

# EL PASO MASS TRANSIT DEPARTMENT

## TRANSIT BOARD ACTION

DATE	REFERENCE NO.	SUBJECT:	ITEM NO:
11-10-09	09 -115	Approval of Minutes	1

### BACKGROUND:

On the agenda today is the approval of the minutes for the Mass Transit Department Board Meeting of October 13, 2009.

### RECOMMENDATION:

It is therefore recommended that the Chairman of the Mass Transit Board approve the minutes.

DISPOSITION BY TRANSIT BOARD: APPROVED	SECRETARY
OTHER (DESCRIBE)	
SUBMITTED BY:	DATE:

MASS TRANSIT DEPARTMENT BOARD MINUTES  
CITY COUNCIL CHAMBERS  
OCTOBER 13, 2009

A meeting of the Mass Transit Department Board was called to order at approximately 1:34 p.m. with John F. Cook, Chairman, presiding. The other members present were: Ann Morgan Lilly, Emma Acosta, Carl Robinson, Rachel Quintana, and Eddie Holguin, Jr. Late arrivals: Steve Ortega at 1:41 p.m. and Susannah M. Byrd and Beto O'Rourke at 1:42 p.m.

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**CONSENT AGENDA**

Motion made by Board Member Acosta, seconded by Board Member Lilly, and unanimously carried to **APPROVE, AS REVISED**, all matters listed under the Consent Agenda unless otherwise noted. (Items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk {\*}).

AYES: Board Chair Cook and Board Members Lilly, Acosta, Robinson, Quintana, and Holguin

NAYS: None

NOT PRESENT FOR THE VOTE: Board Members Byrd, Ortega, and O'Rourke  
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**1. APPROVAL OF MINUTES**

\*Motion made, seconded, and unanimously carried to **APPROVE** the Minutes for the Mass Transit Department Board Meeting of September 22, 2009.  
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**2. REQUEST TO EXCUSE ABSENT MASS TRANSIT DEPARTMENT BOARD MEMBERS**

NO ACTION was taken on the item.  
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**3A. BOARD APPOINTMENT**

\*Motion made, seconded, and unanimously carried to **APPOINT** Suzanne Fabian to the Citizens Advisory Committee for the Mass Transit Department Board by Representative Ann Morgan Lilly, District 1.  
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**3B. BOARD APPOINTMENT**

\*Motion made, seconded, and unanimously carried to **APPOINT** Daniel Estrada to the Citizens Advisory Committee for the Mass Transit Department Board by Representative Susie Byrd, District 2.  
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**3C. BOARD APPOINTMENT**

\*Motion made, seconded, and unanimously carried to **APPOINT** Robin Roberts to the Citizens Advisory Committee for the Mass Transit Department Board by Representative Emma Acosta, District 3.  
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**4A.**

**\*RESOLUTION**

That the Board approves the expenditure of additional available funding in the amount of \$74,188.73 to Arrow Building Corporation for additional construction costs of the Glory Road Transit Terminal. Change Order 3 provides for revision of the structural mat foundation approximately one foot and

revises the foundation section along the east side of the building. The revision to the foundation section avoided the need for additional excavation across the project site. As a result of the foundation's lower elevation, the quantities of the building assemblies bearing on the foundation increased in order to maintain the building's first-to-second floor height relationship, adding no days of contract time [change order number 3] for Contract Number 2009-145. The new contract sum, including change order 3, \$9,096,569.49.

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4B.

**\*RESOLUTION**

**WHEREAS**, the Mass Transit Department Board supports the use of public transportation, including promotional efforts to increase the public's utilization of public transportation; and

**WHEREAS**, the offering of free fares for a "Customer Appreciation Day" will encourage all El Pasoans to ride mass transit, which results in exposing Sun Metro to new customers, contributing to the cleanliness of the atmosphere, and providing access to transportation for numerous area residents that may not otherwise have such access; and

**WHEREAS**, the Mass Transit Department Board is in support of community events such as the Mayor's Thanksgiving Day Celebration and offering a "Customer Appreciation Day" in conjunction with such event will support this community event through the provision of free transportation to all on Thanksgiving Day, including El Paso's homeless population; and,

**WHEREAS**, the Board finds that this Customer Appreciation Day will benefit the Board and the citizens of El Paso and, as such, constitutes an important public purpose of benefit to the Board and citizens of City El Paso for which the Board is willing to expend funds required for the hosting of such a Customer Appreciation Day.

**NOW, THEREFORE, BE IT RESOLVED BY THE MASS TRANSIT DEPARTMENT BOARD OF THE CITY OF EL PASO, TEXAS:**

That the Mass Transit Department Board hereby authorizes the Mass Transit Department to provide a free fare day on Thursday, November 26, 2009 for all customers of Sun Metro's LIFT and Fixed Routes for a "Customer Appreciation Day" in conjunction with both the Thanksgiving Holiday and the City of El Paso's Thanksgiving Day Celebration at the El Paso Civic Center.

Board Member Robinson commented.

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4C.

**\*RESOLUTION**

That the Chairman of the Mass Transit Department Board be authorized to sign an Agreement by and between the City of El Paso and Sun City Cab Co. Inc. for the distribution and administration of \$100,000.00 in New Freedom grant funds awarded to Sun City Cab Co. Inc. on June 5, 2009.

Board Members Quintana commented.

Mr. Jay Banasiak, Director of Sun Metro, commented.

4D.

**\*RESOLUTION**

That the Chairman of the Mass Transit Department Board be authorized to sign an Agreement by and between the City of El Paso and LULAC Project Amistad for the distribution and administration of \$90,525 in New Freedom grant funds awarded to LULAC Project Amistad on June 5, 2009.

4E.

**\*RESOLUTION**

That the Chairman of the Mass Transit Department Board be authorized to sign an Agreement by and between the City of El Paso and LULAC Project Amistad for the distribution and administration of \$187,368 in New Freedom grant funds awarded to LULAC Project Amistad on April 3, 2009.

4F.

**\*RESOLUTION**

That the Chairman of the Mass Transit Department Board be authorized to sign an Agreement by and between the City of El Paso and LULAC Project Amistad for the distribution and administration of \$234,335 in Job Access/Reverse Commute ("JARC") grant funds awarded to LULAC Project Amistad on June 5, 2009.

**5A. PURCHASING REQUEST TO ISSUE PURCHASE ORDER**

\*Motion made, seconded, and unanimously carried to **AUTHORIZE** the Purchasing Manager for Financial Services, Purchasing Division, to issue a purchase order to INX, Inc., a State Department of Information Resources (DIR) contractor under DIR State Contract DIR-SDD-239, in the amount of \$113,428.83 for deployment of wireless communications. This is in addition to a previous purchase order issued to INX, Inc., in the amount of \$44,649.90. Total expenditures are \$158,078.73.

Participation by the City of El Paso in the DIR Program was approved by Mayor and City Council on February 27, 2007.

Department:	Sun Metro
Account No.:	60600011 – 508010 – 11711 – PCP09MT005
	60600011 – 508010 – 11677 – G600463
	60600011 – 508010 – 11681 – G600467
Funding Source:	FTA Grants TX-96-X035, TX-90-X662, and TX-90-X 718
Total Estimated Award:	\$113,428.83 (Total expenditures to-date \$158,078.73)
Reference No.:	2010-045

**5B. PURCHASING REQUEST TO ISSUE PURCHASE ORDER**

\*Motion made, seconded, and unanimously carried to **AUTHORIZE** the Purchasing Manager for Financial Services, Purchasing Division, to issue a purchase order to Trane Building Services, a contractor under the TCPN Cooperative Purchasing Program, Contract # R4669, for procurement and installation of heating, venting, air conditioning (HVAC) equipment and accessories at the Eastside, Northeast and Five Points

Transit Terminals subject to the terms and conditions of the TCPN Contract. Participation by the City of El Paso in the Cooperative Purchasing Network (TCPN) was approved by Mayor and Council on March 27, 2007.

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

Department: Sun Metro  
Account No.: 60600011 – 11639 – 508027 – PCP09MT014  
Funding Source: Capital Grants –TX-90-X344 (Rehab Facilities)-Construction  
Total Estimated Award: \$226,144.19  
Reference No.: 2010-053

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**6. BID**

\*Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2009-287 (Bus Suspension Components) to Muncie Reclamation and Supply d/b/a Muncie Transit Supply, Gillig LLC, Neopart LLC, New Flyer Industries Canada ULC, and Prevost Car (US) Inc. for a total estimated award of \$310,878.78.

Department: Sun Metro  
Award to: Vendor 1: Muncie Reclamation And Supply  
d/b/a Muncie Transit Supply  
Muncie, IN

Items: Group I: Items 1, 2, 4, 5, and 6  
Group II: Items 2, 4, 5, and 8  
Group III: Items 17, and 19

Annual Estimated Amount: \$27,570.67

Award to: Vendor 2: Gillig LLC  
Hayward, CA

Items: Group II: Item 7  
Group III: Item 20

Annual Estimated Amount: \$13,090.75

Award to: Vendor 3: Neopart LLC  
Honey Brook, PA  
Items: Group II: Item 1 and 3  
Group III Items 1, 2, 8, 9, 10, 12, 13, and 18

Annual Estimated Amount: \$43,530.62

Award to: Vendor 4: New Flyer Industries Canada ULC  
Winnipeg, Manitoba, Canada

Items: Group I: Item 3  
Group III: Items 3, 4, 5, 6, 7, 11, 14, 15, and 16

Annual Estimated Amount: \$18,202.22

Award to: Vendor 5: Prevost Car (US) Inc.  
Elgin, IL

Items: Group II: Item 6

Annual Estimated Amount: \$1,232.00  
Account No.: 60600015 – 503118 – 40348  
Funding Source: Inventory Purchases/ Sun Metro Inventory  
Total Estimated Award: \$310,878.78 (3 year Total)

This is a requirements type contract with an initial term of thirty-six months.

The cost under this requirements contract is only an estimated minimum value. The actual cost of this contract may be higher or lower than the total estimated minimum value and will be the sum total at the end of the contract term, so long as increased funds are appropriated in the budget.

The Departments of Financial Services, Purchasing Division, and Mass Transit recommend award as indicated to the lowest responsive, responsible bidder.

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**7. OTHER BIDS, CONTRACTS, PROCUREMENTS**

Motion made by Board Member Quintana, seconded by Board Member Acosta, and unanimously carried to **AWARD** Solicitation No. 2009-282 (Miscellaneous Body Shop Supplies) to Central Automotive Supply, Inc., for a total estimated award of \$192,286.95.

Department: Sun Metro  
Award to: Central Automotive Supply, Inc.  
El Paso, TX  
Items: 1, 3, 5, 6, 8-24, 26-29, 31-45, 47-60, 62-66  
Annual Estimated Amount: \$192,286.95  
Account No.: 60600006 – 503118 – 40345  
Funding Source: Inventory Purchases/Sun Metro Inventory  
Total Estimated Award: \$576,860.85 (3 Year Total)

This is a requirements type contract with an initial term of thirty-six months.

The cost under this requirements contract is only an estimated minimum value. The actual cost of this contract may be higher or lower than the total estimated minimum value and will be the sum total at the end of the contract term, so long as increased funds are appropriated in the budget.

The Departments of Financial Services, Purchasing Division, and Mass Transit recommend award as indicated, to the lowest responsive, responsible bidder.

Mr. Terrence Freiburg, Purchasing Manager, commented.

NOT PRESENT FOR THE VOTE: Board Members Byrd, Ortega, and O'Rourke

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**8.**

**\*RESOLUTION**

That the Chairman of the Mass Transit Department Board be authorized to sign an Agreement by and between the City of El Paso and LULAC Project Amistad for the distribution and administration of

\$809,272.00 in Job Access/Reverse Commute ("JARC") grant funds awarded to LULAC Project Amistad on April 3, 2009.

Mr. Jay Banasiak, Director of Sun Metro, commented.

Motion made by Board Member Acosta, seconded by Board Member Lilly, and carried to **APPROVE** the Resolution.

AYES: Board Chair Cook and Board Members Lilly, Acosta, Robinson, Quintana, and Holguin

NAYS: None

ABSTAIN: Board Members Ortega

NOT PRESENT FOR THE VOTE: Board Members Byrd and O'Rourke

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**9. DIRECTOR'S REPORT**

Director's Report on Performance Measures. [Director, Jay Banasiak (915) 533-1220]

- 9A. Ridership
- 9B. Affordability
- 9C. Safety
- 9D. Maintenance
- 9E. Customer Satisfaction
- 9F. Paratransit

Mr. Jay Banasiak, Director of Sun Metro, presented a PowerPoint presentation (on file in the City Clerk's office).


Board Chair Cook and Board Members O'Rourke, Robinson, and Byrd commented.

Ms. Joyce Wilson, City Manager, commented.

**NO ACTION** was taken on the items.

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Motion made by Board Member Robinson, seconded by Board Member Lilly, and unanimously carried to adjourn this meeting at 1:58 p.m.

Approved as to content:

  
Jay Banasiak, Director