Adopted by the Board of Directors January 13, 2003
Reviewed and approved by the Board of Directors November 14, 2018
# Purpose

The purpose of this policy is to define the compensation philosophy to determine appropriate total compensation for the President/CEO. This policy is designed with the goal of providing remuneration that is fair, reasonable, and competitive.

## Policy

The Capital Metropolitan Transportation Authority (Capital Metro) President/CEO total compensation policy is intended to help the company recruit and retain highly qualified and talented President/CEO candidates. It is also intended to motivate the President/CEO by linking rewards to performance, while also aligning their interests with those of Capital Metro's stakeholders.

## Total Compensation Philosophy

<table>
<thead>
<tr>
<th>Performance</th>
<th>Capital Metro believes that the best way to accomplish alignment of compensation with the interests of Capital Metro is to link pay directly to individual and Authority performance.</th>
</tr>
</thead>
<tbody>
<tr>
<td>External Competitiveness</td>
<td>Compensation and benefits programs are intended to be competitive with organizations of similar size and complexity.</td>
</tr>
<tr>
<td></td>
<td>In general, programs are considered competitive when they are targeted at the 50th percentile for compensation programs offered to public, private and peer employers.</td>
</tr>
<tr>
<td>Flexible and Ongoing</td>
<td>To provide an objective system of determining compensation and benefits and the ability to respond to changes in the organization, government legislation, and the relevant marketplace.</td>
</tr>
<tr>
<td>Cost</td>
<td>Compensation and benefits programs are designed to be cost-effective and affordable, ensuring that the interest of Capital Metro stakeholders are considered.</td>
</tr>
<tr>
<td>Peer Groups</td>
<td>The relevant peer groups for compensation and benefits programs consist of transportation authorities with similar products, revenue and employees.</td>
</tr>
<tr>
<td></td>
<td>Other peer groups are also reviewed for competitiveness including state and local government agencies and national salary survey data bases.</td>
</tr>
</tbody>
</table>

## Components of Total Compensation

Capital Metro’s President/CEO compensation and benefits package consists of direct compensation and company sponsored benefit plans. Each component is designed to achieve a specific purpose and to contribute to a total compensation package that is appropriately performance-based, competitive, and valued by the President/CEO.

| Direct Compensation | Direct compensation consists of base salary and variable compensation (which includes an annual performance award). All elements of compensation are targeted at the competitive median of the relevant peer group. |
| | Variable compensation is linked to individual’s and Capital Metro’s performance. |
| **Base Salary** | o When performance exceeds expectation, pay levels are likely to be above the competitive median. When performance falls below expectation, pay levels are likely to fall below the competitive median.  
 | o By creating these links, Capital Metro seeks to achieve its objective of having performance-based, cost-effective compensation programs. |
| **Variable Compensation** | o Base salary is determined with reference to competitive pay practices and is aligned with the individual's relative role and responsibilities.  
 | o Variable compensation is comprised of an annual performance award which is designed to place a significant portion of total compensation at risk – that is, linked directly to performance.  
 | o Annual performance awards are determined by the Board of Directors with reference to the competitive market and vary based on performance. |
| **Total Cash Compensation** | o The annual performance award, together with base salary, comprises the annual total cash compensation payable to the President/CEO. |
| **Employee Benefit Plans** | o Capital Metro provides company sponsored health, life, and disability and retirement benefits to President/CEOs at the same level as administrative employees.  
 | o Employee benefits are reviewed periodically to ensure that the plans and programs provided are generally competitive and cost-effective for Capital Metro and support the employees' needs.  
 | o Benefit levels are not directly tied to company, business unit, or individual performance.  
 | o As President/CEO, base salary can be deferred into a 457 or 401(K) Plan subject to Internal Revenue Service rules and limits. |
| **Determining President/CEO Compensation Level** | o Compensation for the President/CEO is determined by the Board of Directors based on its assessment of Capital Metro's overall performance, the President/CEO's individual performance against the achievement of the Capital Metro's performance goals and other goals agreed to by the Board and President/CEO, and market competitive compensation packages for CEO's among firms of similar size and complexity in the transportation industry from independent sources. |
| **Measuring Performance** | o The Board of Directors will establish a written performance plan with specific measures for each fiscal year of the President/CEO’s employment contract.  
 | o Performance will be based on individual performance on the Company scorecard and other performance measures as determined by the Board of Directors. |
| **Payment of Annual Performance Award** | o The Board of Directors will determine the amount of a Performance Award and approve the payment in accordance with the President/CEO employment contract. |
| **Severance Pay** | o Severance pay will not be provided in the event of termination of employment for cause as defined in the President/CEO employment contract or in the event of the President/CEO’s |
| Board Action on President/CEO Compensation | Discussion of the President/CEO's performance may be held in Executive Session under Chapter 551 of the Texas Government Code. Action on the amount of President/CEO's total compensation, the amount of any annual performance awards and actual performance compared to performance metrics will be taken in an open Board Meeting. | resignation. The Board of Directors will determine through negotiations whether to provide severance pay in other instances. |
CAPITAL METRO CODE OF ETHICS
Executive Summary

Statement of Purpose

Applicability. Establishes that this Code applies to employees, Board members, contractors and potential contractors, and citizen advisory committee members.

Standards of Ethical Conduct. Outlines the actions Capital Metro will take to demonstrate our commitment to ethical conduct.

Roles and Responsibilities. Outlines responsibilities and identifies resources for reporting and establishes the Ethics Officer.

Ethical Business Transactions
Section 1. Impartiality and Official Position. Outlines restrictions on contracting and use of official position to obtain favorable treatment or influence decisions.

Section 2. Employment and Representation. Requires disclosure of discussions and offers of employment related to Capital Metro and prohibits nepotism.


Section 4. Business Meals and Functions. Establishes parameters for accepting a meal in the course of doing business.

Section 5. Confidential Information. Prohibits release of nonpublic of confidential information of the Authority and discussion of open procurements with potential contractors.

Section 6. Financial Accountability and Record Keeping. Establishes the expectation and requirements of honest reporting and accounting.

Section 7. Conflict of Interest. Prohibits participation in transactions and decisions where an employee or board member has a Substantial Interest in a business or property and allows for recusal in the event of an appearance of a conflict of interest. Requires disclosure of the Substantial Interest.

Section 8. Disclosure of Certain Relationships. Requires certain employees and board members to disclose certain relationships related to contracts and transactions that do not rise to the level of a Substantial Interest.


Section 11. Miscellaneous Provisions. Establishes a requirement for board members and employees to sign the Code of Ethics and participate in regular ethics training.
DRAFT
CAPITAL METRO CODE of ETHICS

Statement of Purpose
The brand and reputation of Capital Metro is determined in large part by the actions of ethics of representatives of the agency. Capital Metro is committed to a strong ethical culture and to ethical behavior by all individuals serving Capital Metro as employees, members of the Board of Directors or volunteers. Individuals serving Capital Metro will conduct business with honesty and Integrity. We will make decisions and take actions that are in the best interest of the people we serve and that are consistent with our mission, vision and this policy. The Code of Ethics (the “Code”) documents Capital Metro’s Standards of Ethical Conduct and policies for Ethical Business Transactions. Compliance with the Code will help protect Capital Metro’s reputation for honesty and integrity. The Code attempts to provide clear principles for Capital Metro’s expectations for behavior in conducting Capital Metro business. We have a duty to read, understand and comply with the letter and spirit of the Code and Capital Metro policies. You are encouraged to inquire if any aspect of the Code needs clarification.

Applicability
The Code applies to Capital Metro employees, contractors, potential contractors, Board Members and citizen advisory committee members. Violation of the Code of Ethics may result in discipline up to and including termination or removal from the Board of Directors.

Standards of Ethical Conduct
The public must have confidence in our integrity as a public agency and we will act at all times to preserve the trust of the community and protect Capital Metro’s reputation. To demonstrate our integrity and commitment to ethical conduct we will:
- Continuously exhibit a desire to serve the public and display a helpful, respectful manner.
- Exhibit and embody a culture of safety in our operations.
- Understand, respect and obey all applicable laws, regulations and Capital Metro policies and Procedures both in letter and spirit.
- Exercise sound judgment to determine when to seek advice from legal counsel, the Ethics Officer or others.
- Treat each other with honesty, dignity and respect and will not discriminate in our actions toward others.
- Continuously strive for improvement in our work and be accountable for our actions.
- Transact Capital Metro business effectively and efficiently and act in good faith to protect the Authority’s assets from waste, abuse, theft or damage.
- Be good stewards of Capital Metro’s reputation and will not make any representation in public or private, orally or in writing, that states, or appears to state, an official position of Capital Metro unless authorized to do so.
- Report all material facts known when reporting on work projects, which if not revealed, could either conceal unlawful or improper practices or prevent informed decisions from being made.
- Be fair, impartial and ethical in our business dealings and will not use our authority to unfairly or illegally influence the decisions of other employees or Board members.
- Ensure that our personal or business activities, relationships and other interests do not conflict or appear to conflict with the interests of Capital Metro and disclose any potential conflicts.
- Encourage ethical behavior and report all known unethical or wrongful conduct to the Capital Metro...
Ethics Officer or the Board Ethics Officer.

**Roles and Responsibilities**
It is everyone's responsibility to understand and comply with the Code of Ethics and the law. Lack of knowledge or understanding of the Code will not be considered. If you have a question, ask.

It is the responsibility of management to model appropriate conduct at all times and promote an ethical culture. Seek guidance if you are uncertain what to do.

It is Capital Metro's responsibility to provide a system of reporting and access to guidance when an employee wishes to report a suspected violation and to seek counseling, and the normal chain of command cannot, for whatever reason, be utilized. If you need to report something or seek guidance outside the normal chain of command, Capital Metro provides the following resources:

- Anonymous Fraud Hotline – Internal Audit
- Anonymous Online Ethics Reporting System
- Contact the Capital Metro Ethics Officer, VP of Internal Audit, the EEO Officer or Director of Human Resources
- Safety Hotline

The Capital Metro Ethics Officer is the Chief Counsel. The Ethics Officer is responsible for the interpretation and implementation of the Code and any questions about the interpretation of the Code should be directed to the Ethics Officer.
Ethical Business Transactions

Section 1. Impartiality and Official Position

A Substantial Interest is defined by Tex. Loc. Govt. Code, Sec. 171.002. An official or a person related to
the official in the first degree by consanguinity or affinity has a Substantial Interest in:

1. A business entity if the person owns 10 percent or more of the voting stock or shares of the
   business entity or owns either 10% or more or $15,000 or more of the fair market value of
   the business entity OR funds received by the person from the business entity exceed 10
   percent of the person’s gross income for the previous year; or
2. Real property if the interest is an equitable or legal ownership with a fair market value of
   $2,500 or more.

Capital Metro will not enter into a contract with a business in which a Board member or employee or a
Family Member of a Board member or employee as defined in Section 8 has a Substantial Interest
except in case of emergency as defined in the Acquisition Policy or the business is the only available
source for essential goods and services or property.

No Board member or employee shall:

1. Act as a surety for a business that has work, business or a contract with Capital Metro or act
   as a surety on any official bond required of an officer of Capital Metro.
2. Represent for compensation, advise or appear on behalf of any person or firm concerning
   any contract or transaction or in any proceeding involving Capital Metro’s interests.
3. Use his or her official position or employment, or Capital Metro’s facilities, equipment or
   supplies to obtain or attempt to obtain private gain or advantage.
4. Use his or her official position or employment to unfairly influence other Board members or
   employees to perform illegal, immoral, or discreditable acts or do anything that would
   violate Capital Metro policies.
5. Use Capital Metro’s resources, including employees, facilities, equipment, and supplies in
   political campaign activities.
6. Participate in a contract for a contractor or first-tier subcontractor with Capital Metro for a
   period of 1 year after leaving employment on any contract with Capital Metro.
7. Participate for the life of the contract in a contract for a contractor or first-tier
   subcontractor with Capital Metro if the Board member or employee participated in the
   recommendation, bid, proposal or solicitation of the Capital Metro contract or
   procurement.

Section 2. Employment and Representation

A Board member or employee must disclose to his or her supervisor, appropriate Capital Metro staff or
the Board Chair any discussions of future employment with any business which has, or the Board
member or employee should reasonably foresee is likely to have, any interest in a transaction upon
which the Board member or employee may or must act or make a recommendation subsequent to such
discussion. The Board member or employee shall take no further action on matters regarding the
potential future employer.
A Board member or employee shall not solicit or accept other employment to be performed or compensation to be received while still a Board member or employee, if the employment or compensation could reasonably be expected to impair independence in judgment or performance of their duties.

A board member or employee with authority to appoint or hire employees shall not exercise such authority in favor of an individual who is related within the first degree, within the second degree by affinity or within the third degree by consanguinity as defined by the Capital Metro Nepotism Policy in accordance with Tex. Govt. Code, Chapter 573.

Section 3. Gifts
It is critical to keep an arms-length relationship with the entities and vendors Capital Metro does business with in order to prevent the appearance of impropriety, undue influence or favoritism.

No Board member or employee shall:

1. Solicit, accept or agree to accept any benefit or item of monetary value as consideration for the Board member’s or employee’s decision, vote, opinion, recommendation or other exercise of discretion as a public servant. [Tex. Penal Code §36.02(c)]

2. Solicit, accept or agree to accept any benefit or item of monetary value as consideration for a violation of any law or duty. [Tex. Penal Code §36.02(a)(1)]

3. Solicit, accept or agree to accept any benefit or item of monetary value from a person the Board member or employee knows is interested in or likely to become interested in any Capital Metro contract or transaction if the benefit or item of monetary value could reasonably be inferred as intended to influence the Board member or employee. [Tex. Penal Code §36.08(d)]

4. Receive or accept any gift, favor or item of monetary value from a contractor or potential contractor of Capital Metro or from any individual or entity that could reasonably be inferred as intended to influence the Board member or employee.

Exception: Consistent with state law governing public servants, a gift does not include a benefit or item of monetary value with a value of less than $50, excluding cash or negotiable instruments, unless it can reasonably be inferred that the item was intended to influence the Board member or employee. A department may adopt more restrictive provisions if there is a demonstrated and documented business need. [Tex. Penal Code Sec. 36.10(a)(6)]

Exception: A gift or other benefit conferred, independent of the Board Member’s or employee’s relationship with Capital Metro, that is not given or received with the intent to influence the Board Member or employee in the performance of his or her official duties is not a violation of this policy. The Capital Metro Ethics Officer or Board Ethics Officer must be consulted for a determination as to whether a potential gift falls within this exception.

Exception: Food, lodging, or transportation that is provided as consideration for legitimate services rendered by the Board member or employee related to his or her official duties is not a violation of this policy.

If you are uncertain about a gift, seek guidance from the Ethics Officer.
Section 4. Business Meals and Functions
Board members and employees may accept invitations for free, reasonable meals in the course of conducting Capital Metro’s business or while attending a seminar or conference in connection with Capital Metro business as long as there is not an active or impending solicitation in which the inviting contractor or party may participate and attendance at the event or meal does not create an appearance that the invitation was intended to influence the Board member or employee.

When attending such events, it is important to remember that you are representing Capital Metro and if you chose to drink alcohol, you must do so responsibly. Drinking irresponsibly may lead to poor judgment and actions that may violate the Code or other Capital Metro policies and may damage the reputation of Capital Metro in the community and the industry.

Section 5. Confidential Information
It is everyone’s responsibility to safeguard Capital Metro’s nonpublic and confidential information.

No Board member or employee shall:
1. Disclose, use or allow others to use nonpublic or confidential information that Capital Metro has not made public unless it is necessary and part of their job duties and then only pursuant to a nondisclosure agreement approved by legal counsel or with consultation and permission of legal counsel.
2. Communicate details of any active Capital Metro procurement or solicitation or other contract opportunity to any contractor, potential contractor or individual not authorized to receive information regarding the active procurement or contract opportunity.

Section 6. Financial Accountability and Record Keeping
Capital Metro’s financial records and reports should be accurate, timely, and in accordance with applicable laws and accounting rules and principles. Our records must reflect all components of a transaction in an honest and forthright manner. These records reflect the results of Capital Metro’s operations and our stewardship of public funds.

A Board member or employee shall:
1. Not falsify a document or distort the true nature of a transaction.
2. Properly disclose risks and potential liabilities to appropriate Capital Metro staff.
3. Cooperate with audits of financial records.
4. Ensure that all transactions are supported by accurate documentation.
5. Ensure that all reports made to government authorities are full, fair, accurate and timely.
6. Ensure all accruals and estimates are based on documentation and good faith judgment.

Section 7. Conflict of Interest
Employees and board members are expected to deal at arms-length in any transaction on behalf of Capital Metro and avoid and disclose actual conflicts of interest under the law and the Code and any circumstance which could impart the appearance of a conflict of interest. A conflict of interest exists when a board member or employee is in a position in which any official act or action taken by them is, may be, or appears to be influenced by considerations of personal gain rather than the general public trust.
Conflict of Interest [Tex. Loc. Govt. Code, Ch. 171 & 176, 2252.908]
No Board member or employee shall participate in a matter involving a business, contract or real property transaction in which the Board member or employee has a Substantial Interest if it is reasonably foreseeable that an action on the matter would confer a special economic benefit on the business, contract or real property that is distinguishable from its effect on the public. [Tex. Loc Govt Code Sec. 171.004]

Disclosure
A Board member or employee must disclose a Substantial Interest in a business, contract, or real property that would confer a benefit by their vote or decision. The Board member or employee may not participate in the consideration of the matter subject to the vote or decision. Prior to the vote or decision, a Board member shall file an affidavit citing the nature and extent of his or her interest with the Board Vice Chair or Ethics Officer. [Tex. Loc. Govt. Code, Sec. 171.004]

A Board member or employee may choose not to participate in a vote or decision based on an appearance of a conflict of interest and may file an affidavit documenting their recusal.


Definitions
A Local Government Officer is defined by Tex. Loc. Govt. Code Sec. 176.001(4). A Local Government Officer is:

1. A member of the Board of Directors;
2. The President/CEO; or
3. A third party agent of Capital Metro, including an employee, who exercises discretion in the planning, recommending, selecting or contracting of a vendor.

A Family Member is a person related within the first degree by consanguinity or the second degree by affinity as defined by Tex. Govt. Code, Chapter 573.
A Family Relationship is a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity as defined by Tex. Govt. Code, Chapter 573.

A Local Government Officer must file a Conflicts Disclosure Statement (FORM CIS) if:
1. The person or certain Family Members received at least $2,500 in taxable income (other than investment income) from a vendor or potential vendor in the last 12 months through an employment or other business relationship;
2. The person or certain Family Members received gifts from a vendor or potential vendor with an aggregate value greater than $100 in the last 12 months; or
3. The vendor (or an employee of the vendor) has a Family Relationship with the Local Government Officer.

A vendor doing business with Capital Metro or seeking to do business with Capital Metro is required to file a completed questionnaire (FORM CIQ) disclosing the vendor’s affiliations or business relationship with any Board member or local government officer or his or her Family Member.

Section 9. Duty to Report and Prohibition on Retaliation
Board members and employees have a duty to promptly report any violation or possible violation of this Code of Ethics, as well as any actual or potential violation of laws, regulations, or policies and procedures to the hotline, the Capital Metro Ethics Officer or the Board Ethics Officer.
Any employee who reports a violation will be treated with dignity and respect and will not be subjected to any form of retaliation for reporting truthfully and in good faith. Any retaliation is a violation of the Code of Ethics and may also be a violation of the law, and as such, could subject both the individual offender and Capital Metro to legal liability.

Section 10. Penalties for Violation of the Code of Ethics
In addition to turning over evidence of misconduct to the proper law enforcement agency when appropriate, the following penalties may be enforced:

1. If a Board member does not comply with the requirements of this policy, the Board member may be subject to censure or removal from the Board in accordance with Section 451.511 of the Texas Transportation Code.

2. If an employee does not comply with the requirements of this policy, the employee shall be subject to appropriate disciplinary action up to and including termination.

3. Any individual or business entity contracting or attempting to contract with Capital Metro which offers, confers or agrees to confer any benefit as consideration for a Board member’s or employee’s decision, opinion, recommendation, vote or other exercise of discretion as a public servant in exchange for the Board member’s or employee’s having exercised his official powers or performed his official duties, or which attempts to communicate with a Board member or Capital Metro employee regarding details of a procurement or other contract opportunity in violation of Section 5, or which participates in the violation of any provision of this Policy may have its existing Capital Metro contracts terminated and may be excluded from future business with Capital Metro for a period of time as determined appropriate by the President/CEO.

4. Any individual who makes a false statement in a complaint or during an investigation of a complaint with regard to a matter that is a subject of this policy is in violation of this Code of Ethics and is subject to its penalties. In addition, Capital Metro may pursue any and all available legal and equitable remedies against the person making the false statement or complaint.

Section 11. Miscellaneous Provisions

1. This Policy shall be construed liberally to effectuate its purposes and policies and to supplement such existing laws as they may relate to the conduct of Board members and employees.

2. Within sixty (60) days of the effective date for the adoption of this Code each Board member and employee of Capital Metro will receive a copy of the Code and sign a statement acknowledging that they have read, understand and will comply with Capital Metro’s Code of Ethics. New Board members and employees will receive a copy of the Code and are required to sign this statement when they begin office or at the time of initial employment.

3. Board members and employees shall participate in regular training related to ethical conduct, this Code of Ethics and related laws and policies.
TITLE: Performance Dashboard Key Performance Indicators
**TITLE:** Positive Train Control Update
Positive Train Control (PTC) Update

Board of Directors
November 2018

1 capmetro.org | Rail Operations
PTC Federal Mandate

Federal regulation passed in 2008
- Safety system designed to stop trains to avoid hazards
- Extension passed by Congress in 2015

Initial deadline of December 31, 2018
- Equipment installed, tested on all vehicles
- Revenue demonstration 10-mile segment between Leander and Lakeline

Completion of initial work, 2-year extension
- Equipment installed, tested on 32-miles of Red Line
- Completion by December 31, 2020
PTC Implementation Timeline

Key Activities
- Develop PTC Implementation Plan
- Find Contractor

Planning & Design

Key Activities
- Install PTC equipment
- System Testing
- Continuing FRA updates

Installation & Testing

Key Activities
- FRA grants certification
- Test Remaining Sections

Certification

Key Activities
- Documentation
- Improvements

Project Close Out

(9/08/2017) Notice to Proceed
(6/25/2018) Today
(12/31/2018) Deadline Extension
### PTC Critical Elements - Documentation

<table>
<thead>
<tr>
<th>Element</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implementation Plan (PTCIP)</td>
<td>Approved</td>
</tr>
<tr>
<td>Reporting</td>
<td>On-going</td>
</tr>
<tr>
<td>Test Plan / Procedures</td>
<td>Approved (4/25)</td>
</tr>
<tr>
<td>Development Plan</td>
<td>Approved</td>
</tr>
<tr>
<td>Safety Plan</td>
<td>Underway</td>
</tr>
<tr>
<td>Service Demonstration Application</td>
<td>October</td>
</tr>
</tbody>
</table>
PTC Critical Elements - Vehicles

Commuter and Freight Locomotives

- Pilot Vehicle Testing  Complete
- G4’s (4 units)  Complete
- G1’s (6 units)  Complete
- Freight Locomotive (6 units)  Complete
# PTC Critical Elements - Communication

## Wayside
- Track Wire Installation: Complete
- Signal Houses (3): Complete

## Non-Wayside
- Fiber Optic Line: Complete
- Dispatch System Cutover: Complete
- System Design and Programming: Complete
PTC Critical Elements - Training

- Syllabus: Approved
- Development of Manuals: Complete
- Cutover Training: Complete
- In-Service Training: Complete
PTC Critical Path

- **CTC Cutover** (hardware) Complete
- **PTC Cutover** (software) Complete
  - Service in Leander will be suspended
  - Service options have been developed
  - Communications plan is in place
PTC Project Challenges

- Projects Currently on the Line
  - TIGER V
  - Plaza Saltillo Redevelopment
  - Downtown Station

- Drawings and Survey *Complete*
## November Update

<table>
<thead>
<tr>
<th>Category</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>Vehicles</td>
<td>Complete</td>
</tr>
<tr>
<td>Freight Locomotives</td>
<td>Complete</td>
</tr>
<tr>
<td>• Event recorders received and installed</td>
<td></td>
</tr>
<tr>
<td>Testing (198)</td>
<td>Complete</td>
</tr>
<tr>
<td>Draft Revenue Service Demonstration Plan</td>
<td>Submitted</td>
</tr>
</tbody>
</table>

Remaining segments ____ % complete Underway
# PTC Project Funding

<table>
<thead>
<tr>
<th>Grant:</th>
<th>FTA = $9.762 M</th>
<th>FRA = $3.0 M</th>
<th>FRA = $5.65M</th>
<th>FTA = $3.2M</th>
</tr>
</thead>
</table>

## Costs

<table>
<thead>
<tr>
<th>Expenses FY11-FY17</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>PTC Contractor - Modern Railway Systems (MRS)</td>
<td>$65,675,000</td>
</tr>
<tr>
<td>Roadway Workers In-Charge (Herzog)</td>
<td>$1,037,444</td>
</tr>
<tr>
<td>Mod Change to EIC (Herzog)</td>
<td>$311,413</td>
</tr>
<tr>
<td>Supplemental Project Management (LTK Eng. Service)</td>
<td>$73,801</td>
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<tr>
<td>Supplemental Project Management (LTK Eng. Service)</td>
<td>$50,801</td>
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<tr>
<td>Technical Consultant (Hatch Mott MacDonald)</td>
<td>$134,737</td>
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<tr>
<td>Signal Drawing Update (Hatch Mott MacDonald)</td>
<td>$458,275</td>
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<tr>
<td>Technical Consultant (Hatch Mott MacDonald)</td>
<td>$409,316</td>
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<tr>
<td>Dispatch System Local to Cloud Hosting upgrade (MRS)</td>
<td>$399,933</td>
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<tr>
<td>Segment 1, AC Power Upgrade (MRS)</td>
<td>$19,707</td>
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<tr>
<td>Segment 2, AC Power Upgrade (MRS)</td>
<td>$75,000</td>
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<tr>
<td>PTC – TIGER V</td>
<td>$400,000</td>
</tr>
<tr>
<td>DT Station – Drawings –</td>
<td>$57,580</td>
</tr>
<tr>
<td>Survey for New Track Chart, &amp; Plan and Profile Drawing (MRS)</td>
<td>$147,933</td>
</tr>
<tr>
<td>Miscellaneous Support</td>
<td>$288,457</td>
</tr>
</tbody>
</table>

Total = $70,265,150
Grants = $21,612,000
PTC Project Management and Support

- **Project Manager** – Ted Uwague

- Rail Operations
- IT
- Security
- Finance
- Procurement
- Bus Operations
- Marketing / Communications / Community Involvement
- Modern Railway Systems (MRS)
- Herzog
- FRA – Headquarters (DC), Regional (Fort Worth)
**TITLE:** Discussion of K-12 Fare Structure Change.