

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

~ Agenda ~

Board Liaison Ed Easton
512-369-6040

Monday, September 23, 2019

12:00 PM

Capital Metro Rosa Parks Boardroom

I. Pledge of Allegiance

II. Safety Briefing

III. Recognition

IV. Public Comment:

V. Advisory Committee Updates:

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

VI. Board Committee Updates:

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

VII. Action Items:

1. Approval of Minutes from the August 12, 2019 Special Board Meeting and August 26, 2019 Board Meeting.
2. Approval of the Fiscal Year 2020 Operating and Capital Budget and Five-Year Capital Improvement Plan.
3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a modification of Contract No. 200230 - Positive Train Control (PTC) with Modern Railway Systems, Inc. (MRS), to extend the contract end date and for additional engineering services for double tracking and PTC integration in the amount of \$5,020,304, plus \$2,100,000 in contingency, for a total not to exceed amount of \$7,120,304 for this modification, bringing the total board authorized amount on this contract to \$77,260,706.
4. Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the contract with Downtown Gateway Partners to add \$650,000 to replenish contingency for design and engineering services that may be needed during construction for unforeseen conditions, for a total revised contract amount not to exceed \$5,632,445.

5. Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the Construction Observation and Coordination Services Contracts to firms Freese & Nichols, Inc. and Aken Industries LLC, for a combined amount of \$1,200,000 for the additional construction observation and coordination services for a total revised contract amount not to exceed \$3,200,000.

6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute task order contracts with Allegiant Group, PLLC., National Valuation Group, Inc., Paul Hornsby and Company, and Aegis Group to provide Real Property Appraisal Services with a base term of one (1) year, with four (4) one-year options in an amount not to exceed \$2,130,000.

7. Approval of a resolution authorizing the President & CEO, or his designee, to execute a contract with American Eagle to provide a Web Content Management System for a base period of one year, with four one-year options in an amount not to exceed \$468,360.

8. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Creative Consumer Research to conduct Origin and Destination Survey 2020 services in an amount not to exceed \$420,000.

9. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement with the City of Georgetown for operation of transit service for an amount not to exceed \$371,950 in FTA funds and \$591,564 in local funds from the City of Georgetown.

10. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an addendum to the interlocal agreement with Capital Area Rural Transportation System (CARTS) for the provision of transit services to the City of Georgetown for a period of one year in an amount not to exceed \$963,514.

11. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an amendment to the interlocal agreement with Travis County for the provision of transit services to increase the local funding share to \$357,133 per year.

12. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Supplement No. 10 with the Capital Area Rural Transportation System (CARTS) for the provision of a pilot project with Travis County for the Hornsby Bend Feeder for a period of one year in an amount not to exceed \$229,878.

13. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a lease for office space with Travis County. The office space is located at 700 Lavaca and includes 19,671 rentable square feet for a base term of five (5) years, with two (2) unpriced option years for an amount not to exceed \$4,657,457.

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

Section 551.072 for real property issues - Real Estate - Downtown Office Space

IX. Presentations:

1. Project Connect Update

X. Reports:

1. President's Report

XI. Items for Future Discussion:**XII. Adjournment****ADA Compliance**

Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email ed.easton@capmetro.org if you need more information.

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

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

Capital Metropolitan Transportation Authority **MEETING DATE: 09/23/2019**

Board of Directors

(ID # 4480)

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

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

Customer Satisfaction Advisory Committee
Wednesday, September 11 2019
607 Congress Ave, Austin, Texas 78701
6:00 p.m. – 7:30 p.m.

Call to Order:

Chairman David Foster, Customer Satisfaction Advisory Committee

Chairman Foster called the meeting to order at 6:12 p.m.

Introductions:

Committee members present were: Elizabeth Stehl, Ephraim Taylor, David Foster, David Shapiro, BJ Taylor, David Shapiro, Lin Rui Li

Capital Metro staff present were: Yannis Banks, Mark Herrera, Jen Golech, David Couch, Ken Cartwright

Others present were Jean Crawford, Stuart Spates, Ruven Brooks

Public Communication

Members of the public

Ruven Brooks – Went to Amsterdam and rode their system. City population is similar to Austin. Trams are street running, avg speed is 5 ½ mph. Have separate system called Metro on dedicated right of ways. They also have buses and trains. GVB isn't investing into any more Tram lines.

Autonomous Vehicle Explanation & Project Connect Update

David Couch, Program Officer, Project Connect

Oct 30 is the next joint board/city council meeting at the convention center. We have over 10k people a day taking the 801. Jean – Will the Orange Line be accessible? Dave – Accessibility will totally be there. There will be ADA accessible ramps as well as ramps to get to the platform level. Depending on if it is BRT or light rail there are rules on how close you can be to the ramp. CSAC – Tunnel from Caesar Chavez to where you said is that being considered? Dave – Yes, it is. CSAC – You said preference is Guadalupe, does that mean it will be converted to a 2-way street? Dave – That is apart of the conversation that we are having with the city. CSAC – The tunnel will accommodate vehicles from Orange & Blue so that's where they can intersect? Dave – It is possible. The beauty of the tunnel is that the tunnel gives you operation characteristics as well. CSAC – Are you looking at tunneling at UT? Dave – UT has their own concerns that are we looking into. CSAC – One of the advantages of a train is that you can just put your bike on. Dave – There is a hanger system you can just roll it on board. Phoenix & Los Angeles are examples where it is done for the buses as well. Jean – Do riders have to stand with those hanging bikes? Dave – There will be some isolated areas. It depends on what we are trying to do & what we pick. CSAC – If we do rail will we have a rail system that can transfer to the Red Line? Dave – There are different things that are there. We haven't really thought about it. The

Red Line is a different kind of train & would go faster. It would be cheap to do though. We would have the super transfer center (Downtown station) where we could do something. For Autonomous vehicles, they aren't something that will be a primary mode for PC. We are looking to future proof the system and be able to retrofit in the future as technology develops. When you're looking at the vehicle side, for buses you are looking to get into the production cycle of the manufacture. For the light rail vehicle you design it yourself. You design the shell & then it is molded together etc. It takes a period of time. When you start the contract until you see the vehicle it is typically 3 years, and then you test it. Rule of thumb is for light rail you get 2 of them. CSAC – What comes 1st the possibility of the plan to present or approval of this? Dave – It's a multipart process. The biggest piece that happened so far is the action of the ASMP that gave us dedicated passageways. The key for high capacity transit is dedicated passageways.

Facilities & Amenities Update

Mark Herrera, Program/Project Manager Capital Projects Group

Attached PowerPoint

CSAC – Asked about accessibility of shelters with bench configuration. Mark – We've been working with Access Committee & determined that turning bench parallel would open up room for a wheelchair. CSAC – Is E-Paper a cost-effective solution for real-time route info? Mark – It does have real time information. CSAC – Is it connected to the internet? Mark – It is connected to the internet by software running in the background. CSAC – The temp facilities that are at Norwood Walmart, is this temporary? Mark – We have temporary bust stops at Norwood while we upgrade the stop there. Ken – Before the end of the year we plan to have it up and running. CSAC – Is the E-Paper light sensitive to the sun? Mark – We shouldn't run into that too much with putting them inside the shelter.

October Meeting

- **January Service Change Update**
- **Ken Update Downtown Station**
- **Stats on Compliments, improvements, complaints. BJ has heard drivers say they tell about concerns & not given an answer. She is concerned at Winn Elem, stop ID 1619. Stop should fit 4 buses. Always 2 20s cause one will be there 15-20 mins. It comes from the Delco where there isn't a bathroom so they layover there. BJ doesn't know where to stand to catch the bus. Jean is concerned at the Law School at Dean Keaton due to how far away. It's on the Southside of the street in front of the law school. Jenn – The Wynn elem stop is over saturated currently due to it's on detour because of 183. Jen or Dottie address next meeting.**

Approval of August 2019 Minutes

- **Change Betsy to Elizabeth**
- **Liz motion to accept, BJ second.**

Adjourn 7:33

Capital Metropolitan Transportation Authority MEETING DATE: 09/23/2019
Board of Directors (ID # 4481)
Update on the Access Advisory Committee

TITLE: Update on the Access Advisory Committee

**Access Advisory Committee
Wednesday, September 4th, 2019
2910 E. 5th Street, Austin, Texas 78702
5:30 p.m. – 6:35 p.m.**

Call to Order:

Chair Chris Prentice, Access Advisory Committee

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

Introductions:

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

Capital Metro staff and contractors present were Ricardo Boulware, Kevin Conlan, Julie Lampkin, Suzie Lampkin, Raul Vela, Chris Westbrook, Chad Ballentine, Ken Cartwright, Mark Herrera, Martin Kareithi, Nathaniel DeGraffenreid, Chris Mojica, Yannis Banks, and Katherine Rutledge

Public: Katherine Rutledge

Citizens' Communication

Members of the public

Paul – Would like to see a fix to an airport issue. Currently they are not dropped off at their airline but a location at the airport. He would like to meet with the airport for next month meeting. Wants to talk about the agenda, make sure they are given 72 hours before the meeting. Access members should take the open meeting training. It is only an hour & certificates should be turned in to Yannis.

Katherine – Drivers need to be taught not to grab their cane to show where to go. Issue with tablets need to be addressed. On 23rd of Aug driver showed up & left before her window was open. They corrected today that it was the drivers fault not hers. For tours for groups out of town there needs to be a protocol on how to handle them.

Shelters & Amenities Update

Mark Herrera

Presentation attached. Access - Where will the solar lights go? Mark – They will be on top of the shelter. Access – They aren't all going to have the e-paper correct? Mark – We will have an initial 15 locations. Access – Where will they be located? Mark they will be on the back panel. Access – Will they all have the same message or are they customizable? Mark – They will vary based on the stop. Access – Where is the text-to-speak button? Mark – Below and to the right. Martin – Below & 40 inches above the ground so very accessible. Access – Is it similar to the button on the rapid stop? Mark – About the same size. Ken – We're currently talking about where they will be located. The initial 15 are pilots & we picked the 15 bus stops that has the highest number of routes. There are some at the 4 temporary MetroRapid locations. Access – Are you reevaluating the Rapid shelters on how they provide or don't provide shelter from rain, sun,

etc. Mark – We have evaluated some other designs. It's tricky with that structure design. Ken – As part of PC & the additional Rapid lines we want to provide more protection from weather. Access – Some concern with the paneling that people can hide in there. Ken – We had those additional concerns but with them being perforated you can see in there well even at night. Access – In Lubbock where it gets cold some of the shelters have plexiglass. Ken – You would need ventilation here for air flow because they can get hot. Access – With the bench configuration make sure wheelchairs can get in. Those who need shelter the most are on fixed route. They can get passed by due to capacity. Dogs as well.

Statistics / Tech and Pilot Projects Update

Chris Mojica, Manager of Demand Response

Ridership has grown 4%. System wide OTP overall goal was slightly higher than goal. Chargeable no shows remain consistent at 3%. Call center abandonment goals are being met. Eligible passengers total is 6016.

Pickup Update / Innovation Zones Update

Chad Ballentine, Vice President, Demand Response and Innovative Mobility

August report may not be as good as July due to Trapeze system upgrade. 90% of the upgrade went well but 10% didn't go to well. Hold & wait times are increasing. We are actively working on fixing those issues. Notice was sent out about technical difficulties with software upgrade to MetroAccess users. Access – Was it an automated phone call? Chad – Yes. Should be the last upgrade before we replace the system. All 5 Pickup zones are live now. Old Pickup app isn't valid. Must download the new one. Looking to start another Pickup Zone in Leander in November. Still working on future zones. South of the river is something we will be working on.

Approval of Minutes

Moved by Mike & second. Adourned 7:06

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 09/23/2019
(ID # 4476)

Approval of Minutes from the August 26, 2019 Board Meeting

Approval of Minutes from the August 12, 2019 Special Board Meeting and August 26, 2019 Board Meeting.



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

~ MINUTES ~

Board Liaison Ed Easton
512-369-6040

**Monday, August 12, 2019
12:00 PM**

**12:13 PM Meeting Called to Order
12:55 PM Meeting Adjourned**

I. Public Comment:

Dorcas Tiah, Bus Operator, made comments that she was pleased when she heard that MV Transportation was the selected vendor for this contract. She has worked for MV and has found them to be a very good employer.

Lakita Scott-Walker, Recruiter for MV Transportation, spoke in favor of MV and says they are like a family. She looks forward to seeing what they can do.

Romeo Johnson, Bus Operator, agreed that MV is like a family and is sure that they will do a good job. Any setbacks will be overcome and solutions found to any problem.

Brent Payne, Amalgamated Transit Union, was joined by the executive board and shop stewards of ATU, from each property, who stood in solidarity. In the last week they have met with MV over concerns about the contract and 80% of them have been resolved. There are a few minor remaining issues to deal with. This has not been easy for the members, but MV leadership has met with us each time we've asked, and we are confident a final agreement can be reached. We ask that you close out this contract with MV so that we can begin the transition. We are good to go forward. One remaining concern is accrued sick time.

Tom Egan from MV Transportation spoke and said that his team is ready to go. He is confident that we will reach an agreement.

Jarrett Andrews, Chief of Human Resources from MV, reiterated what Mr. Payne relayed -- that his team and ATU are very close on negotiations.

DeAndra Hardeman, Bus Operator, was excited about MV getting the contract, but would like assurances that health insurance will be affordable. She has had surgeries in the past and her out of pocket expenses were very high. Please take the employees into consideration.

Attachment: 190812 Special Board Meeting Minutes (4476 : Approval of Minutes from the August 26, 2019 Board Meeting)

Edward Fuentes, Bus Operator, has been with the agency for 24 years. He is 79 and the oldest operator at Capital Metro. We need to keep our unity together. We are your backbone.

Yvonne Luna-McGee, Bus Operator, spoke on behalf of Juanita Cordona. Ms. Cordona wrote a letter emphasizing the importance of high-quality customer service and frontline employees. She urges the board to examine the terms of the agreement and remember it is human capital that matters at the end of the day.

II. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with MV Transportation for contracted bus operations and maintenance services for a period of five years plus two three-year options, with a 5% contingency, in an amount not to exceed \$1,405,337,529.

Executive Vice President and Chief Counsel Kerri Butcher made comments related to a protest that was filed by one of the proposers on this solicitation. Staff has done a thorough review of each of the issues raised in the protest, and the protest was denied. The proposer can appeal staff's decision to the President & CEO. We have also notified the Federal Transit Administration, which is required, and they have confirmed that Capital Metro can move forward in award and execution of a contract even though we have received a protest.

Vice President of Bus Operations and Maintenance Dottie Watkins the gave a brief presentation on the Contracted Bus Operations and Maintenance contract. She reviewed the background and history of the procurement, and clarified questions heard during the July board meeting. MV has committed to providing equivalent or better wages and benefits for every employee under the new contract. Final details are subject to a collective bargaining agreement worked out between MV and the ATU.

Dottie responded to the question during public comment about accrued sick time, saying that the intent is to ensure that all of the sick time on the books today rolls forward to the future contractor.

Vice Chair Garza commented that she appreciates the staff's hard work on this procurement and all of the information provided, but she feels that the process is flawed in that the board is not able to see the final details of the contract before approval. She is concerned about approving something that will have such an effect on people's lives and hopes that MV will continue to

negotiate in good faith. She will abstain today because she is not in a comfortable place with all of the details.

Several board members then made comments thanking staff and emphasizing the importance of taking care of our frontline employees.

President Clarke commented that the agency is fully committed to making sure this partnership works. He is excited to see a unified operating contract. He appreciates ATU's participation in regular management meetings. He also thanked the staff and the board for their efforts.

RESULT: ADOPTED [6 TO 0]

MOVER: Jeffrey Travillion, Board Member

SECONDER: Terry Mitchell, Board Member

AYES: Mitchell, Cooper, Jonse, Renteria, Travillion, Stratton

ABSTAIN: Delia Garza

ABSENT: Ann Kitchen

III. Items for Future Discussion:

IV. Adjournment

ADA Compliance

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

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

**Monday, August 26, 2019
12:00 PM**

**12:13 PM Meeting Called to Order
2:47 PM Meeting Adjourned**

I. Pledge of Allegiance

II. Safety Briefing

Gardner Tabon, Vice President of Safety and Risk Management, gave his monthly safety briefing. This month's message focused on drowning prevention for children.

III. Public Comment:

Gus Pena, Veterans for Progress, spoke on the importance of providing more frequent service to the new municipal court location when the current one closes. He also spoke on making sure that bus operators are treated fairly and get equitable pay raises. The drivers and routes are key.

Cynthia Washington, citizen, came to thank MetroAccess staff for their assistance during a recent illness.

IV. Advisory Committee Updates:

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

Yannis Banks, Community Involvement Team Coordinator, presented the report.

At their meeting the CSAC got a demo and update on the new community engagement tracker for Project Connect; an August Service Change update; a budget update; and an update on new processes for Metro Service Alerts.

2. Update on the Access Advisory Committee (AAC)

Yannis Banks, Community Involvement Team Coordinator, presented the report.

At their meeting the Access Committee heard an update on the new Pickup service; a budget presentation; the Contracted Bus Operations and Maintenance contract; and an update on the August Service Change.

V. Board Committee Updates:

1. Operations, Planning and Safety Committee

Chair Jonse presented her report.

The Committee met on August 12 and took action on eight items, most of which are on today's Consent Agenda except for the Update to Board Policies item, which is on the Action Item agenda.

2. Finance, Audit and Administration Committee

Chair Mitchell presented the report.

Attachment: 190826 Board Meeting Minutes (4476 : Approval of Minutes from the August 26, 2019 Board Meeting)

The Committee met on August 12th, and took action on four items, three of which are on today's Consent Agenda and the Updates to Board Policies item, which is on today's Action Item agenda.

VI. Consent Items

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

1. Approval of Minutes from the July 29, 2019 Board Meeting.
2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement with the City of Austin to provide broadcast assistance and televise Capital Metro Board of Director meetings and public hearings on the ATXN channel for a base period of one year with nine automatic renewals with an agreed-upon price of \$400 per meeting.
3. Approval of a resolution authorizing the President & CEO, or his designee, to amend and restate the Interlocal Agreement with the State of Texas, acting through its Texas Department of Transportation, the City of Austin, County of Travis, and the Capital Metropolitan Transportation Authority (CMTA) for the operation and maintenance of the regional Combined Transportation, Emergency, and Communications Center (CTECC).
4. Approval of a resolution authorizing the President & CEO, or his designee to exercise the four remaining option years, as they occur, on the 209 W. 9th Street lease space with 1303 Properties Ltd. Continuation of the lease allows Capital Metro to provide space for MetroAccess Eligibility and the Transit Store in an amount not to exceed \$742,106.
5. Approval of a resolution authorizing the President & CEO, or his designee, to allocate funding for additional task orders during Option Year 1 of the current contract with Transit Research Consultants (Contract 200317) in an amount up to \$296,000 in FY2020, and not to exceed the original agreed-upon contract amount of \$326,510.
6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute extensions to the interlocal agreement with Austin Community College for one stop on the Northwest Feeder route for an amount not to exceed \$19,325.
7. Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with Travis County for employee transit passes for a period of one year from October 1, 2019, to September 30, 2020.
8. Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with Austin Community College for student and employee transit passes for a period of one year from September 1, 2019, to August 31, 2020, that establishes a flat-fee for paratransit, rail and fixed-route bus services of \$429,000 for the term of the extension.

9. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Standard Insurance Company for premium payments for life and disability insurance for an additional \$61,000 for the total contract not to exceed an amount of \$986,971.

VII. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Balfour Beatty Infrastructure, Inc. for additional Plaza Saltillo Signalization services in the amount of \$130,000, for a new contract amount not to exceed amount of \$1,200,640.

This item was removed from the Consent Agenda at the request of Board member Stratton.

Program Manager Julie Barr spoke to the extra funds needed for this project, which reflect changes to the scope due to Downtown Station construction as well as Positive Train Control requirements.

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

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with New Flyer of America to purchase up to six battery electric transit buses and related equipment in an amount not to exceed \$8,265,154.

Acting Chief Operating Officer and Vice President of Bus Operations and Maintenance Dottie Watkins presented this item.

Capital Metro learned last month that we were the recipient of federal funding (\$2.6 million) to allow us to move forward with this purchase. This purchase is also supported by funding from a Clean Fleet grant through the Texas Commission for Environmental Quality (\$1.5 million).

This purchase is for 2 60-foot articulated buses and 4 40-foot buses.

Board member Stratton asked why this purchase is from a different manufacturer than our previous electric bus purchase. Dottie responded that it was partly due to a desire to begin adding 60-foot buses to the fleet, and the company that we purchased from before (Proterra) does not currently offer a 60-foot model. Dottie also discussed standardization of the charging stations.

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

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

Executive Vice President and Chief Counsel Kerri Butcher presented this item.

Kerri gave a brief presentation on the policies covered, including a change to the annual board Personal Financial statement form; meeting Public Comment Policy and procedures; board reporting

requirements under the Community Involvement Policy; and new language that would provide guidelines for which board items are placed on the Consent Agenda at monthly meetings.

On the Public Comment Policy, Board member Kitchen suggested that the language be softened requiring presentations from members of the public be provided early, to suggest that they be provided early rather than require it. She also asked that language on making copies of materials provided by the public be removed, and stated that at Austin City Council meetings copies are made free of charge.

President Clarke expressed his concern about computer thumb drives from the public being plugged into the Capital Metro network. An audit of best practices regarding storage devices is currently underway.

On the Community Involvement Policy, Board member Travillion asked if we were documenting lessons learned on an ongoing basis, to ensure that we keep things that are working.

Zenobia Joseph, citizen, spoke and said that she doesn't believe changes to the Public Comment Policy are necessary -- at Austin City Council thumb drives are allowed and copies are made. She also opposes changes to the threshold for Consent Agenda items in the interest of transparency.

Board member Stratton asked for clarification on the amount of time given to each speaker -- whether individuals were limited to three minutes to speak to the board total, or whether it was three minutes per item. And if three minutes per item is the rule, he asked if a member of the public speak on multiple items during the public comment period.

Gus Pena, citizen, commented that he would appreciate greater clarity on the Public Comment policy.

The Board returned to consider and take action on this item following the Long Range Financial Plan presentation; however, audio is not available for this portion of the meeting.

Kerri presented a revised proposed Public Comment Policy, eliminating Section 2 requiring submission of presentations by members of the public in advance of the meeting and requiring that members of the public bring hard copies of materials they wish to provide to board members. The board had further discussion on removal of this section and decided to encourage members of the public to submit their presentations in advance of a meeting, but not require it, and to allow staff to continue to make copies of printed materials provided by the public when reasonable.

The board also had further discussion about how many minutes would be available to the public to speak on more than one action item. Kerri clarified that the text of the policy is accurate as written and that the statute requires a public entity to allow a member of the public to speak on each action item before the board but allows the board to establish reasonable time limits for speakers. Kerri also clarified the section of the Public Comment Policy that allows a representative of a group to speak for five minutes. The proposed change to this section of the policy makes the designation of a representative permissive instead of mandatory, in accordance with the change to the law. Kerri also clarified that the policy is written to state that this appointment of a designated speaker for a group can only be made when more than one member of a group is present to speak to the board.

The Board adopted the resolution as proposed and included in the board materials with a revised Public Comment Policy as described above.

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

VIII. Presentations:

1. Fleet Strategy Update

Acting Chief Operating Officer and Vice President of Bus Operations and Maintenance Dottie Watkins gave the presentation.

Dottie's presentation covered the types of vehicles Capital Metro operates; State of Good Repair and fleet replacement; the future of the Capital Metro fleet; and impacts on facility planning. She also reviewed some of the long term considerations of converting to an all-electric fleet.

Board member Kitchen asked about long term variability of electric rates. Dottie stated that conversations on the rate structure are underway with Austin Energy.

Board member Stratton asked about the current daily mileage of our diesel buses. Dottie explained that while some routes have a daily mileage as high as 275 miles, but many routes are not that high and we are comfortable that electric vehicles under current technology can cover a large number of our routes.

2. Proposed FY2020 Budget Update

Budget Director Kevin Conlan gave a brief presentation, including a revenue update, annual revenue comparison, and next steps toward approval of the Proposed FY202 Budget.

Zenobia Joseph, citizen, gave public comments.

3. Long Range Financial Plan

CFO Reinet Marneweck gave the presentation. She reviewed the objectives of the plan; the benefits of a long-range plan model; a revenue overview; historical sales tax review; a review of fare revenue; operating expenses; and service levels. She also laid out a proposed long-term Capital Plan for the agency. Her modeling included versions of the agency financial plans with both optimistic and recession scenarios included. She also listed unfunded projects in the plan and potential risks to the plan.

4. Project Connect Community Engagement Update

Community Involvement Manager Jackie Nirenberg gave the presentation, which included a review of recent Project Connect outreach activities, a overview of the new dashboard tool which displays both metrics and individual comments, and a summary of the overall themes of comments heard so far. She also previewed upcoming outreach events.

IX. Reports:

1. President's Report

President Clarke gave his monthly report, which this month included the opening of the new Guadalupe contraflow lane; Capital Metro's participation in the recent Austin Pride Parade; and the launch of new Pickup service zones.

X. Items for Future Discussion:

XI. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email ed.easton@capmetro.org if you need more information.

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

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

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 09/23/2019
(ID # 4461)

FY2020 Operating and Capital Budget and 5-year CIP

Approval of the Fiscal Year 2020 Operating and Capital Budget and Five-Year Capital Improvement Plan.

Capital Metropolitan Transportation Authority**Board of Directors****Approval of the Fiscal Year 2020 Operating and Capital Budget and Five-Year Capital Improvement Plan****MEETING DATE: 9/23/2019****(ID # AI-2019-964)****SUBJECT:**

Approval of the Fiscal Year 2020 Operating and Capital Budget and Five-Year Capital Improvement Plan.

FISCAL IMPACT:

Adoption of the proposed Fiscal Year (FY) 2020 budget will provide an appropriation of \$403,689,177 in FY2020 for operating and capital expenses that are supported by projected revenue and other funding sources.

STRATEGIC PLAN:

Strategic Goal Alignment:

3. Sustainability

Strategic Objectives:

3.1. Operating Cost/Revenue Hour

3.3. 5-Year Projected Cash Flow Available for CIP

3.4. Financial Diversity

3.6. Adherence to State of Good Repair Program

EXPLANATION OF STRATEGIC ALIGNMENT:

The proposed FY2020 budget includes funding to maintain Capital Metro's current services while also adding new innovative mobility initiatives, customer service enhancements and building infrastructure needed to support the region's current and future growth. The five-year capital improvement plan identifies planned projects that support achievement of Capital Metro's strategic goals, ensures regulatory compliance and maintains assets in a state of good repair.

BUSINESS CASE:

Capital Metro has prepared a structurally balanced budget that provides the funding needed to continue delivering high-quality and efficient transportation services.

COMMITTEE RECOMMENDATION:

This agenda item was presented at the Finance, Audit and Administration Committee and recommended for approval on September 11, 2019.

EXECUTIVE SUMMARY:

The proposed FY2020 budget is structurally sound and balanced. Ongoing revenue is sufficient to fund operations and will also help provide funding for needed capital investments, including replacement of transit assets nearing the end or at the end of life cycles.



Capital Metro proposes to spend \$287.1 million for operating expenses and \$6.9 million for commitments under interlocal agreements with local government entities for mobility programs.

Funding has been included in the operating budget for sustained transit services, as well as funding for pilot service initiatives such as Pickup that will allow the agency to provide new services and test new ideas in an efficient and cost-effective manner. The budget includes funding for Project Connect, a long-term planning project that will lead to a transformational change in the region's transportation network and create an all-new culture of transit. Furthermore, the proposed budget responds to increased demand from customers for MetroAccess and MetroRideShare services with additional funding for these modes of service.

Capital Metro prepared a five-year Capital Improvement Plan (CIP) for capital projects that support its strategic goals. The CIP is updated annually and addresses replacement or "state of good repair", regulatory compliance and expansionary requirements for public transportation service in Central Texas. Capital Metro plans to invest \$109.7 million in capital projects during FY2020.

Significant projects and acquisitions in the proposed FY2020 Capital Budget, including "state of good repair", regulatory compliance and new investments, are highlighted as follows:

- Concentrating our focus on the reconstruction of Downtown Station, including the opening of a temporary station that will let us proceed with that work and serve the customer simultaneously. Additional improvements to our MetroRail service will include implementation of federally mandated positive train control measures and expansion of the system's capacity.
- Placing battery electric powered buses on the streets of Central Texas for the first time, helping us achieve our goal to create sustainable and equitable options for the entire community.
- Proceeding with the redevelopment of multiple transit centers throughout the service area, including Norwood and Oak Hill, as well as accelerating the installation of 125 bus stop shelters, benches and litter containers and 80 additional solar lighting facilities at stops with shelters.
- Continuing replacement of vehicles, equipment and other assets as part of the on-going and federally required state of good repair program.



The proposed budget reflects the prudent use of a portion of accumulated fund balance to provide funding for capital investments needed to maintain Capital Metro's transit assets in a state of good repair or to support enhanced services. The proposed, structurally balanced FY2020 budget totals \$403.7 million, and is comprised of the following funding and expense categories:

Budget Summary

Funding	FY2020
Sales Tax	\$265,679,360
Passenger Revenue	22,523,608
Freight Railroad Revenue	5,248,768
Miscellaneous Revenue	7,762,596
Operating Contributions and Grants	32,346,717
Capital Grants - Federal	12,323,103
Capital Grants - State	14,758,832
Other Capital Contributions	605,000
Capital Funding Carried Forward from FY2019	12,232,429
Fund Balance	30,208,764
Total Funding	\$403,689,177
Expenses	FY2020
Operating Expenses	\$287,132,966
Interlocal Agreements	6,887,950
Capital Project Expense	109,668,261
Total Expenses	\$403,689,177

The proposed budget reflects fund balance projections of \$161.1 million by the end of FY2020 as outlined in the table that follows. Of this amount, Capital Metro will set aside \$47.9 million in reserves for two months of operating expenses, which meets the level set forth by the Texas Legislature, \$23.9 million for the budget stabilization reserve, \$1.3 million for a self-insurance reserve, \$4.8 million for city of Austin mobility programs and \$34.6 million for a capital expansion fund as we look forward to future needs in the region.



FY2020 Estimated Ending Fund Balance:

Projected Beginning Balance	\$203,508,823
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FY2020 Projected Activity:

+ Revenue	361,247,984
- Operating Expenses	287,132,966
- Interlocal Agreements	6,887,950
- Capital Projects	109,668,261
= Projected Ending Balance	161,067,630

Breakdown of Ending Balance:

Statutory Operating Reserve Requirement	47,855,493
Budget Stabilization Reserve	23,927,747
Self-Insurance Reserve	1,314,600
City of Austin Mobility Programs	4,758,688
Capital Expansion Fund	34,600,000
Funding for 5-Year Capital Improvement Plan	48,611,102
= Projected Ending Balance	\$161,067,630

Senate Bill 650 requires Capital Metro to prepare a five-year capital improvement plan, which is included in Appendix A of the budget document. This section provides additional information about each project category, including project descriptions, funding sources, project benefits and strategic objectives. The plan is updated annually and addresses replacement and expansion requirements for the delivery of public transportation services. The proposed FY2020 capital budget and capital improvement plan is outlined in the table that follows, summarized by project type and followed by projected funding.

Capital Project Type	FY2020	FY2021	FY2022	FY2023	FY2024	Total
Bus and Paratransit	\$ 28,060,000	\$ 7,355,000	\$ 27,710,000	\$ 27,316,000	\$ 31,806,000	\$ 122,247,000
Commuter Rail	22,060,000	12,500,644	8,920,000	2,390,000	2,950,000	48,820,644
Facilities	37,799,480	22,091,076	2,572,000	2,736,000	1,000,000	66,198,556
Freight Railroad	295,000	4,045,000	45,000	1,545,000	45,000	5,975,000
Information Technology	15,336,661	13,529,389	11,611,543	10,547,600	9,167,600	60,192,793
Other	4,093,170	2,287,000	2,058,500	2,293,150	2,467,000	13,198,820
Property and Asset Mgmt	1,523,950	1,137,419	1,455,000	1,348,000	2,471,700	7,936,069
Strategic Planning	500,000	2,500,000	2,872,000	-	-	5,872,000
Total Capital Projects	109,668,261	65,445,528	57,244,043	48,175,750	49,907,300	330,440,882
Funding Sources						
Grants/Contributions	27,686,935	14,305,863	8,251,639	5,365,000	5,550,000	61,159,437
Local Funding	81,981,326	51,139,665	48,992,404	42,810,750	44,357,300	269,281,445
Total Funding Sources	\$ 109,668,261	\$ 65,445,528	\$ 57,244,043	\$ 48,175,750	\$ 49,907,300	\$ 330,440,882



Over recent months, Capital Metro provided information regarding the budget process and the proposed FY2020 budget in a variety of formats for the public and sought feedback using online engagement tools, as well as traditional methods like public meetings. These outreach efforts included the following:

Presentations to Board of Directors and its Committees

May 8, 2019, Finance, Audit and Administration Committee

May 8, 2019, Operations, Planning and Safety Committee

June 21, 2019, Board of Directors

July 15, 2019, Board of Directors Work Session

August 26, 2019, Board of Directors

September 11, 2019, Finance, Audit and Administration Committee

September 11, 2019, Operations, Planning and Safety Committee

Board and Committee Meetings at Rosa Parks Board Room, 2910 East 5th Street, Austin, TX 78702

Served by routes 4, 300

Presentations to Access Advisory Committee

June 5, 2019, 5:30 - 7:00 PM

August 7, 2019, 5:30 - 7:00 PM

Rosa Parks Board Room, 2910 East 5th Street, Austin, TX 78702

Served by routes 4, 300

Presentations to Customer Satisfaction Advisory Committee

June 12, 2019, 6:00 - 7:30 PM

August 14, 2019, 6:00 - 7:30 PM

Project Connect Community Office, 607 Congress Avenue, Austin, TX 78701

Served by downtown routes

Proposed FY2020 Budget Document Available and Posted Online

August 23, 2019

Public Open Houses

Information made available to the public regarding the proposed FY2020 budget and five-year capital improvement plan.

August 15, 2019, 6:30 PM – 8:30 AM

Leander Station

Served by routes 985, 987, MetroRail

August 27, 2019, 4:00 PM – 6:00 PM

Republic Square Park

Served by downtown routes



August 28, 2019, 4:00 PM – 6:00 PM
 Plaza Saltillo Station
 Served by routes 4, 7, 451, MetroRail

August 29, 2019, 7:00 AM – 9:00 AM
 Norwood Walmart
 Served by routes 10, 323, 325, 339, 485, 492

August 29, 2019, 4:00 PM – 6:00 PM
 Westgate Transit Center
 Served by routes 30, 300, 311, 315, 318, 803

August 30, 2019, 6:30 AM – 8:30 AM
 Lakeline Station
 Served by routes 214, 383, 985, 987, MetroRail

Public Hearing on Proposed FY2020 Budget

September 11, 2019, 12:00 PM
 Rosa Parks Board Room, 2910 East 5th Street, Austin, TX 78702
 Served by routes 4, 300

Board of Directors Considers Adoption of Budget Proposal

September 23, 2019, 12:00 PM
 Rosa Parks Board Room, 2910 East 5th Street, Austin, TX 78702
 Served by routes 4, 300

DBE/SBE PARTICIPATION: Does not apply.

RESPONSIBLE DEPARTMENT: Finance



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-964)

**Approval of the Fiscal Year 2020 Operating and Capital Budget and Five-Year
Capital Improvement Plan**

WHEREAS, pursuant to Section 451.102 of Chapter 451 of the Texas Transportation Code, the budget for Fiscal Year 2020 was made available to the public on August 23, 2019, and a budget public hearing was held on September 11, 2019; and

WHEREAS, pursuant to Section 451.132(c), the Board of Directors has reevaluated the five-year capital improvement plan.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the Fiscal Year 2020 budget in the amount of \$403,689,177 is adopted.

BE IT FURTHER RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the five-year Capital Improvement Plan for capital projects is amended.

BE IT FURTHER RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors hereby requires the President and CEO to report at least quarterly on the operating expenses and capital project expenses of each major department in a financial report.

Date: _____

**Secretary of the Board
Eric Stratton**

Attachment: Resolution-AI-2019-964 (4461 : FY2020 Operating and Capital Budget and 5-year CIP)

Contract Modification with Modern Railway Systems

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a modification of Contract No. 200230 - Positive Train Control (PTC) with Modern Railway Systems, Inc. (MRS), to extend the contract end date and for additional engineering services for double tracking and PTC integration in the amount of \$5,020,304, plus \$2,100,000 in contingency, for a total not to exceed amount of \$7,120,304 for this modification, bringing the total board authorized amount on this contract to \$77,260,706.

Capital Metropolitan Transportation Authority
Board of Directors
Contract Modification with Modern Railway Systems (MRS)

MEETING DATE: 9/23/2019
(ID # AI-2019-1072)

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a modification of Contract No. 200230 - Positive Train Control (PTC) with Modern Railway Systems, Inc. (MRS), to extend the contract end date and for additional engineering services for double tracking and PTC integration in the amount of \$5,020,304, plus \$2,100,000 in contingency, for a total not to exceed amount of \$7,120,304 for this modification, bringing the total board authorized amount on this contract to \$77,260,706.

FISCAL IMPACT:

Funding for this project will be available upon approval of the FY2020 Capital Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience.
3. Sustainability
4. Valued Community Partner

Strategic Objectives:

- 1.1. On-Time Performance
- 3.7. Adherence to Safety Management System
- 4.4. Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

This agenda item is in alignment with Capital Metro's commitment to provide a safe and reliable transportation system to its customers, to comply with a congressional mandate, and to comply with the rules and regulations of federal and state regulating agencies.

BUSINESS CASE:

Executing this contract modification will allow Capital Metro to cover scope change requirements and conditions related to the design and implementation of the Positive Train Control System and integration of a newly constructed double track on its signalized territory as per the congressional mandate.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

In September 2017, Capital Metro awarded Contract No. 200230 to Modern Railway Systems for an amount not to exceed \$65,675,000 to design and build a Positive Train Control System on the signalized section of the commuter line. The original amount did not include a contract contingency. In February 2018, the board approved the first contract increase in the amount of \$399,933 for the migration of the RailComm Dispatch System, from a local server to SaaS cloud hosting. In June of 2018, the board approved the second contract increase in the amount of \$623,933 for a survey of PTC territory



and for the integration of TIGER V locations with PTC technology. In April of 2019, the board approved the third increase in the amount of \$2,867,948, plus (20%) contingency, for a total of \$3,441,537 for the construction of a signal system for the Plaza Saltillo Double Track project.

This proposed modification is for additional changes in scope for operational improvements in the design for double-tracking and coordination with existing infrastructure identified as the project progressed. These include:

- (1) Extend contract period of performance by 12 months at an estimated cost of \$2,640,000 to accommodate double tracking.
- (2) Double track capacity improvement work at an estimated cost of \$988,304
- (3) PTC Wayside enhancement at an estimated cost of \$1,200,000
- (4) Fiber Network Enhancement at an estimated cost of \$192,000

SBE PARTICIPATION:

The SBE goal is 8.27% and the current goal attainment is 8.78% (**verification of payments is in process**). The following is the status of SBE subcontractors in this contract:

SBE Subcontractors	Status	Race/ Gender	Services / Products	Commitment	Current Attainment
Power Telco (WBE), Memphis, TN	Completed	Caucasian Female	Material Supply	0.53%	0.65%
EAR Telecommunications LLC (DBE), Austin, TX	Completed	Hispanic Male	Fiber Installer	0.23%	0.29%
Dakota Underground Contrs Inc. (DBE), Ennis TX	Completed	Caucasian Female	Boring	0.47%	0.58%
KLP Commercial, LLC (DBE), Round Rock, TX	Completed	Native American Female	Material Supply	0.34%	0.30%
Sadler Boring, LLC (DBE), Justin, TX	Completed	Caucasian Female	Boring	2.71%	3.31%
DDE, Inc. (DBE), Atlanta, GA	Active	Caucasian Female	Signal Cable Supply	0.25%	0.45%
Diverging Approach Inc. (SBE), Williamsburg, VA	Active	Caucasian Male	Signal Install and Test & Training Support	2.85%	1.82%
Eagle Barricade, LLC (DBE), Allen, TX	Active	Black American Female	Traffic Control	0.60%	0.29%
Purcell Electrical Profess. Corp. (DBE), Reno, NV	Active	Caucasian Female	Fiber Ductbank Design & Survey	0.74%	0.79%
QN Management Solutions, Inc. (DBE),	Active	Asian-Pacific American Male	Scheduling Consultant	0.03%	0.04%



Dallas, TX					
McAllen Signal & Boring LLC (DBE), Mcallen, TX	Active	Hispanic American Male	Field Install	0.03%	0.05%
DAATA, LLC (DBE), Sugar Land, TX	Active	Asian Male	Surveyor	0.14%	0.20%
Texas Trucking Co. LLC. (DBE), Georgetown, TX	Active	Hispanic American Male	Finish Rock Installer / Freight	0.01%	0.01%
Blacktop Industries (DBE), New Braunfels, TX	Active	Caucasian Female	Sign Creation and Installation	0.0006%	0.00%
ACW Solutions (SBE), Austin, TX	Active	Caucasian Female	Office Cleaning	0.005%	0.001%
D.P. Directional, LLC (SBE), Royse City, TX	Terminated	Caucasian Female	Install Signal Cable Bores	-0.10%	0.00%
Fortis Networks, Inc. (DBE), Phoenix, AZ	Terminated	Hispanic Male	Supply / Install Fiber	-1.75%	0.00%
D.P. Directional, LLC (SBE), Royse City, TX	Terminated	Caucasian Female	Directional Boring, Install HDPE for HDMI	-0.10%	0.00%
				8.94%	8.78%

PROCUREMENT: On August 28, 2017, Capital Metro awarded a Design-Build contract to Modern Railway Systems, Inc., for finalizing the design, installation, testing and commissioning of the Positive Train Control System (PTC) and its supporting Fiber Optic Communication System on Capital Metro's Commuter Rail Corridor. The Contract provides all necessary services to upgrade the four (4) major segments of the existing Train Control system: the Wayside Signal segment, the Control Office segment, the Data Communications segment, and the Rail Vehicle Onboard Segment.

Capital Metro's Board of Directors subsequently approved additional contract funding as follows:

Resolution # and Date	Description	Amount
2017-525 – 8/28/17	Contract Award	\$65,675,000
2018-687 – 2/26/18	Railcomm PTC software system	\$399,934
2018-826 – 6/25/18	Survey, track charts, Tiger V integration	\$623,933
2019-1011- 4/22/19	Plaza Saltillo Double Track Signal System- Design and Construction	\$3,441,537
Subtotal		\$70,140,403

This resolution requests approval to execute modifications for additional PTC Engineering services and contract end date extension in the amount of \$5,020,304, plus \$2,100,000 in contingency, for a total not to exceed the amount of \$7,120,304 for this modification, bringing the total board authorized amount on this contract to \$77,260,706.

RESPONSIBLE DEPARTMENT: Rail Operations





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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1072)

Positive Train Control Contract Modification with Modern Railway Systems (MRS)

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management strive to comply with Federal Railroad Administration (FRA) mandates of Title 49 CFR Part 236, Subparts H and I, and to improve the overall safety of the transit services by implementing a Positive Train Control (PTC) System; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to execute this contract modification to allow Capital Metro to complete the implementation of the Positive Train Control (PTC) system on its signalized territory.

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 of Contract No. 200230 to extend the contract end date and for additional engineering services for double tracking and PTC integration in the amount of \$5,020,304, plus \$2,100,000 in contingency, for a total not to exceed the amount of \$7,120,304 for this modification, bringing the total board authorized amount on this contract to \$77,260,706.

Secretary of the Board
Eric Stratton

Date: _____

Attachment: Resolution-AI-2019-1072 (4466 : Contract Modification with Modern Railway Systems)

Contract Modification for Modern Railway Systems (MRS)



Board Resolution Presentation in September 2019

1

**METRO**

Rail Operations | Project ID: RRC 1102

Commuter Rail – MRS Contract

• Proposed Resolution

- Approve contract extension with Modern Railway System; integrate new double track as built; and contingency in the amount of \$7,120,304

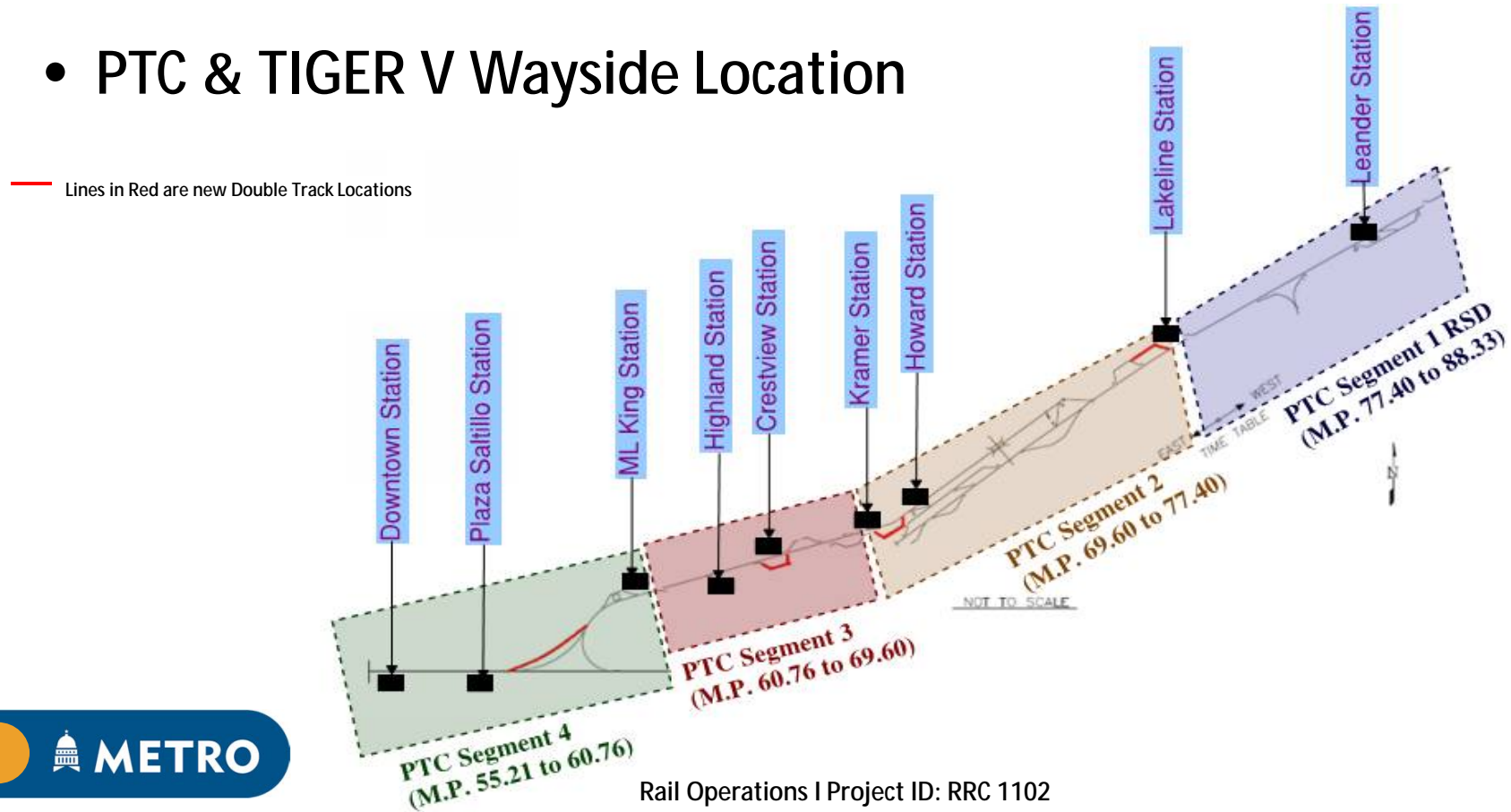
• Resolution Objective

- Extend contract period of performance date by 12 months
- Double Tracking Capacity Improvement
- Redline Wayside Enhancement – i.e., Cut Sections
- Fiber Network Enhancement – Network Monitoring



Commuter Rail– Double Track PTC Integration

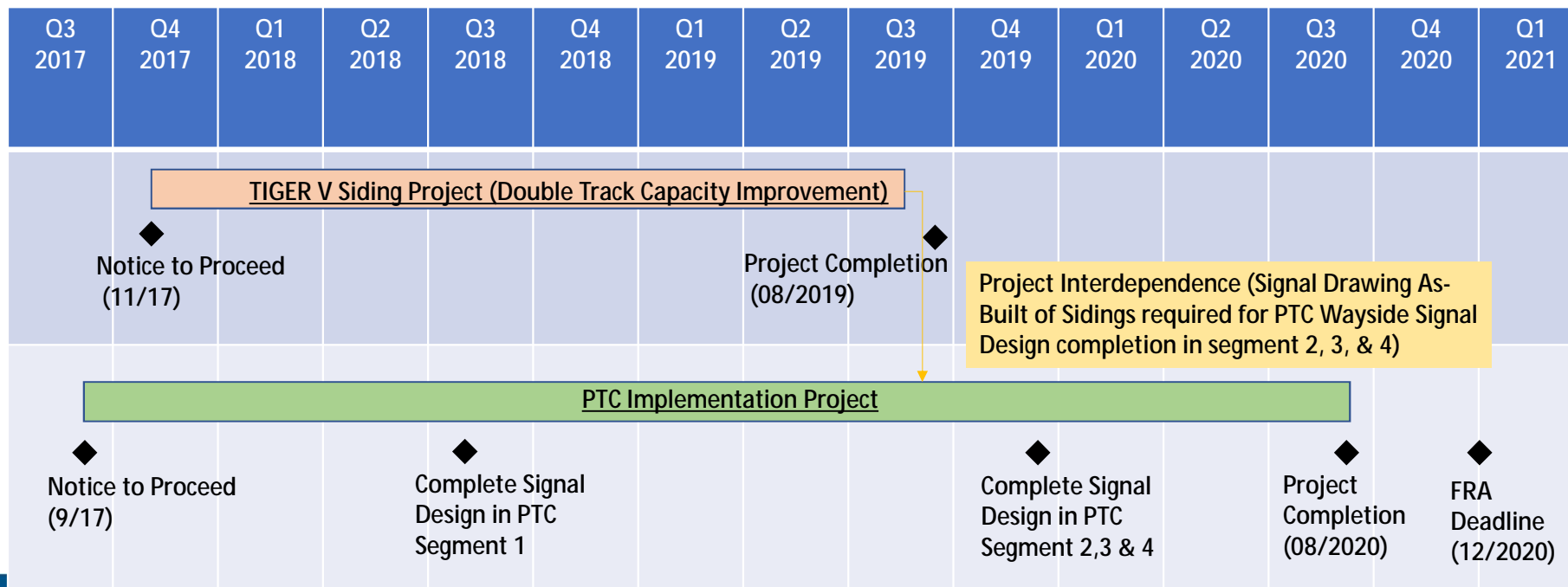
- PTC & TIGER V Wayside Location



Rail Operations | Project ID: RRC 1102

Commuter Rail – Project Integration and Interdependency Impact

- PTC & TIGER V Siding Project High Level Schedule



4



METRO

Legend:

◆ Milestone

Rail Operations | Project ID: RRC 1102

Commuter Rail – Funding Request

- Current Board Approved Funding Amount: \$70,140,403

- New Funding Request:

	Amount
New Funding Request:	\$5,020,304
Contingency Request	\$2,100,000
Total Requested Amount	\$7, 120,304

- New Board approved forecast amount: \$77,260,706





METRO

THANK YOU!

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 09/23/2019
(ID # 4473)**

Contract Modification with Gateway Design Partners for Downtown Station

Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the contract with Downtown Gateway Partners to add \$650,000 to replenish contingency for design and engineering services that may be needed during construction for unforeseen conditions, for a total revised contract amount not to exceed \$5,632,445.

Capital Metropolitan Transportation Authority**MEETING DATE: 9/23/2019****Board of Directors****(ID # AI-2019-1097)****Contract Modification with Gateway Design Partners for Design and Engineering Services of the Downtown Station Improvements****SUBJECT:**

Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the contract with Downtown Gateway Partners to add \$650,000 to replenish contingency for design and engineering services that may be needed during construction for unforeseen conditions, for a total revised contract amount not to exceed \$5,632,445.

FISCAL IMPACT:

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

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience

Strategic Objectives:

1.5 Capital Projects Performance

EXPLANATION OF STRATEGIC ALIGNMENT:

Executing this contract modification will allow Capital Metro to design new and/or unforeseen scope items related to the construction of the permanent Downtown MetroRail Station project which will assist in increased rider capacity and frequency of the MetroRail system, plus greater access to a safe, accessible, and customer friendly environment.

BUSINESS CASE:

The Downtown Station is being developed to increase commuter rail service frequency and capacity. Executing this contract modification will allow Capital Metro to address unforeseen scope items related to the construction of the permanent Downtown MetroRail Station during construction. Funding for these services is included in the FY2020 Budget and Capital Improvement Plan.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

In July 2016, Capital Metro awarded a contract to Downtown Gateway Partners (Contract 200111) for a not to exceed amount of \$2,198,127 to design the Downtown Rail Station Improvement which is primarily funded by a \$22 million TxDOT grant. The board approved the original contract amount plus a 15% contract contingency in the amount of \$330,000. In April 2017, the Board approved the first contract increase in the amount of \$1,584,318 for scope changes. In May 2018, the Board approved a contract



increase of \$370,000 for additional Engineering services work to be performed, plus \$500,000 for additional contingency. Additional changes in scope due to other Capital Metro projects, City requirements, addressing property owner concerns, plus unforeseen site conditions, have exhausted the current contingency amount. As the project progresses, new scope items and unforeseen conditions during construction have been identified including:

- Unforeseen site conditions that require design and permit corrections.
- New requirements during construction.
- Additional coordination meetings with the City, contractor, TxDOT and stakeholders.

The project management team requests that an additional \$650,000 be authorized to replenish the design contingency to account for these items that may arise during construction, for a total revised contract amount not to exceed \$5,632,445.

SBE PARTICIPATION:

The SBE goal is 33% and the current goal attainment is 34.31%. The following is the status of SBE subcontractors in this contract:

SBE Subcontractors	Status	Race/ Gender	Services / Products	Commitment	Current Attainment
Alliance-Texas Engineering Company (DBE), Austin, TX	Active	Caucasian Female	Joint venture partner, project management, roadway and traffic engineering	17%	21.21%
Amelia Lopez Consulting LLC (HUB), Rockport, TX	Active	Hispanic American Female	Permitting	2%	0.23%
Baer Engineering & Environmental Consulting Services (DBE), Austin, TX	Active	Caucasian Female	Asbestos/lead-based paint surveys and HazMat testing	1%	0.07%
Cox McLain Environmental Consulting, Inc. (DBE), Houston, TX	Active	Caucasian Female	NEPA compliance; environmental	3%	0.95%
Encotech Engineering Consultants, Inc. (MBE), Austin, TX	Active	Subcontinent Asian American Male	Structural, mechanical, electrical and plumbing engineering	2%	3.17%
McCann Adams Studio PLLC (DBE), Austin, TX	Active	Caucasian Female	Urban design, canopy design and streetscape design	4%	6.17%
McGray & McGray Land Surveyors, Inc. (DBE), Austin, TX	Active	Caucasian Female	Surveying	1%	2.05%
Rifeline, LLC (DBE),	Active	Caucasian	Public Involvement	3%	0.46%



Austin, TX		Female	Strategies, Citizen Engagement Committees		
				33%	34.31%

PROCUREMENT:

On July 26, 2016, Capital Metro awarded a contract to Downtown Gateway Partners for a not to exceed amount of \$2,198,127. The Contract provides engineering design services for the Downtown Station construction projects.

The contract modifications issued to date are as follows:

Mod #	Date	Mod Amount	Description
1	9/20/2016	\$32,205.00	Adds additional Platform/Sidewalk/Track and Plaze Option 3 evaluations under Task 2- Confirmation of Project Requirements.
2	10/14/2016	\$2,500.00	Adds fee for Rail Road Protective Ins. for Cobb Fendley potholing at DT Station.
3	12/15/2016	\$240,738.00	Adds additional 30 Coordination Meetings (including support for 30% open house and additional canopy workshops) under Task 1-Project Management & Administration, and (10) design changes under Task 11-Design Changes.
4	3/1/2017	\$54,183.00	Adds additional Coordination Meetings under Task 1-Project Management & Administration and additional surveying services under Task 10-Additional Survey Tasks.
5	5/18/2017	\$0.00	Adds CFR Part 219 language to Ex. E only.
6	6/6/2017	\$988,992.00	Adds additional administration, reporting, and meetings under Task 1-Project Management & Administration, adds additional permitting under Task 5-100% Design Phase & Jurisdictional Permitting, adds additional (11) design changes under Task 12- Modification No.5 Design Changes. Adds additional storm drain design and surveying under Task 13-72" Storm Drain Upgrade Items.
7	7/10/2017	\$85,848.00	Adds value engineering, hazard-risk mitigations, and temp relocation of bikeway under Task 15-VE/HARA Changes and LAB Relocation. Additionally extends contract to 12/31/2020.
8	8/24/2017	\$54,960.00	Adds additional design and utility upgrades under Task 14-Waterline Upgrade/Waller Creek Inlet Structure. Additionally adds new subcontractor Big Red Dog.
9	10/9/2017	\$70,117.00	Adds additional coordination meetings under Task 1-Project Management & Administration, removes (2) design changes under Task 12-Modification No.5 Design Changes, adds (4) new tasks for paving, lighting, and art under new Task 16-No.8. Additionally adds new subcontractor Dixie Friend Gay.
10	1/17/2018	\$65,793.00	Adds additional Task 17-Austin Energy ILA Betterment.
11	2/21/2018	\$274,385.00	Adds additional administration, reporting, and meetings under Task 1-Project Management & Administration, removes permitting under Task 12-Modification No.5 Design Changes, adds (9) new tasks for optional exhibits, redesign, and easement requirements under new Task 18-No.10.
12	4/30/2018	\$33,895.00	Adds additional water modifications under Task 12-Modification No.5 Design Changes.
13	7/17/2018	\$515,742.00	Adds additional redesign and changes for PTC and Signals under new Task 19-No.12 Wayside Signal Modifications. Adds additional administration, reporting, and meetings under Task 1-Project Management & Administration, adds additional meetings, site visits, and reviews



			under Task 7-Construction Phase Services, adds (13) new tasks for design changes under new Task 20-No.13 Design Changes After 100% Deliverable.
14	4/1/2019	\$33,496.00	Adds additional architecture updates under Task 5-100% Design Phase & Jurisdictional. Adds additional coordination meetings under Task 1-Project Management & Administration, adds additional RFI responses and plan set revisions under Task 6-Construction Procurement, adds additional betterment and construction phase services under Task 17-Austin Energy ILA Betterment, removes redesign task under Task 20-No.13 Design Changes After 100% Deliverable, adds new point frog task under new Task 21-No.15 Scope Additions. Additionally extends contract to 6/30/2021.
15	4/5/2019	\$29,284.00	Adds additional new driveway design under new Task 23-No.17 Design Changes to Driveway at Waller Creek Tunnel Inlet.
16	6/4/2019	\$65,150.00	Adds additional review/approvals of submittals and shop drawings under Task 7-Construction Phase Services, adds (2) new tasks for sequential sheet numbering and temp station review under new Task 24-Changes During Construction.
17	8/16/2019	\$103,145.00	Adds (2) new tasks for field changes and safety/security certification support under new Task 25-No.19 COs During Construction/SSC Support.
18	pending	\$51,573.00	Adds additional submittal reviews under Task 7-Construction Phase Services.
19	Additional pending mods	\$82,312.00	Additional pending RFIs - DTGP
TOTAL MODS ISSUED:		\$2,784,318.00	
Add: Notice of Award Issued 7/26/16:		\$2,198,127.00	
Total \$ authorized to DTGP to date:		\$4,982,445.00	
Add: September 2019 board resolution:		\$650,000.00	
New Board authorized amount:		\$5,632,445.00	

RESPONSIBLE DEPARTMENT: Capital Projects



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1097)

**Contract Modification with Gateway Design Partners for Design and Engineering
Services of the Downtown Station Improvements**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to construct a permanent Downtown MetroRail Station to improve customer experience, provide an attractive and accessible transit environment, and increase rider capacity and frequency of the MetroRail system; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to execute this contract modification to allow Capital Metro to complete the design of the permanent and improved Downtown MetroRail Station 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 of the contract with Downtown Gateway Partners to add \$650,000 to replenish contingency for design and engineering services that may be needed during construction for unforeseen conditions, for a total revised contract amount not to exceed \$5,632,445.

**Secretary of the Board
Eric Stratton**

Date: _____

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 09/23/2019
(ID # 4474)

Contract for Construction Observation Services

Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the Construction Observation and Coordination Services Contracts to firms Freese & Nichols, Inc. and Aken Industries LLC, for a combined amount of \$1,200,000 for the additional construction observation and coordination services for a total revised contract amount not to exceed \$3,200,000.

Capital Metropolitan Transportation Authority**MEETING DATE: 9/23/2019****Board of Directors****(ID # AI-2019-1047)****Contract Modification for Construction Observation and Coordination Services****SUBJECT:**

Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the Construction Observation and Coordination Services Contracts to firms Freese & Nichols, Inc. and Aken Industries LLC, for a combined amount of \$1,200,000 for the additional construction observation and coordination services for a total revised contract amount not to exceed \$3,200,000.

FISCAL IMPACT:

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

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience

Strategic Objectives:

- 1.2 Continuous Improvement

EXPLANATION OF STRATEGIC ALIGNMENT:

Executing this contract modification will allow Capital Metro to continue construction observation and coordination activities related to the various capital improvement projects needed to improve Capital Metro's transit system and/or facilities.

BUSINESS CASE:

Capital Metro currently has various capital improvement projects in progress, and is also anticipating new improvement projects during FY2020. Executing this contract modification will allow Capital Metro to continue construction observation and coordination activities related to these projects. The funding for these services is included in the FY2019 Budget and in the 5-year Capital Improvement Plan.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

In July 2015, Capital Metro awarded a task-order based Construction Observation and Coordination Services contract. Capital Metro construction projects include funding for these services, which are required to ensure that the agency's transportation and facilities projects are built in accordance with the construction documents and in compliance with the City of Austin, State of Texas and other jurisdictional requirements. Contracts were awarded to two (2) separate firms for a total combined, not-to-exceed amount of \$2,000,000 with an expiration date of August 2020. Capital Metro has utilized the services of these firms over the past 4 years with a combined amount of approximately \$1,700,000 and with approximately \$300,000 remaining. However, due to numerous capital improvement projects currently in progress or expected to initiate



during FY2020, Capital Metro anticipates executing task orders during the remaining contract period that will exceed this amount. An additional authorized amount of \$1,200,000 will allow Capital Metro to continue services until the Contract is re-solicited.

The two firms included in this modification include:

- Aken Industries, LLC. (Contract 137984)
- Freese & Nichols, Inc. (Contract 137985)

Through these contracts, these firms have provided construction observation and coordination services for Capital Metro capital projects including the Downtown Station construction, TIGER V Rail project, Lakeline Park & Ride parking expansion, Howard Lane parking expansion, Westgate Park & Ride development, various rail facility improvements, Bus Rapid Transit (BRT) program, etc.

DBE/SBE PARTICIPATION:

No DBE goal is assigned to this contract because there is no scope for subcontracting. However, Aken Industries, Inc. is a seventy-five percent women owned business and is in the process of becoming DBE certified. Freese and Nichols, Inc. is committed to utilizing DBE subcontractor(s) in the future if the opportunity arises.

PROCUREMENT:

On July 27, 2015, Capital Metro awarded a contract to Freese & Nichols, Inc. and Aken Industries, LLC for Construction Observation and Coordination Services.

The contract modifications issued to date are as follows:

Modification	Aken Industries, LLC & Freese and Nichols, Inc., Combined Awarded Amounts
Notice of Award: 7/27/2015	\$800,000
Option Period 1 – 8/2018	\$400,000
Option Period 2 – 8/2019	\$400,000
Option Period 3 – 8/2020	\$400,000
Total Amount	\$2,000,000
September Board Requested Amount	\$1,200,000
New Not-To-Exceed Total Amount	\$3,200,000

This resolution requests approval to execute a contract modification for additional services for a total combined amount of \$1,200,000 bringing the total board authorized, not-to-exceed amount of this contract to \$3,200,000.

RESPONSIBLE DEPARTMENT: Capital Projects



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1047)

Contract Modification for Construction Observation and Coordination Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to execute various capital improvement projects as needed to improve Capital Metro's transit systems and/or facilities; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to execute this contract modification to allow Capital Metro to continue additional construction observation and coordination activities related to capital improvement projects.

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 Construction Observation and Coordination Services Contracts for a total combined amount of \$1,200,000 for additional design and engineering services for a total revised not-to-exceed contract amount of \$3,200,000.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1047 (4474 : Contract for Construction Observation Services)

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 09/23/2019
(ID # 4472)**

Contract for Real Property Appraisal Services

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute task order contracts with Allegiant Group, PLLC., National Valuation Group, Inc., Paul Hornsby and Company, and Aegis Group to provide Real Property Appraisal Services with a base term of one (1) year, with four (4) one-year options in an amount not to exceed \$2,130,000.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 9/23/2019
(ID # AI-2019-1064)
Real Property Appraisal Task Order Services**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute task order contracts with Allegiant Group, PLLC., National Valuation Group, Inc., Paul Hornsby and Company, and Aegis Group to provide Real Property Appraisal Services with a base term of one (1) year, with four (4) one-year options in an amount not to exceed \$2,130,000.

FISCAL IMPACT:

Funding for this action is contingent on approval of the operating budget in each fiscal year.

STRATEGIC PLAN:

Strategic Goal Alignment:

3. Sustainability

Strategic Objectives:

3.4 Financial Diversity

EXPLANATION OF STRATEGIC ALIGNMENT:

It is reasonable to expect recurring needs for Real Estate Appraisal Services, and task order contracts offer the quickest and best value options to meet such needs.

BUSINESS CASE:

Task order contracts allow Capital Metro to always have a group of qualified consultants available to perform a specific type of recurring work in a timely manner to meet the project and operational needs of the Agency.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

As a standard business practice, Capital Metro routinely engages the services of professional appraisers to perform land valuation services for purchase, sale or lease of real property, easements and rights of way. Staff reasonably expects that the need for such services will continue, and that responding to such needs by the use of in-place task order contracts offers the best value.

DBE/SBE PARTICIPATION:

The DBE goal is 7%. The prime contractors will meet or exceed the goal utilizing the following DBE subcontractors:



Prime Contractors	DBE Subcontractors	Race/ Gender	Services / Products	DBE Responsive
Allegiant Group, PLLC., Austin, TX	Self-Performing Prime	Caucasian Female	Supply and Services	95%
Paul Hornsby & Co., Austin, TX				
	EJES Inc., Dallas, TX	African American Male	Land Planning Services, Land Development Code, Code Interpretation/Application, Cost Estimating	5%
	Baer Engineering & Environmental Consulting, Austin, TX	Caucasian Female	Land Planning Services, Land Development Code, Code Interpretation/Application, Cost Estimating	5%
	Kenall, Inc., Houston, TX	Asian Male	Land Planning Services, Land Development Code, Code Interpretation/Application, Cost Estimating	5%
			Total	15%
The Aegis Group, Austin, TX				
	Hicks & Co. Environmental/Archeological Consultants, Austin, TX	Caucasian Female	Environmental Services	7%
National Valuation Group, Inc.				
	ML & M Realty Advisors, LLC., Fort Worth, TX	Caucasian Female	Appraisal Review Services	7%

PROCUREMENT:

The Statement of Qualifications was issued on April 22, 2019 and formally advertised. By the closing date of May 22, 2019, four (4) submittals were received: Allegiant Group, PLLC., National Valuation Group, Inc., Paul Hornsby and Company, and Aegis Group. The submittals were rated based on the following factors:

- 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.
- Selection of subcontractors and team structure that will best meet the needs of the project.
- 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.

- Methodology and quality of the work plan proposed to meet project objectives.

All four submittals are found to be responsive to the solicitation requirements and all were deemed to be the best value to the Authority. The contract will reflect a hybrid fixed price contract in which portions are definite-quantity/definite-delivery and other portions are indefinite-quantity/indefinite-delivery. The term of the contracts will reflect a base term of one (1) year and four (4) 1-year renewal options for all Task Orders awarded under all four contracts, for a five year not-to-exceed amount as follows:

Description	Total Award (total amount not to exceed for all four contracts)
Base Year 1	\$130,000.00
Option Year 1, Year 2 of the contract	\$500,000.00
Option Year 2, Year 3 of the contract	\$500,000.00
Option Year 3, Year 4 of the contract	\$500,000.00
Option Year 4, Year 5 of the contract	\$500,000.00
Total	\$2,130,000.00

RESPONSIBLE DEPARTMENT: Real Estate



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1064)

Real Property Appraisal Task Order Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors recognizes the need to continue to avail themselves of the ability to obtain needed services at the best value; and

WHEREAS, it may be reasonably expected that the Agency will continue to need Real Property Appraisal services on a regular basis.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to finalize and execute contracts with Allegiant Group, PLLC., National Valuation Group, Inc., Paul Hornsby and Company, and Aegis Group to provide Real Property Appraisal Services for a base term of one (1) year, with four (4) one-year options in an amount not to exceed \$2,130,000.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1064 (4472 : Contract for Real Property Appraisal Services)

Purchase of Web Content Management System

Approval of a resolution authorizing the President & CEO, or his designee, to execute a contract with American Eagle to provide a Web Content Management System for a base period of one year, with four one-year options in an amount not to exceed \$468,360.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 9/23/2019
(ID # AI-2018-916)
Web Content Management System**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to execute a contract with American Eagle to provide a Web Content Management System for a base period of one year, with four one-year options in an amount not to exceed \$468,360.

FISCAL IMPACT:

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

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience

Strategic Objectives:

1.4 Customer Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

This will install a new Web Content Management System (CMS) to replace the out-of-lifecycle system which is no longer being updated or maintained by the current vendor.

BUSINESS CASE:

The CMS manages the content of the information presented on capmetro.org through software which provides website authoring, collaboration, and administration tools. This will replace the current out-of-lifecycle system which is no longer being updated or maintained by the vendor. This will ensure our ability to have content effectively presented, ensure website uptime of greater than 99%, as well as being able to add new features and functionality when the business demands.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

The Web Content Management System (CMS) manages the content of the information presented on capmetro.org through software and will replace the current out-of-lifecycle system. This work is imperative to ensure the Agency's ability to have web content effectively presented, have greater than 99% website uptime, and add new features and functionality when the business demands.

SBE PARTICIPATION:

No SBE goal is assigned to this procurement due to limited subcontracting opportunities because it is a specialized web content management system.



PROCUREMENT: On April 19, 2019, a Request for Proposals was issued and formally advertised. By the closing date of May 28, 2019, three (3) proposals were received. The evaluation team used the following factors in the evaluation of proposals:

- (1) The qualifications of the Project Team members.
- (2) The offeror's demonstrated understanding of the project undertaking, the requirements of the Technical Specifications and Work Plan, including the offeror's proposed plan and the technical approach and the demonstrated execution of the requirements detailed in the Scope of Services and Compliance Matrix, Exhibit F, as well as any relevant attachments to this solicitation.
- (3) The qualifications, experience and past performance of the firm.

The proposal from American Eagle was determined to be the best value to the Authority, price and other factors considered. The contract is a fixed price contract. The term of the Contract is a one (1) year base for implementation with four renewable option periods of one (1) year each for maintenance and support, for pricing offered as follows.

Description	Total Award
Base Year	\$153,200
Option Year 2	\$78,790
Option Year 3	\$78,790
Option Year 4	\$78,790
Option Year 5	\$78,790
Total	\$468,360

RESPONSIBLE DEPARTMENT: Information Technology



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

**STATE OF TEXAS
COUNTY OF TRAVIS**

**RESOLUTION (ID # AI-2018-916)
Web Content Management System**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to maintain systems in the state of good repair; and

WHEREAS, Customers will be able to use applications hosted on updated servers having higher up-time availability, and the ability to support new applications in the future.

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 contract with American Eagle to provide a Web Content Management System for a base period of one year, with four one-year options in an amount not to exceed \$468,360.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2018-916 (4464 : Purchase of Web Content Management System)

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

***MEETING DATE: 09/23/2019
(ID # 4467)***

Contract for Origin and Destination Survey

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Creative Consumer Research to conduct Origin and Destination Survey 2020 services in an amount not to exceed \$420,000.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 9/11/2019
(ID # AI-2019-1094)
Origin & Destination Survey Project**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Creative Consumer Research to conduct Origin and Destination Survey 2020 services in an amount not to exceed \$420,000.

FISCAL IMPACT:

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

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience
3. Sustainability

Strategic Objectives:

- 1.2 Ridership
- 1.3 Net Promoter Score /Customer Satisfaction
- 3.2 Customers/ Revenue Hour
- 3.4 Financial Diversity

EXPLANATION OF STRATEGIC ALIGNMENT:

This agenda item is aligned with several items in the strategic plan. It will deliver a high quality customer experience through improving system reliability and convenience and ensuring an attractive and accessible transit environment. It demonstrates sustainability by reviewing and continuously improving services and ensuring Capital Metro is meeting Title VI requirements.

BUSINESS CASE:

The Origin and Destination Survey project is conducted every five years per recommended guidelines of the Federal Transit Administration (FTA). Data from the Origin and Destination survey will be used for various long-range and short-range planning activities including travel demand forecasting and regional data modeling. The information from both surveys will be shared with many agencies to assist in region-wide planning and marketing efforts. The surveys will also provide necessary documentation for the FTA mandatory reporting.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

Every five years Capital Metro conducts an origin and destination survey per recommended guidelines of the Federal Transit Administration (FTA). The primary purpose of the on-board origin and destination survey is to obtain accurate information



on the fixed-route bus, bus rapid transit and Metrorail travel patterns of Capital Metro bus and rail patrons (including out of service area Round Rock and Georgetown routes). Additional information collected includes demographic characteristics, trip purpose and fare usage. Data from this survey will be used for various long-range and short-range planning activities including travel demand forecasting and regional data modeling. The surveys will also provide necessary documentation for the FTA mandatory reporting.

SBE PARTICIPATION:

The SBE goal is 15%. The prime contractor will exceed the goal by self-performing much of the contract.

Prime contractor	Race/Gender	Services/Products	SBE Responsive
Creative Consumer Research, (WBE) Stafford, TX	Caucasian Female	Survey Instrument, Sampling Plan, and Survey Plan	69.70%

PROCUREMENT: On June 10, 2019, a Request for Proposals was issued and formally advertised. By the closing date of July 10, 2019, two proposals were received. The evaluation team used the following factors in the evaluation of proposals:

- (1) The offeror's demonstrated understanding of the project undertaking, the proposed plan for the performance of the work and the technical approach proposed by the offeror.
- (2) 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.
- (3) The qualifications of the Project Team members.

The proposal from Creative Consumer Research was determined to be the best value to the Authority, price and other factors considered. The contract is a fixed price contract. The term of the Contract is one year, for pricing offered as follows.

Origin and Destination Survey 2020 Services	\$330,000
Optional Additional Surveys	\$90,000
GRAND TOTAL	\$420,000

RESPONSIBLE DEPARTMENT: Planning and Development



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

STATE OF TEXAS

COUNTY OF TRAVIS

**RESOLUTION (ID # AI-2019-1094)
Origin & Destination Survey Project**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide quality public transportation services to the central Texas region which will be enhanced by conducting the on-board origin and destination survey using the resulting data to efficiently plan routes and services; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to conduct these types of surveys based on FTA recommendations.

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 Creative Consumer Research to conduct Origin and Destination Survey 2020 services in an amount not to exceed \$420,000.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1094 (4467 : Contract for Origin and Destination Survey)

Origin & Destination Study 2020

Capital Metro Board Meeting

September 23, 2019

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METRO

Origin & Destination Study 2020

Purpose

Methodology

Strategic Goals & Timeline

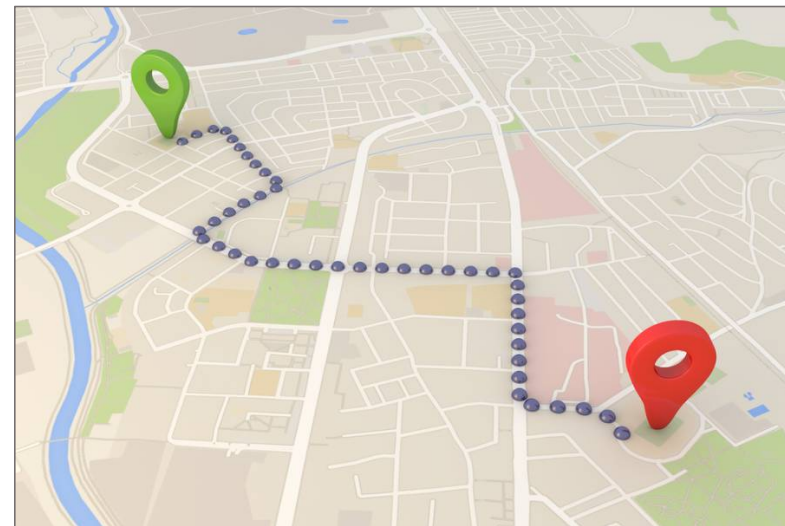
Resolution

Origin & Destination Study 2020

Purpose

- Travel patterns & demographics of patrons
- Conducted every five years
- Data used for
 - Long-range & short-range planning
 - Travel demand forecasting
 - Regional data modeling
 - FTA reporting (Title VI)

point A → point B
where you are where you want to be



Origin & Destination Study 2020

Methodology

- All routes and time periods surveyed
- Interviewing Methodology
 - Hand-held computing devices
 - Interview riders (English/Spanish) on-board
- Conducted during Spring Service period



Origin & Destination Study 2020

Strategic Goals & Timeline

High Quality
Customer
Experience

Sustainability

Oct – Dec
2019

- Study Development
- Testing

Jan – May
2020

- On-board Data Collection
- Data Validation

Jun – Nov
2020

- Final Report
- Board Presentation

Origin & Destination Study 2020

Resolution

Description	Not to Exceed	DBE Goal 15%	Fiscal Impact
Origin & Destination Study 2020	\$420,000	69.7%	FY2020 Operating Budget



METRO

THANK YOU!

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 09/23/2019
(ID # 4468)**

ILA with City of Georgetown for Service

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement with the City of Georgetown for operation of transit service for an amount not to exceed \$371,950 in FTA funds and \$591,564 in local funds from the City of Georgetown.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 9/11/2019
(ID # AI-2019-1010)
Georgetown Interlocal Agreement**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement with the City of Georgetown for operation of transit service for an amount not to exceed \$371,950 in FTA funds and \$591,564 in local funds from the City of Georgetown.

FISCAL IMPACT:

Refer to executive summary for clarification.

STRATEGIC PLAN:

Strategic Goal Alignment:

4. Valued Community Partner

Strategic Objectives:

4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

This ILA will provide for transit services in the City of Georgetown made possible by sharing FTA funds through the Capital Metro Service Expansion Program. The transit services were recommended as part of the Georgetown Transit Development Plan, which is required in the Capital Metro Service Expansion Policy.

BUSINESS CASE:

As the FTA Designated Recipient for transit funding for the Austin Urbanized Area, Capital Metro is responsible for allocating FTA funds within the urbanized area. The 2010 Census designated Georgetown as part of the Austin Urbanized Area and the city desires to use FTA funds to support transit service. Georgetown has met all the requirements to participate in the Service Expansion Program.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

Through the Capital Metro Service Expansion Program, the City of Georgetown uses a combination of FTA and local funds to pay 100% of the cost for transit service operated in the city. To use the FTA funds, the city completed and adopted a Transit Development Plan (TDP) in 2016 in compliance with the Capital Metro Service Expansion Policy. On August 21, 2017, fixed route and paratransit service were implemented in Georgetown. Service is operated by CARTS through the CARTS and Capital Metro Regional Mobility Agreement, which is presented in a separate agenda item. Approval of this ILA will provide for continuation of Georgetown service for one year.



DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Planning and Development



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

STATE OF TEXAS

COUNTY OF TRAVIS

**RESOLUTION (ID # AI-2019-1010)
Georgetown Interlocal Agreement**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to be a valued community partner; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to partner with local jurisdictions seeking transit 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 an Interlocal Agreement with the City of Georgetown for operation of transit service for the amount not to exceed \$371,950 in FTA funds and \$591,564 in local funds from the City of Georgetown.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1010 (4468 : ILA with City of Georgetown for Service)

Interlocal Agreement & CARTS Supplement for Georgetown Transit Service

Capital Metro Board Meeting
September 23, 2019

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**METRO**

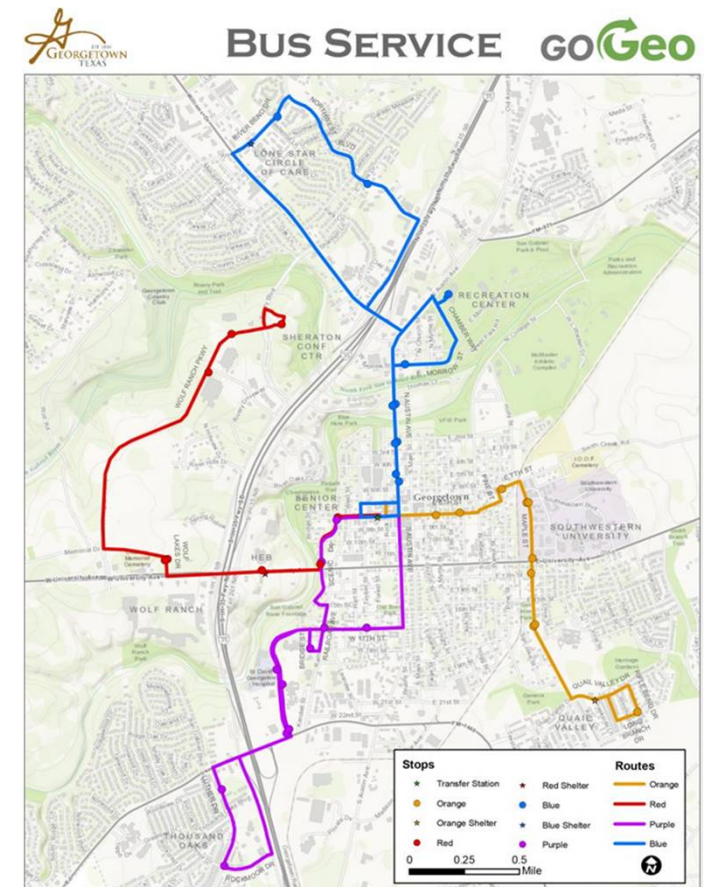
Background

- City of Georgetown participates in the Service Expansion Program
- Capital Metro contracts with CARTS to operate service
- Agreements with Georgetown and CARTS expire September 30th
- 100% funded by Georgetown

2



METRO



FY20 Budget

Description	FTA Funding	Local Funding City of Georgetown	Fully Allocated Cost of Service (100%)
Georgetown Fixed Route & Paratransit	\$ 371,950	\$ 591,564	\$ 963,514



CARTS Supplement for Service in Georgetown

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an addendum to the interlocal agreement with Capital Area Rural Transportation System (CARTS) for the provision of transit services to the City of Georgetown for a period of one year in an amount not to exceed \$963,514.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 9/11/2019

(ID # AI-2019-1089)

CARTS Supplement for Services in Georgetown

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an addendum to the interlocal agreement with Capital Area Rural Transportation System (CARTS) for the provision of transit services to the City of Georgetown for a period of one year in an amount not to exceed \$963,514.

FISCAL IMPACT:

Refer to executive summary for clarification.

STRATEGIC PLAN:

Strategic Goal Alignment:

4. Valued Community Partner

Strategic Objectives:

4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

The Capital Metro/CARTS partnership enables the provision of services to the larger region, including areas not currently in the Capital Metro service area.

BUSINESS CASE:

Capital Metro receives transit services at a reasonable price under this agreement. CARTS already operates services in the rural areas surrounding Capital Metro's service area, making them a logical partner geographically.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

Capital Metro and CARTS partner to operate transit services within the region. The parties utilize a master interlocal agreement (ILA) for the purposes of outlining terms and conditions which apply to all services. Addenda to the agreement outline each of the services provided and the fees paid for that service.

This addendum (Amendment 2 to Supplement No. 9) allows for the provision of transit service for the City of Georgetown. This service will be operated at a cost of \$81.00 per vehicle hour, consistent with the other services operated under the Capital Metro/CARTS partnership. Approximately 11,895 service hours are projected for FY20.

A separate agreement exists between Capital Metro and the City of Georgetown to provide 100% of the funding for this service.

Attachment: Resolution-AI-2019-1089 (4469 : CARTS Supplement for Service in Georgetown)



DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Planning and Development



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1089)

CARTS Supplement for Services in Georgetown

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to be a valued community partner; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to partner with local jurisdictions to provide transit 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 an addendum to the interlocal agreement with Capital Area Rural Transportation System (CARTS) for the provision of transit services to the City of Georgetown for a period of one year in an amount not to exceed \$963,514.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1089 (4469 : CARTS Supplement for Service in Georgetown)

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 09/23/2019
(ID # 4470)**

Amendment to the ILA with Travis County for Service

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an amendment to the interlocal agreement with Travis County for the provision of transit services to increase the local funding share to \$357,133 per year.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 9/11/2019

(ID # AI-2019-1088)

Amendment to Travis County ILA for Service

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an amendment to the interlocal agreement with Travis County for the provision of transit services to increase the local funding share to \$357,133 per year.

FISCAL IMPACT:

Refer to executive summary for clarification.

STRATEGIC PLAN:

Strategic Goal Alignment:

4. Valued Community Partner

Strategic Objectives:

4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

This project will provide for transit services by sharing FTA funds with Travis County, a valued community partner, to expand transit service in the urbanized, unincorporated areas of the county.

BUSINESS CASE:

As the FTA Designated Recipient for transit funding for the Austin Urbanized Area, Capital Metro is responsible for allocating FTA funds within the urbanized area. Travis County desires to use FTA funds to support transit service and has met all the requirements to participate in the Service Expansion Program.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

Through the Capital Metro Service Expansion Program, Travis County uses a combination of FTA and local funds to pay for transit service operated in the urbanized, unincorporated portions of the county. To use the FTA funds, the county completed and adopted a Transit Development Plan (TDP) in 2018 in compliance with the Capital Metro Service Expansion Policy.

Capital Metro and Travis County have a three-year ILA where the county pays 100% of the cost of transit service operated in the urbanized, unincorporated portions of the county. The county wishes to amend the ILA to include minor clarifications to the transit project list and to add \$25,000 per year in local funding. The additional local funding will help the county to consolidate funding for Route 271, Del Valle Feeder, that was previously funded through Travis County Health and Human Services Department.

Attachment: Resolution-AI-2019-1088 (4470 : Amendment to the ILA with Travis County for Service)



The additional funding increases the local share for transit projects from \$332,133 to \$357,133 per year. Travis County Commissioners Court approved the additional funding on August 27, 2019.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Planning and Development



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1088)

Amendment to Travis County ILA for Service

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to be a valued community partner; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to partner with local jurisdictions seeking transit 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 an amendment to the interlocal agreement with Travis County for the provision of transit services to increase the local funding share to \$357,133 per year.

Secretary of the Board
Eric Stratton

Date: _____

Attachment: Resolution-AI-2019-1088 (4470 : Amendment to the ILA with Travis County for Service)

Travis County Service ILA Amendment

Capital Metro Board Meeting

September 23, 2019

1



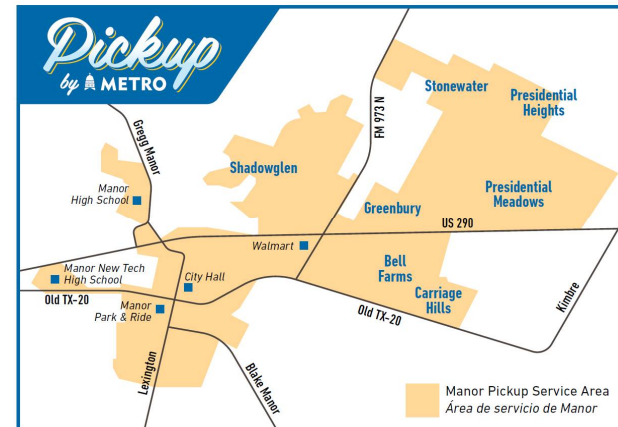
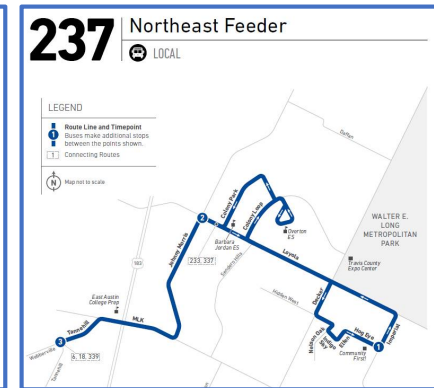
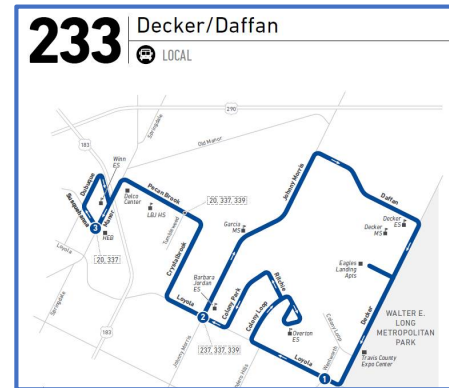
METRO

Background

- Travis County participates in the Service Expansion Program through an ILA
- Travis County wishes to amend the existing ILA
 - Ø Minor clarifications to the project list
 - Ø Amend budget

Current Projects

- Additional Hours for Routes 233 & 237 to better serve Community First! Village & Decker Lake area
- Manor Pickup – Partnership between Capital Metro service area and the county that transformed Manor Flex into an on-demand service
- Bus Stops & Capital Projects – Route 318 bus stops at River Ridge Estates and Bluff Springs IDEA School under construction



Upcoming Projects

- Hornsby Bend Feeder

- Ø One-year pilot begins October 7th

- Ø Reservation based service connecting Hornsby Bend to Springdale Shopping Center

- Ø Curb-to-curb service within Hornsby Bend

- Other Projects

- Ø Analysis of Del Valle Feeder for expansion opportunities

- Ø Promotion of brochures, website, mailers, signage

- Ø Continued coordination with Travis County Transportation & Natural Resources

Travis County ILA Budget Amendment

Description	FTA Funding	Local Funding from Travis County*	Fully Allocated Cost (100%)
ILA Budget Amendment	\$ 221,422	\$ 357,133	\$ 578,555

*Adds \$25,000/year for Travis County portions of Route 271



CARTS Supplement for Operation of Hornsby Bend Pilot

- A new supplement to the CARTS Regional Mobility Agreement is required for operation of service
- Budget

Description	FTA Funding	Local Funding from Travis County	Fully Allocated Cost (100%)
Hornsby Bend Feeder Annual Budget	\$ 91,951	\$ 137,927	\$ 229,878

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 09/23/2019
(ID # 4471)

CARTS Supplement for Service to Hornsby Bend

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Supplement No. 10 with the Capital Area Rural Transportation System (CARTS) for the provision of a pilot project with Travis County for the Hornsby Bend Feeder for a period of one year in an amount not to exceed \$229,878.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 9/11/2019

(ID # AI-2019-1039)

CARTS Supplement for Services in Hornsby Bend

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Supplement No. 10 with the Capital Area Rural Transportation System (CARTS) for the provision of a pilot project with Travis County for the Hornsby Bend Feeder for a period of one year in an amount not to exceed \$229,878.

FISCAL IMPACT:

Refer to executive summary for clarification.

STRATEGIC PLAN:

Strategic Goal Alignment:

4. Valued Community Partner

Strategic Objectives:

4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

The Capital Metro/CARTS partnership enables the provision of services to the larger region, including areas not currently in the Capital Metro service area.

BUSINESS CASE:

Capital Metro receives transit services at a reasonable price under the agreement. CARTS currently operates services in the rural areas surrounding Capital Metro's service area, making them a logical partner geographically.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

Capital Metro and CARTS partner to operate transit services within the region. The parties utilize a master interlocal agreement (ILA) for the purposes of outlining terms and conditions which apply to all services. Addenda to the agreement outline each of the services provided and the fees paid for that service.

This addendum (Supplement No. 10) allows for the provision of a pilot project with Travis County for the Hornsby Bend Feeder. This service will be operated at a cost of \$81.00 per vehicle hour, consistent with the other services operated under the Capital Metro/CARTS partnership. Approximately 2,838 service hours are projected for FY20.

This project is funded 100% by Travis County using FTA funds and local funds. A separate agreement exists between Capital Metro and Travis County to provide the

Attachment: Resolution-AI-2019-1039 (4471 : CARTS Supplement for Service to Hornsby Bend)



funding for this service.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Planning and Development



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1039)

CARTS Supplement for Services in Hornsby Bend

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to be a valued community partner; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to partner with local jurisdictions to provide transit 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 Supplement No. 10 with the Capital Area Rural Transportation System (CARTS) for the provision of a pilot project with Travis County for the Hornsby Bend Feeder for a period of one year in an amount not to exceed \$229,878.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1039 (4471 : CARTS Supplement for Service to Hornsby Bend)

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 09/23/2019
(ID # 4477)**

Lease Administrative Office Space at 700 Lavaca

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a lease for office space with Travis County. The office space is located at 700 Lavaca and includes 19,671 rentable square feet for a base term of five (5) years, with two (2) unpriced option years for an amount not to exceed \$4,657,457.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 9/23/2019

(ID # AI-2019-1106)

Lease Administrative Office Space at 700 Lavaca

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a lease for office space with Travis County. The office space is located at 700 Lavaca and includes 19,671 rentable square feet for a base term of five (5) years, with two (2) unpriced option years for an amount not to exceed \$4,657,457.

FISCAL IMPACT:

Funding for this action is contingent on approval of the operating budget in each fiscal year.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience
2. Engaged Workforce
3. Valued Community Partner

Strategic Objectives:

- 1.3 Net Promoter Score /Customer Satisfaction
- 2.2 Staff Satisfaction
- 4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

This lease will allow Capital Metro to provide adequate space in the 2910 E. 5th Street facility for the combined operations and maintenance service provider and Capital Metro operations and maintenance staff to work within the same space, as one unit, to daily address and improve the services provided to our customers, and to partner with Travis County through an agreement that benefits both agencies.

BUSINESS CASE:

Capital Metro needs additional administrative office space to address capacity issues and provide adequate space for service provider operations. Lease of additional space allows Capital Metro to address capacity and provide for Capital Metro and service provider staff to work within the same space to contribute to improved service to our customers.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the Board of Directors on September 23, 2019.

EXECUTIVE SUMMARY:

As previously discussed with the Board of Directors, the space at 2910 E. 5th Street is currently at capacity. The lease of space at 700 Lavaca allows Capital Metro to provide adequate space for the service provider operating all Capital Metro bus service. This

Attachment: Resolution-AI-2019-1106 (4477 : Lease Administrative Office Space at 700 Lavaca)



includes space that has been unavailable in the past such as an adequate amount of office space, a dedicated training room and space for safety and training personnel, improved restrooms and break rooms, the addition of a locker room, and space for the service provider and Capital Metro operations and maintenance staff to work within the same space to daily address and improve service provided to our customers.

19,671 Square Feet	Year 1*	Year 2	Year 3	Year 4	Year 5
Lease Rate	\$ 859,967.00	\$ 806,511.00	\$ 826,182.00	\$ 845,853.00	\$ 865,524.00
All other Costs	\$ 90,684.00	\$ 90,684.00	\$ 90,684.00	\$ 90,684.00	\$ 90,684.00
	\$ 950,651.00	\$ 897,195.00	\$ 916,866.00	\$ 936,537.00	\$ 956,208.00
* includes deposit		Total \$4,657,457			

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Real Estate



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1106)

Lease Administrative Office Space at 700 Lavaca

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to conduct required operations in an efficient and economical manner; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide adequate space that supports the operation of service with a focus on safety and customer service and allows a partnership with Travis County to the benefit of both agencies.

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 lease for office space with Travis County. The office space is located at 700 Lavaca and includes 19,671 rentable square feet for a base term of five (5) years, with two (2) unpriced option years for an amount not to exceed \$4,657,457.

Date: _____

**Secretary of the Board
Eric Stratton**

Attachment: Resolution-AI-2019-1106 (4477 : Lease Administrative Office Space at 700 Lavaca)

Capital Metropolitan Transportation Authority MEETING DATE: 09/23/2019
Board of Directors (ID # 4479)
Project Connect Update

(ID # 4479)

Project Connect Update

TITLE: Project Connect Update

Capital Metropolitan Transportation Authority Board Update

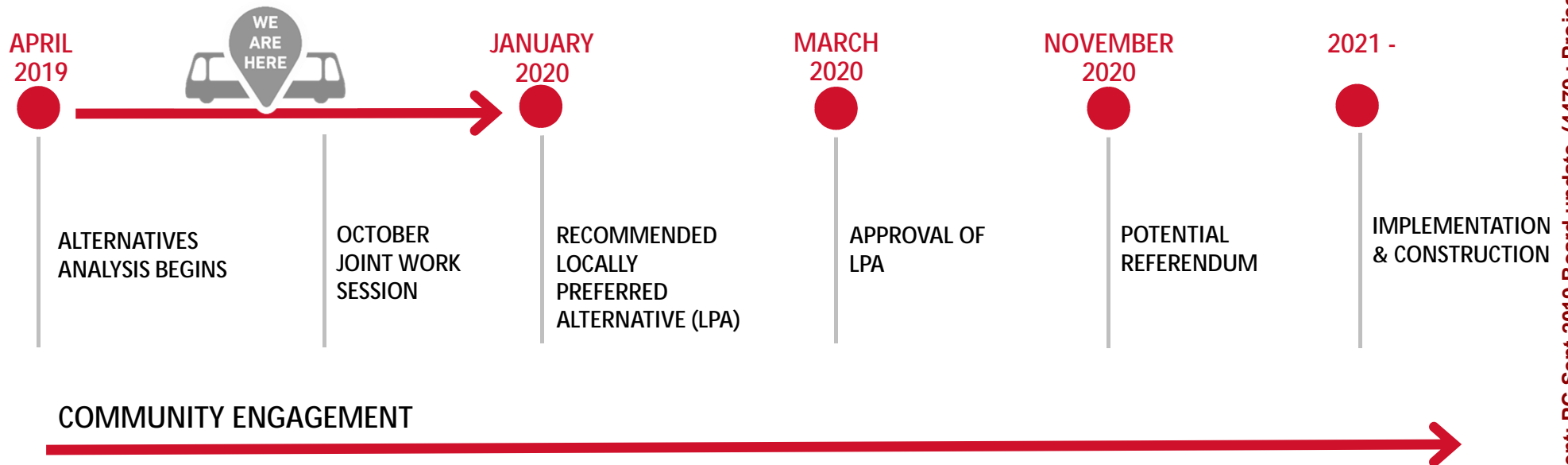
SEPTEMBER 2019



Agenda

- Project Connect Schedule
- Orange Line Update
- Blue Line Update
- MetroRapid Update
- Green Line Update
- Stakeholder Outreach

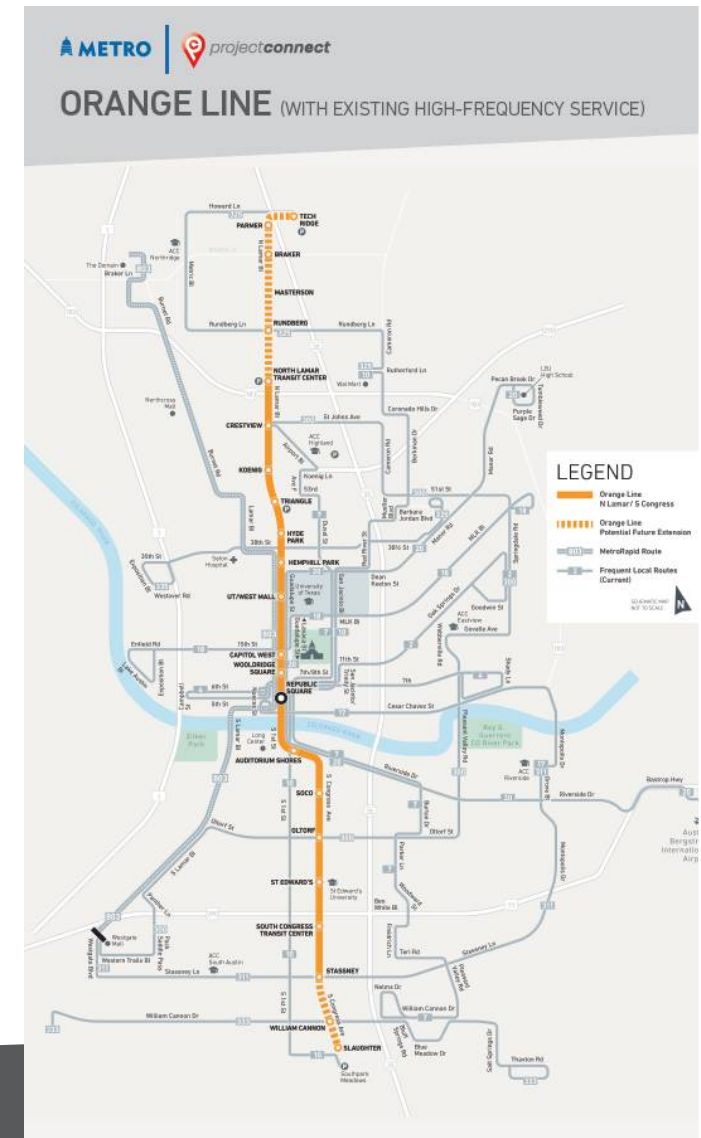
Where We're Going



Attachment: PC Sept 2019 Board update (4479 : Project Connect Update)

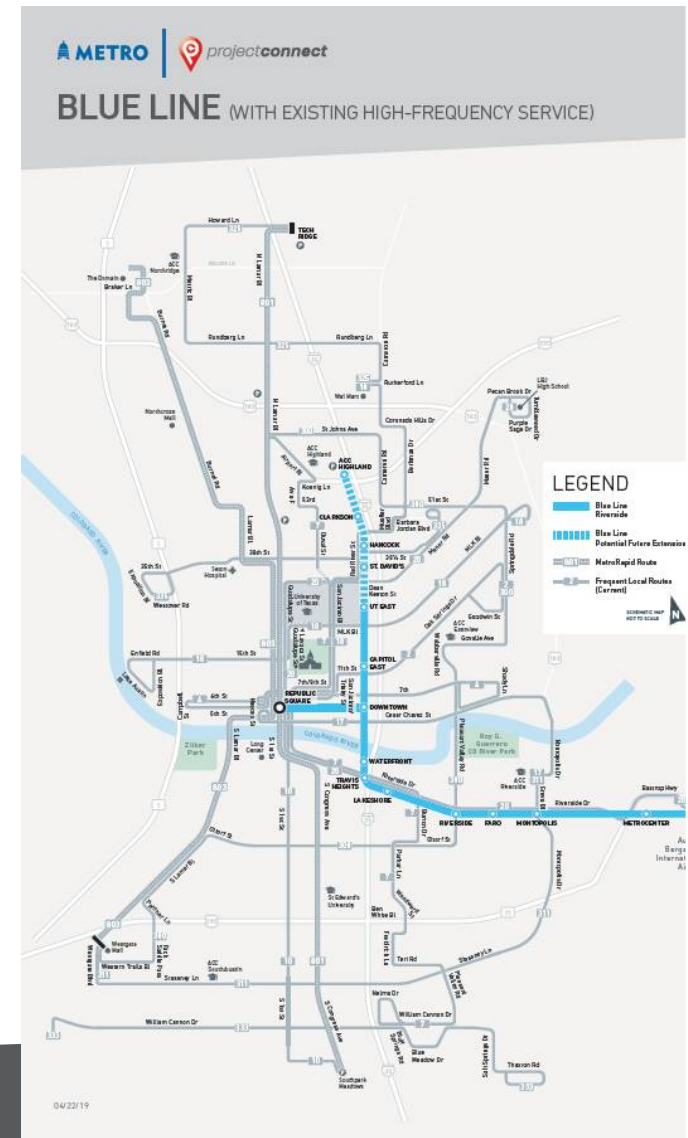
Orange Line Update

- Preliminary development of program forecast
- Preliminary development and review of alternative alignments and cross sections
- Continued stakeholder outreach including COA



Blue Line Update

- Preliminary development of ridership estimates
- Preliminary development of detailed alternatives definition and evaluation
- Preliminary Cross sections and alignment alternatives including integration with ABIA infrastructure
- Preliminary underground transitway analysis

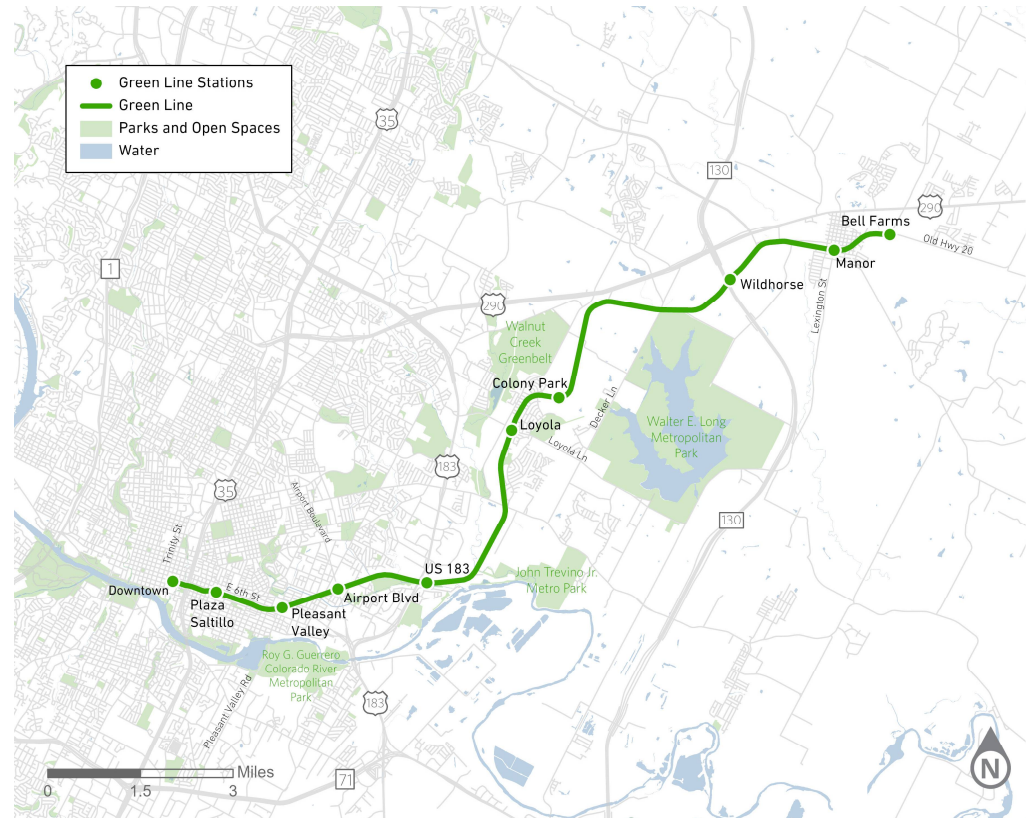


MetroRapid Update

- Consultant Team issued Notice to Proceed on July 31, 2019
- Evaluating BRT Light (MetroRapid) Corridors
- Public Meeting scheduled for September 24, 2019

Green Line Update

- Stakeholder outreach and field data collection
- Affordable housing strategies
- Developer Forums
- Design Charette scheduled October 17th
 - Design options for station areas



Stakeholder Outreach

- Second PCAN Meeting held on August 2, 2019
 - Including three breakout groups:
 - Technical
 - Placemaking
 - Communications
- Key meetings held:
 - Meeting with University of Texas
 - Meeting with TxDOT



Attachment: PC Sept 2019 Board update (4479 : Project Connect Update)