



# Minutes

## Capital Metropolitan Transportation Authority

### Board of Directors

2910 East 5th Street  
Austin, TX 78702

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Monday, November 22, 2021

12:00 PM

2910 East 5th Street, Austin, TX 78702

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#### I. Call to Order

12:14 p.m Meeting Called to Order

**Present:** Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

#### II. Public Comment:

Brent Payne from the Amalgamated Transit Union provided comments.

#### III. Advisory Committee Update:

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

#### IV. Board Committee Updates:

1. Finance, Audit and Administration Committee
2. CAMPO update
3. Austin Transit Partnership Update

#### V. Consent Items

A motion was made by Vice Chair Travillion, seconded by Board Member Mitchell, that this be adopted. The motion carried by the following vote:

**Aye:** Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

1. Approval of minutes from the October 25, 2021 board meeting.
2. Approval of a resolution adopting the 2022 Board Meeting Calendar.

3. Approval of a resolution authorizing the President & CEO, or his designee, to modify the KPMG, LLC contract # 200611 for Enterprise Resource Planning (ERP) Consulting services, increasing the original Board authorized amount by \$259,085, plus a contingency amount of \$250,000, for the addition of a Business Analyst to lead systems integrations with the Oracle Enterprise Resource Planning (ERP) system for a new not-to-exceed amount of \$3,040,376.

## VI. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with SHI Government Solutions to renew Capital Metro licensing of the Microsoft licensed software suite of products for a three (3) year period for an amount not to exceed \$1,431,390, which includes a 20% contingency to account for future growth.

A motion was made by Secretary of the Board Stratton, seconded by Board Member Pool, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Spare Labs Inc. for a Demand Response Transit System solution and implementation for a base period of twenty-two (22) months with ten (10) one-year option periods in an amount not to exceed \$4,201,206.

A motion was made by Secretary of the Board Stratton, seconded by Vice Chair Travillion, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with MTM, Inc., in an amount not to exceed \$2,090,874 in order to provide functional assessment services for the MetroAccess Eligibility Department. This amount is for a base term of three (3) years with two (2) one-year options for a total of up to five (5) years.

A motion was made by Vice Chair Travillion, seconded by Board Member Ross, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with CFJ Manufacturing for uniform services for a period of one year with an option for two additional years, in an amount not to exceed \$1,835,118.

A motion was made by Vice Chair Travillion, seconded by Board Member Renteria, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

5. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Advance Funding Agreement with the Texas Department of Transportation for up to \$4,697,745 in Federal financial assistance for preliminary engineering, final design, and environmental clearance of the Capital Metro North Lamar Boulevard / Airport Boulevard - MetroRail Grade Separation project.

A motion was made by Secretary of the Board Stratton, seconded by Board Member Renteria, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

## **VII. Discussion Items:**

1. Fare Policy Overview and Customer Payment Systems Update
2. Workforce Planning Update
3. Winter Storm After Action Report
4. Operations Update

## **VIII. Reports:**

1. President & CEO Report

## **IX. Executive Session of Chapter 551 of the Texas Government Code:**

3:08 p.m. Into Executive Session

4:05 p.m. Out of Executive Session

Section 551.074 for Personnel Matters related to the annual performance review of the President & CEO.

## **X. Items for Future Discussion:**

## **XI. Adjournment**

4:05 p.m. Meeting Adjourned

## **ADA Compliance**

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

*BOARD OF DIRECTORS: Wade Cooper, Chair; Jeffrey Travillion, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Becki Ross; Ann Kitchen, Leslie Pool 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.*